REGULAR COUNCIL MEETING

A G E N D A

October 24, 2005 - 7:30 P.M. - Council Chambers - City Hall - City of Dover

OPEN FORUM - 15 MINUTES PRIOR TO OFFICIAL MEETING (7:15 P.M.)

INVOCATION BY CHAPLAIN WALLACE DIXON

PLEDGE OF ALLEGIANCE

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 October 10, 2005

2. Resolution - Councilman John W. Pitts

3. Presentation - Certificate of Achievement for Excellence in Financial Reporting

4. Annexation/Rezoning Public Hearing/Final Reading - Property Located at 174 Mifflin Road (owned by Mary Francis O'Connor)
   A. Annexation Referendum Held 10/13/05 Results: 1 FOR 0 AGAINST
   B. Annexation Resolution
   C. Rezoning Public Hearing and Final Reading of Proposed Ordinance to amend the zoning designation from RS-1 - Single Family Residence (Kent County) to R-8 - One Family Residential (City of Dover)

5. Annexation/Rezoning Public Hearing/Final Reading - Property Located west of State Route 1 and adjacent to Old Leipsic Road and Leipsic Road and north of Finish Line Drive, consisting of seventeen (17) parcels totaling $11.08^{+/-}$ acres (owned by Dover International Speedway, Inc.)
   A. Annexation Referendum Held 10/13/05 Results: 1 FOR 0 AGAINST
   B. Annexation Resolution
   C. Rezoning Public Hearing and Final Reading of Proposed Ordinance to amend the zoning designation from AR - Agricultural Residential (Kent County) to RC - Recreation Commercial (City of Dover)

6. Presentation - National Citizen Survey Results

* 7. Monthly Reports - September 2005
   A. Budget Report
   B. Chief of Police Report
   C. City Assessor Report
   D. City Manager's Report
   E. Mayor's Report
   F. Planning and Inspections Report
   G. Robbins Hose Company No. 1 Report

* 8. Quarterly Revenue Report

* 9. Comcast FCC Filing Forms 1240 and 1205

* 10. Semi-Annual Inspection by City Manager - Robbins Hose Company

* 11. Appointment of Judges - Robbins Hose Company Election - November 21, 2005
   A. Harry Hayes
   B. William Jacobs
   C. John Hurd (alternate)

12. Authorization to Purchase Security Fencing - Long Point Road Water Treatment Plant

13. Setting of Dates for Special Election

14. Rezoning Request/First Reading (Recommended for referral to the Planning Commission on November 21, 2005 and that a Public Hearing be set for December 12, 2005 at 7:30 p.m.)

    A. Property located on the west side of Silver Lake Boulevard adjacent to Silver Lake Convalescent Center, owned by Pelken, Inc. This property is currently zoned C-PO (Commercial/Professional Office) and the proposed zoning is RM-1 (Medium Density Residence)

15. Final Reading - Proposed Ordinance
    The First Reading of the following proposed ordinance was accomplished during the Council Meeting of October 10, 2005. Copies of the proposed ordinance are available at the entrance of the Council Chambers.

    Chapter 106 - Traffic and Vehicles, Section 106-17 - Truck Routes

16. Council Members Comments

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

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on October 10, 2005 at 7:30 p.m. with Council President Williams presiding. Council members present were Mr. Carey, Mr. Sadusky, Mr. Slavin, Mr. Ritter, Mr. Hogan, Mr. Salters, and Mr. Ruane. Mr. Pitts was absent.

Council staff members present were Police Chief Horvath, Ms. Russell, Mrs. Mitchell, Deputy Fire Chief Osika, Mr. DePrima, City Solicitor Rodriguez, Mrs. Green, and Mayor Speed.

OPEN FORUM

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

Mr. David Anderson, 217 Cecil Street, addressed members concerning a parking space on Governors Avenue near Fulton and Cecil Streets. He noted that the space is located too close to the corner, making it difficult to see oncoming traffic. Mr. Anderson also advised members that the Human Relations Commission has sent correspondence to City Council with recommendations regarding crime and felonious activities at certain properties. He requested Council to review the recommendations since these activities are effecting the quality of life for City residents.

Mr. Eric O'Brien, 30 North New Street, advised members that there has been excellent progress in the New Street area; however, the situation is still almost intolerable because of strangers loitering for hours. He requested Mr. Salters to share his concerns with Senator Carper, who has established the homeowner's initiative for the area. Mr. O'Brien stated that he feels there is racial intimidation in his neighborhood; therefore, the police are not enforcing the laws as actively as they should. Mr. O'Brien requested that his concerns be addressed at a Safety Advisory and Transportation Committee.

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

AGENDA ADDITIONS/DELETIONS

Mr. Carey moved for approval of the agenda, seconded by Mr. Sadusky and unanimously carried.

Mr. Carey moved for approval of the Consent Agenda, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Pitts absent).

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF SEPTEMBER 26, 2005

The Minutes of the Regular Council Meeting of September 26, 2005 were unanimously approved by motion of Mr. Carey, seconded by Mr. Salters and bore the written approval of Mayor Speed.

PROCLAMATION - HALLOWEEN TRICK-OR-TREAT (OCTOBER 31, 2005)

The City Clerk read the following Proclamation into the record:

WHEREAS, the children of the City of Dover enjoy the fun and festivities associated with the observance of the Halloween Trick-or-Treat custom of traveling with friends and family going from door to door in their neighborhood, displaying their costumes, and gathering treats; and

WHEREAS, parents are urged to join in the festivities by accompanying their children throughout their journeys in celebrating Halloween Trick-or-Treat; and

WHEREAS, residents are requested to indicate their willingness to welcome children by keeping their porch or exterior lights on and that youngsters call only on homes so lighted; and

WHEREAS, the Mayor of the City of Dover has deemed it advisable to observe the celebration of Halloween Trick-or-Treat on Monday, October 31, 2005 between the hours of 6:00 p.m. and 8:00 p.m.

NOW, THEREFORE, I, STEPHEN R. SPEED, MAYOR OF THE CITY OF DOVER, do hereby proclaim that the Halloween Trick-or-Treat observance be held on the 31st day of October 2005, between the hours of 6:00 P.M. and 8:00 P.M. in the City of Dover and urge all residents, both young and old, to make this a happy and safe occasion for our children.

PUBLIC HEARING/FINAL READING - REZONING OF PROPERTY LOCATED AT 700-708 FOREST STREET AND 12-16 LINCOLN STREET, OWNED BY FRANK R. MOORE, PAUL T. MOORE, PAUL T. MOORE, JR., PAUL T. MOORE TRUSTEE, AND AIKO MOORE TRUSTEE

A public hearing was duly advertised for this time and place to consider rezoning of property located at 700-708 Forest Street and 12-16 Lincoln Street, owned by Frank R. Moore, Paul T. Moore, Paul T. Moore, Jr., Paul T. Moore Trustee, and Aiko Moore Trustee. These properties are currently zoned IO (Institutional and Office) and the proposed zoning is C-3 (Service Commercial).

Planner's Review

Mr. DePrima, City Manager, reviewed the petition to amend the zoning district and the findings and recommendations of the Planning Commission (***Exhibit 1***).

Mr. Ruane reminded members that the City would like to eventually see the property upgraded as part of the west Dover development plan. Mr. DePrima advised members that the Moore family has indicated that they may wish to be a part of the future redevelopment; however, they are concerned that the IO zone would prohibit some of the existing uses if their tenants were to move out.

Public Hearing

Council President Williams declared the hearing open.

Mr. Frank Moore, 747 Westfield Road, Moorestown, New Jersey, stated that the IO zone is not conducive to this area at the present time. He stated that he was concerned that they would lose their use if a tenant were to move out.

Council President Williams declared the hearing closed.

Mr. Salters moved for approval of the rezoning request, as recommended by the Planning Commission. The motion was seconded by Mr. Sadusky and by a unanimous roll call vote (Mr. Pitts absent), Council adopted the following ordinance: (The First Reading of this ordinance was accomplished during the Council Meeting of August 22, 2005.)

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 700-708 FOREST STREET AND 12-16 LINCOLN STREET

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from IO (Institutional and Office) to C-3 (Service Commercial)

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from IO to C-3 on that property located at 700-708 Forest Street and 12-16 Lincoln Street, owned by Frank R. Moore, Paul T. Moore, Paul T. Moore, Jr., Paul T. Moore Trustee, and Aiko Moore Trustee.

ADOPTED: OCTOBER 10, 2005

Responding to Mr. Salters, Mr. DePrima stated that the Clarence Street extension could effect this property either positively by increasing its value or it could be needed as part of the right-of-way.

UTILITY COMMITTEE REPORT - SEPTEMBER 26, 2005

The Utility Committee met on September 26, 2005 with Chairman Carey presiding.

Briefing by Public Works Director - Wastewater Infiltration Issue

Mr. Koenig, Public Works Director, provided a presentation on the Wastewater Inflow and Infiltration (I & I) problem, including the current status and related expenses, perceived causes, possible remedies and future costs to remedy, and a strategy and implementation plan for remediation.

Mr. Koenig noted that inflow occurs when rainwater is misdirected into the sanitary sewer system instead of the storm sewers. He stated that a significant percentage of inflow comes from rain

leaders and sump pumps that are improperly connected to the sanitary sewer system. Mr. Koenig advised members that infiltration occurs when ground water seeps into the sanitary sewer system through cracks or leaks in sewer pipes, which can be caused by age related deterioration, loose joints, damage, or root infiltration. He stated that the City's fees paid to Kent County for wastewater treatment amounted to 32% more flow than what customers were billed.

Mr. Koenig recommended a 7-Point Plan of Action which included enacting a sanitary sewer ordinance, smoke and dye testing, televising sewer lines, home-to-home inspections, manhole inspections, repair and replacement of infrastructure, and notifying and educating the public.

Mr. Koenig stated that in FY05, staff budgeted $75,000 for I & I work. He noted that between $8,000 and $9,000 had been spent on consulting work to begin the preparation of contracts for televising the lines and smoke testing. Mr. Koenig noted that the FY06 budget also contains $75,000 for I & I. The FY07 budget will include replacement of the camera equipment and a small van to transport the equipment. Mrs. Mitchell, Finance Director, advised members that the I & I issue will have a serious impact on the budget if it is not corrected. Mr. Ritter suggested that staff may be able to obtain a State or Federal grant for the cameras and/or smoke testing.

Mr. Ruane requested staff to include a time-frame for remediation, performance measures, and more detail of the overall Inflow and Infiltration challenge in their next update.

The committee took no action.

By consent agenda, Mr. Carey moved for acceptance of the Utility Committee Report, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Pitts absent).

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE REPORT - SEPTEMBER 27, 2005

The Safety Advisory and Transportation Committee met on September 27, 2005 with Chairman Hogan presiding.

Discussions with Secretary Hayward - *City of Dover Transportation Projects*

During their Regular Meeting of August 23, 2005, members approved a letter inviting Secretary Hayward to attend the September 27, 2005 Safety Advisory and Transportation Committee Meeting to discuss the City's prioritization projects, their status, timetable, and how the City may assist in achieving results.

Secretary Hayward provided an in-depth explanation of the financial situation that the Department of Transportation now finds itself in, as provided in his July 18, 2005 letter to municipalities. He advised members that Delaware's rapid growth, along with construction costs escalating at a rate much higher than the consumer price index and traditional funding sources, has strained the State's resources. Secretary Hayward also advised members that DelDOT has not yet received anticipated federal highway funds, which is typically $125M.

Secretary Hayward stated that he advised the General Assembly of the need to replenish the Transportation Trust Fund, which is funded through gas taxes, tolls, motor vehicle fees, and federal grants, in order to continue transportation projects. The Administration and the General Assembly compiled a list of projects that were affordable this year with the existing revenue and a one-time General Fund appropriation. They then added construction based on increases in various sources of revenue, including a toll increase on I-95, which was approved by the General Assembly.

The task force created by the Governor to look into DelDOT's financial situation has concluded that, at a minimum, the department will need approximately $150M in new revenue beginning next fiscal year and the revenue will have to increase over time to recognize the diminished value of the purchasing dollar. DelDOT has temporarily delayed over $280M in projects due to lack of funding.

During the committee meeting, Mr. Ruane requested a project list specific to the City of Dover, including projects which were originally appropriated, what had been encumbered, and the status of that specific project. He noted that, although the signalization project was authorized in June 2004 for FY05 and materials have been purchased, it has been delayed until FY07. Secretary Hayward noted that the signalization project was delayed since it was still in the design phase. If a contract had been signed, the work would have proceeded. He noted that the Governor's Avenue project and the signalization project would be on the list for recommendation to the General Assembly. Secretary Hayward stated that the re-alignment of Wyoming Avenue will include a right-of-way donation by the project developer, as well as cash, which will hopefully qualify for matching Federal funds and enable completion of the project.

Mr. Hogan requested suggestions for ways the Safety Advisory and Transportation Committee could assist in having the City's priorities addressed. Secretary Hayward suggested reviewing the City of Dover project list to determine the authorization amounts, amount encumbered, and determine a new estimated cost of completion. Once that is done, the list should be prioritized. He also suggested that members impress upon the members of the General Assembly the importance of the problem and the need for action. Mr. Hogan stated that he would work with Mr. Laing on the project list.

Representative Nancy Wagner agreed that DelDOT is in financial trouble. She noted that the General Assembly was not made aware of the situation until the end of the session. Representative Wagner advised members that, had they known the seriousness of the problem, they may not have voted for a reduction of gross receipts tax. She also stated that she relies upon the Department of Transportation for guidance on what needs to be done and the General Assembly needs clear cut information in a timely manner in order to make decisions.

Mr. Hogan stated that it would be the goal of the Safety Advisory and Transportation Committee to make the State aware of the City's transportation concerns and priorities in a timely manner.

The committee took no action.

Proposed Ordinance Amending Chapter 106 - Traffic and Vehicles, Section 106-17-Truck Routes

In conjunction with the July 12, 2004 adoption of an ordinance prohibiting trucks from utilizing engine compression brakes in the limits of the City of Dover, the City Manager, Mr. DePrima, requested the Police Department to begin the process of posting advisory signs on those truck routes entering the City and appropriately advising the public, particularly trucking firms located in Dover.

Staff worked with DelDOT, who offered two (2) options, as follows: 1) Order and purchase signs at expense to the City and subsequently have Dover Public Works place the signs and be responsible for maintaining them; or 2) Follow the lead of Smyrna and Seaford and have an Engineering Study done by DelDOT, followed by enacting a City of Dover ordinance establishing truck routes in Dover, followed by a State Resolution. This would enable DelDOT to purchase the signs, and erect them just outside the City at the designated truck routes. DelDOT would also be responsible for maintaining the signs.

Members reviewed a proposed ordinance, prepared by Deputy City Solicitor Pepper, amending Chapter 106 - Traffic and Vehicles - by adding a new section 106-17 - Truck Routes. Staff recommended adoption of the proposed ordinance.

During the committee meeting, Mr. Ritter expressed concern that State Street was a proposed designated truck route since parts of the street are brick-faced. It was his feeling that truck traffic would damage the bricks. Mr. Ritter also noted that Governors Avenue could serve as the truck route with State Street being for local delivery only. He suggested striking (b)(8) State Street. Mr. Koenig advised members that State Street was included on the list since it is designated as State Alternate Route 113.

The committee recommended adoption of the ordinance amending Chapter 106 - Traffic and Vehicles - by adding a new section 106-17 - Truck Routes, as amended by striking "State Street", noting that State Street could be added to the list if staff finds it to be necessary.

By consent agenda, Mr. Carey moved for acceptance of the committee's recommendation, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Pitts absent) (The First Reading of the ordinance will take place during the latter part of the meeting)..

By consent agenda, Mr. Carey moved for acceptance of the Safety Advisory and Transportation Committee Report, seconded by Mr. Salters and carried by a unanimous roll call vote (Mr. Pitts absent).

GARRISON TRACT COMMISSION REPORT - ACKNOWLEDGMENT OF RECEIPT

Council President Williams thanked members of the Garrison Tract Commission for their service, noting that they would not be discharged until their recommendations have been reviewed by the Parks, Recreation, and Community Enhancement Committee.

Mr. Slavin moved to acknowledge receipt of the Garrison Tract Commission Report and to refer the report to the Parks, Recreation, and Community Enhancement Committee for its

review during their Regular Meeting of November 15, 2005. The motion was seconded by Mr. Salters and unanimously carried.

REVISED MONTHLY BUDGET REPORTS - JULY AND AUGUST 2005

By motion of Mr. Carey, seconded by Mr. Salters, the Revised Monthly Budget Reports for July and August 2005 were accepted by consent agenda.

EVALUATION OF BIDS - PLAYGROUND EQUIPMENT REPLACEMENT PROGRAM

As part of the City of Dover Parks & Recreation Department's Capital Investments Plan this year, staff is replacing the playground equipment in Williams Park and will install a unit for two (2) to five (5) year olds in The Hamlet Park. This equipment purchase is part of the Playground Equipment Replacement Program that the Department has been implementing over the past three years. The equipment being purchased was put out for bid using the purchasing policy (3.3J), which permits the Department to use other government contracts to purchase materials. For this project, the Department is using the US Communities bid information for evaluation of playground equipment.

Staff recommended awarding the bid to GameTime c/o West Recreation, Inc., Queenstown, Maryland, for the purchase and installation of equipment/safety surfacing for Williams Park and the Hamlet Park playgrounds in the amount of $49,961.47.

Mr. Slavin moved for approval of staff's recommendation, seconded by Mr. Hogan.

Responding to questions of members, Mr. DePrima stated that US Communities is a nationwide cooperative purchasing organization, of which the City is a member. He stated that, historically, the prices are much better through cooperative purchasing. Mr. Salters requested staff to compare prices to ensure that they were getting a fair price.

The motion to award the bid to GameTime c/o West Recreation, Inc., Queenstown, Maryland, for the purchase and installation of equipment/safety surfacing for Williams Park and the Hamlet Park playgrounds in the amount of $49,961.47 was carried by a unanimous roll call vote (Mr. Pitts absent).

EVALUATION OF BIDS - CITY HALL SECURITY MANAGEMENT AND EMPLOYEE IDENTIFICATION SYSTEM

The City, in its 2005/06 Budget, anticipated security improvements to City Hall, as well as a new employee identification card system. Although $30,000 was included in the General Fund budget, staff also applied for full Homeland Security Grant Funds from the State of Delaware for the proposed program and an expanded program. In late July, staff was notified of being awarded a total of $90,633.54. Staff advised members that some funds were from an FY 03 & FY 04 appropriation which would require an expedited expenditure by October 30, 2005 and November 30, 2005 respectively.

This proposal and the grant funding is to provide and install all components to allow for the implementation of a Security Management and Employee Identification System.

To accommodate the need to expedite this expenditure, staff began a search for vendors who were already contracted with the City or other governments in Delaware and found that ADVANTECH provided the security systems for the Police Department, Administrative Services at Weyandt Hall, and the current security system in City Hall. To expedite the purchase, bids were not solicited and a contract was negotiated as provided for under Section 3.16 (C) of the City's Purchasing Policy. In addition to other City of Dover facilities, ADVANTECH has the following customers: Port of Wilmington, DEMA (Delaware Emergency Management Agency), DTI (Delaware Department of Technology and Information), DMV (Delaware Department of Motor Vehicles), DART First State, and Kent County Emergency Operations Center.

Staff recommended entering into a contract with ADVANTECH, Inc. to purchase the City Hall Security Management and Employee Identification System, with an 18-month maintenance contract, for $89,925.

Mr. Carey moved for approval of staff's recommendation, seconded by Mr. Sadusky and carried by a unanimous roll call vote (Mr. Pitts absent).

EVALUATION OF BIDS -TRAILER MOUNTED GENERATOR

The City of Dover Department of Public Works has secured grant funding for the purchase of one (1) trailer mounted generator that could power segments of the water production system during periods of extended power outages should they occur. Originally, this purchase was intended to be part of a state-wide generator purchase through DEMA; however, it was recently determined that the sub-grant process should be used to facilitate this purchase. Once the sub-grant application and award was completed, staff prepared a bid package and solicited sealed bids through the City's Purchasing Agent.

Based on a review of the bids, staff recommended awarding the bid to the lowest bidder, Fidelity Engineering, Corp., in the amount of $42,000.00 for the purchase of one (1) trailer mounted generator (200KW). The City of Dover must purchase this equipment using City funds and will be reimbursed by DEMA in accordance with the grant guidelines. Funds should be reimbursed to the City of Dover within four-six weeks from the date of delivery of the equipment.

Mr. Carey moved for approval of staff's recommendation, seconded by Mr. Sadusky and carried by a unanimous roll call vote (Mr. Pitts absent).

OVERLAND CONTRACTING INC. - SETTLEMENT AND RELEASE AGREEMENT (EPC CONTRACT)

Mr. DePrima advised members that the City reached a settlement agreement with Overland Contracting, Inc. (subsidiary of Black & Veatch) in the amount of $275,000. He stated that the original amount requested for cost overruns related to weather delays, issues over earth moving, and completion bonuses related to the 230KV project was in excess of $800,000. Mr. DePrima noted that they agreed upon a settlement in the amount of $275,000.

Mr. Hogan moved for approval of the contract, seconded by Mr. Carey and carried by a unanimous roll call vote (Mr. Pitts absent).

COUNCIL PRESIDENT'S RESPONSE TO CECIL WILSON - CONCERNS OF SEPTEMBER 26, 2005 OPEN FORUM

Council President Williams advised members that she had responded to Mr. Wilson regarding his comments made in response to telephone calls he received from concerned citizens. She noted that the item was placed on the agenda since Mr. Wilson indicated that his remarks were those of citizens that had contacted him; therefore, the only means possible to respond is to provide for an opportunity to do so publicly. The City Clerk read the following into the record:

"Dear Mr. Wilson:

Thank you for speaking during the Open Forum Segment of the Regular Council Meeting on September 26, 2005 regarding your concerns of the Dover Human Relations Commission (DHRC) and African American City employees and citizens.

After having the opportunity to further review your concerns, as well as the copy of the complaint you provided, dated September 8, 2005, that was submitted to the Delaware State Human Relations Commission Director and Members, I offer the following responses in the order in which your concerns were presented:

- ✓ *To respond to an investigation of the DHRC, I am confident that scrutiny by the Delaware State Human Relations Commission will reveal that there has been no miscarriage and I actually welcome the review by that body.*

- ✓ *To respond to your concerns about African Americans employed by the City of Dover, I would request further information, specific by example, to understand your concern.*

- ✓ *To respond to your comment that our former City Assessor was not evaluated properly, please be advised that this employee was evaluated the same as all other Council Appointed employees. As you may already know, all members of Council are provided with periodic evaluations for each Council appointed position and all Council members are asked to include their comments and a rating for each category.*

- ✓ *To respond to your accusation that the City of Dover has created an internal hiring job description for an internal city employee in order to fill the new Assessor position, this could not be farther from the truth. There is only one job description for the City Assessor which was originally developed by the Public Administration Service (PAS) and approved by City Council in 2003. Recently, there was an amendment made to that job description, which included the following: "Requires an IAAO (International Association of Assessing Officers) accreditation or ability to acquire that accreditation within 1 year (or an equivalent documented accreditation or certification)". This clearly does not provide for a current city employee to be hired as the new City Assessor because no city employee holds that accreditation or equivalent. As a result, Council initiated a regional/national search, effective August 19, 2005. Assessment services continue to be provided by a consulting firm while the search for an Assessor with proper accreditation continues.*

- ✓ *To respond to your comments about the City of Dover Police Department, there has been no devaluing of the requirements and/or standards to permit African American police officers to be promoted without merit. Nothing has changed in this area, nor do I believe that these*

officers would engage in the behavior that you have suggested in your comments. These officers are deserving and have been duly promoted based on their performance as members of law enforcement for our City. I, therefore, on their behalf, request an apology because it is my belief that your comments about the City's policing efforts are inaccurate and even worse, inconsiderate and insensitive to the work and dedication provided by these officers. Again, I welcome an investigation, if deemed necessary.

✓ *To respond to the "inappropriate communication of our police officers", I simply do not know what you are talking about and therefore request further clarification with specific examples in order to understand what you are saying.*

In summary, Mr. Wilson, it is evident that most certainly there is a lack of communication and understanding. Your remarks regarding the DHRC, the treatment of African American employees, the evaluation of our previous City Assessor, the job description for a new City Assessor, and the promotion of African American police officers are simply not accurate. The fact that you are considering or believe that they are true only reinforces my belief that we do, indeed, need to sit down and talk. If this is not suitable for you, then again, I welcome a review of any of your concerns about the City of Dover and look forward to the presentation and distribution of the results to all our citizens.

