REGULAR COUNCIL MEETING

A G E N D A

February 28, 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 CHAPLAIN WALLACE DIXON

PLEDGE OF ALLEGIANCE LED BY COUNCILMAN MCGIFFIN

AGENDA ADDITIONS/DELETIONS

* **CONSENT AGENDA**

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

* **1. Adoption of Minutes - Regular Council Meeting of February 14, 2011**

2. 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

* **3. Parks, Recreation, and Community Enhancement Committee Report - February 14, 2011**

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

(Committee Recommended Acceptance of Staff's Report on the Broadband Technologies Opportunity Program (BTOP)/Job Center - Dover Public Library)

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

(Committee Recommended Acceptance of the Semi-Annual Report)

C. Updates

c-1. Schutte Park Space - Boys and Girls Club/CDSA

c-2. Puncheon Run Watershed Action Team and Flood Plain Mapping Update

(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)

c-3. Planning and Funding for New Library

c-4. CDBG Program

c-5. Housing and Recovery Act of 2008 Funds (Neighborhood Stabilization Fund)

c-6. Youth Advisory Committee

* **4. Utility Committee Report - February 14, 2011**

A. Green Energy Fund Grant Modification

(Committee Recommended Adoption, as Amended to Incorporate the Delaware Municipal Electric Corporation's (DEMEC's) Recommendation to Include a Distinction for Non-profit Organizations)

B. Retail Customer Demand Response Tariff Modification

(Committee Recommended Adoption)

C. Amendments to Renewable Portfolio Standard (RPS) Legislation

(Committee Recommended that the Mayor and Council President Send a Letter in Support of the Renewable Energy Portfolio Standards (RPS) Legislation Amendment)

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

(Committee Recommended Acceptance of the Report)

* **5. Legislative, Finance, and Administration Committee Report - February 14, 2011**

A. Review and Recommendation - Filling Critical Positions

(Committee Action Not Required)

B. Proposed Amendment to Purchase Policy - Debarment

(Committee Recommended that (New) Section 11 - Debarment of Vendors for Consideration of Awards be Incorporated in the City's Purchasing Policy)

C. Debt Management Policy Review

(Committee Recommended Approval of the Amended Policy)

* **6. Joint Legislative, Finance, and Administration and Safety Advisory and Transportation Committee Report - February 17, 2011**

A. Proposals to Address Community Concerns

(Committee Recommended that the Police Chief be Authorized to Hire Two (2) Additional Officers for the Upcoming Police Academy Class; 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)

B. Public Comment Period

(Committee Action Not Required)

* **7. Annual Reports**

A. Fire Department

B. Planning and Community Development

C. Police Department

8. Evaluation of Bids

A. Wellhead Redevelopment Contract

B. Engineering Services Contract for Water and Wastewater Utilities

C. Dover Public Library Bid Pac B

D. Dover Public Library Bid Pac A - Revised Final Estimate and True-Up Costs

9. First Reading - Proposed Ordinance #2011-08 - 2011 Amendments to the 2008 Comprehensive Plan

Due to an Error in Public Notice, One of the Requested Amendments to the 2008 Comprehensive Plan Must be Rescheduled. It is Recommended that a Public Hearing be Scheduled 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. Copies of the Proposed Ordinance are Available at the Entrance of Council Chambers or Can be Obtained from the City Clerk's Office.

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

10. Council Members Announcements

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REGULAR COUNCIL MEETING

The Regular Council Meeting was held on February 14, 2011 at 7:30 p.m. with Council President Hogan presiding. Council members present were Mr. Leary, Mr. McGiffin, Dr. McGlumphy, Mr. Ruane, Mrs. Russell, Mr. Salters, and Mrs. Williams. Mr. Bonar was absent.

Council staff members present were Police Chief Hosfelt, Ms. Russell, Mrs. Mitchell, Mrs. Townshend, Fire Chief Fortney, Mr. DePrima, Deputy City Solicitor Pepper, and Mrs. McDowell. Mayor Carey was also 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. Robert Hartman, 35 Lotus Street, relayed his concerns regarding City spending. He stated that, although he understood that City staff and Council have worked hard to reduce the City's budget, he objected to pay raises provided to City employees. It was his feeling that these salaries should be discussed and an attempt made to make them more equitable to those in surrounding communities. Mr. Hartman stated that raises that are over and above the rate of inflation, as reflected by the Consumer Price Index (CPI), have been provided to City employees every year, noting that the CPI is 1.5% this year and that employees were provided a 2% increase. He conveyed his objection to this action.

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

AGENDA ADDITIONS/DELETIONS

Dr. McGlumphy moved for approval of the agenda, as presented, seconded by Mr. Leary and unanimously carried.

Council President Hogan requested that Item #7B - Monthly Budget Report be removed from the consent agenda.

Mr. Leary moved for approval of the consent agenda, as amended, seconded by Dr. McGlumphy and carried by a unanimous roll call vote (Mr. Bonar absent).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JANUARY 24, 2011

The Minutes of the Regular Council Meeting of January 24, 2011 were unanimously approved by motion of Mr. Leary, seconded by Dr. McGlumphy, and bore the written approval of Mayor Carey.

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE - 106 S. NEW STREET - HOUSE OF PRIDE

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Public Services Manager/Director of Public Works, reviewed a presentation regarding the property (***Exhibit #1***), noting that the property has been the subject of a number of code violations in recent years. He stated that staff is currently bringing forward the structure for violation

of the Dangerous Building Ordinance in accordance with Chapter 22 - Buildings and Building Regulations, Article XI - Dangerous Buildings, Sec. 22-388 - Emergency Cases. Mr. Koenig advised members that this is considered an "emergency case" due to the receipt of a report from Scott Engineering, Inc., following a structural inspection of the property. He noted that the house has been used for storage purposes for many years and has accumulated an abundance of various types of furniture, fixtures, and miscellaneous supplies as well as household items. Mr. Koenig explained that the building's support structure is overtaxed by the weight of the items being stored. He stated that a section of the foundation wall has failed and the structural engineer has determined that it is unsafe to enter the property and remove the stored items in the structure's current condition. Mr. Koenig indicated that House of Pride has stated its intent to hire a contractor to provide the minimum stabilization necessary to remove the stored items; however, the structure will still be considered dangerous once these minimal efforts are completed.

Staff recommended that the City:

1) Declare this building and any accessory buildings dangerous;

2) Order the property repaired or demolished by Monday, February 21, 2011 by the owner or equity owner at their own risk;

3) Order the Building Inspector to cause the repair or demolition of the structure if not completed by the owner within (10) days of the date set by Council;

4) Order the City Manager, with the assistance of the City Solicitor, to cause the cost of repairs or demolition to be charged against the land on which the building exists as a municipal lien, or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.

Mr. Koenig assured members that staff has met with the property owners and that they are aware of staff's recommendations.

Responding to Mr. Ruane, Mr. Koenig stated that, since the preparation of the action form, the Finance Department approved an internal budget revision, increasing the demolition line item from $50,000 to $120,000. He estimated that the cost of the demolition would be approximately $20,000, including asbestos abatement.

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

Mr. McGiffin moved that the structure located at 106 S. New Street, owned by House of Pride, be declared a dangerous building and subject to demolition, as recommended by staff. The motion was seconded by Mr. Leary and carried by a unanimous roll call vote (Mr. Bonar absent).

PUBLIC HEARING/FINAL READING - REZONING OF PROPERTY LOCATED AT 293 SAULSBURY ROAD, OWNED BY F & B PROPERTIES

A public hearing was duly advertised for this time and place to consider the rezoning of property located at 293 Saulsbury Road, owned by F & B Properties, consisting of $3.64^{+/-}$ acres. The property is currently zoned C-3 (Service Commercial) and subject to the COZ-1 (Corridor Overlay Zone) and the proposed zoning is C-2A (Limited Central Commercial) and subject to COZ-1 (Corridor Overlay Zone). The subject property is located on the northeast corner of the intersection of Saulsbury Road and North Street (Tax Parcel: ED05-076.11-01-43.00-000; Fourth Council District; Planning Reference: Z-11-01).

Mr. Salters moved that the final reading of Proposed Ordinance #2010-31 be acknowledged by title only, seconded by Mr. Leary and unanimously carried (Mr. Bonar absent). *(The First Reading of this ordinance was accomplished during the Council Meeting of December 13, 2010.)*

Planner's Review

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the petition to amend the zoning district and the findings and recommendations of the Planning Commission.

Responding to Mr. Ruane, Mrs. Townshend stated that traffic impact studies are typically completed prior to the submission of the site plan application, which is considered by the Planning Commission.

Public Hearing

Council President Hogan declared the hearing open.

Mr. John Paradee, Attorney with Prickett, Jones, and Elliott, 11 N. State Street, stated that he serves as the legal counsel for the applicant, F & B Enterprises. He noted that the application is consistent with the City's Comprehensive Plan. Mr. Paradee stated that the proposed zoning and use of the property is actually less intensive than that currently permitted. He stated that, although no adverse implications from the traffic study are anticipated, it is understood that a traffic study must be completed and that the applicant must abide by all recommendations from the study. Mr. Paradee also stated his understanding that the traffic study will be taken into account prior to submission of the application for the conditional use and site plans. He urged members to approve the request.

Mr. John Fellows, Project Manager with Duffield Associates, stated that his firm would serve as the site civil engineer for the project if the rezoning is approved. He advised members that the developer has obtained a letter of intent from Royal Farms to place a convenience store on the site. Mr. Fellows also stated that, although a firm commitment has not been received to date, the developer is in discussion with a bank to potentially locate on the northern portion of the site. He advised members that a meeting has been scheduled with the Dover Housing Authority regarding several aspects of the project, including closure of an access road and installation of sidewalks.

Responding to Mrs. Williams, Deputy City Solicitor Pepper suggested that she recuse herself from any action regarding this matter, since she serves as a member of the Dover Housing Authority.

Mr. Martin Prada, representative of Hill Farms Commercial (owners of Eden Hill Commercial District), indicated that he did not oppose or favor the requested zoning; however, requested clarification. Responding, Mrs. Townshend stated that the C-2A zoning classification would allow for a variety of retail uses and would not limit usage to a convenience store and bank. She confirmed that professional offices would be permitted within the C-2A zoning classification. Mr. Prada relayed concern that the proposed project could hamper the Eden Hill Commercial District's ability to bring a bank to its site or inhibit future expansion.

Council President Hogan declared the hearing closed.

Responding to Mr. Ruane, Mrs. Townshend noted that notification of the rezoning request was provided to those property owners within 200'; therefore, the residents of Lincoln Park were probably not notified of the proposed rezoning request. Mr. Ruane questioned if staff could put forth a "good faith" effort to notify residents in the area of the site plan. Responding, Mrs. Townshend felt that it would be very difficult to administratively change the standard for notification without appearing arbitrary. She reminded members that staff is working on an ordinance amendment that would expand notification to property owners within 300' and require posting on the property. She anticipated that the proposed amendment would be presented to the Committee in March and that approval by Council could occur in June. She stated that since the traffic impact study has not been completed, there is a possibility that the ordinance amendment would be effective prior to the submission of the site plan application for this project. Mr. Ruane stated his desire that the proposed amendment require notification of property owners within 500'.

Mr. Leary moved for approval of the rezoning request, as recommended by the Planning Commission, seconded by Mr. McGiffin and failed by a roll call vote of three (3) no, one (1) abstention (Mrs. Williams due to conflict of interest), one (1) absent (Mr. Bonar), and four (4) yes (Dr. McGlumpy, Mr. Leary, Mr. McGiffin, and Council President Hogan). Council President Hogan noted that, in accordance with Article II, Section 10 of the City Charter, the affirmative vote of a majority of the members elected to Council is required to pass a motion. Since the Planning Commission's recommendation was not supported by the vote, members in opposition provided reasoning for their votes, as follows:

Mrs. Russell stated her feeling that the Planning Commission cannot "speak" for homeowners (taxpayers) in such a situation.

Mr. Salters felt that it would be wrong to consider the request without receiving input from the residents of Simon Circle. He stated that if these individuals are notified and do not attend the appropriate meeting, or do not object to the proposed rezoning, he would support the rezoning request.

Mr. Ruane stated that his reason for objecting to the recommendation is due to inadequate notification and the absence of a traffic impact study.

PRESENTATION - DOVER TRANSIT CENTER NEIGHBORHOOD PLAN

Ms. Juanita Wiezoreck of the Dover/Kent County MPO introduced Mr. Gregg Moore, President of the Downtown Dover Partnership (DDP), who reviewed a Presentation of the Dover Transit Center Neighborhood Plan and Design Book ***(Exhibit #2).*** He noted that the charrette was an open public process and that the plan study region is generally defined as an area of influence surrounding the new Dover Transit Center. The area is bound by Loockerman, State, South, and West Streets and includes The Green, the historic downtown retail corridor, the legislative office area, museum square, and medical offices.

Mr. Moore stated that the Dover Transit Center Neighborhood Plan and Design Book was being presented to obtain Council's support prior to making presentations to the State of Delaware and other constituents and notifying the community of the proposed improvements.

Mr. Salters moved for approval of the concept as presented, seconded by Mr. Ruane.

Responding to Mr. Leary, Mr. Moore stated that a direct funding mechanism was not being requested, but noted that the DDP does have limited resources available to accomplish this project. He stated that items in the document that may require zoning changes or other ordinance amendments would be presented individually to members.

In response to Dr. McGlumphy, Mr. Moore stated that the focus Hyatt Palma Study was to create an entity that would be a catalyst for redevelopment, and this resulted in the creation of the DDP. Mr. Moore stated that the Hyatt Palma Study did not provide tangible drawings, streetscapes, and zoning changes; however, the Dover Transit Center Neighborhood Plan and Design Book accomplished this. It was his feeling that the Dover Transit Center Neighborhood Plan and Design Book enhances the results of the Hyatt Palma Study, which dealt with strategies and leadership groups. Mr. Moore explained that, although the charrette and the Hyatt Palma Study are different, they work together.

Mr. Ruane noted that the executive summary indicates that the purpose of the Dover Transit Center Neighborhood Plan and Design guidelines are to provide the City with a design and planning strategy to guide development around the new transit center site. He stated that it is a conceptual design guidebook that provides a very specific understanding of what the City could realize.

Ms. Wiezoreck advised members that this project was presented to the Planning Section of the Delaware Department of Transportation (DelDOT) to determine their needs in order to make the plan a reality, since there are state-maintained streets throughout the area. DelDOT has indicated that a area-wide traffic impact study will be performed and, consequently, individual studies are not necessary as buildings are constructed. As a result, she stated that the group has begun to determine costs and possible funding. In addition, Ms. Wiezoreck stated that an area-wide stormwater management program will be necessary. She explained that a workshop with the Planning Commission has been scheduled for February 23, 2011 to discuss this issue and the matter will be presented to the Safety Advisory and Transportation Committee for their review.

The motion to approve the concept as presented was unanimously carried (Mr. Bonar absent).

UTILITY COMMITTEE REPORT - JANUARY 24, 2011

The Utility Committee met on January 24, 2011 with Chairman Ruane presiding.

Request for Alley Abandonment (Improved) - Adjacent to 514 Loockerman Street and 222 S. DuPont Highway - HUB Associates, LLC and A & G Kramedas Associates

Members reviewed a request received from HUB Associates, LLC and A & G Kramedas Associates for abandonment of an improved alley adjacent to 514 Loockerman Street and 222 S. DuPont Highway.

Mr. Scott Koenig, Public Services Manager/Director of Public Works, advised members that the applicants requested the City to abandon a segment of an alley approximately 220 feet in length that runs parallel to Loockerman Street, east of Bayard Avenue. He stated that the request is a precursor to redevelopment of the property, which is owned by HUB Associates, LLC and A & G Kramedas Associates. Mr. Koenig stated that the subject property consists of a 15-foot wide alley, bounded on the south by lands owned by A & G Kramedas Associates and bounded on the north by three (3) parcels, two (2) of which are owned by HUB Associates, LLC and one owned by Thelma F. Johnson. He indicated that the alleyis partially improved with paving that serves as the fire lane for the hotel on the property, which is owned by A & G Kramedas Associates.

Mr. Koenig noted that a map depicting the alley was provided to members. He stated that the Planning Commission reviewed the alley abandonment request on December 20, 2010 and recommended its approval, provided that all necessary easements related to City utilities are in place. Responding to Mr. Ruane, Mr. Koenig indicated that the City Clerk's Office would notify all adjacent property owners prior to the required public hearing before City Council. Mrs. Ann Marie Townshend, Director of Planning and Community Development, explained that the procedure for notification of adjacent property owners is in accordance with Appendix B Article 10, Section 5 of the Dover Code; however, she stated that she and Mrs. Traci McDowell, City Clerk, recommended that the City's procedure be improved and incorporated into the City Code.

As suggested by Mr. Ruane, it was the consensus of members that staff should take administrative measures to notify adjacent property owners of such requests in the future until a procedure is codified.

Ms. Thelma Johnson, 512 E. Loockerman Street (adjacent property owner), indicated that her back yard is adjacent to the Comfort Inn. She stated her interest in the plans for the alley and how these plans would affect the property line.

Responding to Mr. Ruane, Mr. Koenig stated that if the Committee recommends approval of the abandonment and Council approves the Committee's recommendation, a public hearing will be set before City Council, at which time adjacent property owners will be notified. If 220 feet of the alley is abandoned, he stated that the current procedure requires the alley to be split equally between each adjacent property; however, each property owner would be required to amend their deed to reflect ownership of a portion of the alley and deeds would have to be recorded.

Mr. Koenig stated his understanding that, if the abandonment is successful, the applicant wishes to re-form their property lines, re-create a deed, assemble a number of properties, and re-record this subdivision of the properties of HUBAssociates, LLC and A & G Kramedas Associates for a future land development application. He stated that, at this point, staff is not aware of a final application being presented to the City for consideration, although a draft land development application has been received. Reminding members that there are setback requirements based on the zoning classification of the property, Mr. Koenig noted that, if abandoned, the north property line has the potential to move 7½ feet closer to Ms. Johnson, and she would have thepotential to move her southern property line 7½ feet to the HUB Associates, LLC property.

Ms. Johnson stated that Mr. Kramedas indicated to her a desire to build stores at this location. She questioned how close these establishments would be to her property line and, being a senior citizen, relayed concerns regarding visitors loitering in front of the stores near her property. Ms. Johnson advised members that she has had no problems with the Comfort Inn as a neighbor during the last 14 years. She requested an assurance of peace and safety and, if the applicants build, that they be required to construct a fence at least six (6) feet in height.

In response to Mr. Bonar, Mrs. Townshend stated that conditions, such as the erection of a fence, would not be necessary at this time unless members chose to include this requirement. She noted that if the applicants submit a Site Plan in the future, the Site Plan would be presented to the Planning Commission and there would be public notice of this meeting. Mrs. Townshend stated that the Zoning Ordinance requires buffering between residential and non-residential uses; therefore, the applicants would be required to erect an opaque, six (6) foot fence and landscaping on the residential side of the fence, unless the Planning Commission waives this requirement. Mrs. Townshend assured members that staff would notify the Planning Commission that the adjacent property owner desires a fence and Ms. Johnson would have the opportunity to speak before the Planning Commission. She noted that many residential property owners have concerns related to being situated adjacent to commercial properties; however, she explained that these locations often improve when the property is redeveloped since redevelopment must conform to current standards.

Responding to Mr. Bonar, Mr. Koenig stated the cost to property owners to re-record deeds is estimated to be $125 per property.

Ms. Johnson advised members that she does not object to the abandonment request.

Mr. Garth Jones, Becker Morgan Group, representing Mr. Tom Kramedas, advised members that it is planned to redevelop the site by demolishing two (2) hotel buildings and building a new hotel with a retail component on the property; therefore, the setbacks are important as they relate to the reconfiguration of the property for construction. He advised members that Becker Morgan Group has been working with Mr. Kramedas since 2005 on a development plan and noted the importance of the additional 7½ feet to the development application. Although the abandonment would move the property lines 7½ feet closer to Mrs. Johnson's residential property, Mr. Jones stated his understanding that the building setback requirement for zoning is 30 feet for both the rear and side yards. He stated that the retail component would not be located behind Ms. Johnson's property, since that area would not be visible from the street.

The Committee recommended approval of the request for abandonment of the improved alley located adjacent to 514 Loockerman Street and 222 S. DuPont Highway, as recommended by the Planning Commission, with the condition that the City retain all necessary easements related to City utilities. *(City Clerk's Note: In accordance with the City's Procedure for Alley Abandonments, Resolution No. 2011-02 setting the Public Hearing was presented to Council for consideration for adoption.)*

By motion of Mr. Ruane, seconded by Mr. McGiffin and by a unanimous roll call vote (Mr. Bonar absent), Council approved the Committee's recommendation and adopted Resolution No. 2011-02, as follows:

A RESOLUTION PROPOSING THE VACATING AND ABANDONMENT OF 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 favors the vacating and abandoning of 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. The Council of the City of Dover will sit on Monday, February 28, 2011, at 7:30 p.m., in the Council Chambers at City Hall, Dover, Delaware, to hear the objections of such residents of the City or owners of the property affected as shall attend, in accordance with the provisions of Section 27 of the Charter of the City of Dover (Chapter 158, Volume 36, Laws of Delaware).

Section 3. The Clerk of Council is hereby directed to post copies of this Resolution in five (5) or more public places in the City of Dover.

ADOPTED: February 14, 2011

Proposed Ordinance #2011-01 - Amendment to Appendix B - Zoning, Article 5 Supplementary Regulations, (New) Section 20 - Solar and Small Wind Energy Systems (*Deferred by Committee on 01/10/2011)*

During their meeting of January 10, 2011, members considered Proposed Ordinance #2011-01 - Amendment to Appendix B - Zoning, Article 5 - Supplementary Regulations, (New) Section 20 - Solar and Small Wind Energy Systems. The proposed ordinance would add solar energy systems and small wind energy systems as accessory uses within all zoning districts; set standards for these systems to ensure protection of the character of the zones, as well as for public health, safety and welfare; and add definitions for such systems to the Zoning Ordinance. After much discussion, members deferred action until the next Committee meeting to allow time for staff to address the concerns relayed.

Referring to the proposed ordinance provided to members, Mrs. Ann Marie Townshend, Director of Planning and CommunityDevelopment, reminded members that the red text reflects the revised version provided to members at the previous meeting and that the blue text was added to address concerns relayed at that time.

Mr. Phil McGinnis, McGinnis Commercial Real Estate Company, 555 E. Loockerman Street, indicated support for the proposed ordinance, including the additional amendments, as presented. Mr. John Paradee, Prickett, Jones, and Elliott, 11 North State Street, thanked members of the Committee and City staff for making the changes suggested during the previous Committee meeting. He indicated full agreement with the proposed ordinance, as presented, and requested the Committee's support.

Council President Hogan relayed concern regarding the phrase "visually screened," which appears several times in the proposed ordinance. Recalling a previous situation, he questioned the definition of this term and felt that the City should be clear in this regard. Responding, Mrs. Townshend referred to the definition provided in Lines 17 and 18 and suggested that the ordinance be amended to incorporate this language in other areas within the ordinance that include the term "visually screened." Members of the Committee, Mr. McGinnis, and Mr. Paradee relayed no objections to the additional amendments.

The Committee recommended adoption of Proposed Ordinance #2011-01, as amended.

By consent agenda, Mr. Leary moved for approval of the Committee's recommendation, seconded by Dr. McGlumphy and carried by a unanimous roll call vote (Mr. Bonar absent).
(The First Reading of the Proposed Ordinance will take place during the latter part of the meeting.)

Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System - Fiscal Year 2010 *(Deferred by Committee on 1/10/2011)*

Members were provided the Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System for Fiscal Year 2010. Mrs. Donna Mitchell, Controller/Treasurer, reviewed highlights of the Report with members, including Conclusions of the Executive Summary (Page ES-6).

The Committee recommended acceptance of the Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System for Fiscal Year 2010.

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

Annualized Comparison of Utility Rates (*Deferred by Committee on 1/10/2011)*

Mr. Anthony DePrima, City Manager, reviewed the Residential Rate Comparison Annualized at 1,000 kWh Per Month as of November 23, 2010. He advised members that the information is produced by the Delaware Municipal Electric Corporation (DEMEC) on a monthly basis.

The Committee recommended acceptance of the Residential Rate Comparison Annualized at 1,000 kWh Per Month as of November 23, 2010, as presented.

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

Development Projects - Performance and Maintenance Bonding Concerns

During their meeting of January 10, 2011, members were advised that, as part of a shared performance goal, the City Manager, the Public Services Manager, and the Director of Planning and Community Development conducted a series of four (4) internal meetings to brainstorm various ideas to address concerns raised about performance and maintenance bonding in subdivisions, site plan compliance, ensuring the functionality of homeowners' associations (HOAs), and other development project issues. As a result of these meetings, which were held in October, November, and December of 2010, he stated that eight (8) specific issues/concerns were identified. Members requested that staff provide the list of Development Projects to members for their review and prioritization to be considered by the Committee during their next meeting.

Mr. Scott Koenig, Public Services Manager/Director of Public works, advised members that he, Mr. Ruane, Mr. McGiffin, Mrs. Townshend, and Mr. DePrima ranked the projects and written comments were submitted by Major Kosior. He stated that the highest-ranked projects are as follows:

1) Problem #2 - Some projects are partially built and theconstruction or the site work has been abandoned.

2) Problem #5 - Nuisance issues such as maintenance of buildable lots with homes, partially complete homes, partially complete subdivisions, roll-off trash containers for construction debris, soil stockpiles, and material storage areas are degrading the overall quality of various subdivisions (in both dedicated and undedicated subdivisions).

3) Problem #4 - Stormwater / Passive Open Space – Not Being Maintained.

Mr. Koenig stated that these three (3) problems ranked significantly higher than the others, based on the feedback received.

Staff recommended that a timeline be developed to begin resolving the three (3) highest-ranked problems and that recommendations be developed in the form of proposed ordinances or procedural amendments to be presented to the Committee for review.

Responding to Mr. Ruane, Mr. Koenig advised members that administrative action is being taken on all problems and assured members that the goal is to resolve them. With regards to snow removal (Problem #7) at Nottingham Meadows, Mr. Koenig stated that the bank has hired a contractor to oversee both the "punch list items" and snow removal for this season at Nottingham Meadows. He stated that the developers or the banks are hiring contractors for removal of snow in other abandoned areas; therefore, he assured members that, to his knowledge, all undedicated developments have some method of snow removal in place during the current winter season.

At the request of Mr. Ruane, Mr. Koenig read the comments submitted by Major Kosior in response to Mr. Koenig's memorandum of January 3, 2011, Subject: Development Projects - Performance and Maintenance Bonding Concerns.

Council President Hogan stated that he had prepared a ranking, apologized for not submitting it to staff, and noted that he also ranked Problem #2 as the top priority.

The Committee recommended acceptance of the designation of Problems #2, #5, and #4 as the highest-ranked concerns related to Development Projects - Performance and Maintenance Bonding, with the expectation that a timeline would be developed to begin resolving these problems, as recommended by staff.

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

Review of Utility Related Capital Investment Plan (CIP) (Electric and Water/Wastewater) *(November) (Deferred by Committee on 1/10/2011)*

Members were provided Project Tracking Reports, as of November 30, 2010, for the Utility (Electric and Water/Wastewater) Related Capital Investment Plan (CIP).

Mr. AnthonyDePrima, City Manager, advised members that the City has received permits from the Delaware Department of Transportation (DelDOT) to begin work in the Route 13 area. He noted that because the project involves Route 13, it will create significant problems; however, he assured members that actions will be taken to minimize the problems, such as conducting work during evening hours.

Responding to Mr. Ruane regarding the Bayard Avenue Project, Mr. Ron Lunt, Public Utilities Director, indicated that there has been no change on this project. He advised members that soil sampling at the location resulted in the discovery of contamination, which is currently being resolved with the Department of Natural Resources and Environmental Control (DNREC). He assured members that when the project begins, notification will be sent to the neighbors and that standard practice requires members of Council to be included in this notification.

Although not included on the CIP Report, Mr. Ruane requested that staff provide members with an update on the Garrison Tract. Mr. DePrima stated that the January 23, 2011 edition of the Delaware State News featured an article about the progress of the Garrison Tract. He noted that construction of the parking lot is underway and that the opening of the power plant, including the operation and generation of power supply, was anticipated by July 2011.

The Committee recommended acceptance of the Utility Related Capital Investment Plan (CIP) Reports for November 2010.

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

PACE/NAES Monthly Report *(November 2010)*

The PACE/NAES Monthly Report for November 2010 was provided to members to enable them to monitor electric sales and revenues received, which will provide a better understanding of any fluctuations that occur and allow the opportunity to make improvements if deemed necessary.

The Committee recommended acceptance of the PACE/NAES Monthly Report for November 2010.

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

Mrs. Williams moved for acceptance of the Utility Committee Report, seconded by Mr. Leary and unanimously carried.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE REPORT - JANUARY 24, 2011

The Legislative, Finance, and Administration Committee met on January 24, 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.

Review of Council Memberships *(Tabled by Committee on 12/13/2010)*

During their meeting of December 13, 2010, members reviewed Council Memberships. After much discussion, members tabled the matter to allow the opportunity for the Central Delaware Chamber of Commerce and other organizations to address members regarding this issue.

The Committee removed the matter from the table.

Mr. McGiffin reiterated his concerns regarding utilizing tax dollars for membership dues to organizations that engage in overtly political activity. He reminded members that, during the budget and election seasons, he received communications that were clearly political in nature. As a result, Mr. McGiffin felt that members should be thoughtful and deliberative in determining which organizations the City should become involved with as a "dues paying member." He indicated he believed that the relationships between the City of Dover and the local and State Chambers of Commerce are positive. However, he stated he was not convinced that these relationships require the City to be a dues paying member and restated his concerns regarding paying dues to organizations that engage in overtly political activity.

Mr. Bonar stated that, although he understood some of the concerns relayed by Mr. McGiffin, he felt confident that the benefits of being a dues paying member of these organizations far outweigh the inconvenience of receiving political notifications. As mentioned during the previous meeting, Mr. Bonar reminded members that the City receives far more benefits from being a member of these organizations than the cost of the membership dues. As an example, he stated that the membership dues, in the amount of $875 per year for the Central Delaware Chamber of Commerce, are minimal compared to the untold thousands of tax dollars and revenues that the businesses associated with this organization have contributed to the community over past years. It was his recollection that the late Mayor Crawford Carroll initiated the City's membership with the support of previous Councils. It was Mr. Bonar's hope that the organizations would consider the concerns relayed by Mr. McGiffin, should the City continue its memberships, and limit Council's involvement and/or exposure to any type of political efforts in the future.

Mr. Ruane noted the receipt of information from the Chamber of Commerce outlining the efforts made by the Chamber that correspond and coincide with the City's purposes. He advised members of his participation with the Chamber as a member of its Transportation Committee and the benefits that this has provided to the City of Dover, as well as to other municipalities. Mr. Ruane relayed support for the City continuing its memberships.

Dr. McGlumphy indicated his opposition to discussing this matter; however, since the issue was presented, he suggested that there be a review of all memberships throughout the City, including all 35 City departments, to determine if they were political in nature. He noted that the memberships being considered are only those included in the City Council's budget. Dr. McGlumphy stated that he preferred overt political activity to covert political activity and indicated his support for continuing the memberships.

Mrs. Williams indicated she shared the concerns and dismay of Dr. McGlumphy and suggested that members of Council should receive such political information and viewpoints.

Council President Hogan stated that the concerns expressed are not related to the amount of dues. He relayed concern with utilizing taxpayer money for issues that involve political campaigning. He stated he wished the City to continue with the Chamber membership; however, he requested that the Chamber distance the City from political issues.

Mr. Charles "Chuck" James, 1212 Fawn Road, Wilmington, Representative of the State Chamber of Commerce, advised members that the Chamber is an organization of community businesses throughout the State whose primary purpose is to represent and promote businesses. Mr. James assured members that the Chamber values the opportunity to connect the City with businesses statewide and noted that there are 88 businesses located in Kent County, which employ approximately 9,000 individuals. Mr. James reviewed the various functions, events, and meetings held by the Chamber. He explained that the Chamber represents the interests of diverse businesses that vary in their political affiliations, and it was his opinion that there is very little overtly political communication from the State Chamber; however, he stated that there is communication advocating for business.

Ms. Judy Diogo, Central Delaware Chamber of Commerce, 435 N. DuPont Highway, explained that the common goals of all the organizations are to develop and maintain a healthy environment, to help businesses grow, and develop new businesses. She also felt that another shared goal is to assure good employment for the residents of Kent County. Mrs. Diogo reviewed several joint projects shared by the Chamber and the City. In regards to political messages, she stated that those who do not wish to receive broadcast e-mails can simply "click" on the small button located on the bottom of the screen to unsubscribe.

Mr. James Hutchison, 15 Gleneagles Court, felt that memberships in the Central Delaware Chamber of Commerce and State Chamber of Commerce were some of the most important affiliations of the City. He explained their important role in assisting the City in making major decisions regarding businesses. Mr. Hutchison noted that the Central Delaware Chamber of Commerce plays an important role in maintaining the relationship between the City and the Dover Air Force Base. He urged members to continue memberships with these organizations.

At the request of Mr. Bonar, Mayor George Wright, 31 Locust Street, Smyrna, Representative of the Delaware League of Local Governments, explained the benefits of membership with the League of Local Governments. He noted that the League serves as an advocate for legislation submitted to State legislators and assisting municipalities with Community Development Block Grant (CDBG) funding, the Community Oriented Policing Service (COPS) program, etc. Mayor Wright stated that much of the League's work is "behind the scenes," noting that the League has a full-time lobbyist. Responding to Mr. Bonar, Mayor Wright stated that if the City were to engage a full-time lobbyist, the cost would be approximately $20,000.

Mayor Carey relayed his support for memberships in all the organizations, explaining the importance of communication between the City and its customers, such as businesses, to keep costs at a minimum, to offer services, and to promote the expansion of jobs and businesses. He noted that the memberships under discussion are of great value in assisting the City with these endeavors.

Mr. Bonar stated that a veteran legislator once confided to him that, whether one wishes to admit it or not, all actions taken at Legislative Hall and in Council Chambers throughout the State, are political.

Mr. McGiffin indicated that he did not intend to offend other members and assured them that he had no secret motives for raising this issue. He noted he was not disturbed by the receipt of emails with which he did not necessarily agree; however, he was concerned that the City belongs to organizations engaging in overtly partisan political activity, which he felt was wrong. Noting that a majority of Council supports these organizations, Mr. McGiffin stated that he would not suggest the elimination of the membership dues from Council's budget.

The Committee recommended that the City Clerk be authorized to include membership dues in City Council's budget, as follows: 1) League of Local Governments - Annual Membership Renewal - $6,000; 2) National League of Cities - Annual Membership Renewal - $3,258; 3) Delaware State Chamber of Commerce - $856; 4) Central Delaware Chamber of Commerce $875; and 5) Miscellaneous (magazine subscriptions, etc.) - $200, totaling $11,198.

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

Statistics on Residency of City of Dover Employees

During their meeting of October 25, 2010, members felt that it was critical to obtain statistics relating to the residency of current employees and requested that staff provide this information at a future meeting. Mr. Anthony DePrima, City Manager, provided members with the residency statistics for City of Dover employees and noted that 88 employees (24%) reside within City limits and 284 employees (76%) live outside City limits.

Responding to Mr. Salters, Mr. DePrima stated that the main consideration with regards to employees who reside outside of the City limits would be the difficulty of getting to work during a large storm; however, this has never impeded the City in providing services. To his knowledge, the only municipality in Delaware that requires residency is Wilmington, where employees are required to move within City limits within seven (7) years of employment.

Mr. Ruane stated that this is a "hot" topic and very controversial on a national level. He indicated that, in researching this matter, he discovered a recent trend to reverse residency requirements for those municipalities that have them; however, noted that the requirements continue to prevail in many jurisdictions. Mr. Ruane stated that there are arguments for the continuation of residency requirements. He explained it has been suggested that if an employee serves as an administrator or inspector who imposes regulations, the employee should be subject to the regulations which they enforce. In addition, Mr. Ruane advised members that resident employees might have a better understanding of neighborhood problems. He stated that off-duty police officers living within City limits would be better able to confront crime and provide neighborhood security, although he noted that, nationally, police organizations are opposed to this requirement.

Mr. Ruane indicated that, although he did not propose any action at this time, he was surprised by the number of City employees who reside outside City limits and requested that they consider the benefits of living in the City.

Mrs. Williams stated that, although she concurred with many of the comments made by Mr. Ruane, one of the benefits of living outside City limits is avoiding double taxation (paying both City and County property taxes).

The Committee recommended acceptance of the Statistics on Residency of City of Dover Employees Report, as presented.

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

Review of City Reserves and Policy Requirements

Mrs. Donna Mitchell, Controller/Treasurer, reviewed the schedule of City Reserve Account Balances as of December 31, 2010. She noted that the schedule reflects budget balances, as included in the most recent budget amendment, for the operating and capital project funds. Mrs. Mitchell advised members that some of the estimated budget balances for the utility capital project funds are higher than the policy requirement; however, in most instances, this is a result of having a five (5) year Capital Investment Plan (CIP) and multiple year projects. Therefore, she stated, the funds may be planned for use next year for a multi-year project.

Mrs. Mitchell relayed concern regarding the calculation of the budget balance requirement for the Electric Revenue Fund. She reminded members that the policy requires the budget balance to equal at least 8% and no greater than 12% of operating revenues. Mrs. Mitchell stated that since the City is now utilizing the Power Cost Adjustment to increase/decrease the base revenue, the increase or reduction will be included in the budget balance calculation, which would have the potential to create substantial increases or decreases in the budget balance requirement from year to year. She indicated that staff prefers to keep the City's cash flow balances levelized for paying vendors. Mrs. Mitchell stated that this would also assist the City in managing funds in years in which the power cost adjustment (PCA) may not match the year in which the power supply cost was incurred. For example, she stated that if last year's power supply came in lower than budgeted and those funds were put in the reserve for the following year's PCA, yet the following year, the power supply was higher than the prior year, City's cash flow requirements might be impacted.

Staff recommended acceptance of the reserve analysis.

Responding to Mr. Bonar regarding reimbursement from the Federal Government for the snowstorm that occurred in February 2010, Mr. Scott Koenig, Public Services Manager/Director of Public Works, indicated that the second reimbursement request, in the amount of $196,000, was signed last week. He stated that the City has signed its portion of the agreement, which then will go through the accounting system with the Delaware Emergency Management Agency (DEMA) for issuance of the disbursement. He advised members that there are a total of four (4) to five (5) disbursements, totaling $250,000 and that the City has received approximately $1,400 to date.

In response to Mr. Ruane, Mrs. Mitchell explained that if a budget balance exceeds the maximum amount according to City policy, the excess is to be used at the discretion of Council. She concurred that the use of excess funds must be approved by Council; however, she noted that there have been emergency situations involving City operations when the use of funds has been accomplished and then submitted to Council as a budget amendment.

The Committee recommended acceptance of the reserve analysis, as presented by staff, and that with respect to the Electric Revenue Fund, the reserve calculation, based upon electric revenue, be done irrespective of the Power Cost Adjustment (PCA).

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

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

MONTHLY REPORTS - DECEMBER 2010

By motion of Mr. Leary, seconded by Dr. McGlumphy, the following monthly reports were accepted by consent agenda:

Chief of Police Report
City Assessor's Report
City Manager's Report
City Planner's Report
Dover Fire Department Report
Capital Investment Plan (CIP) Report

Referring to the Budget Report, Mrs. Mitchell noted the addition of the Community Transportation Improvement Fund (bottom of Page 8) and Special Revenue Funds (Page 9).

Mr. Ruane moved for acceptance of the Budget Report, seconded by Mr. Leary and unanimously carried (Mr. Bonar absent).

EVALUATION OF BIDS - 69kV SUBSTATION SWITCH REPLACEMENT

Mr. Anthony DePrima, City Manager, advised members that over the past two (2) years, four (4) substation switches have failed due to overheating contacts, which is an extraordinarily high failure rate. He stated that replacing these switches proactively will minimize the potential of outages due to switch failure. Mr. DePrima reminded members that staff recommended that this project be accelerated (originally scheduled to start in FY 2013) and funded for FY 2011 and that City Council approved this CIP modification request on November 8, 2010. He stated that this project will begin with the replacement of obsolete 69kV switches at the North Street and McKee Run substations.

Staff recommended awarding the bid for the 69kV substation switch replacement to the low bidder, Tecot/Rumsey, for a total amount of $144,593.

Mr. Ruane moved for approval of staff's recommendation, seconded by Mrs. Williams and carried by a unanimous roll call vote (Mr. Bonar absent).

HUMAN RELATIONS COMMISSION APPOINTMENTS

Members were presented with the following appointments to the Human Relations Commission for consideration:

Reappointments Recommended by Council President Hogan
Dawn Allen-Pyne - Three (3) Year Term Expiring February 2014
Anlee Baccio-Walker - Three (3) Year Term Expiring February 2014

Reappointment Recommended by Mayor Carey
Roy Sudler, Jr. - Three (3) Year Term Expiring February 2014

By consent agenda, Mr. Leary moved for approval of the reappointments to the Human Relations Commission, as recommended by Council President Hogan and Mayor Carey. The motion was seconded by Dr. McGlumphy and carried by a unanimous roll call vote (Mr. Bonar absent).

FIRST READING - PROPOSED ZONING ORDINANCE AMENDMENTS - PROPOSED ORDINANCE #2011-01

Council President Hogan reminded the public that copies of proposed ordinances are available at the entrance of the Council Chambers or can be obtained from the City Clerk's Office. Since the ordinances are amendments to the Zoning Code, a public hearing is required. Staff recommended referral of the amendments to the Planning Commission on March 21, 2011 and that a public hearing take place during the Council Meeting of April 11, 2011, at 7:30 p.m., at which time, final action by Council will take place.

Mr. McGiffin moved to refer the amendments to the Planning Commission and set a public hearing before City Council for April 11, 2011 at 7:30 p.m., as recommended by staff. The motion was seconded by Mr. Salters and unanimously carried (Mr. Bonar absent).

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:

> PROPOSED ORDINANCE #2011-01 - AMENDMENT TO APPENDIX B - ZONING, ARTICLE 5 - SUPPLEMENTARY REGULATIONS, (NEW) SECTION 20 - SOLAR AND SMALL WIND ENERGY SYSTEMS (*UTILITY COMMITTEE*)

FINAL READING - PROPOSED ORDINANCES

The First Readings of the following proposed ordinances were accomplished during the Council Meeting of January 24, 2011.

Ordinance #2010-01 - Chapter 102 - Taxation, Article I - In General, Section 102-1 - Annual Valuation and Assessment

Mr. Salters moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. McGiffin and unanimously carried (Mr. Bonar absent).

Mr. Ruane moved for adoption of the proposed ordinance, seconded by Mr. Salters. By unanimous roll call vote (Mr. Bonar absent), Council adopted Ordinance #2010-01, as follows:

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

That Chapter 102 – Taxation, Article I - In General, Section 102-1 - Valuation and Assessment, be amended to read as follows:

Sec. 102-1. Valuation and assessment.

Section 47 of the Charter provides that an impartial valuation and assessment of all real property within the city shall be conducted by the city assessor every third year. The council may also direct that in lieu of the reassessment and valuation by the city assessor, such reassessment and valuation may be done by an outside appraiser chosen by the council. Pursuant to section 47 of the Charter, commencing with the year 2010 and every ninth year thereafter, the valuation and assessment of all real property shall be conducted by an outside appraiser chosen by the council. All property shall be valued as to its status; as of its ownership; and as of its current market value as of the January 1st assessment date.

ADOPTED: FEBRUARY 14, 2011

Ordinance #2010-02 - Chapter 102 - Taxation, Article IV - Abatement of Real Estate Taxes, (New) Section 102-117 - Construction of New Facility
Mr. Salters moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. McGiffin and unanimously carried (Mr. Bonar absent).

Mr. Salters moved for adoption of Proposed Ordinance #2011-02, seconded by Mr. Leary.

Mr. Ruane stated his reservations, explaining that the ordinance provides the Tax Assessor with significant power for tax abatement. Noting that he previously mentioned these concerns, it was his hope that the City Solicitor would have provided an opinion regarding the delegation of power in this manner. Responding, Deputy City Solicitor Pepper stated that he has not had the opportunity to review the matter since he was just provided the information; therefore, he was not in a position to provide an opinion at this time.

Mr. Ruane noted that, although City Council is designated as an appeal body, the proposed ordinance gives the power of tax abatement to the Tax Assessor for two (2) 12-month periods. It was his opinion that such power should rest with City Council. Responding, Mr. DePrima stated that, since this is a very restrictive tax abatement with very restrictive guidelines, the Tax Assessor would simply be acting on behalf of Council to make sure guidelines are met. He explained that the purpose is to refrain from taxing property that is under construction and from violating any provisions of the "clean hands" ordinance. Mr. DePrima noted that the second 12-month period would allow time for the Tax Assessor to determine if there is a legitimate reason why the construction was not completed. He stated that this authority is not unusual, noting that there are several tax abatements authorized by the Tax Assessor under strict guidelines.

At the request of Mr. Ruane, Ms. Russell assured members that any tax abatements will be reported to City Council in the Tax Assessor's Monthly Report.

The motion for adoption of Ordinance #2011-02 was carried by a unanimous roll call vote (Mr. Bonar absent):

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

That Chapter 102 - Taxation, Article IV - Abatement of Real Estate Taxes, be amended by inserting a new Section 102-117 - Construction of new facility, as follows:

Sec. 102-117. Construction of new facility.

(a) *Tax abatement benefit.* During the construction of a new facility or an expanded facility, meaning after the issuance of a building permit and prior to the issuance of a Certificate of Occupancy, improvements less than one hundred percent (100%) complete by January 1 shall be eligible for an abatement of City real estate taxes.

(b) *Application. Eligibility.*

(1) Separate application under this subsection shall be submitted to the Office of the Assessor pursuant to the requirements of section 102-114 (a) no later than thirty days after notice of eligibility is issued.

(2) Applicants must certify that they are in good standing pursuant to section 1-13 of the City Code. All construction must be active at the time of application.

(c) *Limitation on applicability.*

(1) Abatement under this subsection may not exceed a period of 12 months.

(2) Notwithstanding other provisions of this subsection, the abatement period may, at the discretion of the Assessor, be extended for a period not to exceed an additional 12 months for good cause shown. Good cause includes, but is not limited to, increase in the scope of the project, acts of nature, and, as long as no party with control of the new facility is at fault, fire or vandalism. Abandonment of a project shall not be considered good cause.

(d) *Right to appeal.* Any aggrieved taxpayer shall have the right to appeal the decision of the Assessor to the City Council. Appeals must be filed with the Council not more than ten (10) days after the date the written decision of the Assessor is issued.

ADOPTED: FEBRUARY 14, 2011

COUNCIL MEMBERS ANNOUNCEMENTS

Mr. McGiffin reminded members to mark their calendars for June 25, 2011 for the next African American Festival.

Council President Hogan noted that the filing deadline for City Council has passed and that there are 14 candidates for five (5) open positions on City Council. He stated that the Municipal Election will be held on April 19, 2011 and wished all candidates the best of luck.

Mr. Salters moved for adjournment, seconded by Mr. McGiffin and unanimously carried.

Meeting Adjourned at 9:16 P.M.

TRACI A. McDOWELL
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of February 14, 2011, are hereby approved.

CARLETON E. CAREY, SR.
MAYOR

/TM/jg
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Exhibits Attached to Original Minutes and File Copy
Exhibit #1 - Presentation - Violation of Dangerous Building Ordinance - 106 S. New Street - House of Pride
Exhibit #2 - Presentation - Dover Transit Center Neighborhood Plan and Design Book

DRAFT PROPOSED COUNCIL RESOLUTION NO. 2011-03

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: *

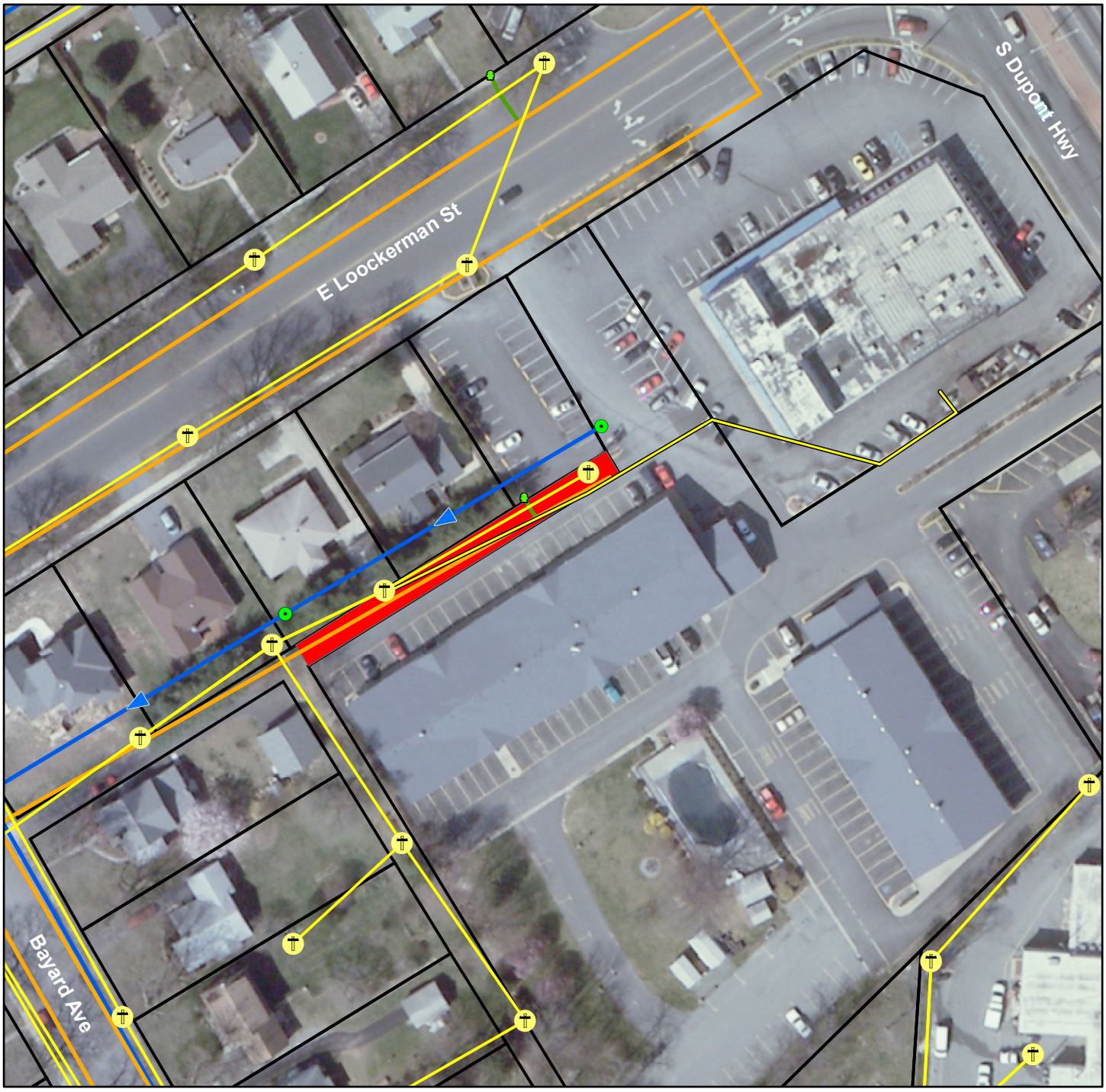
S:\RESOLUTIONS & PROCLAMATIONS\2011\DRAFT\Res. No. 2011-03 - Abandonment of Alley - Adjacent to 514 E Loockerman St and 222 S DuPont Hwy.wpd

CARLETON E. CAREY, SR.	KENNETH L. HOGAN
MAYOR	COUNCIL PRESIDENT

Actions History:
February 28, 2011 - Introduced at City Council

Draft

514 East Loockerman Street Alley
Proposed Alley Abandonment



0 65 130 260 Feet

N

Legend

- Overhead Electric Pole
- Underground Electric Lines
- Overhead Electric Lines
- Water Main
- Hydrant Line
- Hydrants
- Manholes
- Sewer Line
- Right of Way to be Abandoned
- Dover Parcels

Date Printed: February 22, 2011
Date Created: November 23, 2010
File: m:\gis_data\projects/tech_mxds
\st_abandonment_map
Department: Public Services GIS
City of Dover, Delaware

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT

The Parks, Recreation, and Community Enhancement Committee Meeting was held on February 14, 2011, at 12:00 p.m. with Chairwoman Russell presiding. Members present were Dr. McGlumphy, Mr. Ruane, Mrs. Horsey, and Mr. Lewis. Mr. Leary was also present (departed at 12:56 p.m.).

AGENDA ADDITIONS/DELETIONS

Mr. Ruane moved for approval of the agenda, seconded by Mr. Lewis and unanimously carried.

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 Coordinators in Seaford, Georgetown, and Wilmington and that Coordinators are working 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.

Mr. Ruane moved to recommend acceptance of staff's report on the Broadband Technologies Opportunity Program (BTOP)/Job Center - Dover Public Library. The motion was seconded by Dr. McGlumphy and unanimously carried.

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.

By unanimous consent, members 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 (***Attachment #1***) 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.

Mr. Ruane moved to recommend 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. The motion was seconded by Mrs. Horsey and unanimously carried.

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.

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

Meeting adjourned at 1:36 P.M.

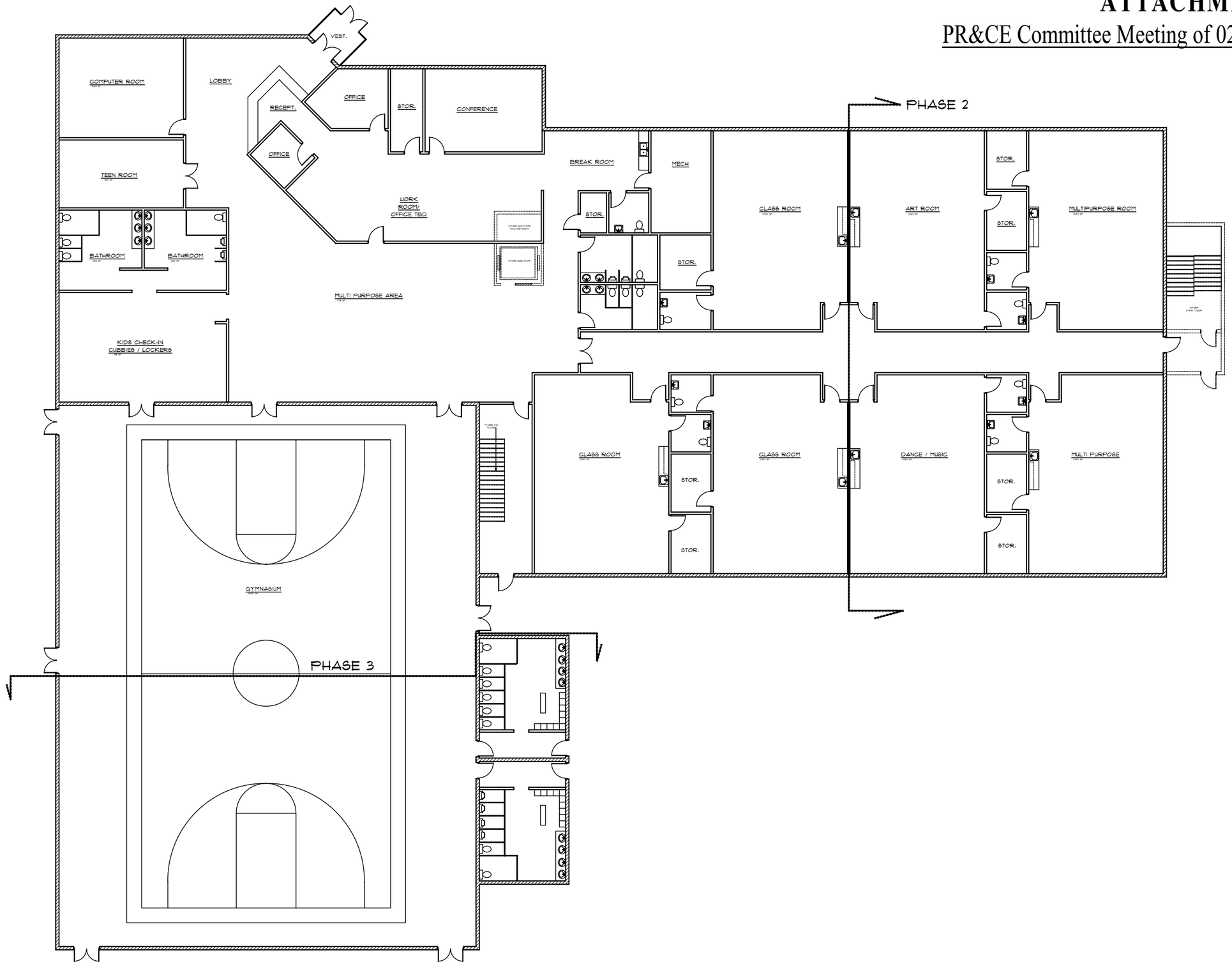
Respectfully submitted,

Sophia R. Russell
Chairwoman

SRR/AC/jg/js/dd/tm
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Attachments
Attachment #1 - Schematic Plan for the Magnet Facility for the Greater Dover Boys and Girls Club

ATTACHMENT #1
PR&CE Committee Meeting of 02/14/2011



NOT TO SCALE

A1	SCHEMATIC PLAN
NOT TO SCALE	

LIGHTHOUSE CONSTRUCTION INC.
859 GOLF LINKS LANE
MAGNOLIA, DE 19962
P: 302.677.1868
F: 302.677.1868

DATE: 12.28.10
REV. 1: 01.03.11
REV. 2: 01.06.11

BOYS & GIRLS CLUB
CITY OF DOVER

PROJECT NO.

DRAWING NO.
A-1

UTILITY COMMITTEE

The Utility Committee Meeting was held on February 14, 2011 at 5:00 p.m. with Chairman Ruane presiding. Members present were Mr. McGiffin and Major Kosior. Mr. Bonar and Mr. Snaman were absent. Members of Council present were Council President Hogan and Mr. Leary. Mayor Carey was also present.

AGENDA ADDITIONS/DELETIONS

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

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.

Mr. McGiffin moved to recommend 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 *(Attachment #1)*. The motion was seconded by Major Kosior and unanimously carried.

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, there were nine (9) customers who 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.

Mr. McGiffin moved to recommend approval of staff's recommendation to adopt modifications to the Retail Customer Demand Response Tariff (*Attachment #2*), seconded by Major Kosior and unanimously carried.

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.

Mr. McGiffin moved to recommend that the Mayor and Council President send a letter in support of the Renewable Energy Portfolio Standards (RPS) legislation amendment (*Attachment #3)*, seconded by Major Kosior and unanimously carried.

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.

Major Kosior moved to recommend acceptance of the Utility Related CIP (Electric and Water/Wastewater) Report, seconded by Mr. McGiffin and unanimously carried.

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

Respectfully submitted,

Eugene B. Ruane
Chairman

EBR/TM/jg/js/ac/dd
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Attachments
Attachment #1 - Dover Green Energy Fund Incentive/Grant Proposed Changes
Attachment #2 - Modifications to the Retail Customer Demand Response Tariff
Attachment #3 - Letter in Support of Renewable Portfolio Standards (RPS) Legislation Amendment

Dover Green Energy Fund Incentive/Grant Proposed Changes

Photovoltaic Systems

	Not to Exceed __% of total installed costs	Residential & Non-Residential			Non-Profit			Maximum Grant		
		Cost ($/Watt) 0+ to 5kW	Cost ($/Watt) 5+kW to 10kW	Cost ($/Watt) 10+kW to 50kW	Cost ($/Watt) 0+ to 5kW	Cost ($/Watt) 5+kW to 10kW	Cost ($/Watt) 10+kW to 50kW	Residential	Non-Residential	Non-Profit
Dover (Proposed)	**N/A**	**$ 1.25**	**$ 0.75**	**$ 0.35**	**$ 2.55**	**$ 1.50**	**$ 0.70**	**$7,500**	**$15,000**	**$15,000**
Dover (Current)	25%	N/A	N/A	N/A	N/A	N/A	N/A	$7,500	$15,000	$15,000

Solar Water Heater Only

	Not to Exceed __% of total installed costs	Residential ($/OG300 - kWhr Saved)	Non-Residential ($/OG300 - or PE Cal. kWhr Saved)	Non-Profit ($/OG300 - or PE Cal. kWhr Saved)	Maximum Grant		
					Residential	Non-Residential	Non-Profit
Dover (Proposed)	**N/A**	**$ 1.00**	**$ 1.00**	**$ 1.00**	**$2,500**	**$7,500**	**$7,500**
Dover (Current)	50%	N/A	N/A	N/A	$3,000	$10,000	$10,000

Solar Water Heating Integrated into a Radiant Heating Application

	Not to Exceed __% of total installed costs	Residential ($/OG300 - kWhr Saved)	Non-Residential ($/OG300 - kWhr Saved)	Non-Profit ($/OG300 - kWhr Saved)	Maximum Grant		
					Residential	Non-Residential	Non-Profit
Dover (Proposed)	**N/A**	**$ 1.00**	**$ 1.00**	**$ 1.00**	**$2,500**	**$7,500**	**$7,500**
Dover (Current)	50%	N/A	N/A	N/A	$5,000	$10,000	$10,000

Small Wind Turbines

	Not to Exceed __% of total installed costs	Residential & Non-Residential			Non-Profit			Maximum Grant		
		Cost ($/Watt) 0+ to 5kW	Cost ($/Watt) 5+kW to 10kW	Cost ($/Watt) 10+kW to 50kW	Cost ($/Watt) 0+ to 5kW	Cost ($/Watt) 5+kW to 10kW	Cost ($/Watt) 10+kW to 50kW	Residential	Non-Residential	Non-Profit
Dover (Proposed)	**N/A**	**$ 1.25**	**$ 0.75**	**$ 0.35**	**$ 1.25**	**$ 0.75**	**$ 0.35**	**$2,500**	**$2,500**	**$2,500**
Dover (Current)	33.3%	N/A	N/A	N/A	N/A	N/A	N/A	$7,500	$15,000	$15,000

Fuel Cells

	Not to Exceed __% of total installed costs	Maximum Grant		
		Residential	Non-Residential	Non-Profit (35%)
Dover (Proposed)	**20%**	**$7,500**	**$10,000**	**$10,000**
Dover (Current)	50%	$15,000	$30,000	$30,000

Geothermal Heat Pumps System -

Dover (Proposed) - w/ Energy Efficiency Ratio (EER) ≥ 18 and Coefficient of Performance (COP) of ≥ 3.6

Dover (Current) - w/ Energy Efficiency Ratio (EER) of 15.0 and Coefficient of Performance (COP) of 3.4 or greater

	Not to Exceed __% of total installed costs	Residential & Non-Residential		Non-Profit		Maximum Grant		
		First 2 Tons ($/Ton)	Over 2 Tons ($/Ton)	First 2 Tons ($/Ton)	Over 2 Tons ($/Ton)	Residential	Non-Residential	Non-Profit
Dover (Proposed)	**N/A**	**$ 800**	**$ 700**	**$ 800**	**$ 700**	**$3,000**	**$10,000**	**$10,000**
Dover (Current)	$600 per ton or 50% of total installed costs, whichever is lower					$3,000	$20,000	$20,000

Dover (Proposed) - ELIMINATE THIS PROGRAM

Dover (Current):
Geothermal Heat Pumps System -
w/ Energy Efficiency Ratio (EER) of 14.0 and Coefficient of Performance (COP) of 3.0 or greater

	Not to Exceed __% of total installed costs	Not to Exceed For Residential	Not to Exceed for Non-Residential
Dover (Current)	$500 per ton or 50% of total installed costs, whichever is lower	$2,500	$20,000

Red text indicates the proposed changes to Dover's program.

ATTACHMENT #1
Utility Committee Meeting of 02/14/2011

RETAIL CUSTOMER DEMAND RESPONSE

AVAILABILITY

The Dover Electric Utility ("Dover") or its authorized designee is the sole entity permitted to bid demand response directly into the PJM Interconnection, L.L.C. ("PJM") ("DR Program") on behalf of retail customers served by Dover. No Customer may participate in a DR program of any other entity unless such program is consistent with the terms and conditions in this tariff and approved in advance by Dover.

Dover or its authorized designee may allow a Customer to bid DR into PJM's ancillary services market for energy imbalance, spinning reserves, supplemental reserves, reactive power and voltage control, or regulation and frequency response ancillary services, subject to the same terms and conditions.

DR programs may reduce electric service costs for the Customer, provide enhanced usage data, reduce emissions from electric generation, and provide demand flexibility.

CONTENTS OF APPLICATION

Customer shall submit to Dover a written request to participate that includes the following: 1) Type of DR program; and 2) Metering requirements for participation. Dover's approval of the application shall be granted within fourteen (14) days.

EFFECT OF APPLICATION AND PARTICIPATION IN DR PROGRAM

Dover's receipt and review of any documentation submitted by a Customer shall not constitute approval of such DR Provider or a guarantee of performance or payment by a DR Provider, nor shall Dover be liable for ANY damages sustained by the Customer.

RIGHT TO TERMINATE PARTICIPATION IN DR PROGRAM

Dover reserves the right to disapprove a request to participate in a DR program or to terminate participation by Customer when, in Dover's sole discretion, Dover determines that participation by Customer will be detrimental to another customer or to the City of Dover.

SPECIAL METERING REQUIREMENTS

If Customer requires special metering equipment or devices to participate in the DR program, Customer shall provide the specifications for such equipment or devices in writing to the Dover Electric Department at the time of application or promptly thereafter. Within fourteen (14) days thereafter, Dover will provide the Customer with an estimate of the cost of the special metering equipment or devices and an estimate of the cost of providing special meter reading data. The cost of any special metering equipment or device shall be the responsibility of the Customer and shall be paid prior to the scheduled installation date. All costs for data or special readings shall be billed to Customer monthly.

Effective Date: _____, 2011

City of Dover

MAYOR AND COUNCIL

February 28, 2011

Sent to State and Local Legislators

Dear FIELD(Salutation):

The City of Dover offers its full support of House Bill No. 27 - An Act to Amend Title 26 of the Delaware Code Relating to Renewable Energy Portfolio Standards (RPS). This amendment will allow the City of Dover to add energy conservation, energy efficiency, and demand-side energy management programs to its strategies for complying with the standards set forth in the law.

The City of Dover was an advocate for the RPS legislation, as it was enacted last year, and is a proven leader in the area of renewable energy, energy conservation, and carbon emission reductions. The City initiated, and is now a partner in, the Dover Sun Park Project, a 10MW solar photovoltaic facility that will be completed this summer and will be the largest solar facility in the northeast. Under the current law, the City of Dover will be able to use the Dover Sun Park in its plan to meet the RPS standards. The City of Dover has also converted street lights on Division Street to energy efficient LED lights; this is the first street in the State of Delaware to fully deploy this technology. Under the current law, the City of Dover would not receive credit for deploying energy efficient technology; however, under the proposed amendment, Dover would receive credit.

The amendment will make it clear that energy conservation and efficiency programs are as important to reducing our dependence on fossil fuels as are renewable energy sources. In addition, this amendment will make Renewable Energy Portfolio Standards more reasonably attainable and will reduce the cost of complying with the standards, thereby reducing energy costs to our customers.

As always, we wish to extend our appreciation for the continued support of our legislators.

Sincerely,

Kenneth L. Hogan
Council President

Carleton E. Carey, Sr.
Mayor

KLH/CEC/td
S:\ATTACHMENTS & EXHIBITS\Committee Attachments\2011\02-14-2011 UTILITY\Letter of Support - HB27 - Renewable Energy Portfolio Standards.wpd

cc: City Council
Patrick E. McCullar, DEMEC

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee meeting was held on February 14, 2011 at 6:00 p.m. with Chairman Leary presiding. Members present were Mr. McGiffin, Dr. Jones, and Mr. Shevock. Mr. Salters was absent. Members of Council present were Council President Hogan and Mr. Ruane. Mayor Carey was also present.

AGENDA ADDITIONS/DELETIONS

Dr. Jones 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. 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.

Mr. McGiffin moved to recommend that (new) Section 11 - Debarment of Vendors for Consideration of Awards *(Attachment #1)*, be incorporated in the City's Purchasing Policy, seconded by Dr. Jones and unanimously carried.

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.

Mr. McGiffin moved to recommend approval of the revised City of Dover Debt Management Policy *(Attachment #2)*, seconded by Mr. Shevock and unanimously carried.

By unanimous consent, the meeting adjourned at 6:07 p.m.

Respectfully submitted,

Thomas J. Leary
Chairman

TJL/TM/js/ac/dd
S:\AGENDAS & MINUTES\Committee-Minutes\2011\02-14-2011 LF&A.wpd

Attachments
Attachment #1 - (New) Section 11 - Debarment of Vendors for Consideration of Award of the City of Dover Purchasing Policy
Attachment #2 - Draft City of Dover Debt Management Policy (revised February 14, 2011)

SECTION 11 – DEBARMENT OF VENDORS FOR CONSIDERATION OF AWARDS

11.1 Any vendor who fails to perform a contract or complete a project within the time established within the contract or invitation to bid may be subject for suspension or debarment. Once a problem with a vendor/contractor is discovered, the Department responsible for the contract will document the problem and all attempts at resolution. The vendor/contractor will be held in breach of contract. The responsible Department must submit a recommendation of debarment to the City Manger and the Procurement Manager. If sufficient cause is determined, the City Manager (with advice from the City Solicitor, if necessary) and/or the Procurement Manager will provide reasonable notice to the Vendor and allow a reasonable time for that vendor to be heard. The City Manager shall have the authority to debar a vendor/contractor for cause from consideration for award of contracts. The debarment shall not be for a period of more than three years.

11.2 The causes for debarment include:

(a) Conviction of or civil judgment for:

a. Commission of a fraud or a criminal offense in connection with obtaining or attempting to obtain or performing a public or private contract or subcontract;

(b) Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty:

(c) Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals;

(d) Violation of contract provisions, as set forth below, of a character which is regarded by the City Manger to be so serious as to justify debarment action:

(i) Deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract; or

(ii) A recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one (1) or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall not be considered to be a basis for debarment;

(e) Any other cause the City Manager determines to be as serious and compelling as to affect responsibility as a City contractor, including debarment by another governmental entity for any cause listed in this article; and

(f) For violation of the ethical standards set forth in Section 2 of this policy or Dover Code, Chapter 30.

11.3 The City Manager is authorized to suspend a person from consideration for award of contracts pending his decision if there is probable cause to believe that the person has engaged in any activity which might lead to debarment. The suspension shall continue until the debarment decision has been made. The City Manager shall notify the person to be debarred in writing and set forth the basis for the action. A copy of the notification shall be sent to the Mayor and Council. The written notification shall be delivered to the person to be suspended either in person or by certified mail. The decision shall state the basis for the action taken.

11.4 Before the award of any contracts utilizing federal funds, the user must exclude any vendors listed on the Federal Government's Excluded Parties Listing located at www.epls.gov.

Draft for February 14, 2011 LF&A Mtg
Revisions in Red Text

CITY OF DOVER

DEBT MANAGEMENT POLICY

ATTACHMENT #2
LF&A Committee Meeting of 02/14/2011

ISSUED BY: FINANCE DEPARTMENT
AUGUST 24, 2009
REVISED DRAFT-FEBRURARY 14, 2011

Approved by City Council: August 24, 2009

City of Dover
Debt Management Policy

I. Purpose of Policy

The City recognizes the foundation of any well-managed debt program is a comprehensive debt policy. A debt policy sets forth the parameters for issuing debt and managing outstanding debt and provides guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt, method of sale that may be used and structural features that may be incorporated. The debt policy should recognize a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. Advantages of a debt policy are as follows:

- Enhances the quality of decisions by imposing order and discipline, and promoting consistency and continuity in decision making,
- Rationalizes the decision-making process,
- Identifies objectives for staff to implement,
- Demonstrates a commitment to long-term financial planning objectives, and is regarded positively by the rating agencies in reviewing credit quality.

The City understands that incurring long-term debt serves to obligate future taxpayers or ratepayers. Excess reliance on long-term debt can cause debt levels to reach or exceed the government's ability to pay. Therefore, conscientious use of long-term debt will provide assurance that future residents will be able to service the debt obligations left by former residents.

The Controller/Treasurer is responsible for implementation and oversight of the City's debt policy.

II. Debt Management Objectives

- Maintain cost-effective access to the capital markets through prudent practices;
- Maintain current credit rating and when possible enhance current credit rating in order to reduce interest costs;
- Assess risks and benefits associated with all options available to the City for any bond issue, including fixed and variable rate debt;
- Determine the amortization schedule that will best fit within the overall debt structure;
- Avoid financial decisions that can negatively impact credit ratings;
- Analyze the effects on pertinent debt and capital ratios:
- Issue debt to finance capital construction, improvements, or acquisitions so as to be integrated with the City's long-term Capital Investment Plan;

III. Legal Governing Principles

In the issuance and management of debt, the City shall comply with the City Charter and with all other legal requirements imposed by federal, state, and local rules and regulations, as applicable.

IV. Permitted Debt by Type

Under the provisions of the code, the Mayor and Council may issue debt to pay down the cost of acquiring, constructing, or improving capital assets or to meet its cash flow needs. The Council should not finance general operating costs from debt having maturities more than one year. General operating costs include, but may not be limited to, those items normally funded in the Council's annual operating budget and having a useful life of less than one year. However, the Council may deem it necessary to finance cash flow requirements pursuant to the Charter, Section 50(a).

A. Short-Term Debt

The Council may issue short-term debt when such instruments allow the Council to meet its cash-flow requirements or provide increased flexibility in its financing program. Short-term debt includes, but is not limited to, tax anticipation notes, *bank qualified* lines of credit and commercial paper, and interfund loans for short-term cash flow needs. Short-term debt may be variable rate debt.

B. Long-Term Debt

The Council may issue long-term debt when the duration of the debt issue is consistent with the economic or useful life to the improvement or asset the issue is financing. Long-term debt shall be fixed rate debt in order to better project cash flow requirements. Long-term debt may include, but is not limited to the following:

1. *General Obligation Bonds* – General Obligation (G.O.) bonds are secured by the general credit and full revenue powers of the City; that is, the full faith and credit of the City. It is not debt specific to a specific fund. All general obligation bonds must be approved by the Council and can be sold in competitive or negotiated sales. The City will finance its long-lived municipal improvements over the estimated life of the improvement, not to exceed twenty years. The principal payments shall be structured such that 60% is repaid within the first half of the estimated life of the improvement. General Obligation Bonds may require voter approval.

2. *Revenue Bonds* – This is debt payable from a specific pledged revenue source or special assessments, typically in the Electric Revenue and Water/Wastewater Funds. These bonds are subject to covenants which limit the total debt service for the fund to a percentage of the qualified expenditures of that fund. All revenue bonds must be approved by the Council. The City will finance its system and infrastructure improvements over a term not to exceed the lesser of 30 years or the life of the improvement. Revenue bonds can be sold in competitive or negotiated sales. Revenue Bond sales shall be structured to achieve level debt service payments to the extent possible taking into consideration the costs of such financings. The City Revenue bonds do not require voter approval.

3. *Capital Leases* - This is debt payable for the purchase of and secured by specific capital equipment. Ownership transfers upon final payment. Capital Leases shall not exceed the life years of the equipment being leased. All Capital Leases must be approved by the Council.

4. *Tax and Revenue Anticipation Notes (TRANs)* – The Controller/Treasurer may ascertain the need to fund internal working capital cash flow. Before issuing such notes, cash flow projections shall be prepared and reviewed by the Legislative, Finance, and Administrative Committee of the Council, which may report to the Council with a recommendation to approve a TRAN. TRANs may be sold in either a competitive or negotiated sale. All TRANs must be approved by the Council.

5. *State Revolving Loan Fund* - Delaware has revolving loan funds which are long-term debt issued at below market interest rates for municipalities to fund designated programs. As funds are repaid to the state by the various debtors, they are made available to other qualified applicants for the loan. All State Revolving Fund Loans must be approved by the Council.

C. Refunding Debt

The City shall review its outstanding debt annually for the purpose of determining if the financial marketplace will afford the City the opportunity to refund an issue and lessen its debt service costs. In order to consider the possible refunding of an issue a Net Present Value savings of three percent over the life of the respective issue, at a minimum, must be attainable. The NPV savings will include consideration of all fees and legal costs. The City may also refund or restructure bonds when existing bond covenants impinge on prudent and sound financial management.

V. Restrictions on Debt Issuance

A) Charter Restrictions – Section 50

i. Tax or revenue anticipation notes shall not exceed one (1) percent of the total taxable assessment for a general tax, and shall be paid back out of current revenue received thereafter, and shall require approval of three-fourths vote of all Council Members and approval of the Mayor. (Section 50(a))

ii. General Obligation aggregate indebtedness cannot exceed one (1) percent of taxable assessment for a general tax at the time such new bonds are issued. Requires three-fourths vote of Council and approval of the Mayor. (Section 50(c)(i))

iii. The aggregate of amounts borrowed together with all other bonded indebtedness for which the full faith and credit of the City has been pledged shall not at any time exceed a sum equal to ~~twenty-five (25%)~~ five percent of the total assessed value of real property**.** **(**Info only – currently $206 million)

iv. The amounts borrowed no greater than ¼ of one percent (.25%) of taxable assessed value of real property (General Obligation) at any one time shall first be approved by an affirmative vote of three-fourths of Council and the Mayor ~~a referendum vote of the qualified voters of the City of Dover~~. (Info only – currently $7.2 million) Any new bonds issued pursuant to this clause may not cause the total aggregate principal amount of bonds outstanding at any one time to exceed one percent of the total taxable assessment for a general tax at the time such new bonds are issued. (Info only – currently $29 million) **(Section 50(c)(i))**

On July 12, 2007, Senate Bill #146 of the 144th General Assembly was signed into law. This Act would decrease maximum bonded indebtedness from 25 percent to 5 percent and amend the $1million bond limit without a referendum to ¼ of one percent (.25%) of total assessed value of real property or $3 million, whichever is less.

On July 8, 2009, Senate Bill #165 of the 145th General Assembly was signed into law. This act removed the "or $3 million, whichever is less" requirement from the previous Charter change.

B.) Debt Service Limitations

i. Debt service payments (principal and interest) shall not exceed 8% of recurring General Fund revenues for all general obligation bonds. (Info only – Current < 2%)

ii. General Obligation direct debt of the City shall not exceed $700 per capita. (Population Source: Delaware Population Consortium) (Info only – Current $8.97 per capita)

iii. Revenue Bonds will adhere to all bond covenants and shall include Trustee held debt service reserve accounts.

iv. Tax Exempt Bonds will have arbitrage calculations performed every five- years as required by the Internal Revenue Code.

v. No City debt issued for the purpose of funding capital projects may be authorized by the City Council unless an appropriation has been included in the Operating Budget and the debt issue was presented in the Capital Investment Plan.

VI. Planning and Oversight of City Indebtedness

A. Overview

The City plans long- and short-term debt issuance to finance its capital program based on its cash flow needs, sources of revenue, capital construction periods, available financing instruments and market conditions. The Capital Investment Plan projects the capital needs of the City for the next five years. The City shall prepare cash flow projections for the general, water/wastewater, and electric funds for five years along with the attendant debt and capital ratios as presented in Appendix A. The financial impact of these projections and ratios shall be considered by the Council before any new debt instrument is approved.

The financial projections will include developer contributions, assessments, or impact fees when planned construction projects (i.e. extensions) benefit a small sector of the service area or small group of customers. Projects to replace or upgrade the trunk systems that benefit all customers of the system will be financed through operating revenues.

B. Roles and Responsibilities

The City shall maintain a combination of in-house and contracted professionals to complete all debt issuance transactions. The primary responsibilities shall be handled by the Controller/Treasurer, City bond counsel, and a Financial Advisor. Other services may be provided as determined necessary by this three-person team.

1. City Council shall authorize bond issues and the selection of all relevant service providers is the responsibility of the City Council. A representative or appointee of the Council is to attend all competitive sales and appropriate bid openings. The Legislative, Finance and Administrative Committee is responsible to provide recommendations to the Council for the need for debt issuance, selection of service providers, and presentation of all pertinent information.

2. The Controller/Treasurer oversees and coordinates the timing, issuance process and marketing of the City's borrowing and capital funding activities required in support of the Capital Investment Plan. In this regard, the Controller shall have responsibility as delineated in Appendix B.

3. Financial Advisors shall be selected by means of an RFP from a selected pool of such advisors to mitigate time constraints and reduce overhead costs of the City in procuring such services. Once selected, the City shall require a new RFP for each new issue or refinancing every five years. The City may replace a financial advisor with notice at any time. The financial advisor shall provide transaction specific and ongoing services including, but not limited those as described in Appendix C.

4. Bond Counsel shall include a written opinion affirming the City is authorized to issue the proposed debt and has met all legal requirements. The City may replace a bond counsel with notice at any time. The Bond Counsel shall prepare all documents and perform all advisory functions, including the services as described in Appendix D.

5. Letter of Credit Bank or Liquidity Facility Provider Bank. In the issuance of variable rate debt, the City shall procure a letter of credit or line of credit in support of such variable rate debt. The bank shall be evaluated based on its experience in providing liquidity facilities to municipal bond issuers, the credit ratings of the bank, and the competitiveness of its fees based on a market analysis of such fees.

6. Verification Agent. For refundings, the City shall procure the services of a verification agent. The verification agent confirms that sufficient proceeds are escrowed to ensure the timely repayment of principal and interest. The verification agent shall be selected based on ability to provide accurate and timely information and competitiveness of fees, based on a market analysis of such fees. The City may replace a verification agent with notice at any time.

7. Underwriters. For negotiated sales, underwriters are selected to structure the debt and sell debt to institutional and retail investors. They shall be selected based on demonstrated ability to perform these functions, be recommended by the Financial Advisor and/or Bond Counsel. The City may replace underwriters with notice at any time.

8. Trustees. For all bond issues, the City shall select a trustee to hold and invest the funds of the bond issue. The City may replace a trustee with notice at any time.

9. Auction Agents. For all relevant issues, the City shall select an auction agent to conduct the competitive bidding. The City may replace an auction agent with notice at any time.

10. Investment Agreement Counterparties. Repurchase Agreements or Forward Delivery Agreements shall be executed with counterparties rated at least AA (by at least on major rating agency) with downgrade provisions requiring assignment or collateral should the rating fall below A- or A3 by Standard and Poor's and Moody's, respectively. The City may replace Investment Agreement Counterparties with notice at any time.

VII. Transaction-Specific Policies

A. Presumption of Competitive Sale

Unless otherwise justified and deemed necessary to minimize the costs and risk of the City's debt issue, the issuance and sale of all long-term debt (with the exception of capital leases and State Revolving Loans) shall be achieved by competitive bid.

B. Competitive Bid Method

Any competitive sale of the City's debt shall require approval of the City Council. The City's debt issued on a competitive bid basis shall be sold to the bidder(s) proposing the lowest true interest cost to the City. Such bid may take the form of hand-delivered or electronically transmitted offers to purchase the bonds. The City may use the services of a financial advisor to administer the bid.

C. Negotiated Bid

When deemed appropriate to minimize costs and risks of the City's debt issue, the Legislative, Finance and Administrative Committee shall submit to the City a request to sell the debt issue on a negotiated basis. If debt is sold on a negotiated basis, the negotiations of terms and conditions shall include, but not be limited to, prices, interest rates, underwriting or remarketing fees and commissions. All negotiated bids shall have a financial advisor who shall evaluate the terms offered by the underwriter(s) and comparisons with the terms and conditions in the marketplace for comparable issuers. The City shall require a post-sale analysis as described in the section Roles and Responsibilities, Financial Advisors, above. No debt issue shall be sold on a negotiated basis without an independent financial advisor.

D. Private Sale

The City shall only sell debt through private placement when necessary for a bridge loan to cover emergencies or project start-ups.

E. Refunding

The City may refinance outstanding long-term debt when the public policy benefits of replacing such debt outweigh the costs associated with new issuance as well as any increase in annual debt service. The Controller/Treasurer, with advice from the Financial Advisor and Bond Counsel, will recommend to the Legislative, Finance, and Administrative Committee when the opportunity to refinance will provide significant benefit based on net present value savings. The potential realization of a significant reduction in overall debt service costs shall be considered a public policy benefit in preparing the recommendation. This may be accomplished either by advance refunding to the first call or by defeasance to maturity.

F. Call Provisions
The City seeks to minimize the protection bondholders receive from optional redemption. This is consistent with the City's desire to obtain the lowest possible interest rate on its debt over time. The City will seek early calls at low premiums to allow it to refinance debt more easily when interest rates drop. The Controller/Treasurer and the City's Financial Advisor shall evaluate optional redemption provisions for each issue to assure the City does not pay unacceptable higher interest rates to obtain advantageous call dates.

G. Investment of Bond Proceeds
All investments of bond proceeds shall adhere to the City's Investment Policy approved by the City Council.

H. Communications with Credit Rating Agencies
The Controller/Treasurer is responsible for maintaining relationships with rating agencies that assign ratings to the City's various debt obligations. The credit objective of the City is to maintain the highest possible credit rating at all times. The Controller is to from time to time report to the City Council the status of such ratings and describe the underlying elements of the activities of the City which the rating agencies indicate affect said ratings. Each month the Controller shall provide the Council with the current covenant ratios for revenue bonds. The Controller shall request ratings prior to the sale of securities from at least one nationally recognized rating agency.

I. Credit Enhancements
Credit enhancements (letters of credit, bond insurance, etc.) may be used, but only when net debt service on the bonds is reduced by more than the costs of the enhancement.

J. Disclosure
The City is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, City departments and agencies, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The City is committed to meeting secondary disclosure requirements on a timely and comprehensive basis.

The City will comply with the standards of the Government Finance Officers Association for financial reporting and budgeting presentation and the disclosure requirements of the Securities and Exchange Commission. The Finance Department shall be responsible for ongoing disclosure to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

APPENDIX A
CASH FLOW PROJECTIONS & PERTINENT DEBT AND CAPITAL RATIOS

City of Dover
Debt Management Policy
Sample Financial Model

Table 1
Projected Net Margins

	Year 0 2006	Year 1 2007	Year 2 2008	Year 3 2009	Year 4 2010	Year 5 2011
Operating Revenue - Rate Revenue	50,000,000	51,500,000	53,045,000	54,636,400	56,275,500	57,963,800
Operating Revenue - Other	500,000	510,000	520,000	530,000	540,000	550,000
Total Revenue	50,500,000	52,010,000	53,565,000	55,166,400	56,815,500	58,513,800
Direct Operating Expenses	(35,000,000)	(36,050,000)	(37,131,500)	(38,245,445)	(39,392,808)	(40,574,593)
Allocated Overheads	(5,000,000)	(5,150,000)	(5,304,500)	(5,463,635)	(5,627,544)	(5,796,370)
Total Operating Expenses	(40,000,000)	(41,200,000)	(42,436,000)	(43,709,080)	(45,020,352)	(46,370,963)
Operating Margin	10,500,000	10,810,000	11,129,000	11,457,320	11,795,148	12,142,837
Non-Oper. Rev. - Interest on Operating Funds	400,000	634,000	634,000	634,000	634,000	634,000
Operating Transfers - Out	(5,700,000)	(5,700,000)	(4,285,200)	(3,585,800)	(3,693,000)	(3,803,400)
Margins Available For Debt Service	5,200,000	5,744,000	7,477,800	8,505,520	8,736,148	8,973,437
Interest for Long-Term Debt	(914,000)	(859,048)	(1,599,500)	(1,726,400)	(1,617,400)	(1,498,300)
Cash From Operations	4,286,000	4,884,952	5,878,300	6,779,120	7,118,748	7,475,137
Non Cash Income/Loss on Investments	-	-	-	-	-	-
Gain/Loss on Sale of Assets	-	-	-	-	-	-
Debt Issue Cost Amort.-Outstanding Debt	(110,000)	(110,000)	(110,000)	(110,000)	(110,000)	(110,000)
Debt Issue Cost Amort.-New Debt		-	-	(25,000)	(25,000)	(25,000)
Depreciation Expense	(3,800,000)	(4,164,400)	(4,472,000)	(4,846,900)	(5,011,800)	(5,019,200)
Net Margins ($)	376,000	610,552	1,296,300	1,797,220	1,971,948	2,320,937
Debt Service Coverage						
Margins Avail. for Debt Service	5,200,000	5,744,000	7,477,800	8,505,520	8,736,148	8,973,437
Total Debt Service	2,768,614	2,589,048	3,379,500	4,171,300	4,157,500	4,160,100
Debt Service Coverage Ratio	1.88	2.22	2.21	2.04	2.10	2.16

City of Dover
Debt Management Policy
Sample Financial Model

Table 2
Projected Cash Flows

	Year 0 2006	Year 1 2007	Year 2 2008	Year 3 2009	Year 4 2010	Year 5 2011
Beginning Cash Balance						
Cash Balance as of July 1	$7,068,372	$1,344,732	$5,667,765	$8,030,565	$6,423,085	$10,001,932
Sources of Cash						
Sale of Bonds	-	-	15,000,000	-	-	-
Cost of Bond Sales	-	-	500,000	-	-	-
Net Bond Proceeds	-	-	14,500,000	-	-	-
Transfers From Reserves and Grants	504,000	8,714,000	-	5,241,500	1,194,000	3,463,500
Sale of Investments	4,000,000	-	-	-	-	-
Cash from Operations	4,286,000	4,884,952	5,878,300	6,779,120	7,118,748	7,475,137
Non-Oper. Rev. - Interest on Reserve Funds	621,600	1,144,924	953,700	991,900	821,900	807,000
Other Sources of Cash	-	-	-	-	-	-
Total Sources of Cash	$9,411,600	$14,743,876	$21,332,000	$13,012,520	$9,134,648	$11,745,637
Transfers To Reserves	2,315,000	840,000	0	0	0	-
Plant Additions	3,802,958	6,705,919	16,235,500	11,183,200	2,193,800	9,143,800
Principal on Debt	1,855,000	1,730,000	1,780,000	2,444,900	2,540,100	2,661,800
Purchase of Investments	7,162,282	1,144,924	953,700	991,900	821,900	807,000
Total Cash Requirements	$15,135,240	10,420,843	$18,969,200	$14,620,000	$5,555,800	$12,612,600
Ending Cash Balance						
Increase (Decrease) in Cash	($5,723,640)	$4,323,033	$2,362,800	($1,607,480)	$3,578,848	($866,963)
Unaccounted for Variance						
Cash Balance as of June 30	$1,344,732	$5,667,765	$8,030,565	$6,423,085	$10,001,932	$9,134,969
Minimum General Reserves-5% of Revenue	2,525,000	2,600,500	2,678,250	2,758,320	2,840,775	2,925,690
Difference from Cash Reserve - Net Long/(Short)	($1,180,268)	$3,067,265	$5,352,315	$3,664,765	$7,161,157	$6,209,279
Cash Available for Plant Additions	116,000	2,314,952	4,098,300	4,334,220	4,578,648	4,813,337

APPENDIX B
LIST OF SERVICES TO BE PROVIDED BY CONTROLLER/TREASURER

- Maintain a database with all outstanding debt;
- Attend meetings of the City Council or its committees relating to financial issues affecting the financing;
- Use comparative bond pricing services or market indices as a benchmark in negotiated transactions;
- Provide the Legislative and Finance Committee an evaluation of the final bond pricing results;
- Attend competitive bid openings for issuance of debt to assist the City with verification of bids, ensuring compliance with financing terms and conditions and to recommend acceptance or rejection of bids;
- Develop cash flow projections and pertinent debt and capital ratios for the current and the next four fiscal years;
- Determine the available debt capacity;
- Recommend to the Legislative and Finance Committee the manner of sale of debt, including a recommendation to use either fixed rate debt or variable rate debt;
- Monitor opportunities to refund debt and recommend such refunding, as appropriate;
- Provide for the timely payment of principal and interest on all debt;
- Provide for and participate in the preparation of offering and disclosure documents;
- Assure all repositories are provided the legally required information under Securities and Exchange Commission Rule 15c2-12, regarding continuing disclosure;
- Provide for the timely distribution of pertinent information to the bond counsel, financial advisor, paying agent, auditor, underwriters and rating agency and other municipal market participants;
- Provide post sale analysis;
- Prepare and review bid procedures, including CUSIP subscription, escrow services;
- Recommend investment of proceeds and reserves;
- Assist in the review and analysis of state and federal legislation pertaining to the City's financing programs;
- Prepare and assist in the evaluations of RFPs for financial services as are considered appropriate by the City Council, including, but not limited to, the financial advisor, bond counsel, line of credit banks or liquidity facilities bank for variable rate bonds and trustees;
- Seek out and evaluate proposals on new products and other financing ideas from underwriters and other professionals in the field of finance;
- Maintain communications with credit rating agencies, as described in the section "Communications with Credit Rating Agencies";
- Provide other services as requested by the City Council.

APPENDIX C
LIST OF SERVICES PROVIDED BY FINANCIAL ADVISOR

- Recommend specific covenants, financing structure, indentures and terms, including call provisions;
- Prepare and/or review preliminary and final official documents and all contracts and resolutions relating to the issuance of debt;
- Prepare and review advertisements of sales;
- Assist in preparation of information for rating agencies, investors and other municipal market participants;
- Assist the City with any other financing matters, including setting up electronic bids, investing proceeds, handling escrow issues and administering the City's program;
- Attend meetings of the City as requested;
- Attend competitive sales' bid openings to assist in the verification of bids and assure compliance with the terms of terms and conditions, and recommend to the Controller/Treasurer acceptance or rejection of the bids;
- Advise the City regarding negotiated sales during the sales process so as to assure the coupon rates reflect current market rates;
- Provide assistance in the preparation of RFPs for services related to the issuance of debt;
- Provide post sales analysis, including an issue summary and Final Report;
- Provide continuing service, including monitoring the outstanding obligations and the opportunities to refund, evaluating proposals on new products, and assisting in reviewing state and federal legislation.

APPENDIX D
LIST OF SERVICES PROVIDED BY BOND COUNSEL

- Render legal opinions regarding the validity and binding effect of the bonds, the source of payment and security for the bonds and the excludability of interest on the bonds from gross income for federal income tax purposes;
- Prepare and review the documents necessary to authorize, issue, sell and deliver the bonds and to coordinate the authorization and execution of these documents including the Resolution;
- Review all legal issues related to the structure of the bonds;
- Prepare and review those sections of the offering documents to be disseminated in connection with the sale of the bonds;
- Assist, as needed, the City in presenting information regarding legal issues pertinent to the bond rating agencies, investors, and other municipal market participants;
- Participate in meetings relating to legal issues;
- Prepare and/or contracts, as necessary, including bond purchase contracts, liquidity facility agreements, remarketing agreements, investment and trust agreements and other documents as is deemed appropriate by the City;
- Prepare the official transcripts of the proceedings related to the sale of bonds
- Assist in other legal matters relating to the issuance of the bonds;
- Provide ongoing services including tax advice, regulatory efforts and rulings that pertain to the City, planning for continuing disclosure and RFPs for financial services relating to the issuance of bonds.

GLOSSARY

Amortization – accounting procedure that gradually reduces the cost value of a limited life or intangible asset through periodic charges to income, or the reduction of debt by regular payments of interest and principal sufficient to pay off the debt by maturity.

Arbitrage – profiting from differences in price when the same security, currency, or commodity is traded on two or more markets. An element of tax exempt debt. The City maintains bond reserves to provide assurance to bond holders of its ability to make its annual debt service payments. In doing so, the rate earned on the reserve accounts may at times exceed the rate being paid on the bonds. In these instances, the City will be subject to tax payments on the earnings that exceed the interest cost as determined by a licensed arbitrage calculator.

Bank Qualified Debt – commercial loans done on a tax-exempt basis or tax-exempt bonds sold to a bank instead of to other bondholders.

Direct Debt – direct debt is a comprehensive measure of a municipality's long-term obligations directly supported and backed by general revenues and taxes.

Fixed Rate Debt – debt that pays interest based on a fixed coupon rate until maturity.

Letter of Credit – instrument or document issued by a bank guaranteeing the payment of a customer's drafts up to a stated amount for a specified period. It substitutes the bank's credit for the buyers and eliminates the seller's risk.

Long-term Debt – Debt with maturities of greater than one year from date of issuance.

Revenue Anticipation Notes – short-term debt issue of a municipal entity that is to be repaid out of anticipated revenues such as sales taxes. When the taxes are collected, the RAN is paid off. Interest from the note is usually tax-free to RAN holders.

Short-term Debt – Debt with maturities less than one year from the date of issuance.

Tax Anticipation Notes – short-term obligation of a state or municipal government to finance current expenditures pending receipt of expected tax payments. TAN debt evens out cash flow and is retired once corporate and individual tax revenues are received

Trust Company – an organization usually combined with a commercial bank, which is engaged as trustee, fiduciary, or agent in the administration of trust funds, estates, custodial arrangements, stock transfer and registration, and other related services. Trust companies are regulated by State law.

Underwriter – an investment banker, who, singly or a member of an underwriting group or syndicate, agrees to purchase a new issue of securities from an issuer and distribute to investors, making a profit on the underwriting spread.

Variable Rate Debt – debt that pays interest based on a rate which is reset periodically

JOINT LEGISLATIVE, FINANCE, AND ADMINISTRATION AND SAFETY ADVISORY AND TRANSPORTATION COMMITTEE MEETING

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. Members present were Mr. Bonar, Mr. McGiffin, Mrs. Russell, Mr. Salters, Mr. Davis, Mr. Harmon, Dr. Jones, and Mr. Shevock. Mrs. Williams was absent. Councilman Ruane and Mayor Carey were also present.

AGENDA ADDITIONS/DELETIONS

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

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 motion, as amended, recommending 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, was unanimously carried.

Public Comment Period (15 Minutes)

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

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

Meeting Adjourned at 6:29 P.M.

Respectfully submitted,

Thomas J. Leary
Chairman

TJL/TM/jg/js/ac/dd
S:\AGENDAS & MINUTES\Committee-Minutes\2011\02-17-2011 JOINT LF&A AND SA&T.wpd

DOVER FIRE DEPARTMENT
2010
ANNUAL REPORT





DOVER FIRE DEPARTMENT

Established 1882

February 28, 2011

Mayor and City Council
PO Box 475
Dover, DE 19903

Dear Mayor Carey and members of City Council:

The members of Dover Fire Department experienced another challenging year in 2010 and even with the financial crises we are experiencing, we continue to provide superior fire & rescue services to the citizens of the City of Dover and surrounding areas.

Both January and February proved to be busy months with two large snow storms, the members of the Dover Fire Department logged over 887 volunteer hours during this period.

In March, I worked closely with Elaine Edwards and Kim Hawkins from Human Resources to develop the job description and title for the new Fire Chief's Assistant position, their guidance and patience was much appreciated.

The selection process began for the new position in April and we interviewed 11 candidates. Rebecca Rollison, formerly with the City Clerk's Office, was hired and has proven to be vital in the operation of the Dover Fire Department. She assists me with everyday obligations of the Fire Chief, as well as providing consistency in her role as the supervisor of the Fire Dispatchers.

The annual Old Dover Days was held in May and members of the Fire Department and their families held an Alex's Lemonade Stand and a bucket brigade in memory of Ethan Williams. All proceeds from this event benefitted the Alex's Lemonade Foundation. We look forward to continuing this in the years to come.

On the morning of June 6, we were dispatched to a working fire at 904 Woodcrest Drive. When units arrived they found a 3 story garden style apartment with heavy fire venting thru the roof. Due to large amount of fire in the stairwell, some residents resorted to jumping from windows to evacuate. This fire was fast moving and weakened the structural integrity of the building, causing roof collapse and the evacuation of fire personnel. There were multiple civilian and firefighter injuries as well as two civilian casualties. The cause of this fire is still under investigation with the City of Dover Fire Marshal's office.

103 South Governors Avenue ● Dover, Delaware 19904
Headquarters: (302) 736-7168 ● Fire Chief's Office: (302) 736-7167 ● FAX: (302) 736-7166

This fire brought attention to the lack of monitored alarm systems in multi occupancy buildings where early detection and notification may have altered the outcome of this fire.

In June, the fire dispatchers as well as the Fire Chief's Assistant completed a three (3) day class to become certified as fire dispatchers. This certification is recognized nationally and they are currently the only dispatchers in the City to have this.

The fire department completed one (1) full year of operation under the Haggerty and Haggerty recommendations in July. We came in 7% under budget proving the agreement has been a success! July also brought the approval by City Council, in accordance with the CIP, for the Dover Fire Department to purchase a new ladder truck. The department used the HGAC bidding process, approved by Donna Mitchell for the truck acquisition. This truck will have the capabilities of an aerial, and an engine, allowing the incident commander multi-purpose use. Ladder 1 was sold and the proceeds from the sale will be used to equip the new ladder truck.

The Delaware Volunteer Firefighters Association Annual Conference took place in September. This conference offers various fire and medical seminars with guest speakers from around the country.

The NASCAR races held in May and September at Dover International speedway bring close to 100,000 people to an area approximately 3 square miles in size. The Fire Department plays a key role in unified command ensuring the safety of all attendees.

Fire Prevention Week is in October and members of the Dover Fire Department were able to reach out to over 3,000 children within our fire district.

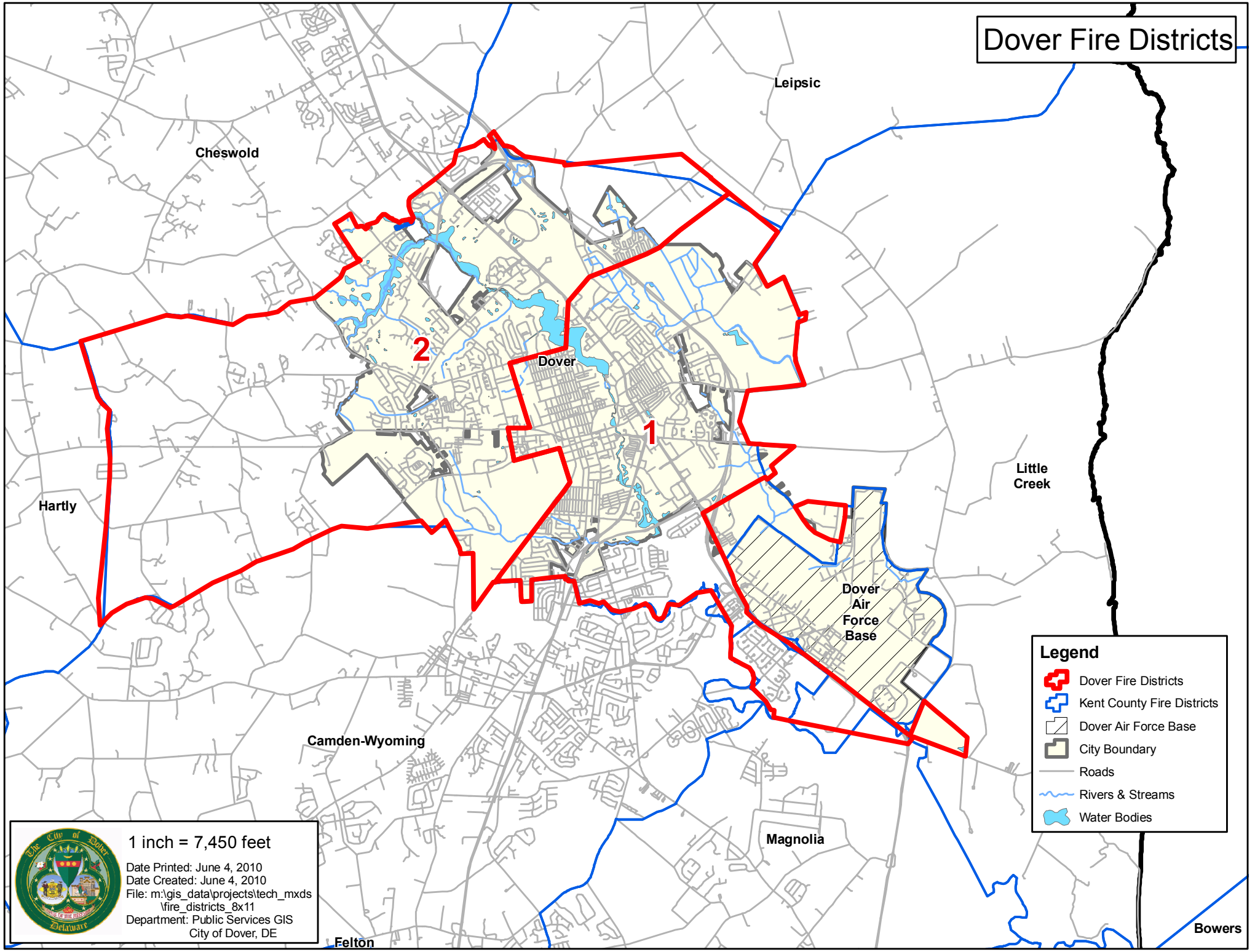
Thankfully, our first large snowstorm did not occur until late December so Annual Operation Santa went on as planned this year. The volunteers of Dover Fire Department visited several communities within the City of Dover bringing Santa and holiday spirit to those residents!

As the year came to a close, although I enjoyed my time as Fire Chief, I decided against running for re-election to spend more time with my family and reach other personal goals I have set for myself.

I wish the new chief, Jack Fortney, the best of luck, and please know that I will help him to the best of my ability with his transition into this demanding role.

Sincerely,

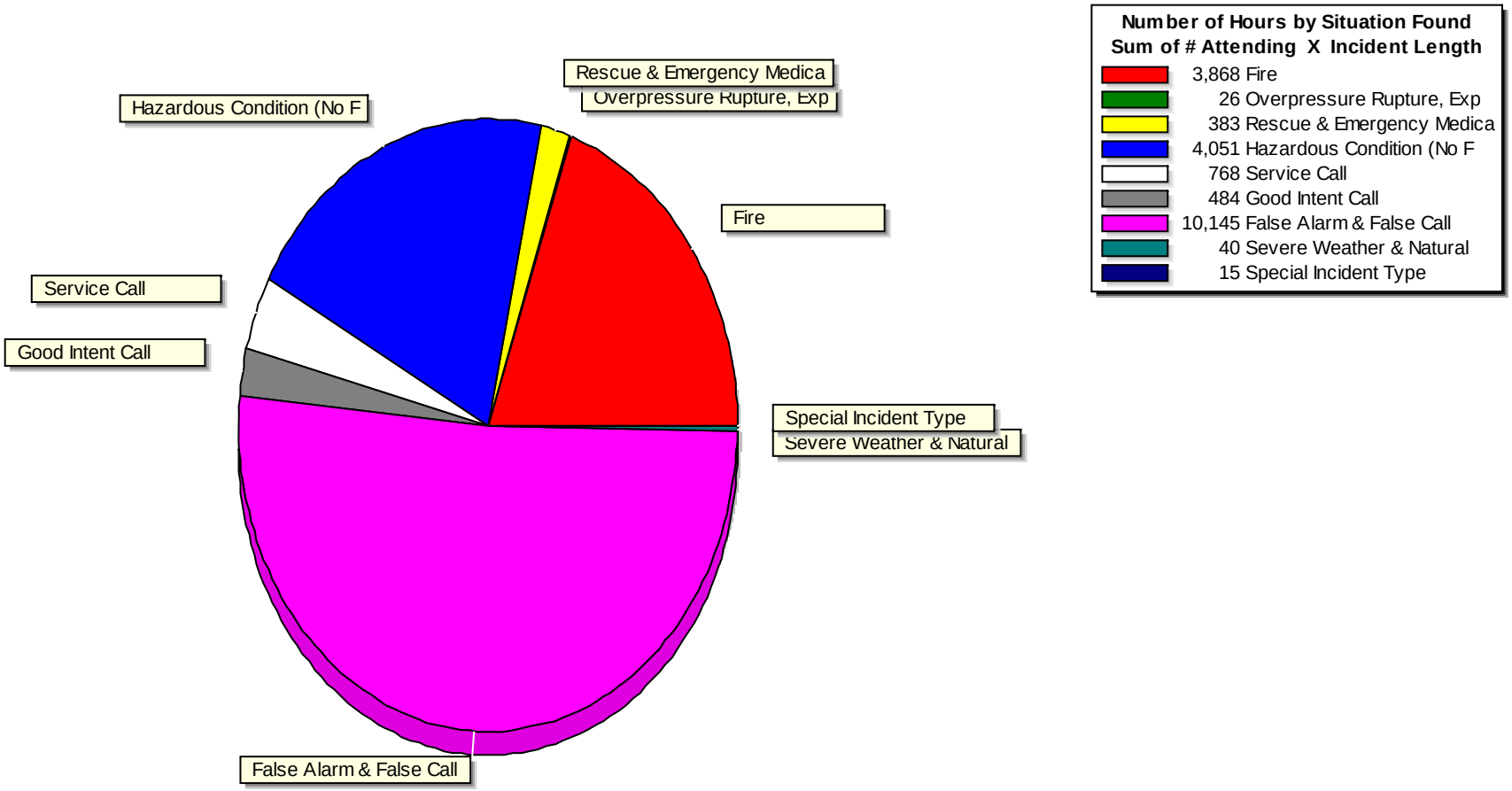
Sean P.M. Christiansen
Chief of Department


Dover Fire Districts
Leipsic
Cheswold
2
Dover
1
Little Creek
Hartly
Dover Air Force Base
Camden-Wyoming
Magnolia
Bowers
Felton
Legend
Dover Fire Districts
Kent County Fire Districts
Dover Air Force Base
City Boundary
Roads
Rivers & Streams
Water Bodies
1 inch = 7,450 feet
Date Printed: June 4, 2010
Date Created: June 4, 2010
File: m:\gis_data\projects\tech_mxds\fire_districts_8x11
Department: Public Services GIS
City of Dover, DE

Manpower Hours by Sitation Found

Date Range: From 01/ 01/ 2010 to 12/ 31/ 2010

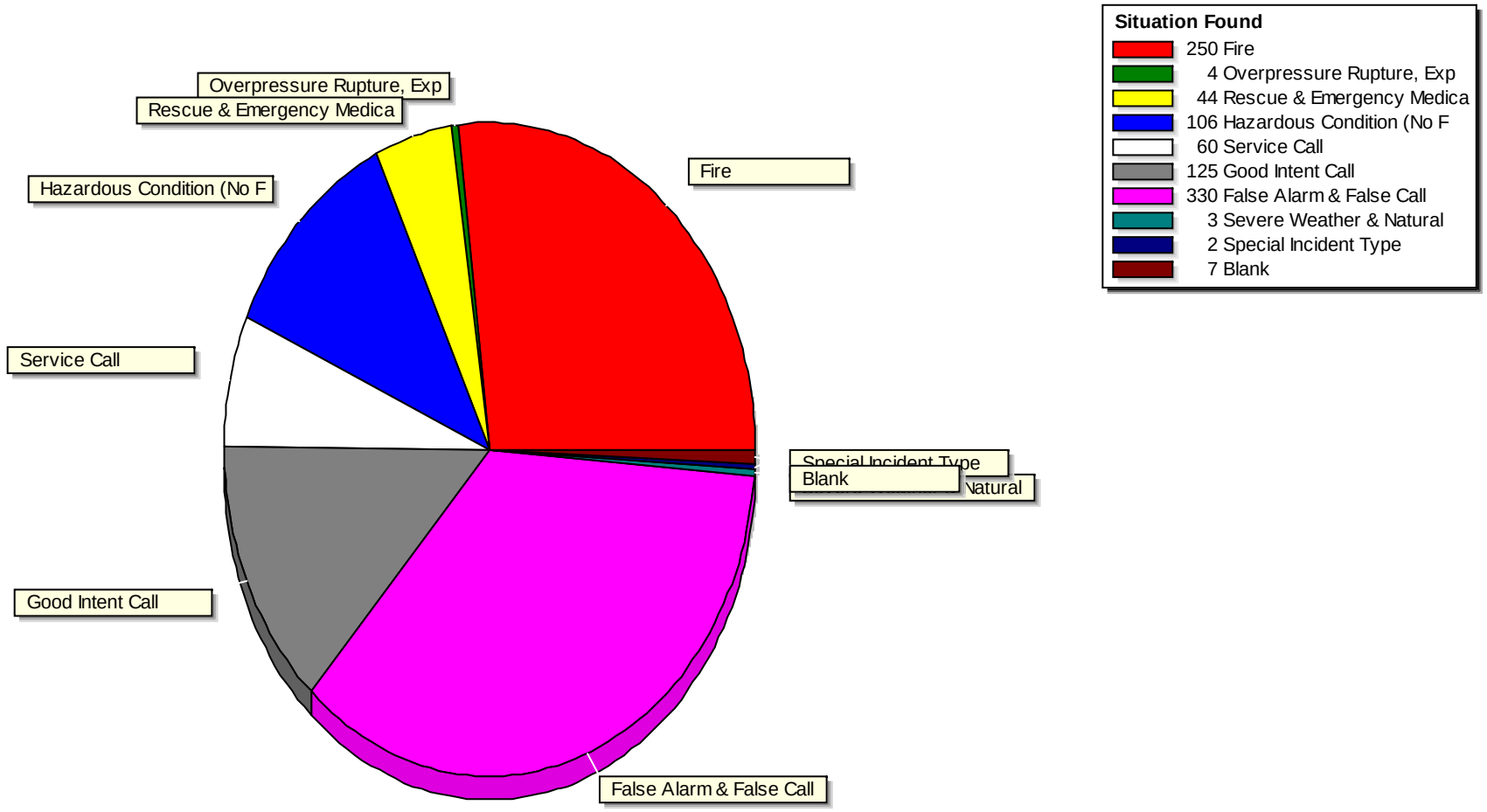
Dover Fire Department



Incidents by Situation Found

Dover Fire Department

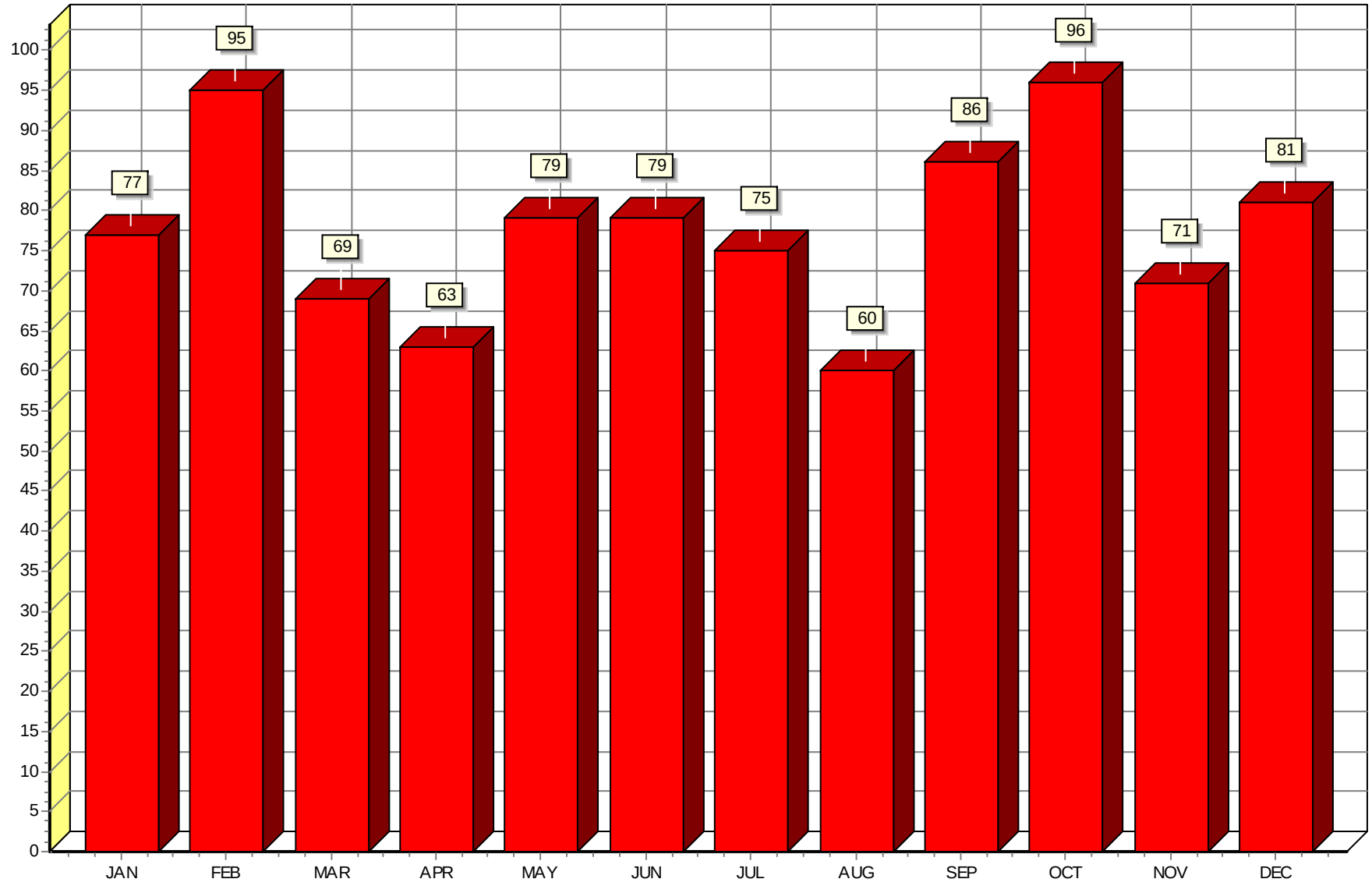
Date Range: From 01/01/2010 to 12/31/2010



Alarms by Month of Year

Dover Fire Department

Date Range: From 01/01/2010 to 12/31/2010



Incident Run Log

Dover Fire Department

Date Range: From 01/01/2010 to 12/31/2010
Company: All Companies
Sorted by: Date of Incident

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
01/02/2010	30046	2010-000001	09:11	387	FIDDLERS GREEN		Camper or recreational vehicle (RV) fire
01/02/2010	30046	2010-000002	21:24	1300	S FARMVIEW DR	A	Cooking fire, confined to container
01/03/2010	30046	2010-000003	03:53	139	TURNER DR		Heat from short circuit (wiring), defective/worn
01/03/2010	30046	2010-000004	20:22	1450	N DUPONT HWY		System malfunction, other
01/04/2010	30046	2010-000005	07:45	206	MERION RD		Good intent call, other
01/04/2010	30046	2010-000006	11:35	516	E FRONT ST		Cover assignment, standby, moveup
01/05/2010	30046	2010-000007	07:31	222	W REED ST		Overpressure rupture of steam boiler
01/06/2010	30046	2010-000008	18:35	822	S STATE ST		Hazardous condition, other
01/06/2010	30046	2010-000009	21:44	328	BRADLEY RD		Arcing, shorted electrical equipment
01/07/2010	30046	2010-000010	11:26	1301	S STATE ST		Unintentional transmission of alarm, other
01/07/2010	30046	2010-000011	12:41	1230	FORREST AVE		Smoke detector activation due to malfunction
01/07/2010	30046	2010-000012	18:10	232	N GOVERNORS BLVD		Smoke or odor removal
01/07/2010	30046	2010-000013	21:57	853	WOODCREST DR		Passenger vehicle fire
01/08/2010	30046	2010-000014	02:12	1200	N DUPONT HWY		No incident found on arrival at dispatch address
01/08/2010	30046	2010-000015	06:49	1200	N dupont hwy		System malfunction, other
01/08/2010	30046	2010-000016	12:24	430	COLLEGE RD	300	False alarm or false call, other
01/08/2010	30046	2010-000017	20:30	1453	N DUPONT HWY		System malfunction, other
01/08/2010	30046	2010-000018	22:02	820	CARVEL DR	F	Smoke detector activation due to malfunction
01/09/2010	30046	2010-000019	00:32	30	N GOVERNORS AVE		Gas leak (natural gas or LPG)
01/09/2010	30046	2010-000020	09:50	264	NORTHDOWN DR		Arcing, shorted electrical equipment
01/09/2010	30046	2010-000021	10:13	3000	LEMAY LA		Lock-in (if lock out , use 511)
01/09/2010	30046	2010-000022	16:01	75	QUAIL HOLLOW DR		Chimney or flue fire, confined to chimney or flue
01/10/2010	30046	2010-000023	05:37	950	WHATCOAT DR		Cooking fire, confined to container
01/10/2010	30046	2010-000024	10:57	1200	N DUPONT HWY		Local alarm system, malicious false alarm
01/11/2010	30046	2010-000025	09:03	914	WOODCREST DR		Cooking fire, confined to container
01/11/2010	30046	2010-000026	09:16	144	FORK BRANCH RD		Good intent call, other
01/12/2010	30046	2010-000027	16:45	57	SAULSBURY RD		Special outside fire, other
01/12/2010	30046	2010-000028	17:08	121	W LOOCKERMAN ST		False alarm or false call, other
01/14/2010	30046	2010-000029	08:17	80	ROUNDTREE DR EAST		Fire in mobile home used as fixed residence
01/14/2010	30046	2010-000030	09:12	725	HORSEPOND RD		Detector activation, no fire - unintentional
01/14/2010	30046	2010-000031	14:24	561	N DUPONT HWY		Smoke detector activation due to malfunction
01/14/2010	30046	2010-000032	15:43	1100	S LITTLE CREEK RD		Smoke detector activation, no fire - unintentional
01/14/2010	30046	2010-000033	21:27	131	HARMONY LA		Cooking fire, confined to container
01/15/2010	30046	2010-000034	02:55	428	N GOVERNORS AVE		Smoke scare, odor of smoke
01/15/2010	30046	2010-000035	11:09	378	COWGILL ST		Smoke detector activation due to malfunction
01/15/2010	30046	2010-000036	15:51	631	MAPLE PARKWAY		Building fire
01/15/2010	30046	2010-000037	16:31	1080	SILVER LAKE BLVD		Municipal alarm system, malicious false alarm
01/16/2010	30046	2010-000038	08:20	324	MARTIN ST		Passenger vehicle fire
01/16/2010	30046	2010-000039	13:35	51	WEBBS LA	J	Vicinity alarm (incident in other location)
01/16/2010	30046	2010-000040	13:36	125	WESTOVER DR		Vicinity alarm (incident in other location)
01/16/2010	30046	2010-000041	18:25	100	HAMAN DR		Smoke detector activation due to malfunction
01/17/2010	30046	2010-000042	21:02	460	COUNTRY DR		Smoke detector activation, no fire - unintentional
01/18/2010	30046	2010-000043	22:32	321	INDEPENDENCE BLVD	F	Steam, vapor, fog or dust thought to be smoke
01/19/2010	30046	2010-000044	01:19	1300	S FARMVIEW DR	M	Cooking fire, confined to container
01/19/2010	30046	2010-000045	11:46	148	JOHN HUNN BROWN RD		Passenger vehicle fire
01/19/2010	30046	2010-000046	20:08	1202	White oak rd		Steam, vapor, fog or dust thought to be smoke
01/20/2010	30046	2010-000047	13:12	255	N GOVERNORS BLVD		Electrical wiring/equipment problem, other
01/20/2010	30046	2010-000048	19:18	16	VERA WAY		Cooking fire, confined to container
01/20/2010	30046	2010-000049	22:42	305	N BRADFORD ST		Good intent call, other
01/21/2010	30046	2010-000050	01:13	135	HAMAN DR		Detector activation, no fire - unintentional
01/21/2010	30046	2010-000051	11:17	143	Glenn		Gas leak (natural gas or LPG)
01/21/2010	30046	2010-000052	13:16	1450	N DUPONT HWY		Sprinkler activation due to malfunction
01/22/2010	30046	2010-000053	02:32	1131	N DUPONT HWY		Detector activation, no fire - unintentional
01/22/2010	30046	2010-000054	23:06	1700	N DUPONT HWY		Oil or other combustible liquid spill
01/23/2010	30046	2010-000055	08:29	15	FAIRWAY CT		Electrical wiring/equipment problem, other
01/23/2010	30046	2010-000056	14:07		WEBBS LA & S DUPONT HWY		Brush or brush-and-grass mixture fire
01/23/2010	30046	2010-000057	16:22		NEW CASTLE AVE		Outside rubbish, trash or waste fire
01/24/2010	30046	2010-000058	05:17	203	NORTHDOWN DRIVE		Gas leak (natural gas or LPG)
01/24/2010	30046	2010-000059	15:03	31	EVERGREEN CIR		Carbon monoxide detector activation, no CO

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
01/25/2010	30046	2010-000060	16:13	57	QUAIL HOLLOW DR		Service Call, other
01/25/2010	30046	2010-000061	16:53	102	N CAROLINE PL		CO detector activation due to malfunction
01/25/2010	30046	2010-000062	19:49	54	S NEW ST		Cooking fire, confined to container
01/26/2010	30046	2010-000063	10:47	516	Walmart dr		High-angle rescue
01/26/2010	30046	2010-000064	13:21	1030	FORREST AVE	106	Electrical wiring/equipment problem, other
01/27/2010	30046	2010-000065	06:15	51	WEBBS LA	J	Smoke detector activation, no fire - unintentional
01/28/2010	30046	2010-000066	18:28	84	HARMONY LA		Smoke scare, odor of smoke
01/29/2010	30046	2010-000067	06:26		STA 6		Cover assignment, standby, moveup
01/29/2010	30046	2010-000068	09:08	3000	LEMAY LA	C	Lock-out
01/29/2010	30046	2010-000069	15:54	1030	S LITTLE CREEK RD		Breakdown of light ballast
01/29/2010	30046	2010-000070	16:46	1030	S LITTLE CREEK RD		Smoke or odor removal
01/30/2010	30046	2010-000071	05:00	609	East Division St		False alarm or false call, other
01/30/2010	30046	2010-000072	14:37	908	WOODCREST DR		Good intent call, other
01/30/2010	30046	2010-000073	17:05	1300	S FARMVIEW DR	F	System malfunction, other
01/30/2010	30046	2010-000074	19:54	132	W LOOCKERMAN ST		System malfunction, other
01/31/2010	30046	2010-000075	05:31	105	KATRINA WAY		Sprinkler activation due to malfunction
01/31/2010	30046	2010-000076	17:04	49	S. Kirkwood St		Service Call, other
01/31/2010	30046	2010-000077	19:26	453	COUNTRY DR		Cooking fire, confined to container
02/01/2010	30046	2010-000078	05:48	898	WOODCREST DR		Smoke detector activation due to malfunction
02/01/2010	30046	2010-000079	22:24	311	MAIN ST		Cover assignment, standby, moveup
02/02/2010	30046	2010-000080	07:18	1340	W NORTH ST		Extrication, rescue, other
02/02/2010	30046	2010-000081	17:54	500	PERSIMMON TREE LA	4	False alarm or false call, other
02/02/2010	30046	2010-000082	19:43	51	MORIARITY ST		Building fire
02/02/2010	30046	2010-000083	21:05	820	CARVEL DR	F	Detector activation, no fire - unintentional
02/02/2010	30046	2010-000084	22:28	200	E CAMDEN WYOMING AVE		Cover assignment, standby, moveup
02/03/2010	30046	2010-000085	18:45	561	N DUPONT HWY		Smoke detector activation, no fire - unintentional
02/03/2010	30046	2010-000086	18:47	190	JOHN HUNN BROWN RD		Gasoline or other flammable liquid spill
02/03/2010	30046	2010-000087	23:47	820	CARVEL DR	F8	Cooking fire, confined to container
02/04/2010	30046	2010-000088	07:43	255	WEBBS LA	A	Cooking fire, confined to container
02/04/2010	30046	2010-000089	09:27	868	WOODCREST DR BLDG H		Cooking fire, confined to container
02/04/2010	30046	2010-000090	16:20		W NORTH ST		Oil or other combustible liquid spill
02/04/2010	30046	2010-000091	19:23	1200	N DUPONT HWY		Malicious, mischievous false call, other
02/05/2010	30046	2010-000092	14:53	1001	WHITEOAK RD BLDG G		False alarm or false call, other
02/06/2010	30046	2010-000093	05:51		KENTON RD		Service Call, other
02/06/2010	30046	2010-000094	06:01	204	GRINDING WHEEL DR		Service Call, other
02/06/2010	30046	2010-000095	10:13	209	PERSIMMON CIR EAST		Severe weather or natural disaster, other
02/06/2010	30046	2010-000096	10:33	743	BICENTENNIAL BLVD		Service Call, other
02/06/2010	30046	2010-000097	13:35	14	CONCORD RD		Public service assistance, other
02/06/2010	30046	2010-000098	14:44	427	MOORE PL		Service Call, other
02/06/2010	30046	2010-000099	14:57	255	KENTWOOD DR		Service Call, other
02/06/2010	30046	2010-000100	15:14	25	CATHY AVE		Service Call, other
02/06/2010	30046	2010-000101	16:28	310	NORTHDOWN DR		Service Call, other
02/06/2010	30046	2010-000102	17:03	282	Trafalgar		Service Call, other
02/06/2010	30046	2010-000103	17:10	990	Wyoming mill rd		Service Call, other
02/06/2010	30046	2010-000104	17:19	1679	S STATE ST		Service Call, other
02/06/2010	30046	2010-000105	21:33		N west st		Service Call, other
02/06/2010	30046	2010-000106	22:56	640	S STATE ST		Service Call, other
02/06/2010	30046	2010-000107	23:45	165	WILLIS RD		Service Call, other
02/07/2010	30046	2010-000108	00:29	1200	N DUPONT HWY		Removal of victim(s) from stalled elevator
02/07/2010	30046	2010-000109	01:15	655	N DUPONT HWY		False alarm or false call, other
02/07/2010	30046	2010-000110	06:40	1023	S STATE ST		Service Call, other
02/07/2010	30046	2010-000111	11:16	209	SIMON CIRCLE		Passenger vehicle fire
02/07/2010	30046	2010-000112	12:24		ANN AVE		Passenger vehicle fire
02/07/2010	30046	2010-000113	14:34	202	AMERICAN AVE		HazMat release investigation w/no HazMat
02/07/2010	30046	2010-000114	16:02	821	SILVER LAKE BLVD		Smoke detector activation due to malfunction
02/07/2010	30046	2010-000115	16:13	15	SPRUANCE RD		Cooking fire, confined to container
02/07/2010	30046	2010-000116	19:03	28	PATRIOT DR		Public service assistance, other
02/08/2010	30046	2010-000117	02:50	821	SILVER LAKE BLVD		System malfunction, other
02/08/2010	30046	2010-000118	07:53		N DUPONT HWY & KINGS HWY N E		Passenger vehicle fire
02/08/2010	30046	2010-000119	11:50	1536	N DUPONT HWY		Hazardous condition, other
02/09/2010	30046	2010-000120	12:05	191	N dupont hwy		Passenger vehicle fire
02/10/2010	30046	2010-000121	11:37	125	SWEETGUM DR		Carbon monoxide detector activation, no CO
02/10/2010	30046	2010-000122	21:05		HAZLETTVILLE RD		Service Call, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
02/11/2010	30046	2010-000123	12:06	283	N DUPONT HWY	F	Gas leak (natural gas or LPG)
02/11/2010	30046	2010-000124	12:24	150	SHEFIELD DR		Good intent call, other
02/11/2010	30046	2010-000125	15:26	430	COLLEGE RD	600	Smoke detector activation due to malfunction
02/11/2010	30046	2010-000126	18:13	3	Evans Turn		Dispatched & canceled en route
02/11/2010	30046	2010-000127	18:37	1450	N DUPONT HWY		System malfunction, other
02/11/2010	30046	2010-000128	22:48	1100	S LITTLE CREEK RD		Dispatched & canceled en route
02/13/2010	30046	2010-000129	07:17	5	CAROLYN CT		Good intent call, other
02/13/2010	30046	2010-000130	14:23	74	PARHAVEN DRIVE		Smoke detector activation due to malfunction
02/13/2010	30046	2010-000131	18:35	908	WOODCREST DR		Cooking fire, confined to container
02/13/2010	30046	2010-000132	21:46	226	N Dupont Hwy		Building fire
02/15/2010	30046	2010-000133	05:41	6	KONSCHAK AVE		Carbon monoxide incident
02/15/2010	30046	2010-000134	10:41	251	N GOVERNORS BLVD		False alarm or false call, other
02/15/2010	30046	2010-000135	23:55	19	S STATE ST		Smoke detector activation due to malfunction
02/16/2010	30046	2010-000136	08:13	211	DELAWARE AVE		Smoke detector activation due to malfunction
02/16/2010	30046	2010-000137	19:20	221	SIMON CIRCLE		Smoke detector activation due to malfunction
02/17/2010	30046	2010-000138	00:46	433	COUNTRY DR		False alarm or false call, other
02/17/2010	30046	2010-000139	15:06	14	Andrew dr		Building fire
02/17/2010	30046	2010-000140	17:36		SR1 & RT 10 OVERPASS		Passenger vehicle fire
02/18/2010	30046	2010-000141	03:06	104	SAULSBURY RD		System malfunction, other
02/18/2010	30046	2010-000142	03:57	155	WILLIS RD		Electrical wiring/equipment problem, other
02/18/2010	30046	2010-000143	05:07	51	WEBBS LA	A	Smoke detector activation due to malfunction
02/18/2010	30046	2010-000144	12:02	1225	WALKER RD		System malfunction, other
02/18/2010	30046	2010-000145	13:32	415	W LOOCKERMAN ST		Gas leak (natural gas or LPG)
02/19/2010	30046	2010-000146	03:57	813	BOGGS DR		Smoke scare, odor of smoke
02/19/2010	30046	2010-000147	23:50	865	N DUPONT HWY		Cooking fire, confined to container
02/20/2010	30046	2010-000148	11:08	820	CARVEL DR	H	Smoke detector activation due to malfunction
02/22/2010	30046	2010-000149	02:17	108	KATRINA WAY		Good intent call, other
02/22/2010	30046	2010-000150	14:56	101	BABB DR		Attempt to burn
02/22/2010	30046	2010-000151	16:46	208	GREEN BLADE DR		Cooking fire, confined to container
02/23/2010	30046	2010-000152	08:19	335	N GOVERNORS AVE		Electrical wiring/equipment problem, other
02/23/2010	30046	2010-000153	16:21	35	COMMERCE WAY	SUITE	Sprinkler activation due to malfunction
02/23/2010	30046	2010-000154	19:45	8	STEELE RD		Good intent call, other
02/23/2010	30046	2010-000155	20:08		Bay Road		Motor vehicle accident with injuries
02/24/2010	30046	2010-000156	07:43		FORREST AVE		Extrication, rescue, other
02/24/2010	30046	2010-000157	14:11	120	S GOVERNORS AVE	A	Cooking fire, confined to container
02/24/2010	30046	2010-000158	17:34	986	WHATCOAT DR		Cooking fire, confined to container
02/24/2010	30046	2010-000159	18:24	1300	S FARMVIEW DR	E	Cooking fire, confined to container
02/25/2010	30046	2010-000160	07:29	591	S DUPONT HWY		Oil or other combustible liquid spill
02/25/2010	30046	2010-000161	10:08	195	WILLIS RD		Malicious, mischievous false call, other
02/25/2010	30046	2010-000162	11:33	5	ROCKFORD CROSSING		Carbon monoxide incident
02/25/2010	30046	2010-000163	13:10	411	S QUEEN ST		Cooking fire, confined to container
02/26/2010	30046	2010-000164	11:49	350	PEAR ST		Cooking fire, confined to container
02/26/2010	30046	2010-000165	12:27	1008	S GOVERNORS AVE		False alarm or false call, other
02/26/2010	30046	2010-000166	20:44	820	CARVEL DR	H	Smoke detector activation, no fire - unintentional
02/27/2010	30046	2010-000167	03:05	1001	N DUPONT HWY	13	Alarm system sounded due to malfunction
02/27/2010	30046	2010-000168	18:53	35	COMMERCE WAY	SUITE	Alarm system sounded due to malfunction
02/28/2010	30046	2010-000169	08:37	821	SILVER LAKE BLVD		Smoke detector activation due to malfunction
02/28/2010	30046	2010-000170	21:38	100	LAKEVIEW DR		Electrical wiring/equipment problem, other
02/28/2010	30046	2010-000171	22:15	4	CARPENTER ST		Arcing, shorted electrical equipment
02/28/2010	30046	2010-000172	22:31	120	HAMAN DR		Steam, vapor, fog or dust thought to be smoke
03/01/2010	30046	2010-000173	06:19	10	FAIRWAY LAKES DR	D	Cooking fire, confined to container
03/02/2010	30046	2010-000174	23:53	644	S. Queen St		System malfunction, other
03/03/2010	30046	2010-000175	00:39	1259	ROSE VALLEY SCHOOL RD		Building fire
03/03/2010	30046	2010-000176	09:09	70	LAUREL DR		Water & ice-related rescue, other
03/04/2010	30046	2010-000177	13:35	181	KINGS HWY		System malfunction, other
03/04/2010	30046	2010-000178	14:58	89	KINGS HWY		Removal of victim(s) from stalled elevator
03/04/2010	30046	2010-000179	20:10	1202	White oak rd		Alarm system sounded due to malfunction
03/04/2010	30046	2010-000180	20:38	85	LAKEVIEW AVE		Good intent call, other
03/05/2010	30046	2010-000181	09:45	1450	N DUPONT HWY		Unintentional transmission of alarm, other
03/06/2010	30046	2010-000182	02:34	10	FAIRWAY LAKES DR	O	System malfunction, other
03/06/2010	30046	2010-000183	15:03	561	N DUPONT HWY		Smoke detector activation due to malfunction
03/06/2010	30046	2010-000184	15:27	142	REESE ST		Building fire
03/06/2010	30046	2010-000185	21:27	225	CECIL ST		Cooking fire, confined to container

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
03/07/2010	30046	2010-000186	05:14	800	N STATE ST		Outside equipment fire
03/07/2010	30046	2010-000187	14:00	108	KATRINA WAY		Building fire
03/07/2010	30046	2010-000188	15:22		N QUEEN ST & FAIRVIEW AVE		Arcing, shorted electrical equipment
03/07/2010	30046	2010-000189	16:53	904	WOODCREST DR		Cooking fire, confined to container
03/07/2010	30046	2010-000190	21:54	35	COMMERCE WAY	SUITE	System malfunction, other
03/08/2010	30046	2010-000191	11:57	3	PRESIDENT DR		Service Call, other
03/08/2010	30046	2010-000192	20:10	207	N WEST ST		Carbon monoxide detector activation, no CO
03/09/2010	30046	2010-000193	07:26	299	NORTH DUPONT HWY		Passenger vehicle fire
03/09/2010	30046	2010-000194	12:48	19	CATHY AVE		Rescue, EMS incident, other
03/09/2010	30046	2010-000195	14:42	19	CATHY AVE		Service Call, other
03/09/2010	30046	2010-000196	21:48	1045	N DUPONT HWY		False alarm or false call, other
03/10/2010	30046	2010-000197	19:47	1365	N DUPONT HWY	3054	Passenger vehicle fire
03/11/2010	30046	2010-000198	19:46	129	S GOVERNORS AVE		Detector activation, no fire - unintentional
03/12/2010	30046	2010-000199	16:37	122	BETH PL		Cooking fire, confined to container
03/12/2010	30046	2010-000200	17:03	1010	S. State St.		Good intent call, other
03/13/2010	30046	2010-000201	07:15	1450	N DUPONT HWY		System malfunction, other
03/13/2010	30046	2010-000202	07:32	51	WEBBS LA	E	Building fire
03/13/2010	30046	2010-000203	08:08	631	S STATE ST		Smoke detector activation due to malfunction
03/13/2010	30046	2010-000204	17:26	820	CARVEL DR	B	Cooking fire, confined to container
03/13/2010	30046	2010-000205	19:50	1202	WHITE OAK RD		False alarm or false call, other
03/14/2010	30046	2010-000206	21:42	547	PENN AVE		Electrical wiring/equipment problem, other
03/16/2010	30046	2010-000207	10:18	311	MOCKINGBIRD AVE		Passenger vehicle fire
03/16/2010	30046	2010-000208	10:50	655	N DUPONT HWY		False alarm or false call, other
03/16/2010	30046	2010-000209	14:59	51	WEBBS LA	P	False alarm or false call, other
03/16/2010	30046	2010-000210	19:04	412	LOOCKERMAN ST		Passenger vehicle fire
03/17/2010	30046	2010-000211	00:20	3800	W dennys rd		Extrication, rescue, other
03/17/2010	30046	2010-000212	19:47	101	BABB DR		False alarm or false call, other
03/18/2010	30046	2010-000213	09:36	277	N DUPONT HWY		Alarm system activation, no fire - unintentional
03/18/2010	30046	2010-000214	17:29	520	COURT ST	1	Good intent call, other
03/19/2010	30046	2010-000215	11:55	10	FAIRWAY LAKES DR	A	Cooking fire, confined to container
03/19/2010	30046	2010-000216	15:04		W NORTH ST		Grass fire
03/19/2010	30046	2010-000217	17:15	430	KINGS HWY NE	1	Cooking fire, confined to container
03/20/2010	30046	2010-000218	18:01	1030	FORREST AVE	101	Smoke detector activation due to malfunction
03/20/2010	30046	2010-000219	18:12	1572	N DUPONT HWY		Service Call, other
03/21/2010	30046	2010-000220	05:57	561	N DUPONT HWY		Smoke detector activation due to malfunction
03/21/2010	30046	2010-000221	16:01	1175	MADISON CT		Outside rubbish, trash or waste fire
03/22/2010	30046	2010-000222	07:56	64	S QUEEN ST		Smoke scare, odor of smoke
03/22/2010	30046	2010-000223	13:05	1102	S DUPONT HWY		Smoke scare, odor of smoke
03/22/2010	30046	2010-000224	17:37	10	FAIRWAY LAKES DR	B	Cooking fire, confined to container
03/23/2010	30046	2010-000225	07:57	1624	N LITTLE CREEK RD		Cooking fire, confined to container
03/24/2010	30046	2010-000226	21:33	30	N NEW ST	202	Cooking fire, confined to container
03/25/2010	30046	2010-000227	10:28	245	S DUPONT HWY		Cooking fire, confined to container
03/25/2010	30046	2010-000228	12:25	155	COMMERCE WAY		Smoke scare, odor of smoke
03/25/2010	30046	2010-000229	14:52	2030	GENERALS WAY	B	Alarm system sounded due to malfunction
03/26/2010	30046	2010-000230	12:34	271	CARNOUSTIE RD		Cooking fire, confined to container
03/26/2010	30046	2010-000231	18:37	115	W LOOCKERMAN ST		System malfunction, other
03/27/2010	30046	2010-000232	05:37	38	STONEY DR		CO detector activation due to malfunction
03/27/2010	30046	2010-000233	06:12	1225	WALKER RD		Overheated motor
03/27/2010	30046	2010-000234	10:23	707	BICENTENNIAL BLVD		Smoke detector activation, no fire - unintentional
03/28/2010	30046	2010-000235	09:45	1144	OAK DR		Service Call, other
03/29/2010	30046	2010-000236	13:40	159	PERIWINKLE DR		Cooking fire, confined to container
03/30/2010	30046	2010-000237	03:37		N LITTLE CREEK RD		Rescue, EMS incident, other
03/30/2010	30046	2010-000238	08:13	17	SCIOTO CT		False alarm or false call, other
03/30/2010	30046	2010-000239	11:45	59	HARMONY LA		Electrical wiring/equipment problem, other
03/31/2010	30046	2010-000240	09:03	245	MCKEE RD		Unintentional transmission of alarm, other
03/31/2010	30046	2010-000241	18:17	26	S state st	5	Gas leak (natural gas or LPG)
04/01/2010	30046	2010-000242	12:05	521	Oak Lane		False alarm or false call, other
04/01/2010	30046	2010-000243	13:59	919	N DUPONT HWY		Electrical wiring/equipment problem, other
04/01/2010	30046	2010-000244	15:37	800	JEFFRIC BLVD		False alarm or false call, other
04/02/2010	30046	2010-000245	22:27	930	WHATCOAT DR		Cooking fire, confined to container
04/04/2010	30046	2010-000246	17:33	820	CARVEL DR	G	Gas leak (natural gas or LPG)
04/04/2010	30046	2010-000247	20:21	255	WEBBS LA	C	Cooking fire, confined to container
04/05/2010	30046	2010-000248	03:03	820	CARVEL DR	A	Cooking fire, confined to container

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
04/05/2010	30046	2010-000249	07:06	6	ARBOR DR		Smoke detector activation due to malfunction
04/05/2010	30046	2010-000250	11:57		KENTON RD		Extrication of victim(s) from vehicle
04/06/2010	30046	2010-000251	10:25	2161	FORREST AVE		False alarm or false call, other
04/07/2010	30046	2010-000252	12:31		WHITE OAK RD		Good intent call, other
04/07/2010	30046	2010-000253	16:37	1113	S STATE ST		Good intent call, other
04/07/2010	30046	2010-000254	20:20	123	REESE ST		Outside rubbish fire, other
04/07/2010	30046	2010-000255	22:13	1165	N DUPONT HWY	1	Extrication of victim(s) from vehicle
04/08/2010	30046	2010-000256	14:27	1525	MCKEE RD		Alarm system sounded due to malfunction
04/09/2010	30046	2010-000257	14:47	343	COLD SPRING PL		Cooking fire, confined to container
04/09/2010	30046	2010-000258	15:07	144	FORKBRANCH ROAD		Good intent call, other
04/09/2010	30046	2010-000259	19:28	1200	N DUPONT HWY		False alarm or false call, other
04/10/2010	30046	2010-000260	04:57	15	KENT AVE		False alarm or false call, other
04/10/2010	30046	2010-000261	16:24	353	MAYBERRY LA		Fuel burner/boiler malfunction, fire confined
04/10/2010	30046	2010-000262	18:48	41	ROCKFORD CROSSING		Overheated motor
04/10/2010	30046	2010-000263	22:07	561	N DUPONT HWY		Removal of victim(s) from stalled elevator
04/11/2010	30046	2010-000264	03:31		WYOMING MILL RD		Extrication of victim(s) from vehicle
04/11/2010	30046	2010-000265	06:45	2468	FORREST AVE		Good intent call, other
04/11/2010	30046	2010-000266	08:39	400	COURT ST		Alarm system sounded due to malfunction
04/13/2010	30046	2010-000267	15:20	820	CARVEL DR	E	Passenger vehicle fire
04/15/2010	30046	2010-000268	14:43	225	SAULSBURY RD		Gas leak (natural gas or LPG)
04/15/2010	30046	2010-000269	18:27	119	LINDEN CT		Cooking fire, confined to container
04/15/2010	30046	2010-000270	21:58	128	BLUE BEACH DR		Police matter
04/15/2010	30046	2010-000271	23:54	101	N CAROLINE PL	101	Water or steam leak
04/16/2010	30046	2010-000272	02:17	21	N STATE ST		Smoke or odor removal
04/16/2010	30046	2010-000273	09:58	7	BROWN ST		Cooking fire, confined to container
04/16/2010	30046	2010-000274	13:14	255	WEBBS LA	A	Passenger vehicle fire
04/16/2010	30046	2010-000275	14:40		S BRADFORD ST & W REED ST		Extrication of victim(s) from vehicle
04/16/2010	30046	2010-000276	18:45	300	HIAWATHA LA		Cooking fire, confined to container
04/17/2010	30046	2010-000277	10:09	30	S NEW ST		Cooking fire, confined to container
04/17/2010	30046	2010-000278	17:06	1030	FORREST AVE	133	Brush or brush-and-grass mixture fire
04/17/2010	30046	2010-000279	22:47	110	MILLCREEK DR		Fires in structure other than in a building
04/17/2010	30046	2010-000280	23:35	1	W LOOCKERMAN ST		Service Call, other
04/18/2010	30046	2010-000281	10:33	801	SILVER LAKE BLVD		Smoke detector activation due to malfunction
04/18/2010	30046	2010-000282	20:23	101	BABB DR		Alarm system sounded due to malfunction
04/18/2010	30046	2010-000283	20:31	100	HAMAN DR		Dumpster or other outside trash receptacle fire
04/21/2010	30046	2010-000284	15:40	812	PAUL ST		Building fire
04/21/2010	30046	2010-000285	19:37		BAY ROAD		Passenger vehicle fire
04/22/2010	30046	2010-000286	21:05	1225	WALKER RD		Unintentional transmission of alarm, other
04/23/2010	30046	2010-000287	02:33	1103	S LITTLE		Building fire
04/23/2010	30046	2010-000288	09:05	SR1	SR1 S/O DAFB LANDING LIGHTS	MM 50	Extrication of victim(s) from vehicle
04/23/2010	30046	2010-000289	16:35	1103	S little creek		Citizen complaint
04/23/2010	30046	2010-000290	21:35	122	WILLIAM PENN ST		Removal of victim(s) from stalled elevator
04/23/2010	30046	2010-000291	22:11		WASHINGTON ST		Good intent call, other
04/24/2010	30046	2010-000292	14:37		Kentwood Dr.		Forest, woods or wildland fire
04/25/2010	30046	2010-000293	02:36	86	WASHINGTON ST		Fire, other
04/26/2010	30046	2010-000294	20:28	411	S QUEEN ST		Cooking fire, confined to container
04/27/2010	30046	2010-000295	23:06	2120	Gunter rd		Cover assignment, standby, moveup
04/29/2010	30046	2010-000296	11:43	555	E LOOCKERMAN ST		Biological hazard, confirmed or suspected
04/29/2010	30046	2010-000297	11:54	591	S DUPONT HWY		Passenger vehicle fire
04/29/2010	30046	2010-000298	12:34	28	KATHLEEN CT		Building fire
04/29/2010	30046	2010-000299	13:02	103	WOLF CREEK BLVD	4-1	Brush or brush-and-grass mixture fire
04/29/2010	30046	2010-000300	13:48	1131	N DUPONT HWY		Brush or brush-and-grass mixture fire
04/29/2010	30046	2010-000301	15:00	625	BAY RD		Brush or brush-and-grass mixture fire
04/29/2010	30046	2010-000302	21:53	986	WHATCOAT DR		Cooking fire, confined to container
04/30/2010	30046	2010-000303	07:28	1572	N DUPONT HWY		False alarm or false call, other
04/30/2010	30046	2010-000304	07:37	26	WYOMING AVE		Smoke detector activation due to malfunction
05/01/2010	30046	2010-000305	06:54	1399	FORREST AVE		Smoke detector activation due to malfunction
05/01/2010	30046	2010-000306	09:17	1399	FORREST AVE		Smoke detector activation due to malfunction
05/01/2010	30046	2010-000307	10:31	221	SIMON CIRCLE		Good intent call, other
05/01/2010	30046	2010-000308	14:00		13		Rescue, EMS incident, other
05/02/2010	30046	2010-000309	21:07	100	HAMAN DR		Smoke detector activation due to malfunction
05/03/2010	30046	2010-000310	20:18	480	BANK LA		Bomb scare - no bomb
05/03/2010	30046	2010-000311	21:32	45	POPLAR LA		System malfunction, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
05/04/2010	30046	2010-000312	10:21	763	W. north		Excessive heat, scorch burns with no ignition
05/04/2010	30046	2010-000313	14:37	222	W LOOCKERMAN ST		Good intent call, other
05/04/2010	30046	2010-000314	19:27	821	SILVERLAKE BLVD	110	Smoke detector activation, no fire - unintentional
05/05/2010	30046	2010-000315	02:57	300	HIAWATHA LA		Alarm system sounded due to malfunction
05/05/2010	30046	2010-000316	05:03	821	SILVERLAKE BLVD	110	System malfunction, other
05/06/2010	30046	2010-000317	05:50	277	N DUPONT HWY		Gasoline or other flammable liquid spill
05/06/2010	30046	2010-000318	09:34	2020	SHARON HILL RD		System malfunction, other
05/06/2010	30046	2010-000319	16:35	1190	N DUPONT HWY		System malfunction, other
05/07/2010	30046	2010-000320	13:53		S STATE ST & WEBBS LA		Brush or brush-and-grass mixture fire
05/07/2010	30046	2010-000321	15:23	295	S DUPONT HWY		Smoke scare, odor of smoke
05/07/2010	30046	2010-000322	16:25	649	PICKERING BEACH RD		Cover assignment, standby, moveup
05/07/2010	30046	2010-000323	17:36		Otis Dr		Good intent call, other
05/07/2010	30046	2010-000324	20:35	3	MICHAEL CT		Smoke detector activation, no fire - unintentional
05/08/2010	30046	2010-000325	01:47	98	STATE RT. 1		Passenger vehicle fire
05/08/2010	30046	2010-000326	10:35	858	WOODCREST DR BLDG F		Cooking fire, confined to container
05/08/2010	30046	2010-000327	12:19	89	WOLF CREEK BLVD		Grass fire
05/08/2010	30046	2010-000328	13:38	1365	N DUPONT HWY	3054	Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000329	15:10	290	S DUPONT HWY		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000330	16:14	128	W SHELDRAKE CIR		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000331	16:29	25	KENT AVE		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000332	16:38	1113	S STATE ST		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000333	16:46	1037	N DUPONT HWY		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000334	17:02		KENTON RD A/F FOX RD		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000335	17:03	110	S NEW ST		System malfunction, other
05/08/2010	30046	2010-000336	17:17	1113	S STATE ST		Brush or brush-and-grass mixture fire
05/08/2010	30046	2010-000337	20:43	820	CARVEL DR	H	Smoke detector activation, no fire - unintentional
05/09/2010	30046	2010-000338	01:31	145	KINGS HWY		Brush or brush-and-grass mixture fire
05/09/2010	30046	2010-000339	10:19	210	WILLIAM ST	F	Good intent call, other
05/09/2010	30046	2010-000340	19:38	1061	S LITTLE CREEK RD		Fire, other
05/09/2010	30046	2010-000341	19:47		SR1 & M/M 104		Extrication of victim(s) from vehicle
05/09/2010	30046	2010-000342	20:28	800	MILLER DR		Building fire
05/10/2010	30046	2010-000343	16:53	600	JEFFERIC BLVD		System malfunction, other
05/10/2010	30046	2010-000344	21:58	245	S DUPONT HWY		Malicious, mischievous false call, other
05/11/2010	30046	2010-000345	15:32	35	ROCKFORD CROSSING		Cooking fire, confined to container
05/13/2010	30046	2010-000346	01:59	35	COMMERCE WAY	SUITE	CO detector activation due to malfunction
05/13/2010	30046	2010-000347	09:24		BAY ROAD		Steam, other gas mistaken for smoke, other
05/13/2010	30046	2010-000348	10:37	605	BAY RD		Malicious, mischievous false call, other
05/13/2010	30046	2010-000349	14:27	1380	N DUPONT HWY		Alarm system activation, no fire - unintentional
05/13/2010	30046	2010-000350	19:06	129	WILLIS RD		Heat from short circuit (wiring), defective/worn
05/14/2010	30046	2010-000351	16:00	364	N DOWN DR		CO detector activation due to malfunction
05/14/2010	30046	2010-000352	20:57	820	CARVEL DR	F	Local alarm system, malicious false alarm
05/14/2010	30046	2010-000353	21:15	100	HAMAN DR		Alarm system sounded due to malfunction
05/14/2010	30046	2010-000354	22:23	110	S NEW ST		Smoke detector activation due to malfunction
05/15/2010	30046	2010-000355	01:47	1131	N DUPONT HWY		Good intent call, other
05/15/2010	30046	2010-000356	02:16	139	DAVIS CIR		Smoke detector activation due to malfunction
05/15/2010	30046	2010-000357	11:46	500	PERSIMMON TREE LA	6	Gas leak (natural gas or LPG)
05/15/2010	30046	2010-000358	21:43	249	Wilson ave		Authorized controlled burning
05/16/2010	30046	2010-000359	17:03	911	KENTON RD		False alarm or false call, other
05/16/2010	30046	2010-000360	17:11	321	INDEPENDENCE BLVD		Sprinkler activation, no fire - unintentional
05/16/2010	30046	2010-000361	18:16	1165	N DUPONT HWY	1	Smoke scare, odor of smoke
05/16/2010	30046	2010-000362	19:57	500	PERSIMMON TREE LA	5	Local alarm system, malicious false alarm
05/18/2010	30046	2010-000363	00:03	820	CARVEL DR	I	Electrical wiring/equipment problem, other
05/18/2010	30046	2010-000364	15:51	176	COOPER RD		Good intent call, other
05/19/2010	30046	2010-000365	14:04	263	N DUPONT HWY		Good intent call, other
05/19/2010	30046	2010-000366	15:41	55	PEYTON ST		Cooking fire, confined to container
05/19/2010	30046	2010-000367	20:56	86	DEER TRACK LA		Prescribed fire
05/21/2010	30046	2010-000368	00:23	118	CREEK BEND RD		Building or structure weakened or collapsed
05/21/2010	30046	2010-000369	00:32	181	WESTMINSTER DR		Alarm system sounded due to malfunction
05/23/2010	30046	2010-000370	21:24	187	HOLMES		Cooking fire, confined to container
05/26/2010	30046	2010-000371	08:44	756	S LITTLE CREEK RD		Sprinkler activation, no fire - unintentional
05/26/2010	30046	2010-000372	15:16	1071	N DUPONT HWY		Alarm system sounded due to malfunction
05/26/2010	30046	2010-000373	18:04	25	THE GREEN		Alarm system activation, no fire - unintentional
05/26/2010	30046	2010-000374	21:09		HAZLETTVILLE ROAD		Rescue, EMS incident, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
05/27/2010	30046	2010-000375	11:37	1525	MCKEE RD		False alarm or false call, other
05/27/2010	30046	2010-000376	13:05	905	WILSON DR		False alarm or false call, other
05/27/2010	30046	2010-000377	20:53	416	COUNTRY DR		Good intent call, other
05/28/2010	30046	2010-000378	17:22	121	W LOOCKERMAN ST		Smoke detector activation, no fire - unintentional
05/30/2010	30046	2010-000379	17:54	389	FREAR DR		Cooking fire, confined to container
05/30/2010	30046	2010-000380	21:08	177 G	WILLIS		Vicinity alarm (incident in other location)
05/31/2010	30046	2010-000381	12:40	1275	N DUPONT HWY		Passenger vehicle fire
05/31/2010	30046	2010-000382	16:16	1075	JANES RD		Extrication of victim(s) from building/structure
05/31/2010	30046	2010-000383	21:32	348	SIMON CIRCLE		Gas leak (natural gas or LPG)
06/01/2010	30046	2010-000384	01:58	1710	N DUPONT HWY		Good intent call, other
06/01/2010	30046	2010-000385	15:03	100	SCULL TERR		System malfunction, other
06/02/2010	30046	2010-000386	07:33	953	SUNSET TERR		Dumpster or other outside trash receptacle fire
06/02/2010	30046	2010-000387	16:12	70	RIDGELY ST		Grass fire
06/02/2010	30046	2010-000388	19:16	150	E WATER ST		Brush or brush-and-grass mixture fire
06/03/2010	30046	2010-000389	18:44	617	E LOOCKERMAN ST		Smoke scare, odor of smoke
06/04/2010	30046	2010-000390	03:20	222	S DUPONT HWY		Unintentional transmission of alarm, other
06/04/2010	30046	2010-000391	14:44	111	PINE VALLEY RD		Person in distress, other
06/05/2010	30046	2010-000392	16:48	817	WESTVIEW TERR		Combustible/flammable gas/liquid condition, other
06/05/2010	30046	2010-000393	18:41	805	RIVER RD		Smoke detector activation due to malfunction
06/06/2010	30046	2010-000394	06:04	904	WOODCREST DR		Building fire
06/06/2010	30046	2010-000395	09:58	148	JOHN HUNN BROWN RD		Gas leak (natural gas or LPG)
06/06/2010	30046	2010-000396	14:15	6	Carpenter St.		Fire in mobile prop. used as a fixed struc., other
06/06/2010	30046	2010-000397	14:27		FORREST AVE.		Extrication of victim(s) from vehicle
06/06/2010	30046	2010-000398	17:22	150	SAULSBURY RD		Lock-out
06/06/2010	30046	2010-000399	20:16		FORREST AVE W/O KENTON RD		No incident found on arrival at dispatch address
06/07/2010	30046	2010-000400	05:10	300	HIAWATHA LA		Smoke detector activation due to malfunction
06/07/2010	30046	2010-000401	07:28	5	ANN AVE		Electrical wiring/equipment problem, other
06/07/2010	30046	2010-000402	12:34	1053	BARL CT		HazMat release investigation w/no HazMat
06/08/2010	30046	2010-000403	16:37	449	N DUPONT HWY		Brush or brush-and-grass mixture fire
06/09/2010	30046	2010-000404	10:33		SCARBOROUGH RD		Gasoline or other flammable liquid spill
06/09/2010	30046	2010-000405	18:59	1419	S FARMVIEW DR		Electrical wiring/equipment problem, other
06/10/2010	30046	2010-000406	08:10		Forrest Ave		Oil or other combustible liquid spill
06/10/2010	30046	2010-000407	15:29	1203	WALKER RD		System malfunction, other
06/10/2010	30046	2010-000408	18:37	111	HOLMES ST		Grass fire
06/10/2010	30046	2010-000409	19:17	109	BERTRAND DR		Gas leak (natural gas or LPG)
06/12/2010	30046	2010-000410	03:23	4	IVY HALL		Cooking fire, confined to container
06/12/2010	30046	2010-000411	09:14	655	N DUPONT HWY		Cooking fire, confined to container
06/12/2010	30046	2010-000412	12:16	4	Ivy Hall		Good intent call, other
06/12/2010	30046	2010-000413	20:00	62	MITSCHER RD		Carbon monoxide detector activation, no CO
06/13/2010	30046	2010-000414	07:30	153	S BRADFORD ST		Smoke or odor removal
06/14/2010	30046	2010-000415	00:17	51	WEBBS LA	K	Gas leak (natural gas or LPG)
06/15/2010	30046	2010-000416	06:43	1115	S GOVERNORS AVE		Passenger vehicle fire
06/15/2010	30046	2010-000417	13:15	217	THORNTON ST		Building fire
06/15/2010	30046	2010-000418	19:32	1361	W NORTH ST		Good intent call, other
06/15/2010	30046	2010-000419	20:26	950	WHATCOAT DR		Local alarm system, malicious false alarm
06/15/2010	30046	2010-000420	22:12	1111	S DUPONT HWY		Alarm system sounded due to malfunction
06/17/2010	30046	2010-000421	07:42	27	IRONWOOD CIR		Carbon monoxide incident
06/17/2010	30046	2010-000422	19:26	426	S NEW ST		Smoke or odor removal
06/18/2010	30046	2010-000423	00:37	986	WHATCOAT DR		Local alarm system, malicious false alarm
06/18/2010	30046	2010-000424	00:46	140	BURNING TREE RD		Building fire
06/18/2010	30046	2010-000425	08:29	150	WILLIAM PENN ST		Grass fire
06/18/2010	30046	2010-000426	10:10	106	MILLCREEK DR		System malfunction, other
06/18/2010	30046	2010-000427	13:26	30	OLD RUDNICK LA		Good intent call, other
06/18/2010	30046	2010-000428	13:57	19	PATRIOT DR		Cooking fire, confined to container
06/18/2010	30046	2010-000429	15:28	561	N DUPONT HWY		Smoke detector activation due to malfunction
06/18/2010	30046	2010-000430	15:38	101	SR 1		Extrication of victim(s) from vehicle
06/18/2010	30046	2010-000431	18:18	SR1	SR1 AND DIVISION ST/N LITTLE CREEEXIT		Good intent call, other
06/18/2010	30046	2010-000432	21:02	227	N STATE ST		Service Call, other
06/19/2010	30046	2010-000433	13:45	125	HAMAN DR		Arcing, shorted electrical equipment
06/19/2010	30046	2010-000434	16:31	4000	Westville Rd		Cover assignment, standby, moveup
06/20/2010	30046	2010-000435	12:03	103	S DUPONT HWY		Good intent call, other
06/20/2010	30046	2010-000436	20:07	60	STARLIFTER AVE KENT CO AEROPAK		System malfunction, other
06/20/2010	30046	2010-000437	20:24	60	STARLIFTER AVE KENT CO AEROPAK		System malfunction, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
06/21/2010	30046	2010-000438	03:23	866	N DUPONT HWY		System malfunction, other
06/21/2010	30046	2010-000439	14:18	622	FAIRVIEW AVE		Cooking fire, confined to container
06/21/2010	30046	2010-000440	18:30	725	WALKER RD		Good intent call, other
06/21/2010	30046	2010-000441	19:28	51	WEBBS LA	L	Good intent call, other
06/21/2010	30046	2010-000442	20:31	327	MOCKINGBIRD AVE		Extrication of victim(s) from building/structure
06/22/2010	30046	2010-000443	04:02	400	N DUPONT HWY	D	System malfunction, other
06/22/2010	30046	2010-000444	12:00	110	MORRIS DR		Good intent call, other
06/22/2010	30046	2010-000445	16:29	318	N DUPONT HWY		Passenger vehicle fire
06/22/2010	30046	2010-000446	18:31	820	CARVEL DR	D	Malicious, mischievous false call, other
06/23/2010	30046	2010-000447	01:28	2030	PINE CABIN RD BLDG D		Cooking fire, confined to container
06/23/2010	30046	2010-000448	23:04	137	S QUEEN ST		False alarm or false call, other
06/24/2010	30046	2010-000449	12:40	23	N KIRKWOOD ST		Building fire
06/24/2010	30046	2010-000450	17:04	171	ORCHARD AVE		Building fire
06/24/2010	30046	2010-000451	17:43	36	COURTSIDE DR		Lightning strike (no fire)
06/24/2010	30046	2010-000452	17:47	44	COURTSIDE DR		Lightning strike (no fire)
06/25/2010	30046	2010-000453	11:08	14	MARSH CREEK LA		Combustible/flammable gas/liquid condition, other
06/26/2010	30046	2010-000454	08:50	127	ANN AVE		Smoke detector activation due to malfunction
06/26/2010	30046	2010-000455	13:12	121	S STATE ST		Smoke detector activation due to malfunction
06/26/2010	30046	2010-000456	21:21	290	S DUPONT HWY		
06/27/2010	30046	2010-000457	14:13	4660	FORREST AVE		Extrication of victim(s) from vehicle
06/27/2010	30046	2010-000458	20:38	121	S STATE ST		System malfunction, other
06/28/2010	30046	2010-000459	02:23	12	Lester		Smoke detector activation due to malfunction
06/29/2010	30046	2010-000460	20:24	2876	SHARON HILL RD		CO detector activation due to malfunction
06/29/2010	30046	2010-000461	20:38	1289	WALKER RD BUILD D		Cooking fire, confined to container
06/29/2010	30046	2010-000462	22:46	425	COUNTRY DR		Smoke detector activation due to malfunction
07/01/2010	30046	2010-000463	15:29	200	BANNING ST		Good intent call, other
07/01/2010	30046	2010-000464	16:14	18	GREENHILL AVE		Good intent call, other
07/01/2010	30046	2010-000465	16:37	91	WOLF CREEK BLVD	1-1	Good intent call, other
07/02/2010	30046	2010-000466	15:37	1035	FORREST AVE		Good intent call, other
07/02/2010	30046	2010-000467	19:20	79	PINE VALLEY RD		Cooking fire, confined to container
07/02/2010	30046	2010-000468	19:25	255	WEBBS LANE		Special outside fire, other
07/02/2010	30046	2010-000469	20:32	416	Sussex Ave		Alarm system activation, no fire - unintentional
07/03/2010	30046	2010-000470	01:49	990	Wyoming Mill Rd		Extrication of victim(s) from vehicle
07/03/2010	30046	2010-000471	09:45	1572-	N DUPONT HWY		Gasoline or other flammable liquid spill
07/03/2010	30046	2010-000472	13:07	561	N DUPONT HWY		Malicious, mischievous false call, other
07/03/2010	30046	2010-000473	16:08	1001	N DUPONT HWY	13	Brush or brush-and-grass mixture fire
07/03/2010	30046	2010-000474	16:13	1045	N DUPONT HWY		Cooking fire, confined to container
07/03/2010	30046	2010-000475	20:32	110	FIREHOUSE LA		Cover assignment, standby, moveup
07/04/2010	30046	2010-000476	14:19		FORREST AVE		Extrication of victim(s) from vehicle
07/04/2010	30046	2010-000477	16:09	605	BAY RD		System malfunction, other
07/04/2010	30046	2010-000478	22:13	112	VONDAWAY DR		Forest, woods or wildland fire
07/04/2010	30046	2010-000479	22:33	204	BAY TREE RD	B	System malfunction, other
07/05/2010	30046	2010-000480	14:15	21	S LITTLE CREEK RD		Brush or brush-and-grass mixture fire
07/05/2010	30046	2010-000481	16:33	1490	MCKEE RD		Natural vegetation fire, other
07/05/2010	30046	2010-000482	17:52	262	MEADOW RIDGE PKWY		Gas leak (natural gas or LPG)
07/05/2010	30046	2010-000483	18:53	725	BACON AVE		Grass fire
07/05/2010	30046	2010-000484	22:08	32	Carpenter st		Good intent call, other
07/06/2010	30046	2010-000485	13:05		GREENTREE DR 41 GREENTREE VILL		Electrical wiring/equipment problem, other
07/06/2010	30046	2010-000486	15:13	60	THE PLAZA		Alarm system sounded due to malfunction
07/06/2010	30046	2010-000487	19:35	31	N DUPONT HWY		Gasoline or other flammable liquid spill
07/07/2010	30046	2010-000488	17:16	1091	N DUPONT HWY		Passenger vehicle fire
07/07/2010	30046	2010-000489	17:57	550	OTIS DR		Central station, malicious false alarm
07/08/2010	30046	2010-000490	12:32	1045	N DUPONT HWY		Smoke detector activation due to malfunction
07/08/2010	30046	2010-000491	17:59	58	WILLIAM CHANDLER ST		Cooking fire, confined to container
07/09/2010	30046	2010-000492	15:33	SR1	SR1 @ MAIN TOLL PLAZA	MM 63	Passenger vehicle fire
07/09/2010	30046	2010-000493	18:17	2150	SHARON HILL ROAD		Prescribed fire
07/09/2010	30046	2010-000494	18:30	1225	WALKER RD		Central station, malicious false alarm
07/09/2010	30046	2010-000495	20:26	50	GLEN STREET		Malicious, mischievous false call, other
07/09/2010	30046	2010-000496	20:32	2800	N DUPONT HWY		Gasoline or other flammable liquid spill
07/10/2010	30046	2010-000497	05:52	222	S DUPONT HWY		Alarm system sounded due to malfunction
07/10/2010	30046	2010-000498	14:43	21	N STATE ST		Accident, potential accident, other
07/10/2010	30046	2010-000499	17:09	517	RIVER RD		Cooking fire, confined to container
07/11/2010	30046	2010-000500	21:10	3000	LEMAY LA	C	Cooking fire, confined to container

