



**CITY OF DOVER, DELAWARE
COUNCIL COMMITTEE OF THE WHOLE MEETING
Tuesday, September 14, 2021 at 6:00 PM**

City Hall Council Chambers, 15 Loockerman Plaza, Dover, Delaware

AGENDA

Public comments are welcomed on any item and will be permitted at the appropriate time. When possible, please notify the City Clerk (736-7008 or email at cityclerk@dover.de.us) should you wish to be recognized.

VIRTUAL MEETING NOTICE

This meeting will be held in City Hall Council Chambers with electronic access via WebEx. Public participation information is as follows:

Dial: 1-408-418-9388

Link: <https://rb.gy/0xl3wg>

Event number: 179 927 2299

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CALL COUNCIL COMMITTEE OF THE WHOLE MEETING TO ORDER

ADOPTION OF THE AGENDA

UTILITY COMMITTEE

ADOPTION OF THE AGENDA

ACTIONABLE ITEMS

- 1. Evaluation of Proposals – Utility Locating Services Contract (Jason Lyon, Director of Water and Wastewater)**

(Staff Recommendation: Award a three (3) year contract with the option for two (2) one (1) year extensions to W Locco, LLC as per the proposal submitted in response to RFP #21-0043COD)

UTILITY COMMITTEE - ACTIONABLE ITEMS (CONTINUED)

2. **Annual Review and Approval of Governing Policy For Energy Commodity Risk Management (Lori Peddicord, Controller/Treasurer)**

(Staff recommendation: Approval of the Proposed Amendments)

3. **Annexation Request - 633 Persimmon Tree Lane, Owned by Dover Indoor Tennis, Inc. (Dawn Melson-Williams, Principal Planner/ Dave Hugg, Planning and Community Development Director)**

ADJOURNMENT OF THE UTILITY COMMITTEE**LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE****ADOPTION OF THE AGENDA (ACTIONABLE AND INFORMATIONAL ITEMS)****ACTIONABLE ITEMS**

4. **Proposed Resolution #2021-22 Application for Wastewater Matching Planning Grant**

(Staff Recommendation: Adopt resolution as submitted so staff may complete application for a Wastewater Matching Planning Grant)

5. **Evaluation of Bids - Master Electrician Contract (Paul Waddell, Electric Director)**

(Staff Recommendation: Awarding #22-0001EL Master Electrician Contract to Towles Electric for three years with a City option to extend it an additional two years (five years total) as per the pricing included in the bid submittal)

6. **Property Tax Disability Exemption (Patricia Marney, Customer Service Director)**

(Staff Recommendation: Amend Code Section 102-183 to include disabled property owner exemptions and to incorporate language and requirements set by Kent County. The changes herein will be effective for the tax billing year beginning July 1, 2022. Applications for exemption to be filed by citizens by May 31, 2022)

7. **Fiscal Year 2022 State Law Enforcement Assistance Fund (SLEAF) Grant - City Camera Expansion - License Plate Reader Cameras (Thomas Johnson, Police Chief)**

(Staff Recommendation: Approval of both grants and the intended purchases)

8. **Criminal Justice Council (CJC) Grant - City of Dover Treatment Improvement Project (Thomas Johnson, Police Chief)**

(Staff Recommendation: Approval of the new grant program and the intended purchases)

9. **Proposal to Give Employees a \$100 Bonus With Proof of Full Vaccination from American Rescue Plan Act (ARPA) funds (Kim Hawkins, Human Resources Director)**

(Staff Recommendation: Authorize staff to administer a program to give incentives to becoming fully vaccinated including a \$100 bonus and/or restoration of COVID leave)

**LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE - ACTIONABLE ITEMS
(CONTINUED)**

10. **Update on Diversity & Inclusion Committee for 2020-2021 (Kim Hawkins, Human Resources Director, Jamee Boone, President of Eddee Boone Consulting, LLC, and Michelle Taylor, President and Chief Executive Officer of United Way of Delaware)**

(Staff recommendation: Enter into an agreement with United Way for consulting in Diversity and Inclusion)

11. **Proposed Ordinance #2021-19 - Amending Appendix B - Zoning, Article 3 - District Regulations, Section 19 - Manufacturing Zone (M); Article 4 - Zoning Bulk and Parking Regulations, Section 4.16 - M, IPM Zones; and Article 5 - Supplementary Regulations, Section 3 - Supplementary Regulations Applying to Nonresidential Buildings, except in IPM Zone (Dave Hugg, Planning and Community Development Director)**

(Staff recommendation: Adoption of Ordinance #2021-19)

12. **Approval for Submission of Innovative Readiness Training (IRT) Grant at Schutte Park (Matt Harline, Interim City Manager)**

RECESS OF THE LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

ADOPTION OF THE AGENDA

ACTIONABLE ITEMS

MAYOR AND COUNCIL REPORTS - JUNE 2021

13. **Council President Sudler**
14. **First District**
15. **Second District**
16. **Third District**
17. **Fourth District**
18. **At-Large**
19. **Mayor Christiansen**

ADJOURNMENT OF THE PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

INFORMATIONAL ITEMS

- 20. Update on City Manager/City Clerk Selection Committee Progress (Councilman Gerald, Rocha, Sr.)**
- 21. Update on Mayor's State of General Emergency Executive Declaration (Mayor Robin R. Christiansen)**

ADJOURNMENT OF THE LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

ADJOURNMENT OF THE COUNCIL COMMITTEE OF THE WHOLE

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