Please feel free to contact me should you wish to discuss these or any other matters further.

Sincerely,

Beverly C. Williams
Council President"

Mr. Ruane commended Council President Williams for her thorough and well reasoned response. He noted that it is sometimes difficult to refrain from responding to some comments made during the open forum. Mr. Ruane suggested that members may want to change the current practice of not responding to comments, especially when it involves an egregious situation.

Mr. Ruane advised members that there was a letter to editor in the October 5, 2005 *Dover Post* from Daniel McKeown, President of the FOP Lodge #15. Mr. Ruane read an excerpt of the letter and requested that the full text be included in the minutes of this meeting, as follows:

"I felt compelled as the president of the Fraternal Order of Police Lodge No. 15 to respond to remarks made at a recent city council open forum. These remarks were subsequently published in the Dover Post on Wednesday, September 28. As President of Lodge No. 15 I represent Dover Police Officers. During the council's open forum, Mr. Cecil Wilson, who is the former Central Delaware Branch President of the NAACP, made comments regarding minorities and the Dover Police Department. Although he made many comments, there was on comment that really offended me, all minority supervisors at the Dover Police Department and the department as a whole.

Mr. Wilson was quoted in the Dover Post as saying "Unqualified black officers are being unfairly promoted as a means to keep them quiet." I would first ask Mr. Wilson to come forward with the information and meet with me as the FOP President so we could attempt to resolve this issue.

However, in personally speaking with every supervisory minority officer in the department, there is one common sentiment regarding Mr. Wilson's comment.

They were outraged. The minority supervisors at the Dover Police Department underwent the same rigorous promotional process as any other officer. This includes performance evaluations, a written exam and an oral board examination. The officers promoted scored higher than their counterparts and were subsequently promoted as positions became available. As you can see, a person's race or sex does not play a part in the process. The minority supervisors also stated that they feel more than capable handling their current positions and in no way are "unqualified." As to the statement "keeping them quiet," none of the minority supervisors are aware of what is being "kept quiet" or what Mr. Wilson is referring to . All were unsure as to how Mr. Wilson is seeking to "Advance Colored People" as his former title implies. If anything, he offended hard working and deserving minority supervisors and all minority officers striving to advance themselves and their careers. It is clear his statements are not based on fact and are not the sentiment of minority officers in the Dover Police Department. The FOP respectfully requests a formal apology from Mr. Wilson on behalf of the aggrieved officers and the Dover Police Department as a whole."

Mr. Salters stated that the citizens of Dover look to the minority leadership in the community, including himself and Mr. Pitts, and he has no knowledge of any charges that have been made by Mr. Wilson and he would welcome an investigation, as the Council President suggested, to search out any improprieties in the City's procedures. He also requested Mr. Wilson to come forward with any information that he may have, in writing, so that it can be addressed immediately. Mr. Salters thought that it was necessary that clarification be made on all of the issues so that there would be no misunderstandings of the City's hiring and promotion procedures. He stated that, if the accusations are true, they should be investigated thoroughly and the results printed for the public.

RESPONSE TO COUNCIL COMMENTS OF SEPTEMBER 26, 2005 - SALARY INCREASES FOR COUNCIL APPOINTED OFFICIALS AND CITY MANAGER EMPLOYEES

Mr. DePrima advised members that, in response to a recent newspaper article, he wrote a letter to Councilman Ritter dated October 6, 2005. Mr. DePrima paraphrased his letter as follows:

"Dear Councilman Ritter:

To accuse a career public official of collusion is a serious matter that should not be taken or given lightly. For over four years since you won your office, I have silently taken unwarranted and baseless accusations about my performance and my integrity. I have also silently watched you do the same to others. However, there comes a time when an employee must defend himself--a time when falsehoods must be revealed--a time when an accuser's lack of knowledge must be exposed. When referring to Senator McCarthy's baseless accusations, Edward R. Murrow said, "No one can terrorize a whole nation, unless we are all his accomplices." My silence is not going to be your accomplice.

You accused me and the Council President of collusion resulting in hidden salary increases. Had you thoroughly reviewed the draft budget, you would have seen that the pay for performance had its own section, and that the percentages for proposed salary increases

were clearly presented on page 164 of the draft budget. As you know, the draft budget was publicly discussed over four nights. During one of those nights, I also publicly discussed the City's pay-for-performance policy through a PowerPoint presentation devoted solely to this policy.

You accused the Council President and I of changing the past system of voting on salary increases so they would be hidden. City Council never acted on individual salaries except those of the five Council Appointees, and there was no consistency in how those increases were awarded to the appointees. The pay-for-performance system we have now in place is the first system that uniformly applied to all non-bargaining employees and this, too, was discussed in open session.

You accused the Council President of giving me "carte blanche" over salary increases, yet you know that the pay-for-performance system ties salary increases to evaluation scores. You also know that City Council does the evaluations for the five Council Appointees, and the Mayor does the evaluation for the Chief of Police, and each supervisor does their subordinates' evaluations. Therefore, how could you possibly state that I and the Council President have control over salaries? Out of the 80 non-bargaining employees, I have responsibility for doing eight evaluations.

You stated that the pay-for-performance system is not working. As evidence, you stated that salaries are increasing exponentially. Where is your proof? In fact, the information provided to you by Mrs. Mitchell showed that the overall salary increases of the past three years increased 3.44%, then increased by 5.72%, and then went down to 4.92%. It is very important to point out that in those increases were promotions, so this does not necessarily total the Pay-for-Performance system–there were promotions and increases. The fact that any non-bargaining employee who had a below-market salary and increased his/her evaluation score would appear to have been exponential growth because of improved performance and a greater differential given to below-market employees this past fiscal year. All of this was clearly presented in the budget. There is absolutely no truth to your statements that the pay for performance policy has allowed between 13% and 20% increases for some employees over the past two years. Only five out of 80 employees received raises in that amount over two years and they are all due to promotions to jobs with more responsibility. Are we going to deny our employees who work very hard on their responsibilities promotions or higher wages?

You stated that the pay-for-performance system is not working. Again, as evidence you stated that people in the "buddy system" and "higher ups" are getting bigger increases than others. You used my increase as an example. In reality, I was only one of 30 employees two years ago to receive 4.75% increase and one of seven employees to receive a 7% increase. This percentage increase, which was in the budget, that I received is the same percentage increase all non-bargaining employees with commendable evaluation scores received if their salaries were below market. My score was derived by those City Council members who participated in my evaluation and I want to thank them for that commendable evaluation; I worked very hard for it. Unfortunately, you chose not to participate. My salary is below

market and is still less than the former City Manager's set pay was five years ago. In 2006, salary increases for the 13 department heads averaged 5.23%. The 13 least paid non-bargaining employees received 4.78%--less than a one-half percent difference between the two groups. So, where is the evidence that people are in the "buddy system" and that the "higher ups" are getting higher pays than anyone else in the system? Again, you failed to point out that the non-bargaining salaries this past fiscal year is actually 4.38% less than the prior year, and these are numbers that you were provided by Mrs. Mitchell.

What evidence do you have of secret meetings? Annual evaluations for the five Council Appointees were always done and have been legally done in executive session as part of their performance evaluation. During these meetings, performance is discussed; salary is not. Conducting a performance review is one of the most important jobs a Council member has. You did not participate this year. By not participating in this process, you failed the system; the system itself, is not a failure—it is in fact a success.

Talk of secret meetings, talk of collusion, talk of hidden salary increases does nothing but demoralize our good working employees. It insults the City Council that works very hard on both evaluations and on budgets and it falsely raises suspicion among our very well-served citizens. City Council members are owed an apology for your implication that they are not doing a good job. Council President Williams and I deserve an apology for your accusations of deception and collusion; which there was absolutely no evidence. And finally, for not actively participating in the budget hearings or the pay for performance evaluation and then maligning both of those processes is unfair to your constituents and the residents of the City of Dover are owed an apology."

Council President Williams read the following statement:

"Mr. Ritter, I am now going to present you with some correct information, in chronological order, about the salaries for non-bargaining employees and the Pay for Performance evaluations. This information is part of the public record of the City of Dover.

1. *Employment evaluation for City Manager completed on January 7, 2004 for the period of December 2002 - December 2003 reflected ALL members of Council's comments and scores, although Mr. Carey and I did not participate.*

2. *On May 5, 2004, each member of Council submitted individual, separate evaluations for all Council Appointees, including the City Manager whose evaluation date was changed, for the period of July 2003 - June 2004. These evaluations are on file in the individuals personnel file in the Human Resources Department. They include both comments and ratings from all members of Council with the exception of yourself and Councilman Pitts, who did not submit individual evaluations for the employees.*

3. *Since only 7 ratings were received, it was agreed by Council members at that time that the highest and lowest ratings would be eliminated for each employee, and that the*

remaining 7 scores would be averaged to provide the final Overall Weighted Score in developing salary increases.

Again, since yourself and Councilman Pitts did not submit evaluations, then Council President McGlumphy requested that you be contacted for your scores. After being contacted, Councilman Pitts did indeed provide his rating and you, Councilman Ritter, suggested that "your score be considered the lowest for all employees".

In all cases, never was a member of Council's comments or ranking for an employee's evaluation eliminated. Council President McGlumphy chose to eliminate the highest and the lowest as a means of acquiring a final overall weighted score.

4. *During the past year's annual reviews for Council Appointees, there was no elimination of scores. Each employee's final score was simply the average of all members that participated, unfortunately, Councilman Ritter you chose not to submit an evaluation or score any of the employees.*

5. *On May 19, 2005, during the May 2005 Budget Review Meetings, members considered the Pay for Performance calculations for non-bargaining employees. Although you voted in opposition to the majority of the budget issues presented, the Pay for Performance schedule was approved by unanimous roll call vote, as presented, which means you voted for it, Councilman Ritter.*

   Finally, as a result of this action, the First Reading of the Budget Ordinances, which included the Pay For Performance salary calculations for non-bargaining employees was accomplished during the Regular Council Meeting on June 13, 2005.

6. *On June 27, 2005, by Ordinance, City Council adopted the Pay for Performance Calculation Worksheet.*

   Councilman Ritter, I am concerned because you repeatedly make false accusations, repeatedly misinterpret information, and I believe that, with intent, you try to mislead the citizens to present yourself as the only member of Council who is looking out for our City.

   The simple truth is that we're all here to protect the interests of the residents of Dover and we all spend a great deal of time and a great deal of energy to do everything we possibly can to very carefully use our resources and to save money so that our taxes will remain as low as possible.

   In your attempts to manipulate the information, you undermine your colleagues on Council, the City Staff, and most preciously members of your own district, which you represent, and most of all, all the citizens of Dover."

Councilman Ritter read the following statement:

"The concerns that I have is that procedures are not being followed as prescribed by the Charter and Code. All appearances indicate that they have been circumvented. Appointed officials of the City should have salaries passed by Ordinance according to the Charter, Article 2 Section 12. Article 2 Section 32 mentions that all salaries or compensation of city officers and city employees shall be determined by Council. Council did not approve salaries in the Budget. Council only agreed with a grid or the concept of the percentage increases to use for salary increases, along with a lump sum dollar figure to use for the increases. That was the page 164. If we were to vote on salary increases, it would look similar to the sheet that Mrs. Mitchell put together with the salaries, then the percentage increase, then the new salary for all the non-bargaining positions. Council would have had a much clearer picture of the large percentage increases given to the selected individuals. The City government is supposed to be a transparent and accountable government. The first issue that I want to bring up is the deception of the market value in the Pay-for-Performance. When the Public Administrative Services (PAS) put their study together they included the three ranges as minimum, midpoint, and maximum. The minimum is what the salary of the Delmarva Peninsula was ranging or the surrounding area. The maximum was what a person would be making at the end of their career, or twenty-years, and the midpoint, according to PAS, equaled the market value that was achieved in ten years, or half of a career. Mr. DePrima rushed to market attitude in 3 to 4 years when, in fact, it's supposed to be a ten year plan or more determining on your performance. The rest of the market, or midpoint, is the fallacy of this program, along with the subjective scores a supervisor may give. The managers making a salary at midpoint will not have as much enthusiasm as the ones below market because they will not receive a percent increase based on their performance like the ones below midpoint. We are supposed to be using the Pay-for-Performance System not rush to Market System. My second and greatest concern is with the union contracts coming up. That they will want the same percentage increases and you can't blame them. But who will pay? Then there is the unfunded pension liability and the post-retirement pension liability which $3 million will have to be appropriated for annually in the upcoming years. Will our constituents receive another large increase in taxes and fees as the result of these large salary increases this past year and other liabilities that are coming up. Council has already increased the budget this year by $12.5 million dollars in taxes, fees and rates and last year it was $7.6 million dollars to a tune of $20.1 million dollars the past two years in taxes, fees and rate increases according to the schedule that Mrs. Mitchell gave us. This is the greatest increase in the history of Dover. Remember the consumer price index only goes up 1.5 to 2.5 percent annually. Some managers received increases when their projects are not getting completed and they have overspent their budget. We have $6.5 to $7 million dollars of unfinished projects not getting completed, meanwhile large increases are being handed out to some managers. My conclusion: the only one terrorizing the City's workforce is Mr. DePrima. Mr. DePrima manages to obtain an almost 12% salary increase in two years, which is virtually unheard of. He demoralizes the City workforce by presenting large salary increases for non-bargaining employees, giving raises to the midpoint and saying that the raises are at market value. While a couple of his friends are getting hefty salary increases, three hundred union members are only getting 3 percent increase. When an official who is elected by the citizens that pay Mr. DePrima's salary exposes what is going on, Mr. DePrima becomes a huge media blitz, pretending to

defend employees when at essence he is only protecting himself from the public scrutiny. Is this how a transparent and accountable government is run? Thank you."

Mr. Sadusky read the following statement:

"Mr. DePrima's letter explains also my position concerning this matter. His last paragraph clearly states my major concerns to this Council. I believe any Council member, anywhere, who does what has been done to Mr. DePrima should apologize to Mr. DePrima, all City employees, and his constituents, effective immediately or face action by this body so we, as Council, can move forward and do the City's business, as we are elected to do."

Responding to Mr. Ritter's request for an opinion regarding the legality of the method in which Council is handling salaries for appointed officials, staff, and non-bargaining employees, City Solicitor Rodriguez stated that the procedures being followed by Council are completely consistent with the provisions of the Charter (Article II - Mayor and Council, Sections 12 and 32). Mr. Rodriguez advised members that a written opinion was provided to the Clerk's Office ***(Exhibit #2)***.

Mr. Ritter stated that he did not feel the Charter was being followed since Council votes on percentages and not the actual employee salaries.

Mr. Hogan stated that by not participating in the evaluation process, Mr. Ritter actually increased the score of all Council appointees.

FIRST READING - PROPOSED ORDINANCE

Council President Williams reminded the public that copies of the proposed ordinance are available at the entrance of the Council Chambers or can be obtained from the City Clerk's Office. Final action by Council on the proposed ordinances will take place during the Council Meeting of October 24, 2005.

In accordance with Section 1-6 of the Dover Code, Council acknowledged the First Reading of the Ordinance Amendment as read by the City Clerk, by title only, as follows:

Chapter 106 - Traffic and Vehicles, Section 106-17 - Truck Routes

COUNCIL MEMBER COMMENTS

Mr. Hogan invited all members to the "Gobblins and Goodies Night" being held at the Delaware Agricultural Museum on October 29, 2005 from 5:00 p.m. to 7:00 p.m.

Mr. Salters commended Mr. DePrima and Mr. Koenig for the work being done at the scrap yard. He stated that it has been a blight in the community for years and, although it is not complete, it looks very good. Mr. DePrima stated that he would pass the message on to the work crews.

Mr. Salters stated that there is still a lot of loitering on Loockerman Street near the employment agency. He noted that he understands that it will happen during the day, but would like to see it stopped in the evening when people really have no reason to be there.

Mr. Carey moved for adjournment, seconded by Mr. Slavin and unanimously carried.

Meeting Adjourned at 8:37 P.M.

JANICE C. GREEN
CITY CLERK

All orders, ordinances, and resolutions adopted by City Council during their Regular Meeting of October 10, 2005, are hereby approved.

STEPHEN R. SPEED
MAYOR

/JG
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Exhibits Attached to Original Minutes and File Copy

Exhibit #1 - Petition to Amend Zoning District for Property located at 700-708 Forest Street and 12-16 Lincoln Street, owned by Frank T. Moore, Paul T. Moore, Paul T. Moore, Jr. Trustee, and Aiko Moore Trustees

Exhibit #2 - City Solicitor's Opinion

WHEREAS, the Mayor and Council of the City of Dover have been greatly saddened by the death of their fellow Council Member, John W. Pitts, who passed away on October 15, 2005; and

WHEREAS, John W. Pitts was sworn into office as Councilman of the Fourth District of the City of Dover on May 14, 1990 - a position in which he served with distinction for more than 15 years; and

WHEREAS, during his term as Councilman, John W. Pitts served as a member and chairman of the Parks, Recreation, and Community Enhancement Committee, and the Code Board of Appeals; and as a member of the Safety Advisory and Transportation Committee, Utility Committee, Kent County Tourism, Liaison to Kent County, and Downtown Dover Development Corporation; and

WHEREAS, although John W. Pitts will be respectfully remembered as having served the community in numerous capacities, he was particularly devoted to promoting healthy and positive environments for our youth, teens, and young adults and in honor of this commitment, the Mayor and Council adopted a Resolution on September 26, 2005 dedicating and naming the new west side recreation facility as the John W. Pitts Recreation Center; and

WHEREAS, John W. Pitts was very gracious and humble in serving as a member of City Council; earning the respect, admiration, and high regard of all with whom he came into contact; and

WHEREAS, our community has sustained a great loss in the death of John W. Pitts.

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

1. The Mayor and Council express their regret for the loss of John W. Pitts and extend their deepest sympathy to the members of his family and hope that they will be consoled by the memories of his fine life and achievements.

2. The Mayor and Council direct the City Clerk to place this Resolution in the permanent records of the City of Dover in recognition of the many contributions graciously given to the community by Councilman John W. Pitts.

ADOPTED: *

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PETITION TO ANNEX AND ZONE PROPERTY

Before The City of Dover City Council
October 24, 2005

Owner\Applicant:	Mary F. O'Connor 174 Mifflin Road Dover, DE 19904
Location:	174 Mifflin Road
Size:	25,070 S.F (0.57 acres)
Application Date:	July 6, 2005
County Zoning:	RS-1 Single Family Residential
Proposed Zoning:	R-8 (One Family Residence) permitting agricultural uses, single family detached dwellings on 8,000 square foot lots.
Present Use:	Residential Single Family
Proposed Use:	Residential Single Family
File Number:	AX-05-02

Surrounding Land Uses:

To the north, east and south this property is bordered by single family homes zoned R-8 in the city and RS-1 in the County. To the west is Village of Westover - Planned Neighborhood Design consisting of a mixed of residential uses zoned RM-2.

Comprehensive Plan:

The Annexation Chapter of the Comprehensive Plan designates this area as a Category 1 – Lands to be annexed. This category is generally made up of lands that are completely or nearly surrounded by lands within the City of Dover.

Other Considerations

The existing home required emergency hook up to the City of Dover sewer system. At that time the applicant agreed to apply for annexation in exchange for the emergency hook up instead of rebuilding a septic system.

Recommendation of the Planning Staff:

Staff recommends Annexation. This recommendation is being made without the benefit of hearing the comments of surrounding land owners and residents. A public hearing is required on this matter and those comments should be given serious consideration by the Commission.

PREPARED BY:
City of Dover
PO Box 475
Dover, DE 19903-0475

TAX MAP PARCEL NO.
ED-00-076.14-01-03.00/000

MAYOR AND COUNCIL

A RESOLUTION APPROVING THE INCLUSION OF AN AREA WITHIN THE LIMITS OF THE CITY OF DOVER.

WHEREAS, the Charter of the City of Dover authorizes Council to extend the boundaries of the said City after a special election of the qualified voters and real estate owners of the territory proposed to be annexed, and

WHEREAS, the Mayor and Council of the City of Dover deem it in the best interest of the City of Dover to include an area contiguous to the present City limits, and hereinafter more particularly described within the limits of the City of Dover, and

WHEREAS, the Charter of the City of Dover provides that if a majority of the Votes cast in an election held in a territory proposed to be annexed shall be in favor of inclusion of that territory within the limits of the City of Dover, the Council may thereupon adopt a resolution annexing said territory and including same within the limits of the City of Dover.

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

1. That the following described area, situated in East Dover Hundred, Kent County, State of Delaware, shall be annexed to and included within the limits of the City of Dover:

> ALL that certain lot, piece or parcel of land and premises, together with the improvements thereon erected, situate in East Dover Hundred, Kent County and State of Delaware, lying on the West side of the black top public road leading from the Dover-Hartly road (Horsehead Road) to the Dover-Hazlettville road, designated as Lot No. 9 on a plot of lands of the Atlantic Land Co., Inc., of record in the Office of the Recorder of Deeds at Dover, Delaware, in Plot Book 3, Page 157, bounded on the North by Lot No. 8 and on the South by Lot No. 10 as said lots appear on the aforesaid plot; on the West by other lands of the Atlantic Land Co., Inc. and on the East by the said black top public road, and being more particularly described as follows, to-wit:
>
> BEGINNING at a point in the west right of way line of the aforesaid black top public road at a distance of eight hundred (800) feet South of lands of Donald G. Carey and Pauline H. Carey, his wife, said distance of eight hundred (800) feet being measured along the West right of way line of said black top public road; thence binding with the South line of Lot No. 8 South sixty-five (65) degrees thirty-five (35) minutes West a distance of two

hundred fifty (250) feet to a point in line of other lands of the Atlantic Land Co., Inc.; thence binding with other lands of Atlantic Land Co., Inc. South twenty-four (24) degrees twenty-five (25) minutes East a distance of one hundred (100) feet; thence binding with the North line of Lot No. 10 North sixty-five (65) degrees thirty-five (35) minutes East a distance of two hundred fifty and seven-tenths (250.7) feet to a point in the West right of way line of the said black top public road; thence binding therewith on the arc of a curve (to the right) with a radius of two thousand eight hundred ninety-four and nine tenths (2,894.9) feet a distance of sixty-five and one-tenth (65.1) feet to another point in the West right of way line of the said black top public road; thence continuing therewith North twenty-four (24) degrees twenty-five (25) minutes West a distance of thirty-four and nine-tenths (34.9) feet to the place of BEGINNING, be the contents thereof whatsoever they may;

AND BEING the same lands and premises conveyed unto R. Pennell Emerson, single man, by deed of Richard E. Smith and Beverly A. Smith, his wife, by deed dated October 16, 1964, and of record in the Office of the Recorder of Deeds in and for Kent County and State of Delaware in Deed Record Book T, Volume 23, Page 39.

2. The above described property shall be annexed into the City of Dover with a zoning classification as set by City Council and in accordance with the zoning map and environs, then in force, effective upon such lands being included within the limits of the City of Dover.

3. That the certified copy of the resolution of annexation, together with a plot of the area annexed, shall be filed for record with the Recorder of Deeds of Kent County.

4. That the effective date of this resolution shall be the 25th day of October, 2005 at 12:01 a.m. o'clock.

ADOPTED: *

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STEPHEN R. SPEED
MAYOR

BEVERLY C. WILLIAMS
COUNCIL PRESIDENT

FINAL READING

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 174 MIFFLIN ROAD

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from RS-1 - Single Family Residential (Kent County zoning classification) to R-8 - One Family Residence (City of Dover zoning classification).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover has been amended by changing the zoning designation from RS-1 - Single Family Residential (Kent County) to R-8 - One Family Residence (City of Dover zoning classification) on that property located at 174 Mifflin Road, owned by Mary Frances O'Connor.

ADOPTED: *

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PETITION TO ANNEX AND ZONE PROPERTY
Before The City of Dover City Council
October 24, 2005

Owner: Dover International Speedway Inc
1131 North DuPont Highway, Dover, DE

Location: Lands borders by State Route 1, Leipsic Road, Old Leipsic Road, and Finish Line Drive and Lands on south east intersection of Route 1 and Leipsic Road

Tax Parcel ID:

ED-00-58.00-01-01.00-000
ED-00-58.00-01-02.00-000
ED-00-58.00-01-03.00-000
ED-00-58.00-01-04.00-000
ED-00-58.00-01-05.00-000
ED-00-58.00-01-06.00-000
ED-00-58.00-01-07.00-000
ED-00-58.00-01-08.00-000
ED-00-58.00-01-11.00-000
LC-00-58.00-01-23.01-000
LC-00-58.00-01-24.00-000
LC-00-58.00-01-25.00-000
LC-00-58.00-01-26.00-000
LC-00-58.00-01-27.00-000
LC-00-58.00-01-28.00-000,
part of LC-00-58.00-01-29.00-000
LC-00-58.00-01-29.01-000.

