



**CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Monday, August 11, 2025 at 6:30 PM**

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

AGENDA

THIS AGENDA AND PAPERLESS PACKET HAVE BEEN REVISED TO ADD AGENDA ITEM #20 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF DOVER IN THE SALE OF THREE LOTS AT GARRISON OAK BUSINESS AND TECHNOLOGY PARK.

VIRTUAL MEETING NOTICE

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

Dial: 1-650-479-3208

Link: <https://rb.gy/atp4z0>

Event number: 2539 719 0294

Event password: DOVER (if needed)

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

The meeting can also be viewed on Comcast Channel 14, Verizon Channel 20, and on the City's Streaming Player located at www.cityofdover.com under "Quick Links".

OPEN FORUM - 15 Minutes Prior to Official Meeting (6:15 p.m.)

The "Open Forum" segment is provided to extend the opportunity to the general public to share their questions, thoughts, comments, concerns, and complaints. Discussion of any item appearing on the agenda as a public hearing is prohibited during the Open Forum as an opportunity will be provided during consideration of that item. Citizen comments are limited to three (3) minutes. Council is prohibited from taking action since they are not in official session; however, they may schedule such items as regular agenda items and act upon them in the future.

INVOCATION - Elder Ellis B. Loudon

PLEDGE OF ALLEGIANCE - Dr. Sudler

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.

CONSENT AGENDA

ADOPTION OF MINUTES

1. Regular City Council Meeting of July 28, 2025

COMMITTEE REPORTS

2. Council Committee of the Whole Report of July 29, 2025

Safety Advisory and Transportation Committee

3. Annual EMS Update - Ambulnz (Kay Sass, Emergency Services Manager, and Tyler Selak, Senior Director of Operations - Ambulnz)

(Committee Action Not Required)

4. Review of Safety Concerns on East Loockerman Street (David Suiters)

(Committee Action Not Required)

5. Request for Speed Humps/Reducers in Lincoln Park (Sharon Duca, Assistant City Manager)

(Committee Recommendation: Staff requires direction from council to either select a presented option, amend the current code, or follow the existing procedure)

Legislative, Finance, and Administration Committee

6. Proposed Ordinance #2025-13 - Amending Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201 - Compensation and expenses for mayor, council, and other elected or appointed officials (Councilman Anderson)

(Committee Recommendation: Forward Proposed Ordinance #2025-13 to council for approval)

7. Proposed Amendments to Military Leave (Employee Handbook) (David S. Hugg, III, City Manager, and Chief Johnson, Dover Police Department)

(Committee Recommendation: Approval of the proposed policy changes)

8. Discussion - Open Forum Improvements (Councilwoman Arndt)

(Committee Action Not Required)

9. Establishment of an Ad Hoc Security Committee

1. Councilman Andre M. Boggerty (Chair)
2. Councilwoman Donyale M. Hall
3. Councilwoman Dr. Julia M. Pillsbury
4. Lieutenant Jordan Miller

MONTHLY REPORTS - June 2025**10. City Council's Community Enhancement Fund Report****11. City Manager's Report****12. Controller/Treasurer's Budget Report****13. Fire Chief's Report****14. Police Chief's Report****APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY CITY COUNCIL****15. Parks, Recreation, and Community Enhancement Committee - One-Year Term to Expire May 2026**

A. Charles A. Cunningham IV - (Recommended by Chairwoman Arndt to fill the unexpired term of Michael Tholstrup)

16. 2025/2026 Staff Appointment

A. Assistant Controller/Treasurer- Tammy Kelledees

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN**17. Historic District Commission - Three-Year Terms to Expire July 2028**

A. Kathleen M. Baker

OTHER CONSENT AGENDA ITEMS**18. Resolution No. 2025-08- Authorizing Signatures for Banking Services on Behalf of the City of Dover, Delaware - Controller/Treasurer, Assistant Controller/Treasurer, and Assistant Treasurers****ITEMS NOT ON THE CONSENT AGENDA****19. Appointment of City Solicitor - Daniel A. Griffith**

20. Resolution No. 2025-09- A Resolution Authorizing the City Manager to Act on Behalf of the City of Dover in the Sale of Three Lots At Garrison Oak Business and Technology Park

ORDINANCES

FIRST READING - The First Reading is offered on the Proposed Ordinance. Final action by Council will take place during the Second Reading on **SEPTEMBER 08, 2025**. The ordinance is available at the entrance of the Council Chambers, on the City's website at www.cityofdover.com under "Government," or by contacting the City Clerk's Office at 302-736-7008 or cityclerk@dover.de.us.

21. Proposed Ordinance #2025-13 - Amending Chapter 2 - Administration, Article IV - Officers and Employees, Division 1 - Generally, Section 2-201 - Compensation and expenses for mayor, council, and other elected or appointed officials

CITY MANAGER'S ANNOUNCEMENTS

MAYOR'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

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on July 28, 2025, at 6:30 p.m. with Council President Neil presiding. Council members present were Ms. Hall, Mr. Boggerty, Mr. Anderson (via Webex), Dr. Pillsbury (via Webex), Mr. Rocha, Dr. Sudler (via Webex), and Mr. Lewis (via Webex). Ms. Arndt was absent.

Staff members present were Deputy Chief Kuntzi, Ms. Marney, Mr. Hugg, Mr. Rodriguez, and Ms. Bennett. Mayor Christiansen was also present. Ms. Melson-Williams was absent.

OPEN FORUM

The Open Forum was held at 6:15 p.m., prior to commencement of the Official Council Meeting. Council President Neil declared the Open Forum in session and reminded those present that Council was not in official session and could not take formal action.

Heather Contant, Director of Government and Community Relations for Delaware Municipal Electric Corporation (DEMEC), extended a personal invitation to the 2025 Annual Delaware Municipal Electric Corporation (DEMEC) Dinner, scheduled for Wednesday, September 17th, from 5:00 p.m. to 8:00 p.m. at Bally's Dover Casino Resort. The event will include member awards recognition, highlighting the Light Up Navajo crew, featuring two (2) of Dover's line workers, and an energy industry panel discussing state and federal impacts on energy resource planning and energy costs.

William G. Faust, Jr., 136 Orchard Avenue, expressed frustration that his questions have gone unanswered and have not been added to the agenda. He requested that three (3) items be included in the next agenda: a charter change to eliminate raises during tough times, recording of public forums, and a breakdown of corporate tax totals over the past two (2) years. He criticized the proposed cancellation of the August 25th and 26th meetings, arguing that the city faces too many unresolved issues, such as rising gun crime and prostitution, for meetings to be canceled. As a taxpayer, he urged officials to work around the clock until these problems are addressed.

Apollonia Rivera, 466 Barrister Place, requested that council consider putting funding into the budget to replace the 4,000 lights in communities, emphasizing the need for updated lighting in areas that have not yet been addressed. She noted that Barrister Place had already received Light-Emitting Diode (LED) lights and stressed the importance of ensuring all communities are treated equally. She highlighted that installing Light-Emitting Diode (LED) lighting across all neighborhoods is essential for improving safety and reducing crime. Recalling a past incident, she criticized Mr. Boggerty for opposing a fence installation based on inaccurate information, noting that the resident he consulted, Mr. Jack, already had a backyard fence. She raised concerns about the lack of fencing in her yard, which created safety risks as both criminals and police frequently pass through the area. She also expressed frustration that, while two (2) cameras have been installed in her neighborhood, the proposed alleyway cameras are still missing, and no updates have been given. She voiced disappointment over the lack of communication regarding her son's murder investigation and highlighted other concerns, including abandoned properties and youth support. She concluded by praising Officer Davis for administering Cardiopulmonary Resuscitation (CPR) to her son in his final moments, urging formal recognition of his service.

Cleveland Wilson, 234 North Kirkwood Street, reflected on a recent meeting where an activist noted that asking young children to give up their guns, as guns often represent a sense of protection from a young age. He questioned what alternatives are being offered to those children and emphasized the need for preventative measures. He emphasized that the focus should shift

from reacting to problems to preventing them by educating and supporting youth before they are pressured to join gangs or feel unsafe due to social isolation. He noted that he has been asking for such prevention efforts for several weeks. He expressed gratitude to Mr. Boggerty and a few other individuals who attended that meeting.

Lachelle Paul, 55 Glenn Street, thanked council members who supported Holy Trinity's Youth Empowerment Event and stressed the importance of continuing youth-focused initiatives. She highlighted that there was an outreach for the youth who are seeking opportunities and want to be active, positive contributors to the community, including access to work programs. She urged both the community and local government to take a proactive approach, emphasizing the need for resources to empower the youth and keep them off the streets. She noted that times have changed significantly over the past 30 years, and city leadership must become more engaged in daily community life. Without meaningful involvement, she warned, the cycle of youth incarceration and violence would continue.

INVOCATION

The invocation was given by Elder Ellis Louden.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilman Rocha.

ADOPTION OF AGENDA

Mr. Rocha moved for adoption of the agenda, seconded by Ms. Hall, 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 requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

Mr. Rocha moved for adoption of the consent agenda, seconded by Ms. Hall, and carried by a unanimous roll call vote. (Arndt absent)

PRESENTATION – THE DREAM INITIATIVE: A NEW DELAWARE WAY

Ms. Heather Christopher, Chief of Staff of The Dream Initiative, reviewed The Dream Initiative: A New Delaware Way Presentation. (**Exhibit #1**)

Responding to Ms. Hall, Ms. Christopher stated that she could provide a copy of the presentation. She noted that the presentation was on YouTube and that she could provide the link for that.

Responding to Mr. Rocha, Ms. Christopher stated that the presentation had already been given to the Wilmington City Council, which expressed its support. She noted that they have established their 501(c)(3), are incorporated in Delaware, and have received their EIN. They are now seeking support and funding. She shared the background of The Dream Initiative, highlighting that the speaker, Mr. Fenel Baine, was wrongfully sentenced to 91 years in prison. During his

incarceration, he witnessed severe hardships and was now committed to preventing others from experiencing similar situations by addressing incarceration and violence before they happen.

Responding to Mr. Rocha, Ms. Christopher explained that Mr. Baine had written a 40-page document outlining how the initiative was to be planned. He emphasized that this was Mr. Baine's dream, something he had been developing over the past 20 years while incarcerated.

Responding to Mr. Rocha, Ms. Christopher clarified that Mr. Baine was from Seaford, Delaware. She noted that he was at Sussex Correctional Institution (SCI).

Responding to Mr. Rocha, Ms. Christopher clarified that she was acting on his behalf and preparing everything for Mr. Baine.

Responding to Ms. Christopher, Mr. Rocha stated that he would like to set up a meeting and get more information about how the foundation's framework operated. He asked if she could drop off the 40-page document at the City Clerk's Office.

Responding to Mr. Rocha, Ms. Christopher stated that she would give him the information to contact Mr. Baine.

Responding to Ms. Hall, Ms. Christopher clarified that there was a component of the initiative specifically focused on women. She explained that Mr. Baine established the foundation in his daughter's name to address women's needs in particular. She noted that their priority was to get the foundation started first, with plans to further develop into the next phase.

Responding to Dr. Sudler, Ms. Christopher stated that she was unsure how far Mr. Hayward Evans had progressed with his initiative. She noted that Mr. Evans, along with Mr. Baine, was one of the founders of the foundation. Although she does not have direct contact with him, she was aware that Mr. Evans had been working with Mr. Baine on the foundation.

Responding to Ms. Christopher, Dr. Sudler asked if she could inform Mr. Evans that he had inquired about him and that they were still working on the situation and his documents. He also offered his support, requesting Ms. Christopher let Mr. Evans know if there was anything he could do to help.

Responding to Ms. Christopher, Mr. Neil stated that, based on the complaints he has heard from individuals during the open forum, the foundation could play a vital role in providing the help individuals were seeking due to its mission and activities. He acknowledged that while different efforts have been made at various times, bringing the initiative forward could be a tremendous asset statewide. He noted that she had received a positive response from council members, applauded her efforts, and expressed hope that she would return once the foundation had been fully established.

Responding to Ms. Christopher, Mr. Rocha asked for her contact information, including her email.

Ms. Christopher stated that they had already presented in Wilmington, with Dover as their

second stop. Their next destination was Seaford, after which they planned to approach Governor Matt Meyer regarding the foundation. She emphasized that their goal was to cover the entire state of Delaware, aiming to make a difference starting in the State of Delaware, with hopes of eventually expanding beyond the state.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JULY 14, 2025

The Minutes of the Regular Council Meeting of July 14, 2025 were unanimously approved by motion of Mr. Rocha, seconded by Ms. Hall, and bore the written approval of Mayor Christiansen (Arndt absent).

COUNCIL COMMITTEE OF THE WHOLE REPORT - JULY 15, 2025

The Council Committee of the Whole met on July 15, 2025, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Ms. Arndt, Mr. Boggerty, Ms. Hall, Mr. Lewis (arrived at 6:06 p.m.), Dr. Pillsbury, and Dr. Sudler. Mr. Rocha was absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Garfinkel (via WebEx) and Mr. Shevock (*Legislative, Finance, and Administration*).

ADOPTION OF AGENDA

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

Council Reports – June 2025

First District

Dr. Pillsbury reported attending the Fourth of July Parade and the City of Dover Police Department Virtra Training System demonstration. She explained that it was a remarkable system, and she believed it would help in training officers.

Mr. Rocha was absent; no report was given.

Second District

Ms. Hall reported attending the Fourth of July Parade and the City of Dover Police Department's Virtra Training System demonstration. She also spoke with several constituents regarding ongoing complaints surrounding Barrister Place. She explained that potential solutions have been identified to address the fencing issue, clarify the city's right-of-way, and fulfill the promises made to the concerned residents. Additionally, Ms. Hall shared that she has identified a possible method to generate revenue for the city without placing additional financial burdens on the taxpayers.

Mr. Lewis reported overseeing the completed paving project on Elm Terrace, which he and the local residents had been anticipating for several months. He noted that he had received numerous complaints about vehicle damage being caused by a large ditch at the end of the road. With support from Sharon Duca, Assistant City Manager, and the Public Works Department, the project was

completed, the ditch was leveled, and the resident's expressed satisfaction. Mr. Lewis also addressed constituent concerns about rising utility bills and ongoing frustrations related to Barrister Place, noting that many residents are upset with both the police and elected officials. He reported assisting Clearview Meadows with the completion of their Neighborhood Watch Program, which is expected to be finalized soon. He concluded by emphasizing the widespread discontent among residents regarding local elected officials and law enforcement.

Third District

Ms. Arndt reported attending many of the same events as her colleagues. She shared that a constituent had reached out to inform her that the new principal of the soon-to-be Central Elementary School (formerly Central Middle School) was interested in connecting with the neighborhood to establish a line of communication. This outreach led the constituent to express interest in reestablishing the neighborhood association, which has been dormant for the past few years. Ms. Arndt also reported that the link downtown would be returning with a broader scope. This, in turn, raised the question of whether there is an updated list of neighborhood associations within Dover. She stated she would be willing to work with the City Clerk's Office to update the list, as she felt it would be a valuable tool for sharing information about programs and volunteer opportunities, helping neighborhoods come together and support one another.

Fourth District

Mr. Anderson reported addressing several constituent concerns and expressed his appreciation to city staff for their timely responses. He thanked Mr. Jason Lyon for his diligence in investigating a significant issue on Cecil Street involving the water and sewer lines. Mr. Anderson noted that he had received inquiries regarding the Neighborhood Watch Fund and emphasized the importance of moving forward with its implementation. He also attended the Fourth of July Parade and extended his gratitude to the Fourth of July Committee, stating that this year's fireworks display was the best yet. He explained that he is looking forward to positive things for the 250th Celebration.

Dr. Sudler reported attending the Fourth of July Celebration on Legislative Mall and noted that the fireworks were amazing. He also shared that he had been meeting with family members of the victims of gun violence in the community to hear their concerns, give them condolences, and look at what can be done in the future to prevent gang activity with the youth in the community. Additionally, Dr. Sudler reported working in collaboration with the mayor to secure Housing Choice Vouchers (HCV) to help address housing-related concerns in the community.

At-Large

Mr. Boggerty reported attending the Fourth of July Parade and fireworks. He shared that he met with the Chief of Police to review the viral video that had been circulating, in order to understand the incident and identify opportunities for improvement. Mr. Boggerty also commended a city employee named Sean, who

was seen at 6:00 a.m. walking along Loockerman Street, picking up trash and cleaning the area. He explained that it was hot and muggy that day, and there are more employees like Sean who represent Dover. He acknowledged their heart and dedication to the area they serve and the city. He expressed his gratitude to all the city employees. He attended the Capital Green Community Day to show support for residents closely connected to the area, particularly in light of the tragic incident that occurred there last year. He emphasized the importance of supporting positive community efforts and concluded by noting it had been a very busy month, during which he engaged with numerous constituents.

Council President Neil

Council President Neil reported attending the African American Festival and the Fourth of July Parade. After the Barrister Place shooting, he organized a meeting at Manchester Square, with Dover Housing Authority (DHA) staff, Chief Johnson, and two of his staff. He also reviewed the full camera footage of the car reported stolen by the New York Police, which was stopped by Dover Police along with Mr. Boggerty, Mr. Rocha, and Mr. Anderson. Mr. Neil reported attending the Habitat for Humanity Ceremony at 223 South Cecil Street and a meeting with the mayor, Mr. Anderson, and the Kent County Economic Partnership (KEP) to discuss potential economic development. He was a guest speaker along with State Senator Eric Buckson at the James H. Groves Adult High School graduation at Del-Tech. He attended a library board meeting along with the City of Dover Police Department Virtra Training System demonstration. He reported receiving a complaint regarding a food truck illegally parked on North New Street with lots of trash around it. He thanked Eddie Kopp for acting immediately in addressing the issue. He drafted a column for the July edition of the Modern Maturity Center Bulletin that was set up originally by Mr. Anderson. He asked Mr. Rocha to draft a column on the new Efficiency Smart Program for the August edition and Ms. Arndt to draft a column on Parks and Recreation for the September edition. He reported drafting commentary on the police department, which was published in the Delaware State News, where an organization has tried to paint the city council and police department in a bad light. He attended the Construction and Property Maintenance Code Board of Appeals meeting in June along with Mr. Boggerty and Mr. Rocha. He received a written letter from a Nimitz Road homeowner expressing traffic complaints and problems with a student during the school year. He shared her letter with Chief Johnson and the Capital School District Superintendent. On behalf of Ms. Arndt and himself, he sent a Third District alert to the civic leaders. He reported exchanging emails with the Mayor of Little Creek the morning after the budget was passed concerning the electric rate increases. He addressed emails from a constituent on group homes and thanked Eddie Kopp for his help in addressing the concerns as well. Lastly, he consulted with the new president of the Delaware Manufactured Homeowners Association at her request and published a four-page newsletter for Wild Meadows Homeowners Association at the request of the president.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

Ms. Hall moved for adoption of the agenda, seconded by Mr. Shevock and unanimously carried.

Evaluation of Proposals – Boggs Drive Drainage Improvement Engineering Support (Jason Lyon, Water/Wastewater Director)

Mr. Jason Lyon, Water/Wastewater Director, reviewed the background and analysis regarding the Evaluation of Proposal for the Boggs Drive Drainage Improvement Engineering Support.

Staff recommended awarding the contract to Verdantas for the Boggs Drive Drainage Improvement Engineering Support, RFP #25-0022WW, for the amount of \$67,600.

Ms. Arndt moved to recommend approving the staff recommendation to award the contract to Verdantas. The motion was seconded by Ms. Hall and unanimously carried.

By consent agenda, Mr. Rocha moved for approval of the Committee's recommendation, seconded by Ms. Hall and carried by unanimous roll call vote (Arndt absent).

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 6:26 p.m.

Mr. Johnathan Flamer, 514 S. Greenberry Lane, Dover, Delaware, questioned the PowerPoint presentation from the previous Monday in relation to electricity usage. He asked what the estimated average home usage of electricity was. He stated that they explained that the average home would only increase by twenty to thirty dollars. After looking at the number they presented and looking at his own home, his usage is almost three times lower than what the average house was using in the presentation. He explained that he asked Dr. Sudler to look into what housing developments they were looking at when they came up with the projected numbers for the increases that had been scheduled to begin on the first of August for the residential areas.

Responding to Mr. Flamer, Mr. Neil stated that he would have to take Mr. Flamer's question back to the experts of that department and report back with an answer. He also mentioned the new Efficiency Smart Program that will be featured in the Modern Maturity Center Bulletin. He stated that they will come in and directly help Mr. Flamer because the more he saves, the less the city must pay to get the electricity to his home.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 6:31 p.m.

By consent agenda, Mr. Rocha moved for acceptance of the Council Committee of the Whole Report, seconded by Ms. Hall and carried by unanimous roll call vote (Arndt absent).

QUARTERLY REPORTS

Members were provided the Capital Review - Capital Investment Plan (CIP) (April, May, June 2025), and Quarterly Revenue Report as of June 30, 2025.

By consent agenda, Mr. Rocha moved for acceptance of the Capital Review CIP Report and the Quarterly Revenue Report as of June 30, 2025. The motion was seconded by Ms. Hall and carried by a unanimous roll call vote. (Arndt absent)

PROPOSED CANCELLATION OF AUGUST 25 AND 26, 2025 MEETINGS

Dr. Sudler explained on the record that the meetings were cancelled so that council and staff members could take vacations, take care of personal matters, or do whatever was needed. He further explained that even though being a councilperson was a part-time job, for most, it was a full-time job.

Mr. Rocha stated that although meetings are being canceled during this time of year, the work does not stop. He emphasized that they were still actively working throughout the week, even without meetings.

Mr. Anderson explained that it was a slower time for businesses, and he further stated that it was also time for the staff to plan vacations prior to the Labor Day Holiday and around the Christmas Holiday. Mr. Anderson also mentioned that even though the meetings were cancelled, council members do not turn their phones off or stop answering emails.

Dr. Sudler moved to approve the cancellation of the August 25th Regular Council Meeting and the August 26th Committee of the Whole Meetings for 2025, seconded by Mr. Anderson, and was unanimously carried. (Arndt absent)

CITY MANAGER'S ANNOUNCEMENTS

Mr. David S. Hugg, III, City Manager, announced that the City of Dover has hired a new Customer Service Director, Andrea Griffin. Mr. Hugg explained that she has hit the floor running, and he hopes to introduce Ms. Griffin to council at a future meeting.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen announced that he agreed with Ms. Hall that women needed assistance, too, not just men. Mayor Christiansen reminded everyone that the Second Annual Caribbean Carnival will take place on Saturday, August 16, 2025. The parade starts at 11:00 a.m.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Boggerty wanted to clarify for the record that he was misquoted during the Open Forum

regarding comments about Barrister Place. He stated that he did not speak to Mr. Jack, a resident of Barrister Place, and explained that from a cultural standpoint, he opposed putting up a fence around the community as a response to a troubled area, as it could give the impression of creating “the projects” type environment. He emphasized that the area has value and is worth investing in. He did not want the area to appear separated from the rest of the city for negative reasons. He expressed his support for the residents of Barrister Place.

Mr. Neil stated that there was a critical blood shortage in the area and encouraged anyone interested in donating to call 1-888-825-6630 or visit the Blood Bank of Delmarva – Dover Donor Center at 221 Saulsbury Road to schedule an appointment.

Meeting adjourned at 7:08 p.m.

ANDRIA BENNETT
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of July 28, 2025, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

Exhibits

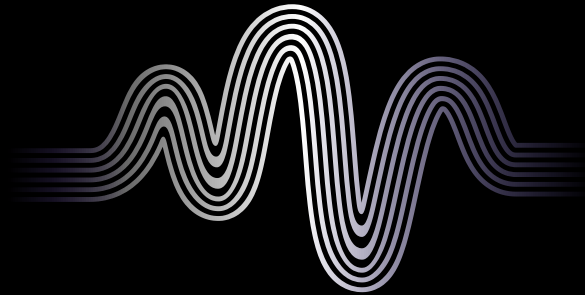
Exhibit #1 - The Dream Initiative: A New Delaware Way Presentation

The
D.R.E.A.M.
(DILIGENTLY REALIZING EVERY ASPIRATION MANIFEST)

Initiative

THE DREAM

BY: FENEL BAINE



2025

Founders

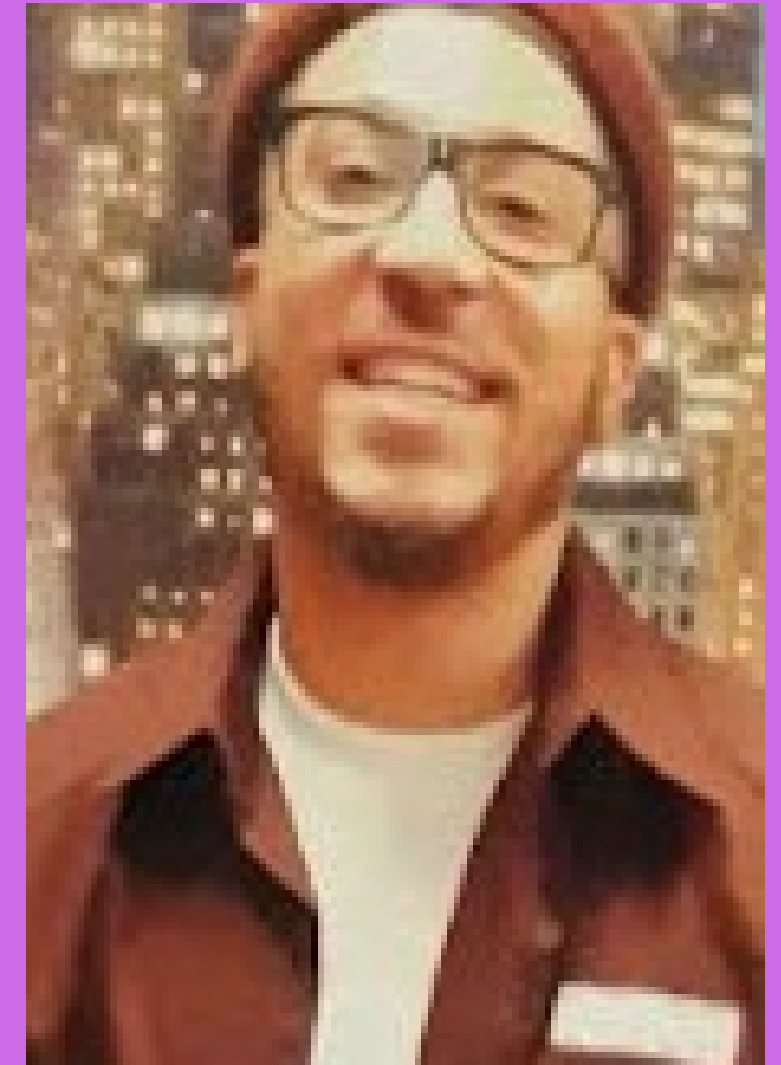
Item #1.



HAYWARD



FENEL



JOSH

TRANSITIONAL
HOUSING

HOUSING FOR
EX-OFFENDERS
ENTERING SOCIETY,
THE UNHOUSED,
AND STRUGGLING
FAMILIES



VANGUARDS

- EX-OFFENDERS

- CHANGE AGENTS

- COMMUNITY LEADERS

- LEAD

REPRESENTATIVES
OF EACH PROGRAM



S E R V I C E M E N

- A C C O U N T A B I L I T Y
- R E D E M P T I O N
- C O M M U N I T Y S E R V I C E

C A R W A S H I N G ,
D E L I V E R Y S E R V I C E S
P A R K M O N I T O R I N G

G A R N I S H E D W A G E S
T O G I V E B A C K



VIOLENCE INTERVENTION

Item #1.



- CONFLICT
RESOLUTION

- ANGER
MANAGEMENT

- DIPLOMACY

THE DREAM ACADEMY

Item #1.



- ALL AGES
- DEVELOPING
MINDS
- REBUST
CURRICULUM

TRUE HISTORY
LAW
FINANCIAL LITERACY
ENTREPRENEURSHIP

CHARACTER
DEVELOPMENT

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J O B T R A I N I N G A N D
C A R E E R A S S I S T A N C E P R O G R A M

S . T . E . A . M .

L I F E S C I E N C E S

W O R K E T H I C S



TRAUMA RECOVERY CENTERS

- HOSPITAL BASED
- PROCESS PAIN
- TREATMENT
AND HEALING



DIVISION OF COMMUNITY STRUCTURE

- STRUCTURE

- COMMUNITY
LEADERSHIP

- DEVELOPMENT

- ADDRESSING
COMMUNITY
NEEDS AT AT
DIFFERENT LEVELS



S A F E H O U S E S A N D D A Y C A R E C E N T E R S

Item #1.

- D O M E S T I C
S A N C T U A R I E S

- S A F E H A V E N



C H I L D R E N S A F E T Y

ROOT AND RISE GARDEN & SOUP KITCHEN

Item #1.

GIVING TO THE PEOPLE

HEALTHY FOODS

FEEDING FUTURES

FOOD IS LOVE

END FOOD APARTHEID



Page 25

COMMUNITY PROGRAMS

CHARACTER
ENRICHMENT



PARENTHOOD



PEER SUPPORT AND MENTOR GROUPS

Item #1.

MENTOR GROUPS

PARTY BUSES

SPORTS
LEAGUES



SUBSTANCE ABUSE PROGRAMS

AROUND THE CLOCK
TREATMENT

CONFRONT THE
DEMAND SIDE NOT
JUST THE
DISTRIBUTION SIDE
OF THE PROBLEM



FUSION AND IMPROVEMENTS

Item #1.

REVIEW ALL
PROGRAMS

IMPROVE
EFFICIENCY

OPTIMIZE
THEIR
STRENGTH



R E I M A G I N I N G J U S T I C E

R E T R I B U T I V E J U S T I C E

R E S T O R A T I V E J U S T I C E

T R A N S F O R M A T I V E J U S T I C E

PRISON SYSTEMS

Item #1.

RETRIBUTION

DETERRENCE

INCAPACITATION

REHABILITATION

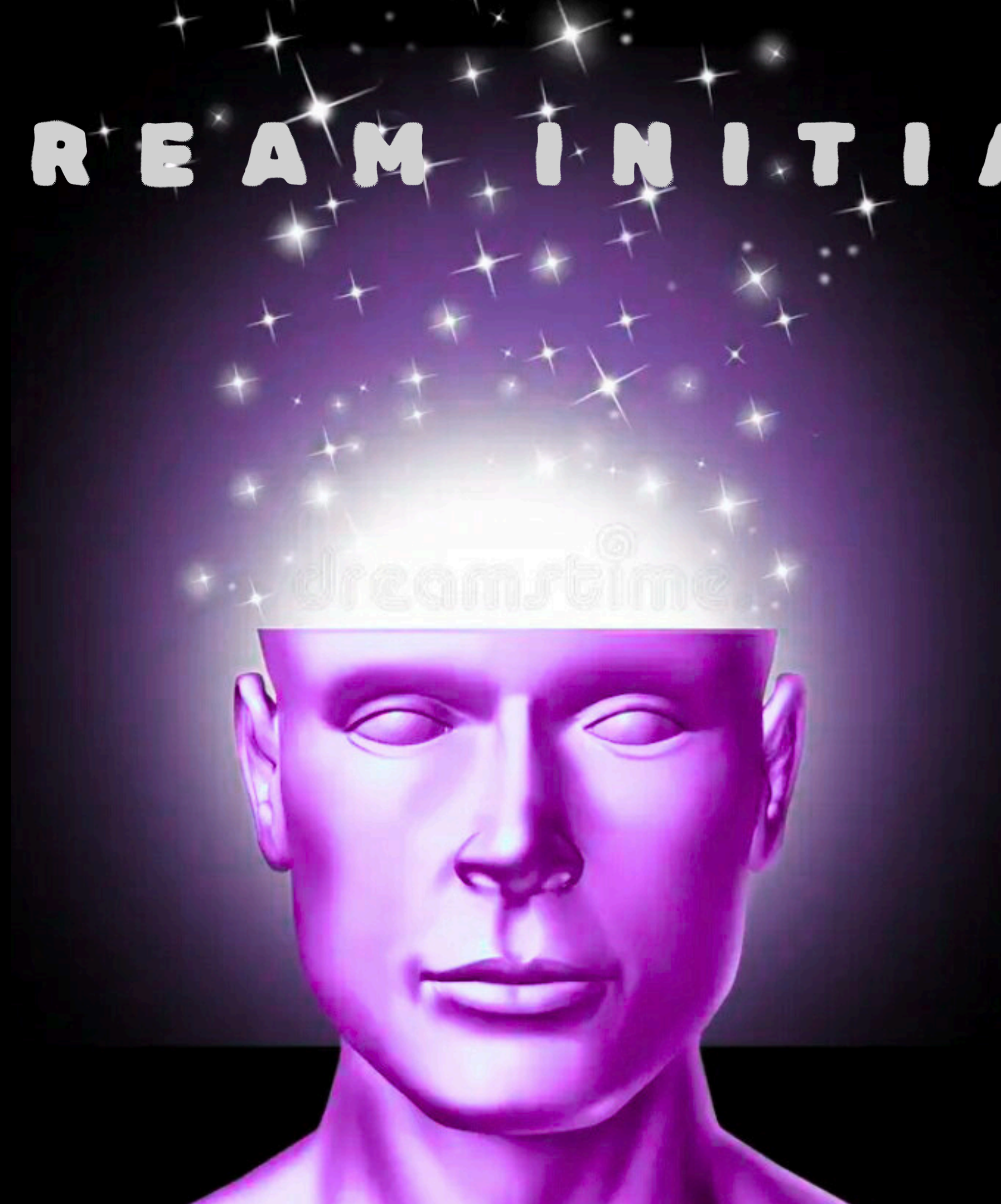
PRODIGAL CHILDREN

Item #1.

"MY SON WAS DEAD
AND IS ALIVE AGAIN;
HE WAS LOST
AND IS FOUND."
LUKE 15:24



THE DREAM INITIATIVE



COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on July 29, 2025, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Ms. Arndt, Mr. Boggerty, Ms. Hall, Mr. Lewis (via WebEx), Dr. Pillsbury (via WebEx), and Mr. Rocha. Dr. Sudler was absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Ms. Jackson (*Safety, Advisory, and Transportation*), Mr. Garfinkel, and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration*). Ms. Smack (*Safety, Advisory, and Transportation*) was absent.

ADOPTION OF AGENDA

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

SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE

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

Adoption of Agenda

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

Annual EMS Update – Ambulnz (Kay Sass, Emergency Services Manager, and Tyler Selak, Senior Director of Operations, Ambulnz)

Mr. Tyler Selak, Senior Director of Operations, Ambulnz, reviewed the presentation titled City of Dover EMS FY 24-25 Annual Report.

Mr. Boggerty shared his personal experience following a tragic event at his home, where he struggled with feelings of doubt, questioning whether he had performed CPR correctly or if there was more that he could have done. He explained that he had spoken with Mr. Selak, who reassured him that he had done everything possible. Mr. Boggerty noted that Ambulnz responded quickly, took control of the scene, and did everything they could. He thanked Mr. Selak for helping him process those emotions and expressed that it was nice to see individuals from the previous contract. He added that although some people disagreed with their decision a year ago, he believes they made the right one.

Responding to Ms. Arndt, Mr. Selak stated that there is no specific trend contributing to the increase in emergencies. He explained that during the COVID pandemic, people avoided the doctors' offices and hospitals, resulting in more severe illnesses at home and increased ambulance calls. He noted that they are still seeing the residual effects from that time. He also reported an uptick in heat-related emergencies, which is typical during the summer months, though no particular trend has been identified.

Responding to Ms. Arndt, Mr. Selak confirmed that they track the number of heat emergencies as a part of a larger report.

Responding to Ms. Arndt, Mr. Selak stated that she was correct, that mutual aid calls typically involve assisting other counties or municipalities.

Responding to Ms. Arndt, Ms. Sass added that there is an exception related to mutual aid. Going back several years, across various contracts and service providers. The city had external providers coming into the community approximately 240 to 260 times a year, which became costly. She noted that the city would pay a stipend because they were being pulled out of their territory, and the city was not able to keep up. She explained that with the service provider prior to Ambulnz, they saw a fifty percent decrease, and with Ambulnz, the number has almost dissipated. She stated that there is no reimbursement given other than what they capture for patient billing. She noted there is no reimbursement aside from patient billing revenue, which is minimal overall, but mutual aid is still something the city is able to provide to its neighbors.

Responding to Mr. Lewis, Mr. Selak stated that Ambulnz has an internal billing department that handles all claims. However, mailings are sent out through a third-party service. He acknowledged that some letters may appear to be bills on the front, but the instructions explain that the recipient may be responsible for charges and ask them to sign the back of the form to authorize billing to their insurance. He noted that rates are then negotiated between the insurance company and Ambulnz. Many insurance plans now carry higher copays and deductibles, which can make ambulance bills appear more substantial, though they are subject to negotiation.

Responding to Mr. Anderson, Mr. Selak explained that they pay the Dover Fire Department a stipend for the space that they occupy. The Memorandum of Understanding outlines the responsibilities of both Ambulnz and the fire department.

Responding to Mr. Anderson, Mr. Selak confirmed that Ambulnz also provides discounted training to the fire department.

This item was informational; committee action was not required.

Review of Safety Concerns on East Loockerman Street (David Suiters)

Mr. David Suiters, East Loockerman resident, presented his concerns surrounding speeding and the safety of residents on East Loockerman Street.

This item was informational; committee action was not required.

Joseph Satterfield, 790 East Loockerman Street, Dover, Delaware, stated that he captured on his camera a car speeding down the road, hitting his tree, and injuring a small child. He explained that many of them have almost been hit while walking down the street. He also noted that when he cuts his grass, he must remain aware of his surroundings because it is not safe.

Mary Bell, 801 East Loockerman Street, Dover, Delaware, stated that her Girl Scouts did their Citizen Scientist Journey qualification concerning her street, and they also wrote a letter (**Attachment #1**). She explained that her house serves as a cookie pickup location in the winter, and while doing so, the girls found her street to be unsafe. Ms. Bell recounted a time when she was

loading cookies into another troop leader's car, and the woman was almost struck by a passing car. Ms. Bell explained that not only has a small child now died, but her kids have almost been struck while riding bikes, she has almost been struck while walking her dogs, and her daughter's car has been totaled, her car has been totaled, and her husband's car has been severely dented. She noted that she has lived in different parts of Dover for most of her life and never experienced the speeding that she sees on her road now. She emphasized that there are no consequences for the drivers coming down the street and almost running people down.

Mr. Anderson thanked everyone for expressing their heartfelt concerns as well as trying to bring solutions. He clarified that Ms. Bell was speaking about closing the portion of the street that proceeds past Burger King, where it was halfway closed before.

Ms. Bell stated yes, on East Loockerman.

Ms. Arndt thanked the residents for attending and sharing their concerns. She noted that this was not the first time the issue had been brought to their attention. She recalled a previous conversation with Mr. Suiters during which she visited the neighborhood and noted that the streets were very narrow, which would typically encourage drivers to slow down. The speed data analysis had been conducted and was previously discussed during a Council Committee of the Whole meeting. Although no community members were present at that meeting, the data was reviewed, and at the time indicated that speeds were not excessive and there was a recommendation to change the signage at the end of the road that indicated "No Thru Traffic". Ms. Arndt reiterated her appreciation for the community's continued engagement and stated that they would continue to explore potential solutions.

Mr. Rocha noted that, in light of the safety of the children, if members of the community are suggesting closing the road, he would be in favor of closing the road. He stated that he remembered the previous conversation regarding the road closure, but he did not remember the pros and cons of the possible closure. He noted, remembering an ordinance that became effective after the neighborhoods were developed, that now would no longer allow a throughway through a development. He stated that they should consider the closure unless there is a reason for emergency vehicle access.

Jeremy Schneider, 787 East Loockerman Street, Dover, Delaware, questioned where the speed study was conducted. He explained that if it were placed close to the Burger King entrance, then the data would not be accurate. He noted that the live speed sign that was in their neighborhood revealed a car going 52mph in the residential neighborhood while he was walking his dog.

Responding to Mr. Boggerty, Mr. Schneider stated that they are entering by the Burger King one way and by the time they have gone 300 yards, they are reaching an excess of 52 mph. He emphasized that if the speed study had not been conducted in the middle of the road, then that would be why it did not reveal a speeding issue.

Thomas Johnson, Chief of Police, explained that there is a broader context to the speed study they have reviewed, and they are typically done anytime they have received a speeding complaint or an aggressive driving complaint. He explained that the sergeant who is in charge of the device that

does the study places it for seven days and typically in the area with the highest potential for speeding. He noted that it would not make sense to place the device in a spot where someone is just pulling away from a stop sign because it would not give the people the opportunity to commit the violation. He clarified that the pin shown in the image was auto generated by Google Earth and does not accurately reflect the actual placement of the speed monitoring device. He explained that he does not have enough information regarding the study to say the exact location of the device. Historically, the device is placed in a location where they would do enforcement and where they are most likely to see violations.

Responding to Mr. Schneider, Chief Johnson stated that he believes that no less than two of the reports for the 700 block of East Loockerman were recorded with speeds beyond 50 mph. He explained that he is constantly working with the State Office of Highway Safety to find a message to coax people to understand the responsibility of safe driving, especially in neighborhoods. He noted that when looking at the studies, he must evaluate where to assign his resources. There are only a set number of officers on a few shifts, and lots of miles to cover in Dover. He emphasized that the block is in their rotation, but they have to go where the data tells them to go, and he does not want anyone to think that they are not concerned with the problem at hand. He noted that everyone's emotions around the accident that took the life of a small child were valid.

Robert Bell, 801 East Loockerman Street, Dover, Delaware, questioned whether it would be possible to have the electronic radar sign reinstalled on their street. He noted as Mr. Suiters previously stated, it had been hit and is no longer there. He also questioned whether they make cameras for the back of the signs to catch individuals pulling away at over 50 mph.

Responding to Mr. Bell, Chief Johnson stated that the Speed Camera Program is now state law. He explained that there are a ton of regulations on how it can be applied because of concerns for profiteering and other things. Currently, the system is not built to be useful unless there are enough violations to pay for the cost of the technology. He noted that the technology is incredibly expensive, and council had recently inquired into the technology. He explained that the technology is not cost-effective unless there are enough violations beyond a certain point to generate enough money to cover all the overhead costs to allow the technology to exist on the streets. A traffic study is also required, and it must show that the block that people are requesting meets a certain criterion. He explained that the study done on East Lockerman Street would not meet the state standard of enough violations for the device to be placed there.

Responding to Mr. Bell, Chief Johnson stated that the device they previously had on the pole was a traffic calming device. He explained that it did not record anything and could not issue fines. He noted that the device that would take a photograph and issue fines is something different for addressing neighborhood speeding problems. He explained that he did not believe the data would represent an issue for East Loockerman under the current State of Delaware law.

Marianna Duckworth, 756 South Halsey Road, Dover, Delaware, stated that she walks her dogs in the alley behind Edgehill because of the traffic. She noted that the Chief would not have to worry about resources if the road were blocked off permanently.

Mr. Anderson stated that a street closure is a major step that has many consequences and has to be done with the consent of the neighborhood. He explained that council asked that it be verified that their neighbors wanted the closure because if there are a few who do not it can create many problems.

Mr. Anderson moved to recommend that staff begin an engineering study for the closure of the neighborhood and to replace the electronic speed signage that was damaged that was previously in the neighborhood. The motion was seconded by Mr. Rocha.

Responding to Ms. Hall, Mr. Anderson stated that they would have to change the city code because speed bumps and speed humps are not allowed anywhere in the city. He noted that speeding is a problem all over the place, and that speed bumps are bad and should be banned. There is new technology that has been developed, and he wanted to have a discussion about some of the new options that have come out.

Ms. Arndt recalled what was discussed at the previous meeting and the memorandum that was presented by the assistant city manager, which provided data and things for council to consider. Ms. Arndt noted that there were concerns from the City of Dover Fire Marshal, who were not in support of the road closure due to increased response times for emergency incidents. There were also concerns regarding stormwater management depending on the type of road closure. She emphasized that it was noted that a petition should be filed to demonstrate that most of the neighbors agree with the people in attendance. She explained that she was not opposed to evaluating the closure further, but she wanted to recap the previous discussion.

Mr. Suiters noted that he had previously obtained a petition and signatures in 2023 and turned it into the permitting desk.

Mayor Christiansen explained that he agreed with Chief Johnson's concerns regarding the speed cameras. He noted that the City of Newark has taken the risk with the speed cameras, and he feels the committee needs to investigate the cost effectiveness of having the speed cameras put up. He explained that speeding is a problem all over the city. He stated that the chief only has so many people to depend on to enforce speeding laws, and there are no consequences for those who break the law.

Mr. Rocha emphasized being in favor of the closure due to the loss of the child and to prevent another accident like that from occurring again. He noted that they should consider shutting the road down. Although he did not know what the impact would have on the fire department and their response time, it should be considered.

Mr. Boggerty questioned if the road closure could be ramp-like for only emergency access, similar to what was done at Delaware State University.

Mr. Anderson asked that all the options be looked at in regard to the closure and then be brought back. He emphasized that he would like to see another petition done and delivered to the City Clerk's Office with a majority of the residents' signatures.

Mr. Suiters offered the idea of installing a gate with a remote control, similar to those placed around senior housing developments. He explained that the police department and fire departments could maintain control of the remotes for emergency access.

Mr. Lewis asked that the mayor have the police department replace the electronic speed sign.

Mayor Christiansen asked Chief Johnson to have a new electronic speed sign placed on East Loockerman Street.

Mr. Anderson moved to recommend that staff begin engineering studies to find the best way to achieve closure and to replace the digital radar speed sign. The motion was seconded by Mr. Rocha and unanimously carried.

Request for Speed Humps/Reducers in Lincoln Park (Sharon Duca, Assistant City Manager)

Ms. Sharon Duca, Assistant City Manager, reviewed the background and analysis of the request for speed humps or reducers in Lincoln Park.

Staff recommended receiving direction from council to either select a presented option, amend the current code, or follow the existing procedure.

David Carey, Chief of the Dover Fire Department, stated that he, Chief Johnson, Mr. Selak, and Ms. Sass all met during race weekend to discuss speed bumps and speed humps. He explained that although the different emergency services do not agree with speed bumps because they can slow down response times, hinder operations, create concerns with providing medical treatment in the back of ambulances, as well as police cars responding to incidents. He explained that they all agreed to traffic calming devices such as those on Independence Boulevard or Mifflin Road. He noted that from the fire department's standpoint, a structure fire doubles in size every thirty seconds. That creates less chance of survival if someone is trapped in a building, and buildings today are built differently than many years ago.

Chief Johnson agreed, noting that they had a productive meeting and they all had some common concerns. He noted that the police department puts lots of miles on their vehicles in the city every year, and the constant hits on speed bumps will create a large amount of suspension issues. The city would then have to put money aside for the things that will impact the life cycle of any city asset that is purchased. He emphasized that turning it around to the community and their consumption of emergency services and their expectations, just like a fire grows quickly, think about the felony in progress call from a homeowner that has someone coming through their window. He noted that if there is urgency at the other end of the radio, it is human nature and their desire to serve, and that could have consequences, as they are not going to slow down for those speed bumps. He stated that he agrees with Chief Carey, they are trained to drive, so if a chicane is placed in front of them or some other calming device that does not impact the rubber and road, they can navigate that and not waste a whole lot of time.

Mr. Selak added that when talking about patient care and starting things like intravenous (IV) fluids in the back of an ambulance, there are risks when the paramedic is now wielding a sharp object and trying to stick a patient. Problems can occur when placing a breathing tube, which takes

accurate skill and requires steady speed and concentration. In instances with neck fractures, there are millimeters before someone can be left with paralysis. He explained that the City of Dover roads are well maintained, but the roads outside of the city have issues like potholes and other things they encounter, and they are already navigating those. Adding speed bumps or cushions would not be in the best interest of the business and would add additional wear and tear. Looking at a primary truck in the A district, they do over 30,000 miles in a year. He emphasized that they do a lot of driving, which creates a lot of wear and tear, and the trucks run 24 hours a day, seven days a week, and they want to do what they can to protect those investments. He stated that he agrees with the traffic calming devices as the chicanes are rather easy for the vehicles to navigate.

Responding to Mr. Rocha, Chief Johnson stated he would have to look up the regulations for Pennsylvania, as it is a commonwealth. He noted that most townships, boroughs, and cities avoid bumps for all the reasons previously discussed. He stated that in the rural areas, he has encountered the extended humps or plateaus as Ms. Duca described, but they are typically on very quiet streets off the beaten path. They typically do not have a lot of traffic, not a lot of calls for services, not even a lot of residential traffic, let alone support services. He noted that speed bumps are often found on private property and parking lots. He recalled his own experience as a paramedic, where they moved the paramedic unit after speed bumps were placed in the employee parking lot because they were tired of paying the bills for the shocks and suspension parts.

Responding to Mr. Rocha, Chief Johnson stated that there are many circumstances to consider how many speed cushions are there. How far apart are they located? What would the data be in that area? He explained that they try and patrol everywhere, and if they were driving in normal conditions, it would not be a big deal, but it would be when the emergencies come in. He emphasized that he would be very cautious about using them, but he would not say that it is impossible, and he believes that it would be neighborhood specific.

Responding to Mr. Rocha, Chief Carey noted that a speed hump slows a firetruck down by ten seconds. He emphasized that a speed bump would cause more of a delay because it is more erratic. He also noted concern for the safety of the crews in the fire trucks who are putting on an air pack and grabbing tools from the inside of the truck, so that when the truck stops, they are ready to bail out and go to work. He stated that the large metal bars that are carried to break doors would now be flying objects. He explained that he understands both sides of the spectrum, as he lived in a neighborhood where people would speed through. However, he also understands the concerns from the safety aspect of emergency services and the services they are trying to provide to the general public.

Mr. Anderson moved to recommend that staff review the data and return by the end of the year with a speed reduction plan that includes the chicanes. The motion was seconded by Ms. Hall and unanimously carried.

Chief Carey noted that on Independence Boulevard, the sign placement is very tight and causes damage to the fire apparatus. He explained that there are hoses and ladders on the sides, and when they are traveling to a call, there have been a few instances where the signs have struck the trucks and caused damage. He asked when evaluating the chicanes if they could consider pushing the signs farther out.

Mayor Christiansen stated that he concurred with the chief that the signs are ill-placed.

Mr. Boggerty recommended revisiting the current sign placement to protect the investment in the safety apparatuses.

Mr. Boggerty moved for adjournment of the Safety Advisory and Transportation Committee meeting, hearing no objection, the meeting adjourned at 7:37 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

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

Proposed Ordinance #2025-13 – Amending Chapter 2 – Administration, Article IV – Officers and Employees, Division 1 – Generally, Section 2-201 – Compensation and expenses for mayor, council, and other elected or appointed officials (Councilman Anderson)

Councilman Anderson reviewed the background for Proposed Ordinance #2025-13.

The recommendation was to forward Proposed Ordinance #2025-13 to council for approval.

Ms. Arndt moved to recommend forwarding the Proposed Ordinance #2025-13 to council for full approval. The motion was seconded by Mr. Boggerty and unanimously carried.

Proposed Amendments to Military Leave (Employee Handbook) (David S. Hugg, III, City Manager, and Chief Johnson, Dover Police Department)

Ms. Naomi Poole, Human Resources Director, reviewed the background and analysis regarding the proposed amendments to the Military Leave policy in the employee handbook.

Staff recommended approval of the proposed policy changes.

Mr. Boggerty noted that having the ability to provide 48 hours' notice is not a guarantee. Depending on the state of emergency, there may not be 48 hours available. He recommended changing the language to when possible or in extreme circumstances.

Mr. Anderson stated that parts of the organization are on call twenty-four hours, which would not create an issue. However, he recommended using language that says notification within two business days, except in extraordinary circumstances. He explained that as a Reservist, if they were to go in on a Saturday and get orders, there would be no one to notify until Monday for most city offices.

Ms. Arndt expressed appreciation for the many former military and active-duty members on council. She stated that she appreciates the perspective and expertise that they bring to the discussion, and it is very important for a town that has an active military base.

Mr. Neil moved to recommend approval of the proposed policy changes. The motion was seconded by Mr. Rocha and unanimously carried.

Discussion – Open Forum Improvements (Councilwoman Arndt)

Councilwoman Arndt stated that Council President Neil requested she, Councilman Rocha, Councilman Anderson, and Dr. Sudler review the Open Forum policy to ensure that sufficient time is being allotted for public input. She explained that there have been instances where a large number of speakers, each given the standard three minutes, exceeded the total time allotted for the Open Forum.

She further stated that the group plans to look at what improvements could be made to ensure that they receive public input. As part of the process, they intend to review the existing policy, with the assistance of the City Clerk's Office, and examine other public body procedures for possible guidance.

Responding to Mr. Anderson, Ms. Arndt stated that she will prepare a white paper outlining background information and proposed changes, which she will circulate via email.

Responding to Mr. Rocha, Ms. Arndt stated that they provide information via email and then will be brought back to the full committee for an open discussion.

Mr. Anderson suggested sending any suggestions to the City Clerk's Office for compilation to avoid an accidental serial meeting.

Mr. Anderson noted concerns about individuals scheduled on the agenda. Many of whom travel from across the state or from out of state. They often leave when meetings start significantly late, resulting in council not receiving the information they had anticipated. Mr. Anderson explained that some public bodies recess the Open Forum once the allotted time ends and reopen it at the conclusion of the meeting, which allows for additional public comment. He noted that this approach could respect both the time of invited speakers and members of the public who wish to provide input.

This item was informational; committee action was not required.

Establishment of an Ad Hoc Security Committee

Council President Neil stated that he was appointing Councilman Boggerty, Councilwoman Hall, Councilwoman Pillsbury, and Lieutenant Jordan Miller to review security concerns. He noted that there have been several attacks on elected officials, who often attract individuals who are highly emotional. He further explained that large crowds can present additional risks, both to attendees and to those involved in the meeting. He emphasized the importance of evaluating these factors to ensure the safety of both the public attending meetings and the council and committee members present.

Mr. Anderson recalled an incident when an out-of-town group raised death threats against a member of council. He noted that they were passing out flyers in his neighborhood as well as posting on social media. He explained that the police department responded very well.

Mr. Neil moved to recommend the establishment of an Ad Hoc Security Committee. The motion was seconded by Ms. Hall and unanimously carried.

Chief Johnson requested to address police complaints. He noted that parliamentary procedure does not allow him to speak during the Open Forum unless directed by Council President or if a member of council asks that he address something. He explained that he is normally able to comment during the business portion of the meeting, and by then, the impact of the public comment has already had an impact on the employees of the organization. He asked that, as they review the procedure for the Open Forum that they consider allowing him time to address the issues directly, as long as he can do so without putting the city at risk.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 8:00 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 8:00 p.m.

Fred A. Neil
Council President

Attachments

Attachment #1 - Letter from Mary Bell and Girl Scout Troop 370 supporting the closure of East Loockerman Street.

GIRL SCOUT TROOP 379

Dover, DE

GS Troop 379
Grace Church Dover
Dover, DE 19904

02 July, 2025

Dear Mayor Christiansen and City Council,

As Girl Scouts, we have worked on our Citizen Scientist Journey. During this journey we had to identify a need for improvement within our community.

During Cookie Season (February and March), we often visit Troop Leader Bell's home to pick up cookie inventory for cookie booths within the community. During these visits, we sometimes park on her street or in her driveway. These times of day vary, but one thing is always evident during these visits (no matter how brief), the amount of speeding cars and reckless drivers along this street is dangerous.

After speaking with Troop Leader Bell, we realized that in her 10 years living on this street, 3 of her cars have been very badly damaged (one was totaled) by drivers along this street. The cost to repair and recover from these incidents was not only expensive but time consuming. Troop Leader Bell expressed that the city, DelDot and council has been called about the driving conditions along her street, but no solution has been implemented. Drivers under the influence have hit the same property no less than 3 times in the last 2 years alone. The worst accident occurring in January 2025 for which Mrs. Bell had to call 911. It was a traumatic experience considering the circumstances of that event.

Simply looking at a map of Dover, it is evident many people use East Lookerman Street as a "short cut" to either Rt 1 or Rt 8. It is a one way entry from Rt 13, but the speed and reckless driving behavior cause accidents and leaves no safe place for residents in this neighborhood to walk.

Troop 379 has made several observations regarding the traffic flow on this street and we suggest the following:

Add a stop sign at the intersection of East Loockerman Street and South Edgehill Avenue, this will require drivers entering East Loockerman St from Rt 13 to stop before proceeding through the residential neighborhood. This will hopefully reduce their speed and increase their awareness as they travel this street. The addition of a sign on a nearby lamp post – “Children at Play” or “Drive Like You Live Here” would also help bring attention to their driving practices.

Another suggestion would be to change the direction of traffic on East Loockerman Street. The street could become a one way street – with traffic only traveling from Division Street onto East Loockerman Street, this would create a LEFT TURN only at the RT 13 entrance to East Loockerman Street. This may not reduce speed or traffic volume, but it could in turn make the neighborhood safer for residents to navigate. If the direction of East Loockerman is reduced to one way traffic, South Halsey would also need to be a One way street to eliminate the shifting of traffic volume onto that street.

Our Troop understands that attempts have been made to “catch speeders” and monitor the traffic on this street, but no real solution has been implemented to date. It should stand to be recognized that the residents of East Loockerman Street live in Edgehill Estates, and as long as this street provides access without consequence, drivers will continue to speed and recklessly travel this street without regard for the damage they cause by their driving.

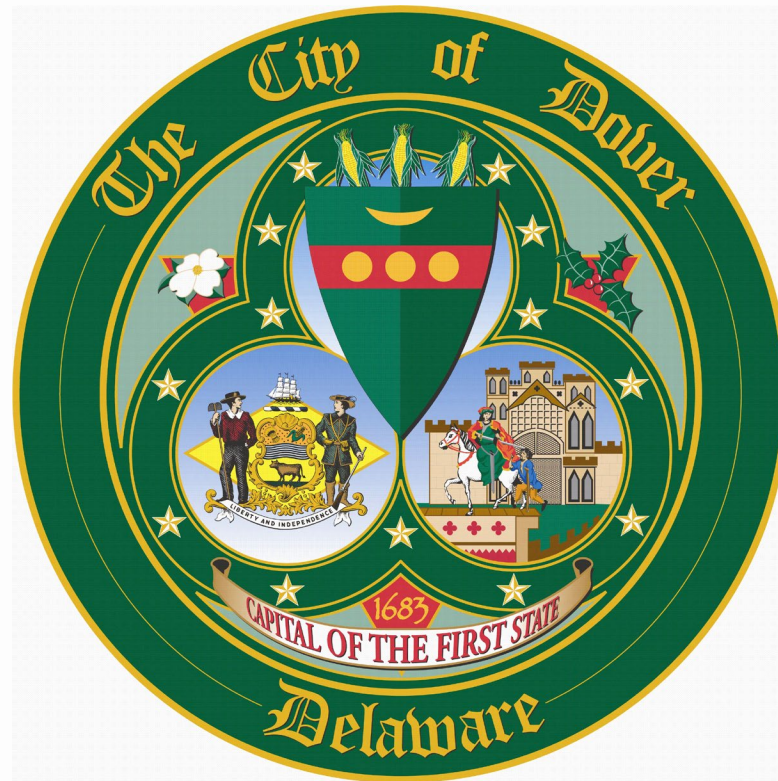
Our final suggestions would be to install multiple cameras to catch persons running the stop sign and speeding on the street, sending out violations as needed. Without consequences, or a pattern change, the traffic issues on East Loockerman will not be resolved. The residents will continue to endure house and car damage, as well as be unsafe when simply taking a walk. Residential streets in Dover deserve better.

Please consider our suggestions to ensure the communities of Dover remain safe and walkable.

Regards,

Troop 370 members Sarah Bell, Clara Bell, Irma Bell, and Hannah Shaw

CITY COUNCIL COMMUNITY ENHANCEMENT FUND REPORT



JUNE 2025

CITY COUNCIL COMMUNITY ENHANCEMENT FUND
JULY 1, 2024 - JUNE 30, 2025
100-10-12-99-000-53037

Current Balance- \$ 2,172.69							
BUDGETED AMOUNT	COMMUNITY ENHANCEMENT FUND - \$2,500 FOR EACH COUNCIL MEMBER PER DISTRICT AND \$5,000 FOR THE AT-LARGE COUNCIL MEMBER. THE PURPOSE OF THE FUND IS TO ALLOW MEMBERS TO CONTRIBUTE FUNDS TO A SMALL PROJECT OR COMMUNITY NEEDS IN EACH DISTRICT.						\$ 25,000.00
FINAL BUDGET TOTAL							\$ 25,000.00
DATE	COUNCIL SPONSOR	VENDOR	DESCRIPTION	INVOICE #	TOTAL CHARGES	YEAR TO DATE	BALANCE
7/2/2024	Sudler	A 2nd Chance A Haven for Abused and Battered Women and Children	Councilman Sudler authorized the designation of \$1,500 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from Roy Sudler dated 07/01/2024 and an invoice dated 07/02/2024	\$1,500.00	\$1,500.00	\$23,500.00
7/8/2024	Anderson	Women and Children Transformation Ministry International, Inc.	Council President Anderson authorized the designation of \$500 of his community enhancement funds to the Women and Children Transformation Ministry International, Inc. for their Boys to Men Development Program for Gas cards.	Email from David Anderson dated 06/18/24 and Email & Letter from William Snorton, Jr. received 06/16/2024	\$500.00	\$2,000.00	\$23,000.00
7/8/2024	Anderson	Hispanic Organization of Latin Americans (HOLA)	Council President Anderson authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from David Anderson dated 06/25/24 and email from Anthony (Tony) Velazquez dated 06/25/24	\$500.00	\$2,500.00	\$22,500.00
7/8/2024	Arndt	United Way	Councilwoman Arndt authorized the designation of \$200.00 of her community enhancement funds to United Way for their "Book Bash."	Email from Tricia Arndt dated 07/08/2024 and email from Kenyatta Livingston dated 07/07/2024	\$200.00	\$2,700.00	\$22,300.00
7/8/2024	Rocha	United Way	Councilman Rocha authorized the designation of \$300 of his community enhancement funds to United Way for their "Book Bash."	Email from Gerald Rocha dated 07/07/2024 and email from Kenyatta Livingston dated 07/07/2024	\$300.00	\$3,000.00	\$22,000.00
7/8/2024	Hare	Dover Police Department	Councilman Hare authorized the designation of \$300 of his community enhancement funds to the Dover Police Department for their Summer Event.	Email from Bill Hare dated 07/08/2024 and an email from Sgt. Jennifer Lynch dated 07/08/2024	\$300.00	\$3,300.00	\$21,700.00
7/8/2024	Arndt	Dover Police Department	Councilwoman Arndt authorized the designation of \$350 of her community enhancement funds to the Dover Police Department for their Summer Event.	Email from Tricia Arndt dated 07/08/2024 and an email from Sgt. Jennifer Lynch dated 07/08/2024	\$350.00	\$3,650.00	\$21,350.00
7/8/2024	Neil	Dover Police Department	Councilman Neil authorized the designation of \$100 of his community enhancement funds to the Dover Police Department for their Summer Event.	Email from Fred Neil dated 07/08/2024 and an email from Sgt. Jennifer Lynch dated 07/08/2024	\$100.00	\$3,750.00	\$21,250.00
7/9/2024	Anderson	United Way	Council President Anderson authorized the designation of \$250 of his community enhancement funds to United Way for their "Book Bash."	Email from David Anderson dated 07/09/2024 and email from Kenyatta Livingston dated 07/07/2024	\$250.00	\$4,000.00	\$21,000.00
7/9/2024	Rocha	Hispanic Organization of Latin Americans (HOLA)	Councilman Rocha authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Gerald Rocha dated 07/09/24 and email from Anthony (Tony) Velazquez dated 06/25/24	\$500.00	\$4,500.00	\$20,500.00
7/11/2024	Pillsbury	Caribbean Culture Awareness Inc.	Councilwoman Pillsbury authorized the designation of \$250 of her community enhancement funds to the Caribbean Culture Awareness Inc. for their Delaware Caribbean Carnival.	Email from Julia Pillsbury dated 7/11/24 and email from Eveann Jerry dated 7/11/24	\$250.00	\$4,750.00	\$20,250.00
7/17/2024	Rocha	Dover Police Department	Councilman Rocha authorized the designation of \$200 of his community enhancement funds to the Dover Police Department for their Summer Event.	Email from Gerald Rocha dated 07/17/2024 and an email from Sgt. Jennifer Lynch dated 07/08/2024	\$200.00	\$4,950.00	\$20,050.00
7/19/2024	Lewis	A 2nd Chance A Haven for Abused and Battered Women and Children	Councilman Lewis authorized the designation of \$300 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner.	Email from Brian Lewis dated 07/19/2024 and an invoice dated 07/02/2024	\$300.00	\$5,250.00	\$19,750.00
7/23/2024	Neil	Persimmon Park Place	Councilman Neil authorized the designation of \$250 of his community enhancement funds to Persimmon Park Place for the Backpack Giveaway.	Email from Fred Neil dated 7/23/24 and email from Karen, Park Manager dated 7/23/24	\$250.00	\$5,500.00	\$19,500.00
7/23/2024	Arndt	Persimmon Park Place	Councilwoman Arndt authorized the designation of \$250 of her community enhancement funds to Persimmon Park Place for the Backpack Giveaway.	Email from Tricia Arndt dated 7/23/24 and email from Karen, Park Manager dated 7/23/24	\$250.00	\$5,750.00	\$19,250.00
7/25/2024	Boggerty	Hispanic Organization of Latin Americans (HOLA)	Councilman Boggerty authorized the designation of \$300 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Andre Boggerty dated 07/25/24 and email from Anthony (Tony) Velazquez dated 06/25/24	\$300.00	\$6,050.00	\$18,950.00
7/25/2024	Rocha	A 2nd Chance A Haven for Abused and Battered Women and Children	Councilman Rocha authorized the designation of \$200 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner.	Email from Gerald Rocha, Sr. dated 07/25/2024 and an invoice dated 07/01/2024	\$200.00	\$6,250.00	\$18,750.00
8/21/2024	Lewis	Children's Beach House	Councilman Lewis authorized the designation of \$200 of his community enhancement funds to the Children's Beach house for their Back to School Drive.	Email from Brian Lewis dated 08/20/2024 and email from Armina Domingue dated 08/20/2024	\$200.00	\$6,450.00	\$18,550.00
8/23/2024	Rocha	I Am My Sisters Keeper (MSK)	Councilman Rocha authorized the designation of \$300 of his community enhancement funds to I Am My Sister's Keeper (MSK-Dover)	Email from Gerald Rocha, Sr. dated 08/22/2024 and an email from Marcille "Dee" Sewell dated 08/22/2024	\$300.00	\$6,750.00	\$18,250.00
8/27/2024	Lewis	Tracy Palmer Ministries	Councilman Lewis authorized the designation of \$500 of his community enhancement funds to the Tracy Palmer Ministries.	Email from Brian Lewis dated 08/07/24 and a letter from the Tracy Palmer Ministries dated 07/22/24	\$500.00	\$7,250.00	\$17,750.00
9/3/2024	Boggerty	I Am My Sisters Keeper (MSK)	Councilman Boggerty authorized the designation of \$500 of his community enhancement funds to I Am My Sister's Keeper (MSK-Dover).	Email from Andre Boggerty dated 09/03/2024 and an email from Marcille "Dee" Sewell dated 08/22/2024	\$500.00	\$7,750.00	\$17,250.00
9/9/2024	Boggerty	Women and Children Transformation Ministry International, Inc.	Councilman Boggerty authorized the designation of \$500 of his community enhancement funds to the Women and Children Transformation Ministry International, Inc. for their Boys to Men and their Girls Breaking Barriers program.	Email from Andre Boggerty dated 09/09/24 and Email & Letter from William Snorton, Jr. recived 09/09/2024	\$500.00	\$8,250.00	\$16,750.00

9/10/2024	Anderson	Concerned Citizens of the Community	Council President Anderson authorized the designation of \$300 of his community enhancement funds to Concerned Citizens of the Community for porta potties for their First 1NA Inaugural day and Summer Music Festival.	Email from David Anderson dated 09/10/2024 and email from Elizabeth Daniels dated 09/09/2024	\$300.00	\$8,550.00	\$16,450.00
9/10/2024	Neil	Concerned Citizens of the Community	Councilman Neil authorized the designation of \$150 of his community enhancement funds to Concerned Citizens of the Community for porta potties for their First 1NA Inaugural day and Summer Music Festival.	Email from Fred Neil dated 09/11/2024 and email from Elizabeth Daniels dated 09/09/2024	\$150.00	\$8,700.00	\$16,300.00
9/16/2024	Lewis	People's Community Center	Councilman Lewis authorized the designation of \$500 of his community enhancement funds to the People's Community Center for their Janie's Hands Veterans Transitional Housing Program Inc.	Email from Brian Lewis dated 09/16/24 and a letter from the Frances Perry, Director dated 09/11/24	\$500.00	\$9,200.00	\$15,800.00
9/16/2024	Pillsbury	Delmar Community Service Federation	Councilwoman Pillsbury authorized the designation of \$250 of her community enhancement funds to the Delmar Community Service Federation for their First Health Fair.	Email from Julia Pillsbury dated 9/16/24 and email from Mildred Polk, President dated 9/3/24	\$250.00	\$9,450.00	\$15,550.00
9/17/2024	Pillsbury	Dover Police Department	Councilwoman Pillsbury authorized the designation of \$250 of her community enhancement funds to the Faith and Blue Weekend	Email from Julia Pillsbury dated 09/17/2024 and email from M/Cpl. Lee Killen dated 09/17/2024.	\$250.00	\$9,700.00	\$15,300.00
9/17/2024	Arndt	Dover Police Department	Councilwoman Arndt authorized the designation of \$250 of her community enhancement funds to the Faith and Blue Weekend.	Email from Tricia Arndt dated 09/17/2024 and email from M/Cpl. Lee Killen dated 09/17/2024.	\$250.00	\$9,950.00	\$15,050.00
9/17/2024	Boggerty	Dover Police Department	Councilman Boggerty authorized the designation of \$250 of his community enhancement funds to the Faith and Blue Weekend.	Email from Andre Boggerty dated 09/17/2024 and email from M/Cpl. Lee Killen dated 09/17/2024.	\$250.00	\$10,200.00	\$14,800.00
9/17/2024	Hare	Dover Police Department	Councilman Hare authorized the designation of \$300 of his community enhancement funds to the Faith and Blue Weekend.	Email from Bill Hare dated 09/17/2024 and email from M/Cpl. Lee Killen dated 09/17/2024.	\$300.00	\$10,500.00	\$14,500.00
9/17/2024	Neil	Dover Police Department	Councilman Neil authorized the designation of \$250 of his community enhancement funds to the Faith and Blue Weekend.	Email from Fred Neil dated 09/17/2024 and email from M/Cpl. Lee Killen dated 09/17/2024.	\$250.00	\$10,750.00	\$14,250.00
9/24/2024	Rocha	Women and Children Transformation Ministry International, Inc.	Councilman Rocha authorized the designation of \$500 of his community enhancement funds to the Women and Children Transformation Ministry International, Inc. for their Boys to Men and their Girls Breaking Barriers program.	Email from Gerald Rocha dated 09/24/24 and Email & Letter from William Snorton, Jr. received 09/16/2024	\$500.00	\$11,250.00	\$13,750.00
9/30/2024	Anderson	Independent Newsmedia, Inc.	Council President Anderson authorized the designation of \$52.31 of his community enhancement funds to the Dover Post for the Dover Interfaith Mission for Housing advertisement for the Innovative Readiness Training Program Public Notice that ran on 09/29/2024.	Email from David Anderson to the City Clerk's Office dated 09/30/2024 and an invoice dated 09/30/2024	\$52.31	\$11,302.31	\$13,697.69
10/31/2024	Hare	Independent Newsmedia, Inc.	Councilman Hare authorized the designation of \$52.31 of his community enhancement funds to the Dover Post for the Dover Interfaith Mission for Housing advertisement for the Innovative Readiness Training Program Public Notice that ran on 10/06/2024.	Email from Bill Hare to the City Clerk's Office dated 09/30/2024 and an invoice dated 10/31/2024	\$52.31	\$11,354.62	\$13,645.38
10/31/2024	Neil	Independent Newsmedia, Inc.	Councilman Neil authorized the designation of \$52.31 of his community enhancement funds to the Dover Post for the Dover Interfaith Mission for Housing advertisement for the Innovative Readiness Training Program Public Notice that ran on 10/13/2024.	Email from Fred Neil to the City Clerk's Office dated 10/01/2024 and an invoice dated 10/31/2024	\$52.31	\$11,406.93	\$13,593.07
10/31/2024	Rocha	Independent Newsmedia, Inc.	Councilman Rocha authorized the designation of \$52.31 of his community enhancement funds to the Dover Post for the Dover Interfaith Mission for Housing advertisement for the Innovative Readiness Training Program Public Notice that ran on 10/20/2024.	Email from Gerald Rocha to the 10/08/2024 and an invoice dated 10/31/2024	\$52.31	\$11,459.24	\$13,540.76
11/19/2024	Lewis	The Shepherd Place, Inc.	Councilman Lewis authorized the designation of \$500 of his community enhancement funds to The Shepherd Place, Inc.	Email from Brain lewis dated 11/19/2024 and an letter from Tasha Schott Executive Director dated 11/19/2024	\$500.00	\$11,959.24	\$13,040.76
11/19/2024	Hare	The Shepherd Place, Inc.	Councilman Hare authorized the designation of \$500 of his community enhancement funds to The Shepherd Place, Inc.	Email from Bill Hare dated 11/19/2024 and an letter from Tasha Scott Executive Director dated 11/19/2024	\$500.00	\$12,459.24	\$12,540.76
11/19/2024	Anderson	Concerned Citizens of the Community	Council President Anderson authorized the designation of \$400 of his community enhancement funds to Concerned Citizens of the Community	Email from David Anderson dated 11/19/2024 and an letter from Tasha Scott Executive Director dated 11/19/2024	\$400.00	\$12,859.24	\$12,140.76
11/22/2024	Boggerty	The Shepherd Place, Inc.	Councilman Boggerty authorized the designation of \$500 of his community enhancement funds to The Shepherd Place, Inc.	Email from Andre Boggerty dated 11/22/2024 and an letter from Tasha Scott Executive Director dated 11/19/2024	\$500.00	\$13,359.24	\$11,640.76
11/19/2024	Anderson	Inner City Cultural League	Council President Anderson authorized the designation of \$497.69 of his community enhancement funds to the Inner City Cultural League for their Dr. Martin Luther King, Jr. Program for 2025.	Email from David Anderson dated 12/06/2024 and an email from Ruben Saslters, CEO dated 12/05/2024	\$497.69	\$13,856.93	\$11,143.07
12/16/2024	Boggerty	The People's Community Center	Councilman Boggerty authorized the designation of \$400 of his community enhancement funds to The People's Community Center for their Veterans Resources Center.	Email from Andre Boggerty dated 12/16/2024 and an email from Dr. Hodge Director and Frances Perry dated 12/16/2024	\$400.00	\$14,256.93	\$10,743.07
1/9/2025	Hare	NeighborGood Partners	Councilman Hare authorized the designation of \$500 of his community enhancement funds to the NeighborGood Partners	Email from Bill Hare dated 01/09/2025 and a letter from Randy Kunkle, Board President & Karen B. Speakman, Executive Director dated 01/09/2025	\$500.00	\$14,756.93	\$10,243.07
1/9/2025	Arndt	NeighborGood Partners	Councilwoman Arndt authorized the designation of \$300 of her community enhancement funds to the NeighborGood Partners.	Email from Tricia Arndt dated 01/09/2025 and a letter from Randy Kunkle, Board President & Karen B. Speakman, Executive Director dated 01/09/2025.	\$300.00	\$15,056.93	\$9,943.07
1/9/2025	Pillsbury	NeighborGood Partners	Councilwoman Pillsbury authorized the designation of \$100 of her community enhancement funds to the NeighborGood Partners	Email from Julia Pillsbury dated 01/09/2025 and a letter from Randy Kunkle, Board President & Karen B. Speakman, Executive Director dated 01/09/2025	\$100.00	\$15,156.93	\$9,843.07
1/9/2025	Neil	NeighborGood Partners	Councilman Neil authorized the designation of \$100 of his community enhancement funds to the NeighborGood Partners.	Email from Fred Neil dated 01/09/2025 and a letter from Randy Kunkle, Board President & Karen B. Speakman, Executive Director dated 01/09/2025	\$100.00	\$15,256.93	\$9,743.07
1/9/2025	Pillsbury	Dover Fire Department	Councilwoman Pillsbury authorized the designation of \$750 of her community enhancement funds to the Dover Fire Department.	Email from Julia Pillsbury dated 01/09/2025 and a letter from Chief David Carey dated 01/09/2025	\$750.00	\$16,006.93	\$8,993.07
1/15/2025	Pillsbury	Dover Police Athletic League (PAL)	Councilwoman Pillsbury authorized the designation of \$500.00 of her community enhancement funds to the 2025 Youth Police Academy	Email from Julia Pillsbury Dated 1/9/2025 and Letter from Corporal Anthony Smith received 01/15/2025	\$500.00	\$16,506.93	\$8,493.07
1/15/2025	Neil	Caribbean Culture Awareness Inc.	Councilman Neil authorized the designation of \$100 of his community enhancement funds to the Caribbean Culture Awareness Inc. for their 2nd Annual Delaware Caribbean Carnival.	Email from Fred Neil dated 1/15/2025 and email from Eveann Jerry dated 1/14/20254	\$100.00	\$16,606.93	\$8,393.07

1/28/2025	Boggerty	Northern Delaware Chapter of GMWA	Councilman Boggerty authorized the designation of \$1500.00 of his community enhancement funds to the Northern Delaware Chapter of GMWA for their Performing Arts Workshop.	Email from Andre Boggerty dated 1/28/2025 and email from Andre Boggerty dated 1/28/2025	\$1,500.00	\$18,106.93	\$6,893.07
1/28/2025	Neil	Northern Delaware Chapter of GMWA	Councilman Neil authorized the designation of \$25.00 of his community enhancement funds to the Northern Delaware Chapter of GMWA for their Performing Arts Workshop.	Email from Fred Neil dated 1/28/2025 and email from Andre Boggerty dated 1/28/2025	\$25.00	\$18,131.93	\$6,868.07
1/30/2025	Hare	Northern Delaware Chapter of GMWA	Councilman Hare authorized the designation of \$300.00 of his community enhancement funds to the Northern Delaware Chapter of GMWA for their Performing Arts Workshop.	Email from Bill Hare dated 1/29/2025 and email from Andre Boggerty dated 1/28/2025	\$450.00	\$18,581.93	\$6,418.07
2/24/2025	Boggerty	Delaware Recreation Education Athletics and Mentoring Association (Dream)	Councilman Boggerty authorized the designation of \$250.00 of his community enhancement funds to the Delaware Recreation Education Athletics and Mentoring Association (Dream).	Email from Andre Boggerty dated 2/24/2025 and email from La Mar Gunn, Sr. dated 2/19/25	\$250.00	\$18,831.93	\$6,168.07
3/3/2025	Lewis	Tracy Palmer Ministries	Councilman Lewis authorized the designation of \$300.00 of his community enhancement funds to the Easter Egg Hunt at the Elizabeth W. Murphey School.	Email from Brian Lewis dated 03-02-2025 and flyers from the Tracy Palmer Ministries	\$300.00	\$19,131.93	\$5,868.07
3/6/2025	Pillsbury	Inner City Cultural League	Councilwoman Pillsbury authorized the designation of \$100.00 of her community enhancement funds to the Inner City Cultural League for their Do More 24 Delaware event.	Email from Julia Pillsbury dated 03/06/2025 and a letter from Elizabeth Daniels, Chairwoman dated 03/05/2025	\$100.00	\$19,231.93	\$5,768.07
3/24/2025	Neil	Hispanic Organization of Latin Americans (HOLA)	Councilman Neil authorized the designation of \$100.00 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Fred Neil dated 03/24/