COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on April 28, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Mr. Boggerty, Ms. Hall, Mr. Lewis (arrived at 7:04 p.m.), Dr. Pillsbury, and Mr. Rocha. Ms. Arndt and Dr. Sudler were absent. Mayor Christiansen was also present. Civilian members present for their committee meetings were Dr. Jackson, Ms. Smack *(Safety, Advisory, Transportation),* Dr. Iriowen, Mr. Wilson (via WebEx) *(Utility),* Mr. Garfinkel (via WebEx), and Mr. Shevock (via WebEx) *(Legislative, Finance, and Administration)*.

ADOPTION OF AGENDA

Ms. Hall moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE

The Safety, Advisory, and Transportation Committee met with Chairman Boggerty presiding.

Adoption of Agenda

Mr. Rocha moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

Group Violence Intervention (GVI) Presentation (Councilman Boggerty and GVI Delaware Members

Mr. Corey Priest, Group Violence Intervention (GVI), reviewed the presentation Strategy 101 – Group Violence Intervention.

This item was informational; committee action was not required.

Mr. Neil thanked the GVI members for their attendance and for doing life-changing work in the communities.

Responding to Mr. Neil, Mr. Boggerty explained that this is the type of thing that you can't overly publicize because of the nature of the function. He further explained that it is a trust thing, and there is not always interaction at the level they wish.

Responding to Mr. Rocha, Mr. Ford, a GVI member, explained that every identified group or gang individual on probation is assigned to a specialized caseload or a GVI caseload. He further explained that when they say the program is voluntary, that is on the social service side; the law enforcement side is not voluntary. He stated that when someone continues to engage in gun violence and the message has been delivered, which is done for every single person whose involvement is validated, they are considered a GVI individual and receive the highest level of law enforcement attention if the violence continues. He explained that the law enforcement component is not optional; it's optional for them to accept the services.

Responding to Mr. Rocha, Mr. Ford stated that they started in Wilmington, have expanded to Kent County, and will continue into Sussex County in June. He stated that, after speaking with Mr. Cook, they believe the next step is to start a very strong facility-prison in-reach program. Mr. Ford explained that they do a good job in the continual engagement of those who have been released and then reincarcerated because they have established strong community ties. He further explained that the next phase is to identify those who haven't had the message yet and try to intercede before they are released. He stated that it will be the next phase after Sussex opening.

Responding to Mr. Boggerty, Mr. Cook stated that one of the great things about the Group Violence Intervention program is that before they began to implement services, they sat before the Cabinet Council, and that meant all the cabinet secretaries were adhering to us building people back. He explained that they are rebuilding people who feel like their lives are in disarray. He further explained that one of the pieces of building back is housing. He stated that Delaware State Housing Authority has been a part of GVI since its inception in 2019, and since then, they have housed over 50 individuals with 24-month vouchers. He further stated that they follow a strategic process. If you live in Dover and you have been part of a gang organization, they attempt to change the environment in which someone lives, so that they can see things a little more clearly. He explained that they typically utilize a 24-month voucher and typically take someone from one area and place them into another area. Mr. Cook stated that if someone has housing available and would like to be part of GVI's housing coordination, they do extensive case management, assist with increasing the person's FICO score, assist with bank accounts, and place them into a credit mediation program. He further explained that they place them in a program called Stand By Me so that they can focus on home ownership. Mr. Cook stated one of the biggest things in the world to recognize is that someone no longer wants to be a gang member who has a 730-credit score and a bond for the first-time home buyers' program.

Responding to Cleveland Wilson, City of Dover resident, Mr. Cook stated that one of the things they do is targeted-based intervention. He further stated that it is specific to those who have been in the system and that they now have a violent propensity. He expanded to say that he continues to think about how they could expand the scope of their work and do more prevention. Mr. Cook stated that recently they have been transitioning into schools where the superintendents and principals may identify those children who are having problems and then sit down and give some preventative methods, as well as using their leaders in transition to work within the school for those needing services.