Size: 11.08 Acres

Application Date: August 4, 2005

County Zoning: AR – Agricultural Residential

Proposed Zoning: R-C (Recreation & Commercial) permitting parks, playgrounds, athletic fields and arenas, public or private swimming clubs, golf and country clubs and commercial recreation establishments including dance halls, bowling alleys, skating rinks and similar indoor recreational uses, and hotels and restaurants. Conditionally permitting planned senior housing developments.

Present Use: Auxiliary Uses Related to Speedway Operations including parking.

Proposed Use: Auxiliary Uses Related to Speedway Operations including parking.

File Number: AX-05-03

Surrounding Land Uses:

To the west, south, and southeast of the subject properties land is owned by Dover International Speedway, Zoned RC – Recreation Commercial. The property is used for direct auto racing purposes or auxiliary purposes including parking. To the north and northeast are lands zoned AR in the County also owned by Dover International Speedway and used for auxiliary racing purposes including parking.

Comprehensive Plan:

The Annexation Chapter of the Comprehensive Plan designates this area as a Category 1 – Lands to be annexed. This category is generally made up of lands that are completely or nearly surrounded by lands within the City of Dover.

Other Considerations:

There is adequate water and sewer to serve the site. There are no immediate plans to develop the property.

Recommendation of the Planning Staff:

Recommend Annexations and zoning to RC-Recreation Commercial as are other properties owned by Dover International Speedway.

This recommendation is being made without the benefit of hearing the comments of surrounding land owners and residents. A public hearing is required on this matter and those comments should be given serious consideration by the Commission.

PREPARED BY:
City of Dover
PO Box 475
Dover, DE 19903-0475

TAX MAP PARCEL NO.
ED-00-58.00-01-01.00/000 thru 08.00/000
ED-00-58.00-01-11.00/000
LC-00-58.00-01-23.01/000 thru 29.01/000

MAYOR AND COUNCIL

A RESOLUTION APPROVING THE INCLUSION OF AN AREA WITHIN THE LIMITS OF THE CITY OF DOVER.

WHEREAS, the Charter of the City of Dover authorizes Council to extend the boundaries of the said City after a special election of the qualified voters and real estate owners of the territory proposed to be annexed, and

WHEREAS, the Mayor and Council of the City of Dover deem it in the best interest of the City of Dover to include an area contiguous to the present City limits, and hereinafter more particularly described within the limits of the City of Dover, and

WHEREAS, the Charter of the City of Dover provides that if a majority of the Votes cast in an election held in a territory proposed to be annexed shall be in favor of inclusion of that territory within the limits of the City of Dover, the Council may thereupon adopt a resolution annexing said territory and including same within the limits of the City of Dover.

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

1. That the following described area, situated in East Dover Hundred and Little Creek Hundred, Kent County, State of Delaware, shall be annexed to and included within the limits of the City of Dover:

> All that certain lot, piece or parcel of land, situated in East Dover Hundred, Kent County, State of Delaware, lying on the southwest corner of the intersection of State Route One and Leipsic Road, being bounded on the North by State Route One, on the East by Leipsic Road, on the South in part by Finish Line Drive and in part by other lands of Dover International Speedway, Inc. and on the West by other lands of Dover International Speedway, Inc. and more particularly described in accordance with a plan entitled "Annexation Plan – Dover International Speedway, Inc." prepared by Becker Morgan Group, Inc., dated August 8, 2005, as follows to wit:
>
> Annexation Parcel One (10.33 Acres):
> Beginning for this description at a point at the intersection of the westerly right-of-way line of State Route One with the northerly right-of-way line of Leipsic Road, thence from the point of beginning and with the northerly right-of-way line of Leipsic Road 1) curving to the left on an arc of a circle having a radius of 938.83 feet an arc distance of 404.71 feet, the chord bearing of said arc being South 14° 05' 37" West a distance of 401.59 feet to a point at a corner for this parcel and at the intersection of the northerly right of way line of Leipsic Road with the westerly right-of-way line of Finish Line Drive; thence with the westerly right-of-way of Finish Line Drive the following three courses and distances 2) South 75° 54' 55" West a distance of 119.80 feet to a point; thence 3) South 14° 05' 05" East a distance of 22.81 feet to a point;

thence 4) South 75° 54' 55" West a distance of 162.79 feet to a point at a corner for this parcel and other lands of Dover International Speedway, Inc.; thence turning and running with said Dover International Speedway lands the following two courses and distances 5) North 09° 58' 48" West a distance of 180.68 feet to a point; thence 6) South 80° 01' 12" West a distance of 212.53 feet to a point at a corner for this parcel and in line with other lands of Dover International Speedway, Inc., thence turning and running with other lands of Dover International Speedway, Inc. 7) North 10° 13' 46" West a distance of 1,042.85 feet to a point at a corner for this parcel and in line with the westerly right-of-way line of State Route One; thence turning and running with the westerly right-of-way line of State Route One 8) South 49° 04' 01" East a distance of 1,048.55 feet to the point and place of beginning and containing 10.33 acres of land, be the same more or less.

Annexation Parcel Two (0.75 Acres):

Beginning for this description at a point at the intersection of the westerly right-of-way line of State Route One with the southerly right-of-way line of Leipsic Road, thence from the point of beginning and with the westerly right-of-way line of State Route One 1) South 49° 04' 01" East a distance of 272.48 feet to a point at a corner for this parcel and other lands of Dover International Speedway, Inc.; thence with said lands of Dover International Speedway 2) South 75° 54' 55" West a distance of 272.16 feet to a point at a corner for this parcel and in line with the southerly right-of-way lane of Leipsic Road; thence with the southerly right-of-way line of Leipsic Road; thence with the southerly right-of-way of Leipsic Road 3) curving to the right on an arc of a circle having a radius of 758.83 feet and arc distance of 252.72 feet, the chord bearing of said arc being North 13° 21' 33" East a distance of 251.56 feet to the point and place of beginning and containing 0.75 acres of land more or less.

2. The above described property shall be annexed into the City of Dover with a zoning classification as set by City Council and in accordance with the zoning map and environs, then in force, effective upon such lands being included within the limits of the City of Dover.

3. That the certified copy of the resolution of annexation, together with a plot of the area annexed, shall be filed for record with the Recorder of Deeds of Kent County.

4. That the effective date of this resolution shall be the 25th day of October, 2005 at 12:01 a.m. o'clock.

ADOPTED: *

S:\ClerksOffice\Packets\2005\Council Packets\10-24-2005\Old Leipsic Road Approval Resolution for Packets.wpd

STEPHEN R. SPEED
MAYOR

BEVERLY C. WILLIAMS
COUNCIL PRESIDENT

FINAL READING

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED WEST OF STATE ROUTE 1 AND ADJACENT TO OLD LEIPSIC ROAD AND LEIPSIC ROAD AND NORTH OF FINISH LINE DRIVE, CONSISTING OF SEVENTEEN (17) PARCELS TOTALING 11.08+/- ACRES

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from AR - Agricultural Residential (Kent County zoning classification) to RC - Recreation Commercial (City of Dover zoning classification)

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover has been amended by changing the zoning designation from AR - Agricultural Residential (Kent County zoning classification) to RC - Recreation Commercial (City of Dover zoning classification) on that property located west of State Route 1 and adjacent to Old Leipsic Road and Leipsic Road and north of Finish Line Drive, consisting of seventeen (17) parcels totaling 11.08+/- acres, owned by Dover International Speedway, Inc.

ADOPTED: *

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City of Dover
Finance Department
Monthly Budget Report
September 2005

Strategic Objectives for Fiscal Year 2005 – 2006

1. **Hire an Actuary to calculate and report the City's post-retirement benefits liability for inclusion in the 2007 Budget and Comprehensive Annual Financial Report.** Palmer and Cay, a national actuarial firm, was selected in August.

2. **Develop and implement an employee benefits statement to be distributed by the payroll office each month.** This objective is awaiting the Naviline implementation for completion.

3. **Perform a comprehensive review of our cash management procedures and bank service agreements to take advantage of opportunities to reduce cost and improve technology. Follow up with a request for proposal for banking services.** Completed RFP process and awarded bank services to Citizens Bank. Currently working on e-government payment process.

ACTIVITY LEVELS

	FY05 – YTD	FY06 – YTD
Bank Trends		
Number of Deposits Made	377	352
Total Amount of All Deposits	$ 35,172,536	$ 35,784,266
Number of Bank Accounts	24	28
Payroll:		
Number of Pay Periods	7	7
Number of Payroll Checks	2,802	2,719
Number of Pension Checks	630	650
Total Gross Payroll	$ 4,551,366	$ 4,641,481
Total Pension Payments	$ 899,233	$ 957,868
Total Overtime	$ 122,789	$ 148,919
Accounts Payable:		
Number of Vouchers	1,925	2,028
Dollar Amount Disbursed	$ 5,995,153	$ 5,519,919
Wire Transfers	N/A	$ 14,024,175

City of Dover
Finance Department
Monthly Report – September, 2005

General Fund Summary

	Original Budget	YTD	Balance	25% of Budget
Receipts				
Property Taxes	$ 8,161,808	$ 8,200,880	$ (39,072)	100.5%
Transfer Taxes	2,400,000	828,668	1,571,332	34.5%
Licenses & Permits	2,146,400	1,443,342	703,058	67.2%
Fines & Police Revenues	1,169,740	232,176	937,564	19.8%
Sanitation Revenues	1,250,560	427,876	822,684	34.2%
Library & Recreation Revenues	516,950	34,831	482,119	6.7%
Franchise Fees	360,000	-	360,000	0.0%
Court of Chancery Fees	540,000	58,500	481,500	10.8%
Intrafund Services	5,099,571	1,262,886	3,836,685	24.8%
Grants	260,000	39,398	220,602	15.2%
Transfers-In from Grants & Utilities				
Electric Fund	5,716,956	-	5,716,956	0.0%
Water/Wastewater Fund	535,785	-	535,785	0.0%
Civil Traffic Penalties Fund	500,000	-	500,000	0.0%
Municipal Street Aid Fund	792,000	-	792,000	0.0%
Other Miscellaneous Revenues	242,863	63,504	179,359	26.1%
Total	$ 29,692,633	$ 12,592,061	$ 17,100,572	42.4%
Expenditures				
City Clerk & Council	$ 489,511	$ 94,542	$ 394,969	19.3%
Mayor, City Manager & Human Resources	896,558	232,203	664,355	25.9%
Police & Police Extra Duty	11,210,074	2,466,741	8,743,333	22.0%
Public Works	5,302,014	1,377,026	3,924,988	26.0%
Central Services	2,478,052	535,442	1,942,610	21.6%
Planning & Inspections	1,279,287	258,522	1,020,765	20.2%
Finance, I/T & Administrative Services	2,760,116	635,085	2,125,031	23.0%
Library & Recreation	1,656,257	452,357	1,203,900	27.3%
Fire	969,254	486,498	482,756	50.2%
Assessor	168,400	62,335	106,065	37.0%
Debt Service	435,247	388,596	46,651	89.3%
Insurance	465,980	107,909	358,071	23.2%
Retiree's Health Care	732,555	165,621	566,934	22.6%
Street Lights	533,000	137,651	395,349	25.8%
Appropriation to Post-Retirement Benefits Fund	150,000	150,000	-	100.0%
Transfers Out - Contingency Reserve	34,000	-	34,000	0.0%
Transfers Out - Capital Asset Reserve	150,000	150,000	-	100.0%
Provision for Uncollectibles	10,000	10,000	-	100.0%
I/T Emergency Preparedness Plan	100,000	-	100,000	0.0%
Total	$ 29,820,305	$ 7,710,528	$ 22,109,777	25.9%
Excess Receipts/(Expenditures)	$ (127,672)	$ 4,881,533	$ (5,009,205)	
Working Capital & Reserve Balances-Unaudited				
Working Capital - Budget Balance		$ 3,010,230		
Contingency		$ 803,851		
Capital Asset Replacement		$ 320,366		
Parkland/Recreation		$ 987,470		

City of Dover
Finance Department
Monthly Report – September, 2005

Water/Wastewater Fund Summary

	Original Budget	YTD	Balance	25% of Budget
Revenue				
Water Fees	$ 4,120,930	$ 1,231,902	$ 2,889,028	29.9%
Water Tank Leases	303,000	43,693	259,307	14.4%
Wastewater Fees	3,191,760	677,473	2,514,287	21.2%
Impact Fees	665,000	347,186	317,814	52.2%
Kent County Treatment Fees	3,047,178	1,020,282	2,026,896	33.5%
Miscellaneous	81,950	55,389	26,561	67.6%
Total	$ 11,409,818	$ 3,375,925	$ 8,033,893	29.6%
Expenses				
Water	$ 927,211	$ 184,756	$ 742,455	19.9%
Water Treatment Plant	649,662	171,336	478,326	26.4%
Wastewater	797,329	205,191	592,138	25.7%
Water Meter Reading	56,816	14,970	41,846	26.3%
Construction & Inspection	538,366	129,055	409,311	24.0%
Kent County Treatment Fees	3,834,000	1,014,528	2,819,472	26.5%
Retiree's Health Care	142,983	29,199	113,784	20.4%
Debt Service	1,604,166	401,040	1,203,126	25.0%
Intrafund Services	1,101,076	284,544	816,532	25.8%
Transfers Out				
General Fund	535,785	-	535,785	0.0%
Capital Asset Reserve	600,000	600,000	-	100.0%
Water/Wastewater I & E Fund	1,083,167	-	1,083,167	0.0%
Post-Retirement Benefit Fund	50,000	50,000	-	100.0%
Total	$ 11,920,561	$ 3,084,619	$ 8,835,942	25.9%
Excess Revenues/(Expenses)	$ (510,743)	$ 291,306	$ (802,049)	
Working Capital & Reserve Balances - Unaudited				
Working Capital - Budget Balance - Water		$ 1,853,993		
Working Capital - Budget Balance - WW		$ 892,225		
Working Capital - Budget Balance - KSA		$ (1,554,468)		
Contingency-Water		$ 295,987		
Contingency-Wastewater		$ 308,274		
Capital Asset Replacement		$ 604,477		
Impact Fee Reserve		$ 2,095,824		
Bond Coverage Ratio (Covenant 1.20)	1.73	3.50 *		

City of Dover
Finance Department
Monthly Report – September, 2005

Electric Revenue Fund Summary

	Original Budget	YTD	Balance	25% of Budget
Revenue				
Sales to Customers	$ 57,157,712	$ 18,230,113	$ 38,927,599	31.9%
Purchase Power Adjustment	6,561,106	2,076,052	4,485,054	31.6%
Utility Tax	1,245,946	345,145	900,801	27.7%
Weyandt Hall Rents	170,885	57,228	113,657	33.5%
Miscellaneous Revenues	601,000	165,457	435,543	27.5%
Total	$ 65,736,649	$ 20,873,995	$ 44,862,654	31.8%
Expenses				
Purchased Power	$ 42,636,070	$ 12,245,496	$ 30,390,574	28.7%
Electric Operating Divisions	6,026,808	1,341,251	4,685,557	22.3%
Utility Tax	1,245,946	335,136	910,810	26.9%
Interest on Deposits	25,000	7,978	17,022	31.9%
Retirees Health Care	527,487	118,091	409,396	22.4%
Accounts Receivable Write-Offs	125,000	125,000	-	100.0%
Debt Service & Arbitrage	2,640,257	660,063	1,980,194	25.0%
Intrafund Services	3,998,495	978,342	3,020,153	24.5%
Transfers Out				
Improvement & Extension	2,829,840	2,000,000	829,840	70.7%
General Fund	5,716,956	-	5,716,956	0.0%
Post-Retirement Benefit Fund	100,000	100,000	-	100.0%
Total	$ 65,871,859	$ 17,911,357	$ 47,960,502	27.2%
Excess Revenues/(Expenses)	$ (135,210)	$ 2,962,638	$ (3,097,848)	
Working Capital & Reserve Balances - Unaudited				
Working Capital - Budget Balance		$ 3,342,459		
Contingency Reserve		$ 1,133,983		
Insurance Reserve		$ 221,513		
Rate Stabilization Reserve		$ 2,629,840		
Depreciation Reserve		$ 15,403,008		
Future Capacity Reserve		$ 8,432,467		
Bond Coverage Ratio (Covenant 1.25)	2.02	8.02 *		

* Greater than budget due to timing of Transfers-out.

City of Dover
Finance Department
Monthly Report – September, 2005
Major CIP Projects to be Completed

		Original Budget			YTD		Balance	Project #
Greenway Grant - Fund 709								
Silver Lake Park Bridge Replacement	$	135,000	*	$	36,765	$	98,235	PR0506
Community Transportation - Funds 110, 318, & 319								
Dover High School Ditch - 318	$	70,776	*	$	38,890	$	31,886	ST0232
Street and Alley Program- 06- 318	$	128,143		$	211	$	127,932	ST0601
Generic Subdivision Signs - 318	$	20,000	*	$	9,990	$	10,010	ST0505
Street and Alley Program- 05- 318	$	84,328	*	$	48,597	$	35,731	ST0501
Garrison Oak Technology Park - 319	$	371,393	*	$	31,117	$	340,276	WW0304
Babb Dr.- 318	$	92,925		$	-	$	92,925	CT0530
Woodcrest and Downtown Dover- 318	$	357,750		$	-	$	357,750	CT0564
Mary St. -318	$	40,000		$	-	$	40,000	CT0575
North Street Sidewalk Impr. -318	$	40,406		$	-	$	40,406	CT0586
General Fund								
Dover Park Enhancement	$	60,000		$	-	$	60,000	PR0504
Mayfair Park Enhancement	$	20,000	*	$	-	$	20,000	PR0505
Playground Equipment Rep Prog 06	$	50,000		$	-	$	50,000	PR0601
Building Access Control System	$	77,340		$	-	$	77,340	PD0601
Develop Strategy/Implement Citywide GIS	$	57,000		$	-	$	57,000	IT0602
Upgrade H T E to Naviline Version	$	103,080		$	-	$	103,080	IT0603
Police Second Floor Expansion	$	-		$	19,025	$	(19,025)	PD0603
Concrete Program 06	$	40,000		$	25,620	$	14,380	ST0602
Handicapped Access Program 06	$	39,200		$	-	$	39,200	FM0601
City Fiber Phone Program	$	130,000		$	-	$	130,000	CS0601
Pear Street Warehouse Renovation	$	25,000		$	-	$	25,000	SP0001
IT Emergency Preparedness Plan	$	100,000		$	-	$	100,000	IT0504
Water/Wastewater Fund								
Meter Reading Technology Upgrade 06	$	60,000		$	25,262	$	34,738	WS0603
Division St Water Main	$	-	*	$	6,316	$	(6,316)	WD0304
Elev Storage Tank Program 06	$	70,130		$	-	$	70,130	WS0604
Wellhead Redevelopment Program 06	$	35,000		$	328	$	34,672	WS0606
SE Water Loop	$	80,000		$	-	$	80,000	WD0003
Water Quality Evaluation	$	-	*	$	3,117	$	(3,117)	WD0504
Scarborough Rd. Intercon	$	50,000		$	-	$	50,000	WD0601
Cast Iron Main Rep/Lining	$	100,000		$	-	$	100,000	WS0502
Misc. Distribution System Improvements 06	$	50,000		$	-	$	50,000	WS0602
Inflow/Infiltration Removal	$	75,000	*	$	7	$	74,993	WS0501
Misc. Sewer System Improvements Program 06	$	60,000		$	2,359	$	57,641	WS0605
Garrison Oak Pump Station	$	724,000	*	$	-	$	724,000	WW0304
White Oak Farm P S Force Main	$	160,000	*	$	930	$	159,070	WW0501
Puncheon Run Int. Sewer Extension	$	75,000	*	$	35,620	$	39,380	WW0505
Mifflin Road Sewer Ext	$	-	*	$	16,000	$	(16,000)	WW0506
Kings Highway Sewer Diversion	$	60,000		$	-	$	60,000	WW0602
Electric Revenue Fund								
New Developments Upgrade Program	$	410,000		$	159,477	$	250,523	EE0606
Emerald Point	$	50,000		$	34,747	$	15,253	EE0515
Cannon Mill	$	60,000		$	-	$	60,000	EE0608
Radio Read Meter Change Out Program	$	545,000		$	517,576	$	27,424	ET0501
Pole Inventory System	$	160,000		$	19,408	$	140,592	EE0503
Outage Reporting System	$	76,500		$	-	$	76,500	EE0504
4kv to 12 kv Upgrades	$	-		$	38,230	$	(38,230)	ED0501
Cartanza Substation & Lines	$	187,000		$	-	$	187,000	EE0609
College Road Capacitor	$	155,000		$	5	$	154,995	EE0604
Mayfair to Mid-City 69kv	$	723,200		$	72,698	$	650,502	ET0502
69kv Feeders 3 and 4	$	190,000		$	993	$	189,007	EE0601
Kesselring Feeder	$	135,879		$	23,885	$	111,994	EE0602
Governors Avenue Rebuild	$	1,268,450		$	-	$	1,268,450	EE0603
Lighting Projects and Rehabs 06	$	50,000		$	9,798	$	40,202	EE0605
Distribution Upgrade Programs 06	$	300,000		$	12,616	$	287,384	EU0601
Mayfair 69 kv/12kv SS upgrade	$	-	*	$	9,050	$	(9,050)	ES0105
Heart Start ADS- Defibrillators	$	27,000		$	-	$	27,000	---
Meter Testing Bench	$	23,000		$	-	$	23,000	---
Replace 69 kv Breakers	$	150,000		$	-	$	150,000	---
System Ops Radio Replacement	$	30,000		$	-	$	30,000	---

* Denotes project carried forward from prior fiscal year(s).

Dover Police Department

Monthly Report
To
Mayor & City Council

"To Protect and Serve"

September 2005

DEPARTMENT OF POLICE

Jeffrey Horvath
Chief of Police
F.B.I.N.A.

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

October 18, 2005

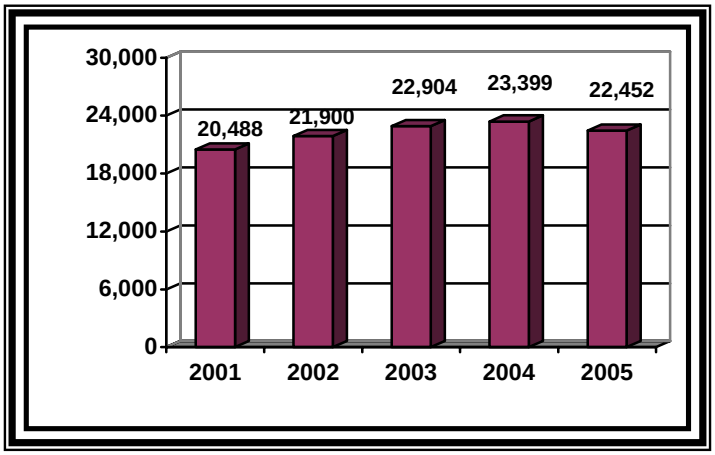
The Honorable Stephen R. Speed, Mayor
Members of Dover City Council
City Hall
Dover, DE 19901

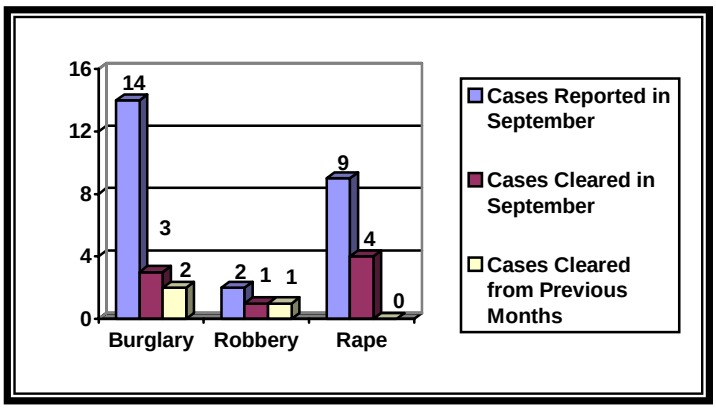
Mayor Speed and Council Members:

The following is the report on Police Department activities for the month of September 2005:

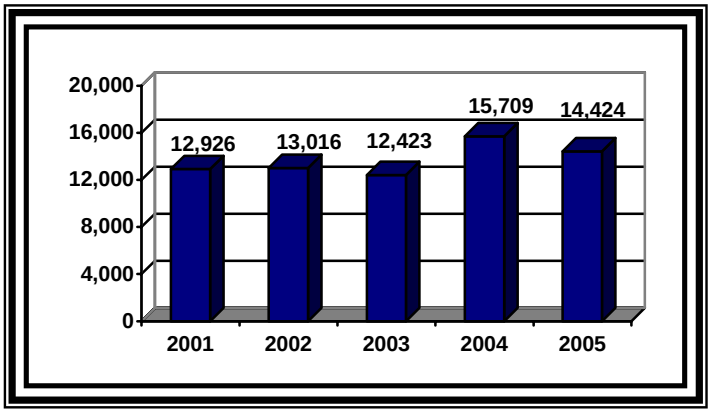
COMPLAINTS

Total complaints received through September 30th, numbered 22,452. This is a decrease of 947 complaints over the same time period for last year.





