

**CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Monday, June 28, 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/srb69m>

Event number: 173 079 8112

Event password: DOVER (if needed)

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INVOCATION - Mayor Christiansen

PLEDGE OF ALLEGIANCE - Councilman Rocha

ADOPTION OF AGENDA

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.

PRESENTATIONS

- 1. City of Dover Electric Department (Dover Downs Casino)**

CONSENT AGENDA

ADOPTION OF MINUTES

- 2. Special City Council Meeting - Budget Review of June 1 - 2, 2021**
- 3. Special Council Meeting of June 14, 2021**
- 4. Regular Council Meeting of June 14, 2021**

COMMITTEE REPORTS

- 5. Economic Development Committee Report - April 13, 2021**
- 6. Council Committee of the Whole Report - June 15, 2021**

Legislative, Finance, and Administration Committee

- 7. Presentation - Downtown Dover Partnership (DDP) Master Plan (Diane Laird, Executive Director, DDP)**
- 8. Evaluation of Bids – Fiscal Year 2021B Street and Alley Program (Sharon Duca, Public Works Director)**

(Committee recommendation: Award the contract to Grassbuster's Landscaping Company, Inc. for the City of Dover Fiscal Year 2021B Street and Alley Program, Bid #21-0039PW, for the amount of \$381,083.)

- 9. Elimination of the City Assessor's Position (Cheryl Bundek, City Assessor)**

(Committee recommendation: Table the discussion and bring it back at the next Council Committee of the Whole meeting with a Staff recommendation.)

- 10. Discussion of Business License Rates (Matt Harline, Assistant City Manager)**

(Committee recommendation: Refer the discussion back to Staff for continued work and to report back at a time that was convenient once the appropriate information had been gathered, including talking to the business community as well as any ordinances that may need to be done.)

- 11. Police Department Executive Compensation (Thomas Johnson, Police Chief)**

(Committee recommendation: Increase the Deputy Police Chief's salary to \$135,000 and increasing the Police Chief's salary to \$147,000, as recommended by Staff.)

- 12. Review of Fiscal Year 2021/2022 Annual Budget (Matt Harline, Interim City Manager)**

(Committee recommendation: Move the budget forward as amended by Staff to include a one cent tax increase, to put \$25,000 into the Economic Development Budget, and to include the recommendation to have a 3% increase for non-bargaining employees and to have equity with the Chief and Deputy Chief's positions.)

APPOINTMENTS (REAPPOINTMENTS) RECOMMENDED BY MAYOR CHRISTIANSEN

13. **Board of Adjustment - Richard D. Senato - Three-Year Term to Expire July 2024**
14. **Public Advisory Committee (PAC) of the Dover-Kent County MPO - Two Year Terms to Expire on July 1, 2023**
 - A. Jonathan Contant
 - B. Albert W. Holmes, Jr.
 - C. Karen E. McGloughlin

APPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT SUDLER

15. **City Chaplain - Elder Ellis B. Loudon (Presiding Elder of Dover District Delaware Conference) - One-Year Term to Expire June 2022**

ITEMS NOT ON THE CONSENT AGENDA**ORDINANCES**

FINAL READING - The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of June 14, 2021. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.com under "Government."

- 16. Ordinance #2021-15 - Fiscal Year 2021/2022 City of Dover Budget Ordinances**

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

SPECIAL CITY COUNCIL MEETING BUDGET REVIEW

The Special City Council Meeting was held by video conference on June 1, 2021 at 6:00 p.m. with Council President Sudler presiding. Council members present via video or telephone were Mr. Anderson, Mr. Boggerty (arrived at 6:10 p.m.) Mr. Neil, Mr. Hare, Mrs. Arndt, Mr. Rocha, Mr. Taylor (arrived at 6:15 p.m.) and Mr. Lindell.

Staff members present via video or telephone were Police Chief Johnson, Ms. Peddicord, Mr. Harline, Mr. Hugg, Mrs. Duca, Mr. Sylvester, Mr. Hamlett, Mr. Josefowski, Mrs. Hawkins, Mr. Eaton and Mrs. McDowell.

ADOPTION OF AGENDA

Mr. Neil moved for adoption of the agenda, seconded by Mr. Hare and carried by a unanimous roll call vote (Boggerty and Taylor absent).

INTRODUCTION AND PRESENTATION OF FISCAL YEAR 2021 RECOMMENDED BUDGET AND HIGHLIGHTS OF OVER BUDGET

Mr. Matthew Harline, Assistant City Manager, reviewed a presentation titled “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program,” (**Exhibit #1**).

Mr. Hare moved for Mr. Harline to give a quick overview of the budget and then allow Council to ask their questions. The motion failed for lack of a second.

MAJOR FUND HIGHLIGHTS - GENERAL FUND

Mr. Matthew Harline, Assistant City Manger, reviewed pages 7 - 38 of the “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program.”

Mr. Neil stated that if they wanted to get back to the current tax rate of 40 and a half cents, they were going to have to cut \$2 million either in expenses or enhancements to bring in revenue. He asked if it would be possible to use money left over and if so, what would the tax rate be. Mr. Neil stated that they know some items like trucks need to be replaced and asked if they were to receive federal funds, not necessarily from the Recovery Act, but from Infrastructure, if passed by Congress. He asked if they could purchase those vehicles without having it in the current budget.

Mr. Neil asked in terms of total enhancements that were proposed, if there were other enhancements that they could look at that would raise that amount so they could have money coming in. He noted that even though it would be a small amount, in combination with some of the delays, they may be able to stave off the total increase in the property tax.

Responding to Mr. Neil, Mr. Harline stated that the current budget calls for a balance slightly over the 8% that is in the City policy and that it is a prudent reserve. He stated that 8% is about a month and a half worth of operating expenditures, so in the general fund there really is not left over money that he would recommend spending. Mr. Harline noted that, regarding additional revenue, they were in the process of doing a thorough comprehensive look at all of the fees and fines that the City

assesses. He advised that it would be difficult to get anywhere near \$2 million from all of the sources if they increased those fees substantially, but that they might be able to find another \$50,000 to \$100,000 based on preliminary results. Mr. Harline stated that in addition to the sanitation fees and business licenses, they were looking at raising the fines for false alarms for the fire department because they were already looking at increasing the fines to the police department of about \$30,000 total and that enhancement has been included.

Mr. Harline advised that some of the proposed increases included disconnect fees and most of those fees would go to the utility for which they are disconnected. He stated that those fees tend to fall hardest on those who are least able to pay so that is not in this proposal and fees for credit card use were going to cover the actual costs. Mr. Harline advised that they do not like to charge a premium for bad checks, but they will review those fees.

Mr. Harline stated that they are going to look at enhancements for red light cameras and review their agreement for the School Resource Officers. They are also looking at expenses that are not budgeted possibly in police. They could come up in some programmatic things that Mr. Harline and Police Chief Thomas Johnson have talked about. Mr. Harline advised that they did not know exactly how the costs for the mental health professionals ride along program would come out, but there is an assumption that they will get state funding.

Mr. Neil asked about delaying items like the trucks and buying them if they had grant money or from other sources, possibly federal or infrastructure funds. Responding, Mr. Harline stated that he did not know, but that what he read of the infrastructure bills was that most of it is for projects. He noted that he would look and see if it is for vehicles and equipment and that those are the items that could allow them to reduce the fee. Mr. Harline stated that he did not feel responsible providing a budget based on possible federal funds that might come through for an infrastructure bill. He noted that they are going to be using equipment that is getting out of date and spending money repairing items that need to be replaced. Mr. Harline advised that if that is the desire of Council, he would make it work, but that was not his recommendation at this time.

Responding to Mr. Rocha, Mr. Harline stated that the capital projects that they have selected for this year's budget are located in the proposed budget book under Capital Investment Plan and that he would provide the ones that have been delayed as well.

Responding to Mr. Rocha, Mr. Harline stated that the Information Technology (IT) position for a LAN Analyst was for six months. He advised that the assumption was that they hire them for six months into the year and defer costs somewhat until next year.

Responding to Mr. Rocha regarding the City's parks, Mr. Harline provided the following information:

- They have the Dover Park improvements which include a building and a splash pad and \$310,000 budgeted in the current year. They are going to carry those funds into the next year and add that to the \$690,000. That is their best estimate of how much it would cost

to do the building and splash pad. It is higher than they anticipated when they began developing the budget in January.

- The skate park and dog park are budgeted in Fiscal Year 2023 and \$800,000 budgeted for the Dover Park ADA Accessible playground.
- They also knew they could not do all of the projects in one year, but with Council's input they made the building a top priority and the splash pad is physically connected to that building.
- If they were able to shift more money by using the American Recovery Project (ARP) money then they could put more into the Schutte Park skate park.

Mr. Anderson, regarding creative cost shifting using the guidance of the ARP funds this year, stated that the ARP funds have the ability to be used for necessary older infrastructure. He stated that they could take about a half a million dollars of those funds and target it towards the older infrastructure. Mr. Anderson stated that they could use it to offset part of the stormwater portion of the general fund expense. He asked if they had calculated when about 50 staff members had to be off because of COVID. Mr. Anderson stated that they could recover their sick time and overtime that was required of other employees. He stated that he would email Mr. Harline the other ideas he had.

Responding to Mr. Anderson regarding Tyler/Munis, Mr. Harline stated that the vast majority of the Munis costs are either covered directly or by transfers directly for Munis and that the vast majority of those funds are coming out of the electric fund, with a little from the water and wastewater funds.

Responding to Mr. Anderson, Mr. Harline stated that much of the increase in streets is offset by state money. He advised that they are anticipating more money in Community Transportation Funds (CTF), but some of it is increased amount of transfer from the general fund.

Mr. Hare asked how much money they would they save if they eliminated the North American Energy Services (NAES). Responding, Mr. Harline stated that he would get into that more the following day, but that it is about the operating of the plant and the lost revenue from the capacity in the first year is going to be fairly similar because they are going to have to pay for specific capacity. He noted that once the solar project comes online they are going to regain a lot of their capacity. Mr. Harline advised that they get credit for the physical plant or capacity that they own to generate electricity and McKee Run use to be a lot of that and they still have the VanSant Generating Station. He stated that the saved money in operations is going to be offset by a loss of capacity.

Responding to Mr. Boggerty, Mr. Hare stated that there are about 100 to 150 fire alarms at Delaware State University (DSU) and a lot of those were attributed to the alarms going off in dorms. He noted that there are no contributions to the fire department from DSU or Wesley College. Mr. Hare stated that there were close to 100 alarms at Wesley College and Wilmington University had some, but not as many as the others. He advised that if they have a run fee that applies to everybody with the first two runs being free, then it could cut it down or they would start getting the revenue back to the fire department.

Mr. Boggerty asked if it was permissible to charge safety fees on nonprofits. He asked how they encourage them to pay a fee or give a donation and asked what message they send to their nonprofits. Responding, Mr. Hare stated that the ones that came in and complained the most were the ones who were going to have a public safety fee of \$50.00. He stated that Bay Health has stepped up and contributed and helped the fire company immensely. They have also helped the police department with the Police Athletic League (P.A.L.) with contributions. Mr. Sudler advised that the legal opinion was that federally they could not provide any fee to a nonprofit according to state and federal statutes. He noted that DSU has contributed in other ways, such as partnering and trying to help with economic development and helped the City through finding grants and suitable applicants for job positions. Mr. Anderson advised that there were ways to do it, but it was problematic. He noted that the run fee Mr. Hare noted would be permissible, but a fee for police services, which is a general tax function, would be hard to pass unless it was tied to a service like false alarms.

Mr. Neil noted that if they had a public relations problem, they have some people who did PILOT (Payment in Lieu of Taxes) programs and, unless everybody who was in this program as it was originally presented would pay their money, they would actually lose money from the organizations that voluntarily paid the City a PILOT. He noted that there was a balancing factor and that it was bad publicity because they cannot apply it just in one segment.

Mr. Anderson stated that since they have the co-chairs of the Joint Finance Committee for the first time that it would be wise for them to pen a letter. He noted that the state has \$800 million surplus to increase the PILOT, which has not been done in decades. Mr. Anderson suggested adjusting the formula slightly, noting that \$1 million is under inflation for the last 10 years. He noted that it would be wise for Council to formally send a letter requesting that. Mr. Sudler stated that is one of the main objectives they would like Mr. Anderson and Mrs. Arndt to look into as liaisons to Kent County and to make this a top priority in that initiative.

Mr. Anderson stated that he wanted to touch base with Mrs. Arndt and see if they would have a draft for the next evening and then they make a motion so they could discuss it. Mr. Anderson moved that a letter be drafted now.

Mr. Sudler asked if Mr. Anderson would be amenable to get feedback from his co-liaison, Mrs. Arndt, to prepare a draft and bring it tomorrow. Mr. Anderson stated that Mrs. Arndt's skills would be valued and noted that he would value Mr. Hare's input as well.

Mrs. Arndt asked if they were talking about the state property and the payment in lieu of taxes and not about issues specific to Kent County and realty transfer taxes. She noted that while they have been talking, she reached out to a legislator for information on the process. Mrs. Arndt stated that she was willing to pursue that and do some research.

Mr. Sudler requested a moment of silence for those who have served the country and those who have lost their lives doing so. He stated that they greatly appreciate and value their dedication and commitment to the United States of America.

Mr. Anderson moved to recess the meeting, seconded by Mr. Neil and unanimously carried.

Meeting recessed at 8:13 p.m.

TUESDAY, JUNE 2, 2021- 6:00 - 9:00 p.m.

The Special Council Meeting - Budget Review reconvened on June 2, 2021 at 6:01 p.m. with Council President Sudler presiding. Council members present were Mr. Anderson, Mr. Boggerty, Mr. Neil, Mr. Hare, Mrs. Arndt, Mr. Rocha, Mr. Taylor, and Mr. Lindell.

Council staff members present were Mr. Harline, Mr. Waddell and Mrs. McDowell.

By unanimous consent, the meeting reconvened.

Mr. Matt Harline, Assistant City Manager, reviewed a presentation titled “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program,” (**Exhibit #2**).

ELECTRIC FUND

Mr. Matt Harline, Assistant City Manager, reviewed pages 19-28 of “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program.”

Mr. Harline advised that most of the 600 plus LED lights for phase one of the LED Streetlight project were installed and that there were about 80 left. Mr. Paul Waddell, Electric Director, noted that they would be there that week.

Responding to Mr. Hare, Mr. Harline stated that for everything, the entire bill to the North American Energy Services (NAES) is about \$6 million. He advised that if NAES were to get the contract to continue running the VanSant Generating Station, they have budgeted for the contractual services, based on some early models, \$1.7 million, but that it was going to be less. Mr. Harline stated that when they were operating as an ancillary operation to the power plant and were on site there were some cost savings with the staff there.

Responding to Mr. Hare, Mr. Harline stated that they have been working with the management at McKee Run and for NAES. He noted that some use to work for the City. Mr. Hare asked if there had been consideration of not putting a contract out there and letting those people that are running the operation now work for the City. He stated that if they were to take their salaries even with benefits, they were going to be under \$480,000.

Mr. Harline stated that a lot of the costs for operating the plant are environmental reporting, financial tracking and connecting to the PJM grid. He stated that they have looked at that possibility, but that is the cost to actually run that plant with all the different parts. He advised that they have built the costs for materials into that \$1.7 million. The City and the Energy Authority (TEA) firmly believe that strategy and hiring out all the expertise they would need for all the other pieces are a small amount of costs to actually turning on and running the plant. Mr. Harline advised that is not going to be \$480,000 to run the plant with the people who live in town. Mr. Hare stated that if NAES gets

the contract, they would be making money off of it which they get through TEA.

Responding to Mr. Hare, Mr. Harline stated that if NAES puts in a proposal that is above what the market will bear they would lose the contract. He stated that the only viable way to do this is to continue paying NAES or someone else.

Mr. Harline advised that he has discussed the idea of the City running the VanSant Generation Station with the representatives of TEA and NAES. He stated that there are a number of different disciplines, environmental tests and reporting requirements that nobody on the City staff can train the NAES personnel to do. He stated that NAES has that expertise, along with other firms. He noted that they can do the onsite work that needs to be done to keep the plant functioning, but there are a lot of other pieces that are done offsite and that the City would have to purchase those costs. Mr. Harline advised that he spoke with Stacy Johnson from NAES, and their charge will be much more if they do not have the rest of the operation and would charge a premium to do it on a cafeteria basis, which would require the City to go out for another set of RFPs. He stated that having discussed that possibility directly with Ms. Arlene Newton and other members of the TEA staff, they strongly recommend against trying to pursue that course of action.

Ms. Lori Peddicord, Controller/Treasurer, regarding the transfer to the general fund from the electric fund, stated that she thought the transfer should be \$10 million instead of \$11 million. She stated that those changes and the transfer could decrease their net income, which offsets some of the abilities for them to cover operations, capital costs and infrastructure. Ms. Peddicord advised that the higher that they increase that in any given year, based on the changes in the projections, is going to drive down the net income and decrease the cash. She noted that she wanted to make sure that everyone was aware that changing that variable does have an effect, and that it also could affect their bond ratings.

Responding to Mr. Hare, Ms. Peddicord stated that she did not know how much excess money was in the electric fund. She stated that they have financial policies that they are suppose to follow that houses the reserves for particular programs, replacements, contingency funds, and capital asset replacements. Mr. Hare stated that if they were to transfer more, it was going to reduce the net profits, but they have the money in the fund to give a refund back to the electric rate users, nonprofits and the people that do not pay taxes. He stated that if it costs \$100 million to run the City and with all of the funds they have, they bring in \$140 million, then why are they raising taxes. Mr. Harline stated that the ordinance from last year has the amounts in each of the reserves. He noted that there are specific reserves for specific things, and it is over \$20 million. Mr. Harline advised that they have \$10 million that they carefully set aside for the deconstruction of the power plant with a very long range and thoughtful process.

WATER FUND

Mr. Matt Harline, Assistant City Manager, reviewed pages 5-11 of “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program.”

Mr. Harline advised that they have completed the Water Master Plan Update, West Street, West

Alley and Ross Street replacement of water lines. He stated that they have started with the contract for painting and other maintenance on the water towers. Mr. Harline advised that in FY22, they are looking at improving resiliency of the water treatment plant with a purchase of a mobile generator. Mr. Jason Lyon, Water and Wastewater Director, advised that it is not a wastewater treatment plant, it is a pump station.

WASTEWATER FUND

Mr. Matt Harline, Assistant City Manager, reviewed pages 12-18 of “FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program.”

Mr. Harline advised that there was a slight decrease in the transfers and that there were expenses of \$271,000, about 3.7% compared to the FY21 budget. He noted that they were expecting the service fees to have a 5.4% increase due to rate increase. Responding to Mr. Harline, Mr. Jason Lyon, Water and Wastewater Director, advised that the groundwater inflow adjustment would be going up this year with the other rates.

Responding to Mr. Anderson, Mr. Harline advised that in constructing the budget, they were very conservative in trying to allocate any resources from the American Rescue Plan (ARP) fund. He noted that he did not disagree with Mr. Anderson’s assessment on almost everything he said that it could possibly be budgeted for. Mr. Harline noted that the \$700,000 for the Innovative Readiness Training (IRT) project was never a City budgeted item, but it is a resource loss to the City. He noted that Mr. Taylor challenged them to look for a full \$1.9 million worth of savings which he had, but was not ready, but he could share that. He noted that they could work with the 2% directed at the increases for public safety. Mr. Harline stated that there are some other places, particularly in the Water/Wastewater system, where they could find supportable uses for the ARP funds that they are anticipating. He noted that there are different ways that they could approach this by trying to come up with an ARP budget between now and June 14th for original adoption, for original presentation on June 28th, or they could work on a list of items, particularly in Water/Wastewater, and then some in general fund, then some other needs and wants in the community that Mr. Anderson mentioned.

Mr. Harline stated that he had the cuts that he could propose from Mr. Taylor’s request. He noted that since they originally put the budget together in April he met with the department heads and shaved about \$860,000 in expenditures, before they showed Council the budget that he originally asked for a 5.5% property tax increase. He advised that they could put together a budget with cuts, additional defensible revenue, easily defensible revenue enhancements through ARP funds, and then create a second list of things that if they could make a good argument for it, that they would also fund with ARP funds. Mr. Harline recommended having a primary list where they are comfortable, that they can count those revenues for those projects, put that into the ordinance that they present and then come back with a supplemental budget when they do a budget amendment to close out FY21 and carry forward into FY22.

Mr. Harline reviewed a spreadsheet depicting the cuts proposed by staff and Council (**Exhibit #3**). He advised that he did not think they could cut without a significant burden and that the total costs could add back \$194,000 of the spending and not raise the property tax.

Mr. Harline stated that they budgeted \$200,000 for moving expenses for the City Manager, which also could have been used for any search this year and they usually budget \$200,000 in legal expenses. He noted that they usually end up transferring that to projects that come up during the year, so they could probably cut some of that. Mr. Harline noted that there was a proposed program for a small amount of money to be paid to people if they referred somebody successfully for employment with the City, \$10,000 was set aside for that. There is a proposal along with the rest of the Segal study for pay for performance, and the former City Manager Randy Robertson suggested \$40,000 for that in the budget. He stated that they could remove \$20,000 and still have the opportunity to address some type of a pay for performance incentives in FY22 or remove the entire \$20,000. Mr. Harline advised that there were suggestions in the Segal study for advancing up in the range rather than just the base moving up, they based it on years in their current position and it's market, or where the study recommends that the range for that job should be. He noted that there are also some positions which would probably be reclassified and that he did not want to get rid of all of that money, because there are some legitimate suggestions. Mr. Harline stated that based on the discussion with Council and with Segal, he would want to leave some money in for some of those positions.

Mr. Harline stated that there is \$100,000 in the Mayor's budget for economic development, but if they cut out 25%, that would save \$25,000. He noted that they were increasing the payment to the fire department, if they cut that from a \$3,500 increase to only \$2,500 increase, they would save \$1,000. He noted that they budgeted \$120,000 annually, even though the contract for life safety for the ambulance contract is \$100,000 a year. The additional \$20,000 was in case there were calls that outside vendors were required to respond to. He noted that so far, they had never needed the full \$20,000 or anywhere near it, so they could cut that total money budgeted from \$120,000 to \$110,000 and free up \$10,000 and still cover their \$100,000 contract with St. Francis to provide annual ambulance service within the City of Dover.

Mr. Harline stated that they have two trucks for code enforcement that could survive another year, one is replacing an old Crown Vic. He noted that they have budgeted \$250,00 for demolition and the most that they have ever used is around \$150,000, so they could cut that.

Mr. Harline stated that he spoke with Police Chief Thomas Johnson, and he was forthcoming and trying to make offers that would help them reach the \$1.9 million cut. He noted that if Chief Johnson deferred hiring four officers for six months it could save \$199,000. He stated that they have to keep their staffing level up because they have accepted the COPS grant. Mr. Harline advised that they could save \$199,000 by diverting that by a half a season, and they could probably survive with eight Tahoe SUVs instead of nine, six of those would go to patrol directly.

Mr. Harline mentioned eliminating the Information Technology (IT) LAN analysts completely, instead of having one for the last six months. He noted that delaying the facilities craftsperson for six months would save \$29,500; however, the department would prefer that the position not be removed. Mr. Harline advised that there is currently a crew of three and if they are doing a task that requires spotting another worker they cannot have two crews. If they have four workers, they can split to two crews and double their effectiveness. He noted that the department would prefer to have

the position for the full year, but at least for half the year.

Mr. Harline noted that they could defer the \$380,000 Street and Alley Project to Townsend Boulevard, Project Kent, North and South Alley, and save \$818,000. He advised that if they do not buy the asphalt hotbox it would save \$43,000. Mr. Harline noted that if they do not get rid of a 2000 backhoe, they would save \$125,000. If they did not get rid of a 2001 dump truck, they would save \$156,000. There is a yard waste truck that could be pushed back a year, although it is heavily used. They have \$300,000 plus for a vac truck and it is possible that they could save an estimated \$150,000 by buying a used truck. Mr. Harline noted that they do not use it daily, but frequently, and that is for eliminating blockages in the stormwater.

Mr. Harline noted that in Parks and Recreation, there is a old van that Ms. Sherwanda Rachal, Recreation Program Specialist, drives and it is functional so they could delay that for \$31,000. He noted that there is always something else they could cut, but those are the items that would have less of a debilitating effect on City operations. Mr. Harline advised that he mentioned over \$2,100,000 worth of cuts.

Responding to Mr. Lindell, Mr. Harline stated that all of those items they would be put off until next year. He stated that there were a couple of items that are choices and that they would be dealing with the same problem next year. Mr. Harline stated that all of those vehicles will have to be replaced and they bought no police cruisers last year. He noted that Mr. Casey Wallace, Mechanic, and his staff, baby the vehicles and have saved hundreds of thousands of dollars in maintenance and successfully deferred some expenses, but it does not last forever. They have to replace those items and do the road maintenance. Mr. Lindell asked if they had done a cost estimate to show taxpayers how much they were hemorrhaging from keeping these outdated vehicles around and the lack of cost effectiveness. Responding, Mr. Harline stated that Mr. Mike Hamlett, Central Services Director, could put something together. Mr. Lindell stated that he was talking about man hours with manufacturing their own parts. He noted that there has to be a point where it becomes counterproductive. Responding, Mr. Harline stated that information was a part of the analysis that Mr. Hamlett does every year.

Responding to Mr. Lindell, Mr. Harline stated that they have reduced the number of staff members in the whole Central Services department, primarily in fleet maintenance and in building maintenance. He noted that fleet maintenance was steady, but the building maintenance is where they have really cut people.

Responding to Mr. Rocha, Mr. Harline stated that the vehicles that needed to be replaced were costing the City more. He noted that there was also lost of time having the vehicles in service. Mr. Harline advised that the cost of repair is where they were getting past the point of diminishing return based on Mr. Hamlett's assessment.

Responding to Mr. Rocha, Mr. Harline stated that some of the vehicles were coming up on 20 years old. Mr. Rocha recommended finding money in the budget for vehicles that they could not longer get parts for.

Mr. Anderson moved to authorize sending the draft letter regarding the PILOT with the right to have the signers and Staff make technical corrections in formatting. The motion was seconded by Mr. Taylor.

Mr. Lindell requested clarification on the motion. Mrs. Arndt stated that the letter was requesting the opportunity to revisit or to evaluate an increase in the percentage that Dover receives from the state. She noted that there is also a Senate bill being considered that is in committee and that bill does not increase the percentage for Dover. It proposes the addition of Newark to the program and for Newark to receive a percentage of their property tax from the state. Mrs. Arndt stated that there is an opportunity to work with the legislators to make changes to that bill to increase Dover's percentage. She noted that the letter is going to two of their local legislators, seeking a one-time increase to Dover.

Mr. Sudler asked how could they incorporate that or integrate that into what they currently have as a long-term opportunity versus a short-term. He asked if they could pass this motion here or add that to the motion as an amendment. Responding, Mrs. Arndt stated that the letter as written does make mention of re-evaluating the percentage that is granted and that it is okay to move forward. Mr. Sudler asked Mr. Anderson and Mrs. Arndt to draft the recommendations and a second letter expressing the long-term opportunity through the body that would not only be able to recognize that but also authorize it.

Mr. Anderson moved to authorize sending the draft letter regarding the PILOT with the right to have the signers and Staff make technical corrections in formatting. The motion was seconded by Mr. Taylor and unanimously carried.

Mr. Neil stated that Mr. Harline brought up a contingency plan in terms of what would happen if they received the additional federal money, which they do not know if it is coming or the amount. Mr. Harline asked if they wanted him to bring back the cuts that have been described to reduce the potential tax increase to two cents or less, using discretion with whatever it is to get to that amount. He stated that he received guidance from one Councilman specifically saying to keep the officers, LAN analyst, crafts persons, the asphalt hotbox and the dump truck. He stated that he could work with staff to see if there are some trade-offs within there, and then come back with a package of things where they believe that there could be ARP money that would be either revenue offsets in the general fund or projects in the water and wastewater fund to come up with a secondary plan for additional expenditures. Mr. Harline stated that he would prefer to have that ready for Council either on the 14th or 15th.

Responding to Mr. Sudler, Mr. Harline advised that last year the full amount for the economic development fund was \$100,000 in the Mayor's budget. He noted that it is used for a variety of different economic development and enhancement activities. Mr. Harline stated that in FY20, \$90,866 of the \$100,000 was spent.

Mr. Sudler noted that while the Segal Study was a good study, there was no evidence-based observations done to confirm what duties were being done versus what was actually being done. He

noted that there is a discrepancy in providing or increasing individuals pay based off of assessment with no evidence-based observations. Mr. Sudler recommended that entire budget be forfeited or cut.

Mr. Neil moved to adjourn the meeting, seconded by Mr. Anderson.

Responding to Mr. Lindell, Mr. Sudler stated that they were adjourning and waiting for another meeting with Mr. Harline to update Council in a couple of weeks on the supplemental budget. Mr. Harline stated that he would have an update on June 15th during the Council Committee of the Whole/Legislative, Finance, and Administration Committee.

Mr. Neil moved to adjourn the meeting, seconded by Mr. Anderson and unanimously carried.

Meeting adjourned at 8:38 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Special Meeting - Budget Review of June 1-2, 2021 are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Council-Minutes\2021\06-01-2021 SPECIAL COUNCIL - BUDGET REVIEW.wpd

Exhibits

Exhibit #1 - Presentation titled "FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program"

Exhibit #2 - Presentation titled "FY 2021-2022 Proposed Budget with FY 22 - 26 Capital Improvement Program"

Exhibit #3 - Spreadsheet depicting the cuts proposed by staff and Council

City of Dover

FY 2021 -2022 Proposed Budget

With FY 22 – 26 Capital Improvement Program



MAJOR FUND HIGHLIGHTS

- **General Fund**
- **Electric Fund**
- **Water Fund**
- **Wastewater Fund**

MAJOR FUND HIGHLIGHTS

Adherence to Financial Policies

	General Fund	Water Utility	Wastewater Utility	Water and Wastewater Fund	Electric Fund *
Revenues	48,354,900	7,349,100	10,470,600	17,819,700	87,057,400
Expenses	(49,780,626)	(7,353,200)	(8,635,300)	(\$15,988,500)	(80,815,300)
Surplus/(Deficit)	(\$1,425,726)	(\$4,100)	\$1,835,300	\$1,831,200	\$6,242,100
Ending Budget Balance	3,915,174	\$637,900	\$3,507,570	\$4,145,470	\$11,959,500
% of Revenue	8.1%	8.7%	33.5%	23.3%	13.7%
Beginning Budget Balance	5,340,900	642,000	1,672,270	\$2,314,270	10,913,400
Less PCA Credit					(5,196,000)
Adjusted Beginning Budget Balance					5,717,400
Capital Improvement Transfers	4,385,900	1,536,100	799,200	\$2,335,300	3,711,100

Revenue Policy #6	☒	✓	✓	✓	✓
Budget Balance Policy #1	✓	✓	☒	✓	✓
Expenditure Policy #3	☒	✓	✓	✓	✓

MAJOR FUND HIGHLIGHTS

Fee and Transfer Trends – General Fund

Major Rate & Fee Trends										
GENERAL FUND	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	Proposed 2021/22
Property Tax Rate Approved	\$0.3378	\$0.3378	\$0.3378	\$0.4050	\$0.4050	\$0.4050	\$0.4050	\$0.4400	\$0.4050	\$0.4600
Proposed Property Tax Rate Increase				\$0.0551				\$0.0350	(\$0.0350)	\$0.0550
Trash Fees (in City)	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$21.00	\$21.00	\$21.00	\$21.00	\$23.00
Trash Fees (outside City)	\$42.75	\$42.75	\$42.75	\$42.75	\$42.75	\$54.00	N/A	N/A	N/A	N/A
Transfer from Electric Utility	\$8 million	\$8 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million	\$11 million
% of Electric Fund Revenues	8.3%	9.6%	12.5%	12.2%	12.3%	12.2%	12.2%	11.8%	11.8%	12.6%
% of General Fund Revenues	22.3%	22.5%	25.7%	23.9%	23.7%	23.4%	23.4%	22.0%	21.4%	22.7%
Transfer from Water/Wastewater Utility	\$500,000	\$500,000	\$500,000	\$850,000	\$875,000	\$900,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
% of Water/Wastewater Fund Revenues	3.7%	3.6%	3.4%	5.7%	5.7%	5.8%	5.8%	5.8%	5.7%	5.7%
% of General Fund Revenues	1.4%	1.1%	1.3%	2.0%	2.1%	2.1%	2.1%	2.2%	2.1%	2.1%

MAJOR FUND HIGHLIGHTS

Fee and Transfer Trends – Enterprise Funds

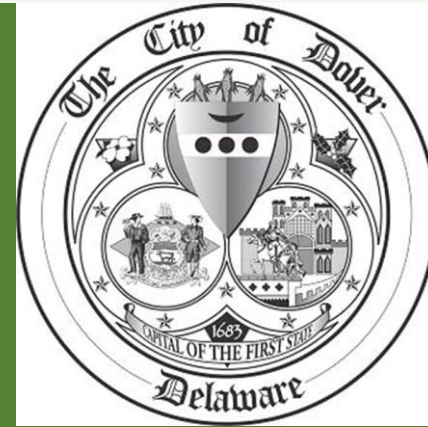
	Major Rate & Fee Trends									Proposed 2021/22
	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	
WATER/WASTEWATER FUND										
Water per 1,000 gal (Tier 1)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$2.49	\$2.66
Water per 1,000 gal (Tier 2)									\$3.11	\$3.33
Water per 1,000 gal (Outside City Tier 1)	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$3.74	\$4.00
Water per 1,000 gal (Outside City Tier 2)									\$4.67	\$5.00
Water Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00	\$5.00
Wastewater per 1,000 gal. Charge	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.84	\$3.03
Wastewater per 1,000 gal (Outside City)	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$4.25	\$4.55
Wastewater Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00	\$5.00
Kent County Sewer Treatment Fee - Rate set by County	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.58	\$2.58	\$2.58
Kent County Sewer Adjustment (I & I flows)	\$1.05	\$1.05	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.61	\$1.72
ELECTRIC FUND										
Residential Rates	\$0.1316	\$0.1204	\$0.1204	\$0.1203	\$0.1203	\$0.1203	\$0.1206	\$0.1206	\$0.1209	\$0.1209
Increase %	-3.5%	-8.5%	0.0%	-0.1%	0.0%	0.0%	0.2%	0.2%	0.2%	0.0%
Power Cost Adjustment					(\$0.00252)	(\$0.00855)	(\$0.00382)	(\$0.00382)	(\$0.00700)	(\$0.00700)
Electric Fund Customer Charge	\$5.00	\$5.00	\$5.00	\$7.50	\$7.50	\$7.50	\$8.46	\$8.46	\$9.42	\$9.42
Reconnect Fees	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100
Return Check Fees	\$25	\$25	\$25	\$40	\$40	\$40	\$40	\$40	\$40	\$40

MAJOR FUND HIGHLIGHTS

Fee and Transfer Affects

- \$250,000 home with 8 Tgal usage per month
 - ❖ Water bill increase \$17.52/year
 - ❖ Wastewater increase \$28.80/year
 - ❖ Property tax increase \$137.50/year
 - ❖ \$183.82 Total increase
- \$150,000 home with 4 Tgal usage per month
 - ❖ Water bill increase \$8.16/year
 - ❖ Wastewater increase \$14.40/year
 - ❖ Property tax increase \$82.50/year
 - ❖ \$105.06 Total increase

