



**CITY OF DOVER, DELAWARE
COUNCIL COMMITTEE OF THE WHOLE MEETING
Tuesday, September 28, 2021 at 6:00 PM**

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

AGENDA

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

VIRTUAL MEETING NOTICE

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

Dial: 1-408-418-9388

Link: <https://rb.gy/yvn8q5>

Event number: 2344 440 1827

Event password: DOVER (if needed)

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

CALL COUNCIL COMMITTEE OF THE WHOLE MEETING TO ORDER

UTILITY COMMITTEE

ADOPTION OF THE AGENDA (ACTIONABLE AND INFORMATIONAL ITEMS)

ACTIONABLE ITEMS

- 1. Evaluation of Bids - Inflow and Infiltration Evaluation (Jason Lyon, Director of Water and Wastewater)**

(Staff recommendation: Award the contract to Reybold Construction Technologies, LLC, for the City of Dover, Inflow and Infiltration Removal Project, Bid #22-0003WW, for the amount of \$488,914.50)

RECESS OF THE UTILITY COMMITTEE

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE**ADOPTION OF THE AGENDA****ACTIONABLE ITEMS**

- 2. United Way - Request for American Rescue Plan Act (ARPA) Funds (Michelle A. Taylor, President and Chief Executive Officer, United Way)**

(Recommendation: Refer to staff for qualification of supplemental ARPA appropriation)

- 3. Discussion - Weatherization and Maintenance of the Post Office Building at 55 Loockerman Plaza (Matt Harline, Interim City Manager)**

- 4. Sale and Disposition of Excess Real Property (Matt Harline, Interim City Manager)**

(Staff recommendation: Review the requests for the three parcels of land have been properly declared surplus and determine to which non-profit organization they should be donated. Declare Exemption E under Section 2-244 (e) (5) applies to the property at 131 N Kirkwood Street may be donated to a non-profit organization. Furthermore, direct staff to prepare such documents as may be necessary to ensure that any stipulations are met for the use of the property)

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

- 5. Prioritization of City of Dover State Capital Transportation Program (CTP) Projects (Dave Hugg, Planning and Community Development Director)**

(Staff recommendation: Approval of the 2021 Transportation Prioritization List)

RECESS OF THE SAFETY ADVISORY AND TRANSPORTATION COMMITTEE**UTILITY COMMITTEE****INFORMATIONAL ITEMS**

- 6. Update on Cross Connection Control Program (Jason Lyon, Director of Water and Wastewater and Kate Mills, Water Production Manager)**

ADJOURNMENT OF THE UTILITY COMMITTEE

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

INFORMATIONAL ITEMS

7. Update on Police Chief's Advisory Committee for 2021 (Thomas Johnson, Police Chief)

ADJOURNMENT OF THE SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

ADJOURNMENT OF THE COUNCIL COMMITTEE OF THE WHOLE

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



CITY OF DOVER, DELAWARE ACTION FORM

PROCEEDING: Council Committee of the Whole (Utility)

DEPARTMENT OF ORIGIN: Water & Wastewater

SUBMITTED ON: September 17, 2021

PREPARED BY: Jason A. Lyon, P.E., Director of Water & Wastewater

REVIEWED BY: Matthew C. Harline, Interim City Manager

SUBJECT: Evaluation of Bids – Inflow and Infiltration Evaluation

TIMETABLE: Notice to proceed to be issued within thirty (30) days of Council approval. Project anticipated to be completed in one hundred and eighty (180) calendar days.

RELATED PROJECT: X

REFERENCE: CIP- Inflow and Infiltration Removal

EXPENDITURE REQUIRED: \$488,914.50

AMOUNT BUDGETED: \$1,110,000.00

FUNDING SOURCE (Dept./Page in CIP & Budget): Department of Water & Wastewater- Wastewater Management, CIP Project #WW2101 (Carryforward) and WW2201, CIP Project Name: Inflow and Infiltration Removal Account No.: 403-41-69-99-000-54031 - \$1,060,000. State of Delaware Wastewater Matching Planning Grant - \$50,000.

STAFF RECOMMENDATION:

Award the contract to Reybold Construction Technologies, LLC, for the City of Dover, Inflow and Infiltration Removal Project, Bid #22-0003WW, for the amount of \$488,914.50.

BACKGROUND AND ANALYSIS:

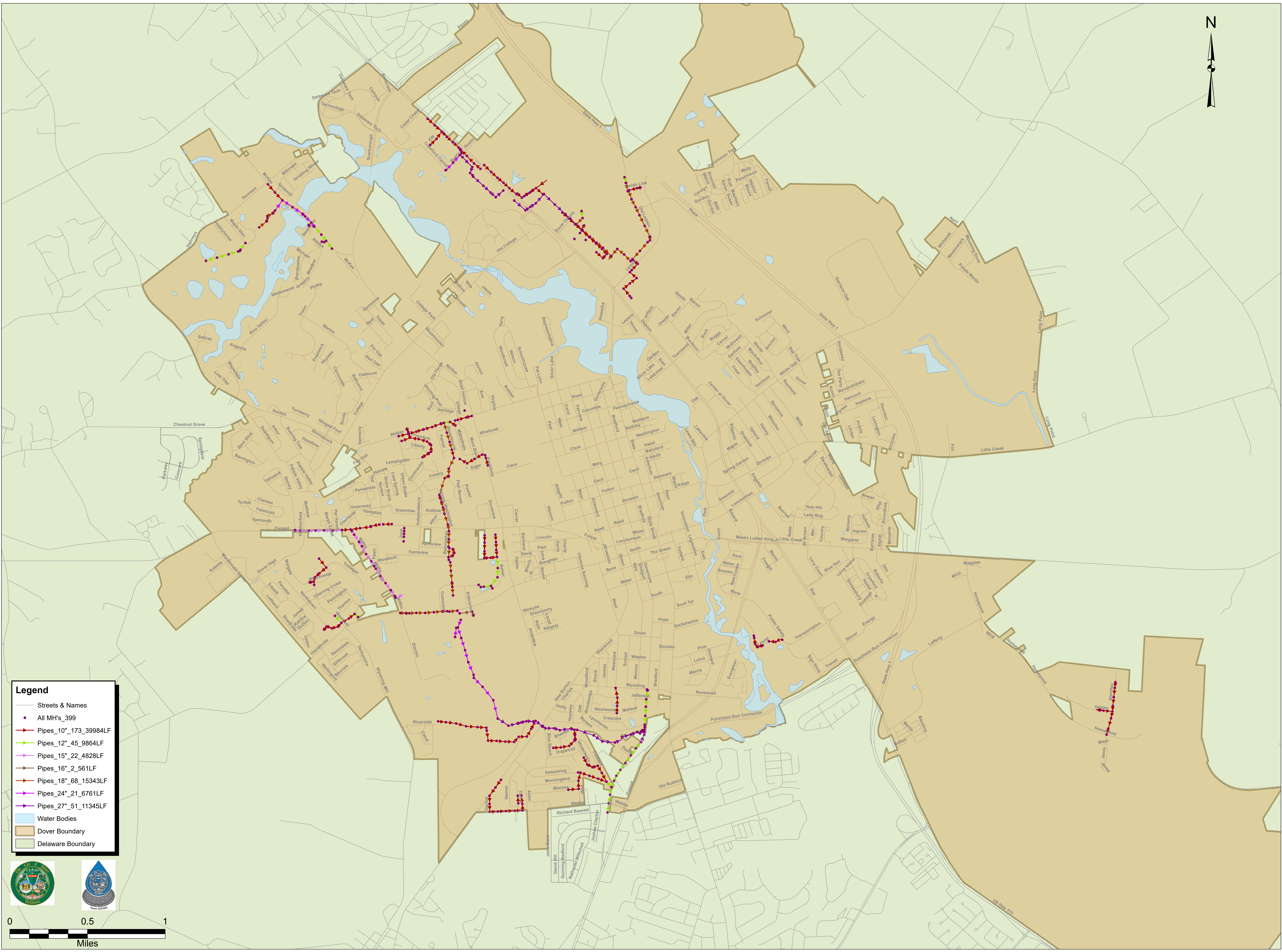
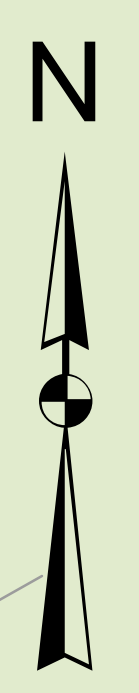
Both the Fiscal Year 2021 and 2022 Capital Improvement Plan included a project called Inflow and Infiltration Removal. Staff identified the need for evaluating City of Dover sanitary sewer infrastructure. Work under this project includes all necessary mobilization, demobilization, labor, equipment, and material, maintenance of traffic, bypass pumping, and sediment and erosion controls for the video documented evaluation of existing sanitary sewer pipes, associated laterals, and the associated manholes to identify and prioritize inflow and infiltration repairs to said infrastructure. This will also include an estimated repair cost of all evaluated pipes, laterals, and associated manholes. There are approximately 382 pipes equaling approximately 88,686 overall linear feet of different diameters and materials. The inspections will include 399 associated manholes for the video documented evaluation. The bid was advertised to the public as an Invitation to Bid in accordance with the City’s purchasing policy by the

City's Purchasing Agent under ITB #22-0003WW. Bids were opened on August 24, 2021. The City of Dover received three (3) bids shown in the table below:

CONTRACTOR	LOCATION	BASE BID	EVALUATED PRICE
REYBOLD CONSTRUCTION TECHNOLOGIES, LLC.	BEAR, DE	\$488,914.50	\$474,247.07*
MOBILE DREDGING & VIDEO PIPE, INC.	NEWFIELD, NJ	\$1,447,265	\$1,447,265
STANDARD PIPE SERVICES, LLC	NEWARK, DE	\$599,057	\$599,057

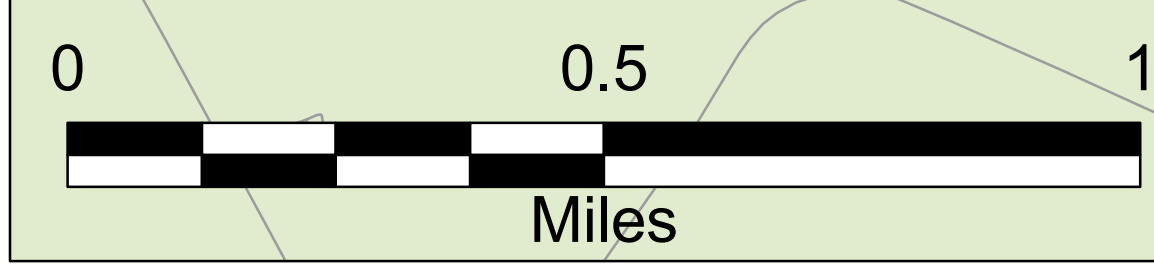
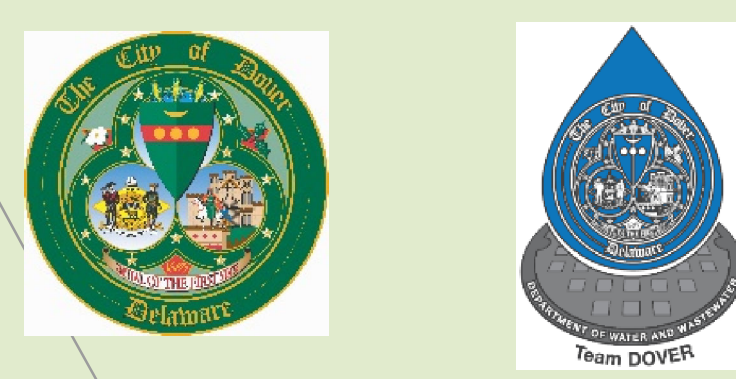
**- Reybold Construction Technologies LLC, was awarded a 3% reduction, due to local vendor preference, Rule 3.*

City staff reviewed the submissions and found that Reybold Construction Technologies, LLC bid met all requirements for the qualifications of the Inflow and Infiltration Improvements project. Staff recommends awarding the contract to Reybold Construction Technologies, LLC. in the amount of \$488,914.50 for the Project.



Legend

- Streets & Names
- All MH's_399
- Pipes_10" _173_39984LF
- Pipes_12" _45_9864LF
- Pipes_15" _22_4828LF
- Pipes_16" _2_561LF
- Pipes_18" _68_15343LF
- Pipes_24" _21_6761LF
- Pipes_27" _51_11345LF
- Water Bodies
- Dover Boundary
- Delaware Boundary





Learning Pod Collaborative

FIGHTING FOR EQUITY FOR OUR DOVER STUDENTS

Our Problem

+ Our Dover students in greatest need deserve the same resources as those who are better off.

Item 2.

+ COVID-19 exacerbated disparities amongst our students and their families.

+ This resulted in poor attendance, inconsistent performance, lack of retention, lower scores, higher dropout rates, widening gaps.

+ Wealthy, connected, families have access to tutors, small group supplemental learning enrichment, etc. to make sure their kids don't fall into the gap.

+ We can level the playing field and help close the academic achievement and social/emotional gap for our children in greatest need.

Our students & families needs us to help them win.

8

Students who move on to the next grade unprepared are missing key building blocks of knowledge that are necessary for success, while students who repeat a year are much less likely to complete high school and move on to college. – McKinsey & Company, July 2021

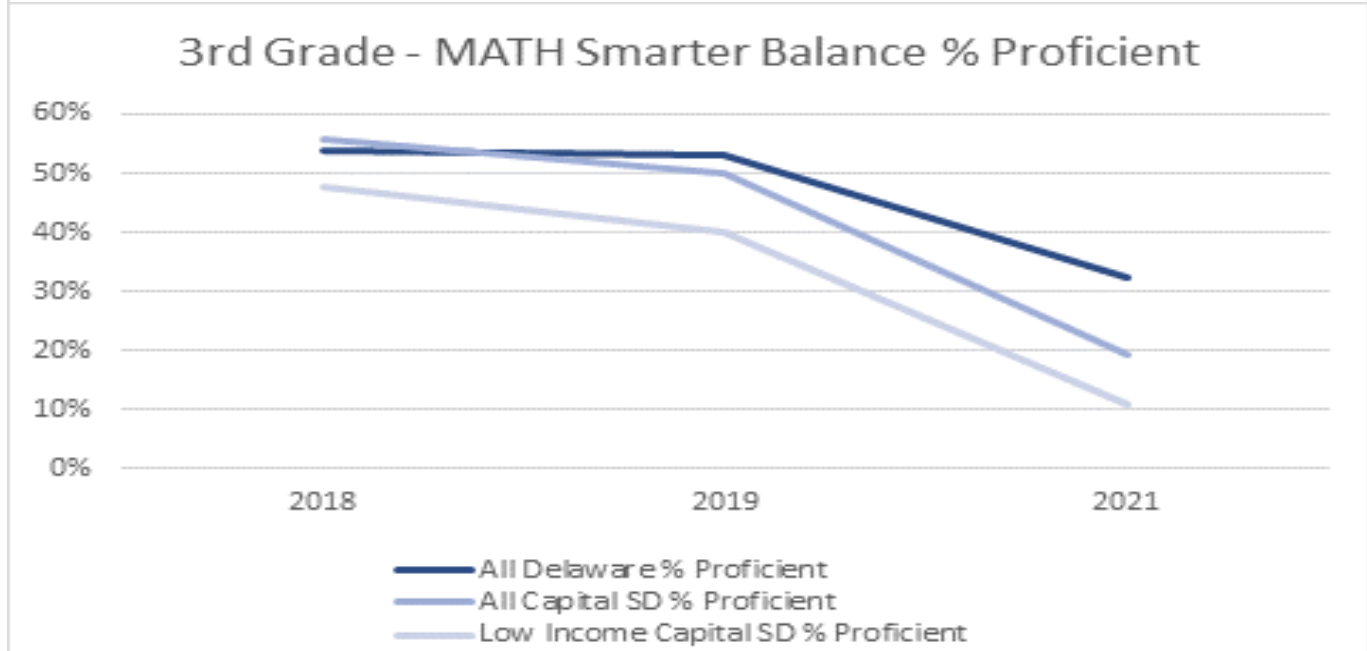
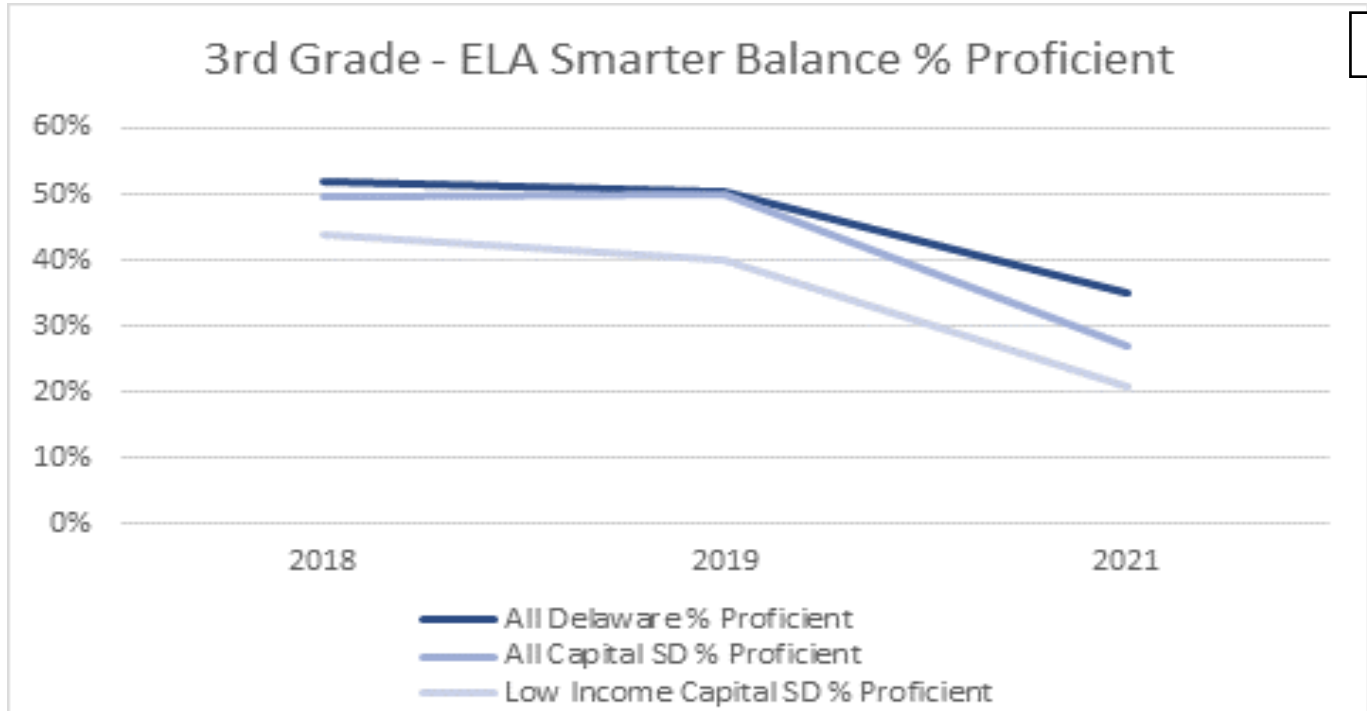
Our Data Illuminate Our Problem

In the Capital School District, student test scores plummeted from 2019 to 2021. Students need our help to recover from unfinished learning and prevent further learning loss (crisis) and then to attain proficiency (stability). Our goal is to help our students move from surviving as kids to thriving as adults.

- **3rd Grade ELA – declined from 50% proficient to 27% proficient**
- **3rd Grade MATH – declined even more...from 50% proficient to 19% proficient**
- **8th Grade ELA – declined from 48% proficient in 2019 to just 34% proficient**
- **8th Grade MATH – declined from 34% proficient in 2019 to just 9.5% proficient**
- ***For students from low-income families, the decline was even more drastic. For example in 3rd grade ELA, students from low income families were already behind – 60% were below proficiency – and in 2021, that number grew to 79% NOT proficient.***

Our Data Illuminate Our Problem

Item 2.



Our Solution: Dover Learning Pod Collaborative

How it Works

Item 2.

Partnership with the District as a year-round extension of learning and services

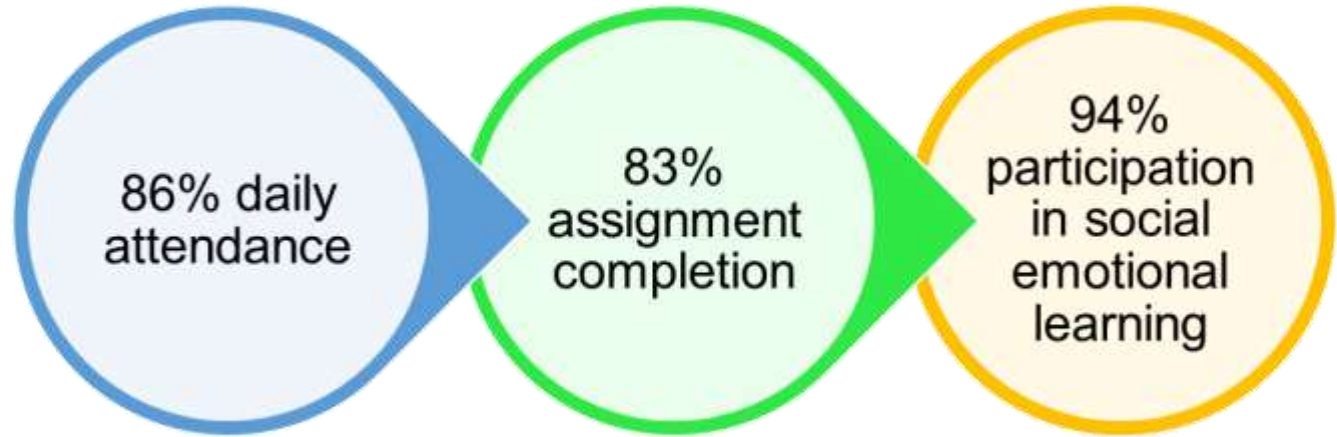
Tutoring and Developmental Assets for all Learning Pod students



Dual-generation wraparound services model

Community of Practice for our professionals leading the work

Solution Success Data: '20-'21 School Year





Solution Success Goals: '21-'22 School Year





Family Wrap Around Services



Resources and Professional Development
Virtual Tutoring and STEM Literacy
Trauma Informed Training/PD for staff to support SEL programming
Mental Health/Abuse/Neglect identification and referral staff training
Remote learning access
Continuation of UWDE and DRJC's DE 211-Press-4 hotline
Stand by Me financial coaching
Free vision screening and glasses via Vision to Learn to students in low-income communities



Community Impact Data



Measurement Reflection
95% Districts
5% Charter
54% PreK - 5
46% 6 th – 12 th
12% Honor Roll
25% Academic Improvement
95% Student Attendance
79% Assignment Completion
97% SEL Engagement

Solution Budget & Our Ask

Learning Pod Site	Weeks	Students Served	Cost
Dover Boys and Girls Club Site	47	25	\$63,000
Green Beret Project Site	47	25	\$63,000
First State Community Action Site	47	50	\$126,000
Program Oversight			\$12,600
Totals		100	\$264,600
Our Ask/Request	47	~35	\$75,000
UWDE raises/invests			\$189,600

**We can only win
the fight with you.**

**With statistics like
these, we must
make bold, swift
moves...together.**

The pandemic widened preexisting opportunity and achievement gaps, hitting historically disadvantaged students hardest. In math, students in majority Black schools ended the year with six months of unfinished learning, students in low-income schools with seven.

– McKinsey & Company, July 2021



Item 2.

Q & A



COMMITTEE ACTION FORM

PROCEEDING: Council Committee of the Whole	
DEPARTMENT OF ORIGIN: City Manager's Office	DATE SUBMITTED: September 22, 2021
PREPARED BY: Matt Harline, Interim City Manager	
SUBJECT: Sale and Disposition of Excess Property	
REFERENCE: Council Committee of the Whole May 15, 2018	
RELATED PROJECT:	
REVIEWED BY:	
Attachments: Attachment A: Central Delaware Habitat for Humanity Email; Attachment B: A 2 nd Chance – Faye Della White Letter; and Attachment C: Tamara Thomas (Good Neighbor Next Door) Letter	
EXPENDITURE REQUIRED: None	AMOUNT BUDGETED: N/A
FUNDING SOURCE (Dept./Page in CIP & Budget): N/A	
TIMETABLE: The three properties already declared surplus and offered for bid can be sold/donated as the Council wishes immediately.	
STAFF RECOMMENDATION: Review the requests for the three parcels of land have been properly declared surplus and determine to which non-profit organization they should be donated. Declare Exception E under Section 2-244 (e) (5) applies to the property at 131 N Kirkwood Street may be donated to a non-profit organization. Furthermore, direct staff to prepare such documents as may be necessary to ensure that any stipulations are met for the use of the property.	

BACKGROUND AND ANALYSIS

Recently City staff conducted a comprehensive review of the parcels owned by the City to determine if any were eligible for disposal by any means. We have identified four lots that are suitable for construction for single-family, or similar sized structures. Three of those four have previously been declared surplus and advertised for sale. The properties are:

*145 North Ann Avenue	ED-05-067.15-02-350.000-000	\$22,249
*710 Slaughter Street	ED-05-076.12-03-330.000-000	\$14,297
*423 Collins Drive	ED-05-077.10-02-150.000-000	\$ 1,593
131 N Kirkwood Street	ED-05-076.08-03-250.000-000	\$34,945

At the June 11, 2018 meeting the City declared nine properties to be surplus property and the City Staff was given the opportunity to sell them by auction or to negotiate with non-profit organizations. None of the properties sold. At the time the City was determined to accept bids or offers only if they covered all the City's sunk costs including property taxes, abatement fees and any demolition expenses. Cost is noted above.

Habitat for Humanity, NCALL, A 2nd Chance, and Tamara Thomas (Good Neighbor Next Door) have all indicated interest in the properties.

(e)Exceptions to standard method of disposition.

(1)Exception A—Sale to an abutting owner. When, in the opinion of city council, a public sale would be detrimental to the lands of an abutter, and/or that a public sale would place the abutter at undue risk; or that the combination of abutter's land and city's land would be substantially greater in value than that of the sum of the parcels considered individually, city council may direct the city assessor to have prepared one or more

unbiased fee appraisals of the parcel. Thereafter, the subject land will be offered for sale to the said abutter at the appraisal price, plus the appraisal fees, plus the legal costs. In the event the offer is not accepted, a public sale may be ordered.

Examples of detrimental affect might be when the surplus city parcel lies between an abutting property and the street and development of the parcel would obstruct visibility of the abutter's property, or when the surplus parcel is zoned multi-family and abuts a single-family parcel.

(2)Exception B—Trade of lands. Trade of lands may be approved when it is shown beyond doubt that such a trade will be equal to or better than the lands to be traded either on a "square foot for square foot" measure and/or on a "dollar for dollar" measure.

(3)Exception C—Conveyance of odd shaped and/or unbuildable parcels. City acquisitions for roads, utility usages, etc. may, after such usage is accomplished, leave a small strip of land that is odd shaped and unbuildable. City council may approve the conveyance of this strip of land to an abutting property owner on request of said owner. The price for these lands shall be at the same cost basis as that paid by the city. If conveyance is made in excess of two years after the date of city acquisition, then the consideration shall either be based on a price established by an unbiased fee appraisal made on the basis of the value added to the abutting property by the acquisition of said lands, or on the city's cost basis for the parcel adjusted for inflation, whichever city council shall select. All fees, legal or otherwise, associated with the conveyance are to be paid by the purchaser.

(4)Exception D—Sale of small or irregular shaped lot to an abutting owner. If any excess parcel of land is too small or irregular in shape to be of any value to anyone other than an abutting owner, it may be sold to such owner at either its fee appraised fair market value, or at its fair market value as established by the city's assessment records, whichever city council shall select. The costs of the appraisal and all legal costs shall be paid by the owner requesting the conveyance.

(5)Exception E—Donation of land to non-profit organizations. If, in the opinion of city council, the donation of a parcel of excess land to a non-profit organization would be in the best interest of the city, council then reserves unto itself the right to make such donation.

Martine, Yvonne M.

From: tbailey@centraldelawarehabitat.org
Sent: Monday, September 13, 2021 9:46 AM
To: Christiansen, Robin
Cc: 'Caitlyn Creasy'; Martine, Yvonne M.
Subject: EXTERNAL: FW: Acquisition

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Christiansen,

Please see below. CDHFH has identified these properties both owned by the City and a private broker as lots we would be interested in developing. We would propose single-family units for Habitat qualified homebuyers adding an essential mixed-income environment to communities dense with dilapidated rental units and blighted or abandoned homes. Due to the drastic increase in real estate values and the cost of construction labor and materials, CDHFH would require additional funding to aid in acquisition of these identified lots. CDHFH has a proven track record of revitalizing neighborhoods through our program with more than 45 homes being built in the downtown development district of Central Dover.

Please let me know if there is any other information that would aid in our request for assistance.

Kind regards,

Tim

City of Dover

710 Slaughter (Priority - DDD)
131 N Kirkwood (Priority - DDD)
145 N Ann
423 Collins Dr

Steve Schmidt -

15 S Governors Ave (need to demo) \$85k
313 W Division St (need to demo) \$85k
127 S Kirkwood (open lot) \$32k

Tim Bailey

Executive Director

office 302-526-2366 x102 **mobile** 720-539-4943

2311 S. DuPont Highway Dover, DE 19901

centraldelawarehabitat.org



Mayor and Council
15 E Loockerman
Dover DE 19903

August 24, 2021

Mayor and City Council Members:

According to the Delaware Domestic Violence Coordinating Council's FY 2020 Annual Report in Delaware 2020 - 22,587 criminal and non -criminal domestic violence incidents were reported; 11,337 of those reported were criminal incidents. 3,664 of the criminal incidents had prior police involvement that is 32%, 36% (4,026) involved a violent act, and only 51% (5,777) resulted in an arrest. 37% (4,249) of the criminal domestic violence incidents happened with children present. I am asking you to also consider the many cases that go undocumented every year out of fear, as well as the data that has not been released of the women and children who were trapped in their homes during the Covid 19 pandemic.

As a survivor of one of the most horrific domestic violence cases Philadelphia had ever seen at the time, I had no help and there were no programs available for me. I created A 2nd Chance in 1993 to create a haven for women and children. A 2nd Chance is different than any other program that is available because there is not a time limit to the length of stay. At A 2nd Chance we take a holistic approach and meet each person/family where they are at. We help keep them safe and alive, develop a plan, and then find their purpose. At a 2nd Chace we advocate through the entire process, police, court, and building a life.

I am requesting that you consider A 2nd Chance – A haven for abused and battered women and children to be gifted a City owned property. A 2nd Chance is a 501C3 nonprofit, I have attached supporting documents to show the nonprofit is in good standing. The property would provide housing for these women and children and help to continue to serve the overwhelming need in the City of Dover.

Thank you for your time and consideration. Please reach out to me with any further questions.

Sincerely,



Faye Della White

302-241-9559

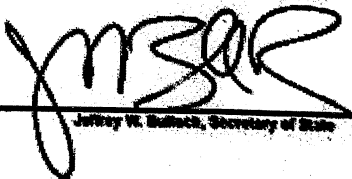
Delaware

The First State

Page 1

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY THE ATTACHED IS A TRUE AND CORRECT COPY OF THE CERTIFICATE OF INCORPORATION OF "A 2ND CHANCE A HAVEN FOR ABUSED-N-BATTERED WOMEN AND CHILDREN, INC.", FILED IN THIS OFFICE ON THE FOURTH DAY OF AUGUST, A.D. 2020, AT 2:55 O'CLOCK P.M.




Jeffrey W. Bullock, Secretary of State

3375752 8100
SR# 20206571929

You may verify this certificate online at corp.delaware.gov/authver.shtml

Authentication: 203476168
Date: 08-15-20

State of Delaware
 Secretary of State
 Division of Corporations
 Delivered 02:55 PM 08/04/2020
 FILED 02:55 PM 08/04/2020
 SR 20206571929 - File Number 3375752

CERTIFICATE OF INCORPORATION

Of

A 2nd Chance
A Haven for Abused-n-Battered Women and Children, Inc.

FIRST: The name of this corporation is

A 2nd Chance
A Haven for Abused-n-Battered Women and Children, Inc.

SECOND: The name of its registered agent is Robin Demby. Its registered office in the State of Delaware is to be located at 768 Townsend Blvd, Ste 2, in the City of Dover, County of Kent, Zip Code 19901.

THIRD: This corporation shall be a non-stock, non-profit corporation.

The purpose of the corporation is to engage in any lawful act or activity for which corporations may be organized under the General Corporation Law of Delaware.

Said corporation is organized exclusively for religious, charitable, scientific, literary, and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.

FOURTH: The corporation shall not have any capital stock and the conditions of membership shall be stated in the Bylaws.

FIFTH: The name and mailing address of the incorporator are as follows:

Name: Robin Demby
RKD Income Tax & Accounting Services, Inc.
 Mailing Address: 768 Townsend Blvd.
Dover, Delaware 19901

SIXTH: The powers of the incorporator are to terminate upon filing of the certificate of incorporation, and the name(s) and mailing address (es) of persons who are to serve as director(s) until the first annual meeting of the corporation or until their successors are elected and qualify are as follow:

Name and address of Director(s):

Faye White, P O Box 1265, Dover DE 19903

SEVENTH: The activities and affairs of the corporation shall be managed by a Board of Directors. The number of directors which shall constitute the whole Board shall be such as from time to time shall be fixed by, or in the manner provided in, the Bylaws, but in no case shall the number be less than one. The directors need not be members of the corporation unless so required by the Bylaws or by Statute. The Board of Directors shall be elected by the members at the annual meeting of the corporation to be held on such date as the Bylaws may provide, and shall hold office until their successors are respectively elected and qualified. The Bylaws shall specify the number of directors necessary to constitute a quorum. The Board of Directors may, by resolution or resolutions passed by a majority of the whole Board, designate one or more committees which, to the extent provided in said resolution or resolutions or in the Bylaws of the corporation, shall have and may exercise all the powers of the Board of Directors in the management of the activities and affairs of the corporation. They may further have powers to authorize the seal of the corporation to be affixed to all papers, which may require it; and such committee or committees shall

have such name or names as may be stated in the Bylaws of the corporation or as may be determined from time to time by resolution adopted by the Board of Directors. The directors of the corporation may, if the Bylaws so provide, be classified as to term of office.

The corporation may elect such officers as the Bylaws may specify, subject to the provisions of the Statute, who shall have titles and exercise such duties as the By-laws may provide. The Board of Directors is expressly authorized to make, alter, or repeal the Bylaws of this corporation.

This corporation may in its Bylaws confer powers upon its Board of Directors in addition to the foregoing, and in addition to the powers and authorities expressly conferred upon them by the Statute. This is true, provided that the Board of Directors shall not exercise any power of authority conferred herein or by Statute upon the members.

EIGHTH: Meetings of members may be held without the State of Delaware, if the Bylaws so provide. The books of the corporation may be kept (subject to any provisions contained in the Statutes) outside the State of Delaware at such place or places as may be from time to time designated by the Board of Directors.

NINTH: No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Three hereof. No part of the activities of the corporation shall consist of the carrying on of propaganda, or otherwise attempting to intervene in (including the publishing or distribution of statements) any of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by an organization exempt for Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

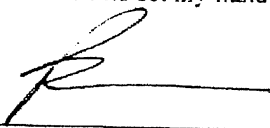
TENTH: Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provisions for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purpose of the corporation in such manner, or to such organization or organizations and operated exclusively for charitable, education, religious or scientific purposes as shall at the time qualify as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code of 1986 or the corresponding provision of any future federal tax code, or shall be distributed to the federal government or to a state or local government for a public purpose, as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such designated purposes.

ELEVENTH: The corporation reserves the right to amend, alter, change or repeal any provision contained in this Certificate of Incorporation, in the manner now or hereafter prescribed by the Statute, and all rights conferred upon members herein are granted subject to their reservation.

TWELFTH: Directors of the corporation shall not be liable to either the corporation or its members for monetary damages for a breach of fiduciary duties unless the breach involves: (1) a director's duty of loyalty to the corporation or its members; (2) acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law; (3) a transaction from which the director derived an improper personal benefit.

I, the undersigned, being the incorporator hereinbefore named, for the purpose of forming a corporation pursuant to Chapter 1 of Title 8 of the Delaware Code, do make, file and record this Certificate, hereby declaring and certifying that the facts herein stated are true, and accordingly have hereunto set my hand this

4th day of August, A.D. 2020.



Incorporator

Robin Demby
RKD Income Tax & Accounting Services, Inc.



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

A 2ND CHANCE A HAVEN FOR ABUSED- N-
BATTERED WOMEN AND CHILDREN INC
C/O FAYE D WHITE
P O BOX 1265
DOVER, DE 19903

Date:
04/13/2021
Employer ID number:
85-2617301
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
August 4, 2020
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053723001760

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

C O M M O N W E A L T H O F P E N N S Y L V A N I A

D E P A R T M E N T O F S T A T E

DECEMBER 06, 2001

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

I DO HEREBY CERTIFY THAT,

A SECOND CHANCE - A HAVEN FOR ABUSE -N- BATTERED
"WOMEN" & CHILDREN

is duly incorporated under the laws of the Commonwealth of Pennsylvania
and remains a subsisting corporation so far as the records of this office
show, as of the date herein.



IN TESTIMONY WHEREOF, I have
hereunto set my hand and caused
the Seal of the Secretary's
Office to be affixed, the day
and year above written.

A handwritten signature in cursive script, appearing to read "Jim Fitzgibbon".

Secretary of the Commonwealth

JSOW

Tamara Thomas
13068 Lost Willow
El Paso, TX 79938
(302)241-8668
tamaragriffin@msn.com

September 22, 2021

Matt Harline
Assistant City Manager
City of Dover
15 Loockerman Plaza
Dover, DE 19901

Dear City Council Members:

The purpose of writing this letter is to inform City Council Members of my interest in purchasing city owned property. As a retired military family, we wish to move back to our home state and give back to our community in the form of a Good Neighbor Next Door Program, for example.

Utilizing the Good Neighbor Next Door Program idea for city owned property to include Police Officer, EMT, and Firefighter but to also include Veterans. Veterans bring to communities' honor, loyalty, pride, respect, and leadership. If we were given the opportunity to purchasing city owned property it would not only benefit my family, but it also benefits the city in the form of collecting taxes on property and would also benefit the community as well by establishing a good role model that has demonstrated not only a commitment to our country for 25 years but will also commit to bettering our community by demonstrating a positive influence in the City of Dover.

Thank you for your time and consideration.

Sincerely,

Tamara Thomas

ACTION FORM

PROCEEDING: Council Committee of the Whole – Transportation and Safety Advisory Committee	
DEPARTMENT OF ORIGIN: Planning	DATE SUBMITTED: September 21, 2021
PREPARED BY: David Hugg, Director	
SUBJECT: Prioritization of City of Dover State Capital Transportation Program (CTP) Projects	
REFERENCE:	
RELATED PROJECT:	
REVIEWED BY:	
EXHIBITS: (Draft) 2021 Transportation Prioritization List	
EXPENDITURE REQUIRED:	AMOUNT BUDGETED:
FUNDING SOURCE (Dept./Page in CIP & Budget):	
TIMETABLE: For Council approval on October 11.	
STAFF RECOMMENDATION: Approval of the 2021 Transportation Prioritization List	

BACKGROUND AND ANALYSIS

Each year the City submits its prioritized list of Transportation Projects to the Department of Transportation and the Dover/Kent County MPO. These agencies are currently seeking public input on the FY2023-2028 Capital Transportation Program and the FY2022-2025 Transportation Improvement Program.

The proposed list of transportation projects has been updated for project schedules and costs and to reflect ongoing transportation planning initiatives in Dover and Kent County. The 2021 priority list retains the ranking of the first six projects from the past year but adds a new Priority #7 to include the Garrison Oak to Central Delaware Aviation Complex business-to-business connectors recommended in recent Air Cargo and Freight Management studies conducted by the MPO on behalf of the City and KEP.

A new project has been added at Priority #11 to reflect the currently ongoing study of the Banning/Clarence Street to Forest Street Connector, part of the revisiting of earlier plans for the West Dover Gateway area. Priorities have been reordered as appropriate. Priorities #12, #13 and #14 remain on the list should traffic and safety issues warrant their eventual reconsideration.

Council action required is approval of the Priority List and submission by letter to DelDOT and the MPO.

DRAFT September 21, 2021

2021 TRANSPORTATION PROJECT PRIORIZATION LIST

Each year the City of Dover submits a prioritization list of transportation projects to the Secretary of Transportation and the Dover/Kent County MPO for consideration as part of the State's Capital Transportation Program considerations. The following is the City's 2021 list. Several new projects were added to the list reflecting the City's ongoing economic development initiatives and the recommendations of recent and ongoing studies conducted by the MPO. Data on costs and funding schedules are as presented in the FY 2021-FY2026 Capital Transportation Program.

1. Garrison Oak Connector Road

A direct connection from the Garrison Oak Business and Technology Center to the SR 1 Interchange at N. Little Creek Road has been Dover's highest priority transportation project request for several years. The City is aware of business development opportunities that were not successful due to the existing access which is not conducive to efficient freight transportation. Access to this 385 acre business center involves using local roads for the movement of goods and materials and for employee access. In 2019 the list of permissible uses of the GOBTC were expanded to include warehousing, distribution and logistics support, a rapidly growing cluster in the Central Delaware Region.

A recently completed Dover Air Cargo Freight Access Study (Dover/Kent County MPO, July 2021) reinforced the potential for significant employment growth in the Garrison Oak - Central Delaware Aviation Complex portion of the City. For these opportunities to be realized a complete business-to-business connector serving the area is essential. The Garrison Oak portion is recommended as Phase I of that program, with an estimated cost of \$4.7 million. The study outlined scope, existing conditions, primary alignments and design, and costs for a multi-phased project (Phases II, III and IV being additions to the City's priority list – see item 7).

This roadway system is consistent with and supportive of the future growth and development plans set forth in both the City and County Comprehensive Plans.

2. Scarborough Road/Route 8 Corridor Plan Improvements (SR8 & SR 15 Intersection)

Previously part of a broader Kenton Road/Route 8 Corridor Program, this project involves improvements at Route 8 and Route 15, which are already in planning, design, and ROW acquisition. The work involves improved turn and through lane improvements. The Route 8 Corridor Design Study (2008) also identified several improvements along the Route 8 Corridor that will improve safety, better manage access, reduce congestion, and provide improved traffic flow. This project was identified in the 2012 Hazard Elimination Program. It is funded for construction in FY 2021 and FY 2022 with a budget of \$6.1 million.

3. Kenton Road Corridor Upgrades, Kenton Road to Chestnut Grove Road

The companion project to the improvements along Route 8 are upgrades to Kenton Road from Route 8 to Chestnut Grove Road. This project is in planning, design, and ROW acquisition stages and includes full

roadway development with drainage, shoulders, travel lanes, bike lanes and related improvements. The Kenton Road Corridor project is focused on improved traffic flow as well as improved pedestrian and bicycle safety. It is critical to improving the approach to the City from the northwest where new residential development within and outside the City has occurred. The City has also requested that the MPO further study the conditions along Route 8 west of Kenton Road to the City's westerly limits. Planning, engineering, and ROW acquisition are underway with construction scheduled for FY 2026 and a budget of \$28.1 million.

4. College Road – Kenton Road to McKee Road

This project consists of pavement rehabilitation, construction of shoulders and sidewalks on both sides of College Road, minor intersection and drainage improvements, bike safety improvements, utility relocations and complete overlaid pavement. This project serves as a critical east-west connector and addresses transportation needs for all modes and users. It is scheduled for FY 2023 and 2024 for planning, engineering, and ROW, with construction starting in FY2025, with a budget of \$1.7 million.

5. Sidewalks within the Walk Zone of Dover High School

Critical gaps in the sidewalk system near Dover High School remain, including along Mifflin Road and Route 8 on the south side of the roadway traveling west. This project incorporates recommendations from the Capital Gateway Study and Senator Bikeway Plan. The City is very concerned about public safety in this area and urges funding through the statewide safety improvement program at the earliest convenience.

6. West Street Improvements from North Street to the Transit Center

This project widens West Street to urban collector standards and includes bike lanes and sidewalks connection to the Dover Transit Hub. The project was identified by the Dover/Kent County MPO as part of their pedestrian studies. West Street is an important connection for the DART transit services to the City. Improvements were made in 2018 with completion of a multi-use path along West Street. The completion of the new Dover Post Office increases the importance of this project. It is budgeted at \$1.3 million with planning, engineering, and ROW in FY 2022, FY2023 and FY 2024 and construction beginning in FY 2025.

7. Business-Business Connector Roads (N. Little Creek Road to Horsepond Road; Horsepond Road, Lafferty Lane and Starlifter Drive) – NEW Priority Request

These roads are new priority requests to DelDOT and the Dover/Kent County MPO reflecting the completion of regional freight movement and air cargo studies by the MPO. These roads are a continuation of the Garrison Oak Connector project, extending a business focused limited access connection from the SR1/N. Little Creek Road interchange south to S. Little creek Road (Phase II); improvements to Horsepond Road and Lafferty Lane to facilitate imminent business development (Phase III); and an extension of Starlifter Road (Phase IV) to facilitate the development of the East Dover Employment Center as outlined in City and County Comprehensive Plans. These improvements increase safety by taking industrial traffic off local streets, improve regional freight access, and support the long term viability of the East Dover Industrial Center, the Kent County Aeropark and the Central Delaware Aviation Complex. Preliminary cost estimates for these segments total \$13 million, including planning,

engineering, ROW, and construction. The City urges that initial funding for these improvements be approved as soon as possible.

8. US 13 Sidewalk Construction

Construction of multi-use paths and sidewalks continues to be a City priority. Construction of sidewalks is required when properties are developed or redeveloped but significant sections of the sidewalk system are either missing or in poor condition. This program is ongoing and funded through the state's sidewalk safety improvement program and included in the FY2022-2028 CTP.

9. Route 8/Hazeletville Connector (Commerce Way to SR8)

A north/south connector from Route 8 to Commerce Way in the Enterprise Business Park was identified in the Route 8 Concept Plan and Operations Study to encourage economic development and provide traffic circulation options in this heavily traveled corridor. The project proposes a new connector road with 2 travel lanes, bike lanes and sidewalks or multi-use paths for pedestrians. A preliminary alignment has been determined as part of development activity on Route 8. It is budgeted at \$2.5 million with planning and engineering in FY2022, ROW in FY2024, and construction beginning in FY2025.