CRIMINAL INVESTIGATIONS

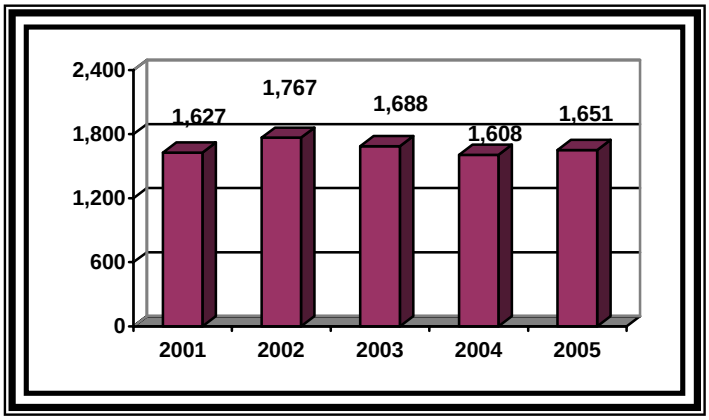


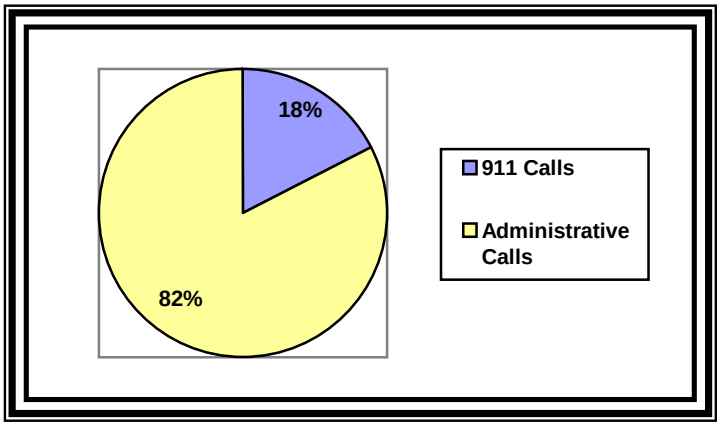
TRAFFIC ARRESTS

The department issued 14,424 traffic citations through this reporting period. This is a decrease of 1,285 citations over the number issued during the same period last year.

TRAFFIC ACCIDENTS

Through September 30th, police investigated 1,651 traffic accidents. This is an increase of 43 accidents investigated during the same period last year.



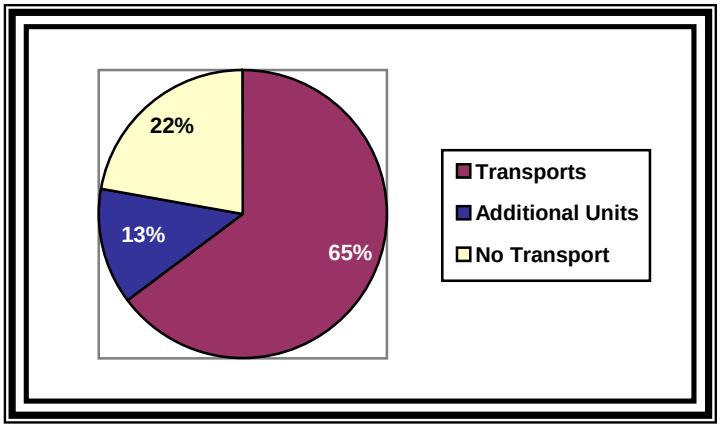


911 CENTER

During the month of September, our 911 Center handled a total of 12,004 calls averaging 401 calls per day. Dispatchers handled 2,101 calls on the 911 lines, an average of 71 calls per day.

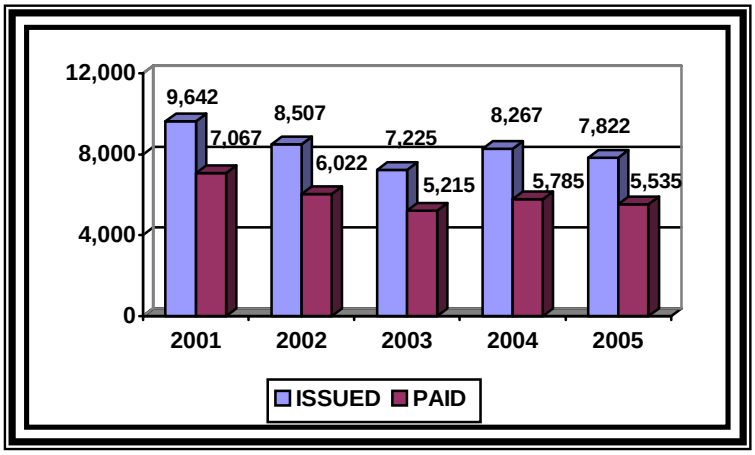
EMERGENCY PREPAREDNESS & BASIC LIFE SUPPORT DIVISION:

Prime Care Medical Transport, Inc. responded to 396 emergency calls in September resulting in 295 patient transports. The average response time from dispatch by 911 to arrival on scene was 8 minutes and 39 seconds. Additional units responded to 60 of the 396 calls.



CITY ORDINANCE SUMMONS

Through September 30th, we issued 7,822 city ordinance summons a decrease of 445 summons over September of last year. *Note: of those summonses issued in September, 28 were issued for handicapped parking violations, 30 for fire lane parking violations, 73 for false alarms (55 for 3-5 alarms, 12 for 6-9 alarms, 4 for 10-15 alarms, and 2 for 16 or more alarms) and 19 for noise violations (17 for vehicle violations and 2 for residence violations).



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

- On September 7, 2005, members of the Drugs, Vice, & Organized Crime Section, conducted an operation in the Weed & Seed area of Dover targeting illegal drug sales. As a result of this operation, three subjects were arrested on various drug charges.

- On September 12, 2005, four new officers started training at the Delaware State Police Academy. They will graduate in 2006. The four recruits are: Thomas Hannon, Jason Pfeiffer, Peter Martinek, and Thomas Webster.

- On September 15, 2005, members of the Drugs, Vice, & Organized Crime Section stopped a vehicle on North State Street in reference to drug activity. The stop resulted in the seizure of 2.2 grams of marijuana and eight Xanex pills. A search warrant was then executed at a residence on North Governors Avenue at which time, 75 grams of marijuana along with 40 Xanex pills were found inside the residence. Five subjects were arrested in connection with this investigation.

- On September 15, 2005, members of the Drugs, Vice, & Organized Crime Section, stopped a subject who was loitering in the K-Mart parking lot. The subject was found to be in possession of 15 grams of marijuana.

- On September 17, 2005, Dover Officers investigated a burglary at a residence on West Division Street where a female climbed into a residence through an unsecured window. Dover officers responded to the residence and located the subject still inside. The subject was charged with Burglary 2nd.

- On September 21, 2005, members of the Drugs, Vice, & Organized Crime Section, executed a search warrant at a residence on Eisenhower Drive. As a result of the search, 1 gram of crack cocaine, and a handgun were seized. Nine subjects were arrested on various drug and criminal charges.

- The Annual Fall Dover Downs NASCAR races were held on September 23, 2005 through September 25, 2005. Dover Officers responded to only a few complaints related to the race. Members of the Drugs, Vice, & Organized Crime Section were involved in an undercover operation targeting counterfeit merchandise. As a result of this operation, four subjects were arrested and approximately $30,000.00 worth of counterfeit merchandise was seized.

- On September 27, 2005, members of Operation Safe Streets were assigned to the US Marshals Fugitive Task Force. They were assigned to the Task Force until September 29, 2005. The purpose of this operation was to execute outstanding arrest warrants in the State of Delaware. A total of thirty-six subjects were arrested.

Respectfully Submitted,

Jeffrey Horvath
Chief of Police

Monthly Report
September 2005



City Assessor's Office

City of Dover
Assessor's Monthly Report

Fiscal Year 2006

Property Tax Assessments and Collections

Month	Assessed Value Before Exemptions	Senior Exemptions	State Exemptions	Assessment Adjustments	Taxable Value	Taxes Levied	Billing Adjustments	Adjusted Billing	Total Tax Collections	Taxes Outstanding
July	$ 2,382,783,000	$ (20,047,500)	$ (598,387,800)	$ 708,017,500	$ 2,472,365,200	$ 8,158,805	$ (66,802)	$ 8,092,003	$ 403,639	$ 7,817,608
August	3,090,800,500	(20,047,500)	(598,387,800)	(2,515,800)	$ 2,469,849,400	-	(5,463)	$ 8,086,540	6,812,540	999,605
September	3,088,284,700	(20,047,500)	(598,387,800)	7,047,000	2,476,896,400	-	(401)	$ 8,086,139	256,155	743,049
Year to Date (excludes BID tax)				$ 712,548,700				**8,086,139**	**$ 7,472,334**	

Other Tax Related Cash Receipts

	Current Month	YTD
Penalties (recorded when received; not billed)	$ 5,090	$ 13,826
Pay In Lieu Of		
Dover Housing	$ 1,500	$ 19,686
Farmland Rollback		
Lafferty Lane	$ -	$ 5,043
Eden Hill	$ -	10,468
		$ 15,511
Total Property Tax Receipts		**$ 8,135,162**
Transfer Taxes	**$ 223,847**	**$ 828,668**

CITY OF DOVER

PROPERTY TRANSFERS -EXISTING FOR THE MONTH OF SEPTEMBER 2005 **RESIDENTIAL**

	BUYER/SELLER	PROPERTY LOCATION	APPRAISAL	SALE PRICE	SALES RATIO	TRANSFER TAX	TYPE # SALES
S	SHELLY L. & CHRISTOPHER BAILEY	521 FAIRVIEW AVE.	$137,700.00	$169,900.00	81%	$1,274.25	RESIDENTIAL
B	JASON M. & SARAH A. HAYES	FIRST TIME BUYER					1
S	DWIGHT A. HENDERSON	645 INDEPENDENCE BLVD.	$202,500.00	$210,000.00	96%	$3,150.00	RESIDENTIAL
B	GARY A. & HEATHER N. FINK						1
S	STEVEN & MISTI C. BRADDICK	4 MARINER CT.	$153,300.00	$200,000.00	77%	$3,000.00	RESIDENTIAL
B	YVONNE J. OWENS						1
S	YANGHEE KIM & SEHWAN YOO	64 MERION RD.	$173,200.00	$189,900.00	91%	$2,248.50	RESIDENTIAL
B	SEAN FRANKLIN						1
S	HARVEY R. HUTCHESON	785 MILLER DR.	$154,900.00	$130,000.00	119%	$1,950.00	RESIDENTIAL
B	VICTOR M. HAMM						1
S	ANGELA CIAMPA-GILBERT	308 STONE BROOK PL.	$100,900.00	$109,000.00	93%	$1,635.00	RESIDENTIAL
B	TIFFANY SMITH						1
S	KATELYN HAYES & AMANDA HAYES	56 GRISTMILL DR.	$176,200.00	$199,900.00	88%	$1,499.25	RESIDENTIAL
B	CASSANDRA N. SEALS & WILLIAM O. DAVIS	FIRST TIME BUYER					1
S	DAVID L. & CLAUDETTE O. BOWEN	511 N. WEST ST,	$124,600.00	$168,000.00	74%	$2,520.00	RESIDENTIAL
B	ELIZABETH W. CRANK						1
S	MIRIAM J. WARD & OTHERS	911 BUCK DR.	$128,900.00	$137,000.00	94%	$2,055.00	RESIDENTIAL
B	TRUDY E. HOLLETT						1
S	JAMES P. & LISA M. STAPLETON	337 N. GOVERNORS AVE.	$119,300.00	$124,900.00	96%	$936.75	RESIDENTIAL
B	DEBORAH HUGGINS	FIRST TIME BUYER					1

S RONALD W. HOHREIN JR.	22 RIVERSIDE RD.	$293,300.00	$269,900.00	109%	$4,048.50	RESIDENTIAL	
B ALFRED W. JR & MARIAN N. WATERS						1	
S SUSAN T. MCINTYRE	2 HERITAGE DR.	$105,600.00	$120,000.00	88%	$1,800.00	RESIDENTIAL	
B GERTRUDIS MARGARITA JOHNSON						1	
S LORI G. KEEN	15 HERITAGE DR.	$96,100.00	$123,900.00	78%	$929.25	RESIDENTIAL	
B HENRY NEAL SIMPSON JR.	FIRST TIME BUYER					1	
S DEWITT THOMAS MCINTYRE	1251 N. FARM VIEW DR.	$133,400.00	$174,400.00	76%	$2,616.00	RESIDENTIAL	
B IRIS R. TUCKER						1	
S ROBERT W. III & JANET M. KIDD	22 SHINNECOCK RD.	$271,700.00	$355,000.00	77%	$2,662.50	RESIDENTIAL	
B MAURY L. & DORYEA T. WILLIAMS	FIRST TIME BUYER					1	
S HOUSEHOLD SOLUTIONS INC.	480 BARRISTER PL.	$57,600.00	$65,000.00	89%	$975.00	RESIDENTIAL	
B CANVASBACK LLC						1	
S JOHN G. & MARGOT M. LAMP	33 FREEDOM DR.	$194,000.00	$230,000.00	84%	$3,450.00	RESIDENTIAL	
B DEWITT MCINTYRE II						1	
S MICHELLE L. ORLANDO	238 NORTHDOWN DR.	$129,600.00	$153,000.00	85%	$2,295.00	RESIDENTIAL	
B JAN KUDILEK & HEATHER SHANAHAN						1	
S SHELLI R. ISIMINGER	130 OLD FORGE DR.	$95,500.00	$123,000.00	78%	$1,845.00	RESIDENTIAL	
B DOHER J. FERRIS SR.						1	
S HELEN L. GIBSON	129 CHERRY ST.	$72,700.00	$66,700.00	109%	$1,000.50	RESIDENTIAL	
B DAVID R. & VANA J. HALL						1	
S KUAI MEI LEE	1233 ANDREW DR.	$173,100.00	$197,000.00	88%	$2,955.00	RESIDENTIAL	
B CHRISTOPHER J. & SHERRIANNE BUMGARNER						1	
S FIROOZ & NASREEN NAZAMYAR	35 TEAL CT.	$180,600.00	$219,900.00	82%	$3,298.50	RESIDENTIAL	
B BRIAN BURGETTE						1	

S WALTER SHEFFLER & MICHAEL TRIMBLETT	104 GORDON PL.	$87,300.00	$117,000.00	75%	$877.50	RESIDENTIAL	
B LATYNIA G. YOUNG	FIRST TIME BUYER					1	
S DAVID H. & LAURA E. MACKELCAN	12 FOX HALL	$67,200.00	$89,000.00	76%	$1,335.00	RESIDENTIAL	
B ALEXANDER M. CISAR						1	
S CRAIG L. TENARO & KAREN I. POORE	707 N. WEST ST.	$155,100.00	$179,900.00	86%	$1,349.25	RESIDENTIAL	
B HELEN E. BENAZET	FIRST TIME BUYER					1	
S DENNIS M. & LAURA L. PARENT	723 BICENTENNIAL BLVD.	$196,200.00	$215,000.00	91%	$3,225.00	RESIDENTIAL	
B MORRIS L. HAITH						1	
S CHARLES B. CARTER	75 & 81 WASHINGTON ST.	$122,900.00	$100,000.00	123%	$1,500.00	RESIDENTIAL	
B ERIN COOEPR						1	
S GREGORY HAIRSTON	3 PAUL REVERE CT.	$209,300.00	$236,000.00	89%	$3,540.00	RESIDENTIAL	
B DILIA LUCERO BECKWITH						1	
S DOUGLAS W. JR & REBECCA C. THOMPSON	611 CAROL ST.	$138,600.00	$182,000.00	76%	$1,365.00	RESIDENTIAL	
B STEPHANIE P. RICCI	FIRST TIME BUYER					1	
S ROBERT M. EVANS & MARIE C. STEWART	501 N. BRADFORD ST.	$156,900.00	$199,500.00	79%	$2,992.50	RESIDENTIAL	
B JEREMY HENNER & CHERYL PAVIC						1	
S IVAN J. MILLER	41 S. GOVERNORS AVE.	$121,600.00	$99,900.00	122%	$1,498.50	RESIDENTIAL	
B WAYNE R. SR. & BONNIE S. COLES						1	
S LOIS A. MASALLO	973 BOGGS DR.	$98,000.00	$128,000.00	77%	$1,920.00	RESIDENTIAL	
B REGINALD BOWDEN & NICOLE BRAMWELL						1	
S STEPHEN PAUL SAPP	30 ARBOR DR.	$189,500.00	$208,000.00	91%	$3,120.00	RESIDENTIAL	
B WILLIAM & ANDREA GARDNER						1	
S RICHARD & DIANNE HEILIG	321 KESSELRING AVE.	$171,400.00	$176,000.00	97%	$1,320.00	RESIDENTIAL	
B ELEAZAR CORTES & PAVEENA POOKONGA	FIRST TIME BUYER					1	

S MATTHEW O. WILCHINSKI	101 TEAK CT,	$139,500.00	$145,000.00	96%	$1,087.50	RESIDENTIAL	
B CARLA D. COFFEE-YEHIRI	FIRST TIME BUYER					1	
S TANYA STONE-BAYNES	109 AMERICAN AVE.	$138,000.00	$134,900.00	102%	$2,023.50	RESIDENTIAL	
B SCOTT AUEN						1	
S JAMES J. RUSSIAL	26 LAMPLIGHTER LN.	$91,900.00	$85,000.00	108%	$1,275.00	RESIDENTIAL	
B MAGGIE ZHENG & YONG DONG						1	
S ERIC J.D. & ROBIN J. SANCHEZ	18 TALLOWICK LN.	$146,600.00	$175,000.00	84%	$2,625.00	RESIDENTIAL	
B LIZETTE HOGATE						1	
S PETER J. SCANLON	BARRISTER PL.	$582,200.00	$550,000.00	106%	$8,250.00	RESIDENTIAL	
B BARRISTER PROPERTIES LLC	11 PROPERTIES					1	
S PRUDENTIAL RELOCATION INC.	15 INVERNESS CT.	$197,500.00	$197,500.00	100%	$1,481.25	RESIDENTIAL	
B CHARLES R. NUNAN III	FIRST TIME BUYER					1	
S VERNON L. & PATSY A. PARENT	877 WOODCREST DR.	$137,800.00	$182,000.00	76%	$1,365.00	RESIDENTIAL	
B THOMAS V. DOUGHERTY	FIRST TIME BUYER					1	
S CONSTANCE S. DOBROWALSKI & OTHERS	132 BLUE BEACH DR.	$166,700.00	$214,000.00	78%	$3,210.00	RESIDENTIAL	
B BARRY A. & RANDEE S. POPKIN						1	
S EDUARDO GUTIERREZ	536 SCHOONER WAY	$117,300.00	$135,000.00	87%	$1,012.50	RESIDENTIAL	
B TAKIYAH BELL	FIRST TIME BUYER					1	
S SCOTT J. & TAMRA A. BAURYS	244 N. CAROLINE PL.	$176,700.00	$210,000.00	84%	$1,575.00	RESIDENTIAL	
B CHARNA WALKER	FIRST TIME BUYER					1	
S WILLIAM F. & LAURA R. O'BRIEN	21 ARBOR DR.	$203,900.00	$225,000.00	91%	$3,375.00	RESIDENTIAL	
B CARLO & NANCY POLISENO						1	
S KAREN L. SMITH	14 YARMOUTH WAY	$188,800.00	$219,000.00	86%	$3,285.00	RESIDENTIAL	
B DONALD G. & MARGARET M. JESSE						1	

S RICKEY D. & SHARON L. HORSEY	6 IVY HALL	$70,800.00	$70,000.00	101%	$1,050.00	RESIDENTIAL	
B JEROME A. HARDY						1	
S JOHN J. BAUER & DIANA HORTA	224 N. BRADFORD ST.	$157,400.00	$193,000.00	82%	$1,447.50	RESIDENTIAL	
B LYNN R. AZINGER	FIRST TIME BUYER					1	
S DAWN M. BERGOLD & JOY B. DIXON	217 NORTHDOWN DR.	$132,000.00	$160,000.00	83%	$2,400.00	RESIDENTIAL	
B DAVID & STEPHANIE HERBISON						1	
S MARGARET MCKAY	302 N. BRADFORD ST.	$138,600.00	$148,000.00	94%	$2,220.00	RESIDENTIAL	
B KEVIN & ELIZABETH GAVAN						1	
S MICHAEL E. CAMISKY	760 HOLLY DR.	$103,100.00	$130,000.00	79%	$1,950.00	RESIDENTIAL	
B KARL & DENISE KIESSLING						1	
S JEROME & DONNA BONDANZA	110 PERIWINKLE DR.	$124,300.00	$146,000.00	85%	$1,095.00	RESIDENTIAL	
B GIN HYDE	FIRST TIME BUYER					1	
S FRANK & NATALIE CATERINI	6 KAREN PL.	$81,900.00	$107,000.00	77%	$802.50	RESIDENTIAL	
B PATTIE J. HELMER	FIRST TIME BUYER					1	
S KARL M. VIEMEISTER	327 STONE BROOK PL.	$94,400.00	$110,000.00	86%	$825.00	RESIDENTIAL	
B SIRIWAN J. SRIPONGSAL	FIRST TIME BUYER					1	
S SURESH TRIVEDI & OTHERS	35 SHINNECOCK RD.	$319,600.00	$395,000.00	81%	$5,925.00	RESIDENTIAL	
B SAMBHAB KUMAR & PREETI SINGH						1	
S RONDI E. HART	1403 WOODMILL DR.	$131,400.00	$114,000.00	115%	$1,710.00	RESIDENTIAL	
B TIMOTHY & JANE GRIESA						1	
S J.T. & THELMA M. JEFFERSON	623 FULTON ST.	$78,100.00	$75,000.00	104%	$1,125.00	RESIDENTIAL	
B MARIA M. ROJAS						1	
S MIDDLENECK HOMES LLC	158 MAPLE GLEN DR.	$238,400.00	$227,667.00	105%	$3,415.00	RESIDENTIAL	
B STEPHANIE P. BEAUDET						1	

S CHRISTINA L. BECK	19 KAREN PL.	$77,700.00	$90,000.00	86%	$675.00	RESIDENTIAL	
B JANET L. KEMP	FIRST TIME BUYER					1	
S ROSS & ANGELA BURTON	135 CONTINENTAL DR.	$217,700.00	$230,000.00	95%	$3,450.00	RESIDENTIAL	
B WILLIAM & APRYL PEPPARD						1	
S ROY BIRCH	24 PERIWINKLE CT.	$119,300.00	$128,500.00	93%	$1,927.50	RESIDENTIAL	
B ALEX ALLEN & OTHERS						1	
S ADAM & AMY COOMES	47 SHINNECOCK RD.	$295,500.00	$299,500.00	99%	$4,492.50	RESIDENTIAL	
B RICHARD & JACQUELINE MAHEE						1	
S LORI ANN TOLER	89 VILLAGE DR.	$84,700.00	$94,000.00	90%	$1,410.00	RESIDENTIAL	
B PATRICIA W. CARLSON						1	
S APRIL C. WAILES	80 VILLAGE DR.	$91,000.00	$92,900.00	98%	$1,393.50	RESIDENTIAL	
B PATRICIA W. CARLSON						1	
S ROBERT A. GASTON	144 HAMPTON DR.	$103,900.00	$111,000.00	94%	$1,665.00	RESIDENTIAL	
B MELBOURNE NEWELL						1	
S HEINZ & ELIZABETH SCHUTZ	123 SHINNECOCK RD.	$259,700.00	$259,500.00	100%	$3,892.50	RESIDENTIAL	
B PATRICK & TIFFANY COMISKEY						1	
S SHARON BRUNER & THERESA SANTORE	23 LAUREL DR.	$254,800.00	$352,500.00	72%	$5,287.50	RESIDENTIAL	
B RICHARD & MARSHA ZUCKERMAN						1	
S EVELYN B. CHANDLER	1001 WHITE OAK RD N-12	$40,400.00	$34,000.00	119%	$510.00	RESIDENTIAL	
B MARIAM & HASED ANVARI						1	
S MARY E. HARRIS	836 LINCOLN ST.	$90,600.00	$75,000.00	121%	$1,125.00	RESIDENTIAL	
B JAMES & MELISSA WHITE						1	
S HAMILTON S. CARTER	135 CRESCENT DR.	$260,300.00	$277,000.00	94%	$4,155.00	RESIDENTIAL	
B ROBERT JR. & LISA MOSER						1	

