



**CITY OF DOVER, DELAWARE
ANNUAL CITY COUNCIL MEETING
Monday, May 10, 2021 at 7:30 PM**

Virtual via WebEx

AGENDA

VIRTUAL MEETING NOTICE

This meeting will be held electronically. Public participation information is as follows:

Dial: 1-408-418-9388

Link: <https://rb.gy/l2nvj7>

Event number: 173 626 9525

Event password: DOVER (if needed)

If you are new to WebEx get the app now at <https://www.webex.com/> to be ready when the meeting starts.

PRESENTATION OF THE COLORS - The Dover High School Air Force Junior Reserve Officer Training Corps (AFJROTC)

INVOCATION - Bishop W. James Thomas, II - Senior Pastor, Calvary Baptist Church

PLEDGE OF ALLEGIANCE - Miss Liliana Burgos

NATIONAL ANTHEM - Dover High School Chorus

ADOPTION OF AGENDA

RESOLUTIONS

- 1. Resolution No. 2021-09 - Timothy A. Slavin**

**OATHS OF OFFICE ADMINISTERED BY THE HONORABLE JAMES G. MCGIFFIN, JR. -
FAMILY COURT JUDGE**

- | | |
|----------------------------------|-------------------------------|
| 2. Council - At-Large | - Andre M. Boggerty |
| Council - First District | - Gerald L. Rocha, Sr. |
| Council - Second District | - William F. Hare |
| Council - Third District | - Tricia K. Arndt |
| Council - Third District | - Fred A. Neil |
| Council - Fourth District | - David L. Anderson |

ELECTION OF COUNCIL PRESIDENT/VICE-MAYOR

- 3. Election of Council President/Vice-Mayor**

ADOPTION OF CONSENT AGENDA

All Consent Agenda items are considered routine and non-controversial 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.

PROCLAMATIONS

- 4. Economic Development Week**
- 5. Community Action Month**
- 6. Public Works Week**

STATE OF THE CITY MESSAGE - MAYOR ROBIN R. CHRISTIANSEN

- 7. State of the City Message - Mayor Robin R. Christiansen**

PUBLIC HEARING**Public Hearing/Final Reading of Proposed Ordinance #2021-07 - Rezoning Request for Property
Located at 630 West Division Street**

The First Reading of the Proposed Ordinance was accomplished during the Council meeting of March 22, 2021. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.com under "Government."

- 8. Ordinance #2021-07** - Property located at 630 West Division Street, consisting of 1.0853+/- acres, owned by Silver Linings Holding Corporation c/o Tolano Anderson. The property is currently zoned C-3 (Service Commercial Zone) subject to the COZ-1 (Corridor Overlay Zone) and the proposed zoning is C-2A (Limited Central Commercial Zone) subject to the COZ-1 (Corridor Overlay Zone).
(Tax Parcel: ED-05-076.08-01-40.01-000; Planning Reference: Z-21-03; Fourth Council District)

CONSENT AGENDA**ADOPTION OF MINUTES****9. Regular Council Meeting of April 26, 2021****COMMITTEE REPORTS****10. Council Committee of the Whole Report - April 27, 2021****Utility Committee****11. Annexation Request - 115 Fox Hall Drive, Owned by Edward C. And Joan N. Larrivee**

(Committee recommendation: Approval of the annexation)

Legislative, Finance, and Administration Committee**12. Memorandum of Understanding (MOU) and Proprietary Information Exchange Agreement - Lights-On Dover Strong Campaign (HELP Initiative, Inc.)**

(Committee recommendation: Authorizing the Mayor to sign the MOU and Proprietary Information Exchange Agreement and to submit a Letter of Support) (See Item #32)

13. Tyler Technologies Addendum for Support Services

(Committee recommendation: Awarding the addendum for support services from Tyler Technologies, as recommended by staff)

Safety Advisory and Transportation Committee**14. Community Update** (Ms. Lachelle Paul, Criminal Justice Committee Chair, National Association for the Advancement of Colored People (NAACP) Delaware State Conference of Branches)**MONTHLY REPORTS** - March 2021**15. City Assessor's Report****16. City Council's Community Enhancement Fund Report****17. Controller/Treasurer's Budget Report****18. Police Chief's Report****QUARTERLY REPORTS****19. Quarterly Review - Capital Investment Plan (CIP) (January, February, and March)**