GENERAL FUND BUDGET REVIEW



Fiscal Year 2021-2022

Presented June 1, 2021

• **General Fund**

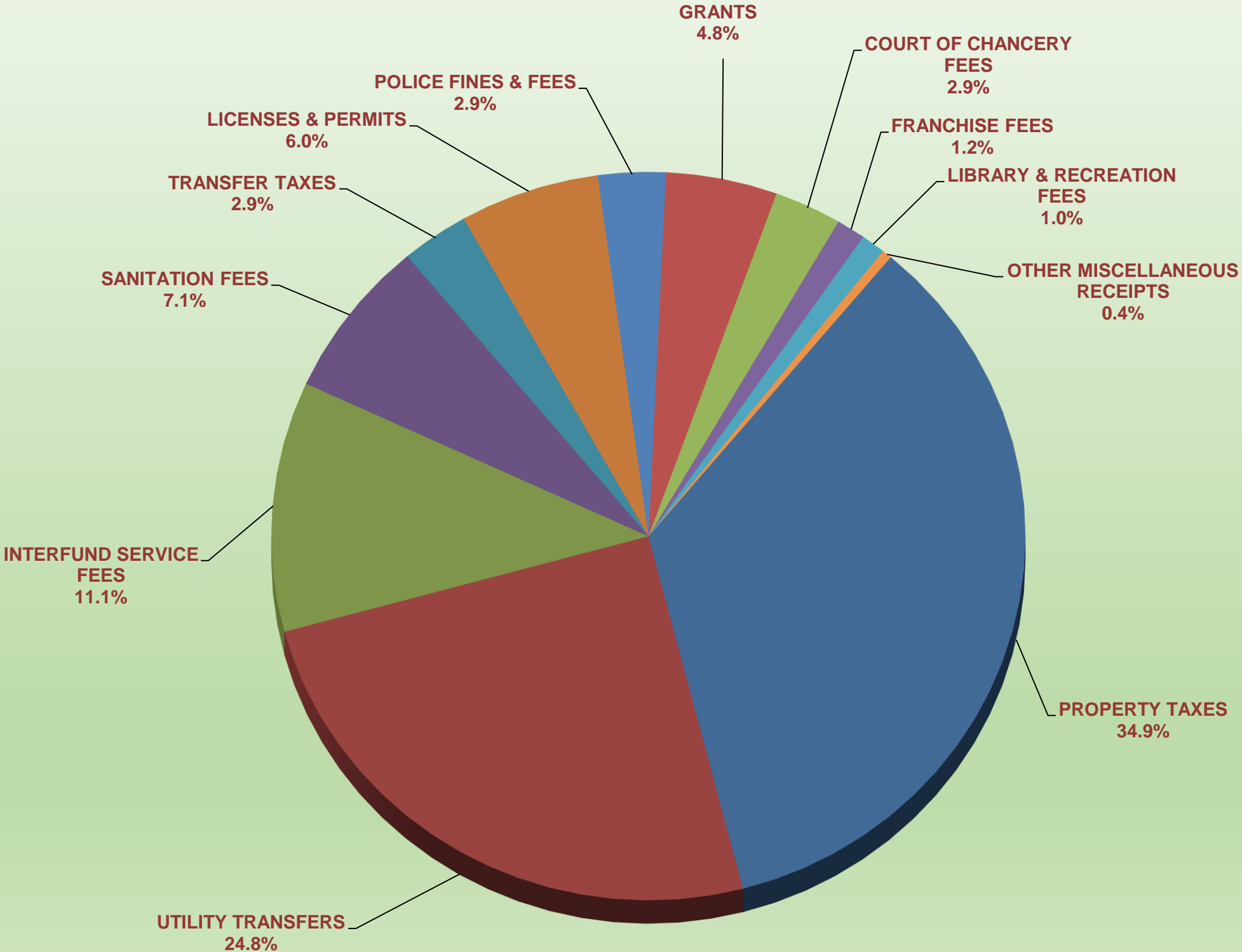
Public Safety, General & Community Services

Police * Fire * Life Safety * Code Enforcement
Planning * Public Inspections * Library * Parks,
Recreation & Grounds * Streets * Stormwater *
Sanitation * Tax Assessor

Support Services for all City Operations

Mayor * City Council * City Clerk * City Manager *
Finance * Customer Service * Human Resources *
Information Technology * Procurement &
Inventory * Public Works Administration *
Facilities Management * Fleet Maintenance

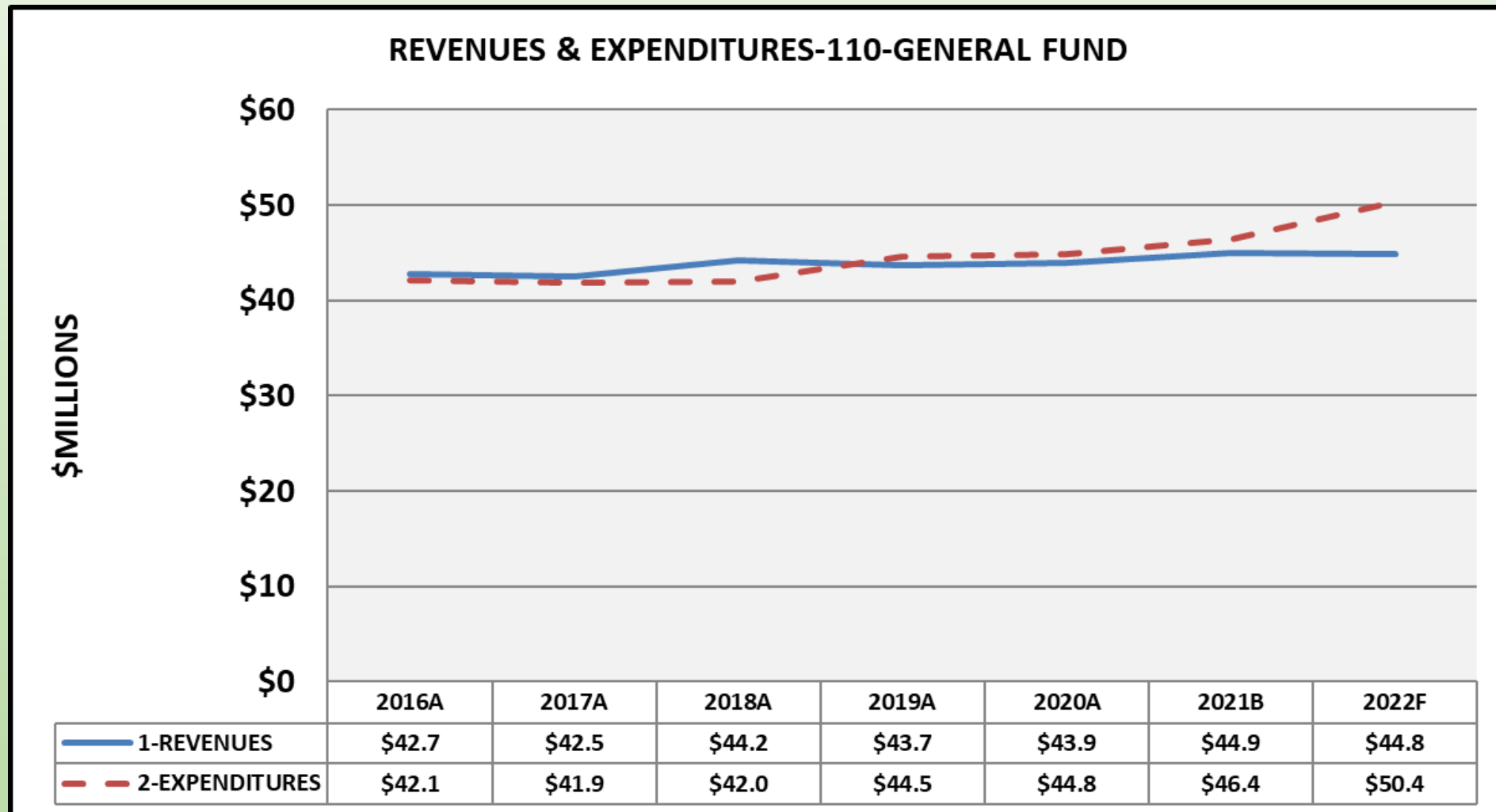
General Fund Revenues - Summary



General Fund Revenues - Summary

- Projected revenues without enhancement will be inadequate
- Major increases affecting revenues
 - Asking for a \$0.055 increase in the Property Tax **\$1.93 M**
 - Increased transfer from Electric Fund **\$1.0 M**
 - Incorporating a small amount of ARP funding (Library, Parks) **\$520,000**
 - Recommending an increase in Sanitation Fees **\$330,400**
 - COPS Grants transfer for salary **\$308,900**
 - Increase/Adjust Business Licenses **\$100,000 (net + \$30,000)**
- Major decreases affecting revenues
 - Fund balance (end FY 20 v end FY 21) is projected lower **\$1.13 M**
 - W/o adjustment business licenses **\$70,000**

General Fund Revenues - Summary



- Forecast model without revenue enhancement
- Expenditures have exceeded revenues for three consecutive fiscal years
- Trends in revenues are stagnant and labor and material costs continue to increase

General Fund Revenues – Property Taxes

CITY OF DOVER					
PROPERTY ASSESSMENT PROJECTION					
2020 BASE YEAR					
TAXABLE ASSESSED VALUE AS OF APRIL 8 2021				\$ 3,588,943,800.00	\$ 3,588,943,800.00
Abatement Incentives				\$ (35,642,700.00)	\$ (35,642,700.00)
Filed Tax Exemption Requests				\$ (4,691,400.00)	\$ (4,691,400.00)
Supplemental Billing (April) (ALREADY INCLUDED IN TAXABLE VALUE)					
Annual Appeals			Estimate Only	\$ (5,000,000.00)	\$ (5,000,000.00)
Senior Citizen/Disability Exemption (approx 400 approved; revenue loss \$81,000)			Estimate Only	\$ (20,000,000.00)	\$ (20,000,000.00)
TOTAL ASSESSED VALUE				\$ 3,523,609,700.00	\$ 3,523,609,700.00

CITY OF DOVER					
PROJECTED PROPERTY TAX RECEIPTS					
ACCRUAL METHOD OF ACCOUNTING					
7/01/21 - 6/30/22					
Using a tax of \$0.405 or \$0.460 per \$100 of assessment, the estimated gross 7/01/21 billing will be				\$ 14,270,619.29	\$ 16,208,604.62
Penalties				\$ 70,000.00	\$ 70,000.00
Estimated Quarterly Billing				\$ 22,000.00	\$ 22,000.00
PROJECTED PROPERTY TAX RECEIPT SUBTOTAL				\$ 14,362,619.29	\$ 16,300,604.62
<u>Pay In Lieu of Taxes ESTIMATE</u>					
Luther Towers; State of Delaware; Milford Housing; DE State Housing Auth;				\$ 552,700.00	\$ 552,700.00
Dover Housing Authority; Whatcoat Village; Liberty Court				\$ -	\$ -
PROJECTED PROPERTY TAX RECEIPTS FOR FY 2022				\$ 14,915,319.29	\$ 16,853,304.62
\$0.01 of tax rate equates to:		\$ 352,360.97			
PROJECTED DOVER REALTY TRANSFER TAX RECEIPTS				\$ 1,100,000.00	\$ 1,400,000.00

General Fund Revenues – Sanitation Rates

CURRENT RATES & REVENUES					FY 2022 PROPOSED RATES & REVENUES			FY 2023 PROPOSED RATES & REVENUES		
Rate	Service	# of Cont.	Monthly	Annual	Rate	Monthly	Annual	Rate	Monthly	Annual
\$21.00	Res. 90 gal	10,267	\$215,600.00	\$2,587,200.00	\$23.00	\$240,700.00	\$2,888,400.00	\$25.00	\$266,700.00	\$3,200,400.00
\$24.00	RMH	280	6,700.00	80,400.00	\$23.00	6,400.00	76,800.00	\$25.00	\$7,000.00	\$84,000.00
\$43.00	90 gal 2x	183	7,900.00	94,800.00	\$46.00	8,400.00	100,800.00	\$50.00	\$9,200.00	\$110,400.00
\$63.00	90 cal 3x	6	400.00	4,800.00	\$69.00	400.00	4,800.00	\$75.00	\$500.00	\$6,000.00
\$72.00	300 gal	358	25,800.00	309,600.00	\$72.00	25,800.00	309,600.00	\$75.00	\$26,900.00	\$322,800.00
\$85.00	90 gal 4x	3	300.00	3,600.00	\$92.00	300.00	3,600.00	\$100.00	\$300.00	\$3,600.00
\$143.00	300 gal 2x	20	2,900.00	34,800.00	\$144.00	2,900.00	34,800.00	\$150.00	\$3,000.00	\$36,000.00
	SUBTOTALS	11,117	\$259,600.00	\$3,115,200.00	SUBTOTALS	\$284,900.00	\$3,418,800.00	SUBTOTALS	\$313,600.00	\$3,763,200.00
	Bulk total		\$1,000.00	\$12,000.00	Bulk total	\$1,000.00	\$12,000.00	Bulk total	\$1,000.00	\$12,000.00
	TOTALS		\$260,600.00	\$3,127,200.00	TOTALS	\$285,900.00	\$3,430,800.00	TOTALS	\$314,600.00	\$3,775,200.00

- Proposed rate increases for FY22 and FY23
- Operating Revenues only cover Expenditures with overhead allocation
- These rate increases allow the Sanitation Department to progress toward being a stand-alone Enterprise Fund where rates cover operating costs, capital expenditures, overhead and admin, and build a prudent reserve

General Fund Expenditures - Summary

- Overall Expenditures **are up 7.1%** as compared to the FY21 Original Budget (**\$3.28M**), mostly due to capital expenditures
- Major increases affecting expenditures
 - Increased in transfer to CIP budget (%111) – **\$2.3M**
 - Police Operations – **\$691,600**
 - A 3.9% overall increase
 - Five new officers in this year's budget
 - Nine new police cars (in GF CIP budget)
 - Increase in Public Works CIP **\$2.3M**
 - Persimmon Park funding from State
 - Increase in Streets & Sidewalk improvements (**\$556K**)
 - Replacement vehicles left out of FY21 budget
 - Added personnel in Central Services
 - Added personnel in IT (budgeted at 6 months)

General Fund Expenditures – Summary (cont.)

- Major decreases affecting expenditures
 - Reduced Police – Extra Duty – but offset by reduced revenue
- Cut \$511,000 of original capital requests
- Cut two positions from FY21 Customer Service budget
- Denied requests for additional personnel

General Fund Expenditures – Personnel

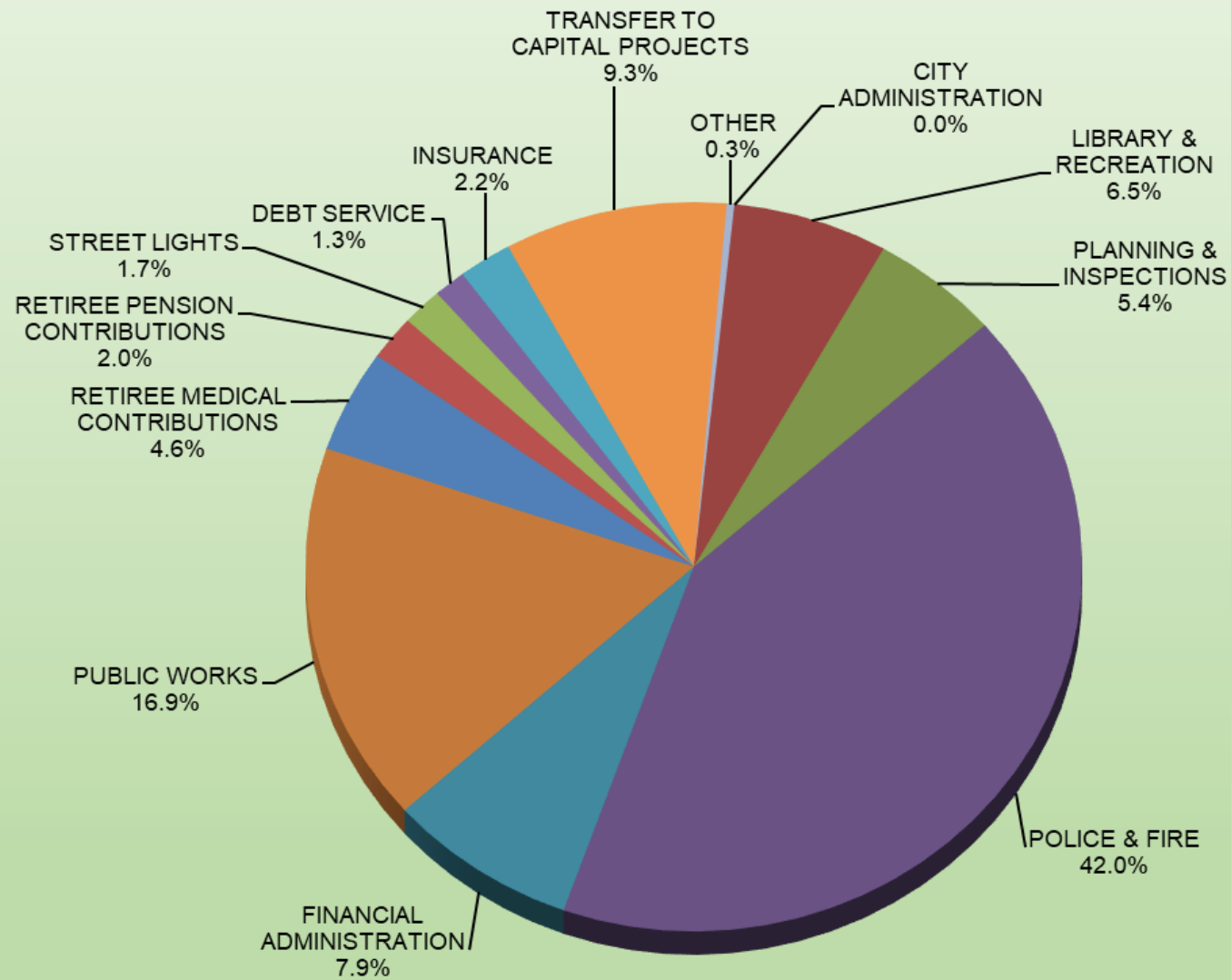
City of Dover				
Fiscal Year 2022 Budget				
Personnel Table				
DEPT/DIVISION	2019-2020 BUDGET	2020-2021 BUDGET	2021-2022 RECOMMENDED	CHANGE
CITY CLERK	4.0	4.0	4.0	0.0
CITY MANAGER	5.0	6.0	6.0	0.0
CODE ENFORCEMENT	6.0	6.0	6.0	0.0
CUSTOMER SERVICES	16.0	16.0	14.0	(2.0)
FACILITIES MAINTENANCE	5.0	4.0	6.0	2.0
FINANCE	8.0	8.0	8.0	0.0
FIRE DEPARTMENT	5.0	5.0	5.0	0.0
FLEET MAINTENANCE	7.0	6.0	5.0	(1.0)
GROUND	14.0	14.0	14.0	0.0
HUMAN RESOURCES	4.0	4.0	4.0	0.0
INFORMATION TECHNOLOGY	4.0	4.0	5.0	1.0
INSPECTIONS	7.0	6.0	6.0	0.0
LIBRARY	14.0	14.0	15.0	1.0
LIFE SAFETY	3.0	4.0	4.0	0.0
MAYOR	2.0	2.0	2.0	0.0
PARKS AND RECREATION	9.0	9.0	9.0	0.0
PLANNING	6.0	6.0	6.0	0.0
POLICE - TOTAL*	135.0	135.0	140.0	5.0
PROCUREMENT AND INVENTORY	4.0	5.0	5.0	0.0
PUBLIC WORKS - ADMINISTRATION	7.0	5.0	5.0	0.0
PUBLIC WORKS - ENGINEERING	2.0	2.0	2.0	0.0
SANITATION	10.0	11.0	11.0	0.0
STREETS	7.0	7.0	7.0	0.0
STORMWATER	7.0	7.0	7.0	0.0
TAX ASSESSOR	3.0	3.0	2.0	(1.0)
GENERAL FUND AND CDBG TOTAL	294.0	293.0	298.0	5.0
*106 Officers; 34 Civilians - 140 Total Employees				

General Fund Expenditures – Segal Study

Segal Job Title	Business Unit	Amount Below Minimum	Time in Position Adjusment (\$)	Total Adjustments
GIS Manager	PW- Admin	\$0	\$6,792	\$6,792
Central Services Director	Central Serv - Admin & Warehouse	\$3,406	\$1,928	\$5,333
Contract & Procurement Manager	Central Serv - Admin & Warehouse	\$6,262	\$3,300	\$9,562
Assistant to the Dir Council Affairs & Constituent Svc	City Clerk Dept	\$2,940	\$0	\$2,940
Assistant City Clerk	City Clerk Dept	\$3,503	\$0	\$3,503
Executive Assistant to the City Manager	City Manager Dept	\$0	\$471	\$471
Customer Service Supervisor	Customer Services	\$1,870	\$3,630	\$5,500
Customer Service Manager	Customer Services	\$0	\$4,966	\$4,966
Billing & Collections Supervisor	Customer Services	\$4,564	\$2,615	\$7,179
Electric Director	Electric -Admin	\$0	\$657	\$657
Construction Manager	Engineering -PW	\$0	\$4,724	\$4,724
Civil Engineer I	Engineering PW	\$0	\$3,468	\$3,468
Financial Reporting & Accounting Manager	Finance Dept	\$0	\$2,695	\$2,695
Human Resources Coordinator	Human Resources Dept	\$2,058	\$2,420	\$4,478
Human Resources Director	Human Resources Dept	\$0	\$10,113	\$10,113
Human Resources Coordinator	Human Resources Dept	\$3,410	\$0	\$3,410
Librarian II	Library	\$0	\$2,809	\$2,809
Librarian II	Library	\$4,398	\$1,307	\$5,705
Librarian I	Library	\$2,885	\$1,094	\$3,979
Planner I	Planning & Admin	\$3,098	\$0	\$3,098
Principal Planner	Planning & Admin	\$0	\$8,977	\$8,977
Planner I	Planning & Admin	\$3,098	\$3,630	\$6,728
Senior LAN Analyst	Police Civilians	\$6,580	\$4,238	\$10,818
Field Supervisor II	Recreation	\$11,322	\$2,825	\$14,147
Recreation Center Coordinator	Recreation	\$0	\$9,779	\$9,779
Field Supervisor II	Streets	\$6,434	\$7,063	\$13,497
		\$69,935	\$108,217	\$178,152

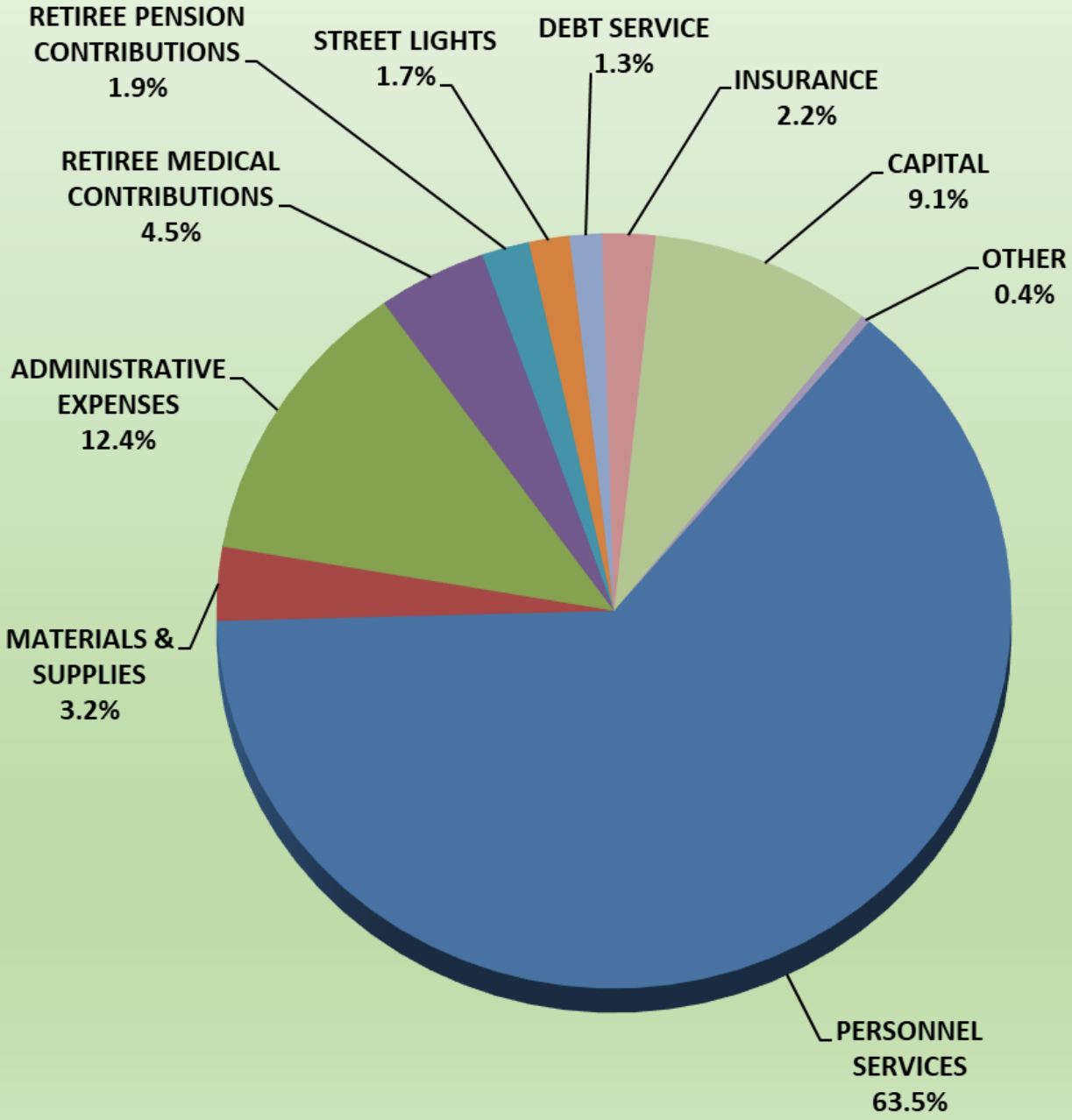
Fiscal Year 2021/2022 General Fund Expenditures

By Major Function



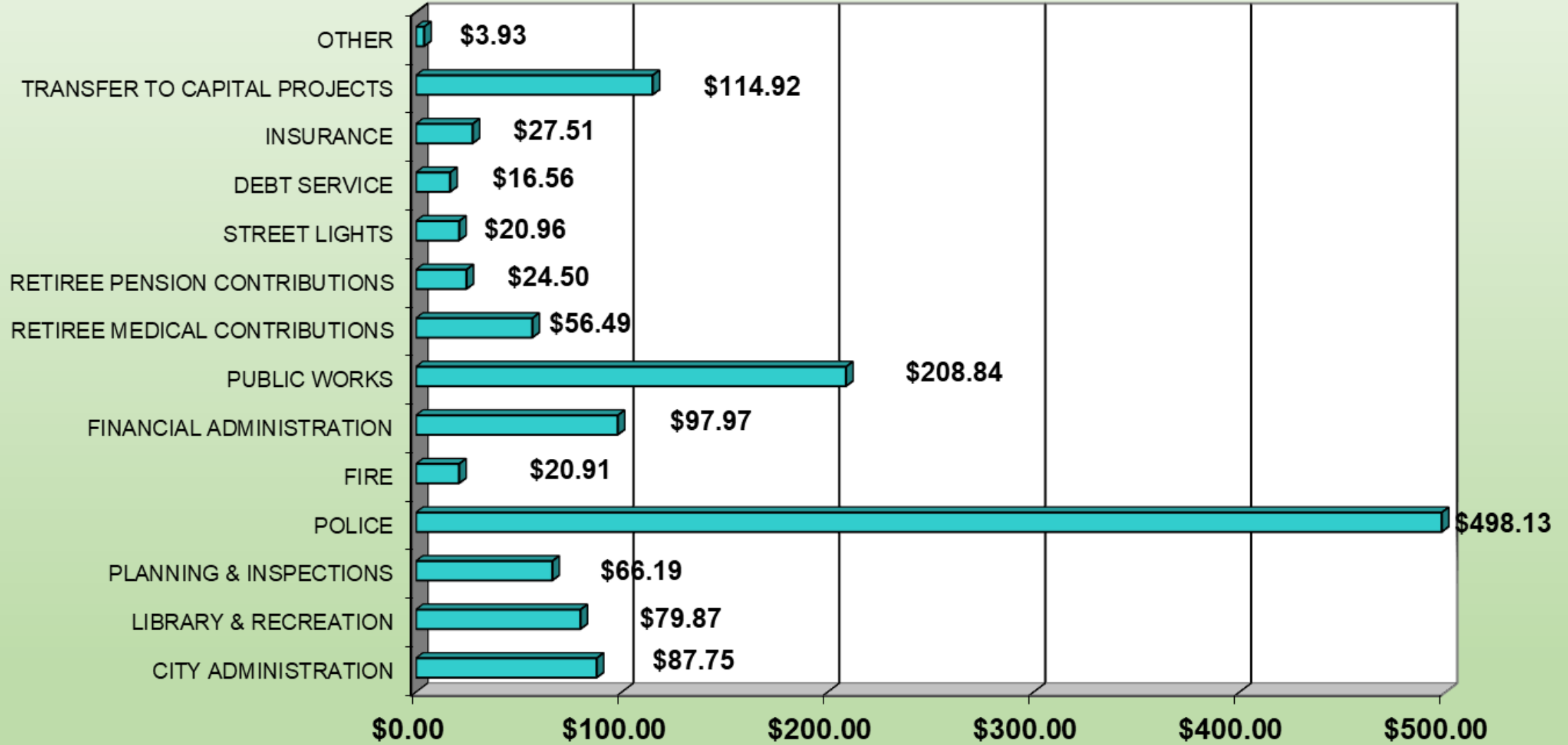
Several General Fund Departments service all City operations. The General Fund bills the utility funds services provided. The receipts are reported as revenue in the General Fund and not netted against the expenditures.

General Fund Expenditures – Summary By Expenditure Category



FY 2022 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

PROJECTED COST PER CAPITA BY FUNCTION Fiscal Year 2021-2022



Total per capita based on population estimate of 38,166* = \$1,213.99
*US Census estimate for 2020

City Manager

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	801,400	701,100	701,100	-13%
MATERIALS & SUPPLIES	7,500	43,100	43,100	475%
ADMINISTRATIVE EXPENDITURES	235,900	244,500	244,500	4%
OPERATING EXPENDITURES	1,044,800	988,700	988,700	-5%

Highlights:

- Decrease in Personnel Costs primarily due to changing of City Manger position.
- Materials & Supplies increase due to web site update and reimbursement of moving expenses.
- Key goal is to continue momentum on building relationships with Dover's stakeholders

City Manager

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Highlights				
PERSONNEL COSTS	801,400	701,100	701,100	-13%
Decrease in Personnel Costs primarily due to changing of City Manager position.				
MATERIALS & SUPPLIES	7,500	43,100	43,100	475%
Materials & Supplies increase due to web site update and reimbursement of moving expenses.				
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Key goal is to continue momentum on building relationships with Dover's stakeholders				
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Highlights:

- Decrease in Personnel Costs primarily due to changing of City Manger position.
- Materials & Supplies increase due to web site update and reimbursement of moving expenses.
- Key goal is to continue momentum on building relationships with Dover's stakeholders

City Clerk

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	451,100	481,700	481,700	7%
MATERIALS & SUPPLIES	8,600	8,900	8,900	3%
ADMINISTRATIVE EXPENDITURES	48,700	43,400	43,400	-11%
OPERATING EXPENDITURES	508,400	534,000	534,000	5%

Highlights:

- Personnel Costs increase primarily due to increase in pension funding.
- Slight decrease in Administrative Expense, over FY21, due to it being a non-election year.
- Key goal is to redraw Council district lines once the 2020 Census information is available

Customer Service

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	1,050,600	990,400	990,400	-6%
MATERIALS & SUPPLIES	35,500	35,000	35,000	-1%
ADMINISTRATIVE EXPENDITURES	21,500	22,000	22,000	2%
OPERATING EXPENDITURES	1,107,600	1,047,400	1,047,400	-5%

Highlights:

- Employee turnover is accounting for the decrease in Personnel Costs.
- Other Operating Expenses will be relatively flat for FY22.
- Key goals are:
 - Implementation of Utility billing in MUNIS-ERP software
 - Integrating Assessor functions and eliminating two vacant positions
 - Using technology and creativity to improve customer service
 - Hosting a student intern summer 2021

Finance

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	748,400	748,900	748,900	0%
MATERIALS & SUPPLIES	5,900	5,900	5,900	0%
ADMINISTRATIVE EXPENDITURES	238,400	168,500	168,500	-29%
OPERATING EXPENDITURES	992,700	923,300	923,300	-7%

Highlights:

- Administrative Expenses decrease due to shifting MUNIS costs to General Fund non-operating
- Key goal is implementing the MUNIS-ERP payroll/HR module and utility billing module

Human Resources

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	424,000	455,800	455,800	8%
MATERIALS & SUPPLIES	32,000	93,200	143,200	348%
ADMINISTRATIVE EXPENDITURES	68,200	49,300	49,300	-28%
OPERATING EXPENDITURES	524,200	598,300	648,300	24%
TOTAL EXPENDITURES	\$ 524,200	\$ 598,300	\$ 648,300	24%

Highlights:

- Segal Study Implementations figure into Personnel Cost increases (bottom of range only).
- Pay for Performance and referral program added to Program Expense for Fy22.

Information Services

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	593,400	479,200	479,200	-19%
MATERIALS & SUPPLIES	71,500	65,900	65,900	-8%
ADMINISTRATIVE EXPENDITURES	247,900	192,800	192,800	-22%
OPERATING EXPENSES	912,800	737,900	737,900	-19%
CAPITAL OUTLAY	61,600	26,600	26,600	-57%
TOTAL EXPENDITURES	\$ 974,400	\$ 764,500	\$ 764,500	-22%

Highlights:

- Personnel Costs decrease; FY21 saw the retiring of the IT Director, position as well as replacement was budgeted in FY21.
- New LAN Analyst budgeted for second half of the year.
- Key goals are:
 - Improved and enhanced cybersecurity techniques and possibly equipment
 - Evaluate and replace/update phone system
 - Improved turnaround on help-desk items

Library

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	1,327,900	1,454,900	1,454,900	10%
MATERIALS & SUPPLIES	83,400	83,500	83,500	0%
ADMINISTRATIVE EXPENDITURES	411,400	319,800	319,800	-22%
OPERATING EXPENDITURES	1,822,700	1,858,200	1,858,200	2%
CAPITAL OUTLAY	-	25,000	25,000	100%
TOTAL EXPENDITURES	\$ 1,822,700	\$ 1,883,200	\$ 1,883,200	3%

Highlights:

- New full-time Director and Assistant director added to staff.
- Reduction in Contractual Services driving decline in Administrative Expenditures.
- Capital Outlay for temperature control in facility.
- Key goals are:
 - Reducing barriers to use of the library and building relationships with DAFB and others
 - Celebrating the Dover Public Library's 80th anniversary

Recreation

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	820,500	870,100	870,100	6%
MATERIALS & SUPPLIES	77,300	88,400	88,400	14%
ADMINISTRATIVE EXPENDITURES	231,900	231,800	231,800	0%
OPERATING EXPENDITURES	1,129,700	1,190,300	1,190,300	5%
CAPITAL OUTLAY	395,000	787,000	787,000	99%
TOTAL EXPENDITURES	\$ 1,524,700	\$ 1,977,300	\$ 1,977,300	30%

Highlights:

- Personnel Cost increases due mainly to the raise in Temporary Help wages and pension.
- Increase in Materials & Supplies due to the addition of \$15k in playground repairs (included in CIP in previous years).
- Replacing vehicle
- Key goals
 - Constructing Dover Park building and Spray pad.
 - Small park revitalization

Police

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
TOTAL PERSONNEL COSTS	\$ 17,424,300	\$ 17,989,876	\$ 17,879,826	3%
MATERIALS & SUPPLIES	352,000	372,000	359,000	2%
ADMINISTRATIVE EXPENDITURES	793,600	772,600	772,600	-3%
OPERATING EXPENDITURES	18,569,900	19,134,476	19,011,426	2%
CAPITAL OUTLAY	912,400	588,600	588,600	-35%
TOTAL EXPENDITURES	\$ 19,482,300	\$ 19,723,076	\$ 19,600,026	1%

Highlights:

- Five new officers hired and community policing fully staffed in FY22
- Replace nine vehicles (2 budgeted in FY21)
- Increase in operating somewhat offset by decrease in capital expenditures
- Key goals
 - Implementing body-worn cameras program
 - Expansion of the camera system

Recreation

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	450,400	632,200	632,200	40%
MATERIALS & SUPPLIES	28,600	25,700	27,600	-3%
ADMINISTRATIVE EXPENDITURES	176,800	177,200	177,200	0%
OPERATING EXPENDITURES	655,800	835,100	837,000	28%
CAPITAL OUTLAY	700,000	50,000	-	-100%
TOTAL EXPENDITURES	\$1,355,800	\$ 885,100	\$ 837,000	-38%

Highlights:

- Employee turnover is accounting for the decrease in Personnel Costs.
- Other Operating Expenses will be relatively flat for FY22.
- Key goals are:
 - Implementation of Utility billing in MUNIS-ERP software
 - Integrating Assessor functions and eliminating two vacant positions
 - Using technology and creativity to improve customer service
 - Hosting a student intern summer 2021

Central Services – Facilities Management

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	450,400	632,200	632,200	40%
MATERIALS & SUPPLIES	28,600	25,700	27,600	-3%
ADMINISTRATIVE EXPENDITURES	176,800	177,200	177,200	0%
OPERATING EXPENDITURES	655,800	835,100	837,000	28%
CAPITAL OUTLAY	700,000	50,000	-	-100%
TOTAL EXPENDITURES	\$1,355,800	\$ 885,100	\$ 837,000	-38%

Highlights:

- Adding one new position in Maintenance
- Shifting half of the expenses of F&F Manager from Fleet Maintenance to Facilities
- Weyandt Hall HVAC project

Planning – Code Enforcement

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	530,400	467,400	467,400	-12%
MATERIALS & SUPPLIES	26,000	27,600	27,600	6%
ADMINISTRATIVE EXPENDITURES	258,600	259,100	259,100	0%
OPERATING EXPENDITURES	815,000	754,100	754,100	-7%
CAPITAL OUTLAY	-	50,300	50,300	100%
TOTAL EXPENDITURES	\$815,000	\$ 804,400	\$ 804,400	-1%

Highlights:

- Capital outlay includes the purchase of two new vehicles
- Key goal
 - Thorough housing assessment

Planning – Life Safety (Fire Marshal)

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	277,700	316,600	316,600	14%
MATERIALS & SUPPLIES	8,900	45,600	22,400	152%
ADMINISTRATIVE EXPENDITURES	146,100	142,800	142,800	-2%
OPERATING EXPENDITURES	432,700	505,000	481,800	11%
CAPITAL OUTLAY	48,900	-	-	-100%
TOTAL EXPENDITURES	\$ 481,600	\$ 505,000	\$ 481,800	0%

Highlights:

- Increase in supplies is for lighting package for incident response.
- Knox Box upgrade delayed a year.
- Personnel increases due largely to health insurance increase (coverage choices made by staff changed).