Responding to Mr. Faust, Mr. Priest stated that he has been incarcerated and feels that he is the beacon of hope for these guys that are coming through GVI, and that they can be successful because they see it happen with him, and now, they are closely connected to the work that he is doing. He stated he feels it gives them extra motivation to say I am not going back to level five (5). He further stated that that is the prime reason he stays in the role is that he wants them to know that you can have setbacks in life and still bounce back.

Discussion on the Annexation/Rezoning Request of Property Lands of United Worldwide Express, LLC at 1624 N. Little Creek Road and the Rezoning Request of Property Lands of United Worldwide Express, LLC at 1600 N. Little Creek Road and an Adjacent Parcel at 0.509 AC N. Little Creek Road

Ms. Linda Parkowski, Executive Director, Kent Economic Partnership, reviewed the letter from Scott Engineering. Drew Boyce, Century Engineering, LLC., contributed to the discussion about this item.

This item was informational; committee action was not required.

Responding to Mr. Lewis, Ms. Parkowski stated that they have completed a concept plan, but it is still considered exploratory because it has not been submitted to DelDOT CTP due to the study not being completed last summer, so they cannot add it to the DelDOT CTP for two years.

Responding to Mr. Lewis, Mr. Boyce stated that there are some low-lying areas within the footprint of the ramp location in the study, and it was identified that there would need to be mitigation for those impacts. Mr. Boyce further stated that there are a lot of things that get worked out in the final design that are identified through a high-level planning study that was done, but those aren't fully vetted yet. He stated that they identified and noted that when the project moves to the next phase, which would be project development and detailed design through DelDOT, and then those items will be analyzed in more detail, and then mitigation measures will be put in place.

Responding to Mr. Lewis, Mr. Boyce stated that the impacts of properties on that side would have to be mitigated and minimized, and based on the design, there will need to be some relocations associated with the project. Mr. Boyce further stated that it is not a small project by any means. Mr. Boyce explained that all those issues get worked out through the project development preliminary engineering design in the next phase. He stated that a community coming on board next to the area is looking at vertical alignments of how the ramp is coming in and how it fits into the terrain.

Responding to Mr. Rocha, Ms. Parkowski confirmed that they heard council's request at the last meeting and were able to meet with the owner of the property and work with DelDOT to move everything forward.

Mr. Neil stated that this is where the future of the growth of this city lies, and where the property taxes are going to come from in the future that we do not have and desperately need. Mr. Neil further stated that we need to approve this item in order to open up the chances for development that will occur in the future.

Responding to Belinda Main, Dover resident, Ms. Parkowski stated that this project is still in the concept phase and not close to the Kenton Road Project.

Responding to Belinda Main, Mr. Boyce stated that, as part of the process of putting in a new road or private property, there are rules that DelDOT must follow. He further stated that what they are asking the developer to do in this case is reserve and preserve the ability for the ramps to be put in in the future. Mr. Boyce explained that when this project hits CTP level and project development happens, and the design is finalized, the limits of right of way are determined, and that is another entire process of securing the right of way through an offer package prepared for the property to compensate for fair market value. He further explained that active negotiations must happen and a settlement must occur. He stated that all those things happen as part of that process. He further stated that a very high-level concept design is to try to minimize the impact on any individual property owners associated with any new development.

Loockerman Plaza Pedestrian / Bicycle Lane Improvement Project (Jason Lyon, Water/Wastewater Director, and Paul Moser, Delaware Department of Transportation, Program Manager I)

Mr. Jason Lyon, Water/Wastewater Director, introduced Mr. Paul Moser, who reviewed the presentation entitled "Loockerman Plaza Sidewalk and Crosswalk".

This item was informational; committee action was not required.