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
07/12/2010	30046	2010-000501	14:45	529	S DUPONT HWY		Oil or other combustible liquid spill
07/13/2010	30046	2010-000502	10:38	51	WEBBS LA	L	Local alarm system, malicious false alarm
07/13/2010	30046	2010-000503	14:20	51	WEBBS LA	L	Local alarm system, malicious false alarm
07/14/2010	30046	2010-000504	10:33		KENTON RD		Power line down
07/14/2010	30046	2010-000505	10:53	105	MONT BLANC BLVD		Cooking fire, confined to container
07/14/2010	30046	2010-000506	16:28	443	ARNOLD CT		Carbon monoxide detector activation, no CO
07/14/2010	30046	2010-000507	16:47	131	MORRIS DR		Smoke scare, odor of smoke
07/14/2010	30046	2010-000508	16:51	19	N GOVERNORS AVE		Removal of victim(s) from stalled elevator
07/14/2010	30046	2010-000509	19:16	1300	S FARMVIEW DR	C	Steam, other gas mistaken for smoke, other
07/15/2010	30046	2010-000510	03:04	11	PAR HAVEN DR	H	System malfunction, other
07/16/2010	30046	2010-000511	07:31	400	Campus Dr		False alarm or false call, other
07/16/2010	30046	2010-000512	17:04	756	S LITTLE CREEK RD		Sprinkler activation, no fire - unintentional
07/16/2010	30046	2010-000513	17:56		N GOVERNORS AVE		Assist police or other governmental agency
07/16/2010	30046	2010-000514	18:08	300	W WATER ST		Excessive heat, scorch burns with no ignition
07/16/2010	30046	2010-000515	18:33	1572-	N DUPONT HWY		Hazardous condition, other
07/17/2010	30046	2010-000516	02:52	150	E WATER ST		Alarm system sounded due to malfunction
07/17/2010	30046	2010-000517	11:08	120	N STATE ST		False alarm or false call, other
07/19/2010	30046	2010-000518	22:53	889	S LITTLE CREEK RD		Smoke detector activation due to malfunction
07/20/2010	30046	2010-000519	08:11	1221	COLLEGE PARK DR		Cooking fire, confined to container
07/20/2010	30046	2010-000520	13:46	32	Willis rd		Building fire
07/21/2010	30046	2010-000521	19:20	400	N DUPONT HWY	F	Smoke detector activation due to malfunction
07/21/2010	30046	2010-000522	22:17	1200	N DUPONT HWY		System malfunction, other
07/22/2010	30046	2010-000523	11:57	1001	WHITEOAK RD BLDG K		Local alarm system, malicious false alarm
07/22/2010	30046	2010-000524	18:41	27	PRIMROSE CT		Cooking fire, confined to container
07/23/2010	30046	2010-000525	13:29	116	PARKWAY DR		Natural vegetation fire, other
07/23/2010	30046	2010-000526	13:54	1001	N DUPONT HWY	13	Brush or brush-and-grass mixture fire
07/23/2010	30046	2010-000527	19:30	561	N DUPONT HWY		Smoke detector activation due to malfunction
07/24/2010	30046	2010-000528	04:24	728	MAPLE PKWY		Building fire
07/24/2010	30046	2010-000529	17:29	818	E DIVISION ST		Gas leak (natural gas or LPG)
07/24/2010	30046	2010-000530	23:08		BAY RD		Extrication of victim(s) from vehicle
07/25/2010	30046	2010-000531	15:49	1225	WALKER RD		False alarm or false call, other
07/25/2010	30046	2010-000532	21:20	645	BAY ROAD		Extrication, rescue, other
07/25/2010	30046	2010-000533	23:01	16	S kirkwood street		Arcing, shorted electrical equipment
07/28/2010	30046	2010-000534	12:07	67	LOTUS ST		Good intent call, other
07/28/2010	30046	2010-000535	15:57	443	E WATER ST		False alarm or false call, other
07/29/2010	30046	2010-000536	11:38	400	COURT ST		Good intent call, other
07/31/2010	30046	2010-000537	14:05		State Route 1		Good intent call, other
08/01/2010	30046	2010-000538	08:55	1099	BAY RD		Gasoline or other flammable liquid spill
08/02/2010	30046	2010-000539	10:38		ROOSEVELT AVE & S DUPONT HWY		Passenger vehicle fire
08/02/2010	30046	2010-000540	13:26	SR1	SR1 S/O EXIT 95 TO RT 113	MM 60	Wrong location
08/03/2010	30046	2010-000541	02:02	744	RIVER RD		Smoke detector activation due to malfunction
08/05/2010	30046	2010-000542	15:21	28	N QUEEN ST		Cooking fire, confined to container
08/05/2010	30046	2010-000543	15:55	977	ARTIS DR		Extrication of victim(s) from vehicle
08/06/2010	30046	2010-000544	20:32	1300	S FARMVIEW DR	A	Cooking fire, confined to container
08/06/2010	30046	2010-000545	20:56	500	PERSIMMON TREE LA	6	Malicious, mischievous false call, other
08/06/2010	30046	2010-000546	21:07	12	N KIRKWOOD ST		Cooking fire, confined to container
08/07/2010	30046	2010-000547	09:27		DELAWARE TECH DR		Cooking fire, confined to container
08/07/2010	30046	2010-000548	13:06	104	TRAFALGAR DR		Central station, malicious false alarm
08/08/2010	30046	2010-000549	14:31	1679	S STATE ST		Good intent call, other
08/08/2010	30046	2010-000550	15:32	1710	N DUPONT HWY		Good intent call, other
08/09/2010	30046	2010-000551	15:05		OTIS DRIVE		Good intent call, other
08/09/2010	30046	2010-000552	18:42	32	BEECHWOOD AVE		Power line down
08/09/2010	30046	2010-000553	20:35	1300	S FARMVIEW DR	B	Malicious, mischievous false call, other
08/10/2010	30046	2010-000554	15:50	255	WEBBS LA	G	Cooking fire, confined to container
08/10/2010	30046	2010-000555	20:12	120	N. State St		Dumpster or other outside trash receptacle fire
08/11/2010	30046	2010-000556	01:43	89	KINGS HWY		Smoke detector activation due to malfunction
08/11/2010	30046	2010-000557	16:33	251	N DUPONT HWY		Passenger vehicle fire
08/11/2010	30046	2010-000558	18:57	1937	Hazletteville rd		Good intent call, other
08/12/2010	30046	2010-000559	12:11	1110	FORREST AVE		Good intent call, other
08/12/2010	30046	2010-000560	13:44	124	S STATE ST		False alarm or false call, other
08/12/2010	30046	2010-000561	22:21		NIMITZ RD		Extrication of victim(s) from vehicle
08/13/2010	30046	2010-000562	13:33	1095	S BRADFORD ST	A	Dispatched & canceled en route
08/13/2010	30046	2010-000563	19:07	255	WEBBS LA	G	Electrical wiring/equipment problem, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
08/14/2010	30046	2010-000564	16:09	110	W camden-wyoming ave		Public service assistance, other
08/15/2010	30046	2010-000565	15:58	1300	S FARMVIEW DR	D	Overheated motor
08/16/2010	30046	2010-000566	12:31		ROCKFORD CROSSING	38	Hazardous condition, other
08/17/2010	30046	2010-000567	14:12	2068	Whiteoak road		Cooking fire, confined to container
08/18/2010	30046	2010-000568	17:52	146	ROOSEVELT AVE		False alarm or false call, other
08/18/2010	30046	2010-000569	19:20	1365	N DUPONT HWY	3054	Malicious, mischievous false call, other
08/20/2010	30046	2010-000570	16:28	226	THORNTON ST		Cooking fire, confined to container
08/20/2010	30046	2010-000571	20:58	112	QUAIL HOLLOW DR		Building fire
08/21/2010	30046	2010-000572	17:05	1706	N DUPONT HWY		Smoke detector activation, no fire - unintentional
08/21/2010	30046	2010-000573	20:53	365	UNITED WAY		Outside rubbish fire, other
08/22/2010	30046	2010-000574	12:49	724	S HALSEY RD		CO detector activation due to malfunction
08/22/2010	30046	2010-000575	15:56	1200	N DUPONT HWY		Alarm system sounded due to malfunction
08/22/2010	30046	2010-000576	17:49	449	North East Ave		Service Call, other
08/23/2010	30046	2010-000577	01:57	2030	PINE CABIN RD BLDG D		Cooking fire, confined to container
08/23/2010	30046	2010-000578	18:13	315	BILLY MITCHELL LA	E	Cooking fire, confined to container
08/24/2010	30046	2010-000579	12:38	24	S BRADFORD ST		False alarm or false call, other
08/24/2010	30046	2010-000580	21:12	410	FEDERAL ST		Smoke detector activation due to malfunction
08/25/2010	30046	2010-000581	21:45	1300	S FARMVIEW DR	F	Smoke detector activation due to malfunction
08/26/2010	30046	2010-000582	13:02	150	SAULSBURY RD		Sprinkler activation due to malfunction
08/27/2010	30046	2010-000583	09:22	400	N DUPONT HWY	A	Detector activation, no fire - unintentional
08/27/2010	30046	2010-000584	12:12	615	ARTIS DR		Oil or other combustible liquid spill
08/27/2010	30046	2010-000585	16:39	2098	FORREST AVE		
08/27/2010	30046	2010-000586	22:47	820	CARVEL DR	B	Cooking fire, confined to container
08/28/2010	30046	2010-000587	17:06	2	N BRADFORD ST		Cooking fire, confined to container
08/29/2010	30046	2010-000588	03:29	311	MAIN ST		Cover assignment, standby, moveup
08/29/2010	30046	2010-000589	10:55	107	CHELSEA WAY		Cooking fire, confined to container
08/29/2010	30046	2010-000590	17:49	213	S GOVERNORS BLVD		Fire, other
08/29/2010	30046	2010-000591	21:33	46	RODNEY RD		Fire, other
08/30/2010	30046	2010-000592	17:26	3000	LEMAY LA	C	System malfunction, other
08/30/2010	30046	2010-000593	17:54	353	N GOVERNORS AVE		Cooking fire, confined to container
08/30/2010	30046	2010-000594	22:58	SR1	SR1 AND SCARBOROUGH RD	EXIT	Passenger vehicle fire
08/31/2010	30046	2010-000595	12:22	931	MONROE TERR		Cooking fire, confined to container
08/31/2010	30046	2010-000596	18:34	347	FREAR DR		Cooking fire, confined to container
08/31/2010	30046	2010-000597	23:06	100	LAKEVIEW DR		Passenger vehicle fire
09/01/2010	30046	2010-000598	11:24	400	S QUEEN ST		Electrical wiring/equipment problem, other
09/01/2010	30046	2010-000599	14:36	1202	WHITE		Detector activation, no fire - unintentional
09/02/2010	30046	2010-000600	00:40	986	WHATCOAT DR		Arcing, shorted electrical equipment
09/02/2010	30046	2010-000601	09:55	1450	FORREST AVE		Gasoline or other flammable liquid spill
09/02/2010	30046	2010-000602	16:06	931	MCDOWELL DR		Alarm system activation, no fire - unintentional
09/02/2010	30046	2010-000603	18:47	1180	WALKER RD		Cooking fire, confined to container
09/02/2010	30046	2010-000604	22:05	10	FAIRWAY LAKES DR	D	Outside rubbish fire, other
09/04/2010	30046	2010-000605	08:43	31	STARBOARD CT		Building fire
09/04/2010	30046	2010-000606	19:03	115	SHEFFIELD DR		Lock-in (if lock out , use 511)
09/04/2010	30046	2010-000607	20:24	1605	S STATE ST		HazMat release investigation w/no HazMat
09/05/2010	30046	2010-000608	10:44	108	KENTWOOD DR		Good intent call, other
09/05/2010	30046	2010-000609	20:28	1200	N DUPONT HWY		Smoke detector activation due to malfunction
09/06/2010	30046	2010-000610	21:01	107	KINGS CLIFFE MHP		Passenger vehicle fire
09/06/2010	30046	2010-000611	21:45	107	KINGS CLIFFE MHP		Passenger vehicle fire
09/07/2010	30046	2010-000612	14:24		N GOVERNORS AVE		Gas leak (natural gas or LPG)
09/08/2010	30046	2010-000613	08:09	1350	N DUPONT HWY		Good intent call, other
09/08/2010	30046	2010-000614	11:21	186	HIGHVIEW AVE		Power line down
09/09/2010	30046	2010-000615	10:04	319	W. DIVISION STREET		Building fire
09/09/2010	30046	2010-000616	12:53	51	WEBBS LA	N6	Building fire
09/09/2010	30046	2010-000617	14:45	1450	FORREST AVE		Passenger vehicle fire
09/09/2010	30046	2010-000618	14:54	1141	N DUPONT HWY		Grass fire
09/09/2010	30046	2010-000619	17:08	1342	S GOVERNORS AVE		Gasoline or other flammable liquid spill
09/09/2010	30046	2010-000620	18:24	6	GRAND HALL		Smoke or odor removal
09/09/2010	30046	2010-000621	20:24	11	AUGUSTA CT		Alarm system sounded due to malfunction
09/10/2010	30046	2010-000622	02:46	561	N DUPONT HWY		Heat detector activation due to malfunction
09/10/2010	30046	2010-000623	08:24	21	N STATE ST		Smoke detector activation, no fire - unintentional
09/10/2010	30046	2010-000624	11:48	637	NIMITZ RD		Smoke detector activation, no fire - unintentional
09/10/2010	30046	2010-000625	14:18		SR1 punch and run		Medical assist, assist EMS crew
09/10/2010	30046	2010-000626	15:15	631	S STATE ST		Alarm system activation, no fire - unintentional

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
09/11/2010	30046	2010-000627	06:31	100	HIAWATHA LA		Cooking fire, confined to container
09/11/2010	30046	2010-000628	08:33	1365	N DUPONT HWY	3054	Unintentional transmission of alarm, other
09/11/2010	30046	2010-000629	10:58	151	ROOSEVELT AVE		Dispatched & canceled en route
09/11/2010	30046	2010-000630	23:04	1200	N DUPONT HWY		Alarm system sounded due to malfunction
09/12/2010	30046	2010-000631	00:46	53	ST BERNADINO CIR		Smoke detector activation, no fire - unintentional
09/12/2010	30046	2010-000632	10:24	425	COUNTRY DR		Carbon monoxide detector activation, no CO
09/12/2010	30046	2010-000633	12:35	1007	N STATE ST		HazMat release investigation w/no HazMat
09/12/2010	30046	2010-000634	21:38	261	N. DUPONT HIGHWAY		Dumpster or other outside trash receptacle fire
09/12/2010	30046	2010-000635	22:08	105	S DUPONT HWY 7 -		Dumpster or other outside trash receptacle fire
09/12/2010	30046	2010-000636	23:16	100	WASHINGTON ST		Cooking fire, confined to container
09/13/2010	30046	2010-000637	15:33	1706	N DUPONT HWY		Smoke detector activation due to malfunction
09/14/2010	30046	2010-000638	18:37	1650	N DUPONT HWY		Motor vehicle accident with injuries
09/15/2010	30046	2010-000639	12:54	120	S GOVERNORS AVE	A	Good intent call, other
09/15/2010	30046	2010-000640	15:57	1231	N DUPONT hWY		Rescue, EMS incident, other
09/15/2010	30046	2010-000641	16:59	161	N GOVERNORS BLVD		Brush or brush-and-grass mixture fire
09/16/2010	30046	2010-000642	11:38	1200	N DUPONT HWY		False alarm or false call, other
09/16/2010	30046	2010-000643	19:15		EVERS DR		Malicious, mischievous false call, other
09/17/2010	30046	2010-000644	13:12		WHITE OAK RD		Dispatched & canceled en route
09/17/2010	30046	2010-000645	15:54		FORREST AVE		Passenger vehicle fire
09/18/2010	30046	2010-000646	01:39		FORREST AVE		Extrication of victim(s) from vehicle
09/18/2010	30046	2010-000647	20:01	125	Rodric terrace		Cooking fire, confined to container
09/18/2010	30046	2010-000648	21:12	1200	N DUPONT HWY		Cooking fire, confined to container
09/20/2010	30046	2010-000649	11:46	988	FORREST AVE		Smoke detector activation due to malfunction
09/21/2010	30046	2010-000650	00:15	202	BAY TREE RD	A	Dumpster or other outside trash receptacle fire
09/21/2010	30046	2010-000651	07:17	110	S NEW ST		Vicinity alarm (incident in other location)
09/21/2010	30046	2010-000652	20:25	1200	N DUPONT HWY		Water problem, other
09/21/2010	30046	2010-000653	22:37	898	WOODCREST DR		Smoke detector activation due to malfunction
09/22/2010	30046	2010-000654	16:31	561	N DUPONT HWY		False alarm or false call, other
09/22/2010	30046	2010-000655	16:44	841	SILVER LAKE BLVD	350	Smoke scare, odor of smoke
09/22/2010	30046	2010-000656	18:33	397	POST BLVD		
09/23/2010	30046	2010-000657	15:56	1083-	BAY RD		Grass fire
09/23/2010	30046	2010-000658	21:39	51	WEBBS LA	J	Overheated motor
09/24/2010	30046	2010-000659	09:07	55	STEVENSON DR		Overheated motor
09/24/2010	30046	2010-000660	22:33	1131	N DUPONT HWY		Forest, woods or wildland fire
09/25/2010	30046	2010-000661	02:08	106	KATRINA WAY		Malicious, mischievous false call, other
09/25/2010	30046	2010-000662	14:38	371	MAIN ST		Cover assignment, standby, moveup
09/25/2010	30046	2010-000663	18:55	1131	N DUPONT HWY		Good intent call, other
09/25/2010	30046	2010-000664	21:07	1131	N DUPONT HWY		Good intent call, other
09/25/2010	30046	2010-000665	22:28	1131	N DUPONT HWY		Medical assist, assist EMS crew
09/25/2010	30046	2010-000666	23:27	150	SAULSBURY RD		Gas leak (natural gas or LPG)
09/26/2010	30046	2010-000667	00:56	500	PERSIMMON TREE LA	3	Lock-out
09/26/2010	30046	2010-000668	09:22	1131	N DUPONT HWY		System malfunction, other
09/26/2010	30046	2010-000669	10:11	1131	N DUPONT HWY		Dumpster or other outside trash receptacle fire
09/26/2010	30046	2010-000670	15:28	1131	N DUPONT HWY		Removal of victim(s) from stalled elevator
09/26/2010	30046	2010-000671	18:25		Forrest ave		Power line down
09/26/2010	30046	2010-000672	21:11	1365	N DUPONT HWY	1000	Camper or recreational vehicle (RV) fire
09/27/2010	30046	2010-000673	11:19	310	BILLY MITCHELL LA	F	Smoke detector activation, no fire - unintentional
09/27/2010	30046	2010-000674	15:34	60	CARVER RD		Dispatched & canceled en route
09/27/2010	30046	2010-000675	16:50	1001	N DUPONT HWY	13	Passenger vehicle fire
09/29/2010	30046	2010-000676	11:30	120	WATER ST		Dumpster or other outside trash receptacle fire
09/29/2010	30046	2010-000677	21:50	110	S NEW ST		Cooking fire, confined to container
09/30/2010	30046	2010-000678	02:24	1624	N LITTLE CREEK RD		Smoke detector activation due to malfunction
09/30/2010	30046	2010-000679	10:11	462	Phoenix dr		Fire in mobile home used as fixed residence
09/30/2010	30046	2010-000680	10:34	1200	N DUPONT HWY		Sprinkler activation, no fire - unintentional
09/30/2010	30046	2010-000681	12:13	1200	N DUPONT HWY		Smoke detector activation due to malfunction
09/30/2010	30046	2010-000682	14:55	1200	N DUPONT HWY		Smoke detector activation due to malfunction
09/30/2010	30046	2010-000683	21:47	1200	N DUPONT HWY		Dispatched & canceled en route
10/01/2010	30046	2010-000684	00:58	462	PHOENIX DR		
10/01/2010	30046	2010-000685	01:42	631	RIDGELY ST		Smoke detector activation due to malfunction
10/01/2010	30046	2010-000686	03:37	71	N WEST ST		HazMat release investigation w/no HazMat
10/01/2010	30046	2010-000687	03:53	105	KURT DR		Good intent call, other
10/01/2010	30046	2010-000688	06:33	1706	N DUPONT HWY		Cooking fire, confined to container
10/01/2010	30046	2010-000689	07:35	195	WILLIS RD		False alarm or false call, other

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
10/01/2010	30046	2010-000690	10:16	413	COURT ST		False alarm or false call, other
10/01/2010	30046	2010-000691	13:36	1200	N DUPONT HWY		False alarm or false call, other
10/01/2010	30046	2010-000692	17:20	1200	N DUPONT HWY		System malfunction, other
10/01/2010	30046	2010-000693	22:14	211	Acorn ln		Passenger vehicle fire
10/02/2010	30046	2010-000694	17:39	283	N DUPONT HWY	F	Good intent call, other
10/02/2010	30046	2010-000695	18:57	150	E WATER ST		Smoke detector activation due to malfunction
10/02/2010	30046	2010-000696	23:56	206	HAMAN DR		Extrication, rescue, other
10/03/2010	30046	2010-000697	02:05	1200	N DUPONT HWY		Malicious, mischievous false call, other
10/03/2010	30046	2010-000698	02:32	100	HAMAN DR		Smoke scare, odor of smoke
10/03/2010	30046	2010-000699	08:25	428	N DUPONT HWY		Passenger vehicle fire
10/03/2010	30046	2010-000700	13:36	411	S QUEEN ST		Cooking fire, confined to container
10/03/2010	30046	2010-000701	22:32	1700	E LEBANON RD		Extrication, rescue, other
10/04/2010	30046	2010-000702	05:40	211	DELAWARE AVE		Smoke detector activation due to malfunction
10/04/2010	30046	2010-000703	10:23	1575	MCKEE RD	102	Alarm system sounded due to malfunction
10/04/2010	30046	2010-000704	17:09	1156	WALKER RD		Alarm system sounded due to malfunction
10/04/2010	30046	2010-000705	22:55	1225	WALKER RD		Alarm system activation, no fire - unintentional
10/04/2010	30046	2010-000706	23:16	1061	S LITTLE CREEK RD		Good intent call, other
10/05/2010	30046	2010-000707	10:20	126	ANN AVE		
10/05/2010	30046	2010-000708	12:17	105	N STATE ST		HazMat release investigation w/no HazMat
10/05/2010	30046	2010-000709	18:41	488	COUNTRY DR		Local alarm system, malicious false alarm
10/05/2010	30046	2010-000710	22:58	56	S NEW ST		Vicinity alarm (incident in other location)
10/06/2010	30046	2010-000711	09:05	110	S NEW ST		Cooking fire, confined to container
10/06/2010	30046	2010-000712	11:46	312	W WIND DR		False alarm or false call, other
10/06/2010	30046	2010-000713	13:19	611	FOREST ST		Smoke detector activation due to malfunction
10/06/2010	30046	2010-000714	17:23	1156	W WALKER ROAD		Smoke detector activation, no fire - unintentional
10/06/2010	30046	2010-000715	17:32	1225	WALKER RD		Alarm system sounded due to malfunction
10/07/2010	30046	2010-000716	10:51	636	MAPLE PKWY		Vicinity alarm (incident in other location)
10/08/2010	30046	2010-000717	01:22	323	CECIL ST		Gas leak (natural gas or LPG)
10/08/2010	30046	2010-000718	15:50	1001	N DUPONT HWY	13	Passenger vehicle fire
10/09/2010	30046	2010-000719	22:23	1225	WALKER RD		Smoke detector activation due to malfunction
10/11/2010	30046	2010-000720	18:30	1130	CHARLES DR		CO detector activation due to malfunction
10/11/2010	30046	2010-000721	19:23	131	HOLMES ST		Good intent call, other
10/12/2010	30046	2010-000722	00:00	57	FORREST CREEK DR		Building fire
10/13/2010	30046	2010-000723	16:45	381	COLLEGE RD		Cooking fire, confined to container
10/14/2010	30046	2010-000724	16:38	SR1	SR1 AND DAFB MAIN GATE	EXIT	Passenger vehicle fire
10/14/2010	30046	2010-000725	20:54	655	BAY RD	5B	Detector activation, no fire - unintentional
10/15/2010	30046	2010-000726	12:25	567	WESTWOOD DR		System malfunction, other
10/15/2010	30046	2010-000727	20:14	904	WHATCOAT DR		Malicious, mischievous false call, other
10/16/2010	30046	2010-000728	00:41	1255	S STATE ST		Passenger vehicle fire
10/16/2010	30046	2010-000729	01:54	27	W LOOCKERMAN ST		Unintentional transmission of alarm, other
10/16/2010	30046	2010-000730	02:41	602	PEAR ST		Smoke detector activation, no fire - unintentional
10/16/2010	30046	2010-000731	19:39	910	WHATCOAT DR		Cooking fire, confined to container
10/17/2010	30046	2010-000732	07:05	1001	WALKER RD		False alarm or false call, other
10/17/2010	30046	2010-000733	10:55	1495	S STATE ST		Authorized controlled burning
10/17/2010	30046	2010-000734	15:24	1574	N DUPONT HWY		Gasoline or other flammable liquid spill
10/17/2010	30046	2010-000735	20:18	1001	WHITEOAK RD BLDG D		Smoke detector activation due to malfunction
10/17/2010	30046	2010-000736	20:54	1706	N DUPONT HWY		Vicinity alarm (incident in other location)
10/18/2010	30046	2010-000737	15:44	1200	N DUPONT HWY		Smoke detector activation due to malfunction
10/18/2010	30046	2010-000738	17:34	1706	N DUPONT HWY		Vicinity alarm (incident in other location)
10/18/2010	30046	2010-000739	20:53	970	WHATCOAT DR		Outside rubbish fire, other
10/18/2010	30046	2010-000740	21:44	1200	N DUPONT HWY		System malfunction, other
10/19/2010	30046	2010-000741	11:40	350	PEAR ST		Alarm system activation, no fire - unintentional
10/20/2010	30046	2010-000742	00:13	51	WEBBS LA	A	False alarm or false call, other
10/20/2010	30046	2010-000743	09:20	130	S NEW ST		Gas leak (natural gas or LPG)
10/20/2010	30046	2010-000744	10:31	10	WIMBLEDON DR		Smoke detector activation, no fire - unintentional
10/20/2010	30046	2010-000745	12:04	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional
10/20/2010	30046	2010-000746	14:02	130	S NEW ST		Gas leak (natural gas or LPG)
10/21/2010	30046	2010-000747	07:24	122	DAVIS CIR		Cooking fire, confined to container
10/21/2010	30046	2010-000748	16:56	343	Paradee dr		Smoke detector activation due to malfunction
10/22/2010	30046	2010-000749	05:20	1200	N DUPONT HWY		Smoke detector activation due to malfunction
10/22/2010	30046	2010-000750	11:07	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional
10/22/2010	30046	2010-000751	11:32	1061	S LITTLE CREEK RD		Smoke detector activation, no fire - unintentional
10/23/2010	30046	2010-000752	13:50	799	TOWNSEND BLVD		Vicinity alarm (incident in other location)

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
10/24/2010	30046	2010-000753	11:24	945	FOREST ST		System malfunction, other
10/24/2010	30046	2010-000754	12:59	1231	N dupont hwy		Malicious, mischievous false call, other
10/24/2010	30046	2010-000755	13:43	35	Roosevelt ave		Electrical wiring/equipment problem, other
10/24/2010	30046	2010-000756	16:06	135	QUAIL HOLLOW DR		Medical assist, assist EMS crew
10/24/2010	30046	2010-000757	16:43	39	Periwinkle ct		Fires in structure other than in a building
10/25/2010	30046	2010-000758	12:53	304	MIMOSA AV		Electrical wiring/equipment problem, other
10/25/2010	30046	2010-000759	16:22	32	W LOOCKERMAN ST		False alarm or false call, other
10/26/2010	30046	2010-000760	20:07		Hazletville Rd		Good intent call, other
10/27/2010	30046	2010-000761	12:06	1200	N DUPONT HWY		Smoke detector activation due to malfunction
10/27/2010	30046	2010-000762	18:50	986	WHATCOAT DR		False alarm or false call, other
10/27/2010	30046	2010-000763	18:50	1365	N DUPONT HWY DOVER MALL		Lock-out
10/27/2010	30046	2010-000764	22:18	200	HIAWATHA LA		False alarm or false call, other
10/27/2010	30046	2010-000765	22:36	200	HIAWATHA LA		False alarm or false call, other
10/28/2010	30046	2010-000766	00:34	130	MATTERHORN DR		Gas leak (natural gas or LPG)
10/28/2010	30046	2010-000767	10:38	1706	N DUPONT HWY		Alarm system activation, no fire - unintentional
10/28/2010	30046	2010-000768	12:08	200	HIAWATHA LA		Smoke detector activation due to malfunction
10/28/2010	30046	2010-000769	15:52	160	CONTINENTAL DR		Smoke detector activation due to malfunction
10/28/2010	30046	2010-000770	20:41	38	PRIMROSE DR		Hazardous condition, other
10/29/2010	30046	2010-000771	21:02	51	WEBBS LA	N	Smoke detector activation, no fire - unintentional
10/30/2010	30046	2010-000772	05:22	1200	N DUPONT HWY		
10/30/2010	30046	2010-000773	08:14	1175	MCKEE RD		Central station, malicious false alarm
10/30/2010	30046	2010-000774	22:11	433	Phoenix Dr		Outside rubbish, trash or waste fire
10/30/2010	30046	2010-000775	23:38	1289	WALKER RD BUILD H		Electrical wiring/equipment problem, other
10/31/2010	30046	2010-000776	06:22	764	LEIPSIC RD		Smoke detector activation due to malfunction
10/31/2010	30046	2010-000777	12:03		Washington st		Steam, vapor, fog or dust thought to be smoke
10/31/2010	30046	2010-000778	12:58	738	N DUPONT HWY		Arcing, shorted electrical equipment
10/31/2010	30046	2010-000779	22:36	10	FAIRWAY LAKES DR	C	Local alarm system, malicious false alarm
11/01/2010	30046	2010-000780	16:14	230	ARTIS DR		Unintentional transmission of alarm, other
11/01/2010	30046	2010-000781	17:59	140	PENN AVE		Gas leak (natural gas or LPG)
11/02/2010	30046	2010-000782	09:21	215	REED ST		Gasoline or other flammable liquid spill
11/02/2010	30046	2010-000783	14:49	1061	S LITTLE CREEK RD		False alarm or false call, other
11/02/2010	30046	2010-000784	23:57	804	TOWNSEND BLVD		Smoke detector activation due to malfunction
11/03/2010	30046	2010-000785	06:09	1567	MCKEE RD		Dumpster or other outside trash receptacle fire
11/03/2010	30046	2010-000786	06:34	855	TOWNSEND BLVD		Vicinity alarm (incident in other location)
11/03/2010	30046	2010-000787	18:45	1030	FORREST AVE	101	System malfunction, other
11/04/2010	30046	2010-000788	17:59	1574	N DUPONT HWY		Electrical wiring/equipment problem, other
11/04/2010	30046	2010-000789	22:05	120	N STATE ST		Vicinity alarm (incident in other location)
11/05/2010	30046	2010-000790	16:48	9	MCDANIEL DR		Passenger vehicle fire
11/05/2010	30046	2010-000791	17:26	46	PAR HAVEN DR	F-14	Cooking fire, confined to container
11/05/2010	30046	2010-000792	23:22	1200	N DUPONT HWY		Dispatched & canceled en route
11/06/2010	30046	2010-000793	09:30	1706	N DUPONT HWY		Cooking fire, confined to container
11/06/2010	30046	2010-000794	23:57	1200	N DUPONT HWY		Alarm system sounded due to malfunction
11/07/2010	30046	2010-000795	07:50	1200	N DUPONT HWY		Dispatched & canceled en route
11/07/2010	30046	2010-000796	08:49	406	COUNTRY DR		Smoke detector activation, no fire - unintentional
11/07/2010	30046	2010-000797	12:34	130	HIGHVIEW AVE		Mobile property (vehicle) fire, other
11/07/2010	30046	2010-000798	21:07	430	COLLEGE RD	200	System malfunction, other
11/07/2010	30046	2010-000799	21:49	820	CARVEL DR	J	Cooking fire, confined to container
11/08/2010	30046	2010-000800	08:32	360	WEBBS LA		Malicious, mischievous false call, other
11/08/2010	30046	2010-000801	19:39	820	CARVEL DR	D	Cooking fire, confined to container
11/09/2010	30046	2010-000802	10:27	1190	N DUPONT HWY		Brush or brush-and-grass mixture fire
11/09/2010	30046	2010-000803	17:59	10	FAIRWAY LAKES DR	Q	Local alarm system, malicious false alarm
11/09/2010	30046	2010-000804	23:22	196	MERION RD		Carbon monoxide incident
11/10/2010	30046	2010-000805	00:09	415	COUNTRY DR		Cooking fire, confined to container
11/11/2010	30046	2010-000806	11:56	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional
11/11/2010	30046	2010-000807	15:31	80	Lakeland ave		Special type of incident, other
11/12/2010	30046	2010-000808	10:59	637	NIMITZ RD		Smoke detector activation, no fire - unintentional
11/12/2010	30046	2010-000809	13:13	1450	N DUPONT HWY		Sprinkler activation due to malfunction
11/13/2010	30046	2010-000810	14:46	3050	N dupont hwy		System malfunction, other
11/13/2010	30046	2010-000811	21:39	317	N NEW ST		Smoke detector activation, no fire - unintentional
11/14/2010	30046	2010-000812	10:30	2441	HARTLY RD		Cover assignment, standby, moveup
11/15/2010	30046	2010-000813	18:47	1200	N DUPONT HWY		Smoke detector activation due to malfunction
11/15/2010	30046	2010-000814	21:04	1200	N DUPONT HWY		Detector activation, no fire - unintentional
11/15/2010	30046	2010-000815	22:06	430	COLLEGE RD	200	Smoke detector activation due to malfunction

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
11/16/2010	30046	2010-000816	00:41	1200	N DUPONT HWY		Smoke detector activation, no fire - unintentional
11/16/2010	30046	2010-000817	05:07	35	COMMERCE WAY	SUITE	Gas leak (natural gas or LPG)
11/16/2010	30046	2010-000818	08:03	35	COMMERCE WAY	SUITE	System malfunction, other
11/16/2010	30046	2010-000819	14:42	352	NIMITZ RD		False alarm or false call, other
11/17/2010	30046	2010-000820	08:22	655	N DUPONT HWY		Vicinity alarm (incident in other location)
11/18/2010	30046	2010-000821	01:53	26	N KIRKWOOD ST		Building fire
11/18/2010	30046	2010-000822	09:23	400	HIAWATHA LA		Smoke detector activation due to malfunction
11/18/2010	30046	2010-000823	23:43	950	WHATCOAT DR		System malfunction, other
11/19/2010	30046	2010-000824	22:33	1198	S GOVERNORS AVE		Sprinkler activation due to malfunction
11/20/2010	30046	2010-000825	02:37	1425	N DUPONT HWY		System malfunction, other
11/20/2010	30046	2010-000826	04:57	1225	WALKER RD		System malfunction, other
11/20/2010	30046	2010-000827	17:05	315	BILLY MITCHELL LA	D	Alarm system activation, no fire - unintentional
11/20/2010	30046	2010-000828	21:15	2030	PINE CABIN RD BLDG G		Building fire
11/21/2010	30046	2010-000829	19:11	33	BERTRAND DR		Alarm system sounded due to malfunction
11/21/2010	30046	2010-000830	20:17	325	N NEW ST		Cooking fire, confined to container
11/22/2010	30046	2010-000831	10:34	30	S AMERICAN AVE		Unintentional transmission of alarm, other
11/22/2010	30046	2010-000832	20:05	365	N DUPONT HWY		Alarm system activation, no fire - unintentional
11/23/2010	30046	2010-000833	06:26	600	JEFFERIC BLVD		Alarm system activation, no fire - unintentional
11/23/2010	30046	2010-000834	14:57	61	EDGEWOOD RD		
11/23/2010	30046	2010-000835	18:54		S. NEW STREET		Good intent call, other
11/23/2010	30046	2010-000836	21:40	420	N. DUPONT HIGHWAY		Passenger vehicle fire
11/24/2010	30046	2010-000837	09:10	341	BEECHWOOD AVE		Vicinity alarm (incident in other location)
11/25/2010	30046	2010-000838	15:07	51	WEBBS LA	F	Vicinity alarm (incident in other location)
11/26/2010	30046	2010-000839	09:10	4128	FORREST AVE		Alarm system activation, no fire - unintentional
11/27/2010	30046	2010-000840	06:30	910	WHATCOAT DR		Vicinity alarm (incident in other location)
11/27/2010	30046	2010-000841	08:07	353	N GOVERNORS AVE		Smoke detector activation, no fire - unintentional
11/27/2010	30046	2010-000842	11:33	901	WILSON DR		Passenger vehicle fire
11/28/2010	30046	2010-000843	05:14	451	ARNOLD CT		Carbon monoxide detector activation, no CO
11/28/2010	30046	2010-000844	17:29	858	WOODCREST DR BLDG E		False alarm or false call, other
11/28/2010	30046	2010-000845	17:52	910	WHATCOAT DR		False alarm or false call, other
11/29/2010	30046	2010-000846	03:13	820	CARVEL DR	E	Heat from short circuit (wiring), defective/worn
11/29/2010	30046	2010-000847	21:22	432	Beuvale Lane		Overheated motor
11/29/2010	30046	2010-000848	21:36	1200	N DUPONT HWY		Alarm system sounded due to malfunction
11/29/2010	30046	2010-000849	22:52	15	S DUPONT HWY		Dumpster or other outside trash receptacle fire
11/30/2010	30046	2010-000850	06:19	744	RIVER RD		Cooking fire, confined to container
12/01/2010	30046	2010-000851	13:10		SCARBOROUGH RD		Dispatched & canceled en route
12/01/2010	30046	2010-000852	18:42	2030	GENERALS WAY	B	Cooking fire, confined to container
12/01/2010	30046	2010-000853	23:39	1200	N DUPONT HWY		Alarm system activation, no fire - unintentional
12/02/2010	30046	2010-000854	14:21	227	CARROLLS PLAZA		Gasoline or other flammable liquid spill
12/02/2010	30046	2010-000855	23:20	228	W LOOCKERMAN ST		HazMat release investigation w/no HazMat
12/03/2010	30046	2010-000856	08:59	655	N DUPONT HWY		Steam, vapor, fog or dust thought to be smoke
12/03/2010	30046	2010-000857	11:08	1016	Wyoming mill rd		Combustible/flammable gas/liquid condition, other
12/04/2010	30046	2010-000858	08:30	224	KESSELRING AVE		Carbon monoxide detector activation, no CO
12/04/2010	30046	2010-000859	08:49	10	FAIRWAY LAKES DR	B	Cooking fire, confined to container
12/04/2010	30046	2010-000860	16:29	120	N STATE ST		Cooking fire, confined to container
12/05/2010	30046	2010-000861	00:27	1200	N DUPONT HWY		False alarm or false call, other
12/05/2010	30046	2010-000862	10:09	272	TROON RD		Alarm system activation, no fire - unintentional
12/05/2010	30046	2010-000863	11:13	318	CRICKLE CREEK LN		Alarm system activation, no fire - unintentional
12/05/2010	30046	2010-000864	20:41	1200	N DUPONT HWY		System malfunction, other
12/05/2010	30046	2010-000865	21:57	1200	N DUPONT HWY		False alarm or false call, other
12/06/2010	30046	2010-000866	18:52	145	HAMAN DR		Cooking fire, confined to container
12/06/2010	30046	2010-000867	20:49	45	S STATE ST		Dumpster or other outside trash receptacle fire
12/07/2010	30046	2010-000868	00:42	1200	N DUPONT HWY		Alarm system sounded due to malfunction
12/07/2010	30046	2010-000869	02:08	1200	N DUPONT HWY		Alarm system sounded due to malfunction
12/07/2010	30046	2010-000870	20:02	131	SAM WILSON LN		Cover assignment, standby, moveup
12/08/2010	30046	2010-000871	09:34	720	VINE ST		Smoke or odor removal
12/08/2010	30046	2010-000872	13:54	280	ROSE VALLEY SCHOOL RD		Authorized controlled burning
12/08/2010	30046	2010-000873	14:06		COLLEGE RD		Steam, vapor, fog or dust thought to be smoke
12/08/2010	30046	2010-000874	15:15	51	WEBBS LA	K	Cooking fire, confined to container
12/08/2010	30046	2010-000875	20:09		MORIARTY ST N/O S LITTLE CREEK		Cooking fire, confined to container
12/09/2010	30046	2010-000876	13:42	582	ROBERTA AVE		Arcing, shorted electrical equipment
12/09/2010	30046	2010-000877	15:56	508	ACORN LA		Natural vegetation fire, other
12/09/2010	30046	2010-000878	22:36	19	N GOVERNORS AVE		Central station, malicious false alarm

Date	FDID	Incident#	Alarm	###	Address	Suite	Type
12/10/2010	30046	2010-000879	10:03	115	N AMERICAN AVE		Smoke detector activation due to malfunction
12/10/2010	30046	2010-000880	20:55	350	PEAR ST		Cooking fire, confined to container
12/11/2010	30046	2010-000881	11:37	1300	S FARMVIEW DR	D	Vicinity alarm (incident in other location)
12/11/2010	30046	2010-000882	12:12	20	GLENEAGLES CT		Good intent call, other
12/11/2010	30046	2010-000883	13:43	51	WEBBS LA	M	Vicinity alarm (incident in other location)
12/11/2010	30046	2010-000884	16:36	10	FAIRWAY LAKES DR	O	Vicinity alarm (incident in other location)
12/11/2010	30046	2010-000885	20:44	950	WHATCOAT DR		Smoke detector activation, no fire - unintentional
12/13/2010	30046	2010-000886	15:44	426	S NEW ST		Cooking fire, confined to container
12/13/2010	30046	2010-000887	17:48	101	BABB DR		Smoke detector activation, no fire - unintentional
12/14/2010	30046	2010-000888	11:49	540	S DUPONT HWY		Cooking fire, confined to container
12/14/2010	30046	2010-000889	13:02	1200	N DUPONT HWY		Alarm system activation, no fire - unintentional
12/14/2010	30046	2010-000890	17:11	414	FEDERAL STREET		Electrical wiring/equipment problem, other
12/15/2010	30046	2010-000891	19:58	10895	WESTVILLE RD		Cover assignment, standby, moveup
12/16/2010	30046	2010-000892	04:38	220	PEBBLE VALLEY DR		Smoke detector activation due to malfunction
12/16/2010	30046	2010-000893	09:38	25	GREENTREE DR		Arcing, shorted electrical equipment
12/16/2010	30046	2010-000894	13:45	210	PENN AVE		System malfunction, other
12/16/2010	30046	2010-000895	14:27	121	DUKE OF YORK		Smoke detector activation, no fire - unintentional
12/16/2010	30046	2010-000896	18:09	426	S NEW ST		Cooking fire, confined to container
12/16/2010	30046	2010-000897	22:06	1200	N DUPONT HWY		Cooking fire, confined to container
12/17/2010	30046	2010-000898	00:34	1061	S LITTLE CREEK RD		Extrication of victim(s) from vehicle
12/17/2010	30046	2010-000899	16:21	400	HASLET ST		False alarm or false call, other
12/17/2010	30046	2010-000900	16:27	1575	MCKEE RD	102	False alarm or false call, other
12/17/2010	30046	2010-000901	18:34	506	E LOOCKERMAN ST		Good intent call, other
12/17/2010	30046	2010-000902	18:40	122	DAVIS CIR		False alarm or false call, other
12/19/2010	30046	2010-000903	00:31	129	WILLIS RD		CO detector activation due to malfunction
12/19/2010	30046	2010-000904	00:51	650	BAY RD		Electrical wiring/equipment problem, other
12/20/2010	30046	2010-000905	08:26	215	THORNTON ST		Smoke detector activation due to malfunction
12/21/2010	30046	2010-000906	08:45	104	SAULSBURY RD		Electrical wiring/equipment problem, other
12/21/2010	30046	2010-000907	22:58	1131	BAY RD LOT 1		Carbon monoxide detector activation, no CO
12/22/2010	30046	2010-000908	11:04	426	S NEW ST		Cooking fire, confined to container
12/22/2010	30046	2010-000909	13:03		SAULSBURY ROAD		Assist police or other governmental agency
12/23/2010	30046	2010-000910	01:16	1225	WALKER RD		Smoke detector activation due to malfunction
12/23/2010	30046	2010-000911	16:39	515	N DUPONT HWY		HazMat release investigation w/no HazMat
12/24/2010	30046	2010-000912	10:52	203	INGRAM ST		Cooking fire, confined to container
12/24/2010	30046	2010-000913	11:12	122	DEER TRACK LA		Building fire
12/24/2010	30046	2010-000914	17:17	35	N QUEEN ST		Person in distress, other
12/24/2010	30046	2010-000915	19:23	437	TROON RD		False alarm or false call, other
12/25/2010	30046	2010-000916	09:53	75	HARMONY LA		Excessive heat, scorch burns with no ignition
12/25/2010	30046	2010-000917	17:25	310	BILLY MITCHELL LA	F	Smoke detector activation due to malfunction
12/25/2010	30046	2010-000918	18:36	1679	S STATE ST		Cooking fire, confined to container
12/26/2010	30046	2010-000919	07:25	25	W camden wyoming ave		Cover assignment, standby, moveup
12/27/2010	30046	2010-000920	11:22	325	Charring cross dr		Smoke detector activation due to malfunction
12/28/2010	30046	2010-000921	10:16	1506	N LITTLE CREEK RD	1	Hazardous condition, other
12/28/2010	30046	2010-000922	19:19	600	JEFFERIC BLVD		Gas leak (natural gas or LPG)
12/29/2010	30046	2010-000923	00:04		Pearsons corner rd		Cover assignment, standby, moveup
12/29/2010	30046	2010-000924	00:10	141	WILLIS RD		Smoke scare, odor of smoke
12/29/2010	30046	2010-000925	07:01	866	N DUPONT HWY		Unintentional transmission of alarm, other
12/29/2010	30046	2010-000926	18:00		N DUPONT HWY		Good intent call, other
12/30/2010	30046	2010-000927	00:05	1365	N dupont hwy		Gas leak (natural gas or LPG)
12/30/2010	30046	2010-000928	12:49	13	80 RIVERCHASE DRIVE		Dumpster or other outside trash receptacle fire
12/31/2010	30046	2010-000929	13:33	411	S QUEEN ST		Cooking fire, confined to container
12/31/2010	30046	2010-000930	13:42	31	RIVERSIDE RD		Cooking fire, confined to container
12/31/2010	30046	2010-000931	19:37	652	N Dupont Hwy		False alarm or false call, other

Total Incidents: 931

FIRE PREVENTION

In October, during Fire Prevention Week, the Department goes to local schools throughout the City of Dover to educate the children on various issues. The members put on a demonstration with a firefighter, dressed as they would be on a fire scene, to show the children how important it is to not be afraid of a firefighter. The children are able to see what the firefighter would look like and how they would sound in the event of an actual emergency. This program teaches children to keep low to the floor and not to panic if a fire would break out in a residence or a structure. The children are taught how important it is to have a meeting place outside their residence for their family if a fire would break out, as well as safety with lighters and matches. Upon completion of the discussions and demonstrations, the children are taken for a tour of one of fire apparatus. The Dover Fire Department is always happy to assist the community with Fire Prevention programs for schools, churches or civic organizations.





Incidents of Interest







October 11, 2010 – Forest Creek Drive – 2 Story middle of the row townhome – Heavy Fire on first floor.







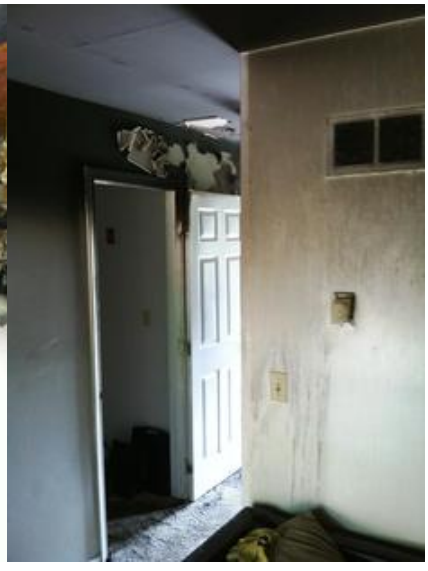
September 4, 2010 - Starboard Court - fire showing from division 2 and the attic area, of a 2-1/2 story, end of the row, townhouse





August 27, 2010 – Forrest Avenue – Fatal Motor Vehicle Crash with subjects trapped.





July 20, 2010 – Willis Road - 2-1/2 story, row home, middle of the row. The fire was extinguished quickly in the room of origin.





June 18, 2010 – Route 1 - MVC with subject trapped and partially ejected out the driver's side window, crews began stabilization of the vehicle and extrication of the patient, airbags were deployed to further stabilize the vehicle. Crews worked aggressively and had the patient removed in minimal time.





June 15, 2010 – DuPont Highway - Vehicle Fire - Engine compartment fully involved. Fire was extinguished quickly.











June 6, 2010 – 904 Woodcrest Drive - three story garden style apartment with heavy smoke and fire from the 2nd and 3rd floors, extending into the roof . Unfortunately, crew's found one victim who had succumbed to the fire. Seven patients were transported to area hospitals one of which passed away days later. Two firefighters and one Dover Police Officer were injured on scene but were not transported. At 0855 the fire was placed under control and crews remained on scene for several more hours performing overhaul.









May 21, 2010 – Creek Bend Road – Car into residence



April 11, 2010 – MVC with entrapment



January 14, 2010 – East Roundtree Drive – Working trailer fire smoke showing from all windows

TRAINING



The Dover Air Force Base Fire Department and the Dover Fire Department participated in a joint training session held at the fire training facility on base. Fire crews from both departments trained hand in hand in both structural and aircraft fire fighting evolutions.



Dover Fire Department and Dover AFB Fire Department held joint Structural and Aircraft firefighting evolutions at Dover AFB. Dover Firefighters partnered up with Dover AFB firefighters and performed both interior and exterior aircraft fire evolutions on a mock C-130 propane fired aircraft.





Officer's held a basic engine company operations class. Several new members were given a refresher from their orientation class on the apparatus, tool location, rescue equipment operation, hydrant wrapping and hose pulling. Driver/Pump Operator drills were also performed to sharpen the skills of current and prospective operators.





The Dover Fire Department and Kent County Special Operations Team participated in a confined space drill at Dover AFB. The scenario based exercise consisted of two maintenance personnel injured inside a one-million gallon water tank. Crews performed both horizontal and vertical entry, packaged and removed both maintenance workers from the tank.

FIRE DEPARTMENT APPARATUS



2007 - Car 1 - Chevrolet Tahoe

Car 1 is utilized by the Fire Chief. It contains a, mapping and preplanning information, 1 MSA Air Pack, assorted, mobile command/accountability.



2008 - Car 2 - Chevrolet Tahoe

Car 2 is rotated between the Deputy Chief, and Assistant Chiefs assigned as the On Duty Officer. It contains a laptop with mapping and preplanning information.



2001 - Brush 9 Ford F-350 Super Duty 4x4

200 Gallon Poly tank 180 GPM Hale Pump 200' 1" pre-connect booster reel 9,000 lb Warn Winch Assorted small hand tools 2 man cab

FIRE DEPARTMENT APPARATUS
PAGE 2



2006 - Utility 1- Ford F-350 Super Duty

Utility 1 is a Ford F-350 Super Duty pickup. It holds a crew of 6 and is primarily used for towing Marine 1 and the Foam Trailer.



2004 - Foam Unit (FD 46-13) Foam Trailer



1990 - Marine 1

Polar Kraft Mfg. Co Inc. Modified Flat Bottom

FIRE DEPARTMENT APPARATUS
PAGE 3



2008 - Engine 2 - Pierce Pumper

750 gallon water tank 50 gallon foam tank 1500 GPM pump



2003 - Engine 3 - Pierce

1,000 gallon water tank 2,000 GPM 2 stage Hale Pump 1,000' 5" supply line 600' 3" hose 200' 2 1/2" pre-connect line with smooth bore (3) 200' 1 3/4 pre-connects Holmatro Portable Rescue System 6 man cab



2005 - Engine 4 - - Pierce

1,000 gallon water tank 2,000 GPM 2 stage Hale pump 1,000' 5" line 600' 3" hose 200' 2 1/2" pre-connect (3) 200' 1 3/4" pre-connect Holmatro Portable Rescue System 6 man cab

FIRE DEPARTMENT APPARATUS
PAGE 4



2003 - Engine 6 - Pierce

1,000 gallon water tank 2,000 GPM 2 stage Hale Pump 1,000' 5" supply line 600' 3" hose 200' 2 1/2" pre-connect line with smooth bore (3) 200' 1 3/4 pre-connects Holmatro portable Rescue System 6 man cab



1997 - Engine 7- Pierce Dash

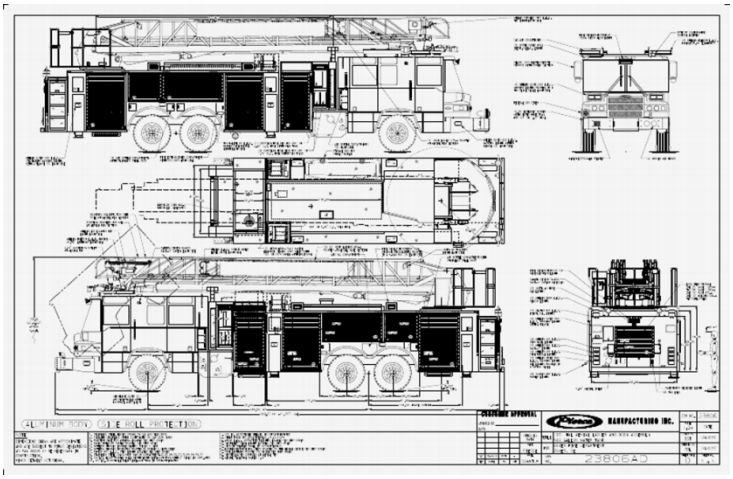
1,000 gallon water tank 2,000 GPM 2 stage Hale Pump 1,000' 5" supply line 600' 3" hose (3) 200' 1 3/4 pre-connects 200' 1" pre-connect booster line 200' 2 1/2" pre connect line Holmatro Portable Rescue System 6 man cab

FIRE DEPARTMENT APPARATUS
PAGE 5



2001 - Ladder 1 - Spartan Tractor

100' LTI Ariel Ladder Cascade system Stokes Basket Assorted Ground Ladders and poles 7 man crew – PROCEEDS FROM THE SALE OF LADDER 1 WILL BE USED TO OUTFIT THE NEW LADDER TRUCK COMING IN JULY 2011(SEE BELOW DRAWING).





2005 - Ladder 2 - Pierce

100' Tower Ladder Stokes Basket Cascade System Rope/Water Rescue Equipment K12 & cutters edge saws Assorted ground ladders and poles



1997 - Rescue 1 - Pierce Lance



Fire Dispatchers



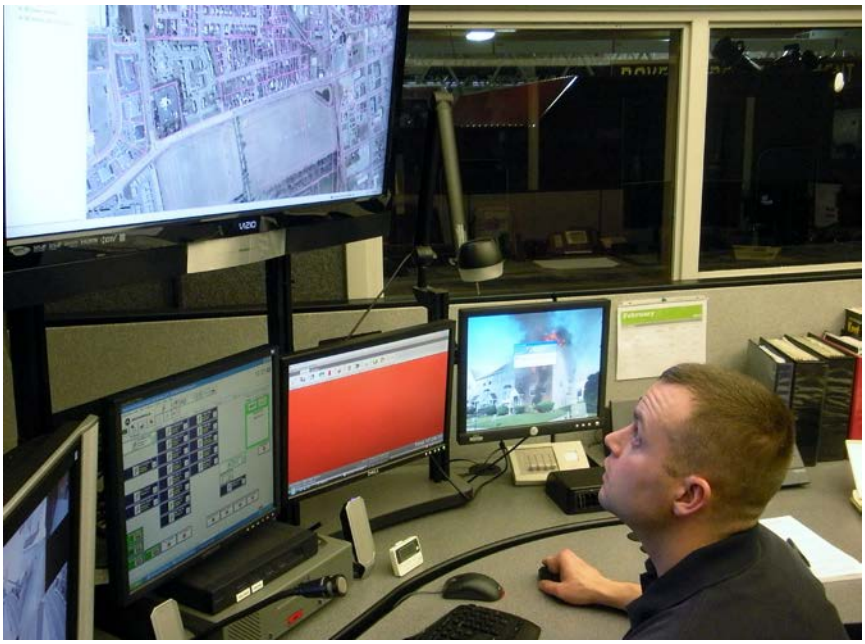
Dispatcher Greg Parsell
16 Years of Full Time Service



Dispatcher Chris Jacobs
13 Years of Full Time Service



Dispatcher Jason Osika
9 Years of Full Time Service



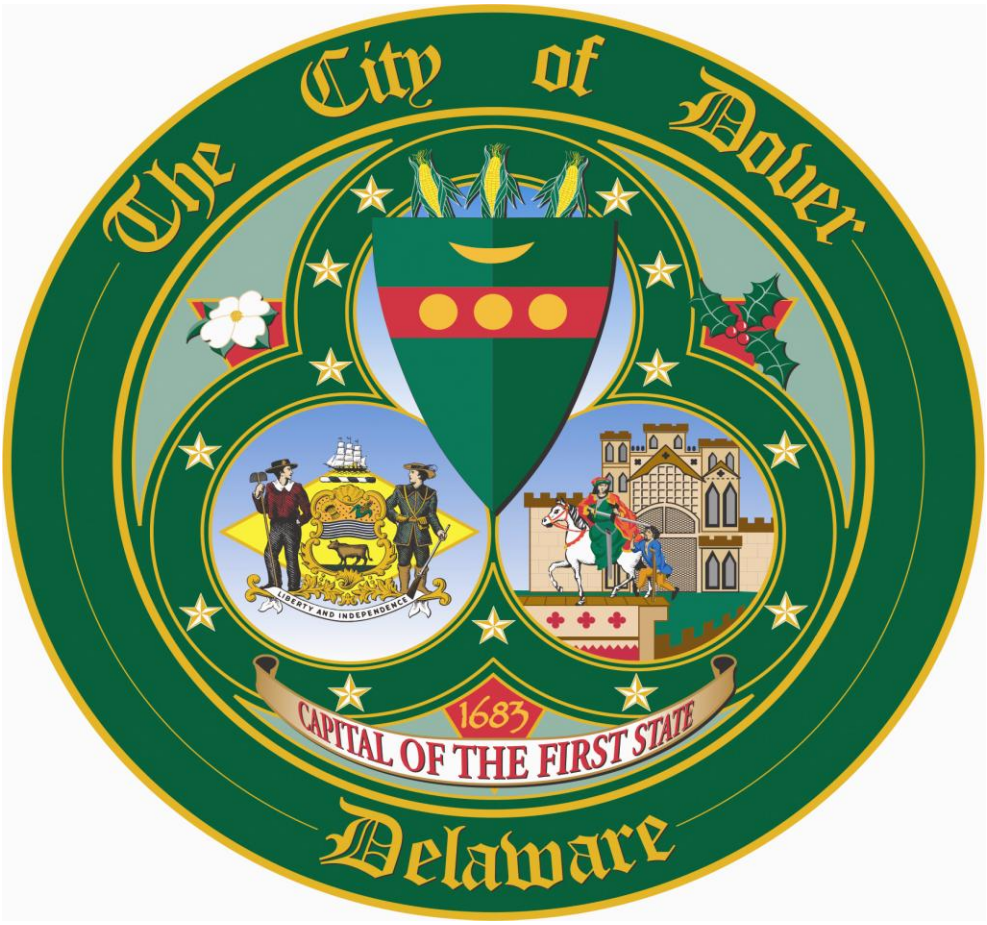
Dispatcher Trey Small
4 Years of Full Time Service



Dispatcher Matt Carey
3 Years of Full Time Service

City of Dover, Delaware

Department of Planning and
Community Development



2010 Annual Report

Planning
Community Development
Code Enforcement

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I. Introduction



View West Along Ann Moore Street

The City of Dover Planning and Community Development Department faced a number of challenges in 2010, as well as a number of opportunities. With the mission of the department's programs focused on various quality of life issues, the economic downturn has had a significant impact. Vacant foreclosed properties have caused a challenge for the Code Enforcement Division, as they frequently fall into a state of disrepair and become an eyesore to the surrounding neighborhoods. The Neighborhood Stabilization Program has provided funds to purchase foreclosed homes and rehabilitate them to create opportunities for affordable homeownership. The Planning Office has seen a slight change in the number of development applications, but has used this as an opportunity to draft ordinances to implement the Comprehensive Plan. However, some construction activity has continued in the residential and commercial sectors.



New Dover Transit Center

In 2010, the Planning Commission reviewed two exciting public projects that will provide long-term benefit to the entire region in the Dover Public Library and the Dover High School. The construction of these projects will provide residents of Dover and the surrounding area access to a variety of learning resources, including improved technology and state of the art performance and athletic facilities. As the year drew to a close, the first phase of site construction was underway for the new Dover Public Library.

In addition, the City's efforts to develop the Garrison Oak Technical Park have continued to move forward with the approval of the preliminary subdivision plan by the Planning Commission and the commencement of construction of the Dover Sun Park. Efforts to revitalize the Downtown gained new energy when the Dover/Kent County MPO and the Downtown Dover Partnership jointly sponsored the Transit Center Neighborhood Plan Charrette in the fall. This, combined with the opening of the new Transit Center have raised a new level of interest in downtown redevelopment, and provided a visual plan of what a revitalized downtown might look like. Implementation of the plan will be a priority during the coming year.

Although the Neighborhood Stabilization Program has provided funding to turn foreclosed homes into affordable homeownership opportunities, the housing crisis has continue to cause challenges throughout the City. Similar to last year, absentee banks have been only marginally responsive to City and neighborhood demands to properly maintain and secure vacant houses. Nearly all neighborhoods in the City continue to have foreclosed houses, which have added an increased burden on the Code Enforcement Division. Tall grass, overgrowth, and dilapidation of vacant structures are frequent complaints that the City attempts to address. The Code Enforcement Division has worked hard to develop relationships with property management companies to ensure that houses remain secured and are proactively maintained until they are occupied by new residents. This is a challenge that we expect to continue in the coming year.

II. Division Reports

Personnel

The continued dedication and professionalism of the staff of the Department of Planning and Community Development is a critical element in providing services to the community. These qualities allow staff to successfully interact with the residents of our City and support continued community improvement. There were only a few staffing changes within the Department during 2010. The major changes were as follows:

- On January 27, 2010 Randall Speicher, Inspector I, Code Enforcement retired.

Training/Workshops

- Several members of the Planning Staff were involved in the City's Emergency Management Center and Call Center operations during the two February snow events.

- The Planning Office participated in a Staff Retreat held at the Community Services Building on February 19, 2010. Topics covered education and training opportunities, general office operations, and projects and priorities for the coming year.

- The Planning Department sponsored the American Planning Association Audio/Web Conference entitled "Redevelopment and Revitalization for a New Era" on March 17th. The event hosted at the Kent County Administration Building was also co-sponsored by the Delaware APA Chapter. Twenty-three (23) people were in attendance including all four (4) members of the City's Planning Staff.

- On March 30, 2010 Janelle Cornwell (Planner II) and Michael Albert (Planner II) attended the 2010 Delaware GIS Conference held at the Sheraton Hotel. Janelle also presented a session entitled "A Planning View to GIS." In addition other aspects of the City's GIS program were presented by David Truax (Fire Marshal) and Mark Nowak (GIS Coordinator) in a session entitled "City of Dover GIS Special Event and Damage Assessment Management."

- The DE/MD Chapters American Planning Association Regional Planning Conference held at the Dover Downs Rollins Conference Center from May 5th through May 7th. City Planning Staff served on the Conference Planning Committee and all office staff (5) participated in the set-up and daily logistics (registration, IT, etc.) of running the conference. In addition to attending sessions for continuing education credits for the Certification Maintenance program of AICP (American Institute of Certified Planners), staff also served as presenters at the conference. Ann Marie Townshend (Planning Director) and Janelle Cornwell (Planner II) lead the "Dover Walking Tour," highlighting development activities in the Historic District and Downtown Dover including a presentation on the new library project by Zach Carter and Margie Cyr. Dawn Melson-Williams (Principal Planner) and Gregg Moore of the Becker Morgan Group presented "Dover Downs Master Plan Workshop" highlighting the coordinated efforts of the City, Dover Downs Hotel & Casino, Dover International Speedway and design professionals on the development and Master Planning of the facility. Ann Marie Townshend and Michael Albert (Planner II) with staff from the City of Wilmington presented a session on "Comprehensive Rezoning." In addition other City staff from the GIS Section, Office of the Fire Marshal, and

Electric Department joined Planning Staff to present a session on the Dover GIS system. Speakers in other conference sessions included Bill Neaton (Economic Development Director) and Tony DePrima (City Manager). City Hall also served as a tour stop on the Dover Bike Tour workshop.

- During the May 2010 NASCAR Race, staff activities involved manning the Command Post, data gathering with GIS technology, intake of business licenses, license and code compliance checks, and incident response by Fire Marshals in addition to the regular daily operations of the Department of Planning. The Staff activities specifically related to the NASCAR event covered the period of Wednesday, May 12th through Sunday, May 16th and involved 17 City Staff, 1 State Fire Marshal and 5 Kent County Dispatchers.

- Planning Staff and members of the Planning Commission, Board of Adjustment and Historic District Commission participated in a workshop training on parliamentary procedure on June 9th.

- On July 20, 2010 Diane Metsch, Janelle Cornwell, and Michael Albert participated in an overview of the Damage Assessment application training.

- On September 21, 2010 Janelle Cornwell, Ann Marie Townshend, Michael Albert, Ed Graves, David McGinnis, and Tim Taraila attended a Blue Card Construction Certification course offered by DNREC. This course was offered to train staff on erosion and sediment control practices and requirements, in accordance with the City's municipal separate storm sewer system (MS4) permit.

- During the September 2010 NASCAR Race staff activities involved manning the Command Post, data gathering with GIS technology, intake of business licenses, license and code compliance checks, and incident response by Fire Marshals in addition to the regular daily operations of the Department of Planning. The Staff activities specifically related to the NASCAR event covered the period of Wednesday, September 22th through Sunday, September 26th and involved 16 City Staff, 1 State Fire Marshal and 4 Kent County Dispatchers.

- Between October 5th and October 7th Janelle Cornwell, Michael Albert, Diane Metsch and Dawn Melson-Williams attended Damage Assessment training at the Delaware State Fire School presented by the City's Fire Marshal's Office and the Emergency Operations Manager (Public Services).

- On October 22, 2010 Ann Marie Townshend attended the Local Government Leaders meeting held at the Carvel Center in Georgetown, DE.

- Michael Albert, Janelle Cornwell, and Dawn Melson-Williams attended an audio-web conference entitled "Planning for Signs and Billboards in a Digital Age" on October 13, 2010. The event was sponsored locally by the Delaware Chapter of the American Planning Association.

- On November 8, 2010 Janelle Cornwell and Michael Albert attended the Delaware APA Annual Meeting held at the Embassy Suites in Newark, Delaware.

- On November 16, 2010 Diane Metsch, Dawn Melson-Williams, Janelle Cornwell and Michael Albert attended Customer Service PR Training provided by the City Manager's Office Staff Kay Dietz-Sass.

- On November 18, 2010 Ann Marie Townshend and Tracey Harvey attended the Governor's Conference on Housing at the Dover Sheraton.

Planning Division



The Planning Division consists of the following employees: Ann Marie Townshend, AICP, Planning Director; Dawn Melson-Williams, AICP (Principal Planner); Janelle Cornwell, AICP (Planner II); Michael Albert, AICP (Planner II) and Diane Metsch (Administrative Assistant).

In 2010, the Planning Office continued to focus on implementing the *2008 Comprehensive Plan*. Three notable amendments to the *Zoning Ordinance* were completed in this regard, including the updates to the Environmental Protections within the *Zoning Ordinance*, the creation of the new Recreational and Open Space Zone (ROS) and the subsequent rezoning process to apply this zoning district (Article 3, Section 30), and the re-write of the Board of Adjustment article of the *Zoning Ordinance* (Article 9) to bring it in line with State statutes and case law. Staff also worked on other smaller amendments to the *Zoning Ordinance*.

In 2010, the Planning Office also took on the role of administering the City's permit for its Municipal Separate Storm Sewer System (MS4), issued by DNREC through the National Pollution Discharge Elimination System (NPDES) Program. Work related to this permit included responding to a Notice of Violation from DNREC, completing required activities associated with the permit, and completing reporting requirements. The Planning Office will continue with this role in the future, as the City works with DNREC to close out the existing permit and apply for a new permit under this program.



Kent County Courthouse

In addition ordinance development, the Planning staff continued to review the 97 applications processed by the office during the year. This is an increase from the 85 applications processed in 2009; it includes the applications reviewed for the Board of Adjustment, the Historic District Commission, and the Planning Commission, as well as text amendments. As staff to these Boards and Commissions, the Planning staff fields zoning and code compliance inquiries, conducts meetings with developers and design professionals, manages the application filing and review process, completes plan review, writes reports on each application, and presents information in public forums. In addition, the Planning staff reviews Building Permits and Sign Permits for compliance with the *Zoning Ordinance* as well as Business Licenses, Rental Dwelling Permits, and Special Event Permits.

The Planning Staff has continued to remain involved in efforts to revitalize downtown Dover, serving on the Downtown Dover Partnership Board of Directors and several Partnership committees. The Planning Office participated in a number of activities associated with the Neighborhood Charette for the area surrounding the new Dover Transit Center, and the Planning Office will be a key player in implementing recommendations from the charette to ensure that the desired outcome for the downtown area is achievable and encouraged through the *Zoning Ordinance*.

The City of Dover has continued its partnership with Aid in Dover, Inc. on administering a grant through the Criminal Justice Council to operate the Girl's Circle of Dover program. Since 1974, Aid in Dover has been serving at-risk youth within Kent County. Girl's Circle is a structured support group that will address the specialized needs of girls aged 12-18 in the City of Dover by integrating relational-cultural theory, resiliency practices, and skills training into a specific format designed to increase positive connection, personal and collective strengths, and competence in girls. This was the final year of the Girl's Circle grant.



New Construction – CVS Pharmacy



Mitten & Winters – Renovation Project

Community Development Division



Tracey Harvey, Community Development Manager

The Community Development Division is headed under the direction of Tracey Harvey who provides assistance to the low to moderate-income residents and neighborhoods of the City of Dover. The Department as a whole supports the goals and objectives of the City's Community Development Block Grant (CDBG) program through ongoing activities. Particularly, the Inspections (Public Services), Code Enforcement and Planning Divisions expend considerable human resources supporting the actions and programs associated with this division. The following projects were completed in 2010.

First State Resource Conservation and Development Council (RC&D)

Emergency repairs have been completed on twelve (12) owner occupied homes eliminating severe housing conditions that constitute health and safety hazards throughout the program year.

Homeownership Assistance Program
Throughout the year, a total of three (3) families closed on homes using the City of Dover's Homeownership Assistance Program and received homeownership counseling through NCALL.

Housing Rehabilitation Program
Three (3) housing rehabilitation projects were completed in the City of Dover in 2010 bringing substandard housing up to code.

Elizabeth Murphey School
CDBG funds were used for minor renovations of a group home that services "At Risk Youth."

Dover Interfaith Mission to the Homeless
CDBG funds were used for renovations to an existing building to open a homeless shelter for men that will provide 40 to 50 beds year round and will service up to 150 homeless persons annually.

Neighborhood Stabilization Program
The City of Dover was awarded 1.5 million dollars from Delaware State Housing Authority to purchase foreclosed properties in the city, rehabilitate them, and sell them to eligible families. The City has partnered with Dover Housing Authority, Diamond State Community Land Trust, and Connections Community Support Program. The partners have purchased 8 properties. Three properties have been sold, three are for sale, one is a lease purchase, and one is a rental that serves persons with disabilities.

CDBG-R
The City of Dover was awarded $73,123 in American Recovery Funding from the Department of Housing and Urban Development in June of 2009 to help stimulate the economy through measures that will modernize the city's infrastructure in qualifying areas. CDBG-R funds were used to install sidewalks and curbs on Mitscher Road on the City's eastside of town.

2010 – 2014 FIVE YEAR CONSOLIDATED PLAN
The Consolidated Plan is a five year plan mandated by the United States Department of Housing and Urban Development (HUD). This plan identifies the specific needs of the community concerning affordable housing, homeownership, housing rehabilitation, and community development such as: infrastructure, economic development and public service needs. HUD approved the City's Consolidated Plan on August 31, 2010.

Code Enforcement & Property Maintenance

The Code Enforcement Officers entered a total of 3,185 cases into the H.T.E. system with regard to violations of the *Dover Code of Ordinances* and *Zoning Ordinance*. Based on the data below demonstrating the reason for the inspections, more than 60 percent of cases are initiated by staff within the Public Services Department. This includes the Code Enforcement, Licensing and Planning staff. Within these cases, 6,116 inspections were performed for code compliance. All cases entered must have an origination code, such as a citizen complaint or an Officers observation. Below is a breakdown of



Interior Inspection of Dangerous Building

the reasons for inspections, the number of inspections performed by the Code Enforcement Inspections staff, and a list of the different types of inspections conducted.



Junked Vehicle

REASONS FOR INSPECTIONS:

Citizen/Tenant Complaint	911
City Council/Mayor/ City Manager	13
Electric Department Referral	245
Other Agency Referral	93
Staff Initiated	1,923
TOTAL	**3,185**



Tall Grass and Weeds

NUMBER OF INSPECTIONS:

- 1st Inspection 3,120
- 2nd Inspection 2,368
- 3rd Inspection 450
- 4th Inspection 109
- 5th Inspection or Additional Inspection 69
- **TOTAL 6,116**

TYPES OF INSPECTIONS/CASES ENTERED

Annual Rental Housing Inspections	630
Property Maintenance Exterior	443
Tall Grass and Weeds	505
Abandoned Vehicle	95
Unregistered Vehicle	40
No Valid Rental Permit	93
Electric Service Termination	267
All Others	1,112
TOTAL	**3,185**



Spring 2010 NASCAR Race - Vendor Licensing

In addition, the Property Maintenance and Code Enforcement Officers conducted another 358 inspections relating to new Construction, Building, Fence, and Sign Permits. The Officers also assisted in the collection of Itinerant Merchant Licenses during the two Race Operations conducted at Dover International Speedway. These operations were conducted during the spring and fall NASCAR sporting events.

VACANT BUILDINGS:

As part of the Vacant Buildings program the Code Enforcement Officers registered in 2010 a total of 82 buildings within the City limits of Dover and collected $16,500.30 dollars in registration fees. Since the program began in 2007, a total of 333 structures have been registered as vacant. Currently, staff estimates that there are approximately 200 of these structures still vacant. Numerous previous registered vacant buildings have come into code compliance by either being re-occupied or by being demolished.

DANGEROUS BUILDINGS AND DEMOLITIONS:



Single Family Home Demolition

31 buildings or structures were active on the dangerous building list. Of these, the following five structures were demolished:

628 N. West St. - Pool
225 N. Bradford St. - Rear Barn
715 Slaughter St. - Single Family Home
230 Division St. - Commercial/Apartments
16 S. Queen St. - Single Family Home



Swimming Pool Demolition

III. INITIATIVES AND ACCOMPLISHMENTS

The following are described as major accomplishments and projects of staff in 2010.

2008 Comprehensive Plan Implementation

Recreational and Open Space Zone

With the Comprehensive Rezoning Project completed at the end of 2009, the Planning Office moved on to the next major rezoning initiative in spring 2010, with the development of the Recreational and Open Space Zone (ROS). The text of this zone, which was added to Article 3 of the *Zoning Ordinance* as a new Section 30, was brought forward in spring 2010 and ultimately adopted on June 14, 2010. The second phase of this project was to rezone properties identified as Open Space in the *2008 Comprehensive Plan* to the new Recreational and Open Space (ROS) zone. Staff performed an analysis using GIS and contacted all property owners whose property was proposed for rezoning to this new classification, as well as all property owners within 200 feet of these locations. Ultimately, 147 properties were rezoned to this new district, including parks, private open space in subdivisions, and cemeteries. City Council approved these rezonings associated with the Recreational and Open Space Zone (ROS) on August 9, 2010.

Ordinance Development

In addition to the creation of the Recreational and Open Space Zone, the *2008 Comprehensive Plan* called for a number of amendments to the *Zoning Ordinance*. Other ordinances are developed as the need arises to correct problems in the Code. The Planning Staff spent much of 2010 working on these ordinances. Below is a summary of ordinances developed during 2010:

- **Race Weekend Parking**
  Standards for motor vehicle and recreational vehicle parking during NASCAR events were adopted by City Council on March 8, 2010. This was a project of the Fire Marshal's Office and the Emergency Management Coordinator. The Planning Office provided support in developing the ordinance text. (*Zoning Ordinance,* Article 6, Section 5.5)

- **Off Street Parking Correction**
  After City Council adopted amendments to the off street parking requirements in 2009, the Planning Staff found an unintended consequence that needed to be corrected. The text was drafted such that if

the parking requirement in Article 6 was greater than that in any given zone, the greater number of spaces was required. This meant that downtown businesses would need to provide off street parking that is not possible. On March 8, 2010, City Council adopted an ordinance to fix this problem in the C-2 (Central Commercial Zone). (*Zoning Ordinance,* Article 6)

- **Environmental Protections**
  The Planning Office developed a small working group made up of interested parties and technical experts representing the State of Delaware, the development community, and environmental advocates, to rewrite the environmental protection provisions within the *Zoning Ordinance*. The group met monthly from January through July, and the Planning Staff presented a draft ordinance to the Parks, Recreation and Community Enhancement Committee in August 2010. On recommendation of the Planning Commission City Council adopted the amendments in November 2010. The new provisions include a riparian buffer that can vary by width based on the types of vegetation used, a clear and consistent definition of the term wetland, the elimination of a 25-foot buffer from flood plains, and provisions for redevelopment within flood plain areas. (*Zoning Ordinance,* Article 5, Section 11)

- **Board of Adjustment**
  After a number of training sessions with the Board of Adjustment, the Planning Staff began to work with the City Solicitor to develop a zoning text amendment to bring the City's code provisions regarding the Board of Adjustment in line with State statute and case law. These amendments were brought forward to the City Council and adopted on August 9, 2010. (*Zoning Ordinance,* Article 9)

- **Maintenance of Private Streets in Mobile Home Parks**
  At the request of members of City Council, the Planning Staff developed an ordinance to require that private streets within MHP (Mobile Home Park) zones are maintained clear of obstructions by the park owner. This amendment was adopted by City Council in January 2011. (*Zoning Ordinance,* Article 3, Section 8)

- **ROS and C-2A Changes**
  This amendment added cemeteries as a permitted use in the ROS (Recreational and Open Space Zone), and added suitably landscaped parking lots as a conditional use within the C-2A (Limited Central Commercial Zone). The ordinance was adopted by City Council in January 2011 (*Zoning Ordinance,* Article 3, Sections 14 & 30)

Permit 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. See Summary Chart given below for review activities in 2010. The Planning Staff is also involved in the review of Business Licenses, Rental Dwelling Permits, and Public Occupancy Licenses.

Permits Reviewed (Issued)	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	# Reviewed (Issued) YTD
Building Additions/Renovations/ Shed/Deck Permits	16	15	25	30	22	40	51	79	29	19	56	21	403
Building Permits	12	10	9	5	8	6	5	7	13	9	12	3	99
Demolition Permits	3	5	2	2	2	3	2	2	2	2	4	1	30
Fence Permits	4	0	8	16	11	5	12	9	5	7	4	2	83
Sign Permits	12	10	12	5	11	7	11	6	7	13	8	7	109
Temporary Sign Permits	7	3	9	4	8	4	6	5	6	5	6	3	66
Swimming Pool Permits	0	0	0	2	2	4	2	0	0	0	0	0	10
Certificate of Occupancy	6	6	9	11	24	28	13	31	19	8	16	17	188
Total # Permits Reviewed (Issued)	**60**	**49**	**74**	**75**	**88**	**97**	**102**	**139**	**81**	**63**	**106**	**54**	**988**

Other Major Projects

Eden Hill Farm: Traditional Neighborhood Design



View to 400 Block of Ann Moore Street

In 2010, the Eden Hill Farm Traditional Neighborhood Design (TND) project continued to construct more residential units and with additional review to redesign certain areas of the project. The Eden Hill Farm TND consists of five (5) large tracts: a preservation area (historic house area), an office district area, a commercial district area, a residential area, and an open space area. The building construction activities and site work activities for 2010 were focused in Phase 1 of the Residential District. Several revisions to the Pattern Book for the Residential District occurred related to Townhouse and Duplex units. 2010 included review of another redesign of the Neighborhood Commercial District. As development progresses, City staff continues to meet with applicants, developers and builders regarding the Eden Hill Farm TND project in order to achieve plan approvals and to address compliance with construction and design issues. The following listing provides an update for each district of the Eden Hill Farm TND.



Streetscape 423-411 Ann Moore Street

Residential District

- The Residential District Subdivision Plan (Record Plan and Final Construction Document Plans) was originally recorded and approved in 2007 thus establishing the street layout and lots for 665 dwelling units. However, revisions to the original lot layout continue to be reviewed and approved.
- Several minor revisions to the lot layouts within Phase 1 of the Residential District were approved. In March 2010, the Planning Office approved Minor Lot Line Adjustment Plan to make property line revisions affecting Lots 2F, 2G, and 2H (MI-10-04).
- In November, the Planning Commission granted conditional approval to an application request regarding the townhouse architecture for a portion of Phase 2 of the Residential District and proposed revisions to the Pattern Book guidelines for duplex units. The approval granted is subject to a number of architectural conditions and requiring the developers to continue working with Planning Staff on the details. The decision also requires publication of a final edition of the *Comprehensive Design Standards Manual (Pattern Book) for the Residential District* (MI-10-14).
- Planning Staff continues to work with the residential builder, Ryan Homes, on the design of various unit types to ensure architectural compliance with the Pattern Book. The project consists of two types of townhouse units (Livingston and Mediterranean) and a duplex unit (Glyndon) which are approved for use with specific conditions.
- The issuance of Building Permits continued in 2010 for units in the Phase 1 area along the streets of South Greenberry Lane and Ann Moore Street in the vicinity of Lloyd Street and Ruth Way. Building Permits were issued in Jan, March, May, August, and October for a total of twenty-eight (28) units. A number of permit revisions were also reviewed.
- The Certificates of Occupancy for the residential units were issued as follows: six Townhouse units in April; one Duplex unit in June; one Duplex unit in July; six Townhouse units in September; and seven Townhouse units in November. The Planning Office experienced difficulties with infrastructure completion by the developer for items such as street tree planning, street lights, and active recreation elements; however, some progress was made to complete these items. For the period 2007-2010 for the overall Residential District in Eden Hill Farm TND, a total of 51 Building Permits had been issued with a total of 42 units receiving Temporary or Final Certificates of Occupancy. Currently, there are seven units under active construction.
- The development of Ann Moore Park at the intersection of Ann Moore Street and Ruth Way began in Fall 2010. The Park, as planned, consists of a lawn area, landscaping, benches, bike racks and a connecting sidewalk system.

Professional Office, Medical & Financial District

- For the Professional Office District (Record Plan and the Final Construction Plan Set) received Final Plan approval in 2007 and the first buildings (Buildings 1 and 2) were completed in late 2008. No additional building construction or plan review occurred in 2010.
- The intersection of Banning Street and North Street at Clarence Street is now a signalized intersection.

Neighborhood Commercial District

- The Planning Commission originally approved the Neighborhood Commercial District Implementation Plan on December 17, 2007 and then approved a Revised Implementation Plan

in March 2009. Again in 2010, the applicant proposed major design revisions to the plan necessitating additional review.

- A new Revised Implementation Plan for the Neighborhood Commercial District, filed in August 2010, was scheduled to be reviewed by the Planning Commission at their September meeting; however, was postponed until the Commission's October meeting due to inadequate public notice for the meeting and a pending revised plan submission.
- On October 18, 2010, the Planning Commission granted conditional approval of the Revised Implementation Plan for the Neighborhood Commercial District (Revision #2 – Updated Plan of October 1, 2010). The most significant change was the approval for a rights-in only entrance from North Street directly into the District.
- The Commercial District remains in the process of finalizing the Revised Implementation Plan (October 2010) and Revised Pattern Book in order to achieve Final Plan approval of the revised construction plans. The final approval is still pending; no plan resubmissions have been received since the Planning Commission's action on the Revised Implementation Plan (Revision #2 – Updated Plan of October 1, 2010) in October.



Two Officers Looking at a Dangerous Building

Proactive Code Enforcement

The Code Enforcement Division continued its efforts to provide proactive code enforcement, as identified as a City Council priority in previous years. A number of efforts have been underway to improve the proactive approach to Code enforcement.

- In 2010, staff attempted to increase the number of annual housing inspections of rental properties from previous years. Staff conducted 785 housing inspections in 2008, and increased that number to 944 in 2009. But due to staff shortages, only 630 housing inspections were done in 2010. Considering that we lost one code officer to retirement and another on a 6 month military deployment, 630 housing inspections were quite an achievement for the remaining two code officers.

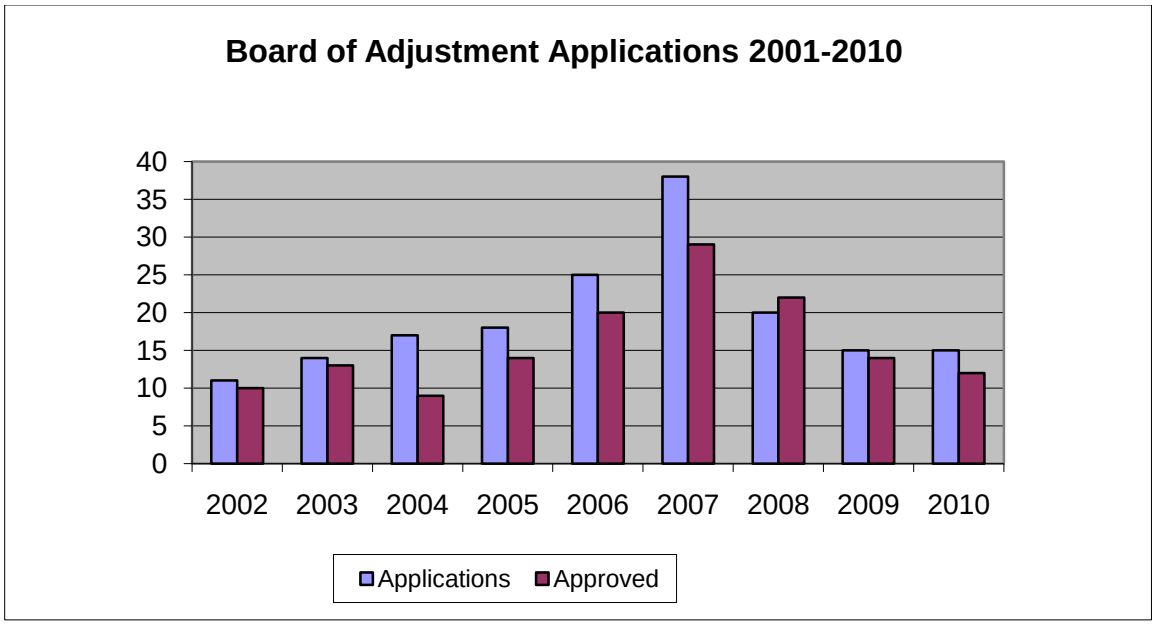
- The Code Enforcement Division continues the collection of code enforcement fees for citations issued for various code violations. This has increased the payment rate of citations from previous levels where the Police Department had the primary role of collecting the fees. In 2009, the Department collected $7,150.00 and in 2010, $7,980.00.

- The Code Enforcement Supervisor worked with the licensing staff to develop a way to better track and register vacant buildings within the City's H.T.E database and continues to improve the monitoring of the buildings. Since the program begin in 2007, we have registered 333 structures as vacant. Currently, staff estimates that we have around 200 actively registered vacant buildings within the City. These are being monitored by the Code Officers for vagrancy and exterior deterioration. Any code issues that cause a blight to the community or are considered a hazard to public safety have resulted in this Department taking code action.

IV. 2010 COMMITTEE REPORTS

Board of Adjustment

The Board of Adjustment heard fifteen (15) applications for variances during 2010. The number of applications was consistent with the number of applications from 2009. The types of variances requested of the Board of Adjustment were varied with no particular request type showing an identifiable majority over others. Of the fifteen (15) variance requests from 2010, twelve (12) were approved and three requests were denied. No interpretations of the *Zoning Ordinance* were heard during 2010.



*Note: 2008 shows more approvals than applications due to a package application containing seven different requests for variance.
**Note: 2009 approval totals include one application from 2008.

Historic District Commission



John Bell House View to SW

The Historic District Commission reviewed eleven (11) applications for Architectural Review Certificates in 2010. This included the referral of two Building Permits to the Historic District Commission for review of a roof project at 408 South State Street and a siding replacement on the New Jerusalem Baptist Church. Major projects involved proposals for an elevator and canopy addition at Wesley United Methodist Church, a new building known as Duncan Plaza at 600 Forest Street, and the new building known as Bayard Plaza at 200-216 West Loockerman Street. Other projects reviewed included installation of solar panels at Woodburn, façade renovations at the Biggs Museum, and the reconfiguration and expansion of the West Water Street Parking Lot.

Some projects within the Historic District were eligible for administrative review of the Architectural Review Certificate as part of the Building Permit process and included such projects as signs, window replacement projects, exterior finish/siding/trim work renovations, and façade renovations.



North Elevation of Bayard Hotel Building

The Historic District area of Downtown Dover continues to be the site of many community festivals, parades, and activities associated with the First State Heritage Park. 2010 saw new signage to direct visitors to the historic area, the opening of the First State Heritage Park Welcome Center at the Delaware Public Archives building, the occupation of the entire building at 406 Federal Street by the Biggs Museum of American Art, the adaptive reuse of two museum buildings in Museum Square, and the construction of the Law Enforcement Officers Memorial on the southern edge of Legislative Mall. In 2010, construction activities continued at the Kent County Courthouse Building Addition and in late 2010 some of the infrastructure improvements for the new Dover Public Library commenced.



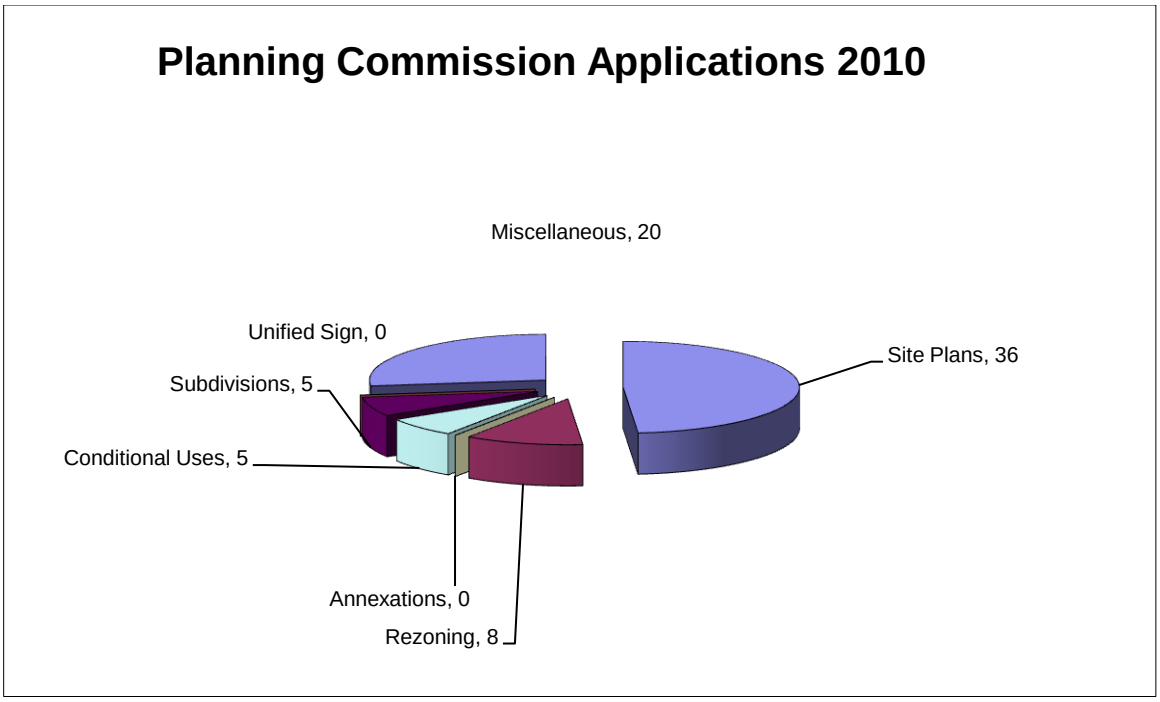
Archives and FSHP Welcome Center Banners

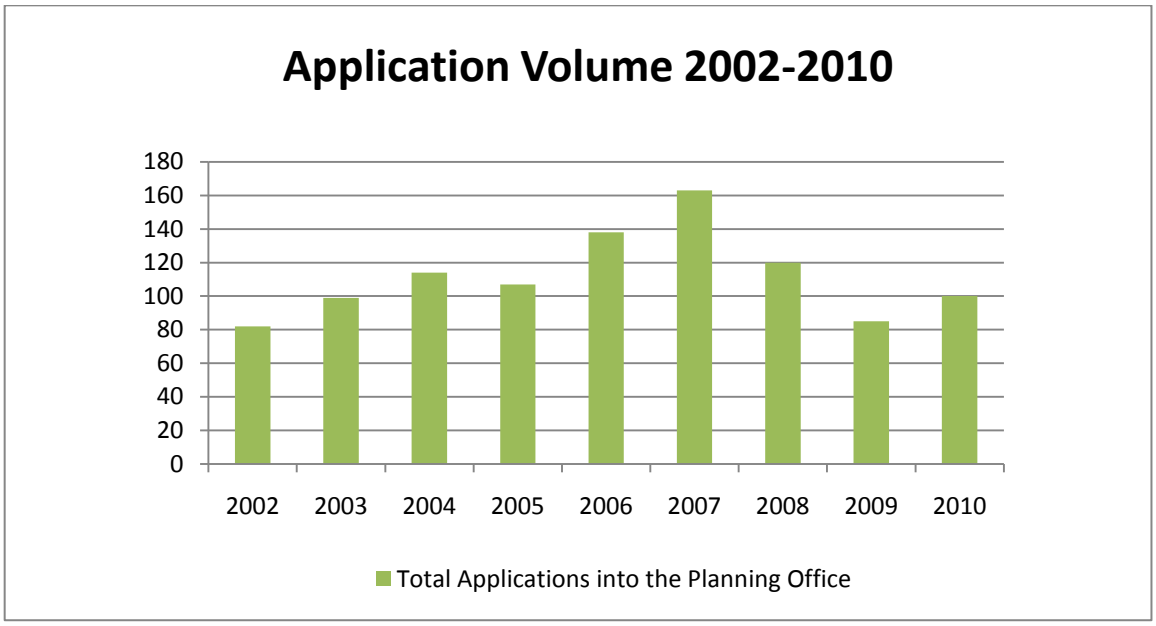
The *2008 Comprehensive Plan* adopted in February 2009 included Chapter 6: Historic Preservation Plan which set a guide for the activities and initiatives of the Commission. As part of the Goals and Recommendations for Historic Preservation, the Commission is diligently working on a project to evaluate and review of the *Design Standards and Guidelines for the City of Dover Historic District Zone*. Throughout 2010 the Historic District Commission reviewed the existing document suggesting clarifications, formatting, different strategies for project review in specific areas of the Historic District (i.e. how to review projects on The Green versus projects along Loockerman Street), new guidelines for items such as decks, solar panels, etc. As an in-house project, the Planning Staff is in the process of compiling the revisions and developing a format for the new document.

Planning Commission

In 2010, the volume of development applications reviewed by the Planning Commission and/or the Planning Staff increased from the 2009 application volume. An increased number of small scale site plans and text amendments to the *Zoning Ordinance* accounted for the increased volume for 2010. The City of Dover Planning Commission and staff reviewed 74 separate development applications including 36 Site Plans, 8 Rezoning requests, 0 Annexations, 5 Conditional Uses, 5 Subdivisions, 0 Unified Sign Plans, and 20 Miscellaneous requests.

While application volume increased, the overall level of development activity remained consistent if not slightly better than 2009. Within 2010, a few large scale and economically significant projects were reviewed including the new Dover Public Library, new Dover High School, and the Garrison Oak Technical Park/Solar Park. Planning Staff was deeply involved in numerous implementation items for the 2008 Comprehensive Plan including a Comprehensive Rezoning to implement the Recreation and Open Space Zone as well as a complete re-write and update of the *Zoning Ordinance's* environmental control regulations (see narrative for further details on specific projects).


Planning Commission Applications 2010
Miscellaneous, 20
Unified Sign, 0
Subdivisions, 5
Conditional Uses, 5
Site Plans, 36
Annexations, 0
Rezoning, 8


Application Volume 2002-2010
180
160
140
120
100
80
60
40
20
0
2002
2003
2004
2005
2006
2007
2008
2009
2010
Total Applications into the Planning Office

V. Commission Activity

Department of Planning and Inspections

BOARD OF ADJUSTMENT 2010					
FILE#	**PLAN NAME**	**LOCATION**	**TYPE**	**ACTION**	**DATE**
V-10-01	Garrison Oak Technical Park	1499 White Oak Road	Front Yard Setback	Approved	1/20/2010
V-10-02	South Dover Plaza	560 Bay Road	Lot Width	Continuance Tabled Approved	1/20/2010 2/24/2010 3/17/2010
V-10-03	Blue Hen Apartments	S. Little Creek Road	Building Height Restriction	Denied	1/20/2010
V-10-04	Lands of Robert & Suzonne Taylor	517 Greenhill Road	Setback - Rear	Tabled Denied	3/17/2010 4/21/2010
V-10-05	YMCA	1137, 1145 & 1169 S. State Street	Parking/Paving Requirements	Approved w/Conditions	5/19/2010
V-10-06	Lands of Peoples Place Properties, Inc.	381 State College Road	Tree Mitigation	Approved	6/16/2010
V-10-07	Chick-Fil-A	1450 N. DuPont Highway	Impervious Coverage	Approved	6/16/2010
V-10-08	Lands of Dover Community Partnership, Inc.	245 & 249 N. West Street	Creation of Two Separate Lots	Approved	6/16/2010
V-10-09	Lands of Mor-Kath-Ric, LLC	217 & 223 McKee Road	Setback - Front	Approved	9/15/2010
V-10-10	Lands of New Dover High School	Forrest Avenue	Height Restriction in COZ-1	Approved w/Conditions	9/15/2010
V-10-11	Lands of John & Debbie DeMarie	520 Sunset Drive	Location of Shed	Approved	11/3/2010
V-10-12	Lands of Philip Lundberg	50 Karen Place	Shed Placement	Approved	11/3/2010

V-10-13	Lands of Mary Witte	120 Beth Place	Deck Setback	Approved	11/3/2010
V-10-14	Chick-Fil-A	1450 N. DuPont Highway	Signage	Denied	11/3/2010
V-10-15	Bayard Plaza	208 S Governors Avenue 200-216 W. Loockerman Street	Setbacks and Active Recreation Area	Approved	11/3/2010

HISTORIC DISTRICT - 2010

FILE#	PLAN NAME	LOCATION	TYPE	ACTION
HI-10-01	Building at 301 South Governors Avenue	301 South Governors Avenue (southeast corner of North Street and S. Governors Ave.)	Consideration of Demolition by Neglect	6/10/2010 HDC Determination of Demolition by Neglect and outlined action to be taken within 90 days; 9/16/2010 Status Update indicates no action taken, HDC Recommends Building Inspector begin Dangerous Building proceedings with recommendation of repair. City Council declared it a Dangerous Building on 10/25/2010. Demolition Pending.
HI-10-02	Law Enforcement Officers Memorial	South side of Legislative Mall and north of William Penn Street	Memorial of brick plaza, inscribed wall and bronze statue	Information Item presented to HDC on 2/18/2010; Building Permit #10-245 issued.
HI-10-03	Woodburn: Solar Panels	151 Kings Highway	Installation of Solar Panels on south facing gable roof of main house	3/18/2010 HDC Approval of ArchRevCert with Conditions
HI-10-04 S-10-12	Wesley United Methodist Church: Elevator and Canopy Addition	209 South State Street	Addition of elevator tower and canopy on south side of sanctuary to improve accessibility; construct vehicular exit only onto S. State Street	4/15/2010 Inadequate Public Notice; 5/20/2010 HDC Review and Recommendation of Approval of ArchRevCert with Conditions; 6/21/2010 PC Approval of Site Plan and ArchRevCert with conditions. 1/14/2011 Final Plan Approval.