Public Works - Streets

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	547,600	480,400	480,400	-12%
MATERIALS & SUPPLIES	118,900	120,000	120,000	1%
ADMINISTRATIVE EXPENDITURES	33,200	35,200	35,200	6%
OPERATING EXPENDITURES	699,700	635,600	635,600	-9%
CAPITAL OUTLAY	936,000	1,492,000	1,492,000	59%
TOTAL EXPENDITURES	\$ 1,635,700	\$ 2,127,600	\$ 2,127,600	30%

Highlights:

- Major Capital projects include purchase of a dump truck, and new backhoe and an asphalt “hotbox” that will allow staff to make hot-mix repairs without renting equipment

Public Works - Stormwater

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	420,200	408,600	408,600	-3%
MATERIALS & SUPPLIES	70,200	105,400	105,400	50%
ADMINISTRATIVE EXPENDITURES	295,500	304,400	259,600	-12%
OPERATING EXPENDITURES	785,900	818,400	773,600	-2%
CAPITAL OUTLAY	1,110,700	2,896,200	2,546,200	129%
TOTAL EXPENDITURES	\$ 1,896,600	\$ 3,714,600	\$ 3,319,800	75%

Highlights:

- Capital expenditures include major improvements to Persimmon Park drainage, purchase of a streetsweeper and a vac truck
- Major goal
 - Hire/promote manager of a Stormwater Utility

Tax Assessor

DESCRIPTION	2020-2021 BUDGET	2021-2022 REQUESTED	2021-2022 RECOMMENDED	% CHANGE
PERSONNEL COSTS	215,400	182,100	182,100	-15%
MATERIALS & SUPPLIES	4,400	2,900	2,900	-34%
ADMINISTRATIVE EXPENDITURES	26,100	78,300	78,300	200%
OPERATING EXPENDITURES	245,900	263,300	263,300	7%

Highlights:

- Current Assessor retires in July 2021.
- Upon Council approval, the Assessor's office will be absorbed into Customer Service. City will pursue an agreement with Kent County who will begin five-year reassessment plan

City of Dover

FY 2021 -2022 Proposed Budget

With FY 22 – 26 Capital Improvement Program



MAJOR FUND HIGHLIGHTS

- ~~General Fund~~
- Water Fund
- Wastewater Fund
- Electric Fund

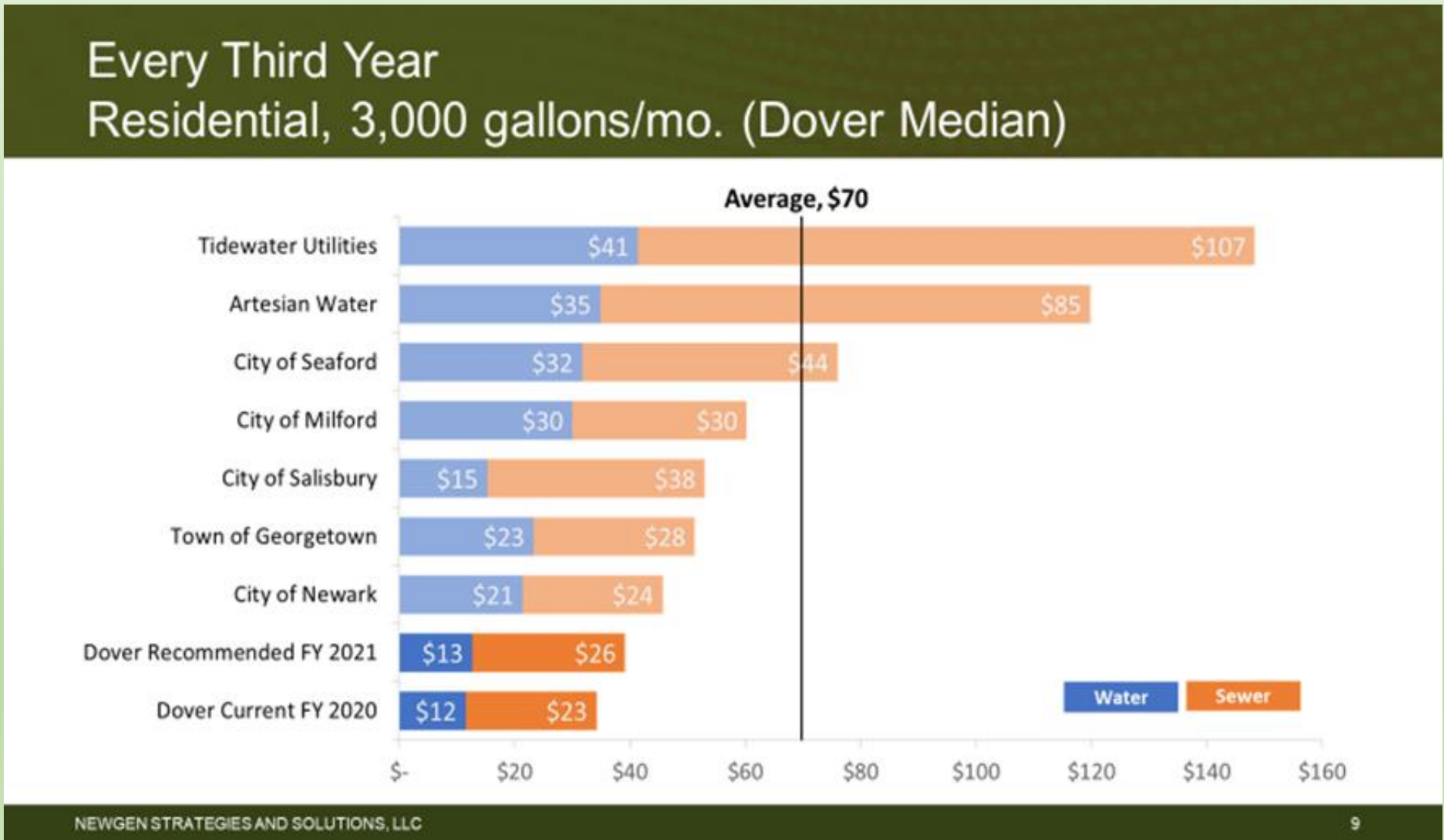
MAJOR FUND HIGHLIGHTS

Fee and Transfer Trends – Enterprise Funds

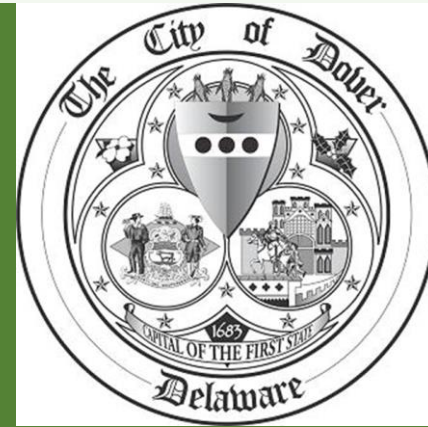
	Major Rate & Fee Trends									Proposed 2021/22
	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	
WATER/WASTEWATER FUND										
Water per 1,000 gal (Tier 1)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$2.49	\$2.66
Water per 1,000 gal (Tier 2)									\$3.11	\$3.33
Water per 1,000 gal (Outside City Tier 1)	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$3.74	\$4.00
Water per 1,000 gal (Outside City Tier 2)									\$4.67	\$5.00
Water Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00	\$5.00
Wastewater per 1,000 gal. Charge	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.84	\$3.03
Wastewater per 1,000 gal (Outside City)	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$4.25	\$4.55
Wastewater Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00	\$5.00
Kent County Sewer Treatment Fee - Rate set by County	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.58	\$2.58	\$2.58
Kent County Sewer Adjustment (I & I flows)	\$1.05	\$1.05	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.61	\$1.72
ELECTRIC FUND										
Residential Rates	\$0.1316	\$0.1204	\$0.1204	\$0.1203	\$0.1203	\$0.1203	\$0.1206	\$0.1206	\$0.1209	\$0.1209
Increase %	-3.5%	-8.5%	0.0%	-0.1%	0.0%	0.0%	0.2%	0.2%	0.2%	0.0%
Power Cost Adjustment					(\$0.00252)	(\$0.00855)	(\$0.00382)	(\$0.00382)	(\$0.00700)	(\$0.00700)
Electric Fund Customer Charge	\$5.00	\$5.00	\$5.00	\$7.50	\$7.50	\$7.50	\$8.46	\$8.46	\$9.42	\$9.42
Reconnect Fees	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100
Return Check Fees	\$25	\$25	\$25	\$40	\$40	\$40	\$40	\$40	\$40	\$40

Planning for the future

Utility rate studies



WATER UTILITY FUND BUDGET REVIEW



Fiscal Year 2021-2022

Presented June 2, 2021

- **Water Utility Fund**

Public Safety, General & Community Services

Water Engineering * Water Maintenance * Water
Treatment Plant * Capital Improvements

Water Fund Operations

- Accomplishments in FY21
 - Bulk Water Station fully operational
 - Completion of Water Treatment Plant Improvements
 - Initial Assessment of Elevated Water Storage Tanks.
 - Water Master Plan Update.
 - Completed West Street, West Alley, and Ross Street.
 - Initiated a long-term Elevated Water Storage Tank Maintenance Contract



Water Fund Operations

- Goals planned in FY22
 - Improve resiliency at WTP with the purchase of mobile generator
 - Water Main Replacement –Wellhead Redevelopment of four (4) deep wells.
 - Begin implementation of backflow testing as required by DNREC.
 - Develop public relations plan to educate public and City staff about environmental mandates
 - Continue to work with Tyler / MUNIS for Integration and utility billing.
 - ❖ **NW Water Tower – Earmark request**

Water Fund Budget - Revenue

- Revenue overall flat compared over FY21
Original Budget \$25,000 (0.3%)
 - *Rate increase offset by reduced impact*
- Major **increases/(decreases)** affecting revenues
 - Water Service fees \$122,100 (2.0%) due to rate increase, but tempered by low usage
 - Decrease in Impact Fees \$ 150,000 (26.3%) (based on trends

Water Fund Budget - Expenses

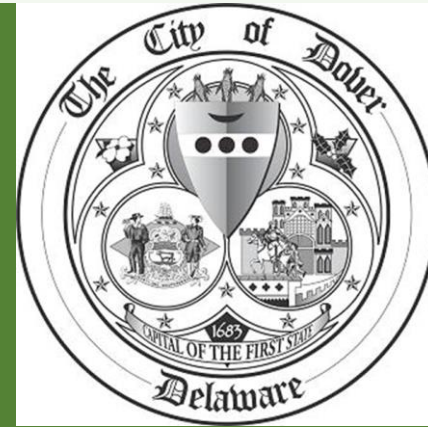
- Major **increases**/(decreases) affecting expenses
 - Increase in Water Treatment Plant expenses due to new equipment **\$\$148,100**.
 - Increase of **78,800 (69.6%)** in Retiree Healthcare and **\$58,000 (20.4%)** pension expenses due to splitting out Water and Wastewater funds
 - Capital Project Appropriation increase **\$286,700 (22.1%)**
 - Decrease in Water Impact Reserve Fund of **\$285,100**
 - Decrease in Engineering and Inspections contractual services for the Water Master Plan Update completed last year **\$104,200 net (26%)**



Planning for the future - Water

- Goals planned in FY22
 - Improve resiliency at WTP with the purchase of mobile generator
 - Water Main Replacement –Wellhead Redevelopment of four (4) deep wells.
 - Begin implementation of backflow testing as required by DNREC.
 - Develop public relations plan to educate public and City staff about environmental mandates
 - Continue to work with Tyler / Mu for Integration and utility billing.

WASTEWATER UTILITY FUND BUDGET REVIEW



Fiscal Year 2021-2022

Presented June 2, 2021

• Wastewater Utility Fund

Wastewater Engineering *
Wastewater Maintenance
* Capital Improvements



Water Fund Operations

- Accomplishments in FY21
 - Completed studies for Turnberry, College Road and Lepore Road projects for FY22 implementation.
 - Replacement of Camera Truck Equipment.
 - Upgraded SCADA Equipment for Pump Stations.
 - Completion of Pump Station upgrade of #7 Pump Station Upgrades.
 - Completion of Kent County upgrade of US13 force main reduces stress on Pump Station #7

Wastewater Fund Operations

- Goals planned in FY22
 - Begin City Wide Inflow and Infiltration Investigation – 2 year project.
 - Lepore Road Sanitary Sewer Upgrade.
 - Turnberry Pump Station Upgrade and College Road Pump Station Replacement.
 - Meeting House Branch Sanitary Sewer Replacement
 - Transfer mobile generator from Water Utility to Pump Station #7.
 - Continue to work with Tyler / MUNIS for Integration.



Wastewater Budget - Revenue

- Starting Fund balance increase over FY21 Budget **\$1.62M**
- Decrease in transfers and expenses of **\$271,100** or **-3.7%** compared to FY21 Budget
- Major **increases/(decreases)**) affecting revenues
 - Wastewater Service Fees **\$242,000 (5.4%)** due to rate increase
 - Groundwater Inflow Adjustment Revenue increase of **\$198,500 (10.8%)** due to rate increase (7.1%).

Wastewater Budget - Expenses

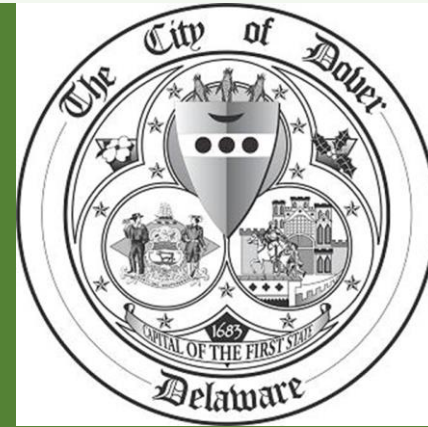
- Major **increases**/(decreases) affecting expenses
 - Increase of **11,500 (14.1%)** in Retiree Healthcare.
 - Capital Project Appropriation decrease of **\$339,000 (33.4%)**



Planning for the future - Wastewater

- Goals planned in FY22
 - Implementation of cost of service rates and modeling
 - Presented to City Council in January 2020
 - Implementation continues in this Budget
 - Customer Service enhancements
 - Roll out of new billing system with Tyler / MUNIS
 - Continue inflow & infiltration improvements with relining program and sewer main replacements
 - Capacity improvements
 - Continuation of pump station replacements and upgrades
 - Technology updates to SCADA equipment and systems

ELECTRIC FUND BUDGET REVIEW



Fiscal Year 2021-2022

Presented June 2, 2021

- **Electric Utility Fund**

Electric Administration * Engineering *

Transmission & Distribution *

Power Plant Operations * Power Supply *

System Operations * *Meter Reading*

Electric Fund Budget - Summary

- Revenue decreased v. FY20 Original Budget-to-Budget (BTB) - **\$830K** Million **(-1.0%)** before Rate Stabilization transfer in of \$2.8 Million
- No planned rate changes, PCA Credit remains \$.0070/kwh
- Implementing the cost of service model in FY21 reduced most business and commercial bills
- Overall the utility is in excellent financial condition with adequate reserves
- Decrease in Power Supply and Plant Operations costs offset by decrease in capacity credits budget to budget (McKee closure).
- Major capital expenditures to be financed or paid from targeted reserves

Electric Fund Budget - Summary

- Major **increases/(decreases)** affecting revenues
 - Customer sales decrease **\$2,269,000 (-2.7%)** due to rate reductions
- Major **increases/(decreases)** affecting expenses
 - Power Supply cost decrease of **\$5.4 M budget to budget (56%)**
 - Estimated FY21 v Budget FY22 shows decrease of **\$3.0M**
 - *Actual capacity credits offset by reduced operation costs; **net result, loss of McKee will not impact power supply costs***
 - Operation costs decreased with closing of McKee (**\$2.5M**)
 - Would be even lower except costs to run Van Sant are not known yet – RFP pending
 - Capital expenditures increased from \$6.2M to \$21.7
 - \$7M will be financed for the Garrison Oak Substation
 - \$9M from Depreciation Reserve for decommissioning of the McKee Power Plant – set aside from utility fees for this exact purpose

Electric Fund Budget - Summary

- Major increases/(decreases) affecting revenues
 - Customer sales decrease **\$2,269,000 (-2.7%)** due to rate reductions
- Transfers to other accounts as follows
 - Transfer to Rate Stabilization Reserve \$2.0 million
 - Transfer to Improvement & Extension Reserve of \$3.7 million
 - Transfer to General Fund of \$11 million (approximately the same % of total revenue as FY15 first year of \$10M transfer)



Electric Debt Coverage

Table 7A - Projected Debt Amortization
Version: February 9, 2021

	Actual 2018	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028
Long-Term Debt Summary [3]											
Principal Outstanding - Beg. Bal.	\$ 18,620,000	\$ 17,890,000	\$ 17,125,000	\$ 16,475,000	\$ 15,690,000	\$ 14,870,000	\$ 14,005,000	\$ 13,095,000	\$ 12,140,000	\$ 11,135,000	\$ 10,080,000
Issue Debt	-	-	-	-	-	-	-	-	-	-	-
Cost of issuing debt	-	-	-	-	-	-	-	-	-	-	-
Principal	730,000	765,000	650,000	785,000	820,000	865,000	910,000	955,000	1,005,000	1,055,000	1,110,000
Interest	848,204	812,367	524,295	593,600	553,500	511,300	467,000	420,400	371,300	319,800	265,700
Total Payment	1,578,204	1,577,367	1,174,295	1,378,600	1,373,500	1,376,300	1,377,000	1,375,400	1,376,300	1,374,800	1,375,700
Debt Issue Cost/Discount Amortization	-	-	-	-	-	-	-	-	-	-	-
Principal Outstanding - End. Bal.	\$17,890,000	\$17,125,000	\$16,475,000	\$15,690,000	\$14,870,000	\$14,005,000	\$13,095,000	\$12,140,000	\$11,135,000	\$10,080,000	\$8,970,000

[1] Amortization of outstanding debt from debt service schedules for 19

[2] 2008 bond issue of \$22.2 million begins in FY2009.

[3] Figures for combined debt are sums of figures for outstanding debt and new debt.

Electric Fund Operations

- Accomplishments in FY21
 - Restored power (with help from other cities and contractors) to 8,200 customers in 4 days after EF1 tornado on August 4.
 - Signed Renewable Energy Purchased Power Agreement (PPA).
 - 50MW dedicated to the City of Dover
 - Includes Solar Renewable Energy Credits which have recently tripled in value
 - Market competitive energy costs plus capacity credits in PJM
 - Completed Phase 1 implementation of LED streetlight installation (before close of FY21).
 - Downtown installation
 - City-wide installation to be done in-house
 - Developed specifications for Garrison Oak substation.



Electric Fund Operations

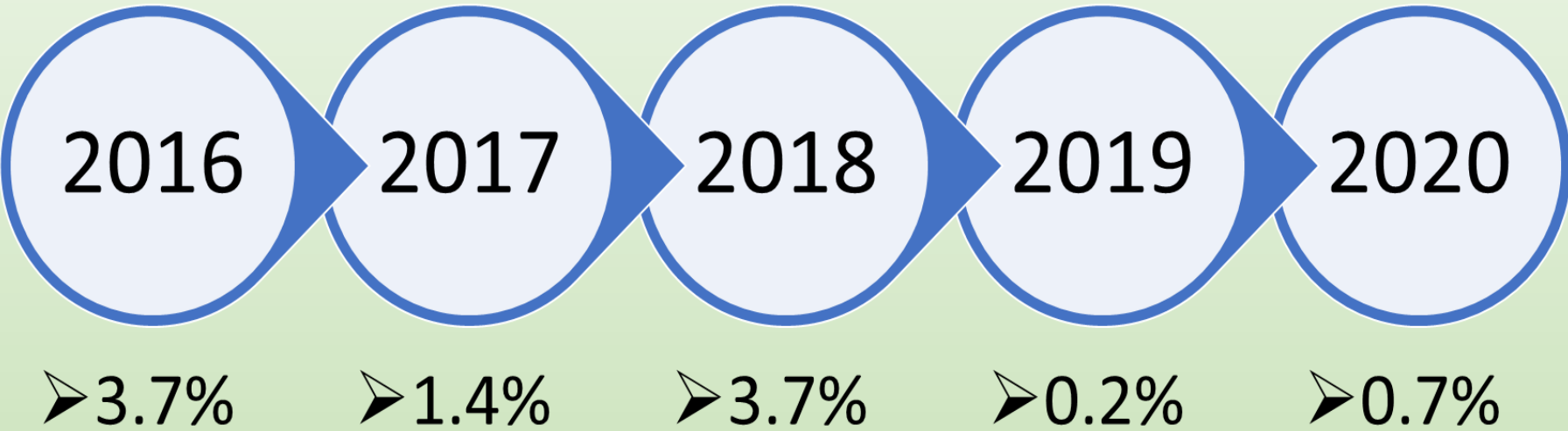
- Accomplishments planned in FY22
 - Provide a more customer centric approach to our business model with outreach and programs geared toward energy efficiency and large customers.
 - Renewable energy RFP. Recommendation to increase renewable energy resources.
 - Complete conversion of Electric GIS information into ACR-GIS (ESRI product) from ARC-FM (not ESRI).
 - Phase 1 and 2 (engineering, environmental) of the McKee #3 decommissioning budgeted at \$1 million.
 - Build Garrison Oak Substation.
 - Integration of new billing system with Tyler Munis.
 - Enter into an agreement to run Van Sant for 6 six year (projected life span).

Planning for the Future

- Integrated Resource Plan
 - Energy Generation/Purchase
 - *Unit 3 McKee to go out of service May 31, 2021*
 - *50 MW Solar Farm ~ Dec – Jun 2022*
 - Future Capacity
 - *Solar PPA includes some capacity*
 - *Evaluating options with TEA, customers and system*
 - Enhancements Substations
 - *Garrison Oak Business & Technical Park RFP in FY21*
 - *DAFB Replacement & Consolidation*
- Improved Operations
 - Technology
 - *LED street lights*
 - *Advance Metering Infrastructure (AMI)*
 - Better partnerships with DAFB and large volume customers

Planning for the Future

Yearly Percent of Runs in the Market for sale of Energy



POSITIVE IMPACT FROM A DECADE OF PARTNERSHIP

- 98M+** TRANSFER TO GENERAL FUND
- 5yrs** OF POWER COST ADJUSTMENTS CREDITS
- 3yrs** OF RETAIL RATE REDUCTIONS
- 34%** IN COST REDUCTION FOR RATEPAYERS

Final Cost of Service to City of Dover Ratepayers

Year	Budget	Actual
2012	88	78
2013	82	72
2014	68	74
2015	66	62
2016	65	55
2017	64	56
2018	62	59
2019	61	55
2020	60	52

Legend: Budget (Teal), Actual (Grey), Linear (Actual) (Dotted Orange)

Competitive & Stable Electric Rates Compared to State Average

DOVER **\$12.06** ↔ DELAWARE **\$12.83**

Available to spend \$ 653,000

Description	Department	Staff Cuts	Council cuts	Spending approved	Additional approved
		\$ (765,000.00)	\$ (1,749,100.00)	\$ 786,000	
No Property Tax Increase 3% (v. 2,5%) NB raise					\$ 352,000 \$ 50,000
Moving Expense	City Manager		\$ 20,000		
Legal Expenses	City Manager		50,000		
Special Projects	HR		50,000		
25% Economic Development	Mayor				25,000
Delete van replacement	Recreation		31,000		
Delete 2 FTE	Customer Service		\$ 97,800		
LAN Analyst deleted	IT				37,500
		Subtotal Admin/Rec	\$ 248,800.00		
Reduce inc to Fire	Fire		1,000		
50% buffer for Ambulance					
Contract	Life Safety		10,000		
Knox Box Update	Life Safety	23,200			
2 Trucks	Code Enforcement		50,300		
40% cut Demolition	Code Enforcement		100,000		
Defer hiring 4 officers 6 mos	Police				199,000
OT and Ed Asst	Police	75,000			
Tahoe	Police		62,600		
		Subtotal Public Safety	\$ 322,100.00		
Remote Access	Facilities Maint.	25,000			
City Hall Improvements	Facilities Maint.	50,000			
Craftsperson (2nd additional)	Facilities Maint.	59,000			
Craftsperson defer 6 mos	Facilities Maint.				29,500
Warehouse Improvements	Procurement & Inv	90,000			
River Road (MLK - US13)	Streets		380,000		
Townshend (US13 - End)	Streets		421,500		
Kent Ave N Alley	Streets		7,500		
Kent Ave S Alley	Streets		9,000		
Asphalt Hot Box	Streets		43,000		
Replace 2000 Backhoe	Streets		125,000		
Replace 2001 Dump Truck	Streets				156,000
Cyclomedia Software	Streets	48,000			
Replace Automated Truck	Sanitation		290,400		
Replace Vac Truck	Stormwater				364,000
Mirror Lake Drainage Basin	Stormwater	350,000			
Reduce Mulch Process Costs	Stormwater	44,800			
		Subtotal Public Works/City Buildings	\$ 1,943,200.00		

SPECIAL CITY COUNCIL MEETING

A Special City Council Meeting was held on June 14, 2021 at 5:32 p.m. with Council President Sudler presiding. Members present were Mr. Anderson, Mr. Boggerty, Mr. Neil, Mr. Hare, Mrs. Arndt, Mr. Rocha (arrived at 5:36 p.m.), Mr. Taylor (arrived at 5:40 p.m.), and Mr. Lindell. Mayor Christiansen was also present.

Council staff members present were Mr. Rodriguez and Mrs. McDowell.

ADOPTION OF AGENDA

Mr. Anderson moved for adoption of the agenda, seconded by Mr. Hare and unanimously carried.

Mr. Neil moved to recess into Executive Session pursuant to 29 Del. C. § 10004(b)(6) - Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion may disclose the contents of such documents (§10002(1)(1) - any personnel, medical or pupil file, the disclosure of which would constitute an invasion of personal privacy, under this legislation or under any State or federal law as it relates to personal privacy) and pursuant to 29 Del. C. § 10004 (b)(9) - Personnel matters in which the names, competency and abilities of individual employees are discussed, unless the employee requests that such a meeting be open. The motion was seconded by Mr. Anderson and unanimously carried.

The Special Council Meeting recessed into Executive Session at 5:33 p.m.

The Executive Session adjourned at 7:06 p.m.

ACTION RESULTING FROM THE EXECUTIVE SESSION

Appointment of Interim City Manager

During the executive session, members of Council considered the appointment of an interim or acting City Manager as the result of Mr. Randy Robertson's departure.

Mr. Neil moved to appoint Mr. Matthew Harline as the Interim City Manager effective June 1, 2021 with a 5% pay increase to continue until a new City Manager is in place. The motion was seconded by Mr. Anderson and unanimously carried.

Posting of City Clerk's Position

Mr. Boggerty moved to publicly advertise the City Clerk's position. The motion was seconded by Mr. Neil and unanimously carried.

Mr. Neil moved for adjournment, seconded by Mrs. Arndt and unanimously carried.

The Special Council Meeting adjourned at 7:16 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Special Meeting of June 14, 2021 are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Council-Minutes\2021\06-14-2021 SPECIAL COUNCIL MEETING - ES ACTION (PUBLIC) - Personnel Matters.wpd

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held by video conference on June 14, 2021 at 7:30 p.m. with Council President Sudler presiding. Council members present via video or telephone were Mr. Anderson, Mr. Boggerty (arrived at 7:37 p.m.), Mr. Neil, Mr. Hare, Mrs. Arndt, Mr. Rocha (arrived at 7:35 p.m.), Mr. Taylor (arrived at 7:50 p.m.) and Mr. Lindell.

Staff members present via video or telephone were Police Chief Johnson, Ms. Peddicord, Mr. Harline, Mr. Hugg, Mr. Rodriguez, and Mrs. McDowell. Mayor Christiansen was also present.

INVOCATION

The invocation was given by Mayor Christiansen.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilperson Arndt.

ADOPTION OF AGENDA

Mr. Neil moved for adoption of the agenda, seconded by Mrs. Arndt and unanimously carried.

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.

Mr. Hare moved for adoption of the consent agenda, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

PUBLIC HEARING - ELECTRIC FUND BUDGET

A public hearing on the Electric Fund Budget is required for compliance with City of Dover Electric Revenue Bonds Resolutions prior to adoption of the budget. Notice of the public hearing was properly advertised for this time and place.

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

Council President Sudler noted that the First Reading of the Budget Ordinances would take place during the latter part of the meeting and that the Final Reading and adoption of the Ordinances were scheduled for the Regular Council meeting of June 28, 2021.

ANNEXATION/REZONING OF PROPERTY LOCATED AT 115 FOX HALL DRIVE, OWNED BY EDWARD C. AND JOAN N. LARRIVEE

Mr. Dave Hugg, Director of Planning and Community Development, reviewed the Petition to Annex and Rezone property located at 115 Fox Hall Drive. The Planning Commission recommended the annexation of the property with the zoning designation of R-20 (One Family Residence), as submitted.

Public Hearing - Zoning Classification

Members considered a request for the rezoning of property proposed for annexation located at 115 Fox Hall Drive, consisting of 1.131+/- acres, owned by Edward C. and Joan N. Larrivee. The property is currently zoned RS-1 - Residential Single Family (Kent County zoning classification) and the proposed zoning is R-20 - One-Family Residence (City of Dover zoning classification).

A public hearing was duly advertised for this time and place to consider the rezoning of property located at 115 Fox Hall Drive, owned by Edward C. and Joan N. Larrivee.

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

Adoption of Annexation Resolution No. 2021-18

Members considered Annexation Resolution No. 2021-18 for property located at 115 Fox Hall Drive, owned by Edward C. And Joan N. Larrivee.

By motion of Mr. Neil, seconded by Mr. Hare, Council, by a unanimous roll call vote (Taylor absent), adopted Resolution No. 2021-18, as follows:

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 in accordance with Title 22, Chapter 1, Section 101 of the Delaware Code (22 Del.C.§ 101); and

WHEREAS, the Mayor and Council deem it to be 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 an annexation is petitioned by all owners of all property considered for annexation, no election shall be required. For an annexation petition not requiring an election, such petition shall be processed in accordance with procedures established for amendments to the zoning map, specified in Dover Code, Appendix B - Zoning. All annexation petitions shall be processed concurrently with the rezoning of the property considered for annexation and shall be subject to public hearing before City Council. Public notice shall be completed in accordance with the provisions of the Dover Code relating to amendment of the zoning map.

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, along with all adjacent paths, sidewalks, roadways, and rights-of-way in their entirety, 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 northerly side of Fox Hall Drive, being bounded as follows; on the North by lands now or late of Joe W. and Georgianna Burden, on the East by lands now or late of Samuel M. and Nancy H. S. Magrone, on the South by Fox Hall Drive (50 feet wide), on the West by lands of unknown ownership, as shown on a plan prepared by McClure Associates, Inc., dated 11/24/97, file#MA:11-23-97, and being more particularly described as follows:

Beginning at a found iron pipe in the northerly line of Fox Hall Drive, a corner for this lot and for said lands of Magrone, said beginning point located 1585.1 feet, as measured in a westerly direction, along the northerly line of Fox Hall Drive from its intersection with the westerly line of County Road #104; thence from said point of beginning the following four (4) courses and distances: (1) along the northerly line of Fox Hall Drive, South 68 degrees 40 minutes West a distance of 200 feet to a found iron pipe in line of said lands of unknown ownership, (2) thence with the same, North 31 degrees 32 minutes 41 seconds West a distance of 190.59 feet to a found iron pin in line of said lands of Burden, (3) thence with the same, North 51 degrees 16 minutes East a distance of 245 feet to a found iron pipe in line of said lands of Burden, a corner for said lands of Magrone, (4) thence with the same, South 21 degrees 20 minutes East a distance of 260.84 feet to a point, the point of beginning. Containing within said metes and bounds 1.131 acres of land, more or less. Said lot being known as 115 Fox Hall Drive.

2. That 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 this 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 15th day of June, 2021 at 12:01 a.m.

ADOPTED: JUNE 14, 2021

Final Reading/Adoption of Rezoning Ordinance #2021-08

Members considered Ordinance #2021-08 rezoning property located at 115 Fox Hall Drive, owned by Edward C. And Joan N. Larrivee.

Mr. Neil moved that the Final Reading of Ordinance #2021-08 be acknowledged by title only, seconded by Mrs. Arndt and carried by unanimous roll call vote (Taylor absent). (The First Reading of the ordinance was accomplished during the Council meeting of April 12, 2021.)

Mr. Neil moved for approval of the rezoning, as recommended by the Planning Commission. The motion was seconded by Mr. Hare and, by a unanimous roll call vote, Council adopted Ordinance #2021-08, as follows:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 115 FOX HALL DRIVE

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 Residential Single Family (Kent County zoning classification) to R-20 - One Family Residence Zone (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 have been amended by changing the zoning designation from RS-1 - Residential Single Family (Kent County zoning classification) to R-20 - One Family Residence Zone (City of Dover zoning classification) on that property located at 115 Fox Hall Drive, consisting of 1.131+/- acres, owned by Edward C. and Joan N. Larrivee. (Tax Parcel: ED-00-076.05-01-01.00-000; Planning Reference: AX-21-02; Council District: 1)

ADOPTED: JUNE 14, 2021

PUBLIC HEARING/BOARD OF ASSESSMENT APPEALS EXEMPTION REPORT - MAY 19, 2021 - INNUS PARKER - 239 GRINDING WHEEL DRIVE

Mrs. Cheryl Bundek, City Assessor, provided background information regarding the appeal of the denial of the request for a Disabled Citizen Reduction for Ms. Innus Parker, 239 Grinding Wheel Drive. Mrs. Bundek advised that Ms. Parker's request was denied because she was not able to submit an award letter from the Social Security Administration stating that she is currently receiving disability benefits.

Responding to Mr. Anderson, Mrs. Bundek stated that Ms. Parker did supply long-term disability documents through Verizon and it states that she must go to the Social Security Administration.

Responding to Mr. Neil, Mrs. Bundek advised that if Ms. Parker were to provide the award letter from the Social Security Administration, they would be able to give her the exemption for this year. She noted that normally their deadline is May 31st, but they allow for some seniors and those who are disabled to submit as long as it is before the City does their calculations, which would not be until after the Council meeting of June 28th. Once they do the tax calculations, then it becomes adjustments and refunds.

Responding to Mr. Taylor, Mrs. Bundek stated that they do the exemptions based on a yearly tax bill, so if Ms. Parker were to qualify by July 10th, if Council would allow it, they can go back to the July 1st billing, but they would not go retroactive for years.

Mr. Taylor disclosed that Ms. Parker is a family member of his and he would not be voting on this item.

Mr. Rocha disclosed that he had been in communication with Ms. Parker. He noted that in her current situation, Kent County does waive or give a discount for tax purposes without social security. He stated that the City's ordinance has social security written in it, but that it might be an item they could review.

Council President Sudler declared the public hearing open.

Ms. Innus Parker, 239 Grinding Wheel Drive, advised that she has been on long-term disability since 2008. She asked if Council would reconsider a clause for allowing her to get the deduction based on her current health situation. Ms. Parker noted that she has documentation from her primary care physician that states she is disabled.

Mr. Rocha asked if they made a change to the ordinance, what type of impact would it have as far as the City's tax base for defendants that are in Ms. Parker's condition. Mrs. Bundek stated that they could contact Kent County and get a list of all of their applicants, but she was not sure if they put them in a category on why they are disabled. Mr. Rocha stated that he did not realize that Kent County gave discounts to anyone less than 100%. Mrs. Bundek noted that she believed the person could have a doctor's note saying they were a 100% disabled and have a veteran's disability.

Responding to Mrs. Arndt, Ms. Parker stated that her hearing with Social Security was scheduled for the following afternoon. Ms. Parker noted that Social Security usually sends out a letter, but did not think that they would tell her right away because it is with a judge.

Responding to Mr. Lindell, Mrs. Bundek stated that every year the citizens have to come in and provide an updated award letter or they will not be approved. She noted that as long as it is an award letter from Social Security, they would be approved.

Responding to Mr. Lindell, Mrs. Bundek stated that they could hold off, pending the result of the hearing. She advised that if Council would direct her to wait and if Ms. Parker receives the letter by a certain date they can make an adjustment to her tax bill. It is usually about \$200 depending on what the tax rate is and it takes \$50,000 off the value of her home. She noted that if Ms. Parker makes the payment, if it does not happen before July 31st, they can make the refund as long as Council directs it.

Mr. Lindell moved to delay the consideration for a month until they receive that letter. The motion failed for the lack of a second.

Mrs. Bundek asked for clarification that if Ms. Parker did not provide the award letter, then it would be denied and would not be brought up until next year. Mr. Lindell stated that if Ms. Parker gets the letter they could handle it at another meeting. Mrs. Bundek stated that if Council wants it to come back to another meeting, she would not be available after the next meeting in June.

Mr. Neil suggested that the motion be for sending it back for six months until January 1, 2022.

Mr. Hare stated that they did not need to go back on the item and to give it to Ms. Parker. He stated that if she does not have the letter by January 1st, then they have to revisit it.

There being no one else present wishing to speak, Council President Sudler declared the public hearing closed.

Mr. Neil moved to the delay the decision until January 1, 2022 on the case to permit the receipt of a social security decision. The motion was seconded by Mr. Lindell.

Mr. Anderson stated that if Ms. Parker does not get the letter by January 31st, then she will get a tax bill, but if she provides that letter, then they will make an adjustment and give a refund.

Mr. Neil moved to the delay the decision until January 1, 2022 on the case to permit the receipt of a social security decision. The motion was seconded by Mr. Lindell and carried with Mr. Taylor abstaining.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF MAY 10, 2021

The Minutes of the Special Council Meeting of May 10, 2021 were unanimously approved by motion of Mr. Hare, seconded by Mr. Neil and bore the written approval of Mayor Christiansen .

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF MAY 24, 2021

The Minutes of the Regular Council Meeting of May 24, 2021 were unanimously approved by motion of Mr. Hare, seconded by Mr. Neil and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF JUNE 7, 2021

The Minutes of the Special Council Meeting of June 7, 2021 were unanimously approved by motion of Mr. Hare, seconded by Mr. Neil and bore the written approval of Mayor Christiansen.

BOARD OF ASSESSMENT APPEALS - MAY 19, 2021

The Board of Assessment Appeals was brought to order at 9:00 AM, by Chairman William Garfinkel. Board Members present were: Chairman William Garfinkel, Board Members Tom Burns, Todd Stonesifer, John Davis as well as City Deputy Solicitor Gary E. Junge. Staff present were City Assessor Cheryl A. Bundek, Customer Service Director Patricia Marney and Administrative Assistant Annette Hart.

Agenda Additions/Deletions

By unanimous vote, the agenda was approved as presented.

Adoption of Consent Agenda

Central Delaware Habitat for Humanity
Locations: 133 S Queen St & 127 S Queens

Mr. Stonesifer moved to adopt the consent agenda which was seconded by Mr. Burns.

Motion carried 4-0

Farm Land Exemptions**Farm Lands LP**

Locations:	Exempt Request:
43 AC Wyoming Mill Road	\$995,900

BACKGROUND AND ANALYSIS

A request for farmland exemption was submitted to the Assessor's Office.

The property was purchased October 15, 2013 and is currently used to grow vegetables.

RECOMMENDED ACTION: Recommend that the request for exemption be reviewed.

Representing Farm Lands LP was McKenzie Peet. Ms. Peet told the board that her clients are currently taxed on the farm land on Wyoming Mill Road and are asking for a farmland exemption. She provided pictures showing that the land is currently farmed.

The Assessor pointed out that another piece of property located within the City of Dover city limits and owned by Fam Land LP was already classified as tax exempt.

After being asked by Mr. Stonesifer what the staff recommendation is, Mrs. Bundeck explained that the land falls within the guidelines of Farmland and should therefore be approved.

Mr. Junge was asked by Chairman Garfinkel what his legal opinion was. Mr. Junge said that he sees no issue with the application since the land was farmed.

Mr. Burns questioned why this piece of land currently taxed and not exempt?

Mrs. Bundeck explained that the owner had not applied for an exemption with the City until now and was also currently taxed by the county, even though the company had owned this parcel since 2013. Mrs. Bundeck also pointed out that the exemption

should be retro-active to July 2020.

Mr. Burns made the motion to approve the exemption to be retro-active to 2020.

Mr. Stonesifer seconded the motions.

Motion carried 4-0

Mrs. Bundek informed the appellant, that the City Council has the final decision and that a letter with the date of the Council Hearing would be mailed.

By consent agenda, Mr. Hare moved for approval of the Board of Assessment Appeals' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Exempt Requests

Central Delaware Housing Collaborative

Locations:	Exempt Request
731 W Division Street	\$ 112,000
801 W Division Street	\$ 296,200

BACKGROUND AND ANALYSIS

An exemption request for the above referenced properties was submitted to the Assessor's Office.

Both properties were purchased August 2019 and will be used as a Woman's Homeless Shelter.

RECOMMENDED ACTION: Recommend that the request for exemption be reviewed.

Present for the hearing were Ms. Bradshaw, Chair and Mr. Merchant, Director.

Ms. Bradshaw started by telling the board that the Central Delaware Housing Collaborative was an initiative started by the Mayors Blue Ribbon committee to end the homelessness in the City of Dover.

The organization wanted to help homeless woman without children, because Dover already had two existing homeless shelters for woman with children. The organization acquired the property located at 801 W Division Street and opened its doors to homeless woman in 2020.

The goal of the organization is to prepare the woman for permanent housing, as some

can leave the shelter and move into permanent housing, others are not and are then transitioned from the shelter into the transition home located at 731 W Division Street and then into permanent housing.

Chairman Garfinkel asked what the properties were used for in the past.

Mr. Merchant explained that they were owned by an organization called "Aid in Dover" and were used as a shelter for youth.

The Assessor told the board that the property used to be exempt from property taxes but were put back on the tax roll during the Exemption Audit because they were no longer occupied.

Mr. Junge asked when the organization was formed?

Ms. Bradshaw explained that it was formed in 2018 and was started by the Mayors initiative to end the homelessness in Dover.

Mr. Burns was wondering how many women were able to be housed by the shelter.

Mr. Bradshaw said that the shelter can house 16 women but due to COVID restriction there were currently only 10 women in the shelter.

Mr. Merchant explained that the women remain under case management for a year after they leave the shelter.

Mr. Junge explained that the organization falls under a charitable organization, which means that it is optional for the Board to grant the exemption.

Mr. Stonesifer made the motion to approve both properties for the exemption.

Mr. Burns seconded the motion.

Motion carried 4-0.

Mrs. Bundeck informed the appellant, that the City Council has the final decision and that a letter with the date of the Council Hearing would be mailed.

By consent agenda, Mr. Hare moved for approval of the Board of Assessment Appeals' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

St. Nicholas Ukrainian Orthodox Church

Location	Exempt Request
870 Forest Street	\$699,700

BACKGROUND AND ANALYSIS

An exemption request was submitted to the Assessor's Office.

This property was purchased by the Church in November of 2017. Per the application, this is the only Orthodox Church in Kent County and is also home to the only Gambler's Anonymous Group outside of New Castle County. If this exemption is approved, it is requested that the exemption be retro-active to July 2020 billing.

RECOMMENDED ACTION: Recommend that the request for exemption be reviewed.

Father Steven Hutnick, pastor at St. Nicholas Ukrainian Orthodox Church was present for the hearing. He told the board that the church purchased the property in 2017. He also mentioned that the church is home to the only Gamblers' Anonymous Group outside New Castle County. Father Hutnick said that due to the pandemic the church has not been able to have any fundraisers.

Mrs. Bundek advised the board that this exempt request would also be retro-active to the tax billing of 2020.

Mr. Stonesifer pointed out that there are two buildings on the property and asked what the building in the back of the property was used for?

Father Hutnick told the board that the building is currently vacant but had been used as a daycare in the past. He pointed out that the church was currently looking to rent the building out to another daycare provider for approximately \$3000 a month. Mr. Hutnick explained that the building in the back of the property was separate from the church and that he was only requesting the exemption for the church.

The Assessor pointed out that the two buildings were located on one parcel.

Chairman Garfinkel asked the board members if they should request the financial statements from the church to make sure they were not making a profit on the future rental property.

Mr. Junge believes that the portion of the property used for income should not be exempt.

Mr. Stonesifer agreed, he pointed out that the board had similar cases come before them and they had decided that in such cases the portion of the property generating income would not be exempt from property taxes.

The board agreed unanimously that the percentage of the building generating income needed to be separated from the church.

When asked by the board members what the best way would be to divide the two parcels, Mrs. Bundek said that she could take the portion of the building and part of the land around the building and create a separate parcel for taxing purposes. This would be done after the hearing, at which time she would notify the board with the taxable square footage of the broken-out portion of the property.

Mr. Junge was concerned and suggested for the appellant to get an appraisal done that would show the values of the parcel split, because the City may not be able to defend the new values if this was done by the Assessor, should this go to court.

Father Hutnick assured that the church would not take this matter to the courts. He asked the board to come up with a fair solution.

Mrs. Bundek was concerned about the time it would take for the appellant to get an appraisal done.

Chairman Garfinkel proposed to keep the hearing open until an appraisal can be provided.

Father Hutnick mentioned that both the church and the daycare would be using the parking lot.

Mr. Stonesifer explained that those concerns would be addressed by the appraisal.

Mrs. Bundek told the board that the appraisal should only consist of the break down of the property and not the value, since the city has already assessed the property.

Mr. Stonesifer disagreed, in his opinion the appraisal should include the appraised amount for the buildings.

The Assessor suggested breaking out the building only because the church also uses the parking lot as mentioned by the Father.

Chairman Garfinkel asked Mrs. Bundek if she could break out the building and the land.

Mrs. Bundek explained that the software would allow her to create a separate parcel for tax purposes only.

Father Hutnick agreed with the way the Assessor proposed to calculate the taxes for the daycare.

Mr. Stonesifer moved to tax the square footage of the daycare and the land beneath it and for the rest of the property to be exempt based on the Assessor's calculations to be retro-active to the tax year 2020.

Mr. Burns seconded the motion.

Mrs. Bundek informed the appellant, that the City Council has the final decision and that a certified letter with the date of the Council Hearing would be mailed.

Motion carried 4-0.

By consent agenda, Mr. Hare moved for approval of the Board of Assessment Appeals' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Bayhealth Medical Center Inc.

Location	Exempt Request
30 Old Rudnick Road	\$1,969,700

BACKGROUND AND ANALYSIS

An exemption request was submitted to the Assessor's Office

This property was purchased in November 2019 and is being used by Bayhealth's internal billing, finance and administrative staff.

RECOMMENDED ACTION: Recommend that the request for exemption be reviewed.

Mr. Tretina, Chief Financial Officer for Bayhealth Medical Center Inc. was present for the hearing.

He told the board that this building was used for internal billing, finance and administrative purposes.

He explained that the organization was exempt from Federal Income Tax under section 501(c) 3 of the internal Revenue Service.

Mr. Burns recused himself from voting on this exempt request.

Mr. Garfinkel asked the Assessor what her recommendations were?

The Assessor said that since the building is used by the Bayhealth organization and was not rented to any other organization, she would recommend the exemption be approved.

Mr. Stonesifer made the motion to approve the exemption which was seconded by Mr. Davis.

Mrs. Bundek informed the appellant, that the City Council has the final decision and that a certified letter with the date of the Council Hearing would be mailed.

Motion carried 3-0

By consent agenda, Mr. Hare moved for approval of the Board of Assessment Appeals' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Delaware State University Foundation

Location	Exempt Request
225 Walker Road	\$578,600
Walker Road	\$ 4,900
Walker Road	\$ 800

BACKGROUND AND ANALYSIS

An exemption request was submitted to the Assessor's Office.

These properties were purchased on March 01, 2021 by the Delaware State University Foundation and will be used as the Presidents House and Conference Center for the University.

Richard Forsten, Attorney and Henrietta Savage, controller were present for the hearing.

Mr. Forsten started by telling the board that the current President's House for the University needed renovation, therefore, the University purchased the property located at 225 Walker Road, which consists of 3 parcels all together. Two of the parcels are slivers of land located along side of the driveway leading up to the house. The University uses the first floor of the current President's house for seminars, meetings, fund raising and is using the second floor as the President's residence. The plan for the new President's house at 225 Walker Road is to be the same.

Mr. Davis explained that the two small parcels were part of the drive way which was also leading to two other residence.

Mr. Stonesifer asked if the organization was going to charge the other properties any maintenance fees.

Mr. Forsten said that the organization was not planning on charging a fee, due to the staff and time it would take to bill the fees.

Mr. Stonesifer made the motion to approve the exempt request, which was seconded by Mr. Davis.

Chairman Garfinkle asked what the relationship was between the two organization.

Ms. Savage explained that Del State University owns Delaware State University Foundation and that the Delaware State University Foundation was used to raise funds for the University. She told that board that the property was paid for by the Foundation through donations.

Motion carried 4-0

By consent agenda, Mr. Hare moved for approval of the Board of Assessment Appeals' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Disabled Citizen Reduction Appeal

Parker Innus

Location	Reduction Request
239 Grinding Wheel Road	\$50,000

BACKGROUND AND ANALYSIS

An appeal was submitted to the Assessor's Office.

Ms. Parker submitted application to be considered for the "Disabled Citizen Tax Reduction".

Her request was denied because Ms. Parker was not able to submit an "Award Letter" from the Social Security Office, stating that she is currently receiving disability benefits, as requested on the "Disabled Citizen Property Tax Reduction Form" provided by the City of Dover Assessor's Office and per our City ordinance (Sec 102-184).

RECOMMENDED ACTION: Recommend that the request for exemption be reviewed.

Mr. Parker was present for the hearing. She told the board that she has been on long term disability with her previous employer and is no longer able to work.

The appellant explained that in her opinion the disability requirement for Long Term Disability mirror the requirement for Social Security disability.

She explained that she went though a series of doctor's exams and evaluations to be awarded Long Term Disability.

Ms. Parker asked why people that are not listed disabled through the Social Security Administration were not able to receive the property tax reduction. She told the board that she was able to get the disability reduction with the county and asked if the board would be willing to give her the reduction for the City of Dover taxes with the Long-Term Disability she was receiving.

Chairman Garfinkel asked Ms. Parker if she had applied for disability through Social Security, she told him that she was scheduled for a hearing in June.

Chairman Garfinkel asked if she had ever received an award letter from the Social Security Administration.

Mr. Parker told him that she had not received an award letter from the Social Security Administration but does have a note from her doctor.

Chairman Garfinkel pointed out that the city code requires an award letter from the Social Security Administration to be able to receive the reduction. He pointed out that only City Council can approve changes to the city code after Ms. Parker asked whom she should talk to get the requirement changed and to present her case.

Chairman Garfinkel suggested Ms. Parker start by meeting with the Chair for the Legislative & Finance Committee.

Mrs. Bundek explained that in 2008 an Ad-Hoc committee was formed to look into a property tax reduction for the disabled, because the City was only granting reductions to Seniors. She told the board that the committee consisted of one councilman and several members of the community. This committee recommended to council that only citizens with a 100% disability through the Social Security Administration would be able to apply for the reduction.

Mrs. Bundek told Ms. Parker that this was the reason she had not been able to qualify for the reduction, that her office must go by what the code states. She also explained that the county had different qualifications than the city. Mr. Junge agreed that the law is the law and that the Assessor's office had to go by what the law said.

Ms. Parker explained that she was under the impression, that by coming before the Board of Assessment Appeals, she could appeal the Assessor's decision to deny her application.

Mrs. Bundek explained that going before the board would be her only way for her to appeal the Assessor's decision and that the board would make recommendations to Council.

Mr. Stonesifer made the motion to deny the appeal, which was seconded by Mr. Davis.

Motion carried 4-0.

Mrs. Bundek informed the appellant, that the City Council has the final decision and that a certified letter with the date of the Council Hearing would be mailed. The meeting was adjourned at 11:00 A.M.

A Public Hearing was held at the beginning of the City Council meeting to consider the appeal of the denial of the request for a disabled citizen reduction at which time the decision was delayed until January 1, 2022 on the case to permit the receipt of a social security decision.

By consent agenda, Mr. Hare moved for acceptance of the Board of Assessment Appeals Report, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

COUNCIL COMMITTEE OF THE WHOLE REPORT - MAY 25, 2021

The Council Committee of the Whole Meeting was held by video conference on May 25, 2021 at 6:00 p.m., with Council President Sudler presiding. Members of Council present via video or telephone were Mr. Anderson, Mr. Neil, Mr. Boggerty, Mrs. Arndt, Mr. Rocha, Mr. Taylor, and Mr. Lindell. Mr. Hare was absent. Civilian members present for their Committee meetings were Ms. Maucher (*Utility*), Mr. Contant (arrived at 6:04 p.m.) and Mr. Shevock (*Legislative, Finance, and Administration*), and Mr. Shelton (*Safety Advisory and Transportation*).

UTILITY COMMITTEE

The Utility Committee met with Chairman Rocha presiding.

Adoption of Agenda

Mr. Neil moved for adoption of the agenda, seconded by Mr. Anderson and unanimously carried.

Review of Water Utility/Wastewater Utility Fees for the Fiscal Year 2021-22 Budget

Mr. Matt Harline, Assistant City Manager, reviewed the background and analysis for the Water Utility/Wastewater Utility Fees for the Fiscal Year 2021-22 Budget.

Staff recommended directing staff to include rate increases in FY 2021-22 Proposed Budget.

Responding to Mr. Neil, Mr. Harline stated that there were no ARP funds included in the utility accounts but that there may be an opportunity to use some of the funds for this if it could relate to clean drinking water and infrastructure improvements.

Responding to Mayor Christiansen, Mr. Lyon stated that there had been an emergency repair at Lincoln Park but the project was completed before the road was re-paved about two years ago. He stated that Water/Wastewater had repaired about two hundred feet of sewer pipe that had collapsed at that location.

Responding to Mayor Christiansen, Mr. Lyon stated that the Denny's Road project had been budgeted in Fiscal Year 2021 and he believed the approximate cost was \$3.2 to \$3.4 million. He noted that they were considering a 1 million gallon tank to increase pressures in that area, as well as potential capacity for future development.

Responding to Mayor Christiansen, Mr. Lyon stated that the projects known as Stonebrook East and West were built and currently had capacity.

Responding to Mr. Harline, Mr. Lyon stated that through the half point of the Fiscal Year, Dover had received two times as much rain as the previous year, which had caused a delta. He stated that the City could decrease the groundwater fee if it could get everything tightened up which would mean cheaper rates for constituents.

Mr. Neil moved for adjournment of the Utility Committee meeting, seconded by Mr. Taylor and unanimously carried.

Meeting adjourned at 6:31 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

Mr. Neil moved for adoption of the agenda, seconded by Mr. Taylor and unanimously carried.

Evaluation of Bids - Fiscal Year 2021 Street and Alley Program

Ms. Sharon Duca, Public Works Director, reviewed the background and analysis regarding the Fiscal Year 2021 Street and Alley Program.

Staff recommended awarding the contract to Grassbuster's Landscaping, for the City of Dover FY 2021 Street and Alley Program, Bid #21-0034PW, for the amount of \$713,294.

Responding to Mr. Neil, Ms. Duca stated that based on Public Work's current

evaluation, the sections in question would not involve any tree work and Grassbuster's Landscaping had done the 2019 street program and was qualified to do concrete and asphalt work.

Responding to Mr. Shevock, Ms. Duca stated that Public Works had received seven bids in total for the project. She stated that some of the bids were close in range but there was a range of almost \$300,000 between the bids overall.

Responding to Councilwoman Arndt, Ms. Duca stated that the problem with North Bradford Street was that the trees were impacting the roadway in certain areas, so it would need a more detailed review to see if paving would impact a future design of North Bradford in regards to preserving the trees.

Responding to Mr. Sudler, Ms. Duca stated that Public Works had not moved forward on any action with Conwell Street but that they could investigate the matter further to come up with a plan. She stated that Raymond Street was supposed to be extended as part of a proposed development which was being analyzed through that development for its dedication to the City.

Responding to Mr. Sudler, Ms. Duca stated that she believed the development would be apartments and the proposed access is through Mishoe and Raymond Street.

Responding to Mr. Sudler, Ms. Duca stated that she was referring to a new development behind Mishoe Towers. She stated that Raymond Street extended down to the railroad tracks and there was another road or paper street that extended north into the property in the back which is where access is planned.

Responding to Mr. Boggerty, Ms. Duca stated that the procurement manager ensures that the invitation to bid is sent out to minority and women owned businesses. She stated that in terms of Dover business there was one bid but it was about \$300,000 more than the low bid. Ms. Duca stated that the City does not ask for information regarding the diversity or makeup of a company.

Mr. Anderson stated that minority businesses are able to submit that kind of information which would give them about a 3% preference in the bid.

Responding to Mr. Boggerty, Ms. Duca stated that the incentive was included in the bid package.

Responding to Mr. Lindell, Ms. Duca stated that in addition to looking at road ratings, Public Works was also doing road repairs following sewer main work. She stated that it would take approximately one year after that work had been done and settled to repair the roadway. Ms. Duca stated that they were also dealing with roads with extreme maintenance issues where the amount of material being used on maintenance made the road repair a priority. She stated that they would be

reevaluating the road ratings in the near future to view all roads as equal rather than based upon traffic that was involved on the roadway.

Mrs. Arndt stated that both she and Mr. Neil had received concerns from constituents specific to the North Bradford project. She noted that the North Bradford Street residents were unaware of the tree removal project. Mrs. Arndt advised that the street scape project on South Bradford Street was well received due to the door to door interactions and workshop at the library to make the residents aware of which trees would be impacted. She suggested that a similar process be conducted for the North Bradford Street residents.

Responding to Mr. Anderson, Ms. Duca stated that since the project came in under budget she would like to save some funds in case there was an overage, but they also have the ability, based on the way the bid and purchasing policy were written to increase it by 25% if they wanted to add additional streets. She stated that there was also the possibility that they would need some of the project to do some engineering design with some of the street program in the future. Ms. Duca stated that it would stay in holding for street related projects or needs.

Mr. Sudler moved that Council instruct Ms. Duca to move forward with an investigation in regards to Conwell Street as to how to get the road repaired and/or to get it dedicated to the City through the County as soon as possible. The motion was seconded by Mr. Rocha and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Mr. Neil moved to recommend approval of staff's recommendation to award the contract to Grassbuster's Landscaping, for the City of Dover FY 2021 Street and Alley Program. The motion was seconded by Mr. Rocha and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Evaluation of Bids - North Bradford Street Tree Removal

Ms. Sharon Duca, Public Works Director, reviewed the background and analysis regarding the evaluation of bids for the North Bradford Street Tree Removal.

Staff recommended awarding the contract to Asplundh Tree Expert, LLC, for the City of Dover North Bradford Street Tree Removal, Bid #21-0035PW, for the amount of \$122,015.80.

Responding to Mayor Christiansen, Ms. Duca stated that one of the big issues with this project was making the street ADA compliant.

Responding to Mr. Taylor, Ms. Duca stated that the tree replacement was evaluated by City staff and there were six different species selected because of the amount of space available on Bradford Street between the curb and sidewalk. She advised that it was also proposed that they be planted with root deflectors to help them flourish in the future and avoid future issues with ADA compliance. Ms. Duca noted that the selected trees would be shown to the public as the options available for the tree replacements and would most likely be planted in the fall season because it was the best time for planting new trees to help them establish.

Responding to Mr. Neil, Ms. Duca stated that the project could be delayed; however, they would need to determine how much longer the contractor that currently had the Fiscal Year 2020 street program would be able to maintain their prices. She advised that even if it was not within the time frame, projects could be rescheduled into a different year to allow more time for public input and possibly additional design.

Mrs. Arndt moved to refer the North Bradford Street tree removal project back to staff for recommendations on public engagement and design improvements and move in line with the South Bradford Street project. The motion was seconded by Mr. Sudler and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Review of General Fund Fees for the Fiscal Year 2021-22 Budget

Mr. Matt Harline, Assistant City Manager, reviewed the background and analysis for the General Fund Fees for the Fiscal Year 2021-22 Budget.

Staff recommended directing Staff to include rate increases in the FY 2021-22 Proposed Budget.

Responding to Mr. Boggerty, Mr. Harline stated that there were an average of 318 police false alarms within the City in Fiscal Year 2019-20. Mayor Christiansen asked that staff consider increasing the fines for malfunctioning and automatic fire alarms on behalf of the Fire Department.

Responding to Mr. Contant, Mr. Harline stated that the projected shortfall for Fiscal year 2022 would be about \$450,000.

Responding to Mr. Contant, Mr. Harline stated that the City had never tried to make this a full enterprise fund before, meaning they had never set the rates at a level to cover all of the costs, which is what they were attempting now. He noted that the last

time the fees were increased were in Fiscal Year 2017-18. Mr. Harline advised that by 2023 the City would take in more money than the cost to provide the service.

Responding to Mr. Anderson, Mr. Harline, referring to the Proposed Sanitation Rates, stated that the City could hold the fees for the 300 gallon service rather than lowering them and raising them again in the future. He advised that they were intentionally bringing the mobile home rate even with the residential rate.

Ms. Duca stated that the largest cost overall was the tipping fee for the waste. She advised that parts of commercial services do not receive all of the same services as the residential. Ms. Duca explained that they were trying to get more equity in terms of the actual services received as well as the volume of waste received from different types of customers.

Mr. Neil moved to recommend approval of staff's recommendation of the proposed sanitation rates except for the proposed decrease for Fiscal Year 2022 for the 300 gallon service rates, which should remain at the Fiscal Year 2021 rate. The motion was seconded by Mr. Shevock and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Mr. Neil moved for adjournment of the Legislative, Finance and Administration Committee meeting, seconded by Mr. Shevock and unanimously carried.

Meeting adjourned at 7:46 p.m.

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

The Safety Advisory and Transportation Committee met with Chairman Taylor presiding.

Adoption of Agenda

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

Request for Waiver - Appendix A - Subdivisions, Article VI - Subdivision - General Requirements and Design Standards, Section E - Lots (Lands of Fountainview, LLC at 100 Ridgely Street) - Waiver to Reduce Required Lot Frontage Width on a Public Street Associated with Minor Subdivision Plan to Subdivide Property Consisting of 7.3386 Acres into Two Parcels (Lot 1 and Lot 2)

Mrs. Dawn Melson-Williams, Principal Planner, reviewed the Petition to Waive the Zoning Ordinance Provision: Reduction of Lot Frontage Width Requirement on a

Public Street Associated with Minor Subdivision Plan to Subdivide property consisting of 7.3386 acres into two parcels (Lot 1 and Lot 2) at 100 Ridgely Street, requested by Lands of Fountainview, LLC.

Staff recommended approval of the Minor Subdivision Plan and approval of the Waiver Request to reduce the required lot frontage on a public street subject to conditions.

Mr. Neil moved to recommend approval of staff's recommendation, seconded by Mr. Anderson and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Review of Bike Friendly Community Status

Mrs. Lisa Chase reviewed the application process for renewing the City of Dover's Bronze Bike Friendly Community Status.

Responding to Mr. Sudler, Mrs. Chase stated that the City was looking to retain its Bronze status. She advised that it would be unrealistic to try to achieve Silver status at this time but that may be a possibility in four more years.

Responding to Mr. Lindell, Mrs. Chase stated that the cost to complete the application would be between \$750 and \$1,000. Mayor Christiansen stated that the application would be covered by the Parks and Recreation budget or the City Manager's budget.

Mr. Neil moved to cover the cost of the application for the bike-friendly community status from the Parks and Recreation budget up to \$1,000. The motion was seconded by Mr. Anderson and unanimously carried.

By consent agenda, Mr. Hare moved for approval of the Committees' recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

Discussion - Update on a Mobile Command Centre and Substation

Mayor Christiansen reviewed his research into other communities utilizing standing substations as well as mobile command posts.

Chief Thomas Johnson reviewed the pilot plan for a mobile substation and the possibility of utilizing a 2001 Ford chassis based vehicle already owned by the department.

Mr. Neil stated that he felt the mobile substation would not need to have a large police sign on it due to the fact that it could be used for many things in addition to community policing.

Responding to Mr. Anderson, Chief Johnson stated that the vehicle would have a police presence, probably more than one, at all times.

Responding to Mr. Rocha, Chief Johnson stated that they envision a lot of options and different services would be provided by the mobile substation.

Mr. Taylor shared photos of a building available for lease for a potential police substation.

Mr. Neil moved for adjournment of the Safety Advisory and Transportation Committee meeting, seconded by Mr. Rocha and unanimously carried.

Meeting adjourned at 8:37 p.m.

Mr. Rocha moved for adjournment of the Council Committee of the Whole meeting. The motion was seconded by Mr. Boggerty and unanimously carried.

Meeting adjourned at 8:38 p.m.

By consent agenda, Mr. Hare moved for acceptance of the Council Committee of the Whole Report, seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

MONTHLY REPORTS - APRIL 2021

By motion of Mr. Hare, seconded by Mr. Neil, the following monthly reports were accepted by consent agenda:

- City Assessor's Report
- City Council's Community Enhancement Fund Report
- City Manager's Report
- City Planner's Report (March and April)
- Controller/Treasurer's Budget Report
- Fire Chief's Report (March and April)
- Police Chief's Report

APPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN - ELECTION BOARD - HEATHER D. ENNIS - THREE-YEAR TERM TO EXPIRE ON MAY 1, 2023 (TO FILL THE UNEXPIRED TERM OF JUANITA F. WALKER)

Mayor Christiansen requested the appointment of Heather D. Ennis to the Election Board for a three-year term to expire May 1, 2023 (to fill the unexpired term of Juanita F. Walker).

By consent agenda, Mr. Hare moved for approval of the appointment, as recommended by Mayor Christiansen. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Boggerty, Rocha, and Taylor absent).

2020/21 ANNUAL COMMITTEE APPOINTMENTS - COUNCIL COMMITTEE OF THE WHOLE SUBCOMMITTEES - RECOMMENDED BY COUNCIL PRESIDENT SUDLER AND COMMITTEE CHAIRS (DEFERRED DURING THE ANNUAL MEETING OF MAY 10, 2021)

By consent agenda, Mr. Hare moved for approval of the following appointments, seconded by Mr. Neil and carried by unanimous roll vote (Boggerty, Rocha, and Taylor absent):

Legislative, Finance, and Administration Committee

Jonathan D. Contant (Recommended by Chairman Anderson)

Daniel T. Shevock (Recommended by Council President Sudler)

Parks, Recreation, and Community Enhancement Committee

Dante Jones (Recommended by Chairman Boggerty)

Michael W. Lewis (Recommended by Council President Sudler)

Safety Advisory and Transportation Committee

Dana Shelton (Recommended by Council President Sudler)

Utility Committee

Jennifer L. Harris (Recommended by Chairman Rocha)

LaVaughn McCutcheon (Recommended by Council President Sudler)

APPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT SUDLER (DEFERRED DURING THE ANNUAL MEETING OF MAY 10, 2021)

By consent agenda, Mr. Hare moved for approval of the following appointments, seconded by Mr. Neil and carried by unanimous roll vote (Boggerty, Rocha, and Taylor absent):

Downtown Dover Partnership Board of Directors

Mayor Robin R. Christiansen

Assistant City Manager, Matthew Harline

Councilman Fred A. Neil

City Planner, David S. Hugg III

Councilman Ralph L. Taylor Jr.

Economic Development Committee

Mayor Robin R. Christiansen, Chair (Ex-Officio)

Councilman Fred A. Neil

Councilman Ralph L. Taylor Jr.

Kim I. Adams (Minority Voting Member)

Clayton E. Hammond II (Minority Voting Member)

Assistant City Manager, Matthew Harline

City Planner, David S. Hugg III

Designee of the Downtown Dover Partnership, Diane Laird

Kent County Tourism

Councilman Fred A. Neil

Kent Economic Partnership

Mayor Robin R. Christiansen (Council President's Designee)

Liaison to Kent County

Mayor Robin R. Christiansen

Council President Roy Sudler Jr.

Assistant City Manager, Matthew Harline

Councilman David L. Anderson

Councilwoman Tricia K. Arndt

Councilman Andre M. Boggerty

SETTING OF ELECTRIC, WATER, AND WASTEWATER RATES AND TARIFFS

Mr. Matthew Harline, Interim City Manager, reviewed the proposed electric, water, and wastewater rates and tariffs.

Staff recommended adoption of the Rates and Tariffs as presented for Fiscal Year 2021, setting the power cost adjustment of \$0.0070 per kWh.

Mr. Hare moved to adopt the rates and tariffs, as presented (Exhibit #1). The motion was seconded by Mr. Neil and unanimously carried.

CONSIDERATION OF THE JUNETEENTH HOLIDAY

Mr. Hare stated that the Juneteenth Holiday is a special day for a lot of people and it is also recognized by the state and the City of Wilmington. He stated the City of Dover should also make it a holiday.

Responding to Mr. Anderson, Mr. Harline advised that there are 24/7 operation employees who would be required to work and they will have to pay overtime, so there would be a cost. Mr. Harline noted that he will get a response the following day as to how they will handle trash service and the overtime cost for the 24/7 employees.

Mr. Hare moved that the City recognize the Juneteenth Holiday, June 19th for this year, seconded by Mr. Rocha.

Mr. Sudler clarified that the holiday would fall on Friday, June 18th of this year.

Mr. Hare moved that the City recognize the Juneteenth Holiday and that it be observed on Friday, June 18, 2021. The motion was seconded by Mr. Rocha and carried with Mr. Anderson voting no.

RESOLUTION NO. 2021-16 (CORRECTION) OUTDOOR WIRELESS CAMERA NETWORK - DOVER POLICE DEPARTMENT

Council President Sudler advised that Resolution No. 2021-16 was before Council again for a correction.

Mr. Hare moved to waive the reading of Resolution No. 2021-16. The motion was seconded by Mr. Neil and unanimously carried.

By unanimous consent Resolution No. 2021-16 was adopted:

COUNCIL RESOLUTION NO. 2021-16

A RESOLUTION TO APPLY FOR FY 2022 CONGRESSIONALLY DIRECTED SPENDING PROCESS FOR OUTDOOR WIRELESS CAMERA NETWORK - DOVER POLICE DEPARTMENT

WHEREAS, to improve public safety throughout the city, the City of Dover has invested heavily in community policing resources, public works personnel, and technologies to improve the delivery of health and safety services. The city has determined that additional help is needed to create both the reality and perception of adequate health and safety so that Dover can realize its potential; and

WHEREAS, to make the City of Dover a safer and more efficient community and thus a very attractive location for residency, business and tourism, the City plans to implement a comprehensive outdoor wireless camera network throughout the city; and

WHEREAS, studies have shown in other cities that have wireless camera networks throughout strategic locations, the reports of criminal activity have decreased, as the cameras act as effective deterrents to potential criminal activity; and

WHEREAS, the camera package will include a total of forty camera clusters with 360-degree view. The first twenty will be located in community park areas, and twenty more will be located in other "at-risk" locations throughout the city; and

WHEREAS, the City's Police Department desires to implement a vendor supplied enhancement that provides access to cooperating public and private video source points. This process could include corporate partners, private residences, and other governmental camera locations throughout the city to bring additional system capability. This expanded network of camera locations will help identify demands for city services and help the Dover Police Department detect criminal activity more quickly; and

WHEREAS, the wireless camera locations throughout the City of Dover will provide real-time situational awareness to city officials charged with providing critical services. This group includes, but is not limited to: Public Works, Parks, Police, Electric and Sanitation. The city's public parks are especially vulnerable, as they are disproportionately visited by children and seniors for both recreation and exercise; and

WHEREAS, the Senate Appropriations Committee through a Fiscal Year 2022 Congressionally Directed Spending Request process, has made available funding for which the City of Dover and its Police Department can apply to aid in potentially funding this security equipment, which furthers the City's commitment to make Dover as safe as possible for its citizens and visitors, and help the city realize its full potential.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Dover, Delaware, that the City Manager or his designee be authorized to submit a Fiscal Year 2022 Congressionally Directed Spending Request Application for the Police Department's Outdoor Wireless Camera Network.

ADOPTED: JUNE 14, 2021

FIRST READING - PROPOSED ORDINANCE #2021-15

Council President Sudler reminded the public that copies of the proposed ordinance were available on the City's website at www.cityofdover.com under "Government," or by contacting the City Clerk's Office at 736-7008 or cityclerk@dover.de.us. Final action by Council on the proposed ordinance will take place during the Council Meeting of June 28, 2021.

Mr. Matthew Harline, Interim City Manager, advised that the budget was originally proposed at \$161,540,000 and it was a significant increase, largely due to capital increases over the previous year's budget. He stated that they have cut \$1.5 million to get down to a \$0.02 property tax increase that would allow them to pass a balanced budget.

Mr. Lindell requested a list of all the cuts that were being made. He expressed his concerns regarding deferring maintenance. Mr. Lindell noted that the large transfer they received should go to one-time expenses and replacing some of the outdated items to be more cost-efficient. Mr. Harline stated that he could get that list.

Mr. Anderson stated that the tax increase should not happen because of the time that can be bought while they deal with the structural issues. He noted that there may need to be a tax increase in the future to make sure they cover public safety or there may not. Mr. Anderson stated that they will not know until they have the chance to see how things play out. He noted that he did not think it was a good thing to put more of a burden upon them this particular year.

Mr. Anderson moved to refer Proposed Ordinance #2021-15 to the Legislative, Finance, and Administration Committee meeting scheduled for June 15, 2021. The motion was seconded by Mr. Lindell and unanimously carried.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of the proposed Ordinance as read by the City Clerk, by title only, as follows:

Ordinance #2021-15 Fiscal Year 2021/2022 City of Dover Budget Ordinances

FINAL READING- PROPOSED ORDINANCES

The First Reading of the Proposed Ordinances was accomplished during the Council Meeting of April 26, 2021. The Public Hearing was accomplished during the Special Council Meeting of June 7, 2021. Council President Sudler reminded members of the public that copies of the ordinances are available on the City's website at www.cityofdover.com under "Government."

Comprehensive Zoning Map Amendment - Ordinance #2021-09

Mr. Neil moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. Rocha and unanimously carried. (The First Reading of the proposed ordinance was accomplished during the Council Meeting of April 26, 2021.)

By motion of Mr. Neil, seconded by Mr. Hare, Council, by a unanimous roll call vote, adopted Ordinance #2021-09, as follows:

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER BY CHANGING ZONING DESIGNATIONS OF CERTAIN PROPERTIES TO CONFORM WITH THE 2019 COMPREHENSIVE PLAN.

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, Delaware Code, Title 22, Chapter 3 Municipal Zoning Regulations, Section 303. Purpose of Regulations, states that zoning regulations shall be made in accordance with a Comprehensive Plan and designed to lessen congestion in the streets, to secure safety from fire, panic and other dangers, to promote health and the general welfare, to provide adequate light and air, to prevent the overcrowding of land, to avoid undue concentration of population, and to facilitate the adequate provision of transportation, water, sewage, schools, parks, and other public requirements; and

WHEREAS, Delaware Code, Title 22, Chapter 7 Planning Commission, Section 702 Comprehensive Development Plan, Item (c), states that the Comprehensive Plan shall be the basis for the development of zoning regulations and that upon adoption of the Comprehensive Development Plan, the official zoning map shall be amended to rezone all lands within the municipality in accordance with the uses of land provided for in the Comprehensive Development Plan; and

WHEREAS, the City Council of the City of Dover, on January 13, 2020, following the recommendation of the City of Dover Planning Commission, adopted the 2019 Comprehensive Plan pursuant to Title 22, Section 702 of the Delaware Code; and then adopted amendments to the 2019 Comprehensive Plan on March 8, 2021; and

WHEREAS, the Honorable John Carney, Governor of the State of Delaware, certified the 2019 Comprehensive Plan to be effective as of January 13, 2020 by letter of March 10, 2020; and

WHEREAS, Title 22 Section 702 of Delaware Code requires the City rezone properties in accordance with the Comprehensive Plan and this analysis was undertaken as part of the implementation of the 2019 Comprehensive Plan; and

WHEREAS, the City of Dover Planning Office has reviewed the Land Development Plan Map (Map 12-1 as amended March 8, 2021) along with the Zoning Map, and during this review has identified a series of parcels for Rezoning. These Comprehensive Zoning Map Amendments are presented for review as part of the Comprehensive Rezoning 2021 Project and in accordance with the process outlined in the Dover Code of Ordinances, Appendix B - Zoning, Article 10 - Planning Commission, Section 5 - Amendments; and

WHEREAS, the Planning Commission held a public hearing on May 17, 2021, after which the Planning Commission made a recommendation in regard to these amendments to the Zoning Map of the City of Dover.

WHEREAS, the City of Dover has prepared the Comprehensive Rezoning 2021 Project Map and Summary Table showing recommendations to change the zoning designations for an identified series of properties so that the City of Dover Zoning Map is in accordance with the adopted 2019 Comprehensive Plan, as amended March 8, 2021.

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

That from and after the passage and approval of this ordinance, the Zoning Ordinance and Zoning Map of the City of Dover is amended by changing the zoning designations (Rezoning) of specific properties to conform with the Zoning Map changes presented to City Council on June 14, 2021 and as depicted on the Maps and Summary Table entitled "City of Dover Comprehensive Rezoning 2021 Project."

(Planning Reference: MI-21-03 Comprehensive Rezoning 2021 Project)

BE IT FURTHER ORDAINED:

That upon final action to adopt this ordinance, the adopted Comprehensive Zoning Map Amendments shall be reflected on the official Zoning Map of the City of Dover, DE and published accordingly.

ADOPTED: JUNE 14, 2021

Comprehensive Plan Amendments 2021 Set #2 - Ordinance #2021-10

Mr. Neil moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. Rocha and unanimously carried. (The First Reading of the proposed ordinance was accomplished during the Council Meeting of April 26, 2021.)

By motion of Mr. Neil, seconded by Mr. Rocha, Council, by a unanimous roll call vote, adopted Ordinance #2021-10, as follows:

AN ORDINANCE AMENDING THE 2019 COMPREHENSIVE PLAN BY AMENDING TABLE 12-1: LAND USE AND ZONING MATRIX BY ADDING ZONING DISTRICTS TO CERTAIN LAND USE CATEGORIES.

WHEREAS, the City of Dover has adopted a Comprehensive Plan laying out land use policies within the City of Dover, Delaware; and

WHEREAS, the City Council of the City of Dover, on January 13, 2020, following the recommendation of the City of Dover Planning Commission, adopted the 2019 Comprehensive Plan pursuant to Title 22, Section 702 of the Delaware Code; and then adopted amendments to the 2019 Comprehensive Plan on March 8, 2021; and

WHEREAS, the Honorable John Carney, Governor of the State of Delaware, certified the 2019 Comprehensive Plan to be effective as of January 13, 2020 by letter of March 10, 2020; and

WHEREAS, Title 22 Section 702 of Delaware Code requires the City rezone properties in accordance with the Comprehensive Plan and this analysis was undertaken as part of the implementation of the 2019 Comprehensive Plan; and

WHEREAS, the City of Dover Planning Office has reviewed the Land Development Plan Map (Map 12-1 as amended March 8, 2021) along with the Zoning Map, and during this review has identified necessary plan text revisions to the associated Table 12-1: Land Use and Zoning Matrix, of the 2019 Comprehensive Plan as amended. A set of plan text amendments to the Land Use and Zoning Matrix (Table 12-1) is presented for review as part of the Comprehensive Plan Amendments 2021 Set #2; and

WHEREAS, the Planning Commission held a public hearing on May 17, 2021, after which the Planning Commission made a recommendation in regard to these plan text amendments to the Table 12-1: Land Use and Zoning Matrix.

WHEREAS, it is deemed in the best interest of zoning and planning in the City of Dover to add several zoning districts to certain Land Use Categories on the Land Use and Zoning Matrix (Table 12-1) as shown on the Exhibit of Proposed Revisions to 2019 Comprehensive Plan (on pages 12-26.1, 12-26.2 and 12-26.3) and known as Revised Table 12-1.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET AND AMEND THE 2019 COMPREHENSIVE PLAN BY:

That from and after the passage and approval of this ordinance, that Chapter 12 - Land Development Plan, Table 12-1: Land Use and Zoning Matrix of the 2019 Comprehensive Plan as amended on March 8, 2021 has been amended by adding several zoning districts to certain Land Use Categories as noted in the referenced Exhibits presented to City Council on June 14, 2021. This will replace the referenced table with the Revised Table 12-1: Land Use and Zoning Matrix.

(Planning Reference: MI-21-04A Comprehensive Plan Amendments 2021 Set #2)

BE IT FURTHER ORDAINED:

That upon final action to adopt this ordinance, the approved plan text amendments shown as Revised Table 12-1 shall be incorporated into Table 12-1: Land Use and Zoning Matrix of the 2019 Comprehensive Plan as amended and published accordingly.

ADOPTED: JUNE 14, 2021

Comprehensive Plan Amendments 2021 Set #2 - Ordinance #2021-11

Mr. Neil moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. Hare and unanimously carried. (The First Reading of the proposed ordinance was accomplished during the Council Meeting of April 26, 2021.)

By motion of Mr. Hare, seconded by Mr. Anderson, Council, by a unanimous roll call vote, adopted Ordinance #2021-11, as follows:

AN ORDINANCE AMENDING THE 2019 COMPREHENSIVE PLAN BY AMENDING MAP 12-1: LAND DEVELOPMENT PLAN BY CHANGING THE LAND USE CLASSIFICATIONS OF A SERIES OF PARCELS CITYWIDE.

WHEREAS, the City of Dover has adopted a Comprehensive Plan laying out land use policies within the City of Dover, Delaware; and

WHEREAS, the City Council of the City of Dover, on January 13, 2020, following the recommendation of the City of Dover Planning Commission, adopted the 2019 Comprehensive Plan pursuant to Title 22, Section 702 of the Delaware Code; and then adopted amendments to the 209 Comprehensive Plan on March 8, 2021; and

WHEREAS, the Honorable John Carney, Governor of the State of Delaware, certified the 2019 Comprehensive Plan to be effective as of January 13, 2020 by letter of March 10, 2020; and

WHEREAS, Title 22 Section 702 of Delaware Code requires the City rezone properties in accordance with the Comprehensive Plan and this analysis was undertaken as part of the implementation of the 2019 Comprehensive Plan; and

WHEREAS, the City of Dover Planning Office has reviewed the Land Development Plan Map (Map 12-1 as amended March 8, 2021) along with the Zoning Map, and during this review has identified necessary revisions to the Map 12-1: Land Development Plan Map of the 2019 Comprehensive Plan as amended. A set of amendments to the Land Development Plan Map (Map 12-1) is presented for review as part of the Comprehensive Plan Amendments 2021 Set #2; and

WHEREAS, the Planning Commission held a public hearing on May 17, 2021, after which the Planning Commission made a recommendation in regard to these amendments to the Map 12-1: Land Development Plan related to the Land Use Classifications of a series of properties.

WHEREAS, it is deemed in the best interest of zoning and planning in the City of Dover to change the Land Use Classifications of a series of properties on the Land Development Plan Map (Map 12-1) as described and listed in the Summary Table Listing of Amendments to Land Development Plan Map and as depicted on Map Exhibits of Proposed Revisions to Land Development Plan of the 2019 Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET AND AMEND THE 2019 COMPREHENSIVE PLAN BY:

That from and after the passage and approval of this ordinance, that Map 12-1: Land Development Plan Map of the 2019 Comprehensive Plan as amended on March 8, 2021 has been amended by changing the designated Land Use Classifications of a series of properties as noted in the referenced Exhibits presented to City Council on June 14, 2021. This will revise the referenced map with the Amended Map 12-1: Land Development Plan as depicted in Summary Table Listing of Amendments to the Land Development Plan Map and Map Exhibits of Proposed Revisions to Land Development Plan.

(Planning Reference: MI-21-04B Comprehensive Plan Amendments 2021 Set #2)

BE IT FURTHER ORDAINED:

That upon final action to adopt this ordinance, the amendment as approved changing the Land Use Classifications of the listed properties shall be made to Map 12-1: Land Development Plan (as amended March 8, 2021) of the 2019 Comprehensive Plan and published accordingly.

ADOPTED: JUNE 14, 2021

CITY MANAGER'S ANNOUNCEMENTS

Mr. Matthew Harline, Interim City Manager, invited Council to give him feedback of what they would like to see. He stated he has received some feedback to improve the City Manager's monthly report and to start gathering the Committee Chairs.

Mr. Harline noted that he plans to continue the Diversity and Inclusion Internal Committee. He stated that they were going to meet that week and get back to focusing on improving their recruiting, retention, and creating an environment where diversity and inclusions is clear throughout the organization.

Mr. Harline noted that June 19, 1865 was the final emancipation of all citizens in Texas.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Boggerty asked if there had been any update regarding the Queen Manor issue. Responding, Mr. Sudler stated that he believed Mrs. Tracy Harvey, Planner/Community Development Block Grand (CDBG) Administrator, had followed up and that the Dover Housing Authority was in compliance with the relocation program and that they were going through for modification of the units.

Mr. Taylor stated that the Police Chief's Advisory Council, in collaboration with Mayor Christiansen and himself, were hosting a town hall meeting regarding strategies to combat violence in Dover at the Dover Police Department, Public Assembly room at 400 South Queen Street on Tuesday, June 22nd from 6:30 p.m. to 8:30 p.m.

Mr. Taylor noted that due to the increased demands on every Council member, he would like to put a Council member pay increase on a Legislative, Finance and Administration Committee agenda.

Mr. Anderson thanked a Polytech student who created the commercial spots for the August 1st - 9th Innovative Readiness Training (IRT) event with Delaware Health Initiative. He reminded everyone that people will be able to get medical screenings, dental care, eye exams and basic eye glasses made on site. Mr. Anderson thanked Mayor Christiansen for putting \$5,000 toward marketing the event.

Mr. Anderson noted that this time of year they recognize freedom with Flag Day, the Army's birthday, and Juneteenth.

Mr. Hare stated that it was very important for Mrs. Harvey to keep an eye on Queen Manor.

Mr. Hare moved for adjournment, seconded by Mr. Neil and unanimously carried.

Meeting adjourned at 9:12 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of June 14, 2021 are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

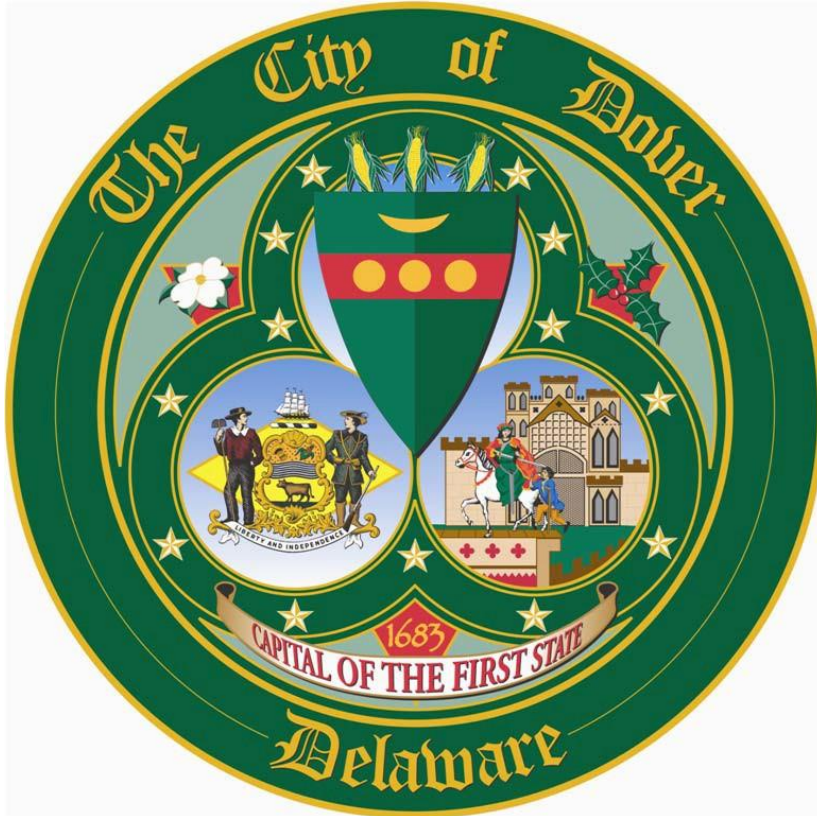
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Exhibits

Exhibit #1 - City of Dover Rates & Tariffs

City of Dover



Rates & Tariffs

July 1, 2021

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**PURCHASED POWER ADJUSTMENT
"PPA"**

PPA for "all" Tariffs unless listed separately

The cost per kWh for all energy adjusted upward or downward for changes in fuel and purchased power costs including transmission above or below the base rate amount per kWh for each rate class. When the total cost of fuel, purchased power, and transmission varies above or below the above base cost a charge or credit per kWh will be applied to all energy sold such that the cost or credit will be recovered or returned over time.

All kWh - per kWh	(\$0.0070)
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Effective Date July 1, 2020

**RESIDENTIAL SERVICE CLASSIFICATION
"R"**

This rate is available throughout the City of Dover electric service area for household related services in a single private dwelling and incidental service outside of the home through the same meter, provided such incidental service does not exceed 20 kW of connected load. Service size cannot exceed 600 amps.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single phase service

Customer Charge

Per bill \$9.42

Energy Charge

All kWh - per kWh \$0.12090

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**SMALL COMMERCIAL SERVICE CLASSIFICATION
"C and C1"**

AVAILABILITY

This rate is available throughout the City of Dover electric service area for small commercial and industrial purposes through a single meter. The maximum monthly usage must not exceed 3,500 kWh per month or have instrument rated metering. If there is a major change in the character of service or if the kWh usage exceeds 3,500 kWh for two (2) consecutive billing months, the account will be automatically transferred to the Medium Commercial Service Classification. If the customer's usage does not exceed 3,500 kWh after a period of one (1) year, the customer may be returned to the Small Commercial Service Classification.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable where available and at the option of the City.

Customer Charge

Per bill - Single Phase Service	\$9.28
Per bill - Three Phase Service	\$24.28

Energy Charge

Per kWh	\$0.10080
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MINIMUM MONTHLY BILLING

The minimum monthly billing shall be the Customer Charge.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**MEDIUM COMMERCIAL SERVICE CLASSIFICATION
"C2 and C3"**

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial purposes through a single meter having monthly usages of more than 3,500 kWh for two (2) consecutive months. If the customer has a major change in the character of service and falls below the above criteria, the customer may be returned to the Small Commercial Service Classification.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable and at the option of the City.

Customer Charge

Per Bill - Single Phase Service	\$15.96
Per Bill - Three Phase Service	\$30.96

Demand Charge

All kW, per kW	\$12.85
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Energy Charge

All kWh, per kWh	\$0.06390
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DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter.

MINIMUM MONTHLY BILLING

The minimum monthly bill shall be the Customer Charge and a Demand Charge, which shall be based on sixty percent (60%) of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

LARGE COMMERCIAL SERVICE CLASSIFICATION "C5"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial purposes having instrument rated metering. If there is a significant change in the character of service, the City will, at its option on a case by case basis, temporarily transfer the account to another tariff.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle alternating current, single or three phase service. Other voltages may be applicable when available and at the option of the City.

Customer Charge

Per bill - single or three phase service \$27.06

Demand Charge

All kW - per kW \$12.86

Energy Charge

All kWh - per kWh \$0.06210

DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter. In any month in which the average power factor at the delivery point is greater or less than ninety-five percent (95%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .95}{\text{Average Power Factor}}$$

The city measures both leading and lagging power factor, treating both as non-unity power factors, and the customer is billed accordingly.

MINIMUM MONTHLY BILLING

The minimum monthly bill shall be the Customer Charge and a Demand Charge based on sixty percent (60%) of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**PRIMARY SERVICE CLASSIFICATION
"p"**

AVAILABILITY

This rate is available throughout the City of Dover electric service area for commercial and industrial customers taking delivery at the primary voltage available, and where the transforming and protective apparatus is furnished, owned and maintained by the customer.

CHARACTER OF SERVICE

Primary voltage, 60 cycle, alternating current, single phase or three phase service.

Customer Charge

Per bill - single or three phase \$24.32

Demand Charge

All kW - per kW \$10.09

Energy Charge

All kWh - per kWh \$0.06320

DETERMINATION OF DEMAND

The Billing Demand will be the maximum sixty (60) minute demand during the month, determined by a block demand meter. In any month in which the average power factor at the delivery point is greater or less than ninety-five (95%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .95}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors and the customers are billed accordingly.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge and a Demand Charge, which shall be based on the greater of three hundred kilowatts (300 kW) or 60% of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification. If a customer who is on the Primary Service Classification wishes to switch to the Large Commercial Service Classification, the customer may do so at the customer's choice. If such a change occurs, the City will determine on a case-by-case basis which portion, if any, of the customer-owned electrical equipment will be maintained by the City provided; however, any equipment transferred to City ownership, will be transferred at no cost to the City.

Effective Date: July 1, 2020

TRANSMISSION VOLTAGE CLASSIFICATION "T"

AVAILABILITY

This rate is available by special contract throughout the City of Dover electric service area to customers located where Dover's existing facilities are adequate to supply the character of service as specified below.

CHARACTER OF SERVICE

The electric power delivered hereunder shall be three phase, 60 cycle, alternating current at a nominal potential of sixty-nine thousand (69,000) volts.

Demand, energy and power factor will be metered at the point of delivery of service. All transformation, circuiting and protective apparatus beyond the point of delivery shall be installed, owned, and maintained by the customer. Service shall be supplied and metered at sixty-nine thousand (69,000), and the customer is required to own and maintain all transforming, switching and protective equipment.

Demand Charge

All kW - per kW	\$9.14
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Energy Charge

All kWh, per kWh	\$0.05990
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DETERMINATION OF DEMAND

The measured demand shall be the average of the four (4) greatest sixty (60) minute demands measured on separate days of each month. In any month in which the average power factor at the delivery point is greater or less than ninety-eight and one half percent (98.5%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .985}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors; customers are billed accordingly.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be a Demand Charge, which shall be based on the greater of three hundred kilowatts (300 kW) or 75% of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**TRANSMISSION VOLTAGE FEDERAL GOVERNMENT CLASSIFICATION
"FT"**

AVAILABILITY

This rate is available by special contract throughout the City of Dover electric service area for Federal Government customers located where Dover's existing facilities are adequate to supply the character of service as specified below.

CHARACTER OF SERVICE

The electric power delivered hereunder shall be three phase, 60 cycle, alternating current at a nominal potential of sixty-nine thousand (69,000) volts.

Demand, energy and power factor will be metered at the point of delivery of service. All transformation, circuiting and protective apparatus beyond the point of delivery shall be installed, owned, and maintained by the customer. Service shall be supplied and metered at sixty-nine thousand (69,000), and the customer is required to own and maintain all transforming, switching and protective equipment.

Demand Charge

All kW - per kW \$9.14

Energy Charge

All kWh, per kWh \$0.05970

DETERMINATION OF DEMAND

The measured demand shall be the average of the four (4) greatest sixty (60) minute demands measured on separate days of each month. In any month in which the average power factor at the delivery point is greater or less than ninety-eight and one half percent (98.5%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .985}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors; customers are billed accordingly.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be a Demand Charge, which shall be based on the greater of three hundred kilowatts (300 kW) or 75% of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

POWER SUPPLY PLANNING

Customer shall provide to the City of Dover each year in January a load forecast for the next three years for the planning period of May through June (example: May 2019 through June 2022) to allow Dover to plan and acquire power supply resources to meet customer's requirements. Any changes in the Customer's expected load forecast that is greater than one (1) megawatt shall be reported to the City of Dover within thirty (30) days of Customer's knowledge of such change.

Effective Date: July 1, 2020

**INTERRUPTIBLE TRANSMISSION VOLTAGE CLASSIFICATION
"IT"**

AVAILABILITY

This rate is available by special contract throughout the City of Dover electric service area to customers located where Dover's existing facilities are adequate to supply the character of service as specified below.

CHARACTER OF SERVICE

The electric power delivered hereunder shall be three phase, 60 cycle, alternating current at a nominal potential of sixty-nine thousand (69,000) volts.

Demand, energy and power factor will be metered at the point of delivery of service. All transformation, circuiting and protective apparatus beyond the point of delivery shall be installed, owned, and maintained by the customer. Service shall be supplied and metered at sixty-nine thousand (69,000), and the customer is required to own and maintain all transforming, switching and protective equipment.

<u>Demand Charge</u>		Annual On Peak Penalty
All kW - per kW	\$7.89	To be determined by City Manager
 <u>Energy Charge</u>		
All kWh, per kWh	\$0.06180	

DETERMINATION OF DEMAND

The measured demand shall be the average of the four (4) greatest sixty (60) minute demands measured on separate days of each month. In any month in which the average power factor at the delivery point is greater or less than ninety-eight and one half percent (98.5%), the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .985}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors; customers are billed accordingly.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be a Demand Charge, which shall be based on the greater of three hundred kilowatts (300 KW) or 75% of the greatest Billing Demand established during any month of the 11-month period ending with the current billing month.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2018

FIRM STANDBY AND SUPPLEMENTAL SERVICE CLASSIFICATION
"SS" – (C5, P, & T)

AVAILABILITY

This rate is available throughout the City of Dover electric service area to customers for firm standby and/or supplemental electric service for commercial and industrial purposes whom would otherwise be billed from the C5: Large Commercial Service, P: Primary Service, or T: Transmission Voltage electric tariffs. Qualifying customers shall take delivery at the voltage available, and where the transforming and protective apparatus is furnished, owned and maintained by the customer.

To service customers with electric generation facilities used to serve onsite power requirements and requiring firm standby and/or supplemental electric service. This rate is not applicable for customers whom meet one or more of the following criteria:

1. Onsite generation is for emergency or testing purposes only.
2. Onsite generating capability is less than 500 kW.

Service under this schedule is also available to any specific generation customer who does not satisfy the provisions above and to whom providing service, in City of Dover's opinion, would be beneficial to its other customers.

CHARACTER OF SERVICE

Secondary or primary voltages, 60 cycle alternating current, single phase or three phase service.

Standby (Maintenance and Back-Up) Service Charges:

Customer Charge

Per bill – single or three phase: \$122.37 per month

Demand Charges

Daily Demand Charge: \$0.23 per kW day of actual demand

Reservation Charge: \$4.93 per kW of Contract Standby Billing Demand per month

Plus a distribution charge for the associated service voltage.

Primary Distribution Charge: Included

Secondary Distribution Charge: Included

Note: Distribution Charges are not applicable where electric service is provided solely from the transmission system.

Energy Charge

All kWh – per kWh: \$0.05900

Supplemental Service Charges:

Supplemental Service shall be billed at the City of Dover's otherwise applicable electric rates.

DETERMINATION OF BILLING DEMAND

Standby Billing Demand – Standby billing demand is the summation of the maximum integrated sixty (60) minute standby demand delivered by the City of Dover each day of the billing period. Standby demand for each sixty (60) minute period is the integrated sixty (60) minute demand delivered by the City, but not exceeding the difference between the contract standby demand and the sixty (60) minute integrated kW output of the customer's generating unit(s), but never less than zero. In any month in which the average power factor at the delivery point is greater or less than ninety-five (95) percent, the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .95}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors; customers are billed accordingly.

Contract Reserved Standby Demand - The demand contracted shall not exceed the net dependable capability of the customer's generating equipment. This demand will remain constant unless agreed to by mutual consent and appropriate changes are made to the tariff agreement and the agreement executed by the City and the customer. If at any point, Standby Billing Demand exceeds Contract Reserved Standby Demand, the Contract Demand rating shall be revised to match the Standby Demand rating that exceeded the Contract Demand rating.

Supplemental Billing Demand - Supplemental billing demand for the month shall be the maximum sixty (60) minute integrated "Supplemental Demand" for the month. It is intended that this demand shall fairly represent the capacity which the City is required to stand ready to supply in excess of the customer's generating capacity. In any month in which the average power factor at the delivery point is greater or less than ninety-five (95) percent, the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand} \times .95}{\text{Average Power Factor}}$$

The City measures both leading and lagging power factor, treating both as non-unity power factors; customers are billed accordingly.

Supplemental Demand - Determined for each sixty (60) minute interval as the net sixty (60) minute integrated demand delivered by the City of Dover minus the standby billing demand.

Installations which use this service in a manner such that measurement of a sixty (60) minute interval does not result in fair or equitable measure of the supply capacity required to serve the customer's load, then the measured demand may be adjusted taking into account the known character of use and the rating data of the equipment connected or from special tests. It is the intent of this provision that the demand billed shall fairly represent the customer's capacity requirement. In cases where City of Dover elects to use connected load instead of demand measurement as the method for determining demand, it will take into account the known character of use and the rating data of the equipment connected.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

RENEWABLE ENERGY CHARGE

All kilowatt-hours billed under this rate shall be subject to the "GEF" Rider.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge, Reservation Charge, Distribution Charge plus Adjustments.

The billing demand charge for all kW up to the maximum contracted standby requirements for each month will be billed at the maximum of:

The Reservation Charge plus any Primary or Secondary Distribution Charges per kW-month times the contracted standby demand requirements or per kW-day (charge listed above) of actual standby demand delivered.

All kW between the actual standby demand and the contract demand will be billed at the Reservation Charge rate plus any Primary or Secondary Distribution Charges per kW-month.

PUBLIC UTILITY TAX

In addition to the charges provided for this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

TEMPORARY DISCONTINUANCE OF SERVICE

Where the use of energy is seasonal or intermittent, no adjustments will be made for a temporary discontinuance of service. Any customer prior to resuming service within 12-months after such service was discontinued, will be required to pay all charges which would have been billed if service had not been discontinued.

TERMS AND CONDITIONS

Power factor at the time of the monthly peak demand must be maintained above ninety-five (95) percent. Service hereunder is subject to the rules and regulations for electric service as adopted by City of Dover from time to time and on file with the City Clerk.

Service hereunder will be supplied at one location through one point of delivery and measured through one meter unless otherwise deemed necessary by City of Dover.

Customers electing to receive service under this rate tariff are required to provide a sixty (60) month notice, in writing, prior to transferring from this firm supplemental and standby service to any of the City of Dover's firm full requirements service.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this classification.

Effective Date: July 1, 2020

**OUTDOOR DEVELOPMENT LIGHTING RATE
(Residential Area Lighting Only)
"OL"**

AVAILABILITY

This rate is available throughout the City of Dover service area for residential developments/mobile home park lighting.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle alternating current, single phase.

TERMS OF SERVICE

The association and/or owner shall install and maintain all lighting and associated equipment. This rate applies to one metering point. If multiple metering points are required to reduce voltage drop, a totalized bill will be rendered. The metering point(s) will be governed by the City of Dover.

The initial term for lighting service shall be for one (1) year with automatic month to month extension until either party terminated this agreement via letter. Billing will be monthly. If this contract is terminated prior to the one (1) year agreement, the customer shall reimburse the City of Dover for all expenses incurred.

Customer Charge

Per Bill	\$8.25
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Energy Charge

All kWh - per kWh	\$0.11230
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MINIMUM MONTHLY CHARGE

The minimum monthly bill shall be the Customer Charge.

PURCHASE COST ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2018

**PRIVATE OUTDOOR LIGHTING
SERVICE CLASSIFICATION**

AVAILABILITY

This rate is available throughout the City of Dover electric service area for all-night outdoor lighting service for lighting of outdoor areas on private property.

CHARACTER OF SERVICE

UNMETERED - This will be the standard installation practice. The lights under this classification shall be fed directly from the City of Dover’s energy source.

METERED - This classification will be available at the City of Dover’s discretion and only when it is not feasible to install the lighting service from an unmetered source. These lights will have the energy supplied through the customers meter and the monthly rental fee shall be reduced to reflect this customer expense.

TERMS OF SERVICE

The equipment supplied will be the type of fixture currently being furnished by the City at the time of installation as described below in the Classifications of Security Lights, Decorative Lighting, and Roadway/Area Lighting. Lighting shall be from dusk to dawn each day.

The initial term for lighting service shall be for two (2) years. The City may require a fee if the installation is removed prior to the two (2) year term.

Where service is not associated with a metered service, a Customer Charge of \$5.00 for residential lights and \$10.00 for commercial lights will be added to cover the associated costs of billing and related consumer costs not reflected in the lighting schedule.

Unmetered - The City shall maintain, relamp, and supply the energy to the lighting equipment that it owns.

Metered - The City shall also maintain and relamp the lighting equipment it owns where energy is supplied through the customer’s meter.

The City will perform relamping, repair, and/or maintenance during normal working hours within a reasonable period following notification by the Customer.

Customers requiring unique or unusual lighting service different than outlined below may obtain such service under a mutually agreeable contractual arrangement.

SECURITY LIGHTS

Includes a 2' (+/-) arm, pole not included. If a pole needs to be installed, the location shall be accessible to truck traffic via driveway, roadway, alleyway, or other public accessible parking areas. If a pole must be installed and the location is not truck accessible, a decorative lighting fixture may be installed at the applicable rated.

	<u>Unmetered Monthly Charge</u>	<u>Est. Monthly kWh</u>	<u>Metered Monthly Rental Charge</u>
100 watt HPS	\$7.70	35	
175 watt HPS	\$9.08	68	
100 watt HPS, equivalent LED	\$5.19	53	No Longer Available
175 watt HPS, equivalent LED	\$5.34	74	No Longer Available
The following style is not available for new installations:			
70 watt HPS	\$6.70	33	
175 watt MV	\$9.08	68	No Longer Available

DECORATIVE LIGHTING

Includes a 18' fiberglass pole (15' above ground). The electrical service to these poles shall be underground; therefore, the installation location shall be accessible to trencher traffic.

	<u>Unmetered Monthly Charge</u>	<u>Est. Monthly kWh</u>	<u>Metered Monthly Rental Charge</u>
150 watt HPS w/o ladder rest	\$14.51	62	6.58
250 watt HPS w/o ladder rest	\$20.31	101	8.43
70 watt HPS, equivalent LED	\$9.56	29	No Longer Available
150 watt HPS, equivalent LED	\$12.88	74	

The following style is not available for new installations:

	<u>Monthly Charge</u>	<u>Est. Monthly kWh</u>	<u>Metered Monthly Rental Charge</u>
70 watt HPS w/o ladder rest	\$11.65	33	6.41
175 watt MV w/o ladder rest	\$14.17	68	
175 watt MV contemporary	\$14.81	68	

ROADWAY/AREA LIGHTING

Includes choice of bracket from 8' to 16' if the fixture is accessible to truck traffic via driveway, roadway, alleyway, or other public accessible parking areas. If not accessible to trucks a 2' (+/-) arm shall be used. Pole not included.

	<u>Unmetered Monthly Charge</u>	<u>Est. Monthly kWh</u>	<u>Metered Monthly Rental Charge</u>
100 watt HPS	\$9.41	47	3.74
250 watt HPS	\$14.29	101	4.03
400 watt HPS	\$19.25	154	4.27
100 watt, equivalent LED	\$7.40	36	
250 watt, equivalent LED	\$9.99	107	
400 watt, equivalent LED	\$13.51	200	
400 watt HPS, equivalent LED	\$9.55	139	No Longer Available

The following style is not available for new installations:

	<u>Unmetered Monthly Charge</u>	<u>Est. Monthly kWh</u>	<u>Metered Monthly Rental Charge</u>
175 watt MV	\$10.30	68	3.20
250 watt MV	\$14.29	101	4.03
400 watt MV	\$19.16	154	4.21

POLE CHARGES PER MONTH

For each wood pole required exclusively for the support of lighting fixtures or lighting circuits under this service classification a per pole charge will be assessed as follows:

	<u>Monthly Charge</u>
Poles installed through February 28, 1997	\$2.09
Poles installed or changed out after February 28, 1997	\$3.22
Poles installed after July 1, 2018	\$6.08

PURCHASE COST ADJUSTMENT

All billed charges under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

WATER PUMP SERVICE CLASSIFICATION "FP"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for water pumps used for emergency firefighting purposes and related equipment.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable where available and at the option of the City.

<u>Customer Charge</u>	
Per bill	\$15.00
 <u>Demand Charge</u>	
All kW, per kW	\$8.29
 <u>Energy Charge All</u>	
kWh, per kWh	\$0.13840

DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter.

In the case of fluctuating loads, the demand of which cannot readily be measured, the Billing Demand may be established from manufacturer's rating or determined by other suitable methods.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge and a Demand Charge based on 60% of the greatest Billing Demand established during any month of the 24-month period, ending with the current billing month.

PURCHASE COST ADJUSTMENT

All billed charges under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**WATER PUMP 2 SERVICE CLASSIFICATION
CONTRACTED RATE
"F2"**

AVAILABILITY

This rate is available throughout the City of Dover electric service area by contract only. Contract terms will be for a minimum of ten (10) years. Service will be available for water pumps used for emergency firefighting purposes and related equipment. Service will be supplied through one (1) meter. HP determination will be the total hp of all motors.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable where available and at the option of the City.

<u>Customer Charge Up</u>	
to 50 hp motor(s)	\$100.00
Over 50 hp up to 100 hp motor(s)	\$150.00
Over 100 hp motor(s)	\$300.00
 <u>Demand Charge</u>	
All kW, per kW	\$8.29
 <u>Energy Charge All</u>	
kWh, per kWh	\$0.13840

DETERMINATION OF DEMAND

The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter.

In the case of fluctuating loads, the demand of which cannot readily be measured, the Billing Demand may be established from manufacturer’s rating or determined by other suitable methods.

MINIMUM MONTHLY BILL

The minimum monthly bill shall be the Customer Charge.

PURCHASE COST ADJUSTMENT

All billed charges under this rate shall be subject to the Purchase Cost Adjustment Clause included with the City of Dover rate schedules and approved by the Council of the City of Dover.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the “GEF” Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2020

**WATER, SEWER, KENT COUNTY SEWER ADJUSTMENT AND
GROUND WATER INFLOW ADJUSTMENT RATES**

Water:	<u>WITHIN CITY</u>	<u>OUTSIDE CITY</u>
Customer Charge	\$5.00	\$5.00
Water Rate – Tier 1 – 0 – 6,000 gallons	\$2.66 / 1,000 gallons	\$4.00 / 1,000 gallons
Water Rate – Tier 2 – 6,001 – 100,000 gallons	\$3.33 / 1,000 gallons	\$5.00 / 1,000 gallons
Water Rate – Tier 3 – Over 100,000 gallons	\$4.00 / 1,000 gallons	\$5.99 / 1,000 gallons

Sewer:	<u>WITHIN CITY</u>	<u>OUTSIDE CITY</u>
Customer Charge	\$5.00	\$5.00
Sewer Rate	\$3.03/1,000 gallons	\$4.55/1,000 gallons

	<u>WITHIN CITY</u>	<u>OUTSIDE CITY</u>
Kent County Sewer Adjustment:	\$2.58 / 1,000 gallons	\$2.58 / 1,000 gallons
Ground Water Inflow Adjustment	\$1.72 / 1,000 gallons	\$1.72 / 1,000 gallons

Sewer charges are based on usage reported on water meters (WMT), and sewer meters (SMT). The sewer rate is \$3.03 / 1,000 gallons for those within the City and \$4.55 / 1,000 gallons for those outside the City Limits.

Kent County Sewer Adjustments is based on sewer usage. The rate for Kent County Sewer Adjustment is \$2.58 / 1,000 gallons and is set by the Kent County Sewer Authority. All revenue produced by this charge is forwarded to the Sewer Authority.

Lawn Meter Rates are based on current in city / out city water tier rates.

Effective Date: July 1, 2021

**TRASH FEES
IN CITY - FLAT RATE SUMMARY**

<u>Rate Code</u>	<u>Description</u>	<u>Unit Charge</u>
DC I SVCF	Trash Service Fee	\$ 23.00
D C I 33-1	1 Pick Up 300 Gallon	72.00
D C I 33-2	2 Pick Ups 300 Gallon	143.00
D C I 33-3	3 Pick Ups 300 Gallon	207.00
D C I 90-1	1 Pick Up 90 Gallon	23.00
D C I 90-2	2 Pick Ups 90 Gallon	46.00
D C I 90-4	4 Pick Ups 90 Gallon	92.00
D R I FLAT	Residential Trash	23.00
D R I SVCF	Trash Service Fee	23.00
D R I 33-1	1 Pick Up 300 Gallon	72.00
D R I 33-2	2 Pick Ups 300 Gallon	143.00
D R I 90-1	1 Pick Up 90 Gallon	23.00
D R I 90-2	2 Pick Ups 90 Gallon	46.00
D R I 90-3	3 Pick Ups 90 Gallon	69.00
D R I 90-4	4 Pick Ups 90 Gallon	92.00

Effective Date: July 1, 2021

**GREEN ENERGY FUND
Rider "GEF"**

Delaware Green Energy Fund Charge - A State-mandated charge for the municipal green energy fund established under 26 Del. C. §363(4) and collected from every Customer based on energy usage which is used to fund environmental programs for conservation and energy efficiency within the City's service territory.

Delaware Green Energy Fund Charge

All kWh - per kWh .000178

TAX ADJUSTMENT

Billings under this rate may be increased by an amount equal to the sum of taxes payable under the Gross Receipts Tax and of all other taxes, fees or charges (exclusive of all valorem, state and federal income taxes) payable by the utility and levied or assessed by any governmental authority on the public utility service rendered, or on the right of privilege of rendering the service, or on any object or event incidental to the rendition of the service.

Effective Date: July 1, 2008

**NET ENERGY METERING
"NM"**

AVAILABILITY

This rider is available to customers served under the following service classifications, Residential "R", Small Commercial "C and C1", Medium Commercial "C2 and C3", Large Commercial "C5", Primary "P", and Transmission "T" that own and operate an electric generation facility on the Customer's premises that produces electricity from Eligible Energy Resources to offset part or all of the Customer's electricity requirements.

CONNECTION TO THE CITY'S SYSTEM

The Customer or Community-owned electric generation facility cannot be connected to the City's system unless it meets all applicable safety and performance standards set forth by the following: The City of Dover Technical Considerations Covering Parallel Operations of Customer Owned Generation of 500 kW located in the Electric Service Handbook, National Electric Code, the Institute of Electrical and Electronic Engineers, Underwriters Laboratories, and the City of Dover Electric Service Handbook (Handbook). The Customer must, at his/her expense, obtain any and all necessary permits, inspections, and approvals required by any local public authorities and any other governing regulations in effect at that time.

POWER SUPPLY PLANNING:

Customer shall provide to the City of Dover each year in [Dover's planning month for PJM] a load forecast for the next three years ("the Planning Period") to allow Dover to plan and acquire power supply resources to meet customer's requirements. Any changes in the Customer's expected load forecast that is greater than one (1) megawatt shall be reported to the City of Dover within thirty (30) days of Customer's knowledge of such change.

DELIVERED VOLTAGE

The delivered voltage and delivery point of the Customer's electric generation shall be at the same delivered voltage and delivery point that would be supplied by the City to the Customer if the Customer purchased all of its electricity from the City.

RATE

The monthly billing shall be as stated in the applicable rate tariff. Under this rider, only the kWh charge for electricity delivered by the Customer is affected. The Customer will pay for all kWh delivered by the City of Dover. Credit for kWh under Section 4.3.2 and 4.4 of this Handbook shall be the budgeted average cost of energy as further described in 4.4.5 of this Handbook and will be valued at the applicable rate classification charge.

Residential (R)	\$0.12090
Small Commercial (C&C1)	\$0.10080
Medium Commercial (C2 & C3)	\$0.06390
Large Commercial (C5)	\$0.06210
Primary (P)	\$0.06320
Transmission (T)	\$0.05990
Federal Transmission (FT)	\$0.05970

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification. All minimum billings, charges for kWh, kW, Purchased Cost Adjustment, Public Utility Tax, Renewal Energy Charge, etc. will be covered under the applicable rate tariff.

Effective Date: July 1, 2020

RETAIL CUSTOMER DEMAND RESPONSE

AVAILABILITY

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

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

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

CONTENTS OF APPLICATION

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

EFFECT OF APPLICATION AND PARTICIPATION IN DR PROGRAM

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

RIGHT TO TERMINATE PARTICIPATION IN DR PROGRAM

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

SPECIAL METERING REQUIREMENTS

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

Effective Date: February 28, 2011

Economic Development Committee Minutes



April 13, 2021- 4:00 p.m.

The Economic Development Committee Meeting was held by video conference on April 13, 2021 at 4:00 p.m. with Mayor Robin R. Christiansen presiding. Committee Members present via video or telephone were Councilman David Anderson, Kim Adams, Dave Hugg-City Planner, Randy Robertson - City Manager, and Diane Laird were present. Councilman Roy Sudler and Clayton E. Hammond II were not present. Guests present Kevin Quinn and Matthew Suchodolski from Economic Development Administration.

WELCOME

At 4:00 pm Mayor Robin R. Christiansen called the Economic Development Meeting to order.

ADOPTION OF AGENDA

Mayor Christiansen called for a motion to adopt the Agenda. Dave Hugg moved for adoption of agenda, seconded by Councilman David Anderson, unanimously carried. (Councilman Roy Sudler and Clayton E. Hammond II absent).

ADOPTION OF MINUTES

Mayor Christiansen called for a motion to adopt February 9, 2021 minutes. Diane Laird moved for adoption of minutes, seconded by Councilman Anderson, unanimously carried. (Councilman Roy Sudler and Clayton E. Hammond II absent).

KEVIN QUINN – ECONOMIC DEVELOPMENT ADMINISTRATION – DISCUSS SPECIAL ECONOMIC DEVELOPMENT OPPORTUNITIES

Kevin Quinn and Matthew Suchodolski from the Economic Development Administration (EDA) gave a PowerPoint presentation please see Attachment 1.

Matthew Suchodolski states his appreciation for time tonight. The Delaware State University Center very important project funding requested in 2011. 2021 EDA was able to feature Delaware State University this past summer coordinated outreach with National Association of Development Organizations (NADO) as a historically black college and University were able demonstrate the good work the students of Economic Development and Business programming do and can do. They have been recognized International Economic Development Council as a model program. They obtain the course work to allow them to be equipped for Economic

Development Certification. The alignment with Delaware State can not be overlooked they were one of 11 universities throughout the nation that were featured.

Matthew Suchodolski states Councilman Anderson had early questions relative to Dover Air Force Base for Department of Defense programming. Outreached to Douglas Edward Brown whom shared notice of funding opportunities that will be apparent this fiscal year. Matthew Suchodolski will share that information via email.

Councilman Anderson asks when it comes to the Covid Grants and opportunity zones would something like money for small business revolving loan fund (RLF) would that qualify for Covid funding. Kevin Quinn state the RLF granted to the state will cover all three counties, as well as three additional RLFs one per each county. The City of Dover could start RLF specifically for Dover, but they cannot cross, business cannot get funding from multiple RLFs.

Councilman Anderson next question is who handles destination funds? Kevin Quinn states he is not familiar with these funds. Matthew Suchodolski state under American Recovery Plan the congressional appropriation speaks to a certain percentage of that appropriation for EDA to be for travel, tourism, and outdoor recreation. There will be funds just do not have terms of engagement yet.

Mayor Christiansen welcomes Mr. Randy Robertson our new City Manager

Diane Laird, she and Lisa have been working on grant request through USDA that was submitted on March 31 for a revolving loan fund. It is nice to know that we may be able to look for more additional funding. Would EDA funding be available for Master Planning Downtown. Kevin Quinn said yes please send him a proposal for RLF also that is not duplicating efforts from other RLF in Delaware. Also, yes the EDA helps with master planning and feasibility studies would be happy to discuss further down the road and off line. They will assist with sewer, roads, outdated infrastructure, and attracting business that will hire.

Mr. Randy Robertson asks Mr. Hugg is this same planning process we spoke a week ago with Ms. Parkowski or is it different. Dave Hugg states it is the same notion. Mr. Robertson asks if this is the same RFP conceptually and Dave Hugg confirmed.

Dave Hugg asks if infrastructure funding would apply if City is interested in developing or redevelop municipal complex example a new City Hall. Kevin Quinn states not it is not it has be in regards to job creation. Example when he was in Tennessee that brought in Volkswagen, they had an area of undeveloped land. They gave them a grant to clear land, redo rail lines, water and sewer. That is more classic EDA Public Works for funding. Dave asks if underutilized unused farm land as a future employment zone linked to air force base those would be eligible, and Mr. Kevin Quinn stated yes.

Lisa Chase asks Kevin if she can talk off line, he agrees to go through each project that they have lined up. Lisa asks if there is a funding cap on these grants. Kevin says yes and no for example if you ask for 20 million for an RLF you must bring it down. You have to be realistic and have match. Lisa asks if it will be a one to one match, Kevin says yes match makes your application more competitive.

Councilman Anderson, the hospital expanded and other job opportunities, but the water sewer piping would need to expand would EDA give match for it. Kevin Quinn states yes that is what EDA does and that would be competitive under Public Works.

Councilman Anderson would be enhancing with smart technology to bring more people in and getting competitive grants with Verizon 5g broadband and electric cars. Kevin Quinn says yes that would qualify.

Dave Hugg asks if funds from American Rescue Plan be able to use as match. Kevin Quinn says the guidelines for that money has not come out, yet he would have to check with his legal team. Mr. Suchodolski states their lawyers are currently looking at that and reaching out to treasury.

CITY OF DOVER PLANNING UPDATE GIVEN BY DAVE HUGG

Dave Hugg advises we took advantage and submitted seven projects through Congressional Authorization Procreations Process some would qualify for EDA funding mostly infrastructure projects. Also, submitted four projects to Representative Blunt Rochester for community projects including two planning projects if we cannot get funded otherwise. Waiting for guidelines from US Treasury of American Rescue Plan should be on or around May 10.

MAYORS ANNOUNCEMENT

Next meeting will have a guest speaker thanks to Councilman Anderson will give insight on new directions we can go.

NEXT MEETING DATE

May 11, 2021 at 4:00 PM via ZOOM

ADJOURNMENT

Mayor Robin R. Christiansen called for a motion to adjourn. Councilman Anderson moved for adjournment, seconded by Diane Laird, unanimously carried.

Meeting adjourned 5:00PM.



EDA

U.S. ECONOMIC DEVELOPMENT ADMINISTRATION



EDA Contacts for Delaware

Linda Cruz-Carnall, Regional Director, Philadelphia Regional Office

Marguerite McGinley, Area Director-Investment Development Team,
Philadelphia Regional Office

Kevin F. Quinn

*Economic Development Specialist, Investment Development Team
Economic Development Representative-Delaware, Philadelphia Regional
Office*

202-695-6280

Matthew Suchodolski

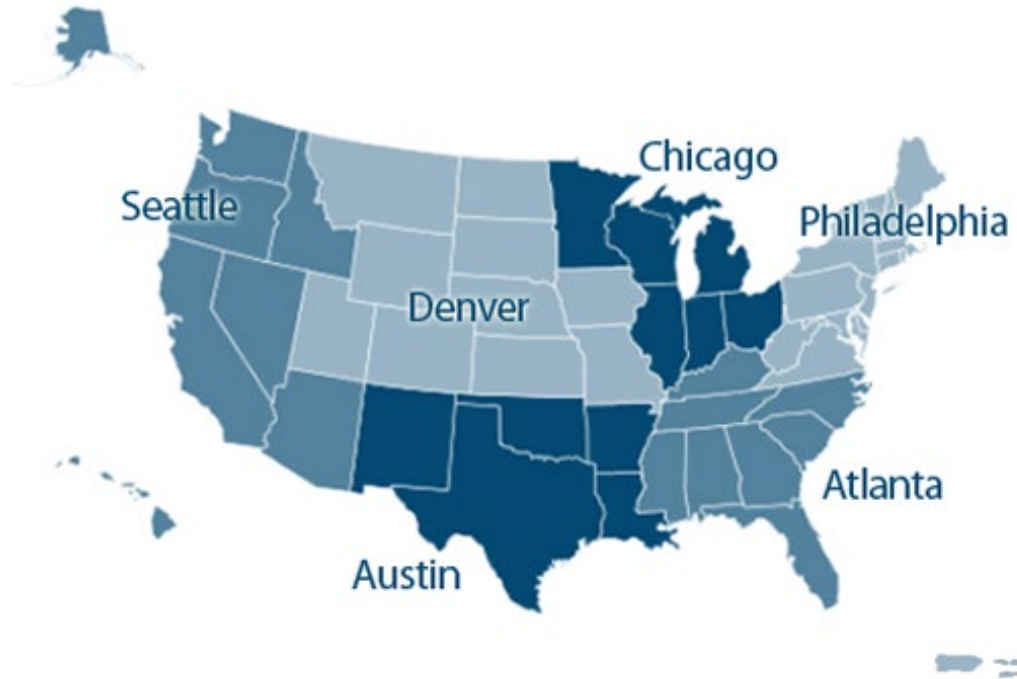
*Management Analyst-Economic Development Integration, Philadelphia Regional Office
(215) 316-2472*



Philadelphia Regional Office

Philadelphia Regional Office:

CT, DE, DC, ME, MD, MA, NH, NJ, NY,
PA, RI, VT, VA, WV, PR, VI



EDA'S MISSION

To lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy

The U.S. Economic Development Administration's investment policy is designed to establish a foundation for sustainable job growth and the building of durable regional economies throughout the United States

This foundation builds upon two key economic drivers - innovation and regional collaboration. Innovation is key to global competitiveness, new and better jobs, a resilient economy, and the attainment of national economic goals

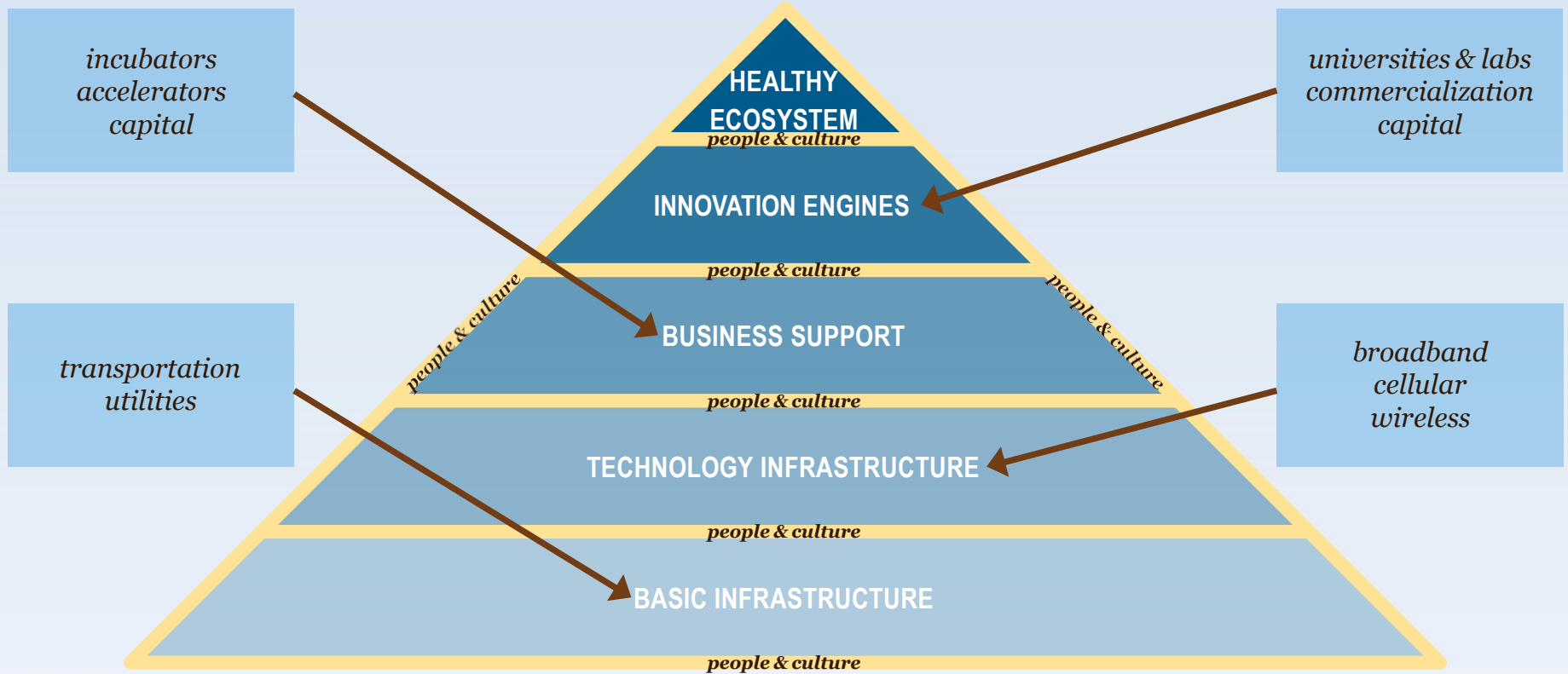
Regional collaboration is essential for economic recovery because regions are the centers of competition in the new global economy and those that work together to leverage resources and use their strengths to overcome weaknesses will fare better than those that do not

EDA encourages its partners around the country to develop initiatives that advance new ideas and creative approaches to address rapidly evolving economic conditions



A HEALTHY ECOSYSTEM

the hierarchy of community needs





EDA PROGRAMS

Planning

Supports local organizations ([Economic Development Districts](#), Indian Tribes, and other eligible areas) with short and long-term planning efforts. The [Comprehensive Economic Development Strategy \(CEDS\) Content Guidelines](#), provides suggestions, tools, and resources for developing comprehensive economic development strategies.

Public Works

Empowers distressed communities to revitalize, expand, and upgrade their physical infrastructure to attract new industry, encourage business expansion, diversify local economies, and generate or retain long-term, private sector jobs and investment.

Economic Adjustment

Assists state and local interests in designing and implementing strategies to adjust or bring about change to an economy. The program focuses on areas that have experienced or are under threat of serious structural damage to the underlying economic base. Under Economic Adjustment, EDA administers its [Revolving Loan Fund \(RLF\) Program](#), which supplies small businesses and entrepreneurs with the gap financing needed to start or expand their business.

Local Technical Assistance

Helps fill the knowledge and information gaps that may prevent leaders in the public and nonprofit sectors in distressed areas from making optimal decisions on local economic development issues.

University Centers

A partnership of the federal government and academia that makes the varied and vast resources of universities available to the economic development community.



EDA PROGRAMS

Build to Scale (formerly known as Regional Innovation Strategies)

The Build to Scale (B2S) Program builds regional economies through scalable startups and includes three competitions supporting entrepreneurship, acceleration of company growth and increased access to risk capital across regional economies.

Trade Adjustment Assistance for Firms

A national network of [11 Trade Adjustment Assistance Centers](#) to help strengthen the competitiveness of American companies that have lost domestic sales and employment because of increased imports of similar goods and services.

Research and National Technical Assistance

Supports research of leading edge, world class economic development practices and information dissemination efforts.

Economic Development Integration

EDA possesses broad and deep experience in successfully coordinating resources across multiple programs and special initiatives. Based upon this experience and EDA's historic track record of successful collaboration with a range of stakeholders (both federal and non-federal), the Office of Management and Budget (OMB) has designated EDA to lead the federal government's efforts to maximize the integration of economic development resources from all sources, including federal, state, local and philanthropic, to achieve more impactful and sustainable outcomes for communities across America.



Planning Comprehensive Economic Development Strategy (CEDS)

- Contributes to effective economic development in America's communities & regions through a locally-based, regionally-driven economic development planning process
- Economic development planning through the CEDS is the cornerstone of EDA's programs
- Successfully serves to engage community leaders, leverage the involvement of the private sector, and establish a strategic blueprint for regional collaboration
- The CEDS provides the capacity-building foundation by which the public sector, working in conjunction with other economic actors (individuals, firms, industries), **creates the environment for regional economic prosperity**

EDA's Investment Priorities

1. Recovery & Resilience: Projects that assist with economic resilience (including business continuity and preparedness) and long-term recovery from natural disasters and economic shocks to ensure U.S. communities are globally competitive.

2. Critical Infrastructure: Projects that establish the fundamental building blocks of a prosperous and innovation-centric economy and a secure platform for American business, including physical (e.g., broadband, energy, roads, water, sewer) and other economic infrastructure.

EDA's Investment Priorities

3. Workforce Development & Manufacturing: Projects that support the planning and implementation of infrastructure for skills-training centers and related facilities that address the hiring needs of the business community -- particularly in the manufacturing sector -- with a specific emphasis on the expansion of apprenticeships and work-and-learn training models. Also includes projects that encourage job creation and business expansion in manufacturing, including infrastructure-related efforts that focus on advanced manufacturing of innovative, high-value products and enhancing manufacturing supply chains.

4. Exports & FDI: Primarily infrastructure projects that enhance community assets (e.g., port facilities) to support growth in U.S. exports and increased foreign direct investment—and ultimately the return of jobs to the United States.

EDA's Investment Priorities

5. Opportunity Zones: Planning and implementation projects aimed at attracting private investment – including from Opportunity Funds – to grow businesses and create jobs in Census tracts that have been designated as Opportunity Zones. This includes targeted projects located within an Opportunity Zone; projects that, while not located within an Opportunity Zone, have a clear intent of benefitting nearby Opportunity Zone(s); and regional projects that encompass an area containing at least one Opportunity Zone with a clear intent of benefitting that Opportunity Zone. Opportunity Zones are designed to spur economic development by providing tax benefits to investors. For more information on Opportunity Zones and Opportunity Funds, see <https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>.

ELIGIBILITY

Who is eligible to apply?

- Eligible applicants must be a state, a political subdivision of a state, district organization, Indian tribe, institution of higher education, or a non-profit acting in coordination with a political subdivision of a state.

ELIGIBILITY

What criteria and requirements must be met to apply?

Certain economic distress criteria must be met (for Public Works or Economic Adjustment investments):

An unemployment rate that is, for the most recent twenty-four (24) month period of which data is available at least one (1) percent greater than the national average unemployment rate; or

Per capita income that is, for the most recent period for which data is available, eighty (80) percent or less of the national average per capita income; or

A “Special Need” (certain unemployment or economic adjustment problems) as determined by EDA.

Proposals must be based on a locally developed comprehensive economic development strategy or equivalent document (for Public Works or Economic Adjustment investments).

Cost sharing or matching is required; generally, the amount of the EDA investment may not exceed fifty (50) percent of the total cost of the project.



Where Do You Apply?

- **Proposals and applications must be submitted to <http://www.grants.gov/> or to the appropriate EDA regional office.**

- **For more information on EDA Federal Funding Opportunities, visit <http://www.eda.gov/fundingopportunities/index.htm>**



When Can You Apply?

- **EDA accepts applications at any point and will work closely with applicants to provide feedback and responses on funding decision in a timely manner.**

In addition, EDA accepts project proposals before requiring full applications.

How Are Proposals Evaluated?

- **Proposals are evaluated based on certain investment policy guidelines and funding priority considerations. For more information on EDA's application requirements and criteria, please visit our web site at www.eda.gov**



Previous Investments:

In FY 2018, EDA awarded \$1.9 million in Public Works funds to Delaware Technical Community College for the construction of the Automotive Center of Excellence (COE), an automotive and diesel mechanic training facility. The new facility will allow the college to provide certification in this specialized automotive field to address the critical need for diesel mechanics in the area.

With this investment, DTCC has committed to create 43 new jobs as well as save 44 jobs with an estimated private investment of \$1.5 million. In addition, the Automotive Center of Excellence created new opportunities for diesel and automotive-related businesses in the region, which will create more high skilled jobs. Businesses in the region have shown their support for the project through financial and job commitments.



Previous Investments:

In FY21 EDA Awarded the Delaware Division of Small Business a \$1,500,000 Revolving Loan Fund (RLF) to alleviate sudden and severe economic dislocation caused by the coronavirus (COVID-19) pandemic, to provide permanent resources to support economic resiliency, and to further the long-term economic adjustment objectives of the region served by this Award.

This recently funded EDA investment will provide access to capital for small businesses that suffered economic injury as a result of COVID-19 across the entire State of Delaware, within each of the 3 counties (New Castle, Kent & Sussex) and including all 25 Qualified Opportunity Zones which includes rural as well as urban communities and main street commercial corridors that were severely impacted by mandatory shut-down under the Public Health State of Emergency and Presidential Disaster Declaration.



Delaware State University: University Center for Economic Development and Trade

Director- Michael H. Casson Jr., PhD

Delaware State University University Center for Economic Development and Trade

University Center for Economic Development and Trade

University
Delaware State University

Center Director
Michael Casson

Center Location
College of Business

Center since 2011

Center Activities

- Technical assistance
- Building networks and partnerships

Clients

- Businesses
- Government
- Economic development organizations

Assessment Techniques

- Tracking economic impact and other indicators
- Case studies
- Client interviews
- Client satisfaction surveys

Contact Information
mcasson@desu.edu

Activities

As a new University Center, building relationships and connections to help Delaware State University and UCEDT become stakeholders and resources for economic development and planning in the state is an important Center priority. This work will serve as a foundation for future collaborations and technical assistance projects.

The Center provides technical assistance to local governments, such as the feasibility and impact study in-

Workforce development 30%

Advance entrepreneurship 70%

Leveraging

In addition to receiving salary match and workspace from the College of Business, UCEDT has been utilizing students to assist with data collection for the Center. Also, while located in

Success

First State Moves the Nation

The University Center for Economic Development and Trade has formed a relationship with First Aid Manufacturing and the City of Millford toward the development of a jobs and business accelerator, First State Moves the Nation. The Center has been involved in the planning process and will provide technical assistance in the form of legal services and/or the creation of a virtual accelerator to enhance the project.

An accelerator in the City of Millford makes use of a repurposed building in a distressed area.

the College of Business, the Center has broad buy-in from across the University. The Center leverages relationships with the Small Business Administration, Delaware Center for Enterprise Development, Delaware Department of Labor, Delaware Economic Development Organization, and county economic development agencies. In addition, the Center works collaboratively with the University's Adult and Continuing Education Division, Center for IT Services, and Extension Agriculture and Natural Resources Program. The Center also leverages university data sources, faculty expertise, and student labor.



EDA Website

EDA Website:

<https://www.eda.gov/>

- About EDA**
- Funding Opportunities**
- Programs**
- Success Stories**
- Resources**
- Newsroom (Press Releases)**
- EDA Contacts (All Regions and Headquarters)**



TOOLS FOR ECONOMIC DEVELOPMENT

IDENTIFY LEVELS OF DISTRESS:

[StatsAmerica: Measuring Distress – A Resource for EDA Stakeholders](#)

DEVELOP A STRATEGIC PLAN:

[Know Your Region: A Template for Future Prosperity](#)

[CEDS Content Guidelines](#)

The CEDS Content Guidelines provide practical recommendations about the content and format of a CEDS that will result in an engaging, technically-sound strategy for guiding regional development.

BUILDING THE REGIONAL ECOSYSTEM AND IDENTIFYING COMPETITIVE ADVANTAGE:

[Identifying Regional Clusters](#)

TOOLS FOR ECONOMIC DEVELOPMENT (CONTINUED)

Calculating Innovation Capacity

The new Innovation Index 2.0, created by the Indiana Business Research Center, provides practitioners an easy-to-compare method of assessing the innovation capacity of their region by providing the composite index of innovation inputs and outputs built upon data from five areas: human capital, business dynamics, business profile, employment and productivity, and economic well-being.

Identifying and Supporting Venture Development Organizations

Created by the State Science and Technology Institute, the Regional Innovation Accelerator Network (RIAN) is designed to help identify existing venture development organizations (VDOs) and relevant best practices that VDOs can implement to advance economic development objectives.

TOOLS FOR ECONOMIC DEVELOPMENT (CONTINUED)

Investment Analysis

This tool, created by Purdue University and the Indiana Business Research Center, provides practitioners tools to assist them in prioritizing projects.

INCUBATOR MANAGEMENT BEST PRACTICES

Benchmark Your Incubator Management Practices and Access Tools for Continuous Improvement

Dedicated incubation professionals are always looking for ways to enhance their program's effectiveness and efficiency. This online tool, developed by the University of Michigan and based on research funded by EDA, provides incubator managers with the input they need to do just that.

EDA CARES ACT RECOVERY ASSISTANCE

The Coronavirus Aid, Relief, and Economic Security (CARES) Act provides the Economic Development Administration (EDA) with \$1.5 billion for economic development assistance programs to help communities prevent, prepare for, and respond to coronavirus.

EDA CARES Act Recovery Assistance, which is being administered under the authority of the bureau's flexible [Economic Adjustment Assistance](#) (EAA) (PDF) program, provides a wide-range of financial assistance to communities and regions as they respond to and recover from the impacts of the pandemic.

EDA's CARES Act Recovery Assistance funding is made available with the announcement that EDA had published an Addendum to its FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity. EDA intends to deploy its CARES Act funding as quickly, effectively, and efficiently as possible, and in a manner that meets communities needs.



Delaware Department of State

<https://sos.delaware.gov/>

Delaware Economic Development Authority

<https://business.delaware.gov/delaware-economic-development-authority/>

Delaware Opportunity Zones

<https://business.delaware.gov/opportunity-zones/>



Delaware CEDS

STATE OF DELAWARE'S COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) was updated on 4/20/2020

<https://business.delaware.gov/wp-content/uploads/sites/118/2020/04/CEDS-2020.pdf>



Questions?



Contact Information:

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EDA

U.S. ECONOMIC DEVELOPMENT ADMINISTRATION

COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole Meeting was held by video conference on June 15, 2021 at 6:00 p.m., with Council President Sudler presiding. Members of Council present via video or telephone were Mr. Anderson, Mr. Boggerty, Mr. Neil, Mr. Hare, Mrs. Arndt, Mr. Rocha, Mr. Taylor, and Mr. Lindell. Civilian members present for their Committee meetings were Mr. Contant and Mr. Shevock (*Legislative, Finance, and Administration*).

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

Mr. Anderson requested the agenda be amended by moving Item# 6 - Presentation - Downtown Dover Partnership (DDP) Master Plan to be considered first.

Mr. Sudler moved for adoption of the agenda as amended, seconded by Mr. Neil and unanimously carried.

Presentation - Downtown Dover Partnership (DDP) Master Plan (Diane Laird, Executive Director, DDP)

Ms. Diane Laird, Executive Director, DDP, reviewed the Downtown Dover Partnership Master Plan presentation.

Responding to Mr. Anderson, Ms. Laird stated that considering the current workforce, the potential workforce gain from DSU locating downtown would be a key factor in a successful outcome, not only for entrepreneurial types that want to open small businesses, but all for other professional businesses that may arise.

Mr. Neil suggested that the Downtown Dover Partnership consider including the Riverwalk previously proposed by Mr. Taylor as a part of the plan.

Responding to Mr. Taylor, Ms. Laird stated that they had not sought funding from private industry or a public private collaborative. She stated that she tried to keep things condensed while looking at the plans but there was no reason not to consider private sources or public private sources in addition to the non-profit sources if they need the funding. Ms. Laird stated that it was something she would consider.

Responding to Mr. Taylor, Ms. Laird stated that Delaware State University would be engaged in the visioning, planning, and exploration of investment in how the campus would engage with the whole master plan. She stated that how their involvement in terms of funding correlated to the rest of the community was worth exploring.

Responding to Mr. Sudler, Ms. Laird stated that part of the plan should be assessing where a campus of social services could be located or if it should be spread out.

Evaluation of Bids - Fiscal Year 2021B Street and Alley Program (Sharon Duca, Public Works Director)

Ms. Sharon Duca, Public Works Director, reviewed the background and analysis regarding the evaluation of bids for the Fiscal Year 2021B Street and Alley Program.

Staff recommended awarding the contract to Grassbuster's Landscaping Company, Inc. for the City of Dover Fiscal Year 2021B Street and Alley Program, Bid #21-0039PW, for the amount of \$381,083.

Responding to Mr. Boggerty, Ms. Duca stated that she could get information on the cost overrun by dollar amount and percentage as compared to what was proposed for previous bids that Grassbuster's Landscaping Company, Inc. had been awarded.

Mr. Boggerty suggested that going forward it may be beneficial to include whether a company had previously done work for the City and what the percentage of their overruns was in the bid and RFP packages.

Mr. Matt Harline, Interim City Manager, stated that if the City included performance measures it would need to be in a system so it can be applied equally. He stated that if this information would be used to penalize companies there needed to be good metrics.

Responding to Mr. Neil, Ms. Duca stated that in terms of performance, Grassbuster's had done a good job on various projects in the past and had completed jobs on time as well.

Responding to Mayor Christiansen, Ms. Duca stated that Stevenson Drive was part of the 2021 street program that was accepted by Council the night before so the plan was to have Stevenson Drive done first.

Responding to Mayor Christiansen, Ms. Duca stated that Public Works was trying to work on a phased in plan that would leave a significant number of trees in place by trying to work around them. She stated that they were working through that with a contractor for the 2020 program and it would come back to committee for review once they received further information on the cost and were able to ensure the ability to not disturb the trees as a part of the project.

Responding to Mayor Christiansen, Ms. Duca stated that as long as everything worked out with the contractor and the equipment they should be able to pave the road surface before cold weather settled in. She advised that some of the issues that would take more time were the sidewalks on the other side of the trees due to the need to develop the possibilities for routing around them and the need for various public involvement as it could affect homeowner's properties.

Mr. Neil moved to recommend approval of staff's recommendation to award the contract to Grassbuster's Landscaping Company, Inc., for the City of Dover Fiscal Year 2021B Street and Alley Program. The motion was seconded by Mr. Taylor and unanimously carried.

Elimination of the City Assessor's Position (Cheryl Bundek, City Assessor)

Mrs. Cheryl Bundek, City Assessor, reviewed the background and analysis regarding the elimination of the City Assessor's position.

Responding to Mr. Sudler, Mrs. Bundek stated that her biggest con for eliminating the assessor position would be the loss of a position in the department, the pro would be the cost savings to the City which would be the case if they awarded the job to the contractor or if they chose to go with the County.

Responding to Mr. Sudler, Mrs. Bundek stated that Human Resources was looking for a position for the employee whose position would be eliminated if the assessor's position was eliminated and that the employee was looking at and applying for the open positions within the City.

Responding to Mr. Neil, Mrs. Bundek stated that if Kent County had the revaluation, Tyler was doing that revaluation and had also done the City's. She advised that if the City did not go with Kent County revaluations, if it chose to go with the Kent County route after the reevaluation was done, it would be in the City's best interest because the values would be different. Mrs. Bundek noted that even if the City did a valuation in the same year, Kent County was using a different valuation software. She stated that Tyler was going to be using Patriot software, which is what Kent County currently had so there would be a different value probably between the City value and Kent County's value, which could make for appeals for whoever has the highest value between the two properties. Mrs. Bundek stated that it would not make sense to a property owner how the valuation year can be that close and maybe extremely different. She advised that the City would also have to make a judgment call on quality of home and condition of home from an assessor that is working in Kent County versus either an assessor that is working for the City or a contractor that is working for the City. Mrs. Bundek stated that her only concern if the City chose not to go with the county value was that it may incur a lot more appeals because of judgement calls between two different jurisdictions and two different software being used. She noted that the contractor cost right now was not to exceed \$59,900 a year.

Mayor Christiansen stated that the Assessor's office had kept current with the assessment values of the properties within the City and he firmly believed that the City should keep the position. He noted that after the end of the Kent County Assessment the City could see if it dovetails with theirs and make the decision then.

Mr. Hare noted that the City pays County taxes which covers having property assessed. He stated that he agreed with Mayor Christiansen that the position could stay vacant and be kept available while the City waits to see what the County comes up with before spending the money to do a reassessment.

Mr. Sudler stated that he agreed with Mayor Christiansen and he would like to see some type of relief in regards to constituents being hit with County and City taxes simultaneously.

Mayor Christiansen stated that in some areas where there is duplication of services, there is a separate service function budget. He noted that it had been considered for the City of Dover and the County over the last forty years. Mayor Christiansen advised that he did not know if it would change but it was something that should be discussed on a regular basis.

Responding to Mr. Anderson, Mrs. Bundek advised that the City had already signed the contract with Tyler Technologies for additional services, so they were at its disposal. She stated that they would not be needed unless asked for any contract work, so the City could use them until a decision is made. Mrs. Bundek advised that if the City's route was to search for another assessor, they would have to be certified with the

State to be appointed as the assessor to value properties. She stated that the contractor could be utilized in the interim to value any new building permits.

Mrs. Bundek stated that she, Mrs. Patricia Marney, Customer Service Director, Mr. Randy Robertson, City Manager, and Mr. Matt Harline, then Assistant City Manager, met with Mr. Mike Petit de Mange, Kent County Administrator, to discuss what the future was with the reevaluation. She advised that it was not in the settlement that the County had to do a reoccurring reassessment like the City does, but Mr. Petit de Mange stated that was what he was proposing. Mrs. Bundek stated that the first City reassessment in 2010 was just short of a million dollars and has since gone down to about one hundred thousand (\$100,000) because the properties will be looked at within a five-year period, so a contractor does not have to be hired to look at every property like the whole State has to do right now. Mrs. Bundek advised that the State was going to go out and look at every property again, including the City of Dover properties. She stated that the contractor would get the information from the Planning and Inspections Department via the Tax Assessor's administrator, they would value the properties and the Tax Assessor's administrator would do the rest of the leg work. Mrs. Bundek noted that the way it was positioned was for the Tax Assessor's administrator to go under customer service and be directly supervised by Mrs. Marney. She stated that the contractor would come in and probably just deal with the administrator in that aspect.

Mrs. Bundek stated that if the City went with the county valuations the Tax Assessor's administrator would send the permits to the county, the county would do all the permits and valuation and the City could just do an export. She stated that it was currently \$15.00 for each export so it would probably be best to do that four times a year prior to each billing and then bill based on that information. Mrs. Bundek stated that one of the big pros for using Kent County was that there would no longer be a need for a Board of Assessment Appeal because all of the appeals would be sent directly to Kent County, who would handle all appeals to property values.

Mr. Harline stated that the information from the Council retreat was used to guide the construction of the 2022 Fiscal Year Budget which did not currently include funds for a new assessor so if Council wanted to hire a new assessor in the next several months there would be a substantial increase in the budget. He stated it was also assumed that the City would be able to find a way to absorb the field assessor if the Tax Assessor position was eliminated so that position would also have to be added back into the budget as well.

Responding to Mr. Neil, Mrs. Bundek stated that if the position was kept vacant to see what happened with the County before a decision was made there would be some interim ordinance changes that would need to be made. She noted that Mrs. Marney had an intern in her office that had been working on the senior citizen issue and was willing to work on the ordinance issues as well but the City would need direction on whether the Tax Assessor's office would remain under Council or go under the City Manager and who would be supervising the one person in that position.

Ms. Lori Peddicord, Controller/Treasurer, stated that she was concerned that if the assessor's position was left vacant rather than removing the department the City would have to budget for those positions.

Responding to Ms. Peddicord, Mr. Harline stated that the administrative assistant position for the Tax office was budgeted but the field assessor was not budgeted and the assessor position was only budgeted through Mrs. Bundek's retirement. He advised that if another assessor was hired the City would be paying retirement costs, the Assessor's costs, and the field assessor's position that was not funded because of the increased

Tyler amounts. Mr. Harline noted that if the City did not use Tyler and instead used that position, the amount would be less, however, he did not have the actual costs at the time.

Mr. Neil moved to table the discussion and bring it back at the next Council Committee of the Whole meeting with a staff recommendation. The motion was seconded by Mr. Boggerty and unanimously carried.

Discussion of Business License Rates (Matt Harline, Interim City Manager)

Mr. Dave Hugg, Planning and Community Development Director, reviewed the background and analysis regarding the City of Dover business license fee structure.

Responding to Mr. Anderson, Mr. Hugg stated that he had not received a lot of feedback from the business community however, due to the deadline, he had not done as much direct one-on-one as he would have liked. He stated that due to the time crunch both he and Mr. Matt Harline, interim City Manager, felt that if the City were to consider raising the fee amounts they should be nominal now and a serious adjustment should come at a later date.

Mr. Lindell moved to refer the discussion back to staff for continued work and to report back at a time that was convenient once the appropriate information had been gathered, including talking to the business community as well as any ordinances that may need to be done. The motion was seconded by Mr. Sudler.

Responding to Mr. Taylor, Mr. Hugg stated that a 10-10.8% increase would yield about \$150,000. He advised that the expected revenues were around \$147,000. Mr. Hugg stated that they would go down a little bit in the current fiscal year but were expected to bounce back in the new fiscal year. He noted that with an increase of 10% the proposed dollar amount would be roughly \$150,000.

Responding to Mr. Taylor, Mr. Hugg stated that the only rush was that license renewals had to be sent out by July 1st so if a change were to be made a notice would need to be included in the license renewal, otherwise the City would need to wait until the same time next year.

Responding to Mr. Anderson, Mr. Harline stated that because the fees were all in Appendix F there would need to be an amendment to the ordinance. He advised that according to the Code licenses begin on August 1st and if they are not paid by August 31st a fine can be assessed for late payment so a lot of the timing is built into the Code. Mr. Harline stated that it was his understanding that it would need to be moved along pretty quickly.

The motion to refer the discussion back to staff for continued work and to report back at a time that was convenient once the appropriate information had been gathered, including talking to the business community as well as any ordinances that may need to be done was unanimously carried.

Police Department Executive Compensation (Thomas Johnson, Police Chief)

Chief Thomas Johnson reviewed the background and analysis regarding Police Department Executive Compensation.

Responding to Mr. Contant, Chief Johnson stated that the Deputy Chief was just below \$124,000 and his recommendation was \$135,000 which would be an increase of \$11,000 for that position. He stated that if

Council was in favor of addressing the shortage in Fiscal Year 2021, his salary would increase from \$139,000 to \$147,000 which would be an additional \$8,000.

Responding to Mr. Sudler, Chief Johnson stated that the compression issue was present at the time he was offered the position and was working out the details of his employment. He noted that he was going to be making less than the person he supervised and once he got a better understanding of what the salary landscape was, he requested the City provide him with a mechanism to discuss his salary. Chief Johnson advised that the Mayor was identified as his point of contact for that discussion and they had a meeting in the City prior to him signing the offer letter. He stated that at that time the mayor had a figure and he had a figure, he was trying to create a separation between ranks and a placement in market value in Delaware. Chief Johnson noted that at the time, the mayor was prepared to offer \$130,000. He believed it was related to the residual funds in the Fiscal Year 2020 budget because it was a mid-budget year and there was a concern on his end, but the appendix to that conversation was, there would be 7% added in Fiscal Year 2021 to make up the difference in market value which he believed the mayor recognized at the time. Chief Johnson stated that there was some type of communication disconnect internally from the time of that meeting and he discovered the issue later in the year, which was approximately in May. He advised that at that time he was trying to position for the Deputy Chief's promotional process and had two viable candidates. Chief Johnson stated that looking at the compression issue for the published salary for Deputy Chief against where the Captains were as the most recent FOP contract was progressing, he was concerned that there would be a challenge getting one of the captains to accept the position. He advised that during that discussion with the previous City manager, it became clear that they were not aware of the 7% piece of his hire so he began the process of trying to rectify it.

Responding to Mr. Lindell, Mr. Matt Harline, Interim City Manager, stated that 20 or 25,000 would not be impossible to find if the City did a property tax increase. He noted that if it was closer to a 40 or 50,000 increase total and if the City did not increase property taxes he would advise Council to look at it as a \$50,000 expenditure just to be safe in terms of load for retirement, etc. Mr. Harline stated that he had not had a chance to review the information with Ms. Lori Peddicord, Controller/Treasurer.

Mr. Harline clarified that the original budget was built with a two and a half percent raise for non-bargaining and to increase that to 3% across the board for the extra half a percent would be a little over \$20,000, and when the proposal for the Chief and Deputy Chief are added that is where it becomes \$50,000.

Mr. Lindell moved to recommend increasing the Deputy Police Chief's salary to \$135,000 and increasing the Police Chief's salary to \$147,000, as recommended by Staff. The motion was seconded by Mr. Neil and unanimously carried.

Review of Fiscal Year 2021/2022 Annual Budget (Matt Harline, Interim City Manager)

Mr. Matt Harline, Interim City Manager, reviewed the background and analysis regarding the Fiscal Year 2021/2022 Annual Budget. Mr. Harline shared an action form for budget amendment options (**Attachment #1**).

Responding to Mr. Anderson, Mayor Christiansen stated that \$50,000 of his economic development budget immediately goes to the Kent Economic Partnership and the rest is used by he and Mr. Hugg, Director of Planning and Community Development for advertisements, site visits, and promotion for the virtues of the City of Dover to generate jobs.

Responding to Mr. Neil, Mr. Harline advised that the City currently had \$520,000 of revenue recognized. He stated that he and Ms. Lori Peddicord, Controller/Treasurer, were pretty confident that they could say it was lost revenue directly related to COVID. Mr. Harline noted that they were continuing to review where money could and could not be expended from the COVID monies and they were pretty confident that the direct amount from the federal government for the year would be in the neighborhood of \$4.3 million. He stated that he believed the Committee members already knew some of the things they were allowing the City to expend it on were things the City did not usually do but there were some opportunities to use it in things like housing, COVID vaccinations, and things like that. Mr. Harline noted that there was also some money for water and wastewater which he thought could be used but the City had not given up on efforts to secure more funding. He stated that he, Mr. Hugg, and the Mayor had met with the U.S. Treasury Department and representatives from both Senator's offices and their representatives, particularly Senator Carper, but also Senator Coons, who helped bring the Treasury to the table. Mr. Harline advised that they had learned there were possibilities for the City and ways that the City could get more money, but it would have to be through the State or the County. He stated that the other way would be if new legislation were proposed and passed in the U.S. Congress, or if there were some legal decisions saying that distribution was constitutional so basically \$520,000 was all that was recognized in the 2022 budget currently.

Responding to Mr. Neil, Mr. Harline stated that he was not suggesting that the City spend the other million dollars from the real estate transfer tax on the sale of Dover Downs yet. He advised that he would like to use that million dollars to build the reserve because there were a lot of things that had been cut and he and Ms. Peddicord were not absolutely sure where the City would be at the end of Fiscal Year 2021. Mr. Harline noted that he and Ms. Peddicord would like to go back and re-analyze what the priorities were with all of the departments.

Responding to Mr. Sudler, Mr. Harline stated that the \$50,000 he had referenced for non-bargaining employees was separate from the Segal Water Assessment. He advised that the only thing from the Segal study that was in the budget was the recommendation to bring the supervisor in Grounds, supervisor in Streets, and some other positions up to the minimum according to the market study part of the Segal Assessment.

Responding to Mr. Lindell, Mr. Harline stated that when the COPS Grant was adopted, the City assumed in its model that there would be a one cent increase in property tax for the current year and another half cent increase in Fiscal Year 2023 to cover the cost for the five additional police officers.

Responding to Mr. Lindell, Mr. Harline stated that regardless of what is done in the current year between the cameras and other items, the commitment would be up to \$664,000 next year.

Mr. Sudler stated for the record that Council needed to continue to work on their statesmanship behavior and attitude when conducting the business of the public.

Responding to Mrs. Arndt, Mr. Harline stated that if a constituent owned a \$250,000 home and the City put a one cent property tax for \$100, the cost of the increase would be \$25 a year for a \$250,000 house.

Mrs. Arndt stated that she would ask Council to look at a one cent increase versus a two cent increase.

Responding to Mr. Rocha, Ms. Peddicord stated that there were a lot of unknowns and a lot of cuts being considered. She advised that the cost of a one cent tax increase equated to about \$352,000 and a two cent increase equated to about \$700,000, which she did not think the tax payers would notice significantly. She stated that she agreed with a lot of the statements being made about not being able to count on one-time money because it was unknown if it would continue and there may be a decrease going forward.

Responding to Mr. Anderson, Ms. Peddicord stated that the trash fee, water rates, and other increases already built into the budget were the general fund budget, which was different. She stated that there were unknown expenses that were not recognized yet.

Responding to Mr. Rocha, Mr. Harline stated that purchases were made with the assumption of raising taxes one cent or one and a half cents to cover the cost in Fiscal Year 2022 and 2023.

Mr. Rocha moved to move the budget forward as amended by Staff to include a one cent tax increase, to put \$25,000 into the Economic Development Budget, and to include the recommendation to have a 3% increase for non-bargaining employees and to have equity with the Chief and Deputy Chief's positions. The motion was seconded by Mr. Sudler and carried by a roll call vote of seven (7) yes (Hare, Arndt, Rocha, Lindell, Sudler, Shevock, Contant), three (3) no (Anderson, Boggerty, Taylor), and one (1) absent (Neil).

Mr. Hare moved for adjournment of the Legislative, Finance and Administration Committee meeting, seconded by Mr. Neil and unanimously carried.

Meeting adjourned at 9:45 p.m.

Mr. Taylor moved for adjournment of the Council Committee of the Whole meeting. The motion was seconded by Mr. Anderson and unanimously carried.

Meeting adjourned at 9:46 p.m.

Roy Sudler Jr.
Council President

RS/MR/tm

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Committee-Minutes\2021\06-15-2021 CCW MINUTES .wpd

Attachments

Attachment #1 - Budget Amendment Options Action Form

ACTION FORM

PROCEEDING: Council Committee of the Whole - Legislative, Finance & Administration	
DEPARTMENT OF ORIGIN: City Manager	DATE SUBMITTED: 6/15/21
PREPARED BY: Matthew Harline, Interim City Manager	
SUBJECT: Budget Amendment Options	
REVIEWED BY: Lori Peddicord, Controller/Treasurer	
APPROVALS: Council Committee of the Whole	
EXHIBITS: None	
EXPENDITURE REQUIRED: n/a	AMOUNT BUDGETED: TBD
TIMETABLE: Upon Council approval of the FY2021 – 22 Budget	
RECOMMENDED ACTION: Staff recommends approving a minimal Property Tax increase to maintain Public Service levels	

The proposed budget provided to the City Council on May 27, 2021 for the FY2021/22 Fiscal Year included a proposal for a Property Tax increase of \$0.055/\$100 of assessed value. At the direction of the City Council possible cuts were proposed totaling \$1.9 million, enough to eliminate the \$0.055/\$100 Property Tax increase. Council recommended cuts totalling enough to allow a balanced budget with a 2-cent property Tax increase. Within the last week the City has learned that a large transfer tax payment has been received - \$2,160,000. Council has asked what options the staff recommends for this additional money, including a complete avoidance of a Property Tax increase.

On the following page is a spreadsheet/chart with six columns. The first two include the item description and the Department associated with the item. The next four columns are as follows:

- **Staff cuts:** Proposed cuts made by the staff prior to the development of the budget document.
- **Council cuts:** Proposed cuts at the meetings on June 2nd and June 3rd
- **Spending approved:** Items that survived both rounds of cuts
- **Additional approval(s):** Additional reductions in revenue if Council recommends removing the \$0.02 tax increase and/or suggest other operational expenditures, or capital expenditures to be earmarked with the receipt of the \$2million transfer tax.

Keep in mind FY22 costs for the five additional officers plus tasers & body cameras will cost the City \$379,800 in excess of the COPS grant revenues, and City share in FY2022/23 will be \$664,500 (a \$285,000 increase from FY22/FY23). The budget reductions requested at the June 2-3 work sessions reduce the General Fund capital expenditures from \$6.37 million to \$5.17 million, and the additional transfer of \$1 million from the Electric Fund is still in place. Moreover, the final cost to the General Fund for the Tropical Storm Isaias that are not covered by FEMA are in the range of \$120,000. The final FY2021 budget balance estimate, is less certain this year than in past years. Staff strongly discourages adding more than half of the \$2.1million transfer tax receipt to the proposed FY22 beginning budget balance.

				Available to spend \$ 355,500	
Description	Department	Staff Cuts	Council cuts	Spending approved	Additional approved
		\$ (765,000.00)	\$ (1,774,100.00)	\$ 786,000	
No Property Tax Increase					\$ 704,000
3% (v. 2,5%) NB raise					\$ 20,500
Moving Expense	City Manager		\$ 20,000		
Legal Expenses	City Manager		50,000		
Special Projects	HR		50,000		
25% Economic Development	Mayor		25,000		
Delete van replacement	Recreation		31,000		
Delete 2 FTE	Customer Service		\$ 97,800		
LAN Analyst deleted	IT			37,500	
		Subtotal Admin/Rec	\$ 273,800.00		
Reduce inc to Fire	Fire		1,000		
50% buffer for Ambulance Contract	Life Safety		10,000		
Knox Box Update	Life Safety	23,200			
2 Trucks	Code Enforcement		50,300		
40% cut Demolition	Code Enforcement		100,000		
Defer hiring 4 officers 6 mos	Police			199,000	
OT and Ed Asst	Police	75,000			
Tahoe	Police		62,600		
		Subtotal Public Safety	\$ 322,100.00		
Remote Access	Facilities Maint.	25,000			
City Hall Improvements	Facilities Maint.	50,000			
Craftsperson (2nd additional)	Facilities Maint.	59,000			
Craftsperson defer 6 mos	Facilities Maint.			29,500	
Warehouse Improvements	Procurement & Inv	90,000			
River Road (MLK - US13)	Streets		380,000		
Townshend (US13 - End)	Streets		421,500		
Kent Ave N Alley	Streets		7,500		
Kent Ave S Alley	Streets		9,000		
Asphalt Hot Box	Streets		43,000		
Replace 2000 Backhoe	Streets		125,000		
Replace 2001 Dump Truck	Streets			156,000	
Cyclomedia Software	Streets	48,000			
Replace Automated Truck	Sanitation		290,400		
Replace Vac Truck	Stormwater			364,000	
Mirror Lake Drainage Basin	Stormwater	350,000			
Reduce Mulch Process Costs	Stormwater	44,800			
		Subtotal Public Works/City Buildings	\$ 1,943,200.00		

**CITY OF DOVER ORDINANCE # 2021-15
2021-2022 BUDGET ORDINANCES**

1 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**
 2 The amount hereinafter named aggregating Fifty-Two Million Two Hundred Seventy-Six Thousand One
 3 Hundred dollars (\$52,276,100) or so much thereof as may be necessary are hereby appropriated from
 4 current revenues and other funds for the use by several departments of the Municipal Government
 5 for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

		2020/21	2021/22
		REVISED	BUDGET
6	GENERAL FUND		
7	CASH RECEIPT SUMMARY FOR 2021-2022		
8			
9			
10	BEGINNING BALANCE	\$ 5,813,100	\$ 5,546,400
11	RECEIPTS		
12	FINES AND POLICE REVENUE	572,800	630,300
13	LIBRARY REVENUES	123,400	142,100
14	KENT COUNTY BOOK REIMBURSEMENT	245,000	250,000
15	BUSINESS LICENSES	1,470,000	1,500,000
16	PERMITS AND OTHER FEES	1,446,000	1,400,000
17	MISCELLANEOUS CHARGES	30,000	10,000
18	POLICE EXTRA DUTY	595,000	370,000
19	PROPERTY TAXES	14,885,800	15,267,700
20	RECREATION REVENUE	135,000	110,000
21	FRANCHISE FEE	645,000	600,000
22	SANITATION FEES	3,090,600	3,421,000
23	RENT REVENUE - GARRISON FARM	105,000	105,000
24	COURT OF CHANCERY FEES	1,440,000	1,400,000
25	INVESTMENT INCOME	140,000	90,000
26	RECEIPTS SUBTOTAL	24,923,600	25,296,100
27	INTERFUND SERVICE RECEIPTS		
28	INTERFUND SERVICE RECEIPTS GENERAL GOV	1,370,700	1,337,200
29	INTERFUND SERVICE RECEIPTS PUBLIC WORKS	782,000	617,000
30	INTERFUND SERVICE RECEIPTS CENT SRVCS	842,100	835,700
31	INTERFUND SERVICE RECEIPTS FIN ADMIN	2,597,900	2,536,300
32	INTERFUND SERVICE RECEIPTS SUBTOTAL	5,592,700	5,326,200
33	GRANTS:		
34	POLICE EXTRA DUTY	155,000	130,000
35	POLICE GRANTS FUND	-	308,900
36	POLICE PENSION GRANT	500,000	500,000
37	GREEN ENERGY GRANT	98,500	98,500
38	MISC GRANT REVENUE	102,274	520,000
39	GRANTS SUBTOTAL	855,774	1,557,400
40	TRANSFERS FROM:		
41	TRANSFER TAX	1,433,500	1,400,000
42	MUNICIPAL STREET AID	750,000	750,000
43	CIVIL TRAFFIC PENALTIES	445,000	400,000
44	WATER/WASTEWATER	1,000,000	1,000,000
45	ELECTRIC	10,000,000	11,000,000
46	TRANSFERS FROM SUBTOTAL	13,628,500	14,550,000
47	TOTAL REVENUES	45,000,574	46,729,700
48	TOTAL BEGINNING BALANCE & REVENUE	\$ 50,813,674	\$ 52,276,100

49

2021-2022 BUDGET ORDINANCES

50

GENERAL FUND - EXPENDITURES AND BUDGET BALANCE FOR 2021-2022

51

52 DEPARTMENT EXPENSES

53

54

55 TAX ASSESSOR

56 PLANNING

57 CITY MANAGER

58 HUMAN RESOURCES

59 MAYOR

60 FIRE

61 LIFE SAFETY

62 CODE ENFORCEMENT

63 INSPECTIONS

64 POLICE

65 POLICE EXTRA DUTY

66 PUBLIC WORKS - ADMINISTRATION

67 STREETS

68 SANITATION

69 GROUNDS MAINTENANCE

70 STORMWATER

71 FACILITIES MANAGEMENT

72 PUBLIC WORKS - ENGINEERING

73 LIBRARY

74 RECREATION

75 PROCUREMENT & INVENTORY

76 FLEET MAINTENANCE

77 INFORMATION TECHNOLOGY

78 FINANCE

79 CUSTOMER SERVICE

80 **DEPARTMENT SUBTOTALS****81 OTHER EXPENSES**

82 DEBT SERVICE

83 CONTRIBUTION TO DDP

84 MISCELLANEOUS GRANT RELATED EXP

85 INSURANCE

86 RETIREES HEALTH CARE

87 BANK & CREDIT CARD FEES

88 UNCOLLECTIBLES - TRASH AND OTHER

89 STREET LIGHTS

90 **OTHER EXPENSE SUBTOTAL****91 TRANSFERS**

92 TRANSFER TO CAPITAL FUND - PROJECTS

93 APPROP. TO THE POLICE PENSION FUND

94 APPROP. POLICE PENSION - STATE GRANT

95 TRANSFER TO ELECTRIC FUND (ERP)

96 **TRANSFERS SUBTOTAL****97 TOTAL EXPENDITURES**98 **CURRENT YEAR BALANCE**99 **TOTALS**

100 The City Manager is hereby authorized, without further approval of the City Council, to make
 101 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 102 department with the exception of any transfers prohibited by City Procedure #F306.

	2019/20 REVISED	2021/22 BUDGET
	\$ 511,891	\$ 535,800
	156,600	157,200
	238,400	263,800
	658,300	642,000
	1,004,800	920,100
	529,200	600,200
	221,700	222,800
	769,900	797,200
	434,974	472,300
	815,000	654,100
	595,300	651,200
	17,819,900	18,544,700
	750,000	500,000
	603,400	587,200
	697,700	636,000
	2,502,425	2,564,800
	1,456,600	1,487,500
	682,900	774,100
	655,800	837,000
	294,900	181,100
	1,822,700	1,859,900
	1,129,700	1,191,500
	730,284	738,600
	924,600	906,500
	912,800	738,500
	992,700	932,100
	1,107,600	1,048,300
	39,020,074	39,444,500
	462,200	632,000
	150,000	150,000
	100,000	-
	835,000	1,050,000
	2,045,400	2,156,000
	27,000	30,000
	100,000	-
	815,000	800,000
	4,534,600	4,818,000
	2,083,000	3,025,900
	435,100	435,100
	500,000	500,000
	-	25,000
	3,018,100	3,961,000
	46,572,774	48,223,500
	4,240,900	4,052,600
	\$ 50,813,674	\$ 52,276,100

103

CITY OF DOVER ORDINANCE # 2021-15

104

GOVERNMENTAL CAPITAL PROJECTS FUND

105

REVENUES AND BUDGET FOR 2021-2022**106 BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

107 The amount hereinafter named aggregating Eight Million Three Hundred Forty-Four Thousand Two Hundred
 108 dollars (\$8,344,200) or so much thereof as may be necessary are hereby appropriated from current revenues
 109 and other funds for the use by several departments of the Municipal Government for the fiscal year
 110 beginning July 1, 2021 and ending June 30, 2022:

111

REVENUES

112

113

114 **BEGINNING BALANCE - PROJECTS**115 **REVENUES**

116 STATE GRANTS - Other

117 POLICE GRANTS

118 BUDGET BOND/BANK PROCEEDS

119 TRANSFER FROM GENERAL FUND

120 TRANSFER FROM PARKLAND RESERVE

121 TRANSFER FROM CAPITAL ASSET RESERVE

122 **SUBTOTAL PROJECT RECEIPTS**123 **TOTAL FUNDING SOURCES**124 **TOTAL BEGINNING BALANCE AND REVENUES**

125

EXPENSE SUMMARY

126

127 **EXPENDITURES**

128 FIRE

129 GROUNDS

130 LIBRARY

131 RECREATION

132 LIFE SAFETY

133 CODE ENFORCEMENT

134 PLANNING

135 INSPECTIONS

136 POLICE

137 STREETS

138 STORMWATER

139 SANITATION

140 INFORMATION TECHNOLOGY

141 FACILITIES MANAGEMENT

142 PUBLIC WORKS - ENGINEERING

143 PROCUREMENT & INVENTORY

144 **DEPARTMENT SUBTOTAL**145 **TOTAL EXPENDITURES**

146 BUDGET BALANCE

147 **TOTAL BUDGET BALANCE & EXPENDITURES**

148 The City Manager is hereby authorized, without further approval of the City Council, to make
 149 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 150 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE - PROJECTS	\$ 3,387,600	\$ 3,331,500
REVENUES		
STATE GRANTS - Other	1,440,000	1,333,000
POLICE GRANTS	-	23,800
BUDGET BOND/BANK PROCEEDS	1,498,300	-
TRANSFER FROM GENERAL FUND	2,083,000	3,025,900
TRANSFER FROM PARKLAND RESERVE	-	490,000
TRANSFER FROM CAPITAL ASSET RESERVE	346,400	140,000
SUBTOTAL PROJECT RECEIPTS	5,367,700	5,012,700
TOTAL FUNDING SOURCES	5,367,700	5,012,700
TOTAL BEGINNING BALANCE AND REVENUES	\$ 8,755,300	\$ 8,344,200
EXPENSE SUMMARY		
EXPENDITURES		
FIRE	\$ 173,300	\$ 250,300
GROUNDS	-	125,000
LIBRARY	19,900	25,000
RECREATION	904,000	756,000
LIFE SAFETY	67,500	-
CODE ENFORCEMENT	37,800	50,300
PLANNING	20,400	-
INSPECTIONS	23,500	25,100
POLICE	986,800	526,000
STREETS	3,209,400	506,000
STORMWATER	1,342,200	2,546,200
SANITATION	475,200	166,200
INFORMATION TECHNOLOGY	61,600	36,600
FACILITIES MANAGEMENT	700,000	-
PUBLIC WORKS - ENGINEERING	39,600	-
PROCUREMENT & INVENTORY	325,000	-
DEPARTMENT SUBTOTAL	8,386,200	5,012,700
TOTAL EXPENDITURES	8,386,200	5,012,700
BUDGET BALANCE	369,100	3,331,500
TOTAL BUDGET BALANCE & EXPENDITURES	\$ 8,755,300	\$ 8,344,200

151

CITY OF DOVER ORDINANCE # 2021-15

152

GENERAL FUND CONTINGENCY

153

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022154 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

155 The amount hereinafter named aggregating Seven Hundred Eighty-Eight Thousand dollars (\$788,000)
 156 or so much thereof as may be necessary are hereby appropriated from current revenues and other funds for the
 157 use by several departments of the Municipal Government for the fiscal year beginning July 1, 2021 and ending
 158 June 30, 2022:

159

CASH RECEIPTS

160

161

162 BEGINNING BALANCE

163 INTEREST EARNED

164 **TOTALS**

165

166

167

168 CARRY FORWARD TO NEXT YEAR

169 **TOTALS**

170 The City Manager is hereby authorized, without further approval of the City Council, to make
 171 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 172 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE	\$ 773,000	\$ 775,000
INTEREST EARNED	2,000	13,000
TOTALS	\$ 775,000	\$ 788,000

	2020/21 REVISED	2021/22 BUDGET
CARRY FORWARD TO NEXT YEAR	\$ 775,000	\$ 788,000
TOTALS	\$ 775,000	\$ 788,000

EXPENSE SUMMARY

173

CITY OF DOVER ORDINANCE # 2021-15

174

GOVERNMENTAL CAPITAL ASSET RESERVE

175

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022176 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

177 The amount hereinafter named aggregating One Million Fourteen Thousand One Hundred dollars
 178 (\$1,014,100) or so much thereof as may be necessary are hereby appropriated from current revenues
 179 and other funds for the use by several departments of the Municipal Government for the fiscal year
 180 beginning July 1, 2021 and ending June 30, 2022:

181

CASH RECEIPTS

182

183

184 **BEGINNING BALANCE**

185 INTEREST EARNINGS

186 **TOTALS**

187

EXPENSE SUMMARY

188

189

190 TRANSFER TO GOVERNMENTAL CAPITAL PROJECTS FUND

191 CARRY FORWARD TO NEXT YEAR

192 **TOTALS**

193 The City Manager is hereby authorized, without further approval of the City Council, to make
 194 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 195 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 1,139,300	\$ 999,300
	14,800	14,800
	\$ 1,154,100	\$ 1,014,100

	2020/21 REVISED	2019/20 BUDGET
	\$ 154,800	\$ 140,000
	999,300	874,100
	\$ 1,154,100	\$ 1,014,100

196

CITY OF DOVER ORDINANCE # 2021-15

197

PARKLAND/RECREATION RESERVE

198

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022199 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

200 The amount hereinafter named aggregating Eight Hundred Sixty-Seven Thousand Five Hundred dollars
 201 (\$867,500) much thereof as may be necessary are hereby appropriated from current revenues and other
 202 funds for the use other funds for the use by several departments of the Municipal Government for the
 203 fiscal year beginning July 1, 2021 and ending June 30, 2022:

204

OPERATING REVENUES

205

206

207 **BEGINNING BALANCE**

208 STATE AID/GRANT

209 MISCELANEOUS RECEIPTS

210 INTEREST EARNINGS

211 **TOTALS**

212

OPERATING EXPENSES

213

214

215 TRANSFER TO GOVERNMENTAL CAPITAL PROJECTS FUND

216 TRANSFER TO GENERAL CAPITAL PROJECT FUND

217 CURRENT YEAR BALANCE

218 **TOTALS**

219 The City Manager is hereby authorized, without further approval of the City Council, to make

220 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

221 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 44,500	\$ 831,500
	1,310,000	\$ 33,000
	3,000	3,000
	\$ 1,357,500	\$ 867,500
	526,000	490,000
	-	-
	831,500	377,500
	\$ 1,357,500	\$ 867,500

222 CITY OF DOVER ORDINANCE # 2021-15223 **WATER FUND**
224 **REVENUES AND BUDGET FOR 2021-2022**225 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

226 The amount hereinafter named aggregating Seven MillionNine Hundred Ninety-One Thousand One
 227 Hundred dollars (\$7,991,100) or so much thereof as may be necessary are hereby appropriated from
 228 current revenues and other funds for the use by several departments of the Municipal Government for
 229 the fiscal year beginning July 1, 2021 and ending June 30, 2022:

230	2020/21	2021/22
231	REVISED	BUDGET
232 BEGINNING BALANCE - WATER	\$ 1,218,900	\$ 642,000
233 TOTAL BEGINNING BALANCES	1,218,900	642,000
234 BASE REVENUE		
235 STATE GRANT	71,800	-
236 WATER SERVICES	6,231,700	6,353,800
237 WATER TANK SPACE LEASING	420,100	436,700
238 WATER IMPACT FEES	570,000	420,000
239 INTEREST - WATER	34,000	34,000
240 MISCELLANEOUS SERVICE FEE	67,800	104,600
241 TOTAL REVENUES	7,395,400	7,349,100
242 TOTAL BEGINNING BALANCES AND REVENUES	\$ 8,614,300	\$ 7,991,100

243

2021-2022 BUDGET ORDINANCES

244

WATER FUND - EXPENSES AND BUDGET BALANCE FOR 2021-2022

	2020/21	2021/22
	REVISED	BUDGET
245		
246 DIRECT EXPENSES		
247 ENGINEERING & INSPECTION	\$ 441,400	\$ 294,400
248 WATER DEPARTMENT	669,800	676,300
249 WATER TREATMENT PLANT	2,066,300	2,370,600
250 DIRECT EXPENDITURE SUBTOTAL	3,177,500	3,341,300
251 OTHER EXPENSES		
252 DEBT SERVICE - WATER	762,800	762,800
253 RETIREES HEALTH CARE	176,900	192,000
254 INTERFUND SERVICE FEES	1,033,200	964,700
255 BANK & CREDIT CARD FEES	20,000	27,000
256 OTHER EXPENSES SUBTOTAL	1,992,900	1,946,500
257 TRANSFER TO:		
258 GENERAL FUND FROM WATER	500,000	500,000
259 WATER IMP AND EXT	1,455,300	1,148,600
260 ELECTRIC IMP AND EXT	-	25,000
261 TRANSFER TO SUBTOTAL	1,955,300	1,673,600
262 TOTAL EXPENSES	7,125,700	6,961,400
263 BUDGET BALANCES		
264 BUDGET BALANCE WATER	1,488,600	1,029,700
265 BUDGET BALANCE SUBTOTALS	1,488,600	1,029,700
266 TOTAL CURRENT YEAR BALANCES AND EXPENSES	\$ 8,614,300	\$ 7,991,100

267 The City Manager is hereby authorized, without further approval of the City Council, to make
 268 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 269 department with the exception of any transfers prohibited by City Procedure #F306.

270 **CITY OF DOVER ORDINANCE # 2021-15**
 271 **WASTEWATER FUND**
 272 **REVENUES AND BUDGET FOR 2021-2022**

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

274 The amount hereinafter named aggregating Twelve Million One Hundred Forty-Two Thousand Eight
 275 Hundred dollars (\$12,142,800) or so much thereof as may be necessary are hereby appropriated from
 276 current revenues and other funds for the use by several departments of the Municipal Government for
 277 the fiscal year beginning July 1, 2021 and ending June 30, 2022:

	2020/21	2021/22
	REVISED	BUDGET
280 BEGINNING BALANCE - WASTEWATER	47,900	1,672,200
281 TOTAL BEGINNING BALANCES	47,900	1,672,200
282 BASE REVENUE		
283 WASTEWATER SERVICES	4,467,500	4,709,500
284 WASTEWATER TREATMENT SERVICES	3,275,100	3,275,100
285 GROUNDWATER INFLOW ADJUSTMENT	2,040,400	2,023,100
286 WASTEWATER IMPACT FEES	480,000	380,000
287 STATE GRANT - WASTEWATER	-	62,700
288 INTEREST - WASTEWATER	20,000	20,000
289 MISCELLANEOUS SERVICE FEE	1,300	200
290 TOTAL REVENUES	10,284,300	10,470,600
291 TOTAL BEGINNING BALANCES AND REVENUES	\$ 10,332,200	\$ 12,142,800

292

2021-2022 BUDGET ORDINANCES

293

WASTEWATER FUND - EXPENSES AND BUDGET BALANCE FOR 2021-2022

294

DIRECT EXPENSES

296 ENGINEERING & INSPECTION

297 WASTEWATER DEPARTMENT

298 **DIRECT EXPENDITURE SUBTOTAL****OTHER EXPENSES**

300 DEBT SERVICE - WASTEWATER

301 RETIREES HEALTH CARE

302 KENT COUNTY TREATMENT CHARGE

303 INTERFUND SERVICE FEES

304 BANK & CREDIT CARD FEES

305 **OTHER EXPENSES SUBTOTAL****TRANSFER TO:**

307 GENERAL FUND FROM WASTEWATER

308 WASTEWATER IMP AND EXT

ELECTRIC FUND (ERP)

309 **TRANSFER TO SUBTOTAL**310 **TOTAL EXPENSES****BUDGET BALANCES**

312 BUDGET BALANCE WASTEWATER

313 **BUDGET BALANCE SUBTOTALS**314 **TOTAL CURRENT YEAR BALANCES AND EXPENSES**

315 The City Manager is hereby authorized, without further approval of the City Council, to make

316 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

317 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21	2021/22
	REVISED	BUDGET
	\$ 288,300	\$ 393,700
	1,144,200	1,112,500
	1,432,500	1,506,200
	659,900	659,900
	81,500	93,000
	4,302,900	4,302,900
	782,000	733,000
	10,000	12,000
	5,836,300	5,800,800
	500,000	500,000
	1,200,000	799,200
	-	25,000
	1,700,000	1,324,200
	8,966,400	8,631,200
	1,363,400	3,511,600
	1,365,800	3,511,600
	\$ 10,332,200	\$ 12,142,800

381

CITY OF DOVER ORDINANCE # 2021-15

382

WATER CAPITAL ASSET RESERVE

383

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022

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

385 The amount hereinafter named aggregating Five Hundred Fifty-Four Thousand Nine Hundred dollars
 386 (\$554,900) or so much thereof as may be necessary are hereby appropriated from current revenues
 387 and other funds for the use by several departments of the Municipal Government for the fiscal year
 388 beginning July 1, 2021 and ending June 30, 2022:

389

CASH RECEIPTS

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	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE - WATER	\$ 539,600	\$ 550,700
TOTAL BEGINNING BALANCES	539,600	550,700
RECEIPTS		
INTEREST EARNINGS - WATER	4,200	4,200
TOTAL RECEIPTS	4,200	4,200
TOTALS	\$ 543,800	\$ 554,900

EXPENSE SUMMARY

	2020/21 REVISED	2021/22 BUDGET
CURRENT YEAR BALANCE - WATER	\$ 543,800	\$ 554,900
CURRENT YEAR BALANCE SUBTOTALS	543,800	554,900
TOTALS	\$ 543,800	\$ 554,900

404 The City Manager is hereby authorized, without further approval of the City Council, to make
 405 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 406 department with the exception of any transfers prohibited by City Procedure #F306.

407 **CITY OF DOVER ORDINANCE # 2021-15**
 408 **WASTEWATER CAPITAL ASSET RESERVE**
 409 **CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**

410 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**
 411 The amount hereinafter named aggregating Two Hundred Ninety-Eight Thousand Eight Hundred dollars
 412 (\$298,800) or so much thereof as may be necessary are hereby appropriated from current revenues
 413 and other funds for the use by several departments of the Municipal Government for the fiscal year
 414 beginning July 1, 2021 and ending June 30, 2022:

		<u>CASH RECEIPTS</u>	
		2020/21	2021/22
		REVISED	BUDGET
418	BEGINNING BALANCE - WASTEWATER	\$ 282,800	\$ 287,000
419	TOTAL BEGINNING BALANCES	282,800	287,000
RECEIPTS			
421	INTEREST EARNINGS - WASTEWATER	4,200	11,800
422	TOTAL RECEIPTS	4,200	11,800
423	TOTALS	\$ 287,000	\$ 298,800
		<u>EXPENSE SUMMARY</u>	
		2020/21	2021/22
		REVISED	BUDGET
427	CURRENT YEAR BALANCE - WASTEWATER	287,000	298,800
428	CURRENT YEAR BALANCE SUBTOTALS	287,000	298,800
429	TOTALS	\$ 287,000	\$ 298,800

430 The City Manager is hereby authorized, without further approval of the City Council, to make
 431 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 432 department with the exception of any transfers prohibited by City Procedure #F306.

433

CITY OF DOVER ORDINANCE # 2021-15

434

WATER IMPACT FEE RESERVE

435

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022

436

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

437

The amount hereinafter named aggregating One Million Seven Hundred Ninety-One Thousand Two Hundred

438

dollars (\$1,791,200) or so much thereof as may be necessary are hereby appropriated from current

439

revenues and other funds for the use by several departments of the Municipal Government for the fiscal

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year beginning July 1, 2021 and ending June 30, 2022:

441

CASH RECEIPTS

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2020/21**2021/22**

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REVISED**BUDGET**

444

BEGINNING BALANCE - WATER

\$	1,764,800	\$	1,778,000
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445

TOTAL BEGINNING BALANCES

	1,764,800		1,778,000
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446

RECEIPTS

447

INTEREST EARNINGS - WATER

	13,200		13,200
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448

TOTAL RECEIPTS

	13,200		13,200
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449

TOTALS

\$	1,778,000	\$	1,791,200
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450

EXPENSE SUMMARY

451

2020/21**2021/22**

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REVISED**BUDGET**

453

CURRENT YEAR BALANCE - WATER

\$	1,778,000	\$	1,791,200
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454

CURRENT YEAR BALANCE SUBTOTALS

	1,778,000		1,791,200
--	------------------	--	------------------

455

TOTALS

\$	1,778,000	\$	1,791,200
----	------------------	----	------------------

456

The City Manager is hereby authorized, without further approval of the City Council, to make

457

interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

458

department with the exception of any transfers prohibited by City Procedure #F306.

459

CITY OF DOVER ORDINANCE # 2021-15

460

WASTEWATER IMPACT FEE RESERVE

461

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022

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

463 The amount hereinafter named aggregating Four Million Six Hundred Seven Thousand dollars
 464 (\$4,607,000) or so much thereof as may be necessary are hereby appropriated from current revenues
 465 and other funds for the use by several departments of the Municipal Government for the fiscal year
 466 beginning July 1, 2021 and ending June 30, 2022:

467

CASH RECEIPTS

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	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE - WASTEWATER	\$ 4,603,600	\$ 4,607,000
TOTAL BEGINNING BALANCES	4,603,600	4,607,000
RECEIPTS		
INTEREST EARNINGS - WASTEWATER	35,000	-
TOTAL RECEIPTS	35,000	-
TOTALS	\$ 4,638,600	\$ 4,607,000

	2020/21 REVISED	2021/22 BUDGET
TRANSFER TO I & E FUND FROM WASTEWATER IMPACT FEES	\$ 31,600	\$ -
CURRENT YEAR BALANCE - WASTEWATER	\$ 4,607,000	\$ 4,607,000
CURRENT YEAR BALANCE SUBTOTALS	4,638,600	4,607,000
TOTALS	\$ 4,638,600	\$ 4,607,000

EXPENSE SUMMARY

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

486

CITY OF DOVER ORDINANCE # 2021-15

487

WATER CONTINGENCY RESERVE

488

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022489 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

490 The amount hereinafter named aggregating Two Hundred Sixty-Six Thousand dollars Eight Hundred dollars
 491 (\$266,800) or so much thereof as may be necessary are hereby appropriated from current revenues and other
 492 funds for the use by several departments of the Municipal Government for the fiscal year beginning
 493 July 1, 2021 and ending June 30, 2022:

494

CASH RECEIPTS

495

496

497 BEGINNING BALANCE - WATER

498 **TOTAL BEGINNING BALANCES**499 **RECEIPTS**

500 INTEREST EARNINGS - WATER

501 **TOTAL RECEIPTS**502 **TOTALS**

503

BUDGET SUMMARY

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506 CURRENT YEAR BALANCE - WATER

507 **CURRENT YEAR BALANCE SUBTOTALS**508 **TOTAL EXPENSES AND CURRENT YEAR BALANCES**

509 The City Manager is hereby authorized, without further approval of the City Council, to make
 510 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 511 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE - WATER	\$ 262,900	\$ 264,900
TOTAL BEGINNING BALANCES	262,900	264,900
RECEIPTS		
INTEREST EARNINGS - WATER	2,000	1,900
TOTAL RECEIPTS	2,000	1,900
TOTALS	\$ 264,900	\$ 266,800

	2020/21 REVISED	2021/22 BUDGET
CURRENT YEAR BALANCE - WATER	\$ 264,900	\$ 266,800
CURRENT YEAR BALANCE SUBTOTALS	264,900	266,800
TOTAL EXPENSES AND CURRENT YEAR BALANCES	\$ 264,900	\$ 266,800

512 **CITY OF DOVER ORDINANCE # 2021-15**
 513 **WASTEWATER CONTINGENCY RESERVE**
 514 **CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**

515 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**
 516 The amount hereinafter named aggregating Two Hundred Ninety-Eight Thousand Eight Hundred dollars
 517 (\$298,800) or so much thereof as may be necessary are hereby appropriated from current revenues and
 518 other funds for the use by several departments of the Municipal Government for the fiscal year beginning
 519 July 1, 2021 and ending June 30, 2022:

		<u>CASH RECEIPTS</u>	
		2020/21	2021/22
		REVISED	BUDGET
523	BEGINNING BALANCE - WASTEWATER	\$ 294,200	296,500
524	TOTAL BEGINNING BALANCES	294,200	296,500
RECEIPTS			
526	INTEREST EARNINGS - WASTEWATER	2,300	2,300
527	TOTAL RECEIPTS	2,300	2,300
528	TOTALS	\$ 296,500	\$ 298,800

		<u>BUDGET SUMMARY</u>	
		2020/21	2021/22
		REVISED	BUDGET
532	CURRENT YEAR BALANCE - WASTEWATER	\$ 296,500	\$ 298,800
533	CURRENT YEAR BALANCE SUBTOTALS	296,500	298,800
534	TOTAL EXPENSES AND CURRENT YEAR BALANCES	\$ 296,500	\$ 298,800

535 The City Manager is hereby authorized, without further approval of the City Council, to make
 536 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 537 department with the exception of any transfers prohibited by City Procedure #F306.

538 **CITY OF DOVER ORDINANCE # 2021-15**
 539 **ELECTRIC REVENUE FUND**
 540 **REVENUES AND BUDGET FOR 2021-2022**

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

542 The amount hereinafter named aggregating Ninety-Two Million Seven Hundred Seventy-Four Thousand Eight Hundred
 543 dollars (\$92,774,800) or so much thereof as may be necessary are hereby appropriated from
 544 current revenues and other funds for the use by several departments of the Municipal Government for
 545 the fiscal year beginning July 1, 2021 and ending June 30, 2022:

	2020/21	2021/22
	REVISED	BUDGET
548 BEGINNING BALANCE	\$ 10,230,300	\$ 10,913,400
549 DISTRIBUTION OF EARNINGS - PCA CREDIT	(5,246,100)	(5,196,000)
550 BEGINNING BALANCE - ADJUSTED	4,984,200	5,717,400
551 BASE REVENUE		
552 DIRECT SALES TO CUSTOMER	80,417,400	81,960,900
553 UTILITY TAX	1,245,100	1,271,500
554 MISCELLANEOUS REVENUE	640,000	538,000
555 RENT REVENUE	-	110,000
556 GREEN ENERGY	127,000	127,000
557 INTEREST EARNINGS	157,400	175,000
558 TRANSFER FROM RATE STABILIZATION	2,500,000	2,800,000
TRANSFER FROM OTHER FUNDS (ERP)	-	75,000
558 TOTAL REVENUES	85,086,900	87,057,400
559 TOTAL BEGINNING BALANCE & REVENUES	\$ 90,071,100	\$ 92,774,800

560

2021-2022 BUDGET ORDINANCES

561

ELECTRIC REVENUE FUND EXPENSES AND BUDGET BALANCE FOR 2021-2022

	2020/21 REVISED	2021/22 BUDGET
562		
563 EXPENSES		
564 POWER SUPPLY	\$ 19,715,300	\$ 19,773,200
565 SOLAR ENERGY	3,401,100	3,237,300
566 SOLAR RENEWAL ENERGY CREDITS	384,100	409,600
567 POWER SUPPLY MANAGEMENT	634,800	634,800
568 REC'S (Renewable Energy Credits)	614,600	1,300,000
569 RGGI (Regional Greenhouse Gas Init.)	12,300	33,700
570 PJM CHARGES - ENERGY	5,871,900	5,508,400
571 PJM CHARGES - TRANSMISSION & FEES	8,476,800	6,772,100
572 CAPACITY CHARGES	15,048,100	13,322,900
573 SUB-TOTAL POWER SUPPLY	54,159,000	50,992,000
574 PLANT OPERATIONS	4,706,100	2,219,500
575 GENERATIONS FUELS	488,400	300,200
576 PJM SPOT MARKET ENERGY	(808,300)	(366,200)
577 PJM CREDITS	(369,400)	(87,000)
578 CAPACITY CREDITS	(12,191,700)	(5,411,200)
579 GENERATION SUBTOTAL	(8,174,900)	(3,344,700)
580 POWER SUPPLY & GENERATION SUBTOTAL	45,984,100	47,647,300
581 DIRECT EXPENDITURES		
582 TRANSMISSION/DISTRIBUTION	4,010,600	4,127,400
583 ELECTRICAL ENGINEERING	1,381,400	1,419,600
584 ADMINISTRATION	707,400	910,100
585 METER READING	375,300	389,400
586 SYSTEMS OPERATIONS	871,100	942,200
587 DIRECT EXPENDITURE SUBTOTALS	7,345,800	7,788,700
588 OTHER EXPENSES:		
589 UTILITY TAX	1,245,100	1,271,500
590 ALLOW FOR UNCOLLECTIBLES	300,000	300,000
591 CONTRACTUAL SERVICES - RFP'S	-	60,000
592 LEGAL EXPENSES	100,000	50,000
593 RETIREES HEALTH CARE	789,600	843,500
594 GREEN ENERGY PAYMENT TO DEMEC	127,000	127,000
595 INTERFUND SERVICE FEES	3,798,900	3,628,500
596 INTEREST ON DEPOSITS	21,000	21,000
597 BANK & CREDIT CARD FEES	330,300	500,000
598 BOND ISSUANCE COST	-	40,000
599 DEBT SERVICE	1,378,600	1,800,000
600 OTHER EXPENSES SUBTOTAL	8,090,500	8,641,500
601 TRANSFER TO:		
602 IMPROVEMENT & EXTENSION	6,000,000	3,711,100
603 GENERAL FUND	10,000,000	11,000,000
604 RATE STABILIZATION RESERVE	2,000,000	2,000,000
605 TRANSFER TO SUBTOTAL	18,000,000	16,711,100
606 TOTAL EXPENSES	79,420,400	80,788,600
607 BUDGET BALANCE - WORKING CAPITAL	10,650,700	11,986,200
608 TOTALS	\$ 90,071,100	\$ 92,774,800

609 The City Manager is hereby authorized, without further approval of the City Council, to make
610 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
611 department with the exception of any transfers prohibited by City Procedure #F306.

612

CITY OF DOVER ORDINANCE # 2021-15

613

**ELECTRIC UTILITY IMPROVEMENT AND EXTENSION FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**

614

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

616 The amount hereinafter named aggregating Forty-Four Million Four Hundred Fifty-Three Thousand Five Hundred
617 dollars (\$44,453,500) or so much thereof as may be necessary are hereby appropriated from current revenues
618 and other funds for the use by several departments of the Municipal Government for the fiscal year
619 beginning July 1, 2021 and ending June 30, 2022:

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REVENUES

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	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE	\$ 16,384,800	\$ 22,581,700
REVENUES		
TRANSFER FROM ELECTRIC	6,000,000	3,711,100
BOND ISSUE PROCEEDS	-	8,575,200
GENERAL SERVICE BILLING	400,000	400,000
TRF FROM DEPRECIATION RSV	1,000,000	9,000,000
INTEREST EARNINGS	218,200	185,500
TOTAL REVENUES	7,618,200	21,871,800
TOTALS	\$ 24,003,000	\$ 44,453,500

EXPENSE SUMMARY

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	2020/21 REVISED	2021/22 BUDGET
EXPENSES		
ELECTRIC ADMINISTRATION	\$ 2,064,400	\$ 1,843,200
ELECTRIC GENERATION	1,301,700	9,070,000
TRANSMISSION AND DISTRIBUTION	1,293,000	1,320,800
ELECTRICAL ENGINEERING	2,706,600	8,952,300
ERP SYSTEM	1,244,800	500,000
TOTAL EXPENSES	8,610,500	21,686,300
BUDGET BALANCE	15,392,500	22,767,200
TOTAL BUDGET BALANCE & EXPENSES	\$ 24,003,000	\$ 44,453,500

The City Manager is hereby authorized, without further approval of the City Council, to make interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any department with the exception of any transfers prohibited by City Procedure #F306.

646 **CITY OF DOVER ORDINANCE # 2021-15**
 647 **ELECTRIC UTILITY CONTINGENCY RESERVE**
 648 **CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**

649 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**
 650 The amount hereinafter named aggregating Nine Hundred Forty-Two Thousand Eight Hundred dollars
 651 (\$942,800) or so much thereof as may be necessary are hereby appropriated from current revenues and
 652 other funds for the use by several departments of the Municipal Government for the fiscal year
 653 beginning July 1, 2021 and ending June 30, 2022:

		<u>CASH RECEIPTS</u>	
		2020/21	2021/22
		REVISED	BUDGET
654			
655			
656			
657	BEGINNING BALANCE	\$ 908,300	\$ 928,800
658	RECEIPTS		
659	INTEREST EARNINGS	20,500	14,000
660	TOTAL RECEIPTS	20,500	14,000
661	TOTALS	\$ 928,800	\$ 942,800
662			
663			
664			
		2020/21	2021/22
		REVISED	BUDGET
665	CURRENT YEAR BALANCE	\$ 928,800	\$ 942,800
666	TOTALS	\$ 928,800	\$ 942,800

667 The City Manager is hereby authorized, without further approval of the City Council, to make
 668 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 669 department with the exception of any transfers prohibited by City Procedure #F306.

670

CITY OF DOVER ORDINANCE # 2021-15

671

**ELECTRIC UTILITY DEPRECIATION RESERVE
SOURCES AND USE OF FUNDS FOR 2021-2022**

672

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

674 The amount hereinafter named aggregating Twenty Million Eight Hundred Ninety-Three Thousand
675 dollars (\$20,893,000) or so much thereof as may be necessary are hereby appropriated from
676 current revenues and other funds for the use by several departments of the Municipal Government for
677 the fiscal year beginning July 1, 2021 and ending June 30, 2022:

678

CASH RECEIPTS

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681 **BEGINNING BALANCE**

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683 **TOTALS**

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687 TRANSFER TO ELECTRIC I & E

688 **CURRENT YEAR BALANCE**

689 **TOTALS**

689 The City Manager is hereby authorized, without further approval of the City Council, to make
690 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
691 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE	\$ 21,244,200	\$ 20,568,600
INTEREST EARNINGS	324,400	324,400
TOTALS	\$ 21,568,600	\$ 20,893,000

	2020/21 REVISED	2021/22 BUDGET
TRANSFER TO ELECTRIC I & E	\$ 1,000,000	\$ 9,000,000
CURRENT YEAR BALANCE	20,568,600	11,893,000
TOTALS	\$ 21,568,600	\$ 20,893,000

BUDGET SUMMARY

692

CITY OF DOVER ORDINANCE # 2021-15

693

**ELECTRIC UTILITY FUTURE CAPACITY RESERVE
SOURCES AND USE OF FUNDS FOR 2021-2022**

694

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

696 The amount hereinafter named aggregating Fourteen Million One Hundred Twenty-Three Thousand
697 Eight Hundred dollars (\$14,123,800) or so much thereof as may be necessary are hereby appropriated from
698 current revenues and other funds for the use by several departments of the Municipal Government
699 for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

700

CASH RECEIPTS

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702

703 **BEGINNING BALANCE**

704

INTEREST EARNINGS

705 **TOTALS**

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709 **CURRENT YEAR BALANCE**

710

TOTALS

711 The City Manager is hereby authorized, without further approval of the City Council, to make
712 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
713 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
BEGINNING BALANCE	\$ 13,896,600	\$ 13,984,000
INTEREST EARNINGS	87,400	139,800
TOTALS	\$ 13,984,000	\$ 14,123,800

BUDGET SUMMARY

	2020/21 REVISED	2021/22 BUDGET
CURRENT YEAR BALANCE	\$ 13,984,000	\$ 14,123,800
TOTALS	\$ 13,984,000	\$ 14,123,800

714

CITY OF DOVER ORDINANCE # 2021-15

715

**ELECTRIC UTILITY INSURANCE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2021-2022**

716

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

718 The amount hereinafter named aggregating Eight Hundred Sixty-Four Thousand One Hundred dollars
 719 (\$864,100) or so much thereof as may be necessary are hereby appropriated from current revenues and
 720 other funds for the use by several departments of the Municipal Government for the fiscal year
 721 beginning July 1, 2021 and ending June 30, 2022:

722

CASH RECEIPTS

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725 **BEGINNING BALANCE**

726 INTEREST EARNINGS

727 **TOTALS**

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731 **CURRENT YEAR BALANCE**732 **TOTALS**

733 The City Manager is hereby authorized, without further approval of the City Council, to make
 734 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 735 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 797,500	\$ 815,200
	17,700	48,900
	\$ 815,200	\$ 864,100

	2020/21 REVISED	2021/22 BUDGET
	\$ 815,200	\$ 864,100
	\$ 815,200	\$ 864,100

736

CITY OF DOVER ORDINANCE # 2021-15

737

**ELECTRIC UTILITY RATE STABILIZATION RESERVE
SOURCES AND USE OF FUNDS FOR 2021-2022**

738

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

740 The amount hereinafter named aggregating Twenty-Four Million Two Hundred Seventy-Six Thousand Two
 741 Hundred dollars (\$24,276,200) or so much thereof as may be necessary are hereby appropriated from
 742 current revenues and other funds for the use by several departments of the Municipal Government
 743 for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

744

CASH RECEIPTS

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747 **BEGINNING BALANCE**

748 TRANSFER FROM ELECTRIC OPERATING FUND

749 INTEREST EARNINGS

750 **TOTALS**

751

BUDGET SUMMARY

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754 TRANSFER TO ELECTRIC OPERATING FUND

755 **CURRENT YEAR BALANCE**756 **TOTALS**

757 The City Manager is hereby authorized, without further approval of the City Council, to make
 758 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 759 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED		2021/22 BUDGET
	\$ 22,348,600	\$	22,206,200
	2,000,000	\$	2,000,000
	357,600		70,000
	\$ 24,706,200	\$	24,276,200
	\$ 2,500,000	\$	2,800,000
	22,206,200		21,476,200
	\$ 24,706,200	\$	24,276,200

760

CITY OF DOVER ORDINANCE # 2021-15

761

MUNICIPAL STREET AID FUND

762

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022763 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

764 The amount hereinafter named aggregating Seven Hundred Fifty Thousand One Hundred dollars
 765 (\$750,100) or so much thereof as may be necessary are hereby appropriated from current revenues
 766 and other funds for the use by several departments of the Municipal Government for the fiscal year
 767 beginning July 1, 2021 and ending June 30, 2022:

768

CASH RECEIPTS

769

770

771 **BEGINNING BALANCE**

772 STATE GRANT

773 **TOTALS**

774

BUDGET SUMMARY

775

776

777 TRANSFER TO GENERAL FUND

778 **CURRENT YEAR BALANCE**779 **TOTALS**

780 The City Manager is hereby authorized, without further approval of the City Council, to make
 781 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 782 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 100	\$ 100
	796,000	750,000
	\$ 796,100	\$ 750,100
	2020/21 REVISED	2021/22 BUDGET
	\$ 796,000	\$ 750,000
	100	100
	\$ 796,100	\$ 750,100

783

CITY OF DOVER ORDINANCE # 2021-15

784

ELECTRONIC RED LIGHT SAFETY PROGRAM

785

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022

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

787 The amount hereinafter named aggregating Four Hundred Thousand One Hundred dollars
 788 (\$400,100) or so much thereof as may be necessary are hereby appropriated from current revenues
 789 and other funds for the use by several departments of the Municipal Government for the fiscal year
 790 beginning July 1, 2021 and ending June 30, 2022:

791

CASH RECEIPTS

792

793

794 **BEGINNING BALANCE**

795 POLICE FINES

796 **TOTALS**

	2020/21 REVISED	2021/22 BUDGET
	\$ 100	\$ 100
	445,000	400,000
	\$ 445,100	\$ 400,100

797

BUDGET SUMMARY

798

799

800 TRANSFER TO GENERAL FUND

801 **CURRENT YEAR BALANCE**

802 **TOTALS**

	2020/21 REVISED	2021/22 BUDGET
	\$ 445,000	\$ 400,000
	100	100
	\$ 445,100	\$ 400,100

803 The City Manager is hereby authorized, without further approval of the City Council, to make
 804 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 805 department with the exception of any transfers prohibited by City Procedure #F306.

806

CITY OF DOVER ORDINANCE # 2021-15

807

WORKERS COMPENSATION FUND

808

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022809 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

810 The amount hereinafter named aggregating Two Million Eight Hundred Twenty-Five Thousand Six
 811 Hundred dollars (\$2,825,600) or so much thereof as may be necessary are hereby appropriated from
 812 current revenues and other funds for the use by several departments of the Municipal Government
 813 for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

814

OPERATING REVENUES

815

816

817 **BEGINNING BALANCE**

818 INTEREST INCOME

819 PREMIUM FROM CITY

820 **TOTALS**

821

822

823

824 PROGRAM EXPENSES/SUPPLIES - CLAIMS

825 INSURANCE

826 STATE OF DEL - SELF INSURANCE TAX

827 CONTRACTUAL SERVICES

828 **TOTAL EXPENSES**

829 CURRENT YEAR BALANCE

830 **TOTALS**

831 The City Manager is hereby authorized, without further approval of the City Council, to make

832 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

833 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 2,450,500	\$ 1,803,600
	31,500	28,500
	880,100	993,500
	\$ 3,362,100	\$ 2,825,600
	2020/21 REVISED	2021/22 BUDGET
	\$ 394,000	\$ 480,000
	110,800	145,000
	33,500	39,000
	22,100	25,000
	560,400	689,000
	2,801,700	2,136,600
	\$ 3,362,100	\$ 2,825,600

834

CITY OF DOVER ORDINANCE # 2021-15

835

**COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**

836

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

838 The amount hereinafter named aggregating Seven Hundred Ninety-Five Thousand Eight Hundred dollars
 839 (\$795,800) or so much thereof as may be necessary are hereby appropriated from current revenues
 840 and other funds for the use by several departments of the Municipal Government for the fiscal year
 841 beginning July 1, 2021 and ending June 30, 2022:

842

OPERATING REVENUES

843

844

845 **PRIOR YEAR BALANCE**

846 GRANTS REVENUE

847 **TOTALS**

848

849

850

851 PROGRAM EXP. GRANT RELATED

852

853 CURRENT YEAR BALANCE

854 **TOTALS**

855 The City Manager is hereby authorized, without further approval of the City Council, to make

856 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

857 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 334,000	\$ 312,400
	500,000	483,400
	\$ 834,000	\$ 795,800
	<u>OPERATING EXPENSES</u>	
	2020/21 REVISED	2021/22 BUDGET
	\$ 171,600	\$ 596,500
	662,400	199,300
	\$ 834,000	\$ 795,800

858

CITY OF DOVER ORDINANCE # 2021-15

859

LIBRARY GRANT FUND

860

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022861 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

862 The amount hereinafter named aggregating Two Hundred Seventy-Seven Thousand Seven Hundred dollars

863 (\$277,700) or so much thereof as may be necessary are hereby appropriated from current revenues

864 and other funds for the use by several departments of the Municipal Government for the fiscal year

865 beginning July 1, 2021 and ending June 30, 2022:

866

OPERATING REVENUES

867

868

869 **PRIOR YEAR BALANCE**

870 STATE GRANT

871 FEDERAL GRANT

912 **TOTALS**

913

OPERATING EXPENSES

914

915

916 **STATE GRANTS**

917 FURNITURE/FIXTURES

918 OFFICE SUPPLIES

919 PRINTING AND DUPLICATING

920 PROGRAM EXPENSES/SUPPLIES

921 BOOKS

922 COMPUTER SOFTWARE

923 COMPUTER HARDWARE

924 AUDIO VISUAL SUPPLIES

925 POSTAGE

926 TRAINING/CONF/FOOD/TRAV

927 OFF EQP/REPAIRS & MAINT

928 OTHER EQUIP - LEASE

929 **SUBTOTAL EXPENSES STATE GRANTS**930 **FEDERAL GRANTS**

931 PROGRAM EXPENSES/SUPPLIES

932 **SUBTOTAL EXPENSES FEDERAL GRANTS**933 **GRAND TOTAL EXPENSES**934 **CURRENT YEAR BALANCE**935 **TOTALS**

936 The City Manager is hereby authorized, without further approval of the City Council, to make

937 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

938 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 18,900	\$ -
	280,800	275,000
	1,800	2,700
	\$ 301,500	\$ 277,700
	\$ 5,500	\$ 5,000
	28,000	23,100
	13,700	15,000
	25,500	28,200
	128,800	125,000
	2,500	3,000
	5,300	500
	79,000	67,700
	200	100
	4,200	3,000
	4,000	1,900
	2,100	2,500
	298,800	275,000
	2,700	2,700
	2,700	2,700
	301,500	277,700
	-	-
	\$ 301,500	\$ 277,700

939

CITY OF DOVER ORDINANCE # 2021-15

940

CDBG GRANT FUND

941

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**942 BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

943 The amount hereinafter named aggregating Three Hundred Thirty-Four Thousand Nine Hundred Forty-Three
 944 dollars (\$334,943) or so much thereof as may be necessary are hereby appropriated from current revenues
 945 and other funds for the use by several departments of the Municipal Government for the fiscal year
 946 beginning July 1, 2021 and ending June 30, 2022:

947

OPERATING REVENUES

948

949

950 **PRIOR YEAR BALANCE**

951 CDBG GRANTS RECEIVED

952 **TOTALS**

953

OPERATING EXPENSES

954

955

956 EXPENDITURES

957 PRIOR YEAR CLOSING COST/DOWN PAYMENT PROGRAM

958 PRIOR YEAR MHDC HOMEOWNER REHAB.

959 PRIOR YEAR MHDC EMERGENCY HOME REPAIR

960 CURRENT YEAR CLOSING COST/DOWN PAYMENT PROGRAM

961 CURRENT YEAR DOVER INTERFAITH MINISTRY

962 CURRENT YEAR DOVER NCALL

963 CURRENT YEAR MHDC EMERGENCY HOME REPAIR

964 CURRENT YEAR MHDC HOMEOWNER REHAB.

965 CURRENT YEAR DIMH & CENTRAL DE HOUSING COLLABORATIVE

966 CURRENT YEAR CARES ACT (COVID-19)

967 CURRENT YEAR ADMIN EXPENSE

968 **TOTAL EXPENDITURES**969 **CURRENT YEAR BALANCE**970 **TOTALS**

971 The City Manager is hereby authorized, without further approval of the City Council, to make

972 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

973 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 2,500	\$ 2,500
	632,077	332,443
	\$ 634,577	\$ 334,943
	2020/21 REVISED	2021/22 BUDGET
	\$ 1,855	\$ -
	55,522	-
	35,385	-
	97,845	100,000
	30,000	61,016
	-	30,000
	33,000	40,000
	25,000	25,827
	75,284	20,600
	163,211	-
	114,976	55,000
	632,078	332,443
	2,500	2,500
	\$ 634,578	\$ 334,943

974

CITY OF DOVER ORDINANCE # 2021-15

975

207 - POLICE GRANTS FUND

976

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022**977 BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

978 The amount hereinafter named aggregating Eight Hundred Thirty Thousand dollars (\$830,000)

979 or so much thereof as may be necessary are hereby appropriated from current revenues and other

980 funds for the use by several departments of the Municipal Government for the fiscal year

981 beginning July 1, 2021 and ending June 30, 2022:

982

OPERATING REVENUES

983

984

985 **PRIOR YEAR BALANCE**

986 STATE AND FEDERAL GRANTS RECEIVED

987 **TOTALS**

988

OPERATING EXPENSES

989

990

991 **EXPENDITURES**992 **MATERIALS AND SUPPLIES**

993 POLICE EQUIPT & PROG SUPP

TECHNOLOGY EQUIPMENT

994 **ADMINISTRATIVE EXPENDITURES**

995 CELL PHONE CHARGES

996 TRAINING

997 AUDIT FEES

998 **TOTAL EXPENDITURES**999 **OTHER FINANCING USES**

1000 OPERATING TRANSFERS-OUT

1001 **TOTAL FINANCING USES**1002 **CURRENT YEAR BALANCE**1003 **TOTALS**

1004 The above budget represents the combination of all State & Federal Grants.

1005 The City Manager is hereby authorized, without further approval of the City Council, to make

1006 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

1007 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ 129,000	\$ 50,000
	635,000	780,000
	\$ 764,000	\$ 830,000
	2020/21 REVISED	2021/22 BUDGET
	643,600	235,000
	-	210,000
	20,000	15,000
	19,700	10,000
	1,000	-
	684,300	470,000
	4,300	310,000
	4,300	310,000
	75,400	50,000
	\$ 764,000	\$ 830,000

1008

CITY OF DOVER ORDINANCE # 2021-15

1009

209 - POLICE GRANTS FUND

1010

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-20221011 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

1012 The amount hereinafter named aggregating Three Hundred Thirty Thousand dollars (\$330,000)

1013 or so much thereof as may be necessary are hereby appropriated from current revenues and other

1014 funds for the use by several departments of the Municipal Government for the fiscal year

1015 beginning July 1, 2021 and ending June 30, 2022:

1016

OPERATING REVENUES

1017

1018

1019 **PRIOR YEAR BALANCE**

1020 STATE AND FEDERAL GRANTS RECEIVED

1021 **TOTALS**

1022

OPERATING EXPENSES

1023

1024

1025 **EXPENDITURES**1026 **MATERIALS AND SUPPLIES**

1027 POLICE EQUIPT & PROG SUPP

1028 **ADMINISTRATIVE EXPENDITURES**

1029 TRAINING

1030 **TOTAL EXPENDITURES**1031 **OTHER FINANCING USES**

1032 OPERATING TRANSFERS-OUT

1033 **TOTAL FINANCING USES**1034 **CURRENT YEAR BALANCE**1035 **TOTALS**

1036 The above budget represents the combination of all State & Federal Grants.

1037 The City Manager is hereby authorized, without further approval of the City Council, to make

1038 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

1039 department with the exception of any transfers prohibited by City Procedure #F306.

	2020/21 REVISED	2021/22 BUDGET
	\$ -	\$ -
	212,400	330,000
	\$ 212,400	\$ 330,000
	2020/21 REVISED	2021/22 BUDGET
	118,000	265,000
	63,500	
	-	15,000
	181,500	280,000
	30,900	50,000
	30,900	50,000
	-	-
	\$ 212,400	\$ 330,000

1040

CITY OF DOVER ORDINANCE # 2021-15

1041

SUBSTANCE ABUSE GRANTS FUND

1042

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-20221043 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

1044 The amount hereinafter named aggregating One Hundred Forty-Four Thousand Seven Hundre dollars (\$144,700)

1045 or so much thereof as may be necessary are hereby appropriated from current revenues and other funds

1046 for the use by several departments of the Municipal Government for the fiscal year beginning

1047 July 1, 2021 and ending June 30, 2022:

1048

OPERATING REVENUES

1049

1050

1051 **PRIOR YEAR BALANCE**

1052 STATE GRANTS RECEIVED

1053 RECREATION REVENUE

1054 **TOTALS**

	2020/21 REVISED	2021/22 BUDGET
	\$ 52,000	\$ 83,700
	28,000	28,000
	33,000	33,000
	\$ 113,000	\$ 144,700

1055

OPERATING EXPENSES

1056

1057

1058 **EXPENDITURES**

1059 TEMPORARY HELP/BENEFITS

1060 PROGRAM EXPENSES/SUPPLIES

1061 **TOTAL EXPENDITURES**1062 **CURRENT YEAR BALANCE**1063 **TOTALS**

	2020/21 REVISED	2021/22 BUDGET
	\$ 68,500	\$ 68,500
	35,000	35,000
	103,500	103,500
	9,500	41,200
	\$ 113,000	\$ 144,700

1064 The above budget represents the combination of all State & Federal Grants.

1065 The City Manager is hereby authorized, without further approval of the City Council, to make

1066 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

1067 department with the exception of any transfers prohibited by City Procedure #F306.

1068

CITY OF DOVER ORDINANCE # 2021-15

1069

REALTY TRANSFER TAX FUND

1070

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-2022

1071 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

1072 The amount hereinafter named aggregating One Million Four Hundred Thousand dollars (\$1,400,000)

1073 or so much thereof as may be necessary are hereby appropriated from current revenues and

1074 other funds for the use by several departments of the Municipal Government for the fiscal

1075 year beginning July 1, 2021 and ending June 30, 2022:

1076

CASH RECEIPTS

1077

2020/21

2021/22

1078

REVISED

BUDGET

1079 **BEGINNING BALANCE**

\$	-	\$	-
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1080 REALTY TRANSFER TAXES

1,525,000	1,400,000
-----------	-----------

1081 **TOTALS**

\$	1,525,000	\$	1,400,000
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1082

BUDGET SUMMARY

1083

2020/21

2021/22

1084

REVISED

BUDGET

1085 TRANSFER TO GENERAL FUND

\$	1,525,000	\$	1,400,000
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1086 **CURRENT YEAR BALANCE**

-	-
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1087 **TOTALS**

\$	1,525,000	\$	1,400,000
----	------------------	----	------------------

1088 The City Manager is hereby authorized, without further approval of the City Council, to make

1089 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any

1090 department with the exception of any transfers prohibited by City Procedure #F306.

1091

CITY OF DOVER ORDINANCE # 2021-15

1092

LODGING TAX FUND

1093

CASH RECEIPTS/REVENUES AND BUDGET FOR 2021-20221094 **BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:**

1095 The amount hereinafter named aggregating Three Hundred Thousand
 1096 dollars (\$300,000) or so much thereof as may be necessary are hereby appropriated from current revenues
 1097 and other funds for the use by several departments of the Municipal Government for the fiscal
 1098 year beginning July 1, 2021 and ending June 30, 2022:

1099

CASH RECEIPTS

1100

2020/21**2021/22**

1101

REVISED**BUDGET**1102 **BEGINNING BALANCE**

\$ - \$ -

1103 **LODGING TAXES**

110,000 300,000

1104 **TOTALS**\$ **110,000** \$ **300,000**

1105

BUDGET SUMMARY

1106

2020/21**2021/22**

1107

REVISED**BUDGET**1108 **TRANSFER TO CAPITAL PROJECT FUND**

\$ 110,000 \$ 300,000

1109 **CURRENT YEAR BALANCE**

- -

1110 **TOTALS**\$ **110,000** \$ **300,000**

1111 The City Manager is hereby authorized, without further approval of the City Council, to make
 1112 interdepartmental transfers of up to five percent of the amount hereinafter appropriated to any
 1113 department with the exception of any transfers prohibited by City Procedure #F306.