Responding to Mr. Rocha, Mr. Moser stated that they can look into another crosswalk. He further stated that they are doing a traffic study, and due to it being a state-maintained road, it will need the DelDOT traffic section review, so it will be up to their approval process.

Responding to Mr. Lewis, Mr. Moser stated that he had concerns about whether the bike lane area is a good fit for this particular project due to it being a constrained area. He further stated that it could be a nice improvement, but he struggles to see that fitting in a meaningful way. Mr. Moser stated that there is a cross-section proposed that they call a protected bike lane. He further stated that it is a question that comes down to whether it is something that the city wants to maintain. Mr. Moser stated that they would come up with a stable and sustainable solution if it were something that everyone really wanted to do.

Responding to Mr. Lewis' concerns about the road not being wide enough for a bike lane, Mr. Moser stated that Mr. Lyon had stated early on in the process that parking is a big concern in Dover, so he assured everyone that they will be mindful of that issue during the process.

Mr. Anderson stated that he agrees with Mr. Lewis and that, due to the speed of that road, bike lanes don't make sense, and it is not something the city would want to maintain.

Responding to Mayor Christiansen, Mr. Moser stated that they could review the area where patrons come out of the bank and cross Loockerman Street for safety concerns.

Mr. Boggerty moved for adjournment of the Safety Advisory and Transportation Committee meeting, hearing no objection the meeting adjourned at 7:34 p.m.

UTILITY COMMITTEE

The Utility Committee met with Chairman Rocha presiding.

Adoption of Agenda
Ms. Hall moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

FY 24 Inflow & Infiltration Rehabilitation Project – Change Order (Jason Lyon, Water/Wastewater Director)
Mr. Jason Lyon, Water/Wastewater Director, reviewed the background and analysis of the change order for the FY 24 inflow and infiltration rehabilitation project.

Staff recommended approval of the change order request from Insituform Technologies, LLC, for up to $402,300, in accordance with the City of Dover Purchasing Policy and Procedures.

Responding to Mr. Lewis, Mr. Lyon explained that they are using money from the same fund to cover the shortfall. He further explained that when they construct a capital improvement plan, they separate it into projects. He stated, as an example, there is one for I&I, Inflow and Infiltration removal, and there is one for sanitary sewer upgrades. Mr. Lyon stated that the money is coming out of the enterprise fund for wastewater. He further stated that instead of utilizing the funds for the project, which was discouraged by DelDOT because of the infrastructure improvements, they are just going to use that money to backfill the current project. He then explained that the silver lining of the entire situation is that there was more infrastructure improved, and it is not coming from the general fund, water fund, or the electric fund.

Dr. Pillsbury moved to recommend acceptance of the change order, as recommended by staff. The motion was seconded by Mr. Lewis and carried by a unanimous roll call vote.

Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection the meeting adjourned at 7:40 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda
Mr. Rocha moved for adoption of the agenda, seconded by Dr. Pillsbury and unanimously carried.

Silver Lake Dam Emergency Action Plan – Change Order (Jason Lyon, Water/Wastewater Director)
Mr. Jason Lyon, Water/Wastewater Director, reviewed the background and analysis of the change order for the Silver Lake Dam emergency action plan.

Staff recommended approval of the change order request from Remington & Vernick Engineers for $21,067, in accordance with the City of Dover Purchasing Policy and Procedures.

Mr. Shevock moved to recommend acceptance of the staff recommendation. The motion was seconded by Mr. Rocha and unanimously carried.

Proposed Dual Employment Policy (Naomi Poole, Human Resources Director)
Ms. Naomi Poole, Human Resources Director, reviewed the Proposed Dual Employment Policy.

This item was informational; committee action was not required.

Responding to Mr. Lewis, Ms. Poole explained that UKG is an all-inclusive human resources and payroll processing system. Mr. Poole further explained that UKG has a payroll timekeeping module that employees use to clock in and out and tracks hours that are worked from a city standpoint, and it would account for hours to ensure that hours don't overlap and, in the event of an audit, show proof that the employee was working their job as normal and that the hours don't conflict.