10. Kings Highway/White Oak Road and Route 13 Intersection

The intersection of Kings Highway/White Oak Road and US 13 needs improvements to meet acceptable levels of service (now functioning at LOE "E"). Extensive adjacent commercial development has added traffic and access burdens to this intersection. Nearby multi-use paths contribute to increased bike and pedestrian traffic as well. This intersection was identified in the DelDOT Transportation Operations Management Plan as a congestion hotspot in Kent County. . Recommendations include adding a two-stage pedestrian crossing system and revising the intersection at White Oak Road and Centre Drive to provide additional access to US 13.

11. Banning Street/Clarence Street/Forest Street Connector

The Dover/Kent County MPO is completing a study assessing the construction of a connector from North Street at the Banning Street signal running along Clarence Street and extending north to Forest Street. This study is an update to a study of the transportation needs in this area from about 2000. It includes consideration of flooding, traffic flow, and intersection alignments near Lincoln and Forest Streets. This new project is included as a placeholder pending completion of the Study and development of alignments and costs.

12. US 13 Service Roads/Scarborough Road C&D Roads

This project would create a collector and destruction system of service roads parallel to US 13 from Leipsic Road to Scarborough Road and a set of local access roads to the Dover Mall and adjacent commercial complex. These roads were recommended as part of the US Route 13 Circulation Study and the State's Corridor Capacity Preservation Program intended to decrease traffic on the corridor by providing more use of service roads through the area. It would have included a southbound toll exit and a privately funded road facility to the areas near the Mall. At present only preliminary planning and engineering funds are proposed in FY 2024 and beyond. Changing economic considerations have stalled discussions of the commercial complex adjacent to the Mall and any plans for the privately funded roadways. For these reasons it has been moved toward the end of the priority listing.

13. Loockerman Street and Forest Avenue Intersection Improvements

This project was requested by the City to help spur redevelopment activities in the Downtown Development District while improving traffic circulation and safety. It was identified as a needed improvement through the Restoring Central Dover Study and the Westside Redevelopment Study conducted in 2001. It is complementary to the Capital Gateway Study and would result in improved traffic circulation, a more pedestrian friendly zone at the railroad crossing, and create a new gateway into the Downtown. Work on this project has been deferred due to opposition to the design option (roundabout). It should be reviewed as part of the DDP's proposed Downtown Master Plan activity . It is not funded at this time.

14. Crawford Carroll Avenue Extension

This project was part of a proposed series of service roads serving the commercial activities on both sides of US13. As a result of concerns about the feasibility of the project expressed by DeIDOT, the project has been removed from the DeIDOT CTP, FY21-26 spending plan. The City encourages continued consideration of other service road improvement opportunities on both the west and east side of US 13 even if the original design is not achievable.



CITY OF DOVER, DELAWARE ACTION FORM

PROCEEDING: Council Committee of the Whole (Utility)

DEPARTMENT OF ORIGIN: Water & Wastewater

SUBMITTED ON: September 17, 2021

PREPARED BY: Jason A. Lyon, P.E., Director of Water & Wastewater

REVIEWED BY: Matthew C. Harline, Interim City Manager

SUBJECT: Cross Connection Control Program Update

TIMETABLE: Staff to implement program by February 2024

RELATED PROJECT: N/A

REFERENCE: N/A

EXPENDITURE REQUIRED: \$0

AMOUNT BUDGETED: \$0

FUNDING SOURCE (Dept./Page in CIP & Budget): N/A

STAFF RECOMMENDATION:

Informational item for Council Committee of the Whole. Staff will move forward with utilizing National Water Specialties Company to manage the program. Next steps is to complete the Cross Connection Control Plan and then have ordinance adopted.

BACKGROUND AND ANALYSIS:

In February 2021, the State of Delaware, Delaware Dept. of Health and Social Services, Division of Public Health mandated a cross connection control program in the Delaware Administrative Code 4662, Chapter 16, Section 21. This new regulation will require the City of Dover to develop and comply with a plan for a cross-connection control program as it relates to our potable water. This is a safety regulation that will eliminate the potential for water to reverse into our system from a customer. This program will include an inventory and record-keeping of testing, repairs and maintenance of all backflow prevention assemblies and policies to complete assessments of customer premises for potential cross-connections. The City of Dover will also be required to provide public education to our customers on the importance of this program. The City will be moving forward with National Water Specialties Company to manage this program, the program is zero cost to the City, they will obtain assessments of existing conditions from the customers and then provide requirements to the customer to come into compliance. This organization is currently performing this work for the Town of Middletown, Town of Seaford and Artesian Water.



Cross-Connection Control Program Update



Regulation

In February 2021, the State of Delaware, Delaware Dept. of Health and Social Services, Division of Public Health mandated a cross connection control program in the Delaware Administrative Code 4662, Chapter 16, Section 21.

By February 2024, the City of Dover shall develop and comply with a plan for a cross-connection control program.

The public water system has the authority to enforce the cross-connection program.

Includes an inventory and record-keeping of testing, repairs and maintenance of all backflow prevention assemblies and policies to complete assessments of customer premises for potential cross-connections.

Includes assessing the type of premise (high or low hazard)

Includes public education

Non-compliance with this program shall be subject to penalty as provided in 16 Del.C. Section 122(3)(c): up to \$10,000 / day.



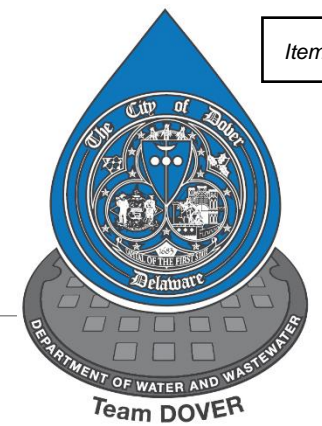
Definitions

Cross-Connection: A connection or potential connection between any part of a potable water system and any other environment containing other substances in a manner that, under any circumstances, would allow such substances to enter the potable water system.

Backflow Preventer: an assembly, device or method designed to prevent backflow.

Containment: Backflow prevention at service connection to public water supply

Isolation: Backflow prevention at points of use (sinks, hose bibs, boilers)



National Water Specialties Company

Founded in 1990

Provides CCC management services for 457 municipalities plus private utilities in 8 states

In Delaware, providing service for Town of Middletown, Town of Seaford and Artesian Water

Management Services: Records management, public notification, website access, training for staff, qualified third party assessments and testing

Since this does not cost anything to the City, no need for competitive bidding

Management Services Costs:

- \$0 cost to City of Dover
- Paid by Customer:
 - CCC Assessment / Inspection / Installation (\$300 - \$500 each)
 - CCC Assessment for unusual or heavy industrial user (\$85 / hour)
 - Fire System Assessment (\$125 - \$150 each)
 - Backflow Prevention Assembly Testing (\$100 - \$150 each)
 - Small Fee for uploading records to Software





Next Steps

Finalize Cross Connection Control Plan

Finalize Ordinance and be Adopted by Council

Implement plan and start assessments