S	FLORENCE F. THOMPSON	56 PAR HAVEN DR G-11	$58,200.00	$65,500.00	89%	$982.50	RESIDENTIAL
B	JOYCE GRUBB-HENDERSON						1
S	JEFFREY & CARYN CARLSON	1228 WOODROW CT.	$188,900.00	$207,000.00	91%	$1,552.50	RESIDENTIAL
B	NIGEL GOLDING	FIRST TIME BUYER					1
S	KEITH H. ELLIS	600 N. GOVERNORS AVE.	$120,100.00	$130,000.00	92%	$975.00	RESIDENTIAL
B	CARRIE J. WILLOUGHBY	FIRST TIME BUYER					1
S	MERLE & MARILYN CLEETON	11 PIN OAK DR.	$273,500.00	$295,000.00	93%	$4,425.00	RESIDENTIAL
B	CATHERINE DODGEN & JACQUELINE READER						1
S	CARMEN HARDCASTLE	49 S. KIRKWOOD ST.	$41,200.00	$45,000.00	92%	$675.00	RESIDENTIAL
B	HARRY BROWN & OTHERS						1
S	STEPHEN E. SMITH	105 JEFFERSON CT.	$96,000.00	$108,000.00	89%	$810.00	RESIDENTIAL
B	RAMY G. GIRGIS	FIRST TIME BUYER					1
S	DAVID R. ARNOLD	319 CHARRING CROSS DR	$123,700.00	$143,900.00	86%	$1,079.25	RESIDENTIAL
B	JOSEPH PAJARDO	FIRST TIME BUYER					1
S	ELIZABETH J. DAVID	204 FALMOUTH WAY	$194,300.00	$255,000.00	76%	$3,825.00	RESIDENTIAL
B	RUI & ARMINDA ZAMBUJO						1
S	PAUL & SUSAN MOLIKEN	30 GRISTMILL DR.	$137,000.00	$147,900.00	93%	$2,218.50	RESIDENTIAL
B	ALFRED NOUBANI						1
S	PAUL & TAMMY HARVEY	924 SUNSET TER.	$167,000.00	$189,900.00	88%	$2,848.50	RESIDENTIAL
B	MICHAEL & CATHLEEN PETTEE						1
S	JO ELLEN FORD	5 HERITAGE DR.	$95,800.00	$114,500.00	84%	$1,717.50	RESIDENTIAL
B	HENRY MENSACK & DEBORAH REINHOLZ						1
S	JOYCE M. BREASURE	1216 AFTON CT.	$85,100.00	$86,900.00	98%	$1,303.50	RESIDENTIAL
B	RUSSELL & DEEANN WIDDER						1

S CHARLES & LISA WILT	27 FAIR WIND PL.	$117,100.00	$137,500.00	85%	$2,062.50	RESIDENTIAL	
B ROBYN E. WRIGHT							1
S KEVIN & MARY ILNICKY	47 WESTOVER DR.	$163,900.00	$158,000.00	104%	$2,370.00	RESIDENTIAL	
B ERIC J. DUFFY							1
S WAYNE P. & MARY F. MCCARTHY	29 ARBOR DR.	$195,100.00	$235,900.00	83%	$3,538.50	RESIDENTIAL	
B DAVID W. & AMY M. CUNNINGHAM							1
S LISA M. TITUS	5 WATERFALL DR.	$133,700.00	$140,000.00	96%	$2,100.00	RESIDENTIAL	
B ROBERTS & YVONNE L.M. MCKELDIN							1
TOTAL SEPTEMBER		$13,031,800.00	$14,518,667.00	90%			86

CITY OF DOVER

PROPERTY TRANSFERS -EXISTING FOR THE MONTH OF SEPTEMBER 2005 **COMMERCIAL**

	BUYER/SELLER	PROPERTY LOCATION	APPRAISAL	SALE PRICE	SALES RATIO	TRANSFER TAX	TYPE # SALES
S	DOVER VILLAGE APARTMENTS LLC	721 BACON AVE.	$3,391,200.00	$3,350,000.00	101%	$50,250.00	COMMERCIAL
B	FAMILY TRUST VON CROY						1
	TOTAL SEPTEMBER		$3,391,200.00	$3,350,000.00	101%		1

CITY OF DOVER

PROPERTY TRANSFERS -EXISTING FOR THE MONTH OF SEPTEMBER 2005

BUYER/SELLER	PROPERTY LOCATION	LAND APPRAISAL	SALE PRICE	SALES RATIO	TRANSFER TAX	TYPE # SALES

NO LAND SALES

SUMMARY SHEET

	TYPE	MONTH # SALES	TOTAL # SALES	MONTH APPRAISED VALUE	TOTAL APPRAISED VALUE	MONTH SALE PRICE	TOTAL SALE PRICE	MONTH RATIO	TOTAL RATIO	PERMITS	MAILING LISTS
Jul-05	**RES**	54		$8,058,200.00		$9,087,815.00		89%			
Thru	**COMM**	0		$0.00		$0.00		0%			
Aug-05	**LAND**	1		$189,900.00		$200,000.00		95%			
Jul-05	**TOTAL**		**55**		**$8,248,100.00**		**$9,287,815.00**		**89%**	**268**	**17**
Sep-05	**RES**	86		$13,031,800.00		$14,518,667.00		90%			
	COMM	1		$3,391,200.00		$3,350,000.00		101%			
	LAND	0		$0.00		$0.00		0%		**176**	**12**
	TOTAL		**87**		**$16,423,000.00**		**$17,868,667.00**		**92%**		
	F-Y-D		**142**		**$24,671,100.00**		**$27,156,482.00**		**91%**	**444**	**29**

CHANGE OF ASSESSMENT NOTICES

OWNER'S NAME	PARCEL ID	ADDRESS	OLD	NEW	TAXES ON
			TOTAL VALUE	TOTAL VALUE	NEW VALUE
GLANDEN,DONALD P. & SUSAN H.	056612209	21 BALTRAY RD.	$ 79,000	$ 408,500	1,087.35
RHODES,ALEXANDER J	057608571	35 S. QUEEN ST.	$ 30,000	$ 109,100	261.03
OUTTEN BROTHERS	058605217	1275 S. DUPONT HWY	$ 296,600	$ 3,015,600	8,972.70
WAWA INC.	057610214	1462 FORREST AVE.	$ 388,400	$ 1,994,300	5,299.47
BRYAN REALTY ENTERPRISES	05780011002	24-26 MAGGIES WAY	$ 105,600	$ 634,400	1,745.04
BRYAN REALTY ENTERPRISES	05780011003	5 MAGGIES WAY	$ 657,500	$ 372,000	(942.15)
BRYAN REALTY ENTERPRISES	05780011004	15 MAGGIES WAY	$ 105,600	$ 283,900	588.39
PARSONS,RICHARD & KRISTIN	056818131	155 N. DUPONT HWY.	$ 392,900	$ 540,200	486.09
VON CROY,RUDOLPH	057709443	313 S. GOVERNORS AVE	$ 56,100	$ 1,041,000	3,250.17
G & F ASSOCIATES LLC	057607139001	31 SAULSBURY RD.	$ 93,500	$ 284,800	631.29
BOWERS,HERBERT & ARLENE	057605528	103 PAR HAVEN DR K-13	$ -	$ 53,100	175.23
VAN SANT,CINDY	057605521	97 PAR HAVEN DR J-34	$ -	$ 57,600	190.08
KARON LLC	057605407	36 COURTSIDE DR A-22	$ -	$ 54,100	178.53
KARON LLC	057605409	36 COURTSIDE DR A-34	$ -	$ 54,100	178.53
KARON LLC	057605421	44 COURTSIDE DR B-34	$ -	$ 54,100	178.53
KARON LLC	057605494	74 PAR HAVEN DR H-31	$ -	$ 54,100	178.53
KH PROPERTIES LLC	057605471	46 PAR HAVEN DR F-32	$ -	$ 44,900	148.17
KH PROPERTIES LLC	057605472	46 PAR HAVEN DR F-33	$ -	$ 44,900	148.17
COUVILLION ,CHERYL L	05681828001	50 N. HALSEY RD.	$ 53,200	$ 131,400	258.06
SILVERLOOK LLC	056809139	108 OVERLOOK PL	$ 47,900	$ 252,700	675.84
HANNAH,SHARON	057608326	152 N. QUEEN ST.	$ 27,900	$ 114,900	287.10
MADDALENA,MICHELE & ROSAMARIA	05681435701	114 SPRUANCE RD.	$ 23,400	$ 95,000	236.28
MESSORE,NICHOLAS M & WOOTEN,JACQU	056709213	12 PHILLIP CT.	$ 55,200	$ 302,000	814.44
BROWN,STACEY L	056818431	112 SPRUANCE RD.	$ 23,500	$ 99,600	251.13
KRAMEDAS,SOPHIA I & GHANAYEM,JOHN	056612215	212 PORTMARNOCK CT	$ 98,200	$ 590,000	1,622.94

DELIMA,JEAN CLAUDE & ARIANA V	057612269	120 S QUEEN ST.	$ 31,400	$ 118,100	286.11
BAKER,RODNEY E	057709106	123 S. QUEEN ST.	$ 31,200	$ 108,100	253.77
PARKER,ARRIE	056719413	130 MATTERHORN DR	$ 51,400	$ 281,100	758.01
WILD MEADOWS LLC	065818201529	529 WEAVER DR.	$ 133,000	$ 156,000	75.90
TOTALS			$ 2,781,500	$ 11,349,600	28,274.73

CITY MANAGER'S REPORT

September 2005



"ROAD TO RESULTS"

MONTHLY HIGHLIGHTS

Customer Services

- Participated in meetings with the Delaware Solid Waste Authority regarding the Curbside Recycling Program and attended the Web site sign-up training session in I/T.
- Met with Customer Services' management personnel regarding monitoring zero consumptions on active accounts.
- Radio-read meter change-out update: Electric meters – 220 changed in Sept. 2005; approx. 9,900 changed to date; Water meters – 103 changed in Sept. 2005; approx. 2,100 changed to date.

Budget and Program Development

- Finished FY 2006 budget document; sent to printer, GFOA, Council, and departments.
- Began revisions to CIP and budget instruction packets for distribution to department heads in October and November, respectively.
- Met with Human Resources, Central Services, and I/T regarding development of internal customer service survey.
- Met with I/T several times regarding development of new CIP program.
- Met individually with several department heads and Planning & Inspections staff regarding the Planning & Inspections management audit.
- Conducted Performance Management training for department heads and other key personnel.
- Participated in conference call with Virchow Krause regarding Broadband and Voice over IP projects.
- Participated in I/T TAC luncheon meeting.
- Conducted training on the new CIP program for Public Works, Electric, Central Services, Police, and I/T.

Electric

- Division Street Substation went online to assist in the completion of the 4-12 KV conversion; the substation will also feed the downtown area.

Human Resources

- Assisted with interviews for two open positions.
- Coordinated and held seven Defensive Driving courses with the Delaware Safety Council.
- Coordinated the Department of Transportation physicals for all employees who maintain a CDL (Commercial Drivers License).
- Participated in and assisted with the promoting of the American Heart Walk.

Information Technology

- Successfully blocked 22,906 junk e-mails and detected 295 viruses before the City network and employees were affected.

Parks, Recreation & Library

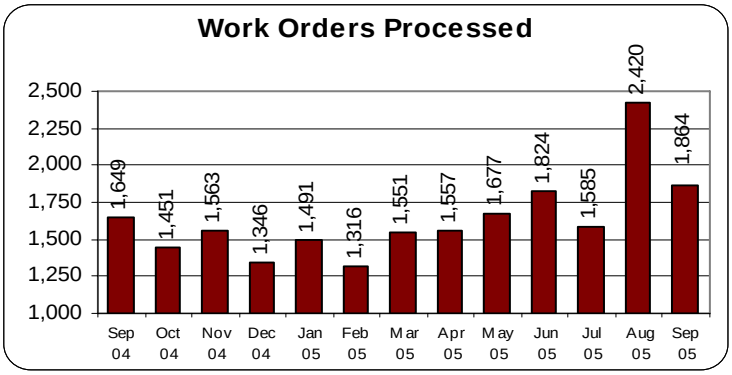
- 4,279 people attended 23 children's programs at the library.
- Staff provided assistance at the 19th Annual Amish Bike Tour with more than 1,000 riders participating in this year's event.
- Silver Lake Commission met and discussed the potential dredging of Mirror Lake. The Commission also reviewed the one response to the RFQ for alum injections into Silver Lake. The Silver Lake drawdown and cleanup event, scheduled for November, were also discussed.
- Greater Dover Arts Council met with new members to prepare for the Arts Ball, which is tentatively scheduled for January 21, 2006. The Council also discussed an idea of an Arts Excellence Award to be given by the Mayor.

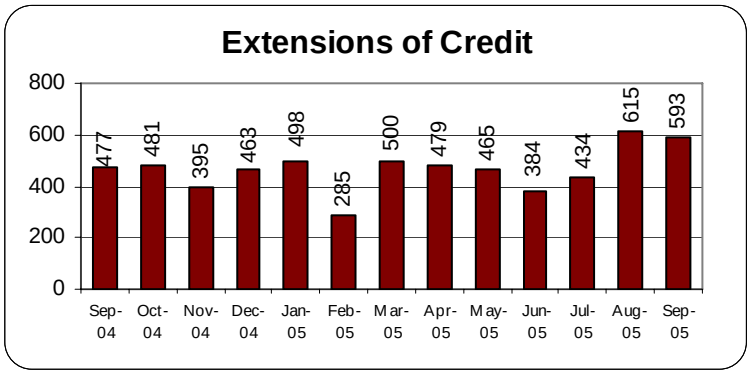
Public Works

- Received 22 brown water complaints.

CUSTOMER SERVICES







REPORT OF OPERATIONS

	Sep 2005	Sep 2004	Difference	FY 2006 Year-to-Date	FY 2005 Year-to-Date
Final Bills	636	608	28	2,088	2,013
Estimated Bills	195	202	(7)	539	630
Cuts for Non-Payment	654	583	71	1,970	1,581
Extensions of Credit - Amount Extended	$129,970.12	$92,755.06	$37,215.06	$302,593.38	$260,146.11
Balance Transfers	$7,965.05	$1,837.38	$6,127.67	$15,159.03	$12,498.76
Utility Collections	$39,229.77	$47,254.87	($8,025.10)	$92,165.99	$112,373.25
Special Assessments	$47.11	$340.00	($292.89)	$647.11	$500.00
Miscellaneous Billings	$30,939.80	$35,649.11	($4,709.31)	$161,632.24	$182,894.11
Returns - Checks	$55.00	$17,603.23	($17,548.23)	$31,084.83	$46,244.30
Return Check Charges	$1,275.00	$1,375.00	($100.00)	$2,790.00	$4,707.37
Penalties Posted	$12,210.83	$10,378.99	$1,831.84	$33,129.75	$27,972.22
Cuts for Non-Payment - Amount	$163,915.79	$108,970.26	$54,945.53	$411,757.94	$265,810.99
Reconnects - Service Charges	$16,250.00	$13,850.00	$2,400.00	$48,600.00	$38,950.00
Court Cases	$0.00	$0.00	$0.00	$0.00	$0.00
Tamperings	4	0	4	6	4

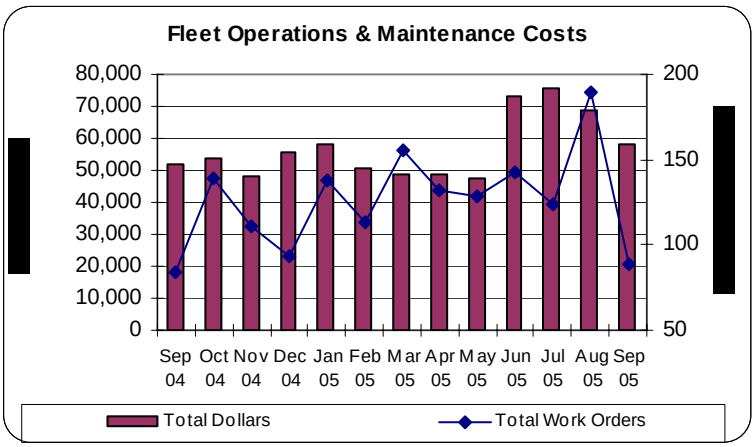
Write-Off / Electric Bills

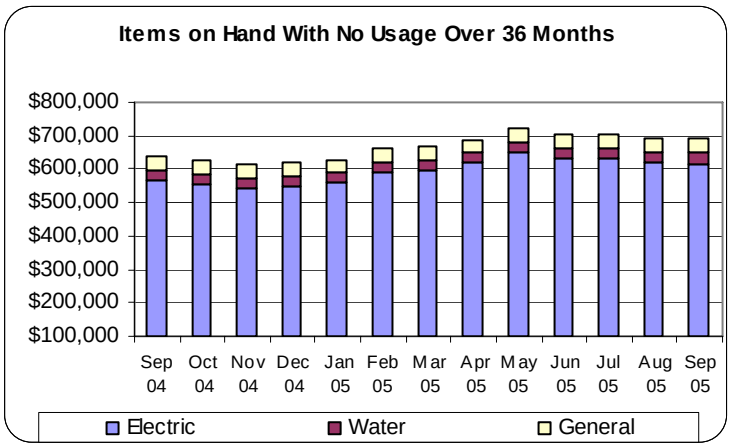
The electric write-off is for outstanding electric bills with dates ranging mainly from July 2003 - September 2003. The proposed write-off of $13,925.79 includes $565.05 from accounts that filed for bankruptcy. The $13,925.79 is the first write-off for FY06 and is .10 percent of the revenue ($13,800,822) for the write-off period. In other words, the City collected 99.90 percent of all bills for the write-off period. For every $100 of revenue the City billed in the write-off period, $.10 was not collected. According to the APPA, the industry standard for collections among publicly held utilities of similar size is 99.74% of total electric revenue. The accounts are currently assigned to our collection agency and will remain there even when they have been written off. A complete list of accounts is available upon request.

SOP / CIP Updates

- *Allow new customers to sign up for utility service on the City's Web site.* Project has been reassigned to the new Web Programmer in I/T.
- *Re-sequence and re-route meter routes.* Meter Reading Supervisor has DRS'd six of eight maps in order to assign future utility services. Still waiting for information on two remaining developments before routing number assignments can be completed. Older existing cycle routes still in need of restructuring should be completed by the end of the fiscal year. Developed areas near older routes affect the decision to restructure.
- *With the assistance of the Central Services, Information Technology and Human Resources directors, develop an internal customer satisfaction survey and survey internal users.* Survey development in progress, with each department developing five questions.
- *Work with the City Manager's Office to restructure Administrative Services to Customer Services.* Restructuring complete. Announcement will be distributed by the end of October.
- *Install an Itron Mobile Collection System with GPS mapping in Meter Reading to maximize efficiency, reduce costs and improve performance.* This is a two-year project. Currently working with the Electric Department in meter change-outs to prepare for this system.

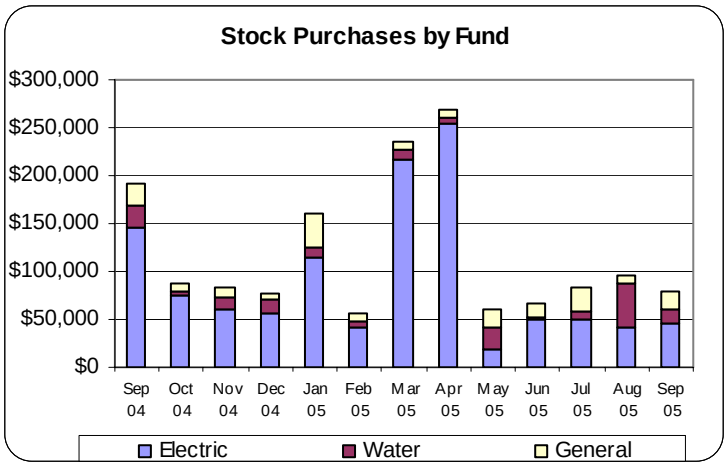
CENTRAL SERVICES

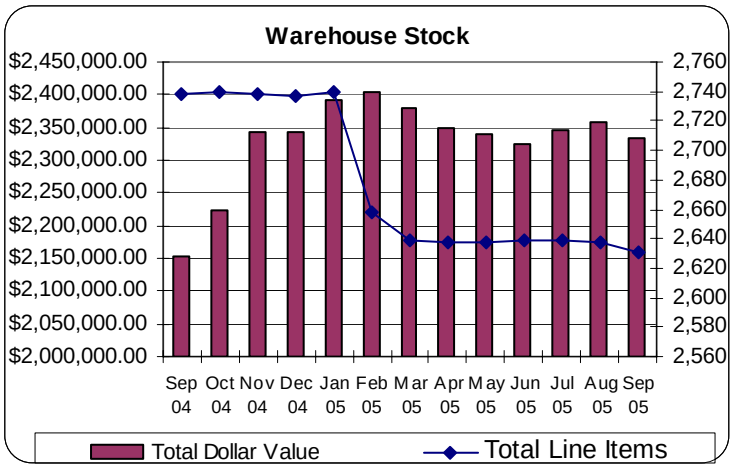




Work Orders	89
Fleet Maintenance	$11,155.61 (Excludes Melvin's Sunoco)
Fuel	$47,273.28

Electric	$612,907.63
Water	$ 38,061.39
General	$ 43,943.37





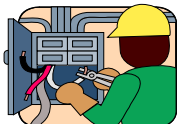
Electric $45,338.55 Water $15,375.95 General $18,238.26

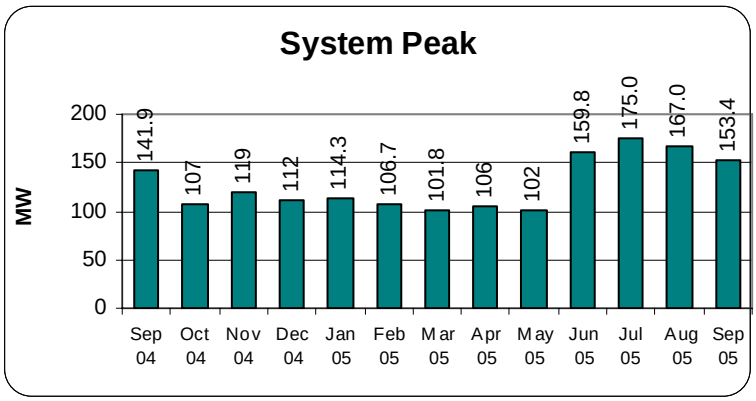
Total Dollar Value $2,333,058.52 Total Line Items 2,631

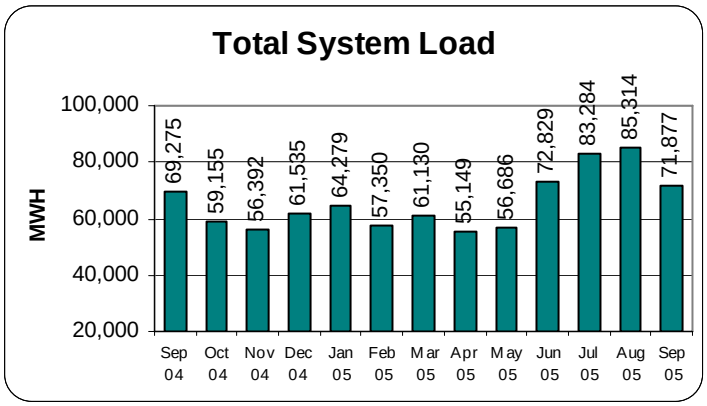
SOP / CIP Updates (percentages below represent percent completed)

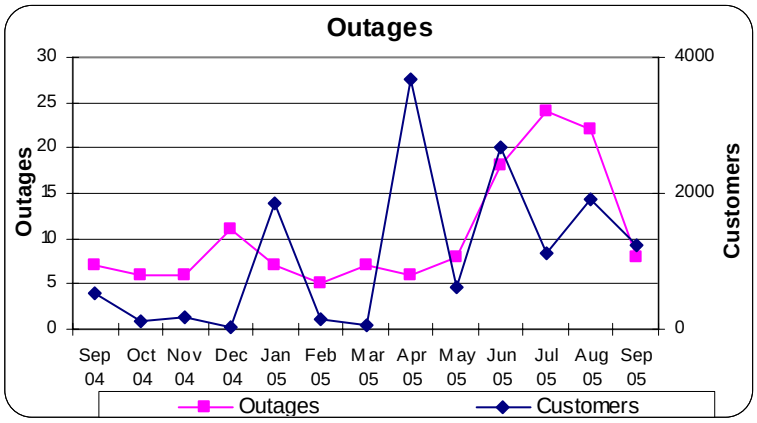
- *Purchase a two-post truck lift for Fleet Maintenance.* The lift was ordered on July 7, 2005 and received on August 4, 2005 from Kunkel Service Company. (100%)
- *Implement Fiscal Year 2006 ADA Compliance Program.* (10%)
- *Assist the Senior City Administrator in conducting a survey to determine internal customer satisfaction.* (15%)
- *Renovation of Pear Street Warehouse – Project #SP001*. Ongoing – three-year project. (45%)
- *Handicap Accessibility to City Council Chambers*. Study in progress. (35%)
- *Pole Barn for William Street Yard – Project #FM0405.* Relocation of materials from the yard to the Pear Street Warehouse has been completed. (100%) Council approved purchase of materials for construction of pole barn on November 22, 2004. Materials received from Delmarva Pole Building Supply, Inc. on December 15, 2004. Electrical work and ceiling in the main truck bay need to be completed. Construction continues as weather permits. (95%)
- *Citywide Fiber Optic Network with support from I/T.* (0%)
- *Fuel Management System.* Draft sent by Pete Gregg to I/T and Finance for review. (5%)

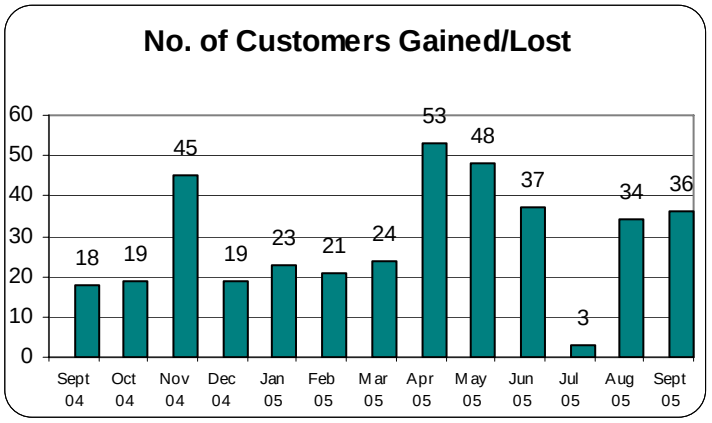
ELECTRIC











Outages 8 Customers 1,241

ELECTRIC OUTAGE REPORT

OUTAGE #	DATE	TIME OUT	TIME IN	CIRCUIT	LOCATION	DEVICE	# OF CUST.	CAUSE	ACTION	URD OVH
05-0098	09-01	06:47	07:34	12401	Highland Avenue	Fuse	25	Q	Replaced Fuse	OVH
05-0099	09-02	05:50	08:31	12191	Bicentennial Village	Pedestal	325	A	Replaced Pedestal/Elbow	URD
05-0100	09-06	17:52	19:02	12903	North Dover/DuPont Highway	Breaker	476	Q	Inspect Line/Close Breaker	OVH
05-0101	09-06	21:29	22:17	12303	Capitol Park	Meter Ped	1	P	Repaired/Set Meter	URD
05-0102	09-14	07:02	07:22	12403	St. Jones Commons	Fuse	4	G	Replaced Fuse	URD
05-0103	09-14	14:14	15:01	12403	57 Houston Street	Cable	1	M	Repaired	URD
05-0104	09-16	15:47	17:00	12101	New Burton Road	Transformer	3	D	Cleared Guy Wire	OVH
05-0105	09-28	23:54	01:22	12902	North DuPont Highway	Fuse	406	D	Repr Guywire/Re-fused	OVH

CAUSE

A – Equipment Failure
B – Lighting
C – Tree Condition
D – Auto Accident
E – Animal
F – Overload
G – Overload (Trans)
H – Weather Factor
I – Primary Tap
J – Dig In
K – Substation Equip.
L – Switching Error
M – Bad URD
N – Contractor/Line Crew
P – Homeowner
Q – Unknown
X – Transformer

Transmission and Distribution

Completed Projects	Active Projects / % Completed	Projects in Design / % Completed
Delaware State University Division Circuits	Wild Meadows – Phase II – 98% Slaughter Street – Duncan – 90% Grandview Mobile Home Park – 80% Cannon Mill – 0% 69KV Line to VanSant – 50% Wolf Creek – 10% Enterprise Business Park Lot #4 – 99% Emerald Pointe - 50% Robbins Hose Company #1 – 70% Stoneridge – 50% Dover Post Office – 90% Rodney Village Lighting – 75% George & Lynch – 30% Independence Square – 50% Modern Maturity Medical Center – 30% Creekstone Center – 5% Lexington Farms – 0% Sherwood Lighting –10% Fairfield Farm Addition – 0% Cartanza Chicken – 0% 3241 Leipsic Rd – 10% Dunkin' Donuts – 5%	69KV to Mayfair Substation – 95% Mayfair Bus Work – 80% Dover Air Force Base Line Relocation – 50% 4KV to 12KV Conversion – 90% Mayfair Lighting - 100% Crossgates Lighting – 100% Kent Acres Rehab. – 30% Governors Avenue Rehab. – State Contract – 100% Riverwalk Hotel – 0% Loockerman Street Circle – State Contract – 10% Chick-Fil-A – 0% Fiber Map – 0% 69KV Line Relocated to Garrison Tract (Changed to Whiteoak Road) - 0% SR1/SR9 Rebuild – 100% New Burton Road Office Building – 50% Cardiology 2 – 100% Cell Towers – 100% Client Logic – 0% First Tenth – 100% ADA Improv. – 100% Clearview – 100% Dover Air Force Base – 10% Buffalo Wild Wings – 0% Domino's Pizza – 100% DE Federal Credit Union – 5% DuPont Manor (State Project) – 0% Feeders 3 & 4 – 50% Dover Police Tower – 0%

Underground Work	% Completed	Overhead Work	% completed
Install new three phase electric on State College Road	100%	Pole replacements for poles tagged through the Pole Testing Program	84%
Enterprise Business Park	100%	Overhead maintenance	Ongoing
Extend primary electric - Wild Meadows	92%	Maintenance of City lighting	Ongoing
Upgrade electric system - Grand View Mobile Home Park	95%	Infrared electric system & repairs	75%
Post Office Upgrade – 4KV to 12KV	40%		
Stoney Creek	Ongoing		
Village of Westover	100%		
Wild Meadows	Ongoing		
Emerald Point	Ongoing		
Stone Ridge	Ongoing		
Wolf Creek	Ongoing		
Kesselring Feeder 750 MCM	98%		

FY 05 Meter Stats

	Sep 04	Oct 04	Nov 04	Dec 04	Jan 05	Feb 05	Mar 05	Apr 05	May 05	Jun 05	Jul 05	Aug 05	Sep 05
Meter Installations													
w/electronic registers	251	200	181	176	290	179	229	340	247	260	309	361	273
RX/A1R CT (Current Transformer)	0	1	3	2	0	0	0	0	2	1	0	0	
Radio read	251	195	179	138	287	176	229	340	247	255	309	361	273
Meters Tested											661	614	670
Single phase	371	355	358	248	580	426	361	625	382	312	-	-	-
Three phase	3	17	33	10	46	0	5	41	4	32	-	-	-
Customer requests	0	0	0	0	0	0	0	0	0	0	-	-	-
Meters Junked	170	167	134	116	308	184	168	226	177	183	277	383	283
Meters Removed	22	20	12	15	3	22	15	22	24	24	20	21	15
Meter Changes	226	160	146	138	261	136	185	261	175	198	251	301	220
New Services	28	30	31	24	17	30	33	53	51	46	40	35	37
Services Retired	0	2	4	4	0	0	2	0	0	0	0	1	0
System Operations Center													
Switching schedules	8	8	8	4	3	8	3	3	2	12	0	8	14
Work orders	870	508	648	792	726	621	861	972	844	1020	891	639	764
Miss Utility tickets called back	1134	1458	1132	1344	1449	1530	1545	2082	1756	2007	1824	1334	2049
Tickets located	563	475	558	341	484	457	536	1950	1929	2049	1938	2001	2037

Only the total number of meters tested will be provided beginning July 2005. There are no customer requests, so this line will be eliminated.

Substation Relay

Substation	Status
Division Street	Station On-Line
All Substations	Hot Spot Repair Planning
Mayfair	Replaced LTC – Beckwith Control

SOP / CIP Updates (percentages below represent percent completed)

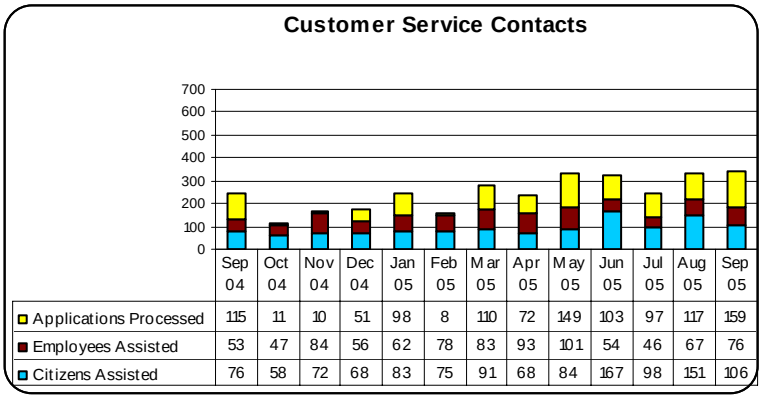
- *Change all mechanical electric meters to radio read electric meters.* Meters have been ordered; waiting for delivery.
- *Prepare and design Feeders 3 and 4 from Cartanza Substation to Downtown Dover.* Preliminary design complete; waiting for comments from DelDOT.
- *Develop an Electric Department mapping system to assist crews with power restoration.* Delivered first section of map.
- *Hire two junior engineers to replace senior system engineer and senior SCADA technician.*
- *Investigate the purchasing of land adjoining the Electric Administration property on Buttner Place.* Talks have begun.
- *Detail analysis of Fiscal Year 2050 Preliminary Generation Capacity Plan.*
- *Preliminary design of "Blue Light" Safety Program system for downtown and City parks.*

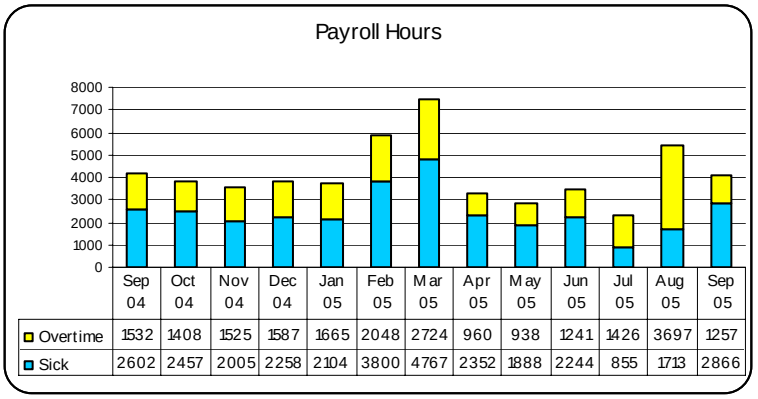
CIP Project	% Work Completed	CIP Project	% Work Completed
Mayfair 69/12 KV Transformer and Breaker * (Carry Balance) – Project #ES0105	30%	SCADA Remote Terminal Units	33%
4KV To 12KV Upgrade * (Carry Balance) – Project #ED0501	25%	Governors Avenue Rebuild – Project #EE0603	0%
69 KV Feeders 3 and 4 – Project #EE0601	0%	College Road Capacitor – Project #EE0604	0%
Outage Reporting System – Project #EE0504	50%	System OPS Radio Replacement	0%
Pole Inventory System – Project #EE0503	50%	Lighting Project and Rehab – Project #EE0605	10%
Replacement of 69 KV Breakers	2%	Conectiv 230 Line Rehab – Project #ES0103	0%
Mayfair to Mid City – Project #ET0502	2%	Heart Start ADS	5%
Distribution Upgrades – Project #EV0601	4%	Meter Testing Bench	0%
Kesselring Feeder – Project #EE0602	70%		

* Project carried over from FY 05



HUMAN RESOURCES

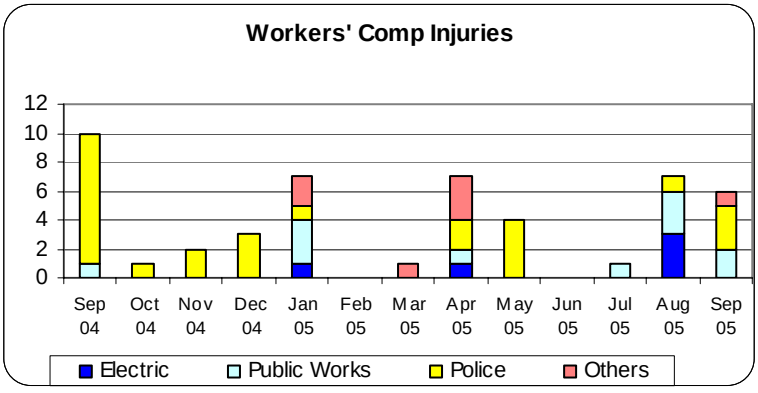




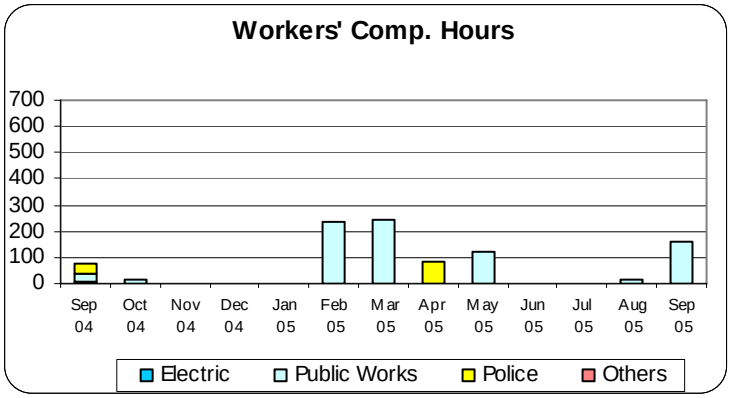
Category	Sep 04	Oct 04	Nov 04	Dec 04	Jan 05	Feb 05	Mar 05	Apr 05	May 05	Jun 05	Jul 05	Aug 05	Sep 05	Total
Caucasian	328	327	326	326	323	323	323	323	324	324	326	328	3028	N/A
Minorities	63	64	64	64	64	64	65	64	64	63	65	65	68*	N/A
Hired	7	1	1	0	1	1	5	1	1	1	6	3	8	36
Terminated / Resigned / Retired	4	2	2	1	4	1	4	2	0	2	2	1	3	28
Promoted	1	4	0	0	0	0	2	2	0	2	3	0	0	14
Jobs Posted	2	1	5	1	5	5	6	9	1	6	1	5	6	53
Workers' Comp. Injuries	10	1	2	3	7	0	1	7	4	0	1	7	6	49
Workers' Comp. Hours	76	15	0	1	0	238	240	82	120	0	0	12	161	945

**An internal audit was conducted by the Human Resources Department on the number of employees. Taking into account the new hires, terminations, resignations and retirements for September, the number of Caucasian was decreased by 26 and the minorities increased by 1.*

- Workers' Comp. hours may not be the result of injuries that occurred during the current month.
- Jobs Posted – Utility Maintenance Mechanic, H/R Clerk, Building Maintenance Utility Technician, Library Page, Lead Laborer, Park Maintenance and Communications Operator.
- Employee's hired: Electric Groundsworker (3), Police Officers (4) and Clerk Typist II (Inspections and Planning).



Electric – 0 Public Works - 2 Police – 3 Others - 1

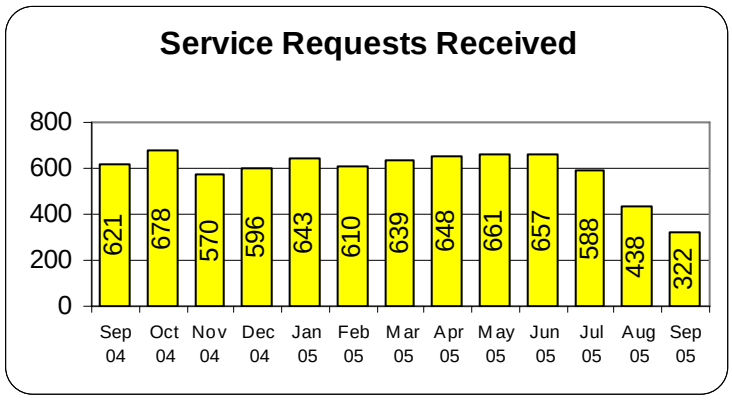


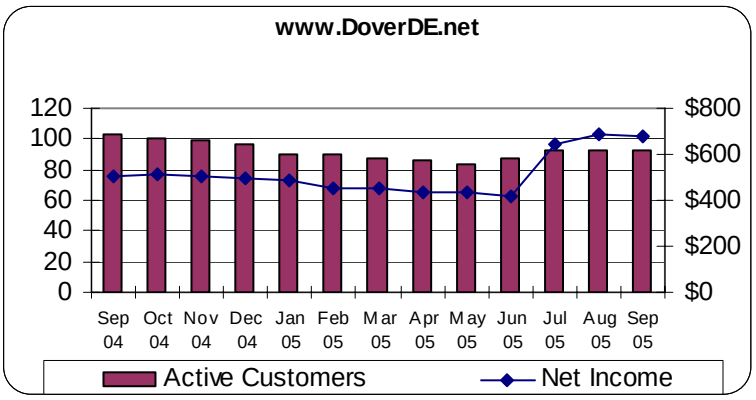
Electric – 0 Public Works –161 Police - 0 Others – 0

SOP / CIP Updates

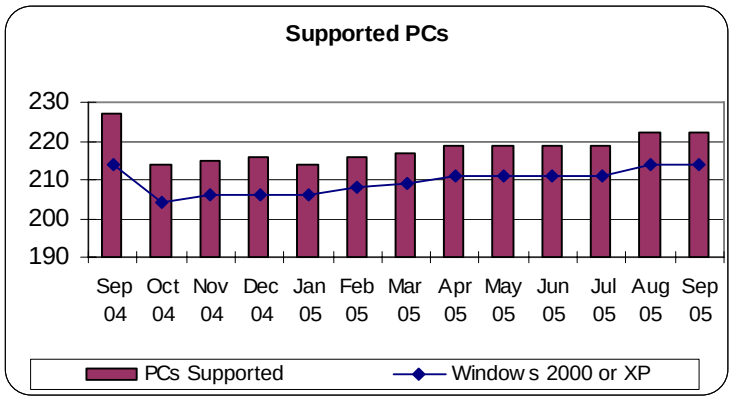
- *Establish a CDL program which includes random drug testing.* DOT physicals were conducted for all employees with a CDL. Drug testing is scheduled to begin in January 2006.
- *Effectively negotiate a labor agreement with the FOP.* Negotiations will begin in January 2006.
- *Work with Finance, Administrative Services, and the local Union leadership to investigate medical benefit alternatives for employees and retirees.* Work is ongoing.
- *New employee identification cards and organizational identification system.* Proposal from ADVANTECH will be reviewed during Council meeting in October.
- *Partner with Kent County to participate in the 2006 Compensation Study.* Met with the Kent County Human Resources Director in August; the County has issued a RFP, and a contractor will be chosen by the end of October.
- *Customer Satisfaction Survey.* Meeting held with other participating departments; survey will be conducted in January 2006.
- *Address one weakness identified by the employee satisfaction survey.* The results are being reviewed.
- *Establish and communicate the Five Star Recognition Program demonstrating support of the men and women now serving in America's National Guard and Armed Services Reserve.*

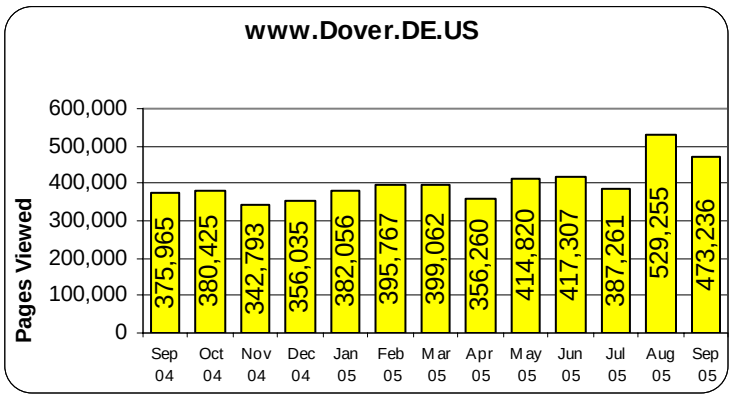
INFORMATION TECHNOLOGY





Active Customers - 93 Net Income - $679





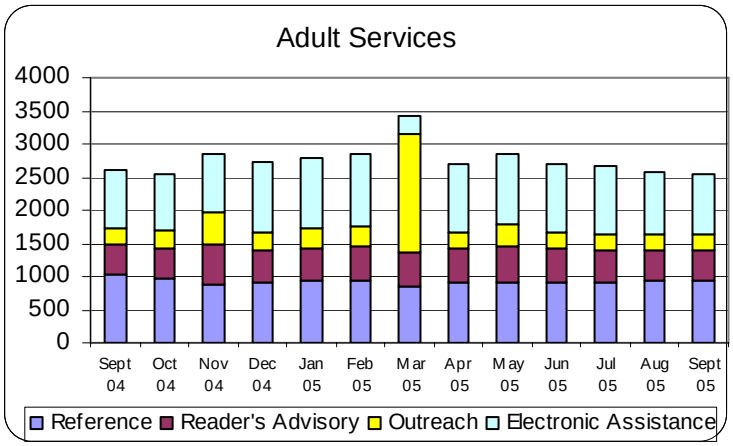
PCs Supported – 222 Windows 2000 or XP – 214

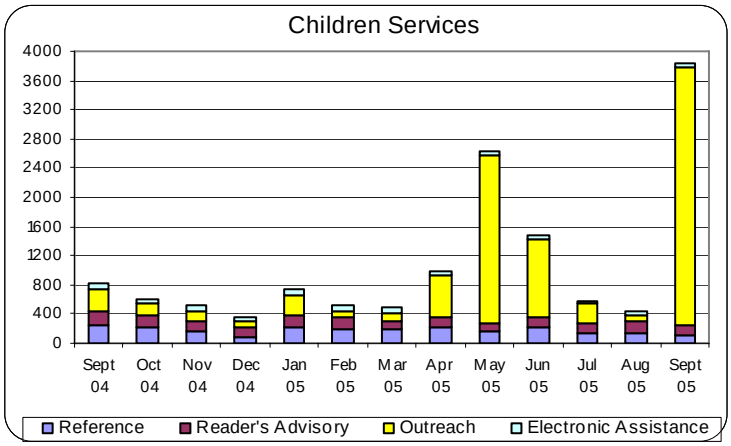
Performance Indicators	Current Month	Last Month	Same Month Last Year
iSeries Availability	99.6%	99.6%	100%
Server Availability	100%	100%	100%
Programming Requests Completed	3	2	1
AS/400 Connections (concurrent/authorized users)	36%	38%	40%
PCs Supported	222	222	227
Servers Supported	6	6	6
(Availability statistics based on 7:00 a.m. to 5:00 p.m. M-F)			

SOP / CIP Updates

- *Implement an Information Technology Emergency Preparedness Plan that will provide a platform for business restoration within 48 hours of a major disaster.* Provided feedback to vendor on their drafts and are awaiting their final Business Analysis and Recovery Strategies Report.
- *Develop and implement GIS (Graphical Information System) for the City.* Conducted an ESRI presentation for departments using GIS. A list of software and hardware products as well as services has been prepared, reviewed and revised. Plans are to get quotes on the various pieces and purchase them next month.
- *Implement the NaviLine version of HTE, Inc., software to bring City employees from a text based terminal emulation mode to a graphical interface that includes enhanced features.* Council approved the budgeted expenditure in August, and formal project planning has commenced with HTE. Meetings held with module owners to share project plan. Loading and testing the latest green screen upgrade will begin in October, and the planned load of NaviLine is scheduled for November.

Library





Reference – 932 Reader's Advisory – 469
Outreach – 236 Electronic Assistance – 907

Reference – 109 Reader's Advisory - 139
Outreach – 3,530 Electronic Assistance - 55

Circulation	September 05	FYTD 06	September 04	FYTD 05
Dover residents	14,071	46,421	13,704	45,765
Kent residents	16,563	53,265	15,025	47,954
Non-county residents	898	3,005	927	3,218
Registrations				
Dover residents	246	673	159	449
Kent residents	253	727	199	513
Non-county residents	20	41	10	40
Other				
Visiting patrons	32,098	73,437	17,566	53,642
Meeting room usage	140	200	80	180
Photocopier usage	2,495	6,450	2,002	5,381
Holds placed	1,164	3,697	919	3,376
Dial-a-Story	1,439	5,696	1,844	6,176
Internet usage	4,984	15,837	3,805	11,651

Other Points of Interest

Interlibrary: 2,287 items loaned out
1,136 items borrowed

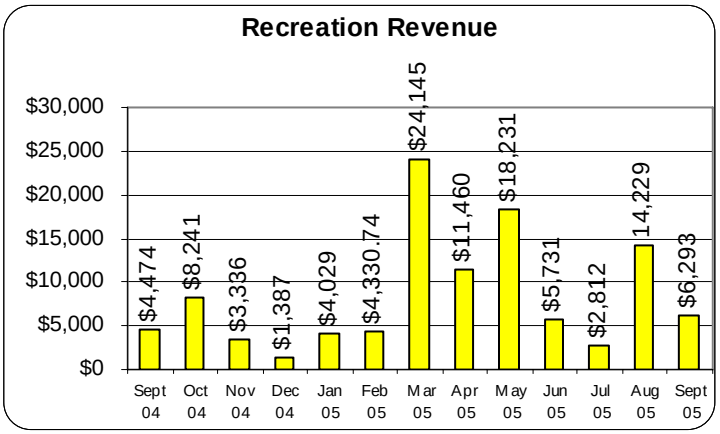
Technical services: Added 920 items
Deleted 1,237 items

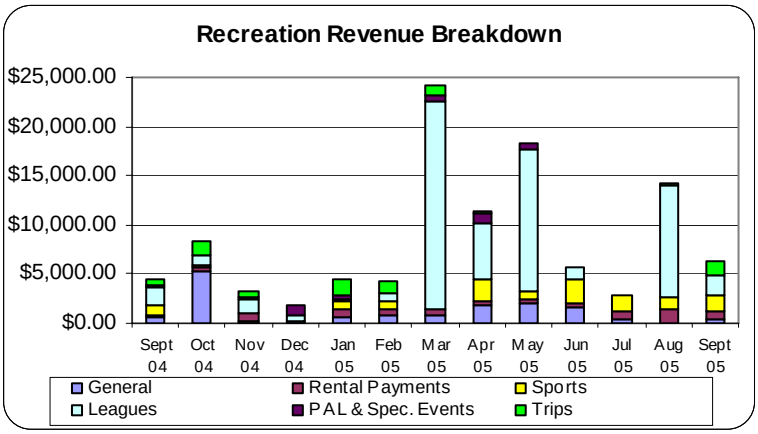
Volunteers completed 54.5 hours of service.

SOP / CIP Updates

- *Enhance the library's Web page at www.doverpubliclibrary.org by adding 15 more links, five feedback forms and surveying online users to determine the Web site's functionality*. Awaiting a response from I/T on Web site updates.
- *Develop potential locations, funding sources, and preliminary operating concepts for regional library in Dover*. The Site Selection Committee met to discuss the project's progress.

Parks and Recreation





General - $485 Rental Payments - $783 Sports - $1,655
Leagues - $1,966 PAL & Special Events - $90 Trips - $1,314

Rentals	September 05		FYTD 06		September 04		FYTD 05
Baseball/Softball Field Rentals*	30		137		29		113
Dover Park Pavilions (2)	3		28		1		4
Multipurpose/Field Hockey Field Rentals*	1		28		1		37
Recreation Center	19		85		20		54
Silver Lake Pavilions (2)	3		18		3		13
Soccer Field Rentals*	3		11		6		18
Stage	4		14		5		17
These numbers reflect **groups that rent fields for practice, season play, and our programs.*							
Program Attendance							
Annual NFL Punt, Pass & Kick	16 participants in 2005				10 participants in 2004		

Silver Lake Swimming Stats	
Hourly Counts (12 Noon & 2, 4, & 6 pm daily)	2,392* in 2004 3,080* in 2005
	**Not actual swimming counts, only those in attendance on the beach area*
Open Days	65 in 2004 81 in 2005
Closed Days (DNREC Water Advisory)	12 in 2004 10 in 2005
Lifeguard Saves	3 in 2004 7 in 2005

Delaware Prevention Network	Weed and Seed
Creating Lasting Family Connections continued to establish collaborations with local agencies.	Monthly Steering Committee was held September 13. Continued implementing steps for "official recognition." Formed a working partnership with Dover Caring Community's Steering Committee.

SOP / CIP Updates

- *Initiate Americans with Disabilities Act (ADA) compliance in City parks and recreational facilities.* Ordered and received wheelchair for disabled for Silver Lake beach area. Six ADA approved picnic tables were ordered for various parks.
- *Implement a maintenance plan for each park and playground.* Reviewed plan with staff.
- *Implement Construction Plan for indoor recreation facility.* Working to secure the necessary funding.
- *West Side Recreation Center (two-year project).* Council approved naming the center the John W. Pitts Recreation Center.
- *Playground Equipment Replacement Program (two-year project) – Project #PR0601.* Researched U.S. Communities bid specification information to determine best pricing and vendor.
- *Dover Park Enhancement –- Project #PR0504.* The application for State match has been submitted.
- *Mayfair Park Playground Enhancement – Project #PR0505.* The application for State match has been submitted.
- *Mirror Lake Dredging* – Project #PR0402. The Sliver Lake Commission reviewed the report submitted by Chuck Williams during the September 6 meeting.



PUBLIC WORKS

Administration and Engineering

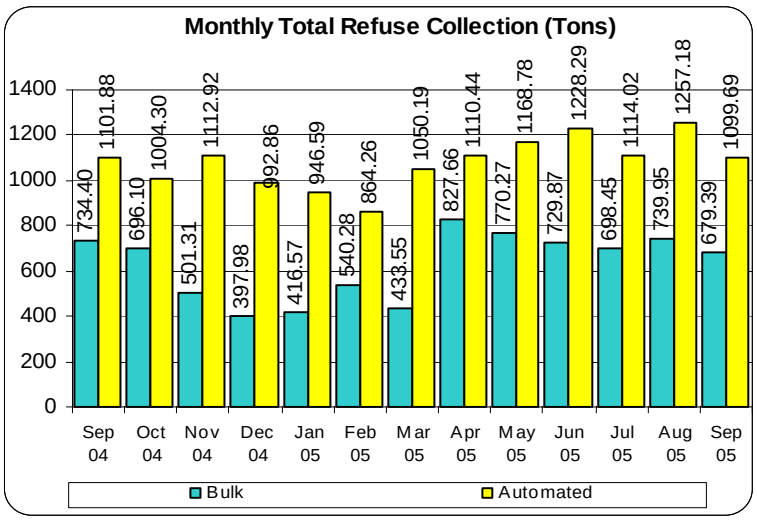
Administrative review and inspection services continued on all residential and commercial developments. The following residential subdivisions are in various phases of construction:

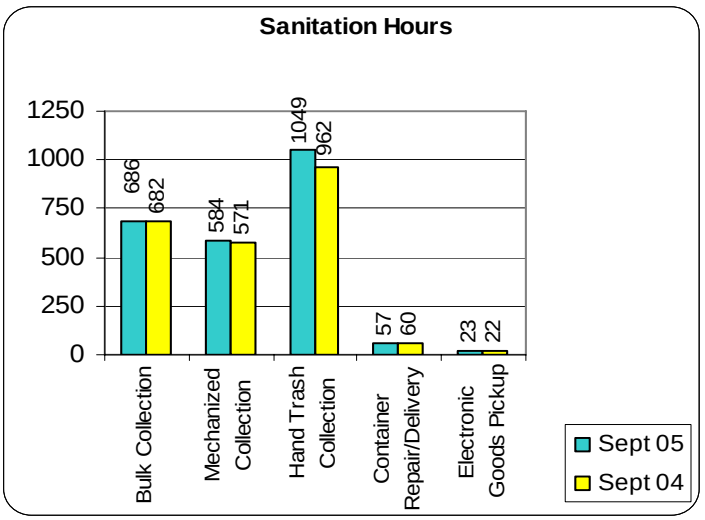
Baytree (Phase III)	Oak Shadows	Emerald Pointe
Village of Westover (Phases III, IV & V)	Four Seasons	Lexington Glenn
Fox Hall West Addition (Phases II & III)	Stoney Creek (Phase II)	
Fox Hall West (Phase IV)	Wild Meadows	
Maple Glen	Village of Cannon Mill	
Acorn Farms (Phases II & III)	Hidden Creek	

Construction

- Inspection continued on 20 subdivisions under construction and 42 individual sites.
- Utility crew:
  1. Wesley Church – Replaced 100 feet of sewer from right-of-way to manhole.
  2. Woodmill Ditch – Cleaned and regraded 1,500 feet of drainage ditch. Dressed up the area when job was completed.
  3. William Henry School – Abandoned 6” water line that ran under the building.
  4. Warehouse – removed 6,000 gallon underground tank, backfilled and tamped area.
- FY-05 Street Program – West Street completed. Concrete work continues on Mary Street.
- FY-06 Street Program – Woodcrest development pedestrian walkway completed with minor punch list items. Concrete work started on Wilson Drive.
- Hidden Creek – Contractor continued site work in Phase II. Relocated one fire hydrant and adjusted several to proper grade.
- Village of Westover Phase IV – Site work continued with installation of public sidewalks.
- Cannon Mill – Contractor installed and hydrostatic tested 2,000 LF of water main. Work continued on storm water management pond.
- Emerald Pointe – Contractor had manufacturer startup of pump station. City of Dover personnel making courtesy checks until station is complete and ready to be turned over to the City.
- Wolf Creek – Water system as built has been submitted to the Office of Drinking Water for approval.
- Division Street Water Main Upgrade – Material started arriving, and contractor started saw cutting for installation.

Sanitation





	SEPTEMBER 05	FYTD 06	SEPTEMBER 04	FYTD 05
Tons Dry Waste Collected	336.63	1,007.92	310.94	889.70
Tipping Fee Savings Realized	$6,564.29	$18,655.89	$5,752.39	$16,469.45
Trips to DSWA Sandtown Landfill	358	1,077	352	1,032
Total Tonnage to DSWA	1,779.08	5,588.68	1,836.28	5,534.87
90-Gallon Containers Delivered	67	176	11	49
300-Gallon Containers Delivered	4	5	10	40

Streets

	SEPTEMBER 05	FYTD 06	SEPTEMBER 04	FYTD 05
Signs Installed	52	128	33	100
Signs Repaired	25	49	14	49
New Posts Installed	21	41	11	20
Storm Catch Basins Cleaned	0	0	50	112
Storm Catch Basin Cleaning (Hrs.)	0	0	62	124
Hot Mix Patching (Tons)	73	134	9.5	49.5
Cold Mix Patching (Hrs.)	64	9,290	51	116
Concrete Work (Hrs.)	124	378	261	852
Street and Alley Maintenance (Hrs.)	150	479	177	833
Street Sweeping (Miles)	1,201	4,315	1,208	4,043
Street Sweeping (Cubic Yards)	162	594	213	628

Grounds

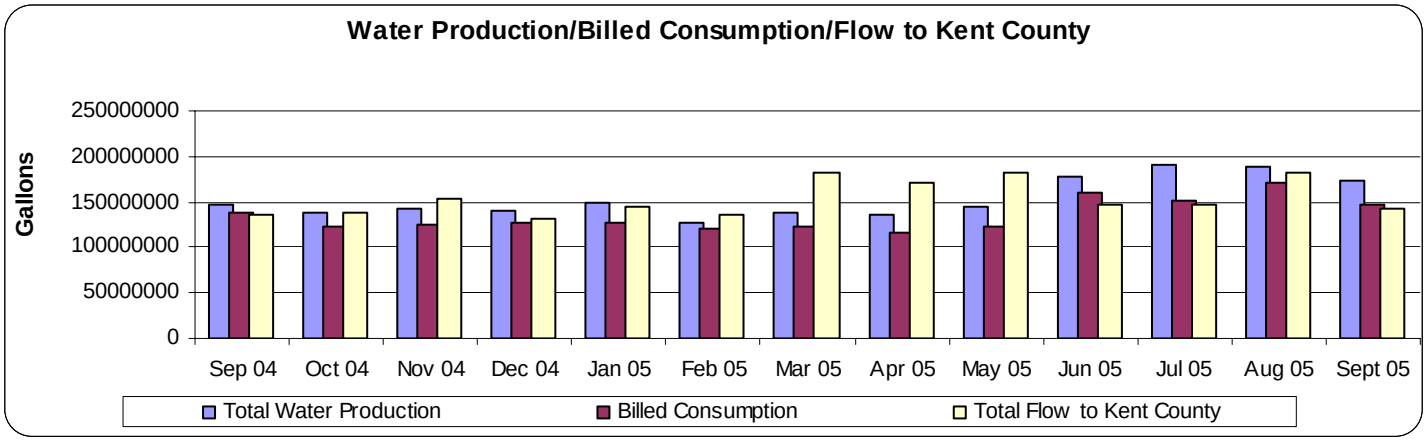
Arborist Crew		
	SEPTEMBER 05	**SEPTEMBER 04**
Trees Trimmed	117	205
Trees Removed	35	9
Root Pruning	3	5

Beautification Crew
Annual floral bed maintenance including edging, weeding, dead-heading plants.
Watered flower beds and young trees during drought.
Worked on landscape at Constitution Park.

Landscape Repair/Special Projects Crew
Completed mulching the entrance islands at the Kent County Administration Complex and the Blue Hen Corporate Center.
Closed the Silver Lake swimming area for the season by taking in the lifeguard stands, floats and rope.
Hauled three sets of soccer goals to Schutte Park.
Used boom-ax mower and chain saws to clear out brush/trees from ditch from Mifflin Road to North Street.
Cleaned up the landscape at the Library.

Grounds Maintenance/Mowing Crews
Winding down on mowing, mostly because of drought.
Began edging sidewalks and curbs in parks and around City buildings.
Worked on various alleys around town.

Water/Wastewater



Total Water Production – 173,549,000 Billed Consumption – 147,066,000 Total Flow to Kent County – 143,461,891

	SEPTEMBER 05	SEPTEMBER 04
Water Production – Daily Average	5,784,967	4,904,810
Fire Hydrants – Flushed	412	0
Fire Hydrants – Tested	6	4
Final Readings	275	176
Cutoffs	16	14
Turn-ons	12	12
New Inspections	43	25
Curb Boxes Located	92	52
Curb Boxes Adjusted	11	9
Water Service Lines Repaired	4	3
Water Meters Repaired	2	3
Radio Technology Installations	103	131
New Meters Added	29	45
Total Water Meters in City Distribution System	12,735	12,276

	SEPTEMBER 05	SEPTEMBER 04
L.F. Sewer Lines Flushed	60,135	91,680
Sewer Lines Inspected	60,435	93,180
Feet Sewer Mains Videotaped	200	1,490
Manholes Inspected	310	391
Manholes Cleaned	308	384

SOP/CIP Updates

- *Fully implement the City's NPDES permit compliance measures and begin developing an overall strategy for the creation of a stormwater utility for the City.* Mailed flier and worked on other action items.
- *Implement the park maintenance plan created by the Parks & Recreation Department by hiring one Lead Laborer to perform all of the work outlined in the plan.* Currently recruiting for the Lead Laborer position.
- *Reduce number of brown water complaints through the replacement of the old cast iron pipe system and the improvement of system hydraulics.* Began replacement of the Division Street water main, started material list for the Greenhill Road main upgrades and performed other miscellaneous pipe improvements.
- *Reduce cost to the City arising from inflow/infiltration.* Presentation given to the Utility Committee and coordinated the inclusion of sump pump and roof drain inspections with regular housing inspections.
- *Integrate the new pump station mechanic crew into the maintenance operations.* Recruiting has begun for two Utility Maintenance Mechanic II positions.
- *Investigate the feasibility of turning over appropriate sewer pump stations to Kent County Levy Court.*

CIP Project	% of Work Completed	CIP Project	% of Work Completed
Streets & Grounds Division		**Water Supply**	
FY-2005 Street Program – Project #ST0501	85%	Water System Master Plan Update *** -** Project #WD0401)	98%
FY-2006 Street Program – Project #ST0601	8%	Elevated Storage Tank Painting/Maintenance Contract – Project #WS0604	25%
FY-2006 Concrete Program - Project #ST0602	63%	Meter Reading Technology Upgrade – Project #WS0603	35%
Generic Subdivision Signs - Project #ST0505	10%	Well Head Redevelopment Program – Project #WS0606	5%
Silver Lake Dam Improvements *****	0%		
Silver Lake Footbridge Replacement ***** - Project #PR0506	35%		
Water Division		**Sanitary Sewer**	
Miscellaneous Distribution System Improvements – Project #WS0602	0%	Puncheon Run Motor Control & Pump Replacement (Construction) *** -** Project #WW0505	7%
Southeast Water Loop (Design Phase) – Project #WD0701	25%	Garrison Oak Pumping Station (Construction) – Project #WW0304	2%
Scarborough Road Interconnection (Tidewater) – Project #WD0601	0%	Puncheon Run Interceptor Sewer Extension (Design) – Project #WW0302	55%
Cast Iron Main Replacement / Relining Project	0%	U.S. 13 East Sanitary Sewer Interceptor *** -** Project #WW0101	2%
Water Quality Study *** -** Project #WD0504	25%	Inflow / Infiltration Removal – Project #WS0501	5%
Division Street Water Main Upgrade *** -** Project #WD0304	10%		

***** Project carried over from FY 05

City of Dover

Office of the Mayor

MEMORANDUM

TO: Members of City Council

FROM: Stephen R. Speed, Mayor

DATE: October 18, 2005

RE: ***Monthly Report – September 2005***

It is an honor and pleasure to provide you with the efforts of the Mayor's office for September 2005. As always, I would be happy to answer any questions or provide any additional information.

Here are the highlights for the Mayor's office for September:

Date ***Event/Meeting/Activity***

12 Assisted Living Week Kick-Off Celebrations – Westminster Village and State Street Assisted Living each hosted receptions at their respective facilities to celebrate National Assisted Living Week. Staff and residents of these facilities attended the receptions.

15 Delaware Volunteer Fireman's Association (DVFA) Annual Conference – DVFA and DVFA Ladies' Auxiliary held its annual conference at the Sheraton. Thousands of members of the DVFA and LADVFA attended the conference and voted to continue their relationship with the City of Dover for another three years.

16 Constitution Anniversary Assembly – Booker T. Washington Elementary School hosted an anniversary assembly in honor of the ratification of the U.S. Constitution. Attorney General Brady, the Curator of State Museums, Madeline Dunn, and staff, faculty, and students of Booker T. Washington attended the assembly.

17 DVFA and LADVFA Annual Fireman's Parade – DVFA and LADVFA hosted their annual parade down State Street. Delaware Emergency Management Agency (DEMA) Director Turner, members of all the Delaware fire companies, members from three out-of-state fire companies, and many members of the public attended the parade.

19 National Incident Management System (NIMS) and Incident Command System (ICS) Training Course – DEMA hosted the NIMS 700 and ICS 100 combined course at their facility in Smyrna. Representatives from various homeland defense disciplines attended the training.

23 Governor's Reception for Rusty Wallace – Gov. Minner hosted a reception at Woodburn to honor Rusty Wallace in advance of his last race at Dover International Speedway. Gov. Minner, members of City Council and other elected officials, Rusty Wallace and members of his team, representatives from NASCAR, and representatives from Dover Downs attended the reception.

24-25 NASCAR MBNA America Races – NASCAR, MBNA, and Nextel held their semi-annual race weekend event at Dover International Speedway. Numerous dignitaries and approximately 200,000 fans attended the races over the entire weekend. In honor of his retirement, I declared September 25, 2005 Rusty Wallace Day in the City of Dover and presented him with a key to the City.

29 Mayor's Prayer Breakfast – Members of the local faith community joined me in prayerful celebration and recognition. Representatives of various faiths offered readings, prayers, song, and words of wisdom. The Rev. Dr. Phil Powers, Pastor of Forcey Memorial Church in Silver Spring, Maryland provided the keynote address. Col. Pray, Col. Rutland, members of Dover City Council, local legislators and other local elected officials, and members of the Dover community were in attendance.

Other meetings/events and grand openings/ribbon cuttings attended:

City Council Meetings
Legislative, Finance & Administration Committee Meeting
Utility Committee Meeting
Safety Advisory & Transportation Committee Meeting
Weed & Seed
Rotary
Constituent Meetings
Delaware Homeland Security Working Group Funding Subcommittee
Council President Staff Meeting
Central Delaware Chamber of Commerce Fundraiser
Dover Police Department's Citizens Police Academy
Central Delaware Economic Development Council
Capital School District Facilities Planning Team
Downtown Dover Development Corporation
Dover Police Department Ride-Along
St. Andrew's Lutheran Church Great Hall Dedication
Delaware League of Local Governments Annual Meeting and Dinner
FY06 Employer Rate for Police Pension Meeting
USO Board of Directors
NAACP/Dover Police Department/Citizen Meeting
Mayor's Prayer Breakfast Committee
City Audit Assessment
PNC Christopher Keary Re-enlistment with Rusty Wallace
Police Department Swearing-in Ceremony
Retired Dover Police Department Captain James T. Kurtz Funeral
Comcast Spotlight Breakfast
Delaware Tourism/Sheraton Hotel Press Conference
Weed & Seed Community Meeting
Employee Service Awards

MONTHLY REPORT

Department of Planning & Inspections
P.O. Box 475
Dover, DE 19903
Phone: (302) 736-7010 Fax (302) 736-4217

Department of Planning and Inspections
SEPTEMBER 2005

PERSONNEL: Ron Coburn and Tim Taraila attended the University of Wisconsin, College of Engineering, "Improving Property Maintenance" seminar in Philadelphia, PA from September 19-21, 2005. Maretta Mason and Mae Moten were recognized by the "Caught Doing it Right" program for their dedicated hard work and support during the recruitment period for a new front office staff member. Kristen Jester was hired as a Clerk Typist II on September 19, 2005.

COMPREHENSIVE PLAN AMENDMENTS
Staff has received from the Office of State Planning Coordination a listing of editing comments and questions to be addressed prior to certification of the revised Comprehensive Plan Update with the adopted Amendments of May 2005. Mr. DePrima is working to address these issues in order to complete the certification process.

EDEN HILL TND REZONING:
The property known as Eden Hill Farm is now zoned Traditional Neighborhood Design Zone (TND). The City Council approved this rezoning and the Conceptual Master Plan at their meeting on July 11, 2005. In late August, a subdivision Plan was recorded which divided the land into 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 next step in the process will be the submittal of Implementation Plans outlining more detailed development activities for review by the Planning Commission.

DEMOLITIONS
Currently, there are four properties on the dangerous building list as follows: 299 College Road, 45 S. New Street (House of Pride), 35 N. New Street (House of Pride), and 29 S. Governors Avenue. A lien search has been completed on 29 S. Governors Avenue. The Petition to Declare the Structure Dangerous and order its repair or demolition was considered by City Council on Monday, September 26, 2005. The intention is to have the home actively repaired or removed by October 28, 2005. If the owners do not accomplish this, it will be ordered for demolition by the City. Staff received bids for the demolition of 29 N. Governors Avenue. The lowest bid was $21,312 which includes asbestos removal costs of $4,000. The budget allotted $25,000 for three (3) building demolitions. Staff is considering options due the amount of the low bid and limited total resources for demolition of multiple properties.

Two properties are being demolished by Dover Community Partnership, Inc. using CDBG funds: 42 South Queen Street and 13 South New Street. The houses will be replaced with affordable homes for first-time homebuyers through the initiatives and funding brought to bear in the Dover target neighborhood.

COMMUNITY DEVELOPMENT
Community policing: 1 Officer on foot patrol, Total hours of coverage 15, Citizen Contacts 115, Total number of arrests 5.

NCALL: Down payment and Settlement Assistance: Clients who plan to use the Dover First Start Program breakout as follows: eight families are shopping for a home; one family has a sales contract and has applied for a mortgage loan. A total of twenty-three families have closed using the Dover First Start Program.