Responding to Mr. Lewis, Ms. Poole explained that there is no policy in place as of now, which is the purpose of this policy. Ms. Poole stated that they still need to figure out what it looks like if you need to take vacation or comp time to work the other job, and that the city needs to be careful, there are no implications from the city standpoint for someone working their second job and utilizing sick or vacation time to work that second job.

Responding to Mr. Lewis, Ms. Poole explained that there is a form included with the policy that she suggested Mr. Lewis review, and it could be the same thing he is referring to in regard to what the state uses.

Responding to Mr. Rocha, Ms. Poole stated that once this form is implemented, employees who are currently working will need to fill it out. Ms. Poole explained that currently, there are no employees who work two positions within the City of Dover; however, she wanted to capture all possibilities on the form. Ms. Poole further explained that there is an approval process that needs to happen to ensure that the second job does not conflict with the city job. She stated that it could be considered as an approval form and a full disclosure form, as well. She agreed with Mr. Rocha that it is more likely that the second job would be part-time, rather than two full-time positions.

Mr. Anderson stated that he doesn't believe that the city should be asking how much someone is making in the second job. He stated he doesn't believe the state or federal government asks for that information.

Review of Council President Duties (Councilman Lewis and Councilman Anderson)
Mr. Lewis and Mr. Anderson reviewed the history surrounding the Council President's duties.

This item was informational; committee action was not required.

Mr. Lewis discussed why he brought this item forward for discussion and that the charter should be looked at for possible revisions. Mr. Lewis stated that he is open to comments and possible suggestions if anyone would like to add anything. Mr. Lewis stated that moving forward, as stated in the charter that council president should not make any decisions unilaterally. He stated that all decisions come from the legislative body.

Responding to Mr. Lewis, Mr. Anderson stated that he agrees with 95% of what has been said. Mr. Anderson further stated that the position has evolved over 37 years, and there needs to be an understanding of what it is and how it operates, and if there are changes that need to be made, they can make them, but there needs to be a discussion. Mr. Anderson explained that the main functions that are important ministerial functions include leave and travel. Mr. Anderson further explained that the council president does not make policy; the council president only makes sure the policies that council votes on are carried out, and then if there is a problem, it needs to come back to council.

Mr. Lewis shared that he was able to share with the assistant city clerk the council president's duties from the city of Newark **(Attachment #1)**, as well as another city, for observational purposes. Mr. Lewis stated that he thinks council president needs to inform the body of what's going on, or any decisions that are being made that are not unilateral to the body. Mr. Lewis referred to the charter and explained council works as a body and that there are nine (9) people who administer the city.

Mr. Lewis stated that moving forward, he would like to see whoever the city council president is that they make sure that they are keeping the body abreast of anything that is going on.

Responding to Mr. Lewis, Mr. Anderson explained that when he was council president, he tried to make sure things were passed on, informing the body because it is vital to the operation of the city. Mr. Anderson stated that the council president is not the ruler.

Responding to Mr. Lewis, Mr. Neil stated if it isn't broken, don't fix it. Mr. Neil further stated that if it is not broken and you are doing what you are supposed to be doing, then it is not broken. Mr. Neil explained that no one has come up and told him it is a problem or that it is a problem with him. Mr. Neil further explained that he is following exactly what is required in the code. Mr. Neil stated that he has not heard that someone is suggesting that there is something broken.

Responding to Mr. Lewis, Mr. Anderson stated that whoever is council president needs to understand what is going on and the responsibilities and functions. Mr. Anderson stated that the document from the city of Newark is actually very similar to our council president's functions. Mr. Anderson explained that the code is very vague and doesn't say a lot or reflect a lot of the ministerial function of the daily operations of all the stuff that you sign. Mr. Anderson further stated that it is not something that should be brought to full council because council already approved that ministerial function.

Responding to Mr. Anderson, Mr. Lewis stated that council president is not king and that whoever may be council president needs to inform the body of what is going on. Mr. Lewis further stated that as far as personnel matters are concerned, he believes that it is something that all of council should be apprised of and take into consideration and vote. He explained that if it is taking a vacation day, he has no objection to that, but if it's a major or other personnel matter, he believes it needs to be brought to the full council because there is a limited number of employees that work for council and they work for all nine of us, not just one.

Responding to Mr. Lewis, Mr. Anderson stated that if it is an issue that is covered by the handbook, then that doesn't come back, and that's just done. Mr. Anderson further stated that if it is a change of policy, then that would require council action.

Responding to Mr. Lewis, Mr. Rocha stated that the staff council supervises and makes personnel decisions, and he finds it difficult on their behalf that nine individuals are bosses to an individual staff member. Mr. Rocha further stated that if it needs to be put into writing and if we have a problem with a member of staff, that council should have a conversation with the council president and empower that person to handle the situation. Mr. Rocha stated he does not think that council should be scolding an individual who is part of the staff, possibly nine different times. Mr. Rocha explained that he thinks if there is a grievance, it should be taken to the council president to handle, because there should be some form of structure between our staff and our council president, who represents council and is elected to represent the body.

Responding to Mr. Rocha, Mr. Lewis stated that he agrees with Mr. Rocha, but the problem is that the council president has to let the body know and schedule an executive session so that the body can direct him or her on how to proceed. Mr. Lewis stated that there was a previous instance where a council member addressed staff and did not have the authority to do so. Mr. Lewis suggested that a meeting should be called and council should do it collectively, not just have the council president address items on his own. Mr. Lewis stated that council president should address items based on what the group wants collectively.

Responding to Mr. Lewis, Mr. Rocha stated that in certain circumstances, he does agree; however, as far as day-to-day, he does not agree with it. Mr. Rocha stated that if the council president does not supervise staff day to day, then who is going to do it? Mr. Rocha stated that the city manager doesn't supervise council appointees' day-to-day, so provisions are put in place to empower the council president.

Responding to Mr. Rocha, Mr. Lewis stated that someone needs to supervise day to day, and it is the duty of the city manager, which is why we pay the city manager.

Responding to Mr. Lewis, Mr. Rocha explained that the three (3) employees who report directly to council do not fall under the city manager.

Responding to Mr. Rocha, Mr. Lewis stated that if council needs to take disciplinary action, it should be done as a collective group, not just the council president. Mr. Lewis stated that if one (1) of the five (5) that reports to council wants to take a vacation day or some minuscule issue arises, that is fine; if there is a personnel matter, that should come before the entire body. Mr. Lewis stated there are no kings here.

Responding to Mr. Lewis, Mr. Rocha stated that he agrees, but stated that those instances have been few and far between since he has been on council, but understands his perspective.

Responding to Mr. Rocha, Mr. Lewis stated that he has experienced it.

Mayor Christiansen stated that he was the first council president, served as the longest council president for 11 years, and it was a job that was a work in progress. Mayor Christiansen stated that he took the opportunity to lead people where they did not want to go, and they followed willingly. He further explained that his management style was that he worked with the council appointees daily and kept council abreast of what they needed to know, other than the minuscule staff day to day. Mayor Christiansen further stated that anybody you elect as council president will have a different management style, as everyone does across the board. Mayor Christiansen explained that if you elect someone as council president, you are expressing your confidence in that person and that they will do the right thing, even when nobody is watching. Mayor Christiansen further explained that you elect a council president who will always work in the best interest of council, but moreover, which is in the best interest of the city.

Mayor Christiansen stated that he always looks back on that as his success in working with many council and staff members. He further stated that if you elect someone council president, you should have the confidence that they will do and keep you in the loop on anything that you need to know when it is pertinent for you to know, and the issues that arise. He explained the council president should be the visual face and leader of the council, but also remember where the power that they have originates.

Belinda Main, City of Dover, stated that she understands the responsibilities of council president, but also stated that the council president is like the football coach, and everyone is on one team. Ms. Main further stated that the council president can not coach if the council members can not pull themselves together as a team and communicate. She explained that members of council argue and fight, and the constituents are the team cheerleaders on the sidelines, asking council to listen to them. Ms. Main stated that if constituents bring issues to the council president, that person should bring them to the team to find a solution. Ms. Main further stated that a lot of council are not doing their jobs, so how can council president do the job? She stated everyone needs to pull together.

Project Authorizations and Budget Amendments – Stoney Creek Alley Camera Installation, Floor Scrubber Replacement, and Library Green Roof Replacement (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the background and analysis regarding the project authorizations and budget amendments for the Stoney Creek alley camera installation, a floor scrubber replacement, and the library green roof replacement.

Staff recommended authorizing the projects and associated budget amendment totaling $127,500, in accordance with the Budget Administration – Guidelines for Operating Departments Procedure.

Mr. Lewis moved to recommend acceptance of the staff recommendation. The motion was seconded by Ms. Hall and carried by a unanimous roll call vote.

Proposed Ordinance #2026-09 – Amending Chapter 102 – Taxation, Article I. – In General, Sec. 102-1 – Valuation and assessment (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed Proposed Ordinance #2026-09.

Staff recommended forwarding Proposed Ordinance #2026-09 to council for approval.

Dr. Pillsbury moved to recommend acceptance of the staff recommendation. The motion was seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2026-10 – Amending Appendix B – Zoning, Article 3 – District Regulations, Section 19 – Manufacturing zone (M), Section 20 – Industrial park manufacturing zone (IPM), Section 20A – Industrial park manufacturing zone – Business and Technology Center (IPM2), Section 20B – Industrial park manufacturing zone – Industrial aviation and aeronautics center (IPM3), and Article 12 – Definitions regarding Clean Hydrogen (Sharon Duca, Acting City Manager and Dawn Melson-Williams, Principal Planner)

Ms. Sharon Duca, Acting City Manager, reviewed Proposed Ordinance #2026-10.

Staff recommended forwarding Proposed Ordinance #2026-10 to council for approval.

Responding to Mr. Rocha, Dr. Andrew Cottone, hydrogen technical expert, stated that these institutions are safe, but they need to be managed within the strict regulations that already exist. He further stated our nation and our region know how to handle hydrogen, and Dover and Delaware should follow the hydrogen standards that already exist. He explained that anything natural gas can do, hydrogen can do, and in a lot of ways, it is safer because it can disperse faster. He further concluded that Dover should make sure any company running that type of business is following existing safety standards.

Responding to Mr. Rocha, Dr. Cottone stated that he could not speak to the standards adopted by the state, but that he knows the industry standards are largely wider than governmental standards.

Responding to Mr. Rocha, Ms. Duca stated that there are national industry standards, and the state of Delaware is looking at this technology coming into the state. Ms. Duca further stated that the state climatology report has been looking at this, and there is support for clean hydrogen. Ms. Duca explained that working with the state is going to be key in the path moving forward. Ms. Duca further explained that it will likely be working on a state level as opposed to a city level moving forward.

Responding to Mr. Anderson, Dr. Cottone confirmed that there is not going to be a large storage of hydrogen on the site, so that would mitigate the risk for residents or people outside the area. He stated that Delaware can generate hydrogen, and companies would export it immediately, so there would not be a need to store it. He explained that Delaware has a major advantage and the ability to capitalize.