HI-10-05 S-10-17	Duncan Plaza	600 Forest Street (Intersection of Loockerman, Kirkwood, and Slaughter Streets)	4 story 31,710 S.F. office building with coffeeshop	6/10/2010 HDC Review, action to approve setbacks, direct applicant to address Staff Recommendations and reappear for review of revisions; 7/15/2010 Revised Architecture presented to HDC, HDC Recommendation of Approval of ArchRevCert with Conditions; 9/20/2010 Planning Commission approval of Site Plan and ArchRevCert with conditions.
HI-10-06	Delaware Public Archives: Banner Program	121 Duke of York Street	Placement of six changeable banners using frame attachment system	8/19/2010 HDC Approval of ArchRevCert with conditions; Sign Permit #10-1912 issued 1/7/2011.
HI-10-07	Building Permit #10-1263 Referral	408 South State Street	Replacement of Metal Roof	8/19/2010 HDC Approval of ArchRevCert with Conditions on the type of roof: wood shingle recommended for front. Building Permit #10-1263 issued 11/15/2010.
HI-10-08 S-10-30	Bayard Plaza	200-216 West Loockerman Street and 208 South Governors Avenue	5 story 54,998 S.F. mixed use building with 5012 S.F. retail space and 48 residential apartments; requires demolition of existing buildings on property	10/21/2010 and 11/4/2010 HDC Review; 11/4/2010 HDC Recommendation of Approval with Conditions for ArchRevCert;11/15/2010 Planning Commission approval of ArchRevCert with Conditions; also BOA Application V-10-15 for parking setback and Active Rec Area reduction
HI-10-09	Biggs Museum: Façade Renovations	406 Federal Street	Renovations to east elevation: moving glass curtain wall system and renovations to connector element	11/18/2010 HDC Approval of ArchRevCert with Conditions
HI-10-10	Building Permit #10-1672 Referral	New Jerusalem Baptist Church at 25 Slaughter Street	Siding Replacement on second floor levels of north and south elevations	10/21/2010 HDC Approval of ArchRevCert with Conditions requiring vinyl siding to be horizontal and other trimwork and gutter recommendations; Building Permit #10-1672 issued 11/2/2010.
HI-10-11	Parking Lot on West Water Street: Renovation and Addition	101 West Water Street and 439 South Governors Avenue	Renovations to existing parking lot and expansion of lot to total of 152 parking spaces	12/16/2010 HDC Recommendation of Approval of ArchRevCert with conditions; Site Plan application S-11-03 filed with PC

Department of Planning and Inspections

SITE PLANS 2010

FILE#	APPLICATION	LOCATION	TYPE	Bldg S.F.	ACTION	DATE
S-10-01	Dover Sun Park	Lot 15 Garrison Oak Technical Park, 1499 White Oak Road	Electric Generating Facility	N/A	PC Approved w/Conditions	2/16/2010
S-10-02	Dover Transit Center	422, 426, 430, 434, 440, 444, 446 and 450 West Water Street	Transit Center	N/A	PC Approved w/Conditions	2/16/2010
S-10-03	South Dover Plaza	560 Bay Road	Site Development Master Plan: Shopping Center w 4 Buildings	142,825 SF	PC Approved w/Conditions	4/19/2010
S-10-04	Altered Images Tattoo	470 N. DuPont Highway	Tenant Fit-Out	1,850 SF	Admin Review	2/22/2010 Final Plan Approval
S-10-05	El Café Restaurante	720-D Townsend Boulevard	Tenant Fit-Out Restaurant	28 Seats	Admin Review	2/9/2010 Comments No Final Plan
S-10-06	Dover Anchor Public Library	35 Loockerman Plaza	New Library Building	46,000 SF	PC Approved w/Conditions	3/15/2010
S-10-07	Cellco Partnership d.b.a/Verizon Wireless	2319-(2399) White Oak Road	Cell Phone Antenna Tower	240 Feet Tall	Admin Review	5/13/2010 Final Plan Approval

S-10-08	Compass Pointe: Revised Fourth Floor	800 N. State Street	4th Floor Revised to Residential Condo and 4,200 SF Office Space	4,200 SF	Admin Review	11/22/2010 Final Plan Approval
S-10-09	Hunter Food Extravaganza	706 N. DuPont Highway	Temporary Food Cart	N/A	Admin Review	4/27/2010 Final Plan Approval
S-10-10	Mitten Industrial Park	Lafferty Lane	Site Development Master Plan for 9 Buildings & Processing Area	9,600 SF Each	PC Approved w/Conditions	5/17/2010
S-10-11	Modern Maturity Center	1121 Forrest Avenue	New Two Story Building Addition	14,486 SF	PC Approved w/Conditions	5/17/2010
S-10-12	Wesley United Methodist Church	209 S. State Street	Exterior Elevator & Canopy Addition and Exit to S. State Street	651 SF 446 SF	PC Approved w/Conditions	6/21/2010
S-10-13	YMCA	1137 S. State Street	3 Phase Building Addition	9,250 SF 3,030 SF 6,500 SF	PC Approved w/Conditions	6/21/2010

S-10-14	Room To Bloom Day Care	913 Schoolhouse Lane	Day Care	N/A	Admin Review	5/4/2010 Comments No Final Plan
S-10-15	John W. Pitts Center	Schutte Park	Storage Addition	540 SF	Admin Review	5/18/2010
S-10-16	Chick-Fil-A	1450 N. DuPont Highway	New Fast Food Restaurant	4,275 SF	PC Approved w/Conditions	7/19/2010
S-10-17	Duncan Plaza	600 Forest Street	4 Story Office Building	32,624 SF	PC Approved w/Conditions	9/20/2010
S-10-18	Lands of Sylvia Durant	425 Webbs Lane	Addition	2,176 SF	Admin Review	8/25/2010 Record Plan Approval 9/9/2010 Final Plan Approval Superceded By C-10-04
S-10-19	Sam's Club	1572 N. DuPont Highway	Parking Reconfiguration/ Interior Renovations	Existing Building	PC Approved w/Conditions	8/16/2010
S-10-20	Lands of Robert and Nancy Kauffman	60 Ridgely Street	Change of Use to Automotive Service Establishment	Existing Building	Admin Review	8/30/2010 Final Plan Approval
S-10-21	NBR Properties LLC	850 New Burton Road	Proposed Office Building	20,000 SF	PC Approved w/Conditions	9/20/2010

S-10-22	Lands of Dr. David Jawahar	807 and 811 S. Bradford Street	Office Space Addition	6,130 SF	PC Approved w/Conditions	9/20/2010
S-10-23	Eden Hill Commercial District - TND: Revised Implementation Plan	South Side of West North Street	Revised Implementation Plan	171,310 SF	PC Approved w/Conditions	10/18/2010
S-10-24	NRG Energy	1280 West North Street	Warehouse Expansion	2,250 SF	Admin Review	8/17/2010 Final Plan Approval
S-10-25	Kabab Korner	706-A N. DuPont Highway	Tenant Fit-Out Restaurant	Existing Building	Admin Review	9/3/2010 Final Plan Approval
S-10-26	Parkway Academy School	655 Bay Road, Suite 5A	Tenant Fit Out for School	Existing Building	Admin Review	10/20/2010 Final Plan Approval
S-10-27	Doctor's Pathology Services	1253 College Park Drive	Parking	N/A	Admin Review	9/14/2010 Final Plan Approval
S-10-28	Capital School District Office and Maintenance Facilities	196 Commerce Way	New District Office/ Maintenance Facility	29,250 SF 16,000 SF	PC Approved w/Conditions	10/18/2010
S-10-29	United Fellowship Ministries	540 Garton Road	Change of Use to Place of Worship	Existing Building	Admin Review	9/28/2010 Final Plan Approval

S-10-30	Bayard Plaza	208 S. Governors Avenue 200-216 W. Loockerman Street	Retail Space/ Residential Apartments	54,998 SF Resid. 5,012 SF Retail	PC Approved w/Conditions	11/15/2010
S-10-31	Wm. Henry Middle School/Booker T Washington School/KCCS Site Improvements	North side of Forest Street at Carver Road	Renovations to Bus Drop-Off/Parking Lots	N/A	PC Approved w/Conditions	12/20/2010
S-10-32	Delaware State University: President's Residence	College Road	Expansion of Existing Driveway	N/A	Admin Review	12/17/2010 Final Plan Approval
S-10-33	Church of the Body of Christ	764 Townsend Boulevard	Change of Use to Place of Worship	Existing Building	Admin Review	1/4/2011 Comments

CONDITIONAL USE 2010

FILE#	PLAN NAME	LOCATION	TYPE	BLDG. SQ. FT.	PLANNING COMMISSION/ ACTION	DATE
C-10-01	Pregnancy Help Center of Kent County	732 S. State Street	Office Space	Existing	Denied	6/21/2010
C-10-02	The Arbors	1051 College Road	Multi-Family Building 48 Condominium Units	55,350 SF	Postponed Approved W/Conditions	7/19/2010 8/16/2010
C-10-03	4-H After School at Liberty Court	1289 Walker Road	Day Care (After School Program)	Existing	Approved	7/19/2010
C-10-04	Lands of Sylvia Davis	425 Webbs Lane	Day Care Center	Existing + SF	Approved w/Conditions	11/15/2010
C-10-05	Dover High School	S. Side of Forrest Avenue (Route 8)	New High School	315,000 SF	Approved w/Conditions	12/20/2010

REZONINGS 2010

FILE#	APPLICANT	LOCATION	FROM/TO	ACRES	ACTIONS
Z-10-01	TLFD Management	White Oak Road	R-20/SWPOZ to R-8/SWPOZ	12.78 Acres	3/15/2010 PC - Postponed 4/19/2010 PC - Rec Approval 5/24/2010 CC - Approval
Z-10-02	Nottingham Meadows Subdivision	Southwest of Hazlettville Road and Wyoming Mill Road	RM-1/SWPOZ to R-8/SWPOZ	88.10 Acres	4/19/2010 PC - Rec Approval 5/24/2010 CC - Approval

Z-10-03	Lands of David & Sherry Blake	1059 Horsepond Road	M/AEOZ to C-3/AEOZ	1.8612 Acres	4/19/2010 PC - Rec Approval 5/24/2010 CC - Approval
Z-10-04	Lands of YMCA	1169 S. State Street	RGO to IO	0.6899 Acres	4/19/2010 PC - Rec Approval 5/24/2010 CC - Approval
Z-10-05	Lands of Rt 8 & Saulsbury Road, LLC	East Side of Saulsbury Road	CPO/COZ-1 to C-2A/COZ-1	1.0 +/- Acres	6/21/2010 PC - Rec Approval 7/12/2010 CC - Approval
Z-10-06	Lands of Mor-Kath-Ric, LLC	217 & 223 McKee Road	R-7/COZ-1 to RM-1/COZ-1	1.12 Acres	6/21/2010 PC - Postponed 7/26/2010 - Withdrawn
Z-10-07	Lands of Robert & Nancy Kauffman	40-60 Ridgely Street	M/COZ-1 to C-3/COZ-1	2.0047 Acres	6/21/2010 PC - Rec Approval 7/12/2010 CC - Approval
Z-10-08	Lands of Grace Presbyterian Church	1016 and 1022 College Road	CPO/COZ-1 to IO	1.004 Acres	11/15/2010 PC - Rec Approval 12/13/2010 CC - Approval

MISCELLANEOUS - 2010

FILE#	PLAN NAME	LOCATION	TYPE	ACTION & DATE
MI-10-01	Text Amendment: Race Weekend Parking Ordinance #2009-28	Zoning Ordinance Article 6, Section 5	Establish Provisions for Automobile & Recreational Vehicle Parking	PC - Rec Approval W/PC #1 CC – Approval 3/8/2010
MI-10-02	Text Amendment: Off Street Parking: Clarification for C-2, Ordinance #2009-30	Zoning Ordinance Article 6, Section 3	Clarify which Parking Regulations Apply	PC - 2/16/2010 CC - 3/08/2010

MI-10-03	Lands of Braun Property, LLC	E. Side of S. Governors Avenue	Minor Lot Line Adjustment	Admin Review 1/19/2010 - Plan Approval 1/20/2010 - Recorded
MI-10-04	Eden Hill Farm TND: Lot Revisions	Lots 2F, 2G & 2H	Minor Lot Line Adjustment	Admin Review 3/4/2010 - Plan Approval 3/5/2010 - Recorded
MI-10-05	Bay Village - PND	S. Side of White Oak Road	General Sketch Plan	CC Review and Referred to PC 3/8/2010
MI-10-06	Request for Street Alley Abandonment - Wesley College	Portions of N. Bradford St, Fulton St, Cecil St & Alleys	Street & Alley Abandonment	PC - 4/19/2010 CC - 8/9/2010 Approved w/Conditions
MI-10-07	Text Amendment: Environmental Ordinance Update Ordinance #2010-25	Zoning Ordinance Article 5 & 12, Section 11 & 16	Update of Environmental Provisions	PC - 10/18/2010 CC - 11/08/2010
MI-10-08	NPDES-MS4 Permit	City Wide	Annual Report and Other Information	Information File
MI-10-09	Lands of Edward J. Hynes	1418 S. State Street	Minor Lot Line Adjustment	Admin Review 5/19/2010 - Plan Approval 5/19/2010 - Recorded
MI-10-10	Text Amendment: Recreational and Open Space Zone (ROS) Ordinance #2010-12	Zoning Ordinance Article 3, Section 30 and Article 4	Creates ROS Zone	5/17/2010 - PC Rec. Approval CC - 6/14/2010
MI-10-11	Comprehensive Rezoning 2010: ROS Zoning	City Wide	Rezoning of 150 Properties to ROS Zone	PC 7/19/2010 Rec. Approval W/Exceptions CC 8/9/2010
MI-10-12	Text Amendment: Board of Adjustment - Provisions Update Ordinance #2010-18	Zoning Ordinance Article 9	Updates, Powers of Duties and Procedures for BOA	PC - 7/19/2010 CC - 8/09/2010
MI-10-13	Maple Glen Subdivision Active Recreation Area Revisions	Maple Glen, S. Side of West Dennys Road	Change to Active Recreation Area	PC - 8/16/2010 Approved Revisions

MI-10-14	Eden Hill Farm TND: Architectural Style and Pattern Book Revisions	Residential District - Phase 2	Townhouses Duplexes	PC - 11/15/2010 Approved w/Conditions
MI-10-15	Troy Spencer & Sons, Inc.	119 N. DuPont Highway	Minor Lot Line Adjustment	Admin Review Plan Approval 1/7/2010
MI-10-16	Lands of Nancy & Thomas Murray	Lotus Street	Minor Lot Line Adjustment	Admin Review 11/18/2010 Plan Approval 11/22/2010 Recorded
MI-10-17	Text Amendment - Maintenance of Private Streets in Mobile Home Parks Zone - Ordinance #2010-29	Zoning Ordinance Article 3, Section 8	Provisions to Ensure Maintenance and Access to Streets	PC 12/20/10 CC 1/10/2011
MI-10-18	Text Amendment: Permitted uses - Parking Lots in C-2A and Cemeteries in ROS Zone Ordinance #2010-28	Zoning Ordinance Article 3, Section 14 and Article 3, Section 30	Parking Lots as Conditional Use in C-2A and Cemeteries a Permitted Use in ROS	PC 12/20/2010 CC 01/10/2011
MI-10-19	Request for Alley Abandonment: Portions of Loockerman Street/Alley South	Vicinity of Loockerman Street and 222 S. DuPont Highway	Alley Abandonment	PC - 12/20/2010 UC - 1/24/2011 CC Pending
MI-10-20	Eden Hill Farm TND: Phase 2 Lot Revision	Area Between Ridgely Boulevard and Little Eden Way	Minor Lot Line Adjustment and Pattern Book Review	Admin Review 1/06/2010 - Comments Issued

ANNEXATIONS 2010

NOTE: There Were No Annexation Requests Brought Forward for Planning Commission Consideration for 2010.

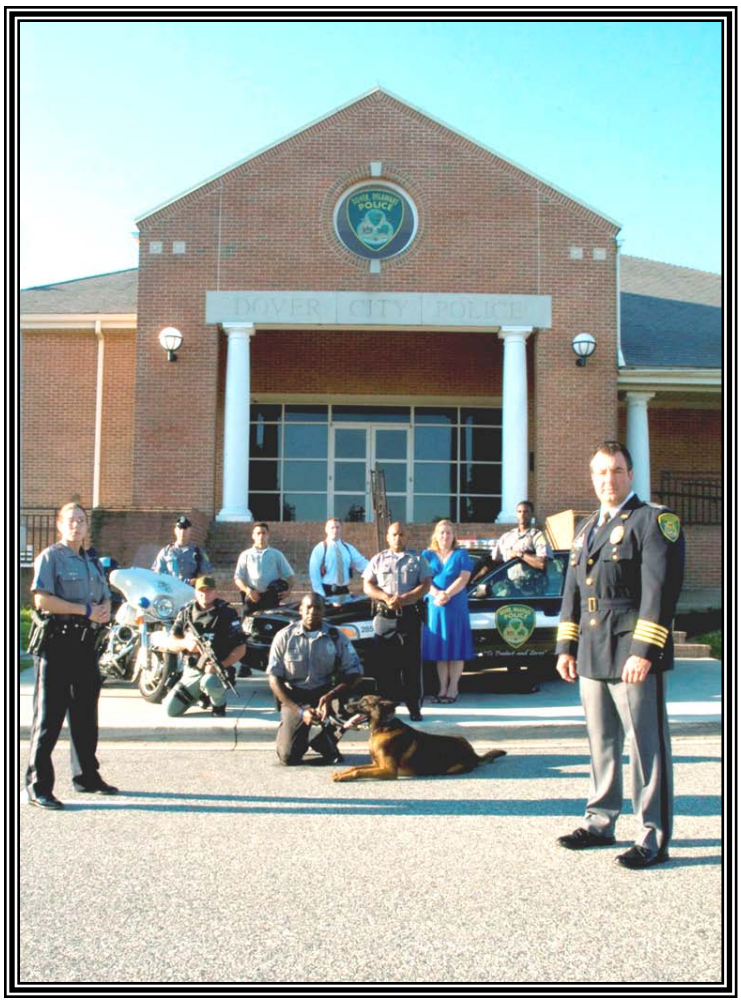
SUBDIVISION PLANS - 2010					
FILE#	**APPLICANT**	**LOCATION**	**TYPE OF**	**# OF LOTS/ACREAGE**	**PLANNING COMMISSION/DATE**
SB-10-01	Dover Community Partnership	245 & 249 N. West Street	Minor Subdivision	2/14,400 SF	PC Approved w/Conditions - 7/19/2010
SB-09-06P	Lands of Garrison Oak Technical Park	1499 White Oak Road	Preliminary Subdivision	15/278.3 Acres	PC Approved w/Conditions - 9/20/2010
SB-10-02C	Lands of TLFD Management - Wynsome Oaks Subdivision	South Side of White Oak Road	Conceptual Subdivision	17/12.78 Acres	PC Approved w/Conditions - 9/20/2010
SB-09-04F	Villages of Maple Dale - PND - Senior Housing Option: Phase 1A and 1B	Part of 39 Maple Dale Road	Final Record Plat	30/152.19 Acres	Admin Review Record Plan Approval 9/21/10 Recorded 9/30/2010 Construction Plan 10/18/2010
SB-10-03	Lands of Mor-Kath-Ric, LLC	217 & 223 McKee Road	Minor Subdivision	4/1.12 Acres	PC Approved w/Conditions 11/15/2010

UNIFIED SIGNS 2010

NOTE: There were no Unified Sign Plans Brought Forth for Planning Commission Consideration for 2010.

City of Dover Police Department

2010 Annual Report



"To Protect & Serve"

City of Dover Police Department
Annual Report
2010

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City of Dover Police Department
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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
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February 14, 2011

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

Mayor Carey and Council Members:

It is my pleasure to submit to you the 2010 Annual Report of the Dover Police Department. This past year proved to be a challenging year for the employees of the Dover Police Department. The old adage "do more with less" is very appropriate when you consider the amount of work completed with reduced staffing throughout 2010. It is my belief that 2011 will prove to be another challenging year for all those involved in public safety, but I assure you the employees of the Dover Police Department are up to the task.

When reviewing this report you will first notice that the Department's total complaints have increased 15%, which is a total of 5,252 more complaints then the previous year. The total number of Group A Crimes has increased 2% and 41% of these crimes were cleared. A description of Group A Crimes is listed in the Criminal Summary of this report. Although Group A Crimes have increased, the city experienced an 18% decrease in violent crime, which includes murder, forcible rape, robbery and aggravated assault.

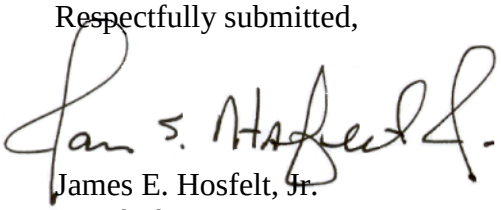
The Dover Police Department continues to excel in investigating major crimes. We have some of the highest clearance rates in the nation when compared to cities of similar size. This year we experienced 28 fewer robberies than in 2009 and 71% of these crimes were cleared. There were 167 burglary investigations in 2010, one less than 2009. Of the 167 burglaries, 60% of these crimes were cleared. As you view the graphs on page 7 and page 9 you will see that we have greatly exceeded national averages again this year.

It has long been the philosophy of the Dover Police Department that a very large percentage of crime in Dover is tied to illegal drugs. In 2010, the Drugs, Vice, & Organized Crime Section accounted for 1,732 proactive arrests, involving drugs, prostitution and counterfeit merchandise. As a result of these arrests, this group of officers seized significant amounts of marijuana, cocaine and various forms of prescription medication. Additionally, $831,516.65 was seized along with 14 vehicles valued at approximately $70,000.00.

You will also notice that the number of crashes (accidents) is down 2% from the previous year. This is the eighth year in a row that we have had a reduction in the number of crashes from the previous year. Hopefully, there is some correlation between this reduction and the fact that our traffic arrests have increased by 2% as compared to 2009. The total number of traffic arrests this year is 20,469 arrests and includes 5,097 for speeding violations. Additionally, the Dover Police Department issued 3,379 traffic reprimands (warnings).

In closing, I would encourage you to review this report in its entirety since I have only taken the time to highlight a few specific areas. As Chief of Police, I take great pride in the amount of hard work and dedication put forth by my co-workers, the employees of the Dover Police Department. It is our intention to continue the good work we have completed this year and build upon it in 2011and beyond.

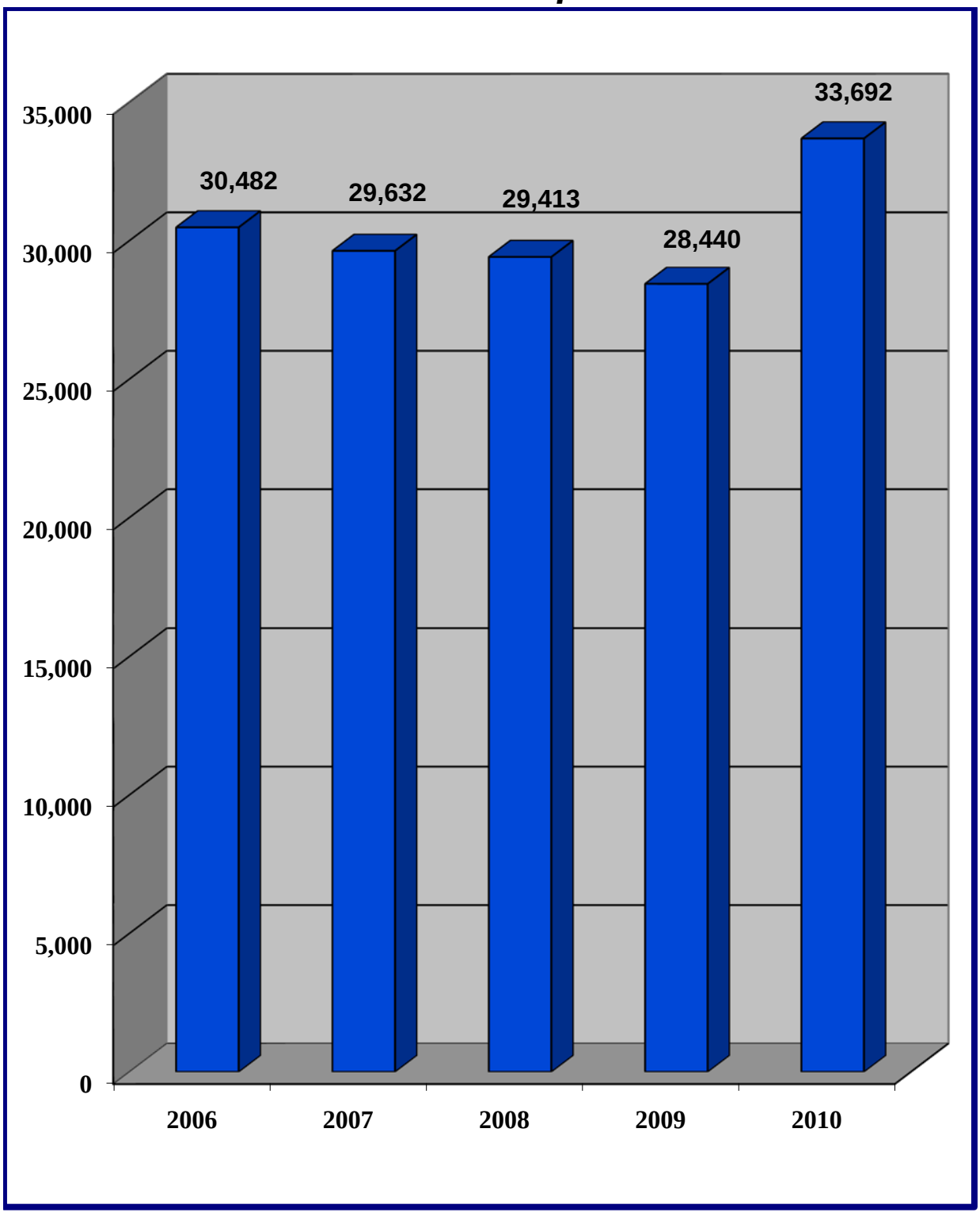
Respectfully submitted,



James E. Hosfelt, Jr.
Chief of Police

City of Dover Police Department
Annual Report

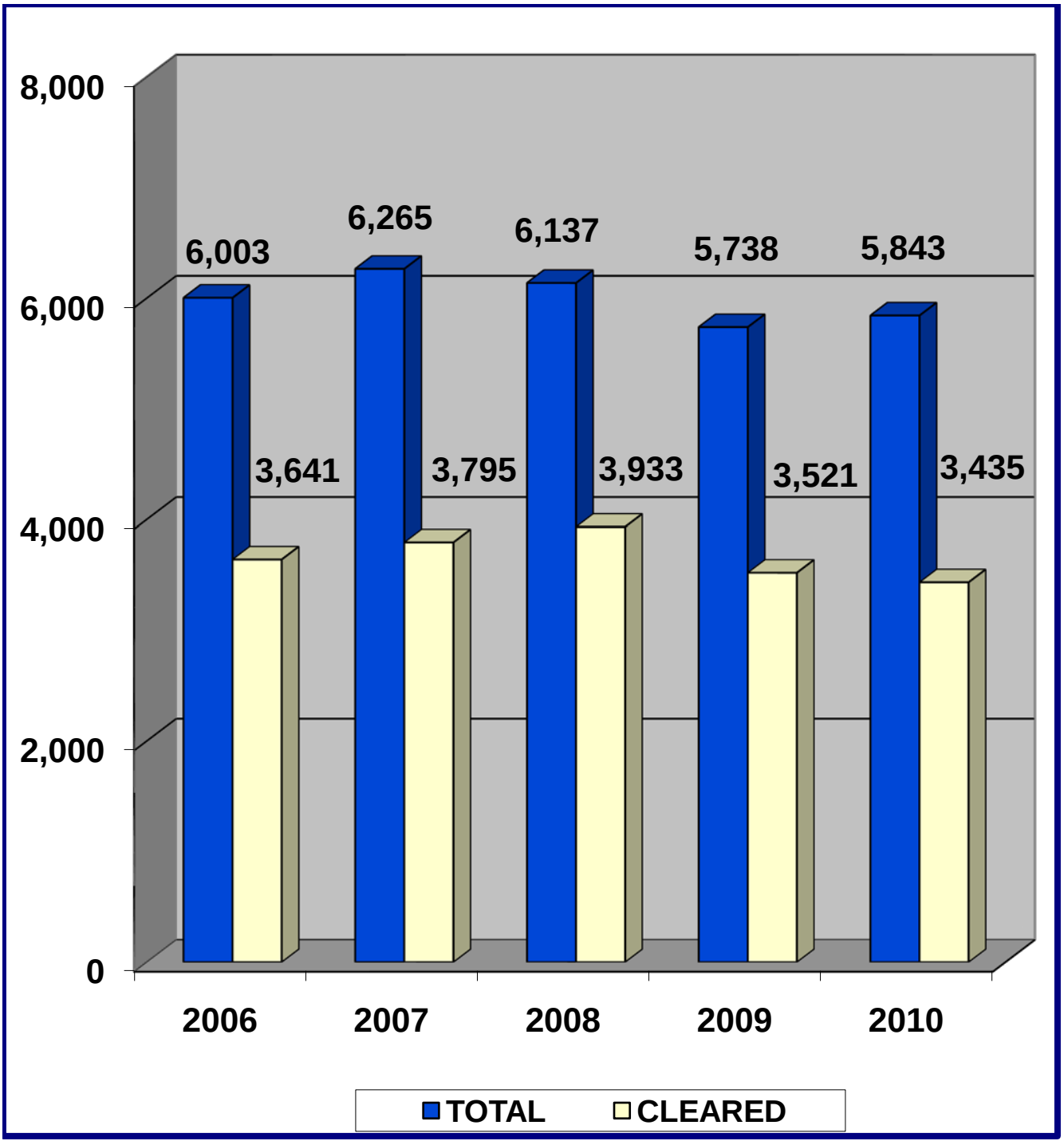
Complaints
Five Year Comparison



*2010 Complaint totals now include all calls for service.

City of Dover Police Department
Annual Report

Total Group A Crime
Five Year Comparison

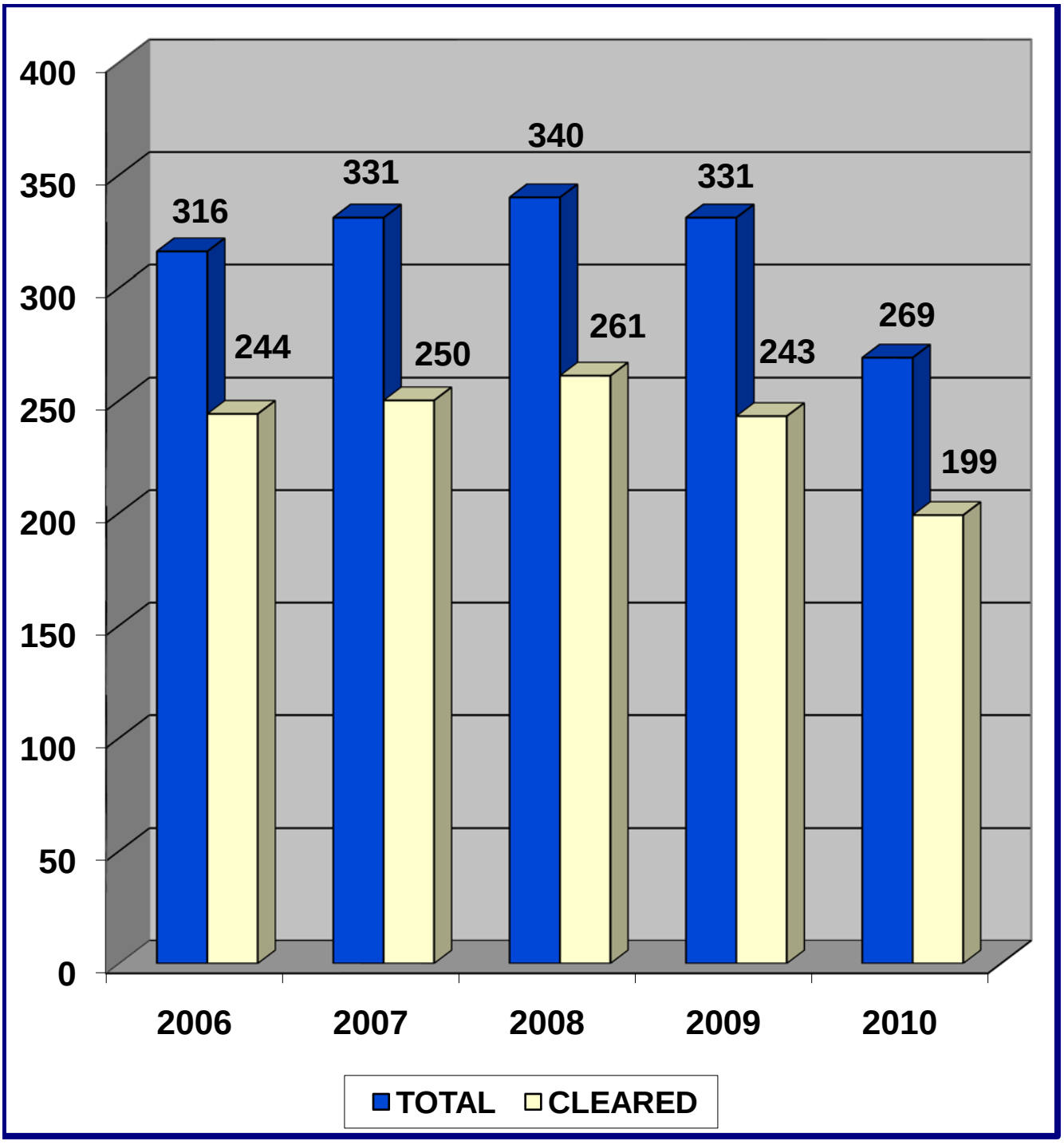


City of Dover Police Department
Annual Report

Violent Crime

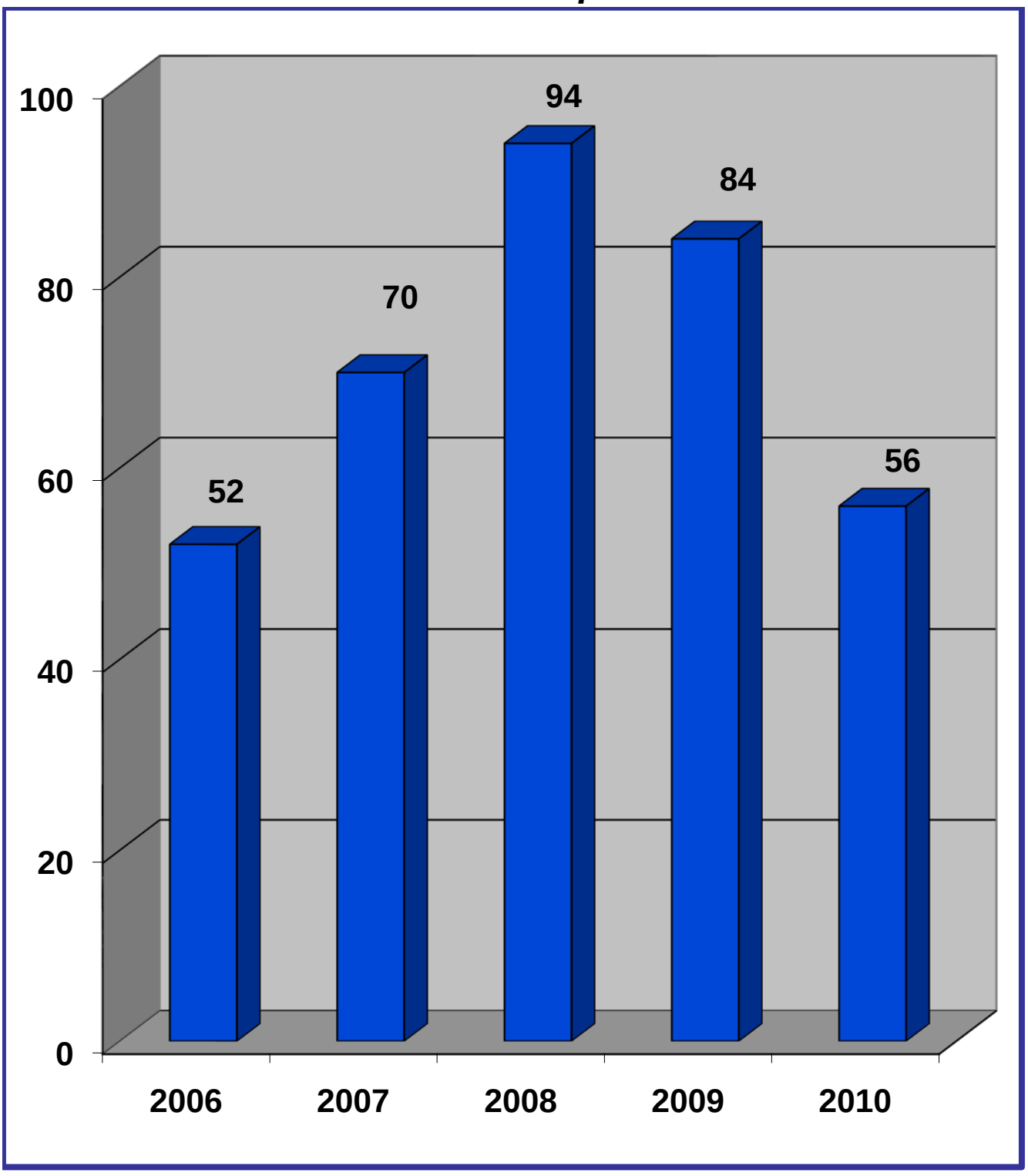
(Murder, Forcible Rape, Robbery, Aggravated Assault)

Five Year Comparison



City of Dover Police Department
Annual Report

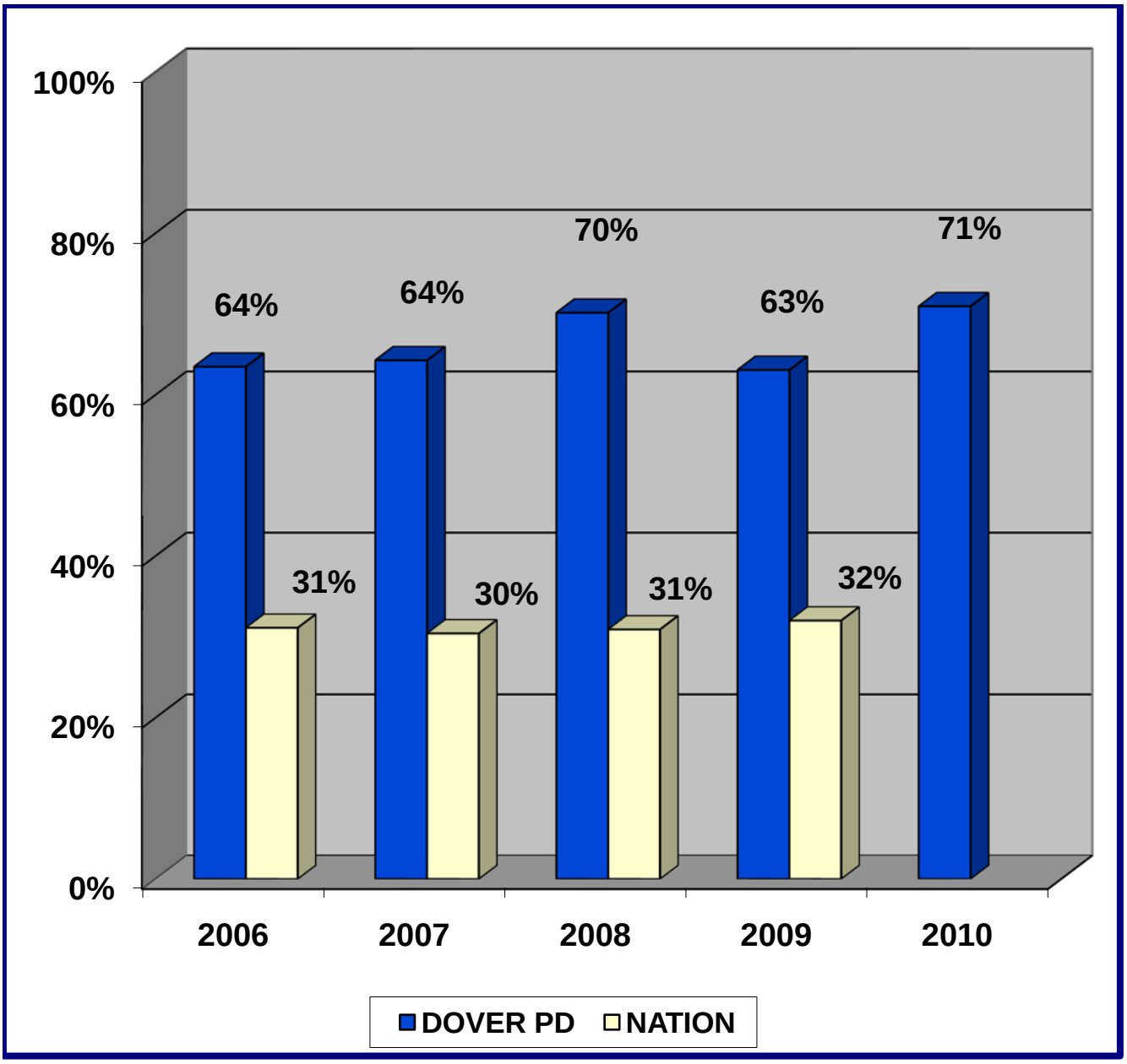
Robberies
Five Year Comparison



City of Dover Police Department
Annual Report

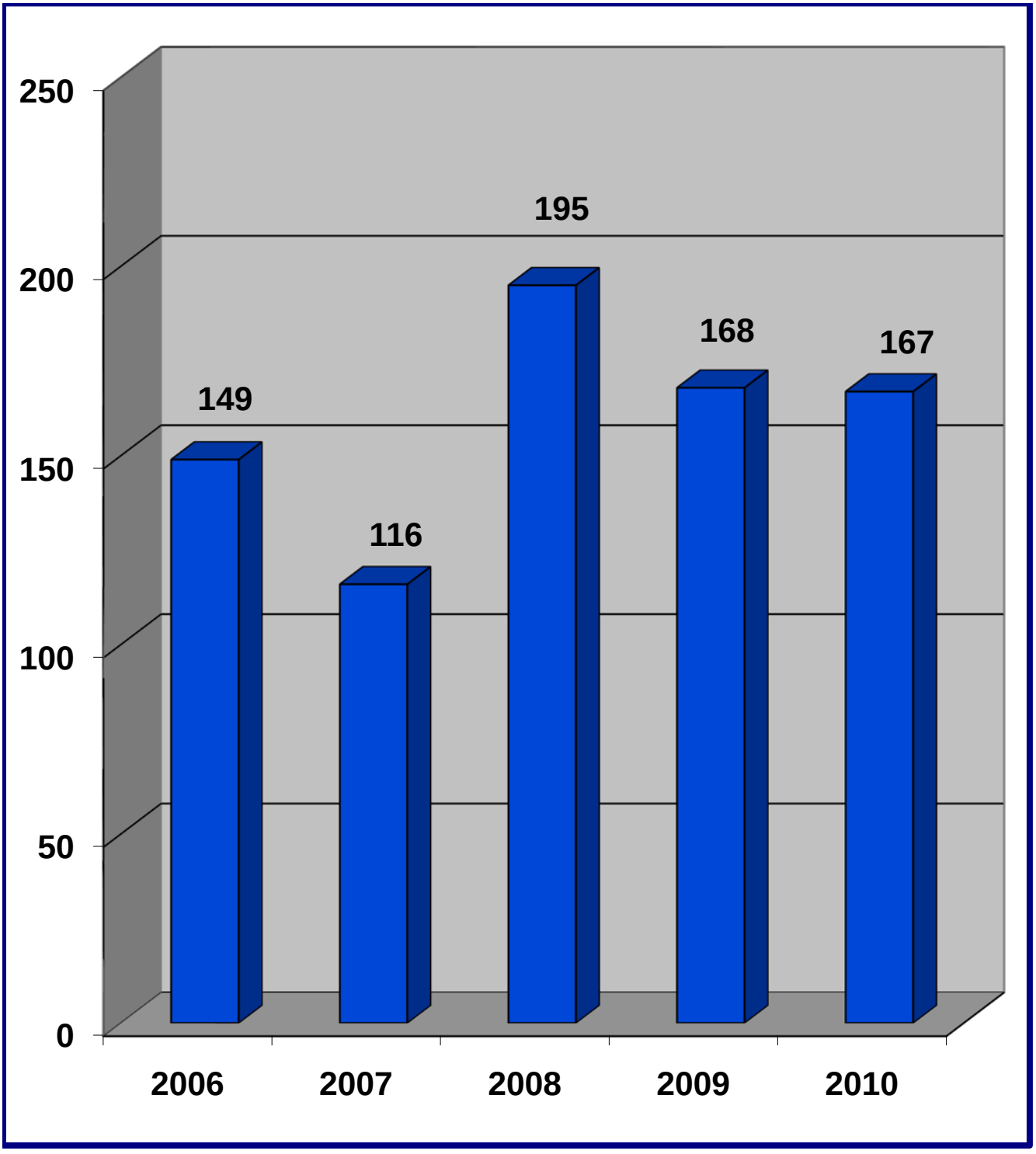
Robbery Clearance Rate

Dover Police Department
-vs-
Nation



NATIONAL FIGURES NOT AVAILABLE FOR 2010

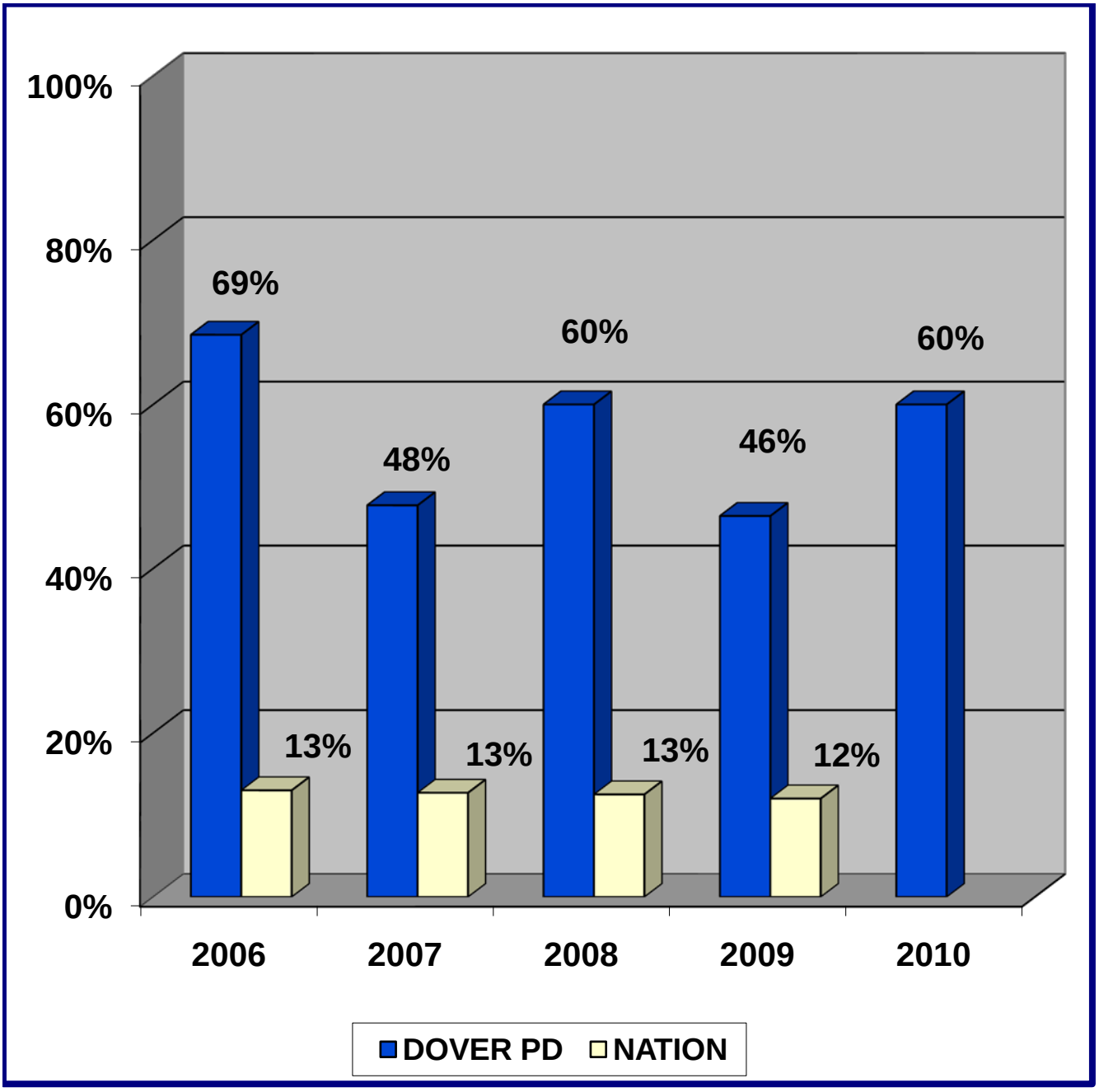
Burglaries
Five Year Comparison



City of Dover Police Department
Annual Report

Burglary Clearance Rate

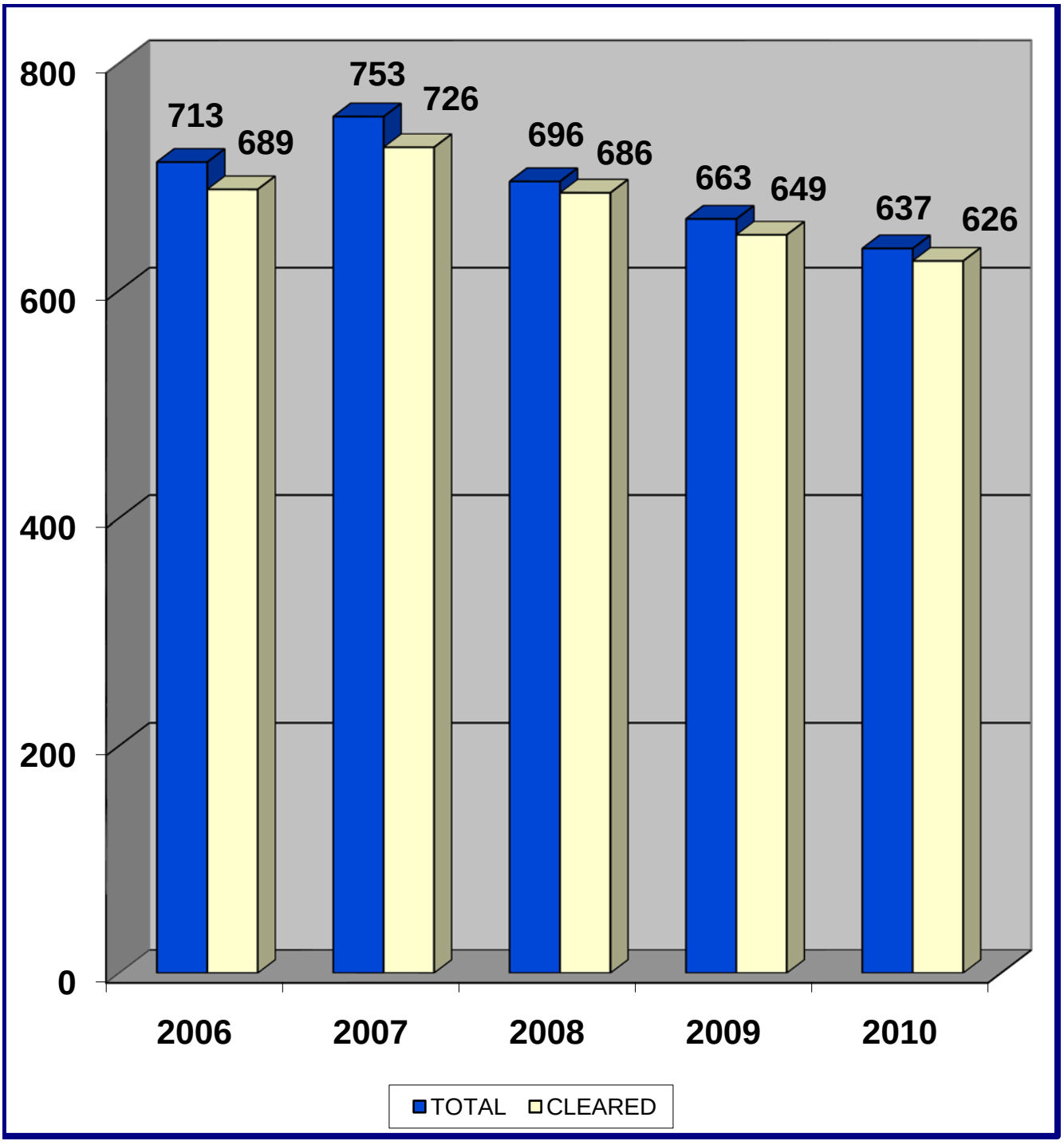
Dover Police Department
-vs-
Nation



NATIONAL FIGURES NOT AVAILABLE FOR 2010

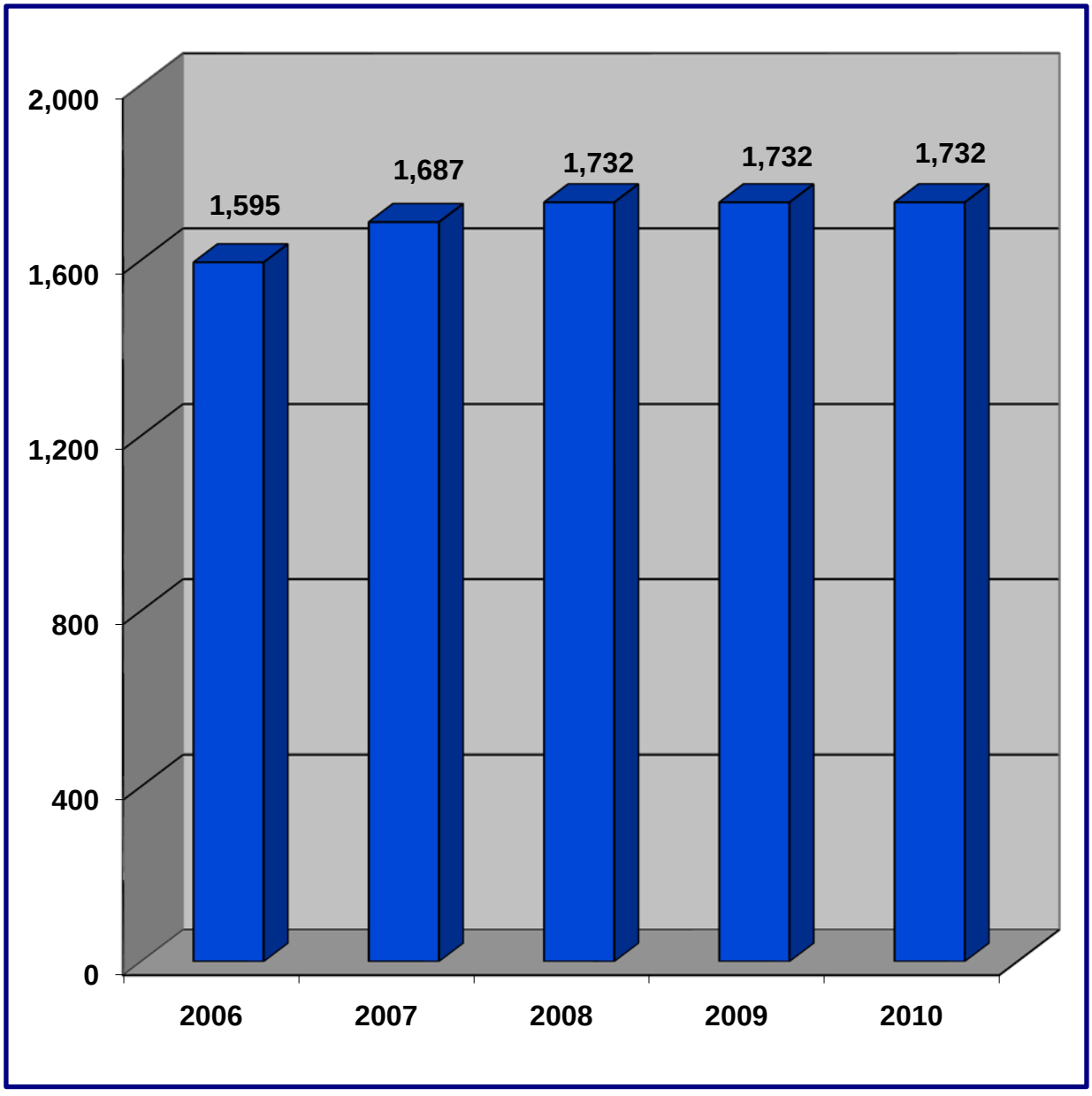
City of Dover Police Department
Annual Report

Drug Offenses
Five Year Comparison



City of Dover Police Department
Annual Report

Actual Drug Arrests
made by the
Drugs, Vice, and Organized Crime Section

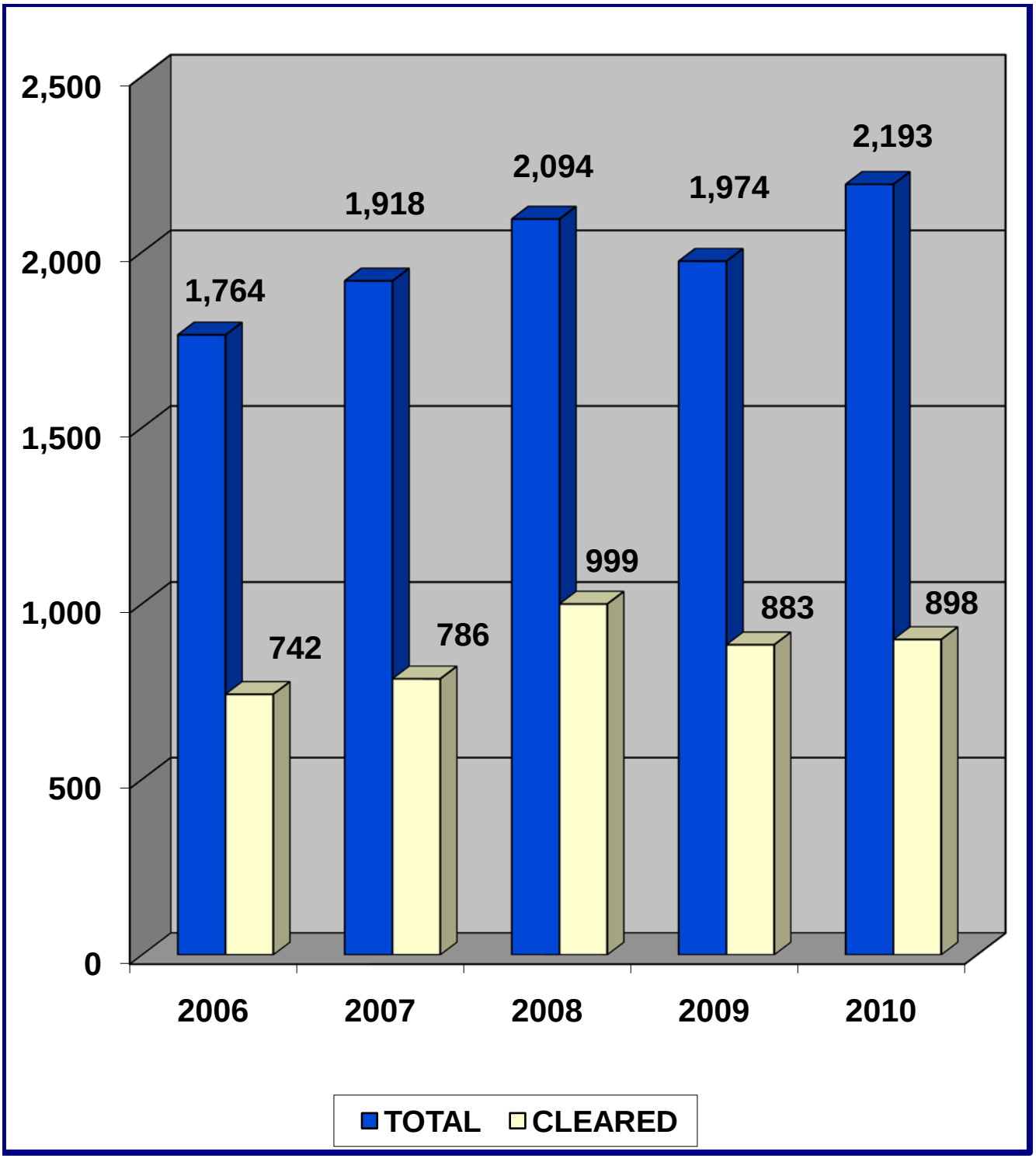


City of Dover Police Department
Annual Report

Property Crime

(Burglary, Theft, Motor Vehicle Theft, Arson)

Five Year Comparison



CRIME CLEARANCE COMPARISON
NATIONAL AVERAGE VS. DOVER POLICE DEPARTMENT

CITIES WITH POPULATION 25,000 TO 49,999

	NATIONAL 2009	DOVER 2009	DOVER 2010
VIOLENT CRIME (TOTAL)	*48.6%*	*73.4%*	*74.0%*
Murder	*66.8%*	*0.0%*	*100.0%*
Forcible Rape	*35.2%*	*78.0%*	*90.0%*
Robbery	*31.6%*	*63.1%*	*71.4%*
Aggravated Assault	*58.2%*	*77.5%*	*72.0%*
PROPERTY CRIME (TOTAL)	*21.8%*	*44.7%*	*40.9%*
Burglary	*12.4%*	*46.4%*	*59.9%*
Theft	*25.2%*	*45.5%*	*40.7%*
Motor Vehicle Theft	*13.3%*	*21.7%*	*16.8%*
Arson	*19.9%*	*62.5%*	*27.3%*
FORCIBLE RAPE			
Rape by Force	*33.9%*	*81.0%*	*88.9%*
Assault to Rape	*41.6%*	*100.0%*	*100.0%*
ROBBERY			
Firearm	*26.3%*	*57.1%*	*67.9%*
Knife	*32.5%*	*80.0%*	*50.0%*
Other Dangerous Weapon	*31.5%*	*50.0%*	*100.0%*
Strongarm	*35.1%*	*67.9%*	*76.0%*
AGGRAVATED ASSAULT			
Firearm	*43.3%*	*61.0%*	*57.4%*
Knife	*62.3%*	*82.0%*	*85.4%*
Other Dangerous Weapon	*58.1%*	*89.0%*	*78.0%*
Hands, Feet, Other	*62.0%*	*72.7%*	*71.4%*
BURGLARY			
Forcible Entry	*11.7%*	*44.6%*	*57.8%*
Unlawful Entry, No Force	*13.2%*	*45.2%*	*58.6%*
Attempted Forcible Entry	*10.8%*	*100.0%*	*100.0%*
MOTOR VEHICLE THEFT			
Autos	*13.7%*	*26.8%*	*23.9%*
Trucks and Buses	*12.2%*	*16.7%*	*40.0%*
Other Vehicles	*9.3%*	*9.5%*	*0.0%*
ARSON			
Structural	*23.3%*	*53.8%*	*16.7%*
Mobile	*10.3%*	*N/A*	*50.0%*
Other	*20.4%*	*100.0%*	*33.3%*

City of Dover Police Department
Annual Report

CRIMINAL SUMMARY

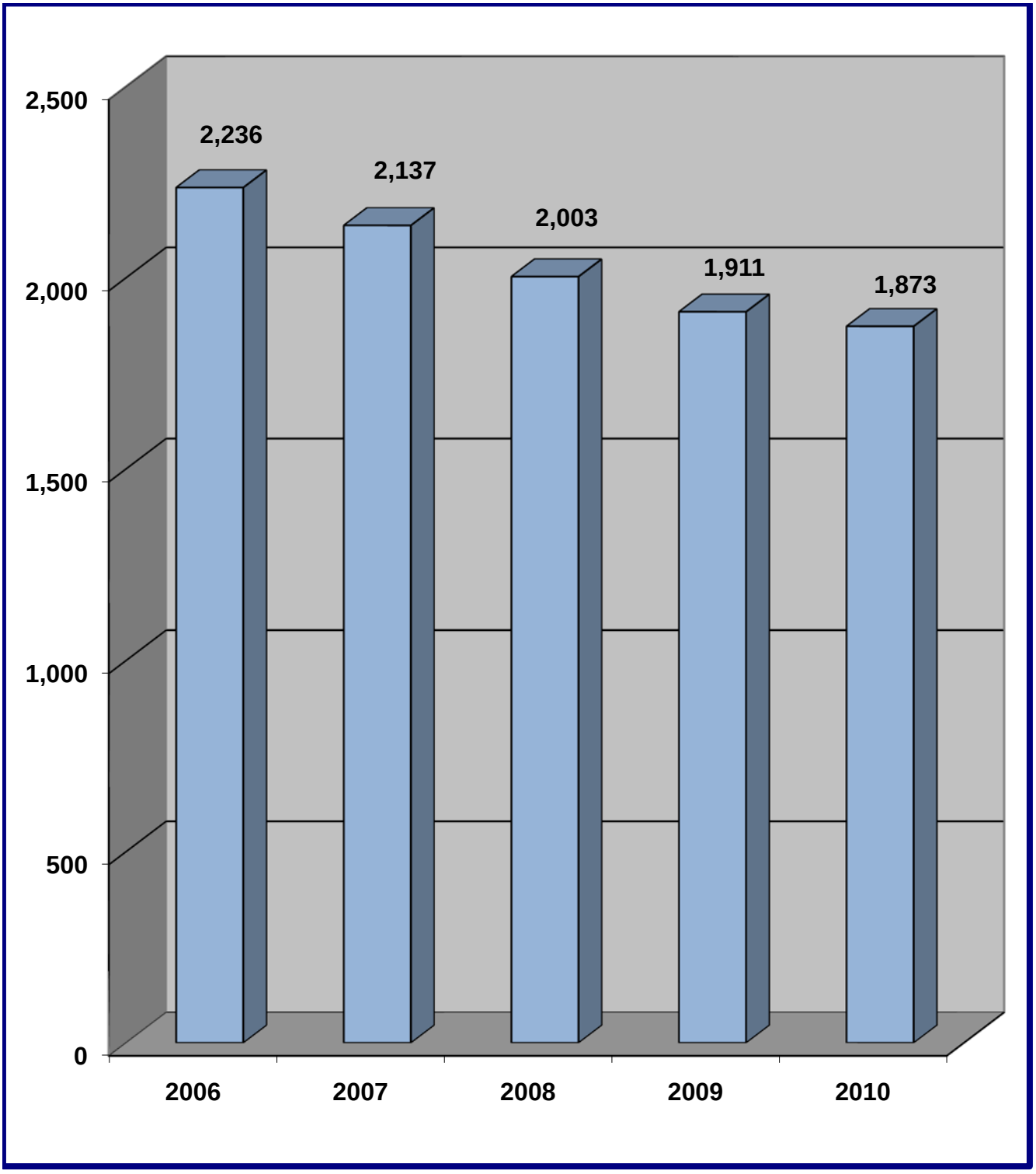
	ACTUAL COMPLAINTS		CASES CLEARED		ADULT ARRESTS		JUVENILE ARRESTS	
CLASSIFICATION OF OFFENSE	**2009**	**2010**	**2009**	**2010**	**2009**	**2010**	**2009**	**2010**
CRIMINAL HOMICIDE TOTAL	**2**	**1**	**0**	**1**	**0**	**4**	**0**	**0**
MURDER NON-NEGLIGENT MANSLAUGHTER	2	1	0	1	0	3	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	1	0	0
KIDNAPPING & ABDUCTION	**33**	**39**	**30**	**39**	**27**	**34**	**2**	**0**
SEXUAL OFFENSES, FORCIBLE	**41**	**30**	**32**	**27**	**15**	**11**	**3**	**3**
RAPE BY FORCE	21	9	17	8	5	4	1	0
FORCIBLE FONDLING	19	19	14	17	9	7	2	3
RAPE BY FORCE - ATTEMPTED	1	2	1	2	1	0	0	0
FORCIBLE FONDLING - ATTEMPTED	0	0	0	0	0	0	0	0
ROBBERY TOTAL	**84**	**56**	**53**	**40**	**35**	**38**	**11**	**0**
FIREARM	42	28	24	19	17	19	5	0
KNIFE OR CUTTING INSTRUMENT	10	2	8	1	3	1	3	0
OTHER DANGEROUS WEAPON	4	1	2	1	1	0	0	0
STRONG-ARM	28	25	19	19	14	18	3	0
ASSAULT TOTAL	**1,208**	**1,112**	**1,039**	**917**	**677**	**594**	**121**	**126**
AGGRAVATED ASSAULT TOTAL	204	182	158	131	94	92	20	16
FIREARM	59	61	36	35	15	19	2	4
KNIFE OR CUTTING INSTRUMENT	50	41	41	35	24	25	3	4
OTHER DANGEROUS WEAPON	73	59	65	46	41	35	14	5
AGGRAVATED - STRONG-ARM	22	21	16	15	14	13	1	3
NON-AGGRAVATED TOTAL	1,004	930	881	786	583	502	101	110
NON-AGGRAVATED - SIMPLE/HARASSMENT	844	781	756	685	520	447	88	89
NON-AGGRAVATED - INTIMIDATION	160	149	125	101	63	55	13	21
BURGLARY TOTAL	**168**	**167**	**78**	**100**	**38**	**50**	**12**	**20**
FORCIBLE ENTRY	121	102	54	59	27	29	4	15
UNLAWFUL ENTRY NO FORCE	42	58	19	34	10	20	7	2
ATTEMPTED FORCIBLE ENTRY	5	7	5	7	1	1	1	3
LARCENY - THEFT TOTAL	**1,707**	**1,908**	**777**	**777**	**653**	**624**	**234**	**179**
PICK POCKET	5	7	0	1	0	2	0	0
PURSE SNATCH	5	5	1	1	0	0	0	0
SHOPLIFTING	745	772	593	550	554	522	208	143
THEFT FROM BUILDING	443	456	123	113	69	66	13	16
THEFT FROM COIN-OP MACHINE	3	5	0	0	0	0	0	0
THEFT FROM A MOTOR VEHICLE	272	380	25	78	18	22	2	17
THEFT OF VEHICLE PARTS/ACCESSORIES	78	80	11	11	6	3	3	0
OTHER	156	203	24	23	6	9	8	3

City of Dover Police Department
Annual Report

CRIMINAL SUMMARY

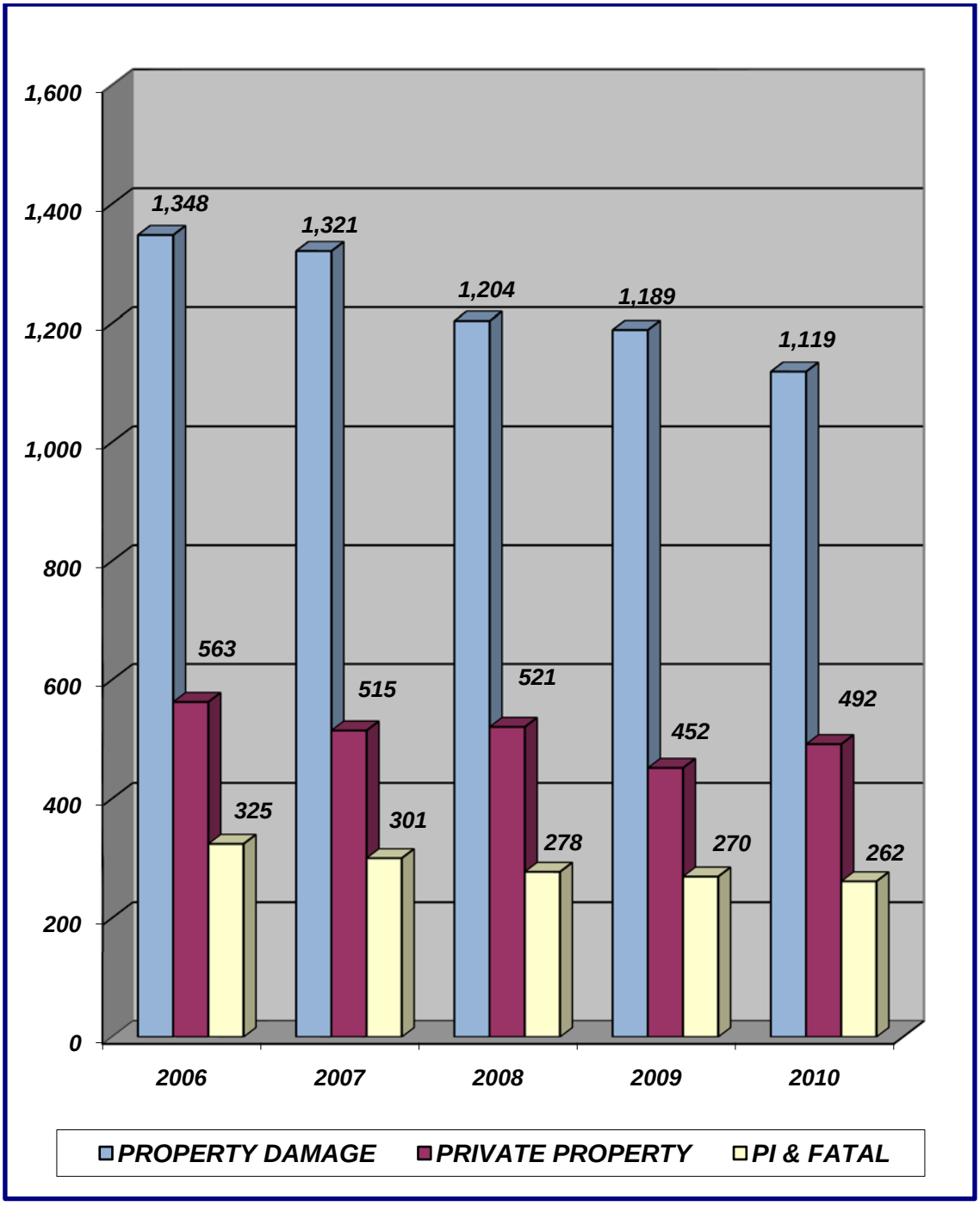
	ACTUAL COMPLAINTS		CASES CLEARED		ADULT ARRESTS		JUVENILE ARRESTS	
CLASSIFICATION OF OFFENSE	2009	2010	2009	2010	2009	2010	2009	2010
MOTOR VEHICLE THEFT TOTAL	83	107	18	18	7	5	3	3
AUTOS	56	67	15	16	4	4	3	3
TRUCKS & BUSES	6	5	1	2	1	1	0	0
OTHER VEHICLES	21	35	2	0	2	0	0	0
ARSON TOTAL	16	11	10	3	2	2	6	0
STRUCTURAL	13	6	7	1	1	1	3	0
MOBILE	0	2	0	1	0	1	0	0
OTHER	3	3	3	1	1	0	3	0
EXTORTION/BLACKMAIL	1	0	1	0	0	0	0	0
COUNTERFEIT/FORGERY	74	56	61	50	48	42	1	0
FRAUD TOTAL	402	433	312	337	115	147	11	6
FALSE PRETENSE/SWINDLE	169	195	131	146	50	73	4	4
CREDIT CARD/ATM	75	68	48	53	6	1	2	1
IMPERSONATION	158	170	133	138	59	73	5	1
WELFARE FRAUD	0	0	0	0	0	0	0	0
WIRE FRAUD	0	0	0	0	0	0	0	0
EMBEZZLEMENT	39	34	25	29	27	26	0	0
RECEIVING STOLEN PROPERTY	28	43	22	38	14	20	2	8
DESTRUCTION/DAMAGE PROPERTY	1,041	1,071	291	313	64	72	10	30
DRUG/NARCOTIC OFFENSES	663	637	649	626	349	320	39	44
DRUG/NARCOTIC	332	331	321	324	304	289	38	42
DRUG EQUIPMENT	331	306	328	302	45	31	1	2
SEXUAL OFFENSES, NON-FORCIBLE	2	4	1	4	0	2	0	0
INCEST	0	0	0	0	0	0	0	0
STATUTORY RAPE	2	4	1	4	0	2	0	0
PORNOGRAPHY/OBSCENE MATERIAL	4	1	4	1	2	0	0	0
GAMBLING OFFENSES	2	3	2	3	2	2	0	0
PROSTITUTION TOTAL	1	10	1	10	0	8	0	0
PROSTITUTION	1	3	1	3	0	2	0	0
PROMOTING PROSTITUTION	0	7	0	7	0	6	0	0
BRIBERY	1	0	0	0	0	0	0	0
WEAPONS LAW VIOLATIONS	138	120	115	102	14	17	8	8
TOTAL PART A OFFENSES	5,738	5,843	3,521	3,435	2,089	2,018	463	427

Crashes
Five Year Comparison



City of Dover Police Department
Annual Report

Crash Breakdown
Five Year Comparison

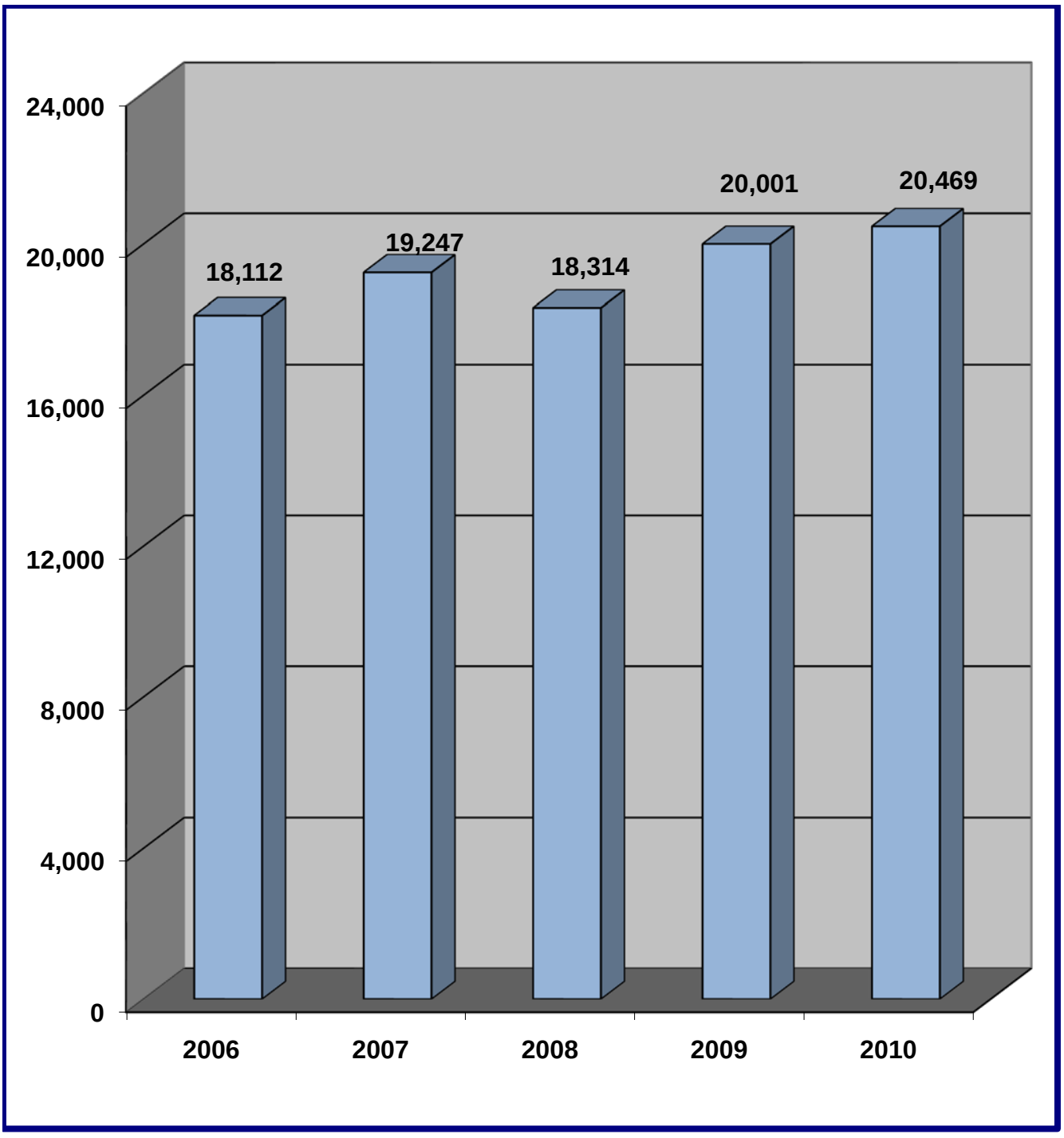


Dover Police Department
Annual Report
Traffic Crash Summary

TRAFFIC CRASH SUMMARY	2009	2010
TOTAL CRASHES*	1,911	1,873
FATAL CRASHES	2	2
PERSONAL INJURY CRASHES	268	260
PROPERTY DAMAGE CRASHES	1,189	1,119
PERSONS KILLED	4	2
PERSONS INJURED	288	283
PRIVATE PROPERTY CRASHES	452	492

**Total does not include 824 non-reportable crashes for 2009, and 960 non-reportable crashes for 2010.*

Traffic Arrests
Five Year Comparison

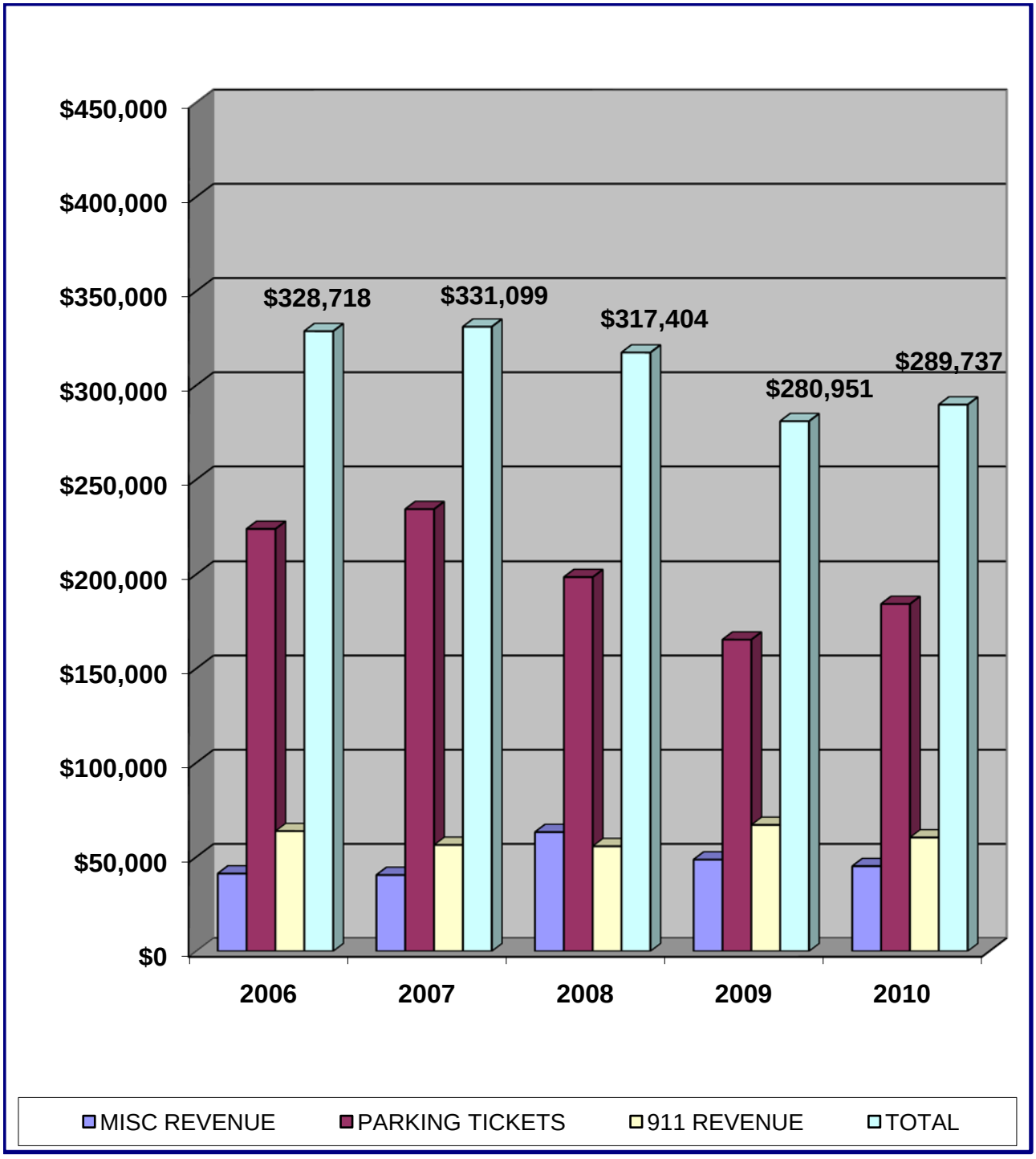


Dover Police Department
Annual Report
Traffic Arrest Summary

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 of Dover Police Department
Annual Report

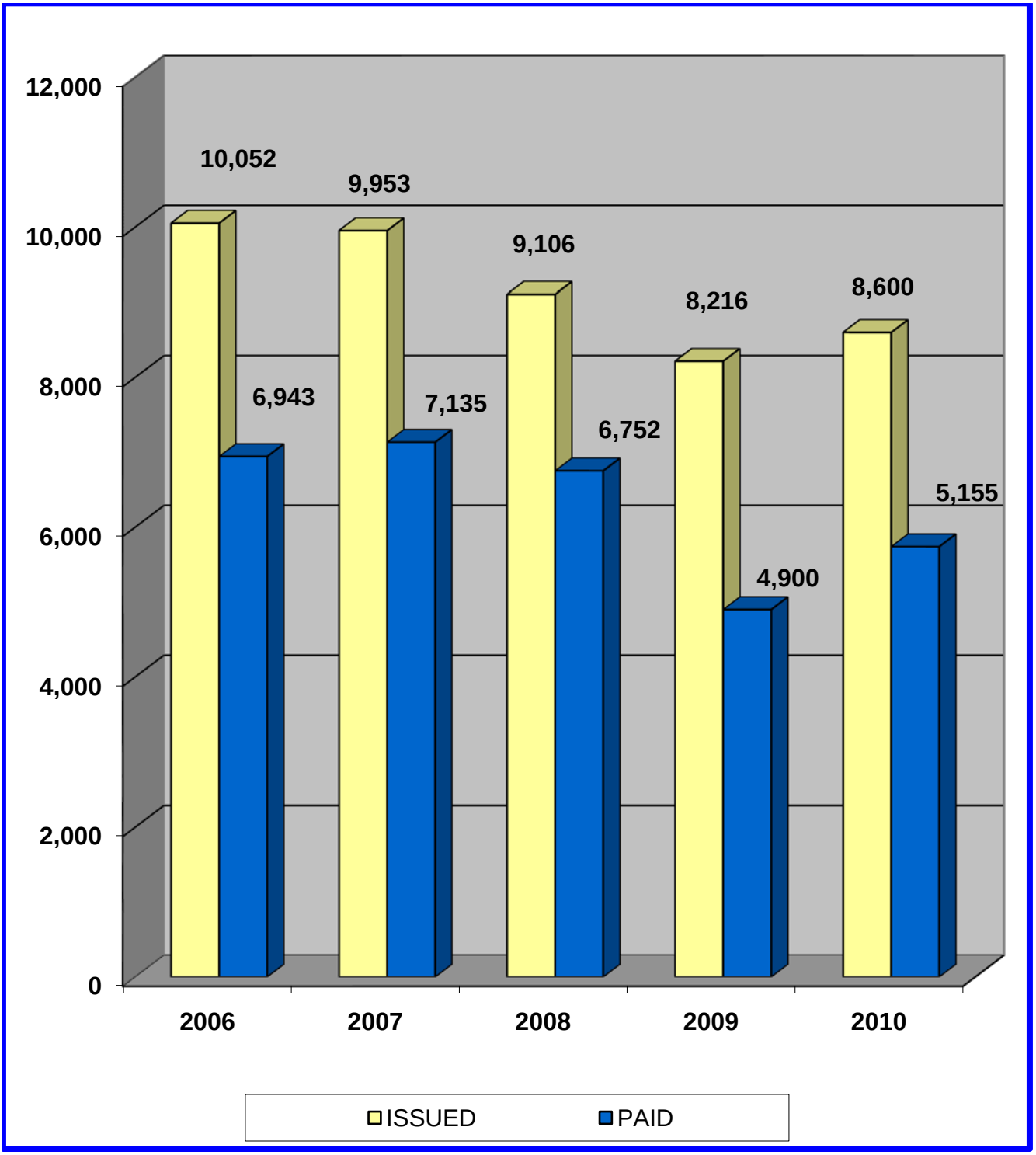
Police Revenue
Parking Fines and Reports



Dover Police Department

City Ordinance Summons Issued/Paid

Five Year Comparison



Dover Police Department
Annual Report
City Ordinance Summons and 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

*Miscellaneous funds include monies deposited from collections agency payments

City of Dover Police Department
Annual Report

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

City of Dover Police Department
Annual Report

Miscellaneous Calls for Service

MISCELLANEOUS CALLS FOR SERVICES

This refers to the category in which the dispatcher classified the call for service.

SERVICE REQUEST TYPE	***2009***	***2010***
ALARMS	2,209	2,422
ANIMAL	922	962
ASSIST OTHER AGENCY	501	575
CITY ORDINANCE VIOLATION COMPLAINTS	46	43
DRUG OVERDOSE	34	35
ESCORTS, INCLUDES CITY HALL	389	378
LOCK JOCK	1,526	1,478
LOST/FOUND PROPERTY	244	292
LOUD MUSIC	183	138
COMMUNITY SERVICE REQUESTS	442	322
MEGAN'S LAW (SEX OFFENDER REGISTRATION)	411	674
MENTAL PATIENT	183	169
MISSING PERSONS	291	320
LOUD NOISE	830	778
PROTECTION FROM ABUSE ORDER VIOLATIONS	67	68
PROPERTY CHECK	153	167
PROPERTY RETRIEVAL	278	234
PUBLIC ASSISTANCE	418	559
SUDDEN DEATH	42	34
SUICIDE (includes attempts)	109	103
TRAFFIC REQUEST	208	407
UNSECURED BUILDING	94	79
TOTAL	**9,580**	**10,237**

STATUS/DISPOSITION OF CALLS RECEIVED

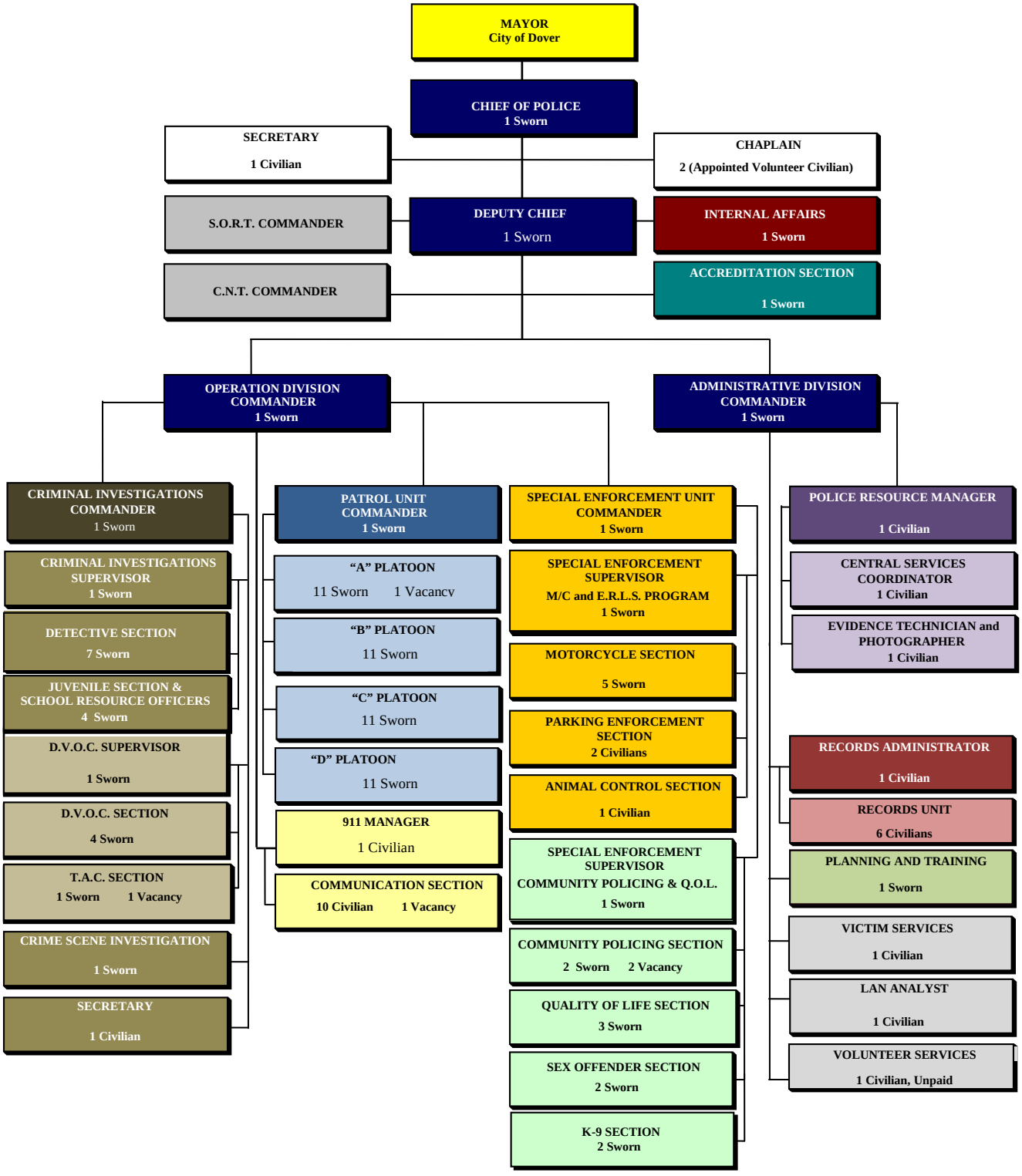
This refers to the category in which the dispatcher or officer classified the result of the call for service

	2009	***2010***
REPORT REQUIRED	9,348	9,567
NO REPORT REQUIRED	8,352	8,514
CANCELED PRIOR TO OFFICER ARRIVAL	373	640
CRIME PREVENTION CHECK PERFORMED	219	445
NO REPORT - AREA CHECKED W/NEGATIVE RESULTS	4,529	4,897
NO REPORT - FALSE ALARM	1,883	2,158
CLEARED - LOCK JOCK SUCCESSFUL	1,067	984
CLEARED - LOCK JOCK UNSUCCESSFUL	335	333
TURNED OVER TO ANOTHER AGENCY	117	168
ALL OTHER CATEGORIES	5,359	6,401

Dover Police Department 2010 Grant Funding Summary

State Attorney General's Office	Total Funded
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**

Dover Police Department
2010 Organizational Chart



Staff



Chief Hosfelt is surrounded by his staff:
Left to right: Major Bernat, Mrs. Patricia Virdin, Lt. Rachko, Lt. McKeown, Capt. Stump, Capt Getek, Lt. Scott, Lt. Counselman, and Mrs. Christina Kober. Pictured below: Mrs. Robin Adkins



Chief of Police:	James E. Hosfelt, Jr.
Deputy Chief:	Paul Bernat
Operations Division Commander:	Timothy Stump
Administration Division Commander:	Steven Getek
Criminal Investigations Unit Commander:	Daniel McKeown
Patrol Unit Commander:	Robert Scott
Special Enforcement Unit Commander:	Alan Rachko
Internal Affairs Unit Commander:	Benton Counselman
Police Resources Manager:	Robin Adkins
Records Unit Administrator:	Patricia Virdin
911 Manager	Christina Kober

Promotions

Every year officers of the Dover Police Department take part in a highly competitive promotion process. The following officers were promoted during the year 2010:

James Hosfelt to Chief
Paul Bernat to Major
Timothy Stump to Captain
Alan Rachko to Lieutenant
Jack Fortney to Sergeant
David Gist to Master Corporal
Scott Sealund to Master Corporal
Lawrence Simpkiss to Master Corporal
Aaron Dickinson to Corporal
Mark Guiteras to Corporal
James Stubbs to Corporal
Carlton Turner to Corporal
Joseph Bauer to Patrolman First Class



Congratulations to these fine officers on their promotions.

Officers of the Quarter

1st Quarter



Ptlm. Scott Hurd

2nd Quarter



Cpl. Jeffrey Matthews

3rd Quarter



PFC Christopher Bumgarner

4th Quarter



Ptlm. Christopher Peer

Civilians of the Quarter

1st Quarter



Mrs. Renee Northam

2nd Quarter



Dispatcher Ryan Knowles

3rd Quarter



Dispatcher Lee Jackson

4th Quarter



Mr. Robert Neylan

Officer & Civilian of the Year 2010



PFC Christopher Bumgarner



Mr. Robert Neylan

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.

Awards Ceremonies

The Dover Police Department held two Award Ceremonies last year. Officers and civilians earned the following awards in 2010:

- *4 Life Saving Commendations*
- *5 Distinguished Unit Commendations (with 26 recipients)*
- *10 Exceptional Performance Commendations*
- *4 DUI Awards*
- *8 Service Achievement Awards*
- *13 Safe Driving Awards*
- *5 Loyal Service Awards*
- *28 Perfect Attendance Awards*







Top: American Legion Walter L. Fox Post is honored for providing meals on holidays to Dover Officers
2nd Row left to right: Officers and Civilians receive the Meritorious Service Award; Patrol Officers are recognized with the Distinguished Unit Commendation

New Officers



Mayor Carey issues the oath of office to Ptlm. Christopher Boyce



Mayor Carey issues the oath of office to Ptlm. Anthony Griffin



Mayor Carey issues the oath of office to Ptlm. Terrence Knight



Mayor Carey issues the oath of office to Ptlm. Ian Thompson

Special Operations Response Team (SORT)



The Special Operations Response Team is comprised of 18 veteran officers. Four positions were added this year to supplement and meet the increasing needs of the team. Officers are only considered for this special assignment upon completion of extensive physical testing as well as firearms proficiency. The Special Operations Response Team is highly trained in the areas of hostage rescue, barricaded subjects, and high risk warrant service.

During 2010, each member of this extremely motivated team completed an average of over 200 hours of specialized training in firearms, tactics and rappelling. Additionally, the Special Operations Response Team executed numerous high-risk search warrants in support of the Drugs, Vice, & Organized Crime Section, the Federal Drug Enforcement Agency and the Delaware State Police.

The team successfully resolved an incident involving a barricaded suspect who was armed with gasoline and a lighter who was threatening to blow up his home. SORT also responded to six gunman barricaded in a home who had fled from a large exchange of gunfire with another group. Both incidents were resolved without injury to any officers, civilians or suspects. Lastly, the team assisted the United States Secret Service by providing a security detail for the Vice President's visit to Legislative Mall in May, 2010.

Crisis Negotiation Team (CNT)



The Crisis Negotiation Team is a specialized unit comprised of ten veteran officers of the Dover Police Department, whose mission is to respond to all Barricade and Hostage situations. The CNT Commander reports directly to the Deputy Chief of Police who is also responsible for authorizing their activation. Once activated, the Crisis Negotiation Team focuses their resources on establishing personal contact with the individual involved. Once contact is established CNT uses the opportunity to appraise, evaluate and gather intelligence in order to resolve the crisis as quickly as possible.

The Crisis Negotiation Team added MCpl. Jeffrey Melvin and Cpl. Mickie Price as new team members in 2010. The Crisis Negotiation Team maintains their proficiency through bi-monthly training exercises, two of which include joint training with SORT. Throughout 2010, members of the Crisis Negotiation Team attended continuing education courses designed to enhance the team's capabilities

Internal Affairs

The Internal Affairs Unit is staffed with one sworn officer who holds the rank of Lieutenant. The mission of the Internal Affairs Unit is to ensure the integrity of the Police Department by maintaining an internal system that is objective, fair, and equitable in its methods of internal investigation. The Internal Affairs Office is responsible for investigating allegations of misconduct by employees both sworn and civilian. The Internal Affairs Unit also investigates all complaints or allegations of corruption, use of excessive force, breach of civil rights, criminal misconduct, and violations of department policy. This office is tasked with working directly with the City Solicitor in responding to civil actions.



Lt. Benton Counselman

In addition to its primary duties, the Internal Affairs Office retains an active role in training new recruits along with local citizens who attend the Citizens Police Academy. New employees are acquainted with the function of the Internal Affairs Office, including an overview of rules, regulations and job performance standards. Internal Affairs is also tasked with several other responsibilities including the inspection of departmental equipment, vehicles, and evidence storage facilities.

Public Information Officer

The Public Information Officer (PIO) is a responsibility assigned to the Dover Police Department's Operations Division Commander and in his absence the responsibility of disseminating information to the media and public falls upon the four Unit Commanders. This is primarily accomplished by publishing information and photos on the department web page, which can be accessed at www.doverpolice.org. The PIO also has regular contact with journalists from newspaper, radio, and television and gives both telephone and in- person interviews. Additionally, the Public Information Officer is often called upon to serve as emcee during departmental functions such as Promotions & Awards Ceremonies and Retirement Dinners.



Capt. Tim Stump emcees the Promotions & Awards Ceremony

Criminal Investigation Unit
Detective Section

The Dover Police Criminal Investigation Section is tasked with the responsibility to investigate the most serious crimes that occur within the City of Dover. This section also conducts financial and identity theft investigations. In addition to these duties they are called upon to perform background investigations on all civilian and police applicants who are being considered for employment.

In 2010, the seven detectives assigned to this section investigated a total of 2,367 complaints and cleared 2,241. The detectives solved 74% of the robberies, 67% of the burglaries and 100 % of the rapes. The Detective Section cleared 94.68% of all cases that they investigated. These clearance rates are significantly higher than the national average. This speaks volumes for their investigative abilities.

In 2010, Detective Jennifer King attended the premier evidence collection school in the United States, the National Forensic Academy. She graduated in November and became one of only four graduates of the National Forensic Academy that currently work in the State of Delaware.

Renee Northam serves as the secretary in the Criminal Investigations Unit. She excels at her position and has grown to become a key member of the Criminal Investigation Unit and the Dover Police Department.



Left to Right: Det. Jennifer King graduates from the National Forensic Academy, CI Secretary Renee Northam files paperwork, CSI Larry Simpkiss processes evidence from a burglary, Det. Jeffrey Gott received the American Society Industrial Security Officer of the Year Award and Det. Robert Roswell received the Crime Stoppers' Officer of the Year Award

Crime Scene Investigation Unit

In August, 2010 the Crime Scene Investigation Section (CSI) was formed. Det. Larry Simpkiss, who is a graduate of the National Forensic Academy, heads the unit and is assisted by Det. Jennifer King who is a part time member. The purpose of the unit is to assist all members of Dover Police Department in the collection of evidence using the latest and most innovative techniques of evidence collection. The Section is currently in the infancy stages of development as we are gathering needed equipment/supplies and building proper facilities to house the Section. It is expected to become fully operational in 2011.

Drugs, Vice, & Organized Crime Section (DVOC)

The Drug, Vice, & Organized Crime Section is comprised of five officers who work in an undercover or plain clothes capacity. All five officers working in concert are committed to eliminating the use and sale of illegal drugs, counterfeit merchandise, and prostitution from the City of Dover. Because of their 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.

The Drugs, Vice, and Organized Crime Section takes great pride in the working relationship it has established and maintained with the Drug Enforcement Administration (DEA) and the Delaware Department of Probation and Parole.



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

DEA Task Force

The Dover Police Department continued its ongoing relationship with the Drug Enforcement Administration (DEA) during 2010. The local DEA Task Force is comprised of detectives from local and state police agencies who work in conjunction with federal agents from the Drug Enforcement Administration. The Dover Police Department continues to provide two officers to work with this federal task force.

Operation Safe Streets

In addition to the Drug Unit and the DEA Task Force, the Dover Police Department continues to support the Governors statewide initiative "Operation Safe Streets". A Dover Police Officer works alongside an officer from Delaware Probation and Parole. Together they concentrate their efforts on street level sales of illegal narcotics, as well as, current probationers who reside within the city limits of Dover.

Juvenile Section



Left to Right: PFC Stevenson and MCpl. Case prepare for DARE Graduation

The Juvenile Section consists of four officers: two certified DARE Officers and two School Resource Officers. The DARE Officers, include MCpl Todd Case and PFC Demetrius Stevenson who instruct an eighteen week classroom course to the 5th graders in both the Capital School and Caesar Rodney School Districts. The focus of the course instruction is an anti-drug, anti-violence approach to making good and healthy choices. The end of the curriculum is celebrated with the students attending a DARE Graduation in which they are recognized for their accomplishments. Officers conduct three DARE graduations per school year. In addition Officer Case and Stevenson maintain a highly visible presence in all 17 schools that are located in the city limits of Dover. This includes PRE-DARE lessons taught in the elementary schools.

The School Resource Officer (SRO) program is in its seventh year of existence thanks to a partnership between the Dover Police Department and the Capital School District. MCpl Keith Hester is assigned to Central Middle School and Cpl Danny Ranger is assigned to Dover High School as the School Resource Officers. SRO's regularly teach various classes in regards to health and safety issues. In addition to patrolling the school grounds and attending after school functions, such as sports events and student dances. All Juvenile Section Officers are involved in extracurricular events throughout the year. The events are held in different locations in the city and are focused on positive interaction with children and teenagers. The Juvenile Section Officers strive to build and maintain a positive rapport with all of the students in the Capital School District and the children that reside in our community.

The Juvenile Section also handles criminal complaints throughout the year involving crime against juveniles and crimes committed by juveniles.



Left to Right: SRO Ranger talks to students at Dover High, SRO Hester teaches during the 2010 Youth Academy

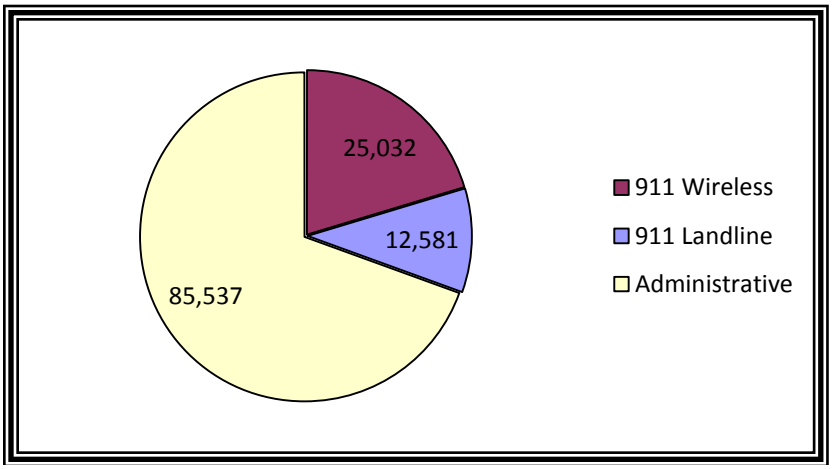
911 Center



Dispatcher Michael O'Connor enters data into the Department's CAD system

The Dover Police Department's 911 Center is the first point of contact for emergency services provided to the residents and visitors of Dover. The 911 center operates 24 hours a day 7 days a week providing police, fire and emergency medical services. The 911 center is staffed by 11 full time dispatchers. Once a call is received by a dispatcher, he/she will obtain the pertinent information necessary to log the call for service in the Computer Aided Dispatch (CAD) system. Once the call is logged in the CAD system the dispatcher must prioritize the complaint, and then ensure the appropriate emergency services are promptly dispatched. The CAD system allows the dispatchers to check for hazards or prior calls from the location of the call for service. In addition, dispatchers can monitor the officer's status, such as when on a vehicle stop, or out to court. Dispatchers are tasked with staying in constant communication via 800 MHz radio system and in car computers, known as Mobile Data Terminals (MDT) with officers. When not busy on the telephone or radio, dispatcher's duties include data entry of wanted persons, missing person, stolen guns, articles, plates, and vehicles in the locals system (DELJIS) and National Crime Information Center (NCIC), and criminal history checks. Dispatchers are responsible, dedicated people who work very hard to help keep the citizens and officers safe.

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.



Patrol Unit

The primary responsibility of the Patrol Unit is to respond to calls for service in the community twenty-four hours a day. These calls for service are for criminal complaints, motor vehicle accidents, medical emergencies and an assortment of other types of complaints.

Patrol officers are the first responders to a variety of incidents thus protecting the life and property of the citizens of and visitors to the City of Dover while at the same time proactively enforcing all aspects of the law.

The Patrol Unit consists of four Platoons. To provide the very best service to the public, a typical Platoon consists of officers with the following specialized training and responsibilities:

- *Crash investigation and reconstruction*
- *Special Operations Response Team*
- *Crisis negotiators*
- *Shift investigators*
- *Field Training Officers*
- *Honor Guard*



PFC Krista Sealund & Ptlm. Terrance Knight "arrest" a subject during a training exercise.

Crash Investigation & Reconstruction Team

The City of Dover Police Department investigated 1,873 traffic crashes in 2010. This was an overall reduction of 5% as compared to 2009. This past year the Dover Police Department also investigated two fatal injury crashes.

In the event of a fatal, serious injury, hazardous material or police officer involved crash the Dover Police Department relies on the highly trained Crash Investigation and Reconstruction Team. The Reconstruction Team consists of seven officers. Each platoon is assigned a team member with the remaining three officers being assigned to the Detectives Unit. The Reconstruction Officers have received advanced training in the following areas:

- *Traffic Crash Reconstruction from the Institute of Police Training and Management*
- *Advance Traffic Crash Investigation from the Institute of Police Training and Management*
- *CAD Zone /crash zone computer aided drafting*
- *Sokkia Total Station for surveying*
- *Crash data retrieval programming*





Top: Photo of a serious injury crash within the City
Bottom: Accident Reconstruction Team members, PFC Mast, Ptlm. Rich, MCpl. Hermance, MCpl. Simpkiss

Collision, Awareness, Responsibility, & Safety Program (CARS)

The Dover Police Department's CARS program was developed for high school students enrolled in Driver's Education. The Department teamed up with Dover High School & Campus Community School and started teaching this program in the fall of 2004. The 90-minute block of instruction was created and is taught by officers specially trained in Accident Reconstruction. The core topics are: common violations that result in accidents, occupant protection (seat belts/airbags), decision-making, and what to do if involved in an accident.

The purpose of the course is to teach our new motorists the harsh reality of motor vehicle accidents from the grim point of view of the officer who investigates them. The ultimate goal is to take a proactive measure in an attempt to keep our youth safe. The course is taught throughout the school year to approximately 450 students.



MCpl. Hermance teaches CARS at Dover High School

Community Policing Section

In 2010, the Community Policing Section was reduced to two officers due to limited staffing. The officers are continuing to work with apartment managers and neighborhood watch groups and civic associations. They present personal safety talks to senior citizens and special presentations at schools for children. The Community Policing Officer assist with the following events in 2010; National Night Out, First Night Dover, Ghost and Goblins at Dover Downs, July 4th fireworks/ parade, numerous parades in Dover, as well as assisting Milford, Harrington and Milton with holiday parades.



MCpl. Bernat teaches a class

K-9 Section

The K-9 officers are assigned to the Special Enforcement Unit for training and scheduling, but work directly with the patrol shifts. Police canines are cross-trained, for explosive detection, and for drug detection. Police canines often assist officers in the apprehension of dangerous felons, suspects resisting arrest or fleeing crime scenes.



Left to Right: Cpl. Barrett explains what is going to happen during the K-9 demonstration at National Night Out. Cpl. Jeffrey Davis assists with the demonstration.

Sex Offenders Enforcement Section

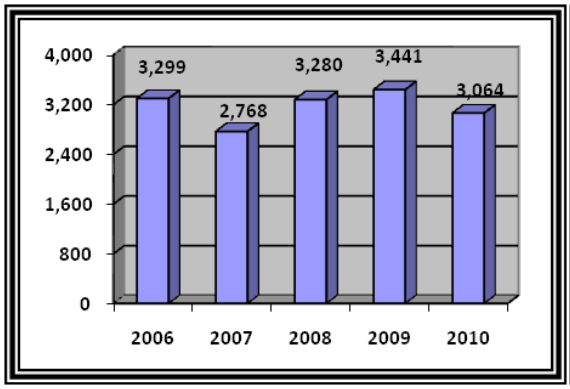
The Sex Offender Section consists of two officers who keep track on all registered sex offenders that reside, work, or go to school in Dover. At any given time there are between 175 to 225 registered sex offenders that meet this criteria in Dover. These officers are responsible for making appropriate notifications to the public. They will obtain warrants if an offender violates the conditions of the program and aggressively search for the suspect to make the arrest. These officers will conduct audits on all offenders in the city to ensure compliance with the program. Tier 1's sex offenders are audited annually, Tier 2 sex offenders are audited bi-annually and Tier 3 sex offenders are audited quarterly.



Cpl. Mickie Price & Cpl. Harvey Jaksch prepare to make door to door notifications

Quality Of Life Neighborhood Enforcement Team (QOLNET)

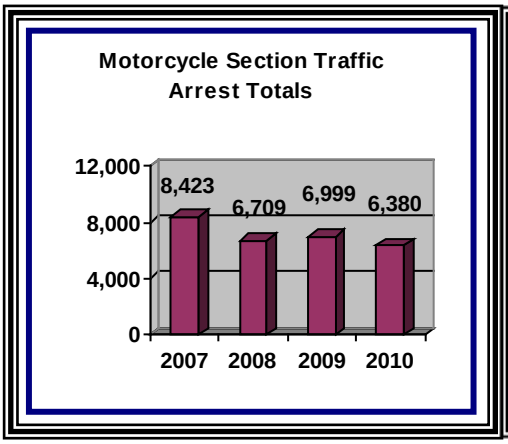
Despite a reduction in staffing QOLNET still provided successful proactive policing. QOLNET still takes a proactive stand on nuisance crime such as loud music from vehicles, drinking in public, street level drug dealing and prostitution. Year end totals for this section are ***571 criminal arrests****,* ***294 Dover City Ordinances*** *issued and* ***1,726 complaints*** *assigned.*





Left to right: QOLNET Enforcement Action Totals, PFC Webster & PFC Martinek on foot patrol in downtown Dover

Motorcycle Section





Left to right: Motorcycle Section arrest totals, MCpl. Kuntzi and PFC Pfeiffer use Lidar for speed enforcement

The primary assignment of the motorcycle section is traffic enforcement; however they assist other units when necessary. In 2010, they issued ***6,380 tickets****, and had* ***1,786 complaints****. Additionally, they assisted with* ***63 funeral escorts****, and provided traffic control for numerous parades within the City.*

Parking Enforcement Attendants

The Dover Police Department has two full time Parking Enforcement Attendants, who enforce the parking laws within the City.



Left to right: Parking Enforcement Officers John Boyer and C. Frank Hutchins

Animal Control Officer

The Animal Control Officer investigates complaints of stray, nuisance, and dangerous animals.



Animal Control Officer Mark Moore

Police Resources Manager

This is a civilian staff position and is responsible for the department's financial management duties. This includes the responsibilities associated with managing the department's budget and grants as well as performing oversight and backup for the other resource functions in the department. These functions include fleet management, building maintenance, evidence and photography.



Mrs. Robin Adkins

Central Services Coordinator

This civilian position performs a wide range of duties. They include department purchasing and the coordination of all maintenance and repair of our vehicle fleet, office equipment and specialized police equipment. In addition, he supervises building maintenance and evidence/photography personnel.



Mr. Timothy Mutter

Evidence Technician / Photographer

Evidence accountability is a key function in any police department and is critical for the successful prosecution in criminal cases. He also photographs crime scenes, police functions and other city events as requested.



Mr. Robert Neylan readies siezed guns for destruction

Building Maintenance

Mr. Stubbs and Mrs. Couden perform the countless tasks needed to keep all our building's facilities and systems properly maintained and working in a safe, clean working envornment. They also schedule and coordinate recurring contract maintenance for these systems. In addition, they assist the Central Services Coordinator in performing minor fleet maintenance and transporting vehicles to/from repair facilities.



Mr. Thomas Stubbs and Mrs. Kristin Couden

Local Area Network Analyst (LAN Analyst)

The LAN Analyst is responsible for the department's computers, application software, servers and related network infrastructure. The computer systems within the department continue to present unique challenges due to the enhanced security requirements imposed by state and federal mandates. He works closely with several state agencies to implement and troubleshoot state-hosted systems that are accessed by police employees.

This position is also responsible for assisting with the design, implementation and purchase of all items within the department associated with computer technology. The LAN Analyst is currently responsible for 81 desktop computers, 35 mobile data computers, 16 servers, 11 network printers and various stand-alone peripherals.



Mr. Paul Cookson works on DPD's Server

Records Unit

The Records Unit is responsible for all documents generated by the Police Department which number in the tens of thousands annually. These documents include all criminal reports, arrest reports, traffic crash reports, traffic citations, and city ordinance summons which are submitted to the Records Unit for review, data input, storage, and archiving. In addition, the Records Unit is tasked with processing and verifying the department's payroll for submission to the City Finance Office.

The Dover Police Records Unit is one of only three municipal police agencies in the state who are authorized to directly upload crime data into the State of Delaware's Justice Information System (DELJIS).



Record Clerks; Ms. Nancy Frazier & Ms. Sharon Walker verify paperwork

Victim Services Unit

Ms. Diane Glenn serves as the Department's Victim Services Coordinator and provides crime victims with professional assistance and support. Each crime victim and their family are provided with a supportive environment to assist them through some very difficult times and decisions in their lives. Our goal is to help lessen the trauma suffered and provide support throughout the criminal justice process.

Services provided to crime victims and their families vary in each case depending upon the needs of the individual. Services include: death notifications, crisis intervention, referrals to community based services, criminal justice updates, court accompaniments, assistance with filing for violent crime compensation through the state, as well as a host of other services as needed in each particular case.

The Dover Police Department is committed to the fair, compassionate, and dignified treatment of all crime victims. We continue to strive to improve and enhance all services related to helping victims and survivors through such traumatic events.

Below is a statistical breakdown for services provided in 2010:

New Clients Served	*217**
Existing Clients Served	*81*
Total Number of Victims Served	*298*

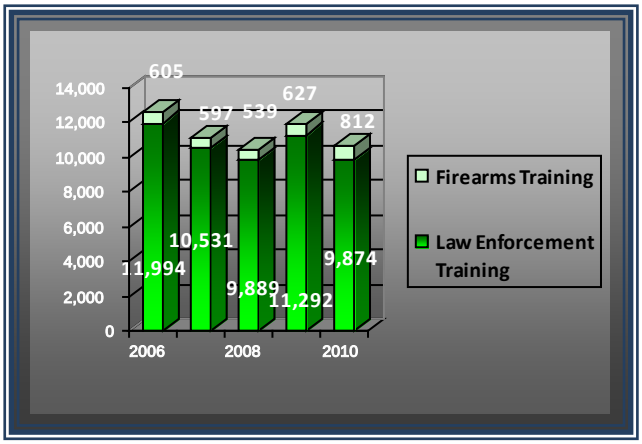
**149 Female and 68 male clients*

Home Visits	*15*
Call Outs	*27*
Crisis Intervention	*83*
Telephone Contacts	*367*
In Person Contacts	*187*
Referrals to Community Services	*130*
Criminal Justice Information	*451*
VCCB/Supplemental Claims	*34*



Ms. Diane Glenn

Planning & Training Section





Dover Officers shoot during firearm's training

The Planning and Training Section is responsible for all aspects of training, recruitment, and applicant testing. Planning and Training ensures that all sworn and civilian members of the department receive training in compliance with the standards established by the Delaware Council on Police Training (COPT), Departmental Policies, CALEA standards, and Federal mandates. The Planning and Training Unit also provides training to outside agencies that request assistance with their training needs. The unit coordinates the Citizen's Police Academy and is also responsible for all newly hired police officers through their completion of the Field Training Program. Throughout the year Planning and Training participates in various job fairs in the local region in an effort to recruit qualified and diverse applicants.

In 2010, the Planning and Training Section coordinated a total of 9,873.5 hours of training for the department's certified officers and 80.5 hours of training for the civilian employees.

Major training accomplishments in 2010 were:

- *One Detective attended a ten week school hosted by the University of Tennessee and received 400 hours training in Forensics*
- *The 25th session of the Citizens Police Academy graduated 15 graduates*
- *Hosted a one week course "PIO Boot Camp" by Chris Ryan*
- *Hired two certified officers, two graduated from the Delaware State Police Training Academy, and two are waiting for the next academy class at the Delaware State Police Training Academy*
- *Dover Police hosted eight interns from Delaware Technical & Community College, Delaware State University and the University of Delaware. A total 1024 hours were logged with these interns so that there school credit could be earned*
- *Two officers received 80 hours of instruction in Advanced Collision Investigation*
- *One staff member graduated from the FBI National Academy, 240th session*
- *Four officers attended the 15th annual Homicide Conference hosted by the Delaware State Police. The conference was a five day training session*
- *Three officers attended the 2nd Annual Hometown Security Conference. The conference was a three day training session*
- *Five Officers received training in, Incident Response to Terrorist Bombings, hosted by New Mexico Tech in Socorro New Mexico*

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Citizens' Police Academy



25th Session Graduating Class

Throughout 2010, the Citizens' Police Academy continued to enlighten those in attendance as to the specific mission that has been entrusted to the members of the Dover Police Department. This goal is accomplished through a course of instruction that is 12 weeks long and is scheduled in a manner that allows each week to build upon the previous week's lesson. This ensures that the student has a thorough understanding of the assorted functions of the Dover Police Department. The program also allows many hands on opportunities, as well as a ride along with a patrol officer. The ultimate goal of the program is to develop a lasting bond between law enforcement and the community. On the final night of class the Dover Police Department hosts a formal graduation ceremony in the same manner and tradition that a sworn member of the force would be given. There was one Citizens Police Academy class in 2010. The 25th session was held in the fall 2010 and graduated 15 students. This brings the total number of alumni to 400 since the first session was held in 1994.

Accreditation Section

The Accreditation Section is responsible with the responsibility of maintaining and organizing the departments General Orders, Procedural Notices and Directive Memoranda. The Section's primary function is to maintain 459 standards which are mandated by CALEA (Commission on Accreditation for Law Enforcement), and to ensure that the police department remains in compliance with these standards.

The Dover Police Department is one of only nine departments in the State of Delaware to hold the prestigious honor of National Accreditation.



MCpl. Burns maintains the accreditation files

Police Chaplains

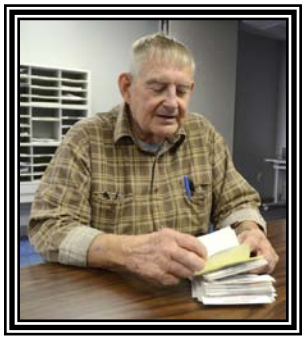
The Department has two civilians holding the honorary rank of Captain in the position of Police Chaplain. Wallace Dixon has been a Departmental Chaplain for 10 years. In August Pastor Jacob McCready completed his first year with the Department. The Chaplains provide the blessings and benedictions at ceremonial functions. They also offer spiritual guidance and help to both sworn officers and civilian members of the department.



Chaplain Wallace Dixon and Chaplain Jacob McCready

Volunteer

The Department currently has one volunteer. Mr. Thomas Kelley who has been with us for 15 years. Mr. Kelley assists the Records Unit in many different areas and we truly appreciate all the help that he gaves us.



Honor Guard

Dover Police Department's Honor Guard is comprised of eight volunteer officers from various units within the department. The honor guard is called upon for formal police functions and ceremonies.



Left to Right: PFC Kevin Streadwick, Cpl. Mickie Price, Cpl. Harvey Jaksch, Ptlm. Justin Richey

Bagpipers

MCpl. Chad Bernat and MCpl. Christopher Hermance perform at Departmental functions, parades, ceremonies, funerals and at various local events. MCpl. Bernat & MCpl. Hermance have also been asked to play at funerals and for various City functions. They occasionally perform with the Delaware State Police Pipe and Drum Corp.



MCpl. Christopher Hermance and MCpl. Chad Bernat perform at the dedication of the Law Enforcment Memorial.

Retirements



Chief Jeffrey Horvath *26 years*



MCpl. Ralph Taylor *20 years*



Cpl. Marc Gray *20 years*

ACTION FORM

PROCEEDING: Council	**AGENDA ITEM NO.:**
DEPARTMENT OF ORIGIN: Public Utilities – Water Division	**DATE SUBMITTED**: 02/18/2011
PREPARED BY: Ronald Lunt – Public Utilities Director	
SUBJECT: Evaluation of Bids - Wellhead Redevelopment Contract	
REFERENCE: NA	
RELATED PROJECT: NA	
APPROVALS: City Manager, Controller	
EXHIBITS: Price Proposal	
EXPENDITURE REQUIRED: NA	**AMOUNT BUDGETED**: $60,000
FUNDING SOURCE (Dept./Page in CIP & Budget): Public Utilities - Water/Wastewater, Wellhead Redevelopment Program, CIP Project Code: WD1102, Account: 417-6800-568.40-31. Historical spending: FY '08 - $99,590; FY '09 - $169,231; & FY '10 - $93,168.	
TIMETABLE: Well inspection and testing to start upon Council approval. Preliminary testing is to be performed each year of the contract. All wells will be tested by FY 2013 and additional work will be performed only upon City authorization on an as needed basis.	
RECOMMENDED ACTION: Staff recommends 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.	

BACKGROUND AND ANALYSIS

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. These contracts are priced as a "time, equipment, and material" contract and may exceed $25,000 annually. This 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. The recommended contractor will perform flow testing of each well and provide a report detailing testing results as well as recommendations. 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.

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 at 8:30 a.m. 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. 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.

Below is the evaluation tabulation score:

Bidder	Evaluation
A.C. Schultes of Delaware, Inc.	**87.0**
Uni-Tech Drilling Company, Inc.	54.8

PRICE PROPOSAL

WELLHEAD REDEVELOPMENT CONTRACT PROPOSAL NUMBER: 11-0037DPU

ITEM 1: Preliminary Testing

ITEM 2: Pump and Pump Equipment Removal, Reinstallation, Final Testing and Sterilization

	Uni-Tech Drilling 61 Greys Ferry Rd Franklinville, NJ 08322 856-694-4200 Fax 856-694-4242		A.C. Schultes of Delaware PO Box 188 Bridgeville, DE 19933 302-337-8254 Fax 302-337-8234	
Well ID #	Item #1	Item #2	Item #1	Item #2
1	$750.00	$6,950.00	$1,100.00	$5,400.00
2	$750.00	$10,950.00	$1,100.00	$5,400.00
3	$750.00	$6,950.00	$1,100.00	$5,400.00
4	$750.00	$6,950.00	$1,100.00	$5,400.00
6	$750.00	$10,950.00	$1,100.00	$5,400.00
7	$750.00	$6,950.00	$1,100.00	$5,400.00
8R	$750.00	$6,950.00	$1,100.00	$5,400.00
9	$750.00	$6,950.00	$1,100.00	$5,400.00
10	$750.00	$10,950.00	$1,100.00	$5,400.00
11	$750.00	$10,950.00	$1,100.00	$5,400.00
13R	$750.00	$6,950.00	$1,100.00	$5,400.00
14	$750.00	$6,950.00	$1,100.00	$5,400.00
15	$750.00	$6,950.00	$1,100.00	$5,400.00
PW1A	$750.00	$6,950.00	$1,100.00	$5,400.00
PW2	$750.00	$6,950.00	$1,100.00	$5,400.00
PW4B	$750.00	$6,950.00	$1,100.00	$5,400.00
PW5	$750.00	$6,950.00	$1,100.00	$5,400.00
PW6A	$750.00	$6,950.00	$1,100.00	$5,400.00
PW8A	$750.00	$6,950.00	$1,100.00	$5,400.00

ITEM 3: Camera Inspection of Well Casing and Screen

ITEM 3A: Base Price per Well

ITEM 3B: Additional Price Per Foot

	Uni-Tech Drilling 61 Greys Ferry Rd Franklinville, NJ 08322 856-694-4200 Fax 856-694-4242	A.C. Schultes of Delaware PO Box 188 Bridgeville, DE 19933 302-337-8254 Fax 302-337-8234
Item 3A	$1,050.00	$1,100.00
Item 3B	$1.00	0

PRICE PROPOSAL

WELLHEAD REDEVELOPMENT CONTRACT PROPOSAL NUMBER: 11-0037DPU

Item 4: Pump / Motor Examination Price Per Well

	Uni-Tech Drilling 61 Greys Ferry Rd Franklinville, NJ 08322 856-694-4200 Fax 856-694-4242	A.C. Schultes of Delaware PO Box 188 Bridgeville, DE 19933 302-337-8254 Fax 302-337-8234
Item 4	$500.00	$350.00

Item 5: Hourly Labor Rates

	Uni-Tech Drilling 61 Greys Ferry Rd Franklinville, NJ 08322 856-694-4200 Fax 856-694-4242	A.C. Schultes of Delaware PO Box 188 Bridgeville, DE 19933 302-337-8254 Fax 302-337-8234
Project Manager	$75.00	0
Field Engineer	$100.00	0
Drilling Engineer	$150.00	0
Drilling Foreman Supervisor	$75.00	$175.00
Well Driller	$125.00	$175.00
Well Driller Assistant/Helper	$100.00	$100.00
Pump Installer	$125.00	$175.00
Electro-Mechanical Technician	$95.00	$65.00
Pump Mechanic	$95.00	$65.00
Motor Mechanic	$95.00	$65.00

Item 6: Annual Escalator

ITEM 6A: 2012 Annual Escalator

ITEM 6B: 2013 Annual Escalator

Annual Escalator	Uni-Tech Drilling 61 Greys Ferry Rd Franklinville, NJ 08322 856-694-4200 Fax 856-694-4242	A.C. Schultes of Delaware PO Box 188 Bridgeville, DE 19933 302-337-8254 Fax 302-337-8234
Item 6A – 2012	10%	3.5%
Item 6B – 2013	10%	3.5%

ACTION FORM

PROCEEDING: Council **AGENDA ITEM NO.:**
DEPARTMENT OF ORIGIN: Public Utilities – W / WW **DATE SUBMITTED**: 02/18/2011
PREPARED BY: Ronald Lunt – Public Utilities Director
SUBJECT: Evaluation of Bids-Engineering Services Contract for Water and Wastewater Utilities
REFERENCE: N/A
RELATED PROJECT: N/A
APPROVALS: City Manager and Controller
EXHIBITS: Pricing Schedule for the Three Consultants
EXPENDITURE REQUIRED: As Needed **AMOUNT BUDGETED**: N/A
FUNDING SOURCE (Dept./Page in CIP & Budget): Funding is provided within the budget for various capital improvements projects as well as the operations budget for Water and Wastewater. Anticipated operating budgets are 412-6800-568-30-29 and 412-6900-569-30-29 or other applicable account. The past three (3) years of contract value were approximately: FY 08 $242,759; FY 09 $483,718; and FY 10 $246,838.
TIMETABLE: Contracts are to be executed within 30 days of being notified of award of proposal.
RECOMMENDED ACTION: Award three three-year contracts to URS Corporation, Pennoni Associates Inc. and KCI Technologies, Inc., as per the pricing included in the bid submittal.

BACKGROUND AND ANALYSIS

The City of Dover's 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. 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. The City of Dover received nineteen (19) proposals which were 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, which are listed below, were evaluated based on ability to provide services and may not represent the lowest price.

In light of the amount of projects, as well as the variety of complexity involved in each project, the Department's review team felt that it would best serve the utilities requirements to award three (3) companies this contract. This would allow the Department the flexibility to choose a firm based on their availability and individual expertise. Each firm was reviewed based upon the consideration of 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 as and when required to meet the project's objectives)
- Location (geographical location in relation to the City of Dover)

- Local Standards (familiarity and experience with City of Dover Standards, Delaware Department of Transportation (DelDOT), Kent Conservation District (KCD), Delaware Natural Resources and Environmental Control (DNREC) and Delaware Office of Drinking Water (ODW))

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.

The following is a summary of the point-based evaluations:

Firm	Score	Rank	Recommendation
URS	***83.1***	***1***	***Award Contract***
Pennoni Associates Inc	***80.6***	***2***	***Award Contract***
KCI	***80.5***	***3***	***Award Contract***
WR & A	77.5	4	
JMT	73.9	5	
Century Engineering	70.6	6	
GMB	69.8	7	
MRA	69.4	8	
DBF	68.2	9	
Hatch Mott MacDonald	59.1	10	
Green Stone/RK & K	58.2	11	
Becker Morgan Group	53.5	12	
Karins and Associates	43.2	13	
Braun Engineering, LLC	43.1	14	

Rate Structure

ENGINEERING	Hourly Without Overhead
Principal Engineer	$50.00
Senior Engineer/Geologist	$47.00
Project Engineer	$43.00
Staff Engineer	$37.00
Environmental Scientist	$37.00
Senior Electrical Designer	$35.00
Electrical Designer	$34.00
Associate Engineer	$34.00
Graduate Engineer	$31.00
Senior Engineering Technician	$30.00
Engineering Technician II	$29.00
Engineering Technician I	$26.00
CONSTRUCTION	
Construction Inspector	$29.00
SURVEYING	
Senior Surveyor	$43.00
Project Surveyor	$37.00
Staff Surveyor	$33.00
Senior Survey Technician	$28.00
Survey Technician	$23.00
Two-Person Survey Crew	$48.00
Three-Person Survey Crew	$68.00
Overhead Rate	147.57%
Profit	10%

DIRECT COSTS	UNIT RATE
Mileage	$0.50/mile
Meetings Exhibits and Display Boards	At Cost
Printing Reports	Paid by Pennoni
Printing Maps and Plans* (standard size)	Paid by Pennoni*
Phone	Paid by Pennoni

* We do not bill for reasonable quantities of plan and map printing and reproduction. Large volume reproduction will be billed at cost.

Section 3 – Rate Schedule

Job Description	2011 Rates
Project Principal	$127.00
Project Manager	$122.00
Project/Review Engineer	$105.00
Sr. Project Designer	$82.00
Project/Review Designer	$73.00
Jr. Plan Reviewer	$62.00
CADD Technician	$65.00
Technical Assistant	$53.00
Admin Assistant	$36.00
Prof. Land Surveyor	$108.00
Survey Technician	$73.00
Survey Crew - 1 Person w/ Robot	$98.00
Survey Crew - 2 Person w/ Robot	$145.00
Construction Services Manager	$117.50
Construction Inspector Supervisor	$83.50
Senior Construction Inspector	$67.50
Junior Construction Inspector	$52.00
Environmental Engineer	$125.00
Environmental Scientist	$108.00
Environmental Technician	$73.00
Geotechnical Engineer	$118.00
Geotechnical Technician	$73.00
Transportation/Traffic Engineer	$105.50
Transportation/Traffic Designer	$73.00
Mechanical Engineer	$105.50
Electrical Engineer	$105.50
Structural Engineer	$105.50
Senior Structural Engineer	$111.00
Hydrogeologist	$105.50
Structural Technician	$73.00
Landscape Architect	$105.50
Landscape Designer	$73.00

Projected percentage of average annual rate increase: 3% annual rate over the duration of the contract.

Direct Expenses: Mailings @ cost
Mileage (per mile) $.55 /mile
Phone @ cost

Reproductions: Prints ($.50/SF) @ cost
Mylars ($2.00/SF) @ cost
Copies ($/page) @ cost

* Above job descriptions are those anticipated for municipal engineering services typically provided. Specialized service requiring a different job description/rate may be necessary on certain projects.

NOTE: KCI does not mark up subconsultant fees for our municipal clients.

RATE SCHEDULE

PART I - GENERAL

1.	**PROJECT TITLE** City of Dover RFP - Professional Engineering Services for Water/Waste	**2. RFP Number** 11-0025DPU
3.	**NAME OF CONSULTANT** **URS**	**4. Proposal Date** 11/23/2010
5	**ADDRESS OF CONSULTANT** 4051 Ogletown Road, Suite 300, Newark, DE 19713	

PART II - COST SUMMARY

LABOR		HOURLY RATE	
Senior Consultant		$140.00	
Project Manager		$130.00	
Project Engineer		$105.00	
Staff Engineer		$85.00	
CAD Designer		$80.00	
CAD Technician		$60.00	
Survey Crew (2 person)		$140.00	
Construction Manager		$105.00	
Resident Project Representative (RPR)		$57.00	
Sr. Geotechnical Engineer		$130.00	
Staff Geotechnical Engineer		$85.00	
Professional Geologist		$130.00	
Staff Geologist		$75.00	
Project Modeler		$75.00	
GIS Specialist		$80.00	
Sr. Traffic Engineer		$130.00	
Project Traffic Engineer		$80.00	
Clerical		$48.00	
INDIRECT COSTS		RATE	
PAYROLL AND GENERAL OVERHEAD		1.350%	
PROFIT		10%	
PRINCIPALS COST WHERE APPLICABLE		$140.00	
OTHER DIRECT COSTS			
a. TRAVEL			
(1) TRANSPORTATION (Mileage)		$0.50 / mile	
b. OFFICE MATERIALS, SUPPLIES (Specify)		Included in General Overhead	
c. FIELD EQUIPMENT RENTAL AND SUPPLIES		1.1 times cost	
d. ISSUED CAD DRAWINGS		$0.50 / SF	
c. SUBCONSULTANT(S)			
URS Mark-up		1.1 times cost	
Carew Associates, Inc.			
Principal		$140.00	
Project Manager		$125.00	
Senior Engineer		$110.00	
Engineer		$100.00	
Senior Designer		$100.00	
Designer		$80.00	
CAD Drafter		$70.00	
Steinle Construction Engineers, Inc.			
Principal		$150.00	
Senior Project Manager		$120.00	
Associate		$100.00	
Project Engineer		$90.00	
Engineer		$85.00	
Designer		$70.00	
CAD Technician		$65.00	

Projected Annual Rate Increase = 2.50%

ACTION FORM

PROCEEDING: Council
DEPARTMENT OF ORIGIN: City Manager, Parks & Recreation and Library **DATE SUBMITTED**: 2/23/2011
PREPARED BY: Anthony J. DePrima
SUBJECT: EDIS Construction Manager at Risk Contract-Library Construction Bid Pac B
REFERENCE: N/A
RELATED PROJECT: Anchor Library Construction
REVIEWED BY: City Manager & Controller
EXHIBITS: 1) Total Project Cost Summary – EDiS 2) Maximum Guaranteed Price Amendment 3) Revised Total Project Budget 4) Revised Funding Plan
Guaranteed Maximum Price Proposal: **$16,502,821** **AMOUNT BUDGETED**: $16,821,162* as presented to City Council in latest budget; Project # LB-0901 *Included $80,000 for signage & $5000 for KCD no longer reflected in the GMP. **FUNDING SOURCE (Dept./Page in CIP & Budget)**: Library Reserve; State Grants; Library Foundation and Financing; Parks and Recreation & Library CIP page 136 and in the latest cost estimate presented to Council.
TIMETABLE: Construction planned to start on March 7, 2011
RECOMMENDED ACTION: 1) Authorize the City Manager to enter into a "Construction Manager at Risk" contract with EDiS Company for construction administration and construction of the Dover Public Library project for the maximum guaranteed price of $16,502,821.

BACKGROUND AND ANALYSIS

EDiS Company was selected as the Construction Management firm for the Dover Public Library project in July 2009. With the completion of the construction documents and bidding, the construction phase for the library project is ready to start. This Council Action Form addresses the Construction and Construction Administration Services with our Construction Manager, EDiS Company. At the November 22, 2010 meeting, City Council approved a contract with EDiS Company for Construction and Construction Administration Services pending final determination of the Guaranteed Maximum Price.

As explained at the November 22, 2010 meeting, the proposed contract is called a "Construction Manager at Risk" contract. The construction of this project will be done by EDiS Company as the Construction Manager at Risk. Under the Construction Manager at Risk agreement there is a maximum guaranteed price for the library construction that has been determined now that all bids have been reviewed by EDiS. The proposed Guaranteed Maximum Price for the construction is: $16,502,821 (Exhibit #1). The project is slightly below budget when combined with all the other related project costs, including the revised cost of the exit road (Bid Pac A). The total project costs are $20,631,252. This is $14,917 less than estimated at the November 22nd meeting. Exhibit #2 shows the total project cost summary that was presented in November and a comparison to the current proposal. There have been a number of changes throughout the cost summary that are broken down further in Exhibit #3. Some of the notable changes 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 which is in addition to the $485,802 construction contingency. If at the end of the project costs are under the Guaranteed Maximum Price or budgeted contingency costs are not used, the savings goes to the City. If there are apparent savings during construction, the City Manager may reinstate options to construct some features that have been removed from the project through value engineering and present the to City Council for approval. It is important to note that EDIS continues to work on cost savings with contractors. Any further cost savings will be reflected in a greater owner's contingency.

A number of additional value engineering options were exercised during the bidding administration phase to bring the project within the scope of the budget (a complete list is a part of Exhibit 2); however none of the value engineering options have affected the scope project, program space, or the LEED certification. Included in the base budget is the fit out of the 1,200 s.f. 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 that we have a job center & technical training room. The Technology Lab was going to serve as an Interim Multiple-Purpose Room; therefore the Multi-Purpose Room must be fit out now. By constructing the Multi-Purpose Room as part of the core construction, it will allow rental revenue to be received earlier and allow more community programming. To fit the Multi-Purpose Room into the core construction budget, the stone exterior ends of the building will be dropped from the project and a more cost effective brick treatment will be constructed. 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.

Not included in the Guaranteed Maximum Price is the Teen Loft fit out. The Anchor Library Streering Committee strongly urges City Council to consider adding this fit out back into the project as teen services are an essential library component. EDIS advises that the Teen Loft fit out can be added for $169,080. This 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 drugs. 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 fund raising. In addition, fitting the Teen Loft after the library is built will cost more and will be disruptive to the library operations. The Steering Committee feels that this added cost can be covered through the fund raising campaign.

Attached is an updated Library Funding Plan (Exhibit # 4). It is important to note that since the presentation of this plan to City Council in November an additional $257,761 has been raised. This is reflected in the reduction of the construction loan line item.

We recommend that City Council authorize the City Manager to enter into a contractual agreement with EDiS in a preliminary estimated amount of $16,502,821 for the construction of the project and to consider the Teen Loft request of the Library Steering Committee. The next approval that City Council will consider is the Furniture, Fixtures, and Equipment which is currently budgeted at $938,800, but will not occur until late 2011 or early 2012.

CITY OF DOVER
DOVER PUBLIC LIBRARY
TOTAL PROJECT COST SUMMARY
DATE: 22 FEBRUARY 2011

TOTAL PROJECT COST SUMMARY

BUILDING CONSTRUCTION COST

Trade Contract Costs:		
Bid Pac B Building Construction (Incl. Bonds)	$13,741,453	
Alternate #2 Fit Out Multipurpose Room	$187,675	
		$13,929,128
Construction Fees & Other Construction Costs:		
Construction Contingency	$485,802	
General Condition Items	$563,740	
Inspection, Survey & Testing Fees	in G/C's	
Builders Risk Insurance	in G/C's	
City of Dover Building & Fire Marshal Permit Fee	$0	
City of Dover Impact Fee Allowance	$50,000	
CM PreConstruction Fee	$90,088	
Estimated CM Fee	$763,504	
Estimated Reimbursable Labor	$620,559	
		$2,573,693
Total Building Construction Costs (GMP)		**$16,502,821**

OTHER CONSTRUCTION RELATED COSTS

Bid Pac A Construction (Incl. Change Orders)	$189,811
Design Services:	
Architect/Engineer's Fees	$1,812,175
Specialty Consultant Fees	$271,080
Interior / FF&E Design Fees	$78,000
A/E Reimbursable Expenses (5% of fees)	$110,000
Commissioning Fee	$87,400
Program Confirmation	$212,500
Geotechnical Fees (Hillis Carnes)	$20,005
CD's for Bid Pack 'A'	$23,000
Brochure	$3,105
Furniture Fixtures & Equipment:	
Furniture	$703,800
Fixed Equipment	$85,000
Moveable Equipment (Phones / Computers / Tech)	$85,000
A/V Equip, Tele/Data Wiring, Security Equipment	incl
Housekeeping Equipment	$25,000
Signage	$40,000
Owners Administrative Costs:	
Owner's Contingency	$21,303
Moving Expenses	$25,000
Kent County Conservation District Fee	$5,000
Total Owner's Construction Related Costs	$3,797,179

TOTAL PROJECT COSTS	**$20,300,000**
OWNER BUDGET	**$20,300,000**

AIA® Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:
(Name and address or location)

AMENDMENT DATE: February 22, 2011

Construction of new 46,300 S.F. City of Dover Public Library to be located on Loockerman Street, Dover, Delaware

THE OWNER:
(Name, legal status and address)

City of Dover
P. O. Box 475
Dover, DE 19903-0475

THE CONSTRUCTION MANAGER:
(Name, legal status and address)

EDiS Company
110 South Poplar Street, Suite 400
Wilmington, DE 19801

ARTICLE A.1
§ A.1.1 Guaranteed Maximum Price
Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Sixteen Million Five Hundred Two Thousand Eight Hundred Twenty One Dollars ($ 16,502,821.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

Refer to Exhibit A-1.

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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AIA Document A133™ – 2009 Exhibit A. Copyright © 1991, 2003 and 2009 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software at 11:40:44 on 02/23/2011 under Order No.6153245513_1 which expires on 01/25/2012, and is not for resale.
User Notes: (1936221786)

Accepted Alternates:	**Cost**
Alternate #2 – Fit-out Multi-Purpose Room and associated spaces	$187,675.00
Pending Alternates (Not included in the GMP):	Cost
Alternate #1 – Fit-out 3rd Floor Teen Loft and associated spaces (excluding level 5 finish, audio-visual equipment, reclaimed wood panels, fabric wrapped panels)	$169,080.00
Alternate #4 – Provide Acoustical Wall panels in Collections	$62,185.00
Alternate #5 – Provide Acoustical Wall panels around Ellipse Wall at Children's Collection	$76,141.00
Alternate #6 – Provide textured aluminum shingle on columns	$39,749.00
Alternate #7 – Provide reclaimed wood panels (Rooms 128, 131A, 210, and 215)	$8,100.00
Alternate #10 – Reading Garden	$104,355.00
Alternate #11 – Provide seal coat on Parking Lot	$16,641.00
Alternate #12 – Security System substitution.	$4,500.00

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	**Price ($0.00)**
1. B-03 - Delete air vapor barrier and waterproofing at selected foundation areas as directed by Architect.	Deduct ($8,000.00)
2. B-05 - Modify Integral gutter at roof per the Architect.	Deduct ($16,000.00)
3. B-06 - Delete slate roof at dormers and roof areas as directed by Architect.	Deduct ($8,000.00)
4. B-07 - Delete curtainwall/louver assembly on east elevation; Add brick and louver.	Deduct ($50,000.00)
5. B-19 – Provide alternate light fixture package.	**Deduct ($100,000.00)**
6. B-06 – Provide industry standard specification and products for Green Roof. Not all of the materials to come from Carlisle. Delete overburden warranty.	**Deduct ($28,000.00)**
7. B-06 – Delete sedum plugs and install sedum cuttings.	Deduct ($7,800.00
8. B-06 – Reduce the media from 10" to 4"	Deduct ($5,000.00)
9. B-06 – Change galvanized metal in gutter to EPDM.	Deduct ($6,500.00)
Total Deduct Allowance	**($229,300.00)**
6. Impact fees (State, City, County).	**$50,000.00**
Total Add Allowance	**$50,000.00**

Init.
/
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§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

1. It is expressly stated that all excavation was bid as classified material. This GMP does not include removal of unforeseen, below grade obstructions, abandoned tanks, buried debris, major dewatering or well pointing, sheeting or shoring, undercutting and replacement of unsuitable soils or any modifications to means and methods for anything other than classified excavations;
2. The intent of the allowance, is to be utilized for items not fully defined or where design and engineering has not been completed. In the event the actual cost of an item (or lesser deduct) exceeds the individual allowance, the difference will be paid through a change order to the Guaranteed Maximum Price. Refer to A.1.1.4;
3. With the numerous changes during the post bid Cost Reduction Analysis, every effort was made by EDiS, the Design Professionals and subcontractors to meet or maintain any code requirements. Any construction changes that may be reviewed and modified by Code Official after documentation and acceptance are not included in the Guaranteed Maximum Price;
4. The cost for building permits and Fire Marshal permits are not included in the Guaranteed Maximum Price;
5. Utility usage fees, including electric consumption, water and sewer are not included in the Guaranteed Maximum Price;
6. Testing, removal and/or monitoring of any contaminated materials are not included in the Guarantee Maximum Price;
7. In accordance with the Contract documents, the Construction Contingency is for the exclusive use by the Construction Manager during construction. However, upon consent and agreement by the Construction Manager and the City of Dover, the City of Dover may draw upon the contingency on a temporary basis. However, this requirement may be waived at the discretion of the Construction Manager.
8. Acceptance of all Alternates and Allowances shall occur on or before April 30, 2011;
9. Acceptance of Exhibit A, the Guaranteed Maximum Price shall occur on or before March 4, 2011.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract: Refer to Exhibit A-2 Specifications.

Document	Title	Date	Pages

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)
Refer to Exhibit A-2 Specifications.

Section	Title	Date	Pages

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)
Refer to Exhibit A-3 Drawings.

Number	Title	Date

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

1. The Owner shall provide the Construction Manager with a conformed set of documents inclusive of Addenda, post bid clarifications and revisions caused by the Post Bid Cost Reduction Analysis;
2. Exhibit A-4 Addenda;
3. Exhibit A-5 Cost Reduction Items dated 2/22/11;
4. Exhibit A-6 Unit Price Listing.

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

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Substantial Completion: June 1, 2011;
LEED Activities, Commissioning and Measurement and Verification shall occur from June 2, 2012 through August 1, 2012.

OWNER CITY OF DOVER	**CONSTRUCTION MANAGER EDiS COMPANY**
Anthony DePrima, City Manager *(Printed name and title)*	Gerald T. Doherty, Vice President *(Printed name and title)*

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User Notes: (1936221786)

Additions and Deletions Report for
AIA® Document A133™ – 2009 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 11:40:44 on 02/23/2011.

PAGE 1

AMENDMENT DATE: February 22, 2011
Construction of new 46,300 S.F. City of Dover Public Library to be located on Loockerman Street, Dover, Delaware

...

City of Dover
P. O. Box 475
Dover, DE 19903-0475

...

EDiS Company
110 South Poplar Street, Suite 400
Wilmington, DE 19801

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Sixteen Million Five Hundred Two Thousand Eight Hundred Twenty One Dollars ($ 16,502,821.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

...

Refer to Exhibit A-1.

PAGE 2

Accepted Alternates:	**Cost**
Alternate #2 – Fit-out Multi-Purpose Room and associated spaces	$187,675.00

Pending Alternates (Not included in the GMP):	Cost
Alternate #1 – Fit-out 3rd Floor Teen Loft and associated spaces (excluding level 5 finish, audio-visual equipment, reclaimed wood panels, fabric wrapped panels)	$169,080.00
Alternate #4 – Provide Acoustical Wall panels in Collections	$62,185.00
Alternate #5 – Provide Acoustical Wall panels around Ellipse Wall at Children's Collection	$76,141.00
Alternate #6 – Provide textured aluminum shingle on columns	$39,749.00

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User Notes: (1936221786)

Alternate #7 – Provide reclaimed wood panels (Rooms 128, 131A, 210, and 215)	$8,100.00
Alternate #10 – Reading Garden	$104,355.00
Alternate #11 – Provide seal coat on Parking Lot	$16,641.00
Alternate #12 – Security System substitution.	$4,500.00

...

1. B-03 - Delete air vapor barrier and waterproofing at selected foundation areas as directed by Architect.	Deduct ($8,000.00)
2. B-05 - Modify Integral gutter at roof per the Architect.	Deduct ($16,000.00)
3. B-06 - Delete slate roof at dormers and roof areas as directed by Architect.	Deduct ($8,000.00)
4. B-07 - Delete curtainwall/louver assembly on east elevation; Add brick and louver.	Deduct ($50,000.00)
5. B-19 – Provide alternate light fixture package.	**Deduct ($100,000.00)**
6. B-06 – Provide industry standard specification and products for Green Roof. Not all of the materials to come from Carlisle. Delete overburden warranty.	**Deduct ($28,000.00)**
7. B-06 – Delete sedum plugs and install sedum cuttings.	Deduct ($7,800.00
8. B-06 – Reduce the media from 10" to 4"	Deduct ($5,000.00)
9. B-06 – Change galvanized metal in gutter to EPDM.	Deduct ($6,500.00)
Total Deduct Allowance	**($229,300.00)**
6. Impact fees (State, City, County).	**$50,000.00**
Total Add Allowance	**$50,000.00**

PAGE 3

1. It is expressly stated that all excavation was bid as classified material. This GMP does not include removal of unforeseen, below grade obstructions, abandoned tanks, buried debris, major dewatering or well pointing, sheeting or shoring, undercutting and replacement of unsuitable soils or any modifications to means and methods for anything other than classified excavations;
2. The intent of the allowance, is to be utilized for items not fully defined or where design and engineering has not been completed. In the event the actual cost of an item (or lesser deduct) exceeds the individual allowance, the difference will be paid through a change order to the Guaranteed Maximum Price. Refer to A.1.1.4;
3. With the numerous changes during the post bid Cost Reduction Analysis, every effort was made by EDiS, the Design Professionals and subcontractors to meet or maintain any code requirements. Any construction changes that may be reviewed and modified by Code Official after documentation and acceptance are not included in the Guaranteed Maximum Price;
4. The cost for building permits and Fire Marshal permits are not included in the Guaranteed Maximum Price;
5. Utility usage fees, including electric consumption, water and sewer are not included in the Guaranteed Maximum Price;

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User Notes:
(1936221786)

6. Testing, removal and/or monitoring of any contaminated materials are not included in the Guarantee Maximum Price;
7. In accordance with the Contract documents, the Construction Contingency is for the exclusive use by the Construction Manager during construction. However, upon consent and agreement by the Construction Manager and the City of Dover, the City of Dover may draw upon the contingency on a temporary basis. However, this requirement may be waived at the discretion of the Construction Manager.
8. Acceptance of all Alternates and Allowances shall occur on or before April 30, 2011;
9. Acceptance of Exhibit A, the Guaranteed Maximum Price shall occur on or before March 4, 2011.

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract: Refer to Exhibit A-2 Specifications.

...

Refer to Exhibit A-2 Specifications.

...

Refer to Exhibit A-3 Drawings.

...

1. The Owner shall provide the Construction Manager with a conformed set of documents inclusive of Addenda, post bid clarifications and revisions caused by the Post Bid Cost Reduction Analysis;
2. Exhibit A-4 Addenda;
3. Exhibit A-5 Cost Reduction Items dated 2/22/11;
4. Exhibit A-6 Unit Price Listing.

PAGE 4

Substantial Completion: June 1, 2011;
LEED Activities, Commissioning and Measurement and Verification shall occur from June 2, 2012 through August 1, 2012.

...

OWNER ~~*(Signature)*~~**CITY OF DOVER**	**CONSTRUCTION MANAGER** ~~*(Signature)*~~**EDiS COMPANY**
Anthony DePrima, City Manager	Gerald T. Doherty, Vice President

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Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 11:40:44 on 02/23/2011 under Order No. 6153245513_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2009 Exhibit A - Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

_____

(Signed)

_____

(Title)

_____

(Dated)

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User Notes: (1936221786)

CITY OF DOVER
DOVER PUBLIC LIBRARY
COST REDUCTION ITEMS
DATE: 11 FEBRUARY 2011
UPDATED: 22 FEBRUARY 2011

Contracts	Description	Estimated Savings	Actual Savings	Remarks	Status	
					Accepted	Rejected
B01 Sitework & Landscaping	Delete water meter and have CoD furnish	$ (913)	$ (913)		x	
B02 Concrete	Delete waterproofing around elevator pit	$ (12,000)	$ (12,000)	Capillary w/p is still in the project	x	
B02 Concrete	Delete termite treatment under footers & slabs	$ (8,000)	$ (8,000)	A/E Approved	x	
B02 Concrete	Change welded wire fabric reinforcing to fibermesh	$ (7,500)	$ (4,500)	BIA agreed to delete WWF where the concrete is below the raised floors	x	
B03 Masonry	Change the brick pattern on the fins at the ellipse to match the bar bldg & replace the sawn stone caps with brick	$ (8,500)	$ (8,500)		x	
B03 Masonry	Delete type 4 molded brick @ window heads and use regular Norman brick	$ (8,500)	$ (8,500)		x	
B03 Masonry	Delete hand-molded brick in favor of extruded brick	$ (10,000)	$ (8,500)		x	
B03 Masonry	Delete cornerstone ($7k allowance)	$ (7,000)	$ (7,000)	This is based on a 2 sided stone	x	
B03 Masonry	Change DW10X anchor to PosiTie anchor	$ (22,000)	$ (24,000)	A/E Approved	x	
B03 Masonry	Delete colored mortar and provide standard grey mortar	$ (14,750)	$ (14,750)		x	
B03 Masonry	Delete protection board at foundations	$ (4,000)	$ -	included in item below	x	
B03 Masonry	Delete air vapor barrier/waterproofing below grade & apply bituminous dampproofing (Karnac) & delete protection board	$ (10,000)	Allowance	Requires A/E to confirm limits	x	
B03 Masonry	Delete type 2 & 3 bricks and continue running bond pattern with type 1 brick	$ (33,500)	$ -			x
B03 Masonry	Delete type 2 & 3 brick and add flemish bond pattern with type 1 brick		$ (10,500)	$ (10,500)	x	
B03 Masonry	Change sawn stone coping at book ends to cast stone			$ (6,500)		x
B03 Masonry	Change sawn stone bands at book ends to ashlar stone			$ (3,000)		x
B03 Masonry / B08 Drywall	Change spray applied vapor barrier to Tyvek	$ (20,000)	$ -			x
B03 Masonry/B4 Structural Steel	Change stone bookends to brick @ exterior	$ (205,000)	$ (212,700)		x	
B03 Masonry/B4 Structural Steel	Change sawn stone base at book ends to ashlar stone			$ (24,000)		x
B03 Masonry/B4 Structural Steel	Change sawn stone window heads at book ends to ashlar stone			$ (17,000)		x
B04 Structural Steel	Simplify main stair design	$ (20,000)	$ (20,000)		x	
B04 Structural Steel	Detailing discount based on Engineer of Record Email	$ (6,000)	$ (6,000)		x	
B04 Structural Steel	Simplify the design of the glass handrail at green roof	$ (22,700)	$ (14,700)		x	
B04 Structural Steel	Change beam sizes from W18 to W24 on column line 'C' from column line 2 to 9	$ (12,000)	$ (12,000)		x	
B05 Carp & GW	Change timber deck from fir (FSC) to pine (non-FSC)	$ (35,000)	$ (35,000)	Requires A/E to confirm	x	
B05 Carp & GW	Replace the timber deck at the ellipse with metal deck	$ (15,000)			x	

CITY OF DOVER
DOVER PUBLIC LIBRARY
COST REDUCTION ITEMS
DATE: 11 FEBRUARY 2011
UPDATED: 22 FEBRUARY 2011

Contracts	Description	Estimated Savings	Actual Savings	Remarks	Status	
					Accepted	Rejected
B05 Carp & GW / B6 Roofing	Simplify the design of the integral gutters & decorative leader head	$ (16,000)	Allowance	Allowance; Requires re-design by A/E	x	
B05 Carp & GW / B8 Metal Framing & Drywall	Delete reclaimed wood on interior walls in all spaces	$ (75,000)	$ (110,000)		x	
B06 Roofing	Provide industry standard specification and products for Green Roof. Not all of the materials to come from Carlisle. Delete overburden warranty	$ (28,000)	Allowance	Allowance based on Tri-State proposal	x	
B06 Roofing	Delete sedum plugs and install sedum cuttings	$ (7,800)	Allowance	Allowance based on Tri-State proposal	x	
B06 Roofing	Reduce the media from 10" to 4" at the sedums	$ (5,000)	Allowance	Allowance based on Tri-State proposal	x	
B06 Roofing	Change galvanized metal in gutter to EPDM	$ (6,500)	Allowance	Allowance based on Tri-State proposal	x	
B06 Roofing	Change metal galvalume standing seam to asphalt shingles			Potential savings of $165,000		x
B06 Roofing	Replace the slate shingles on the light monitors with standing seam metal	$ (8,000)	Allowance	Allowance	x	
B06 Roofing	Change metal galvalume standing seam to painted standing seam (with min SRI 29)	$ (3,800)			x	
B07 Curtain Wall	Delete one row of aluminum sun shade	$ (91,500)	$ (91,500)		x	
B07 Curtain Wall	Change Virocon glass to PPG glass	$ (42,250)	$ (42,250)		x	
B07 Curtain Wall / B8 Metal Framing & Drywall	Eliminate curtainwall frame at double-height louvers in favor of conventional continuous louvers	$ (25,000)	Allowance	Allowance; Requires re-design by A/E	x	
B08 Metal Framing & Drywall	Reduce the Level 5 finish in back-of-house areas & stair towers	$ (8,900)	$ (8,900)		x	
B08 Metal Framing & Drywall	Change FSK to Kraft facing on batt insulation	$ (6,300)	$ (6,300)	Research deleting Kraft and adding vapor barrier paint	x	
B08 Metal Framing & Drywall	Change VHI drywall to Abuse Resistant drywall in public spaces	$ (19,500)	$ (19,500)		x	
B08 Metal Framing & Drywall	Change VHI drywall to regular drywall in back-of-house spaces & offices	$ (3,100)	$ (3,100)		x	
B08 Metal Framing & Drywall	Change fire rated board type 'C' to type 'X'	$ (2,200)	$ (2,200)		x	
B08 Metal Framing & Drywall	Eliminate sound-attenuation batts in 50% of interior partitions	$ (13,800)	$ -			x
B08 Metal Framing & Drywall	Change the sound batts from ThermaFiber to Fiberglass	$ (4,800)	$ (9,600)	A/E Approved	x	

CITY OF DOVER
DOVER PUBLIC LIBRARY
COST REDUCTION ITEMS
DATE: 11 FEBRUARY 2011
UPDATED: 22 FEBRUARY 2011

Contracts	Description	Estimated Savings	Actual Savings	Remarks	Status	
					Accepted	Rejected
B08 Metal Framing & Drywall	HMBA & BIA to confirm the limits of sprayed & intumescent fire proofing			There is $102,172 in the bid	x	
B09 Caulking & Sealants	Remove requirement for 10 year Installer warranty	$ (7,500)	$ (7,500)	Provide 10yr mfg & 5yr installer warranties. A/E Approved	x	
B09 Caulking & Sealants	Delete requirement for custom colors and accept manufacturers' standard color range	$ (1,200)	$ (1,200)	$200 / color, spec calls for 6 colors	x	
B10 Raised Access Floor	Reduce attic stock from 3% to 0.5%	$ (2,000)	$ (2,000)		x	
B11 Acoustical	Change the wood panel ceiling to GWB	$ (39,000)	$ -	this does not include the add for GWB		x
B11 Acoustical	Delete shop drawings. HMBA to provide layout of ceilings	$ (3,000)	$ (3,000)		x	
B11 Acoustical	Accept an alternate wood panel ceiling from 9Wood	$ -	$ (10,300)	Provide an alternate wood ceiling. A/E to review product	x	
B11 Acoustical	Reduce the quantity of tectum wall panels (~$8/sf)	$ (16,000)	$ -	Approx. 2,000 sf		x
B11 Acoustical	Reduce the quantity of tectum ceiling panels by 50% (~$8/sf)	$ (40,000)	$ (40,000)	Approx. 5,000 sf	x	
B12 Painting	Change VWC to accent paint	$ (10,000)	$ (11,140)		x	
B12 Painting	Change tackable wall surface to paint	$ (2,500)	$ (2,000)		x	
B12 Painting	Delete painting of exterior galvanized lintels	$ (5,000)	$ (5,000)		x	
B17 Fire Protection	Delete fire pump flow meter	$ (775)	$ (1,850)		x	
B18 Mechanical, Plumbing & ATC	Alternate equipment package	$ (25,000)	$ (65,275)		x	
B18 Mechanical, Plumbing & ATC	Delete water & gas metering (part of M&V)	$ (5,000)	$ (23,200)		x	
B18 Mechanical, Plumbing & ATC	Change trap primers to trap guards	$ (9,000)	$ (5,800)		x	
B18 Mechanical, Plumbing & ATC	Alternate plumbing fixtures & flush valves	$ (5,700)	$ (5,700)	Requires A/E approval	x	
B18 Mechanical, Plumbing & ATC	Change underfloor ductwork to spiral in lieu of duct sox & single wall spiral downstream of FPB's	$ (28,300)	$ (28,300)		x	
B18 Mechanical, Plumbing & ATC	Delete sand bedding for underground pipes	$ (4,900)	$ (4,900)		x	
B18 Mechanical, Plumbing & ATC	Reduce the scope of the ATC	$ (50,000)			x	
B18 Mechanical, Plumbing & ATC	Delete measurement & verification control points & building dash board	$ (150,000)	$ (65,100)	Allowance based on RGD proposal	x	
B19 Electrical	Defer all or a portion of A/V package (does not include conduit and rough-ins)	$ (20,000)	$ -			x
B19 Electrical	Delete electric metering banks (part of M&V)	$ (17,500)	$ (17,500)		x	
B19 Electrical	Reduce the quantity of site lighting. Design is based on CoD's foot-candle requirements		$ -	Verify if this is acceptable to City of Dover		x

CITY OF DOVER
DOVER PUBLIC LIBRARY
COST REDUCTION ITEMS
DATE: 11 FEBRUARY 2011
UPDATED: 22 FEBRUARY 2011

Contracts	Description	Estimated Savings	Actual Savings	Remarks	Status	
					Accepted	Rejected
B19 Electrical	Delete concrete encasement on telecom conduits	$ (5,000)	$ (7,125)	Verify if this is acceptable to City of Dover	x	
B19 Electrical	Alternate lighting package	$ (100,000)	Allowance	Requires A/E approval	x	
B19 Electrical	Alternate dimming package / daylight controls	$ (15,000)		Requires A/E approval	x	
B19 Electrical	Reduce/revise 48 type A12/A12A fixtures on the columns	$ (15,000)	$ -	Requires A/E approval	x	
B19 Electrical	Reduce the quantity of light fixtures inside the building			HMBA & Atelier 10 are reviewing options	x	
EDIS	Reduce Signage to code required only	$ (12,000)	$ -	FF&E Budget adjusted	x	
EDIS	Reduce signage budget to exclude dasher board (in Mech)	$ (28,000)	$ -	FF&E Budget adjusted	x	
	TOTAL	$ (1,467,188)	$ (1,007,803)			

Total Project Cost Summary
Exhibit #3

Building Construction Costs	**Nov 22,2010**	**Feb 28, 2011**
Trade Contract Costs	$13,572,525	$13,929,128
Fees and Other Construction	$ 3,163,637	$ 2,573,693
Other Construction Costs		
Bid Pac A(Incl. change order)	$ Prev. in trade costs	$ 189,811
Design Services	$ 2,415,755	$ 2,617,265
Furniture, Fixtures,& Equipment	$ 1,133,000	$ 938,800
Owners Administrative Costs	$ 30,000	$ 51,303
Fund Raising	$ 331,252	$ 331,252
Total	**$20,646,169**	**$20,631,252**

Funding Sources
Dover Public Library Building Project
Exhibit #4
Update: February 22, 2011 **

Funding Sources	Budget	Committed	Highly Probable
State Grant	$10,164,300	$ 8,084,357	$10,584,357
City Reserve Contribution	$ 3,592,457	$ 3,622,457	$ 3,622,457
City Reserve Interest	$ 460,063	$ 424,858	$ 460,134
Library Foundation (Bid A & B)	$ 2,617,866	$ 1,091,024	$ 1,220,627 ***
Sale of 45 S. State St.	$ 1,200,000	0	Use Bridge Loan
Green Energy Grants	$ 215,000	$ 215,000	$ 215,000
Friends of the Library	$ 200,000	$ 160,000	$ 210,000
Reynolds Trust	$ 46,355	$ 46,355	$ 46,355
Community Transportation Funds	$ 150,000	$ 155,000	$ 155,000
BTOP Grant	$ 50,000	$ 50,000	$ 50,000
DE Greenhouse Gas Reduction Grant	0	$ 40,000	$ 40,000
Financing Needs:			
Green Energy Bonds	$ 1,500,000	$ 1,500,000	$ 1,500,000
Bridge Loan: Sale of Bldg	0	0	$ 1,200,000
Construction Loan	0	0	$ 1,342,239
Total Funding Sources	$20,646,169	$15,389,051	$20,646,169

** Estimated Figures Pending Close of Month
*** Highly Probable = Committed (Cash Donations) + Pledges

Note: Bid Pack C: *Alternates*: Teen Loft and Reading Garden are not included in this chart

ACTION FORM

PROCEEDING: City Council **AGENDA ITEM**:
DEPARTMENT OF ORIGIN: City Manager & Public Services **DATE SUBMITTED**: 02/15/2011
PREPARED BY: Scott Koenig, Public Services Manager; Anthony DePrima, City Manager
SUBJECT: Dover Public Library Bid Pac A – Revised Final Estimate & True-up Costs
REFERENCE: Dover Public Library Bid Pac A Contract
RELATED PROJECT: N/A
APPROVALS: City Manager, Controller
EXHIBITS: Attachment A – Dover Public Library Bid Pac A Cost Summary
EXPENDITURE REQUIRED: **$195,000 +/-** **ORIGINAL BUDGET**: **$130,000** **FUNDING SOURCE (Dept./Page in CIP & Budget)**: Project # LB0901, Acct. # 147-1500-523.40-31. The first $105,000 for this project was funded through Community Transportation Funds under Agreement # 11-P-PROG-62. An additional $50,000 in Community Transportation Funds has also been pledged to this project by various legislators. All project expenses that exceed the amount committed and/or pledged by area legislators will be charged to Acct. # 147-1500-523.40-31. Funding coming from the overall anchor library project funding sources
TIMETABLE: Contract is almost complete.
RECOMMENDED ACTION: Approve the revised final estimate & true-up costs for the payment of construction improvements associated with Dover Public Library – Bid Pac A. The revised estimated total cost for this phase of the project is $195,000.

BACKGROUND AND ANALYSIS

Library Bid Pac A included work to construct 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 found. These expenses have been negotiated as part of the change order process. The amount of unsuitable soils required a significant amount of 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 has 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.

Construction is approximately 90% complete as of February 15, 2011. Attachment A outlines the costs that have been incurred as a result of the change orders and some other inspection costs.

Attachment A - Dover Public Library Bid Pac A Cost Summary

Item	Description	Units	Bid Amount	C/O Amount	Other Costs	Total
1	Erosion & Sediment Controls and Stormwater Improvements	1 LS	$8,710.16			
2	Demolition (R-1 thru R-8)	1 LS	$8,921.07			
3	Construct Access Improvements & Retaining Wall (G-1 thru G-13)	1 LS	$111,158.64			
4	Striping & Signage (T-1 thru t-5)	1 LS	$1,210.13			
5	Change Order #1 - Additonal E&S Controls required by KCD field inspector	**1 LS**		**$2,504.00**		
6	Miscellaneous Undercut Items As of 12/20/2010	**1 LS**		**$8,478.69**		
7	Stone Undercut ($25/TN) - for Access Drive	**323.46 TN**		**$8,086.50**		
8	Foundation Undercut ($55/CY - Crushed Concrete) As of 12/20/2010	**268.35 CY**		**$14,759.25**		
9	Miscellaneous Undercut Items As of 01/20/2011	**1 LS**		**$1,848.50**		
10	Foundation Undercut ($55/CY - Crushed Concrete) As of 01/20/2011	**365 CY**		**$20,075.00**		
11	Parking Lot Undercut ($25/TN) - Estimated	66 TN		$1,650.00		
	Tetra Tech Supplemental Contract - Billing #1				**$1,165.50**	
	Tetra Tech Supplemental Contract - Billing #2				**$3,620.50**	
			$130,000.00	$57,401.94	$4,786.00	**$192,187.94**

FIRST READING

CITY OF DOVER
ORDINANCE #2011-08

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

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

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

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

WHEREAS, a property owner has requested an amendment to the Land Development Plan Map (Map 12-1) in accordance with the process set forth in the 2008 Comprehensive Plan, and an administrative error caused incomplete public notice with regards to the rezoning application associated with this request, causing a delay in the Planning Commission hearing the application on the originally scheduled date of February 22, 2011; and

WHEREAS, the Planning Commission held a public hearing on March 21, 2011, after which the Commission made a recommendation in regards to the proposed amendments to the Land Development Plan related to the above request.

NOW, THEREFORE, BE IT ORDAINED THAT the Mayor and Council of the City of Dover hereby amend Map 12-1: Land Development Plan of the 2008 Comprehensive Plan, as amended on November 23, 2009 and on March 14, 2011, by replacing the referenced map with the Amended Map 12-1 presented to City Council on April 11, 2011.

SYNOPSIS

The proposed ordinance would adopt amendments to the 2008 Comprehensive Plan, as amended on November 23, 2009 and March 14, 2011.

DRAFT



City of Dover, Delaware

Map 12-1A
Land Development Plan
Proposed Amendments

Legend

- Residential High Density
- Dover Boundary
- Dover Parcels

Adopted February 2009

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: 2-24-11

2011 City of Dover Land Development Plan Map Changes 2-11 (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
18	ED-05-067.00-02-55.00	College Settlement	Industrial	Residential High Density	Vacant	M	RG-5	Z-11-02	Residential Medium Density		
19	ED-05-067.00-02-54.00	College Settlement	Industrial	Residential High Density	Vacant	M	RG-5	Z-11-02	Residential Medium Density		
20	ED-05-067.00-02-53.00	Grove St.	Industrial	Residential High Density	Vacant	M	RG-5	Z-11-02	Residential Medium Density		
21	ED-05-067.00-02-56.00	College Settlement	Industrial	Residential High Density	Vacant	M	RG-5	Z-11-02	Residential Medium Density		