Micro Enterprise Program: During the month of September, intakes were conducted for four (4) new clients to set

up a business in the Downtown area of whom one (1) was low to moderate income status and two (2) were minorities. In addition, three (3) referrals were made to the Small Business Development Center for technical assistance. For the month of September, the breakdown of statistics for clients served is: 4 new clients, 2 low moderate incomes, 2 Minorities, 2 referrals, 2 walk-ins, 0 jobs gained and 0 businesses closed.

Community Development Staff attended a one week Environmental Assessment Course in Los Angeles, California. Coursework included procedures for phase I and Phase II Environmental Assessments.

The Request for Release of Funds has been approved by HUD for the demolition of 42 South Queen Street and 13 South New Street. Both properties are scheduled for demolition early next month.

The Consolidated Annual Performance Evaluation Report has been submitted and approved for review by HUD.

MEETING REPORTS

Board of Adjustment:
At its meeting of September 21, 2005 the Board of Adjustment took the following actions:

1. **Applicant # V-05-14: Lands of Joan T. Duphily: Joan T. Duphily:** Moved to approve.
2. **Applicant # V-05-15:Whatcoat United Methodist Church: Reverend Alice Ervin:** Moved to table, applicant not present.
3. **Applicant # V-05-16:54 Shinnecock Road: Roberto F. Martinez and Ivy G. Armamento:** Moved to approve.

Dover Parking Authority: At its meeting of September 1, 2005 reports were given on the budget, permit sales, Police Department activities, and update on the North Street Parking Lot.

Historic District Commission:
The Historic District Commission did not meet during the month of September. The next scheduled meeting will be held on October 20, 2005.

Planning Commission
At its meeting of September 19, 2005, the Planning Commission took the following actions:

1. **S-04-25 Prime Shine Car Wash at 226 N. DuPont Highway:** Moved to approve 1 year extension.
2. **C-04-08 Daycare Center of William and Jennifer Schick at 870 Forrest Street:** Moved to approve waiver request.
3. **AX-05-02 Lands of Mary F. O'Connor: 174 Mifflin Road:** Moved to approve.
4. **AX-05-03 Lands of Dover International Speedway, Inc.:** Moved to approve.
5. **Z-05-05 Lands of Frank and Paul Moore at 700-708 Forrest Street and 12-16 Lincoln Street:** Moved to approve.
6. **SB-05-05 Stover Homes Professional Campus: Conceptual Subdivision Plan:** Moved to approve with conditions.
7. **S-05-28 Stratford Place at 1462 North Little Creek Road:** Moved to approve with conditions.
8. **S-05-19 Ravi Medical Offices at 1113 South State Street:** Moved to table.
9. **S-05-20 Office Building at 134 East Water Street: Hanson House location:** Moved to approve with conditions.
10. **S-05-25 Brooks Machine: Addition to Building:** Moved to approve with conditions.
11. **S-05-26 Dover Saturn at 1414 N. DuPont Highway:** Moved to approve with conditions.

INSPECTIONS ACTIVITY

Permits and Licenses

Rental Dwelling, Public Occupancy & Lodging House Permits: Year to Date ___
1,776___

Number of New Occupancies – September 2005 14

Permit Fees Collected for Rental, Public Occupancy & Lodging Permits, Sept 2005 $ 1,385

Number of Business Licenses & Mobile Homes Issued – Sept 2005 342

Total Number of Business Licenses & Mobile Homes for Year 7/1/05 to 6/30/06 2,924

Total Fee Collected for Business Licenses & Mobile Homes for Sept 2005 $ 88,321.95

Total all Construction Permits* and Certificate of Occupancies Issued for Sept 2005 304

Value of Construction & Fire Prevention projects permitted in Sept 2005 $4,977,063.00

Fees Collected for Construction Permits and CO's for Sept 2005 $ 64,632.00

*Construction permits include Building, Fire Prevention, Plumbing, and HVAC Permits

Property Inspections: September 2005: Fire Marshal Inspections – Property Maintenance

Office of the Fire Marshal	
Fire and Safety Inspections	34
Fire Code Inspections	57
Sprinkler and Fire Alarm	9
Certificate of Occupancy	6
Alarm Activation Follow-ups	5
Fire Investigations	5
Total Inspections	**116**
Non-Inspection Hours	
Office	126
Training	73
Plan Review	13

Building and Property Maintenance Inspections	
Building	274
Plumbing/Mechanical	301
Certificate of Occupancy	48
Total New Construction	**623**
Complaints	133
Observed by Inspectors	171
Fire/Life Safety	81
Total Inspections	**1008**
Non-Inspection Hours Office	335
Training	54
Plan Review	118

During the September 2005 Dover Downs Race, the Fire Marshal's Office logged 76 hours of contact time; of that, 52 hours were overtime. The State Fire Marshal's Office assisted with one Deputy. 300 contacts were made with the public regarding fire safety and code related issues. Two of those contacts were minor medical emergencies.

The following fires occurred during the month: 630 W. Division Street, damage to deck due to smoking; Zimmerman Hall, damage to TV due to unattended candle; 720 Lakewood Place, Gazebo destroyed due to unattended candle; Uno's Pizza, 1225 N. DuPont Highway, damage to dryer due to dirty vent; and 642 Nimitz Road, house fire under investigation with Police Department.

Fire Safety activity included the Delaware State University on dorm safety, 28 people attended and at Lowe's Home Improvement Center on fire safety issues, 46 people stopped by the booth.

As always, please contact me regarding any questions you may have.

Signature on behalf of
Planning and Inspections Department

ROBBINS HOSE COMPANY NO. 1

DOVER'S VOL. FIRE DEPT.
Since 1882

October 19, 2005

Mayor & Council
City of Dover
P.O. Box 475
Dover, De 19903

Dear Mayor & Council:

I must first express my sincere sympathy to the family and friends of Councilman John Pitts; Mr. Pitts was a staunch supporter of the youth of our city. He was a supporter of the fire department and our mission to ensure the safety of our citizens for which he will not be forgotten.

During the month of September we responded to 96 incidents with an average response time of 4.4 minutes.

The new Engine and Ladder Truck have been delivered and placed in service; this apparatus represents the latest technology in firefighting. It will with out a doubt be a great addition to the fire department fleet of the City of Dover.

The Fire Headquarters project is moving along swiftly and on schedule with a scheduled completion date of March 15, 2006.

With the addition of over $800,000.00 of Special Operations Rescue equipment scheduled to arrive during the next year we are in need of additional apparatus space at Fire Station 2. I have a plan which will be presented in this years Capital Improvements Plan for planning and design in FY 2007 and proposed construction in FY 2008 for an addition to be constructed off the rear of Fire Station 2 which would house all related apparatus and equipment along with an additional fire engine if growth warrants the need in the future.

After reviewing my report please do not hesitate to contact me with any questions.

Yours in Service,

Brian F. Bashista
Fire Chief

Robbins Hose Company #1, Inc	Fire Department: 30046 Companies: All Date Range: From 09/01/2005 to 09/30/2005 Box/Zone/ Code: All District: All Situation Found: All Exclude Mutual Aids: No Exclude Exposures: No
Incident Reponse Performance Analysis	

Response Time

Response Time (Minutes)	Number of Incidents	Totals	Additional
0 - 1		60	Longest Time: 5.0
2 - 3		17	Incident#: 000585
4 - 5		19	Average Time: 1.6
6 - 7		0	
8 - 9		0	
> 10		0	

Apparatus Travel Time

Travel Time (Minutes)	Number of Incidents	Totals	Additional
0 - 4		79	Longest Time: 9.0
5 - 9		17	Incident#: 000623
10 - 14		0	Average Time: 2.8
15 - 19		0	
20 - 24		0	
> 25		0	

Incident Length

Incident Length (Minutes)	Number of Incidents	Totals	Additional
0 - 29		82	Longest Time: 85.0
30 - 59		12	Incident#: 000586
60 - 89		2	Average Time: 16.6
90 - 119		0	
120 - 149		0	
> 150		0	

CITY OF DOVER
FISCAL YEAR JULY 1, 2005 TO JUNE 30, 2006
REVENUE FORECAST
OCTOBER 2005

GENERAL FUND	ORIGINAL BUDGET	SEPTEMBER YTD RECEIPTS	25.0% % BUDGET RECEIVED	FY06 PROJ'D	FY07 PROJ'D	COMMENTS	FY04 RECEIPTS	FY05 RECEIPTS
Property Taxes	$ 8,161,808	$ 8,200,880	100.5%	$ 8,820,808	$ -	Increased for State PILOT; $51M Rollback	$ 7,163,326	$ 7,370,318
Transfer from Electric Fund	5,716,956	-	0.0%	5,716,956	-	Transfer made when needed	4,701,664	5,463,008
Intrafund Service Receipts Electric	3,998,495	978,342	24.5%	3,998,495	-		3,151,045	3,556,675
Transfer Tax	2,400,000	828,668	34.5%	2,400,000	-	Waiting to see if some slow down in real estate	1,627,173	2,379,548
Business Licenses	1,275,000	1,251,169	98.1%	1,300,000	-	Adjtd for YTD trend + avg. monthly receipts	1,155,139	1,243,327
Intrafund Service Receipts Water/Wastewater	1,101,076	284,544	25.8%	1,101,076	-		846,864	939,944
Trash Fees & DSWA Rebate	1,250,560	427,876	34.2%	1,217,247	-	Avg. $87.5/month + DSWA Rebate $167M	1,083,894	1,081,064
Permits & Other Licenses	871,400	192,173	22.1%	871,400	-		862,148	1,007,765
Transfer from Municipal Street Aid Fund	792,000	-	0.0%	659,704	-	Reduced to reflect State award; Recd. Qrtrly.	794,301	792,242
Fines & Police Revenue	792,020	219,104	27.7%	813,020	-	Increased to reflect YTD trend (Zimmerman)	619,493	861,665
Court of Chancery Fees	540,000	58,500	10.8%	540,000	-	Received Aug/Sept in October at 25%	559,260	710,380
Transfer from Water/Wastewater Fund	535,785	-	0.0%	535,785	-	Transfer made when needed	831,000	848,016
Transfer from Civil Traffic Penalties Fund	500,000	-	0.0%	500,000	-	YTD Reported $182M; Potential to increase budget;	-	258,837
Library Revenues & County Reciprocal Pymt.	421,450	12,837	3.0%	421,450	-	County receipts - quarterly	333,157	346,652
Police Extra Duty Fees	377,720	13,072	3.5%	377,720	-	Billed as worked	307,426	303,196
Franchise Fees	360,000	-	0.0%	360,000	-	Received at the end of each quarter	462,859	395,821
Other Miscellaneous Receipts/Grants/Interest	644,813	124,896	19.4%	644,813	-	Timing of grant receipts	690,596	723,609
Transfer from Reserves	-	-	0.0%	-	-		859,816	-
TOTALS	$ 29,739,083	$ 12,592,061	42.3%	$ 30,278,474	$ -		$ 26,049,161	$ 28,282,067

WATER/WASTEWATER FUND	ORIGINAL BUDGET	SEPTEMBER YTD REVENUES	25.0% % BUDGET RECEIVED	FY06 PROJ'D	FY07 PROJ'D	COMMENTS	FY04 REVENUES	FY05 REVENUES
Water Fees	$ 4,120,930	$ 1,231,902	29.9%	$ 4,120,930	$ -		$ 3,769,635	$ 3,791,254
Wastewater Fees	3,191,760	677,473	21.2%	2,547,990	-	Less reclass $.45 rate to County Treatment	2,521,499	2,719,577
Wastewater Adjustment Fees - County Trtmt	3,047,178	1,020,282	33.5%	3,690,948	-	Plus reclass $.45 rate to County Treatment	2,743,359	2,611,290
Impact Fees	665,000	347,186	52.2%	817,000	-	$152M Malmberg Hall;	555,764	616,668
Water Tank Space Leasing	303,000	43,693	14.4%	303,000	-	Timing of receipts;	227,325	264,926
Other Miscellaneous Revenues & Interest	81,950	55,389	67.6%	126,950	-	Increase sale of meters, installations, & interest	219,473	145,214
State Reimbursement/Grants	-	-	0.0%	-	-		17,893	42,830
Transfer from Reserves	-	-	0.0%	-	-		80,000	60,420
TOTALS	$ 11,409,818	$ 3,375,925	29.6%	$ 11,606,818	$ -		$ 10,134,948	$ 10,252,179

ELECTRIC REVENUE FUND	ORIGINAL BUDGET	SEPTEMBER YTD REVENUES	25.0% % BUDGET RECEIVED	FY06 PROJ'D	FY07 PROJ'D	COMMENTS	FY04 REVENUES	FY05 REVENUES
Sales to Customers	$ 57,157,712	$ 18,230,113	31.9%	$ 57,157,712	$ -		$ 55,203,287	$ 54,843,536
Purchased Power Adjustment	6,561,106	2,076,052	31.6%	6,561,106	-		974,014	4,294,232
Utility Tax	1,245,946	345,145	27.7%	1,245,946	-		974,508	1,032,656
Miscellaneous Revenue	496,000	113,215	22.8%	496,000	-		1,138,809	1,640,123
Rental Income	170,885	57,228	33.5%	170,885	-	$13M received for October; On budget;	215,538	171,753
Interest Earnings	105,000	52,242	49.8%	132,000	-	Higher interest rates;	81,705	160,343
TOTALS	$ 65,736,649	$ 20,873,995	31.8%	$ 65,763,649	$ -		$ 58,587,861	$ 62,142,643

ACTION FORM

COUNCIL MEETING 10/24/05	**AGENDA ITEM NO.: 9**
DEPARTMENT OF ORIGIN: Finance	**DATE SUBMITTED**: 10/04/05
PREPARED BY: Donna Mitchell, Treasurer/Finance Director	
SUBJECT: Comcast FCC Filing – Forms 1240 & 1205	
REFERENCE: N/A	
RELATED PROJECT: N/A	
APPROVALS: N/A	
EXHIBITS: Attached Information Note – 8/2/05	
EXPENDITURE REQUIRED: N/A **FUNDING SOURCE (Dept./Page in CIP & Budget)**: N/A	**AMOUNT BUDGETED**: N/A
TIMETABLE: N/A	
RECOMMENDED ACTION: Acceptance of Comcast FCC Filing – Forms 1240 & 1205	

Background

Comcast files with the Federal Communications Commission Form 1240 "Updating Maximum Permitted Rates for Regulated Cable Services, and Form 1205, "Determining Regulated Equipment and Installation Costs." Comcast is required to provide the City of Dover with a copy by August 1 each year.

Once the City receives a copy, we have ninety (90) days (November 1) to take action on the filing per the F.C.C. regulation. After ninety (90) days we cannot take any action. Our Franchise Agreement, Section 7.4.3 provides "The Franchising Authority may conduct a full compliance audit and hold public hearings at any time during the term of the Franchise, provided it gives the Company written notice thirty (30) days in advance of the commencement of such audits and associated hearings." The City currently relies on the Public Service Commission audits. The formulas and forms for the calculated rates are provided by the F.C.C. and the City has no recourse to stop a rate increase when these formulas are followed by the cable company.

A franchise fee review is underway however we have encountered a late start due to working out some details of a confidentiality agreement with Comcast. It is recommended that Council proceed with the adoption of the above mentioned forms and the results of the review will follow at a later date.

City of Dover
Finance Department – Information Notes
August 2, 2005

Prepared For: Utility Committee

Submitted By: Donna Mitchell, Finance Director

Copy To: Council, Mayor, City Manager & City Clerk

Subject: Basic Cable Rates – Form 1240 & Form 1205

Introduction

On August 1, 2005, Comcast filed FCC Form 1240 related to the cost of service for basic cable service and Form 1205 related to cost of equipment installation and service charges. These forms were filed with the City on August 1, 2005 and the City has ninety (90) days to act on these forms. This report provides the information related to these filings. Copies of the report are available in the Finance Department.

Details

1. The basic service maximum permitted rate allowed by the calculations on the form is $18.92. This is down from the $19.39 rate in last year's filing. (see attached)
2. The current rate is $18.75, which is expected to stay the same.
3. The maximum permitted rate for equipment and installation has also changed.
4. The changes in the allowable rate include projected inflation cost of 2.89%, amount under current maximum rate, programming adjustment, and cost adjustments for prior periods. Decreases in prior years cost adjustments offset inflation increases.
5. If Comcast is under the maximum permitted rate, and they wish to increase rates, they usually notify us sixty (60) days in advance of the increase. Comcast also advertises a Public Notice of Rate changes in the Delaware State News.
6. The Public Service Commission regulates rates on unincorporated areas.
7. The maximum permitted rates if implemented will go into effect November 1, 2005.

Action Plan

1. Council approved on 5/23/05 a franchise fee review of the past year to be completed by Virchow, Krause & Company. The engagement is expected to be completed by September 30, 2005.
2. Utility Committee adoption of Forms 1240 and 1205 as filed to be placed on the committee's agenda in October, after the results of the review have been received.

Memorandum

Office of the City Manager
PO Box 475
Dover, DE 19903
Phone: (302) 736-7005
FAX: (302) 736-7002
E-mail tdeprima@dover.de.us

To: **Mayor and City Council**

From: **Anthony J. DePrima, AICP**
City Manager

Date: **October 20, 2005**

Subject: **Semi-Annual Robbins Hose Company Inspection**

In accordance with Section 46-43 of the City Code, I performed the inspection of the Robbins Hose Company on Thursday, October 13, 2005.

I toured Headquarters and received a tour of the new construction. Chief Bashista reported that they are on schedule and may become ahead of schedule in the near future. The facility and vehicles appeared to be in good condition, well maintained and well organized. No recommendations are being made at this time.

Please contact me if you have any questions or concerns.

/clc

c:Tony/City Manager/Robbins Hose Inspection – October 2005

ROBBINS HOSE COMPANY NO. 1

DOVER'S VOL. FIRE DEPT.
Since 1882

MEMORANDUM

To: City Clerks Office
City of Dover

Fr: President Joel Halpern

Re: Robbins Hose Company Election

Date: October 19, 2005

The following members will be judges for the election to be held on Monday, November 21, 2005 at Fire Station 1.

1) Harry Hayes
2) William Jacobs

The following member will be an alternate judge.

1) John Hurd

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

ACTION FORM

PROCEEDING: Council	**AGENDA ITEM NO.:** 10-24-05 - 12
DEPARTMENT OF ORIGIN: Public Works	**DATE SUBMITTED**: 10-11-2005
PREPARED BY: Scott D. Koenig, Director of Public Works	
SUBJECT: Authorization to Purchase Security Fencing – Long Point Road Water Treatment Plant	
REFERENCE: N/A	
RELATED PROJECT: N/A	
APPROVALS: City Manager	
EXHIBITS: N/A	
EXPENDITURE REQUIRED: $35,000.00	**AMOUNT BUDGETED**: $ 0.00
FUNDING SOURCE (Dept./Page in CIP & Budget): Federal FY-2003 Homeland Security Grant Funds (Physical Security Enhancements); this purchase was not part of the original FY-2006 spending plan for the Department of Public Works.	
TIMETABLE: Issue award letter on Tuesday, October 25, 2005, pending Council authorization. Fence installation will be completed by November 30, 2005.	
RECOMMENDED ACTION: Authorize staff to use Federal FY-2003 Homeland Security Grant Funds to purchase and install a 6' high security fence around the perimeter of the Long Point Road Water Treatment Plant. Installation will be completed by the City's fence contractor, Duck's Quality Fences, using the annual fence contract. Staff will adjust the budget to reflect this purchase as well as the receipt of the grant funds.	

BACKGROUND AND ANALYSIS

In August 2005, the City of Dover Department of Public Works as well as other municipal public works departments throughout the State were notified by the Delaware Emergency Management Agency (DEMA) that Federal FY-2003 (Physical Security Enhancement) Grant Funds were available for use. The Department of Public Works proposed a project to install approximately 1,690 linear feet of 6' high black vinyl coated chain link fence (SCD 40 Posts & 20 Gauge Top Rail) around the perimeter of the Long Point Road Water Treatment Plant property. Also included in the project description are two (2) twelve foot wide swing gates to vehicular traffic entering the site and one (1) four foot wide personnel gate for access to valves outside of the fenced area.

This type of fencing was listed on the City's annual fencing contract which was awarded to Duck's Quality Fences earlier this fiscal year. Duck's Quality Fences will complete the fencing installation for this project upon authorization by the City of Dover. Public Works staff is awaiting the signed authorization from DEMA for this improvement and will utilize the sub-grant process offered by DEMA. Staff has received the email authorization for this project, and we are anticipating the receipt of the written authorization from DEMA by October 31, 2005.

This purchase will be included in the mid-year budget revisions and will be 100% reimbursed through the Homeland Security Grant Program.

M E M O R A N D U M

TO: Members of City Council

FROM: Janice C. Green, City Clerk

DATE: October 17, 2005



SUBJECT: Special Election - Vacancy in 4th District Council Position
(Term to Expire May 8, 2006)

In accordance with Section 13 of the City Charter, a Special Election must be held to fill the vacancy created by the death of Councilman John W. Pitts, since the vacancy created is in excess of six (6) months in duration. This position is for a Fourth (4th) District Council seat with a term that expires May 8, 2006.

The following dates are submitted for your approval relative to the Special Election:

Date of Election - Tuesday, December 13, 2005
The earliest the election can be held is November 15, 2005 and the latest it can be held is December 15, 2005.

Filing Petitions - October 25, 2005 through November 4, 2005
This time frame allows nearly two weeks for filing of petitions and close to five (5) weeks for campaigning and absentee voting.

Voter Registration Close - November 15, 2005
Voter registration (for the Special Election) shall close on November 15, 2005 and reopen on January 1, 2006. The State will continue to accept voter registration applications, but will not forward them to the City of Dover until our registration period reopens.

The above schedule is only a suggestion for Council consideration, but official action by Council is necessary.

I have contacted the Elks Lodge (which has moved to their new facility on Salisbury Road) and they have tentatively reserved their facility as the polling place for the Special Election; or perhaps Council would prefer, another possible polling place could be City Hall. We would use the Council Chambers (audience section) and reception area. Newspaper notices for the filing petition dates will be prepared so that we can advertise immediately following the Council Meeting (upon Council approval of the dates).

If you have any questions or suggestions regarding the above, please do not hesitate to contact me at 736-7008 or JGreen@dover.de.us.

/jg
S:\ClerksOffice\Elections\2005 Special Election\Schedule Special Election Memo to Council.wpd

FIRST READING

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED ON THE WEST SIDE OF SILVER LAKE BOULEVARD

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of property described below from C/PO (Commercial/Professional Office) to RM-1 (Medium Density Residence).

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation from C/PO to RM-1 on that property located on the west side of Silver Lake Boulevard, owned by Pelken, Inc.

ADOPTED: *

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FINAL READING

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

That Chapter 106 - Traffic and Vehicles - of the Dover Code be amended by adding a new section 106-17, to read as follows:

(a) Except as hereinafter provided, no commercial vehicle having three (3) or more axles shall be operated on any street in the City of Dover except on a "truck route."

(b) The following roads are designated as "truck routes" within the City of Dover:

(1) U.S. Route 13

(2) Bay Road

(3) Governors Avenue

(4) Saulsbury Road

(5) Dover-Kenton Road

(6) Persimmon Tree Lane

(7) Delaware Route 1

(8) Scarborough Road

(9) McKee Road

(10) South Little Creek Road

(11) Leipsic Road

(12) Denny's Road

(13) Delaware Route 8

(14) North Street

(15) New Burton Road

(16) White Oak Road

(c) This section shall not apply to any commercial vehicle with three (3) or more axles:

(1) Making a local delivery to or a pickup from a place in the City of Dover incapable of being directly accessed from a designated "truck route." The driver must have available proof of intended place of delivery or pickup and:

(a) If entering the City limits, the driver shall use the most direct practical route from a designated truck route to and from the delivery or pickup, and

(b) If originating from within the City limits, the driver shall use the most direct practical route to and from the place of delivery or pickup within the City and/or the most direct practical route to a designated "truck route" if going outside the City limits.

(2) Owned by or leased to the City or any volunteer fire company or emergency response organization when engaged in official business, including, by way of example, those vehicles of any fire department, or any police department or agency, or to any town or state public works department or agency.

(3) Owned by, leased to, or operated by any public utility company (or its subcontractor) while engaged in public utility operations.

(4) Garbage and solid waste haulers in the course of their business operations.

(5) Operated on any City street officially designated as a detour route where such vehicle could otherwise be lawfully operated upon the street for which such detour is established.

ADOPTED: OCTOBER 24, 2005

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