Responding to Mr. Lewis, Dr. Cottone explained that in Delaware, because of the advantages, hydrogen can be produced and sold for $5 a kilo. He further explained that how hydrogen is used today, it is critical to semiconductors, in cellphones, and coating the chips, and the clean hydrogen default gives off high-purity hydrogen that is just about ready to go into the semiconductor industry. Dr. Cottone explained that there is no such thing as energy transition, only energy addition. He further explained that if Delaware wants to capture this hydrogen transition, they are going to have to get ahead of it today so that in 5 or 10 years, when engineering catches up, Delaware will be positioned to lead the hydrogen economy. He stated that Delaware has an opportunity to lead the United States.

Ms. Hall moved to recommend acceptance of the staff recommendation to forward Proposed Ordinance #2026-10 to council for approval. The motion was seconded by Mr. Rocha and unanimously carried.

FY26 Weyandt Hall Stairwells/Basement Flooring Project – Change Order (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the background and analysis regarding the FY26 Weyandt Hall stairwells and basement flooring project change order.

Staff recommended approval of the budget amendment request for the $13,500, in accordance with the City of Dover Purchasing Policy.

Responding to Mr. Lewis, Ms. Duca explained that this funding will not affect the budget this year or next year in any way because it comes from an existing project that will no longer need the funding this year.

Mr. Lewis moved to recommend approval of the FY26 Weyandt Hall stairwell and basement flooring project change order as recommended by staff. The motion was seconded by Ms. Hall and unanimously carried.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 8:51 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 8:52 p.m.

Fred A. Neil
Council President

Attachments

Attachment #1 - Council President Information Provided by Mr. Lewis

Duties of the Newark, DE City Council President

The **Newark City Council President** is a key leadership role within the city's council structure, serving as the presiding officer of the council and helping to guide its legislative and administrative functions.

1. Presiding Over Council Meetings

The president chairs the City Council meetings, which are held every second, third, and fourth Monday of the month at 7 p.m. in the Municipal Building council chamber Newark, DE. This includes setting up the agenda, calling meetings to order, recognizing members to speak, and ensuring that all procedural rules are followed.

2. Legislative Leadership

The president helps lead the council in enacting ordinances, approving budgets, and making policy decisions. Under the Newark City Charter, the council has broad powers, including the authority to pass ordinances, raise revenue, borrow money, acquire property, and oversee city services. The president plays a central role in shaping and advancing these initiatives.

3. Representing the Council

The president acts as the council's public face, representing its positions in community forums, with other local governments, and in intergovernmental relations. This includes engaging with residents, businesses, and other stakeholders to promote the city's goals.

4. Coordinating Council Operations

The president works with council members to ensure smooth operation of the council, including managing the council docket, coordinating committee assignments, and facilitating communication between members and the city manager.

5. Adhering to Charter and Rules of Procedure

The president must follow the Newark City Charter and the council's rules of procedure, ensuring that all actions are conducted in accordance with legal and procedural standards.

In summary, the Newark City Council President is both a **procedural leader**—ensuring meetings run efficiently—and a **policy leader**—helping set the city's legislative and strategic direction. This role blends administrative oversight with public representation, making it central to Newark's governance.

What the Council President *Can* Do

The Council president is chosen by fellow council members to lead their meetings and help coordinate the work of the elected body. Their responsibilities include:

Preside over Council meetings

Runs meetings like a chairperson

Helps manage the agenda, recognize speakers, and guide discussion

Calls for votes, but has ***only one vote***, like any other member

Assign Council members to committees

Appoints members to areas such as public safety, finance, policy & ordinance, and parks

Helps shape discussion priorities, **but committee decisions still require full Council action**

Represent the Council publicly

May act as a spokesperson for Council-approved decisions

Cannot speak for the Borough or residents without official Council backing

Coordinate with staff

Works with the Manager or Secretary to prepare agendas

Does not supervise, direct, or evaluate staff – that is the Manager's job

What the Council President *Cannot* Do

The Council president cannot act as the Manager

They cannot supervise staff or run day-to-day operations

They cannot spend city money or sign contracts without a Council vote

They cannot override the will of Council or make unilateral decisions