(Staff recommendation: Acceptance of the Report)

SEMI-ANNUAL REPORTS**20. Semi-Annual Inspection by City Manager - Robbins Hose Company**

(Staff recommendation: Acceptance of the Report)

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY CITY COUNCIL**21. 2021/22 Annual Staff Appointments**

- A. City Assessor - Cheryl A. Bundeck
- B. Building Inspector - David S. Hugg III
- C. City Clerk - Traci A. McDowell
- D. Assistant City Clerk - Janella M. Tauchus
- E. Controller/Treasurer - Lori Peddicord
- F. Assistant Treasurer - Traci A. McDowell
- G. Assistant Treasurer - Janella M. Tauchus
- H. Fire Marshal - Jason A. Osika
- I. City Solicitor - Nicholas H. Rodriguez
- K Deputy City Solicitor - Gary E. Junge

22. Board of Assessment Appeals - Four-Year Terms to Expire March 2025

- A. William Garfinkel, Accounting, Chair
- B. Thomas Burns, Real Estate Brokerage of Sales
- C. John G. Davis, Jr., Undesignated (to fill the expired term of James Galvin)

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN**23. Construction and Property Maintenance Code Board of Appeals - One-Year Term to Expire May 9, 2022**

- A. Matthew D. Campana, Representative of Homeowners (to fill the expired term of Tiffany L. Steger)
- B. Charles C. K. Martin, Representative of Local Real Estate Industry Association

24. Election Board - Three-Year Terms to Expire May 13, 2024

- A. Alfreda F. Dean - First District Representative
- B. Cheritta L. Matthews - Second District Representative

25. Dover Fourth of July Celebration Committee - One-Year Term to Expire May 9, 2022

- A. Mayor Robin R. Christiansen, Chair (ex-officio member)
- B. Andrea Maucher, President/Vice Chair
- C. Brett Scott, Vice President
- D. Justin Strickland
- E. Carolyn D. Courtney

26. Dover Public Library Advisory Commission - Jill B. Street - Five-Year Term to Expire June 16, 2026**27. Silver Lake Commission - Two-Year Terms to Expire June 12, 2023**

- A. Marie E. Kozel
- B. Michael W. Lewis

OTHER CONSENT AGENDA ITEMS**28. Setting of Public Hearing - Electric Fund Budget**

(Staff Recommendation: That a Public Hearing be set for June 14, 2021 at 7:30 p.m.)

29. Resolution No. 2021-10 - Approval of the 2021 Community Development Block Grant (CDBG) Five (5) Year Consolidated Plan**30. Resolution No. 2021-11 - Authorizing Signatures for Banking Services on Behalf of the City of Dover - Controller/Treasurer, Assistant Finance Director, and Assistant Treasurers****ITEMS NOT ON THE CONSENT AGENDA****31. Memorandum of Understanding (MOU) and Proprietary Information Exchange Agreement - Lights-On Dover Strong Campaign (HELP Initiative, Inc.)**

(Staff recommendation: Authorizing the City Manager to sign the MOU and the Mayor or City Manager to submit a Letter of Support)

APPOINTMENTS RECOMMENDED BY THE COUNCIL PRESIDENT**32. 2020/21 Annual Committee Appointments Recommended by the Council President**

- A. City/County Committee (Liaison to Kent County)
- B. Council Committee of the Whole Subcommittees (Recommended by the Council President and Committee Chairs)
- C. Downtown Dover Partnership Board of Directors
- D. Economic Development Committee
- E. General Employee Pension Plan Board
- F. Kent County Tourism Board of Directors (Voting Liaison)
- G. Kent Economic Partnership Board of Directors (Voting Liaison Member)
- H. Other Post-Employment Benefits (OPEB) Board
- I. Police Pension Plan - Retirement Committee

CITY MANAGER'S ANNOUNCEMENTS**COUNCIL MEMBERS' ANNOUNCEMENTS****ADJOURNMENT**

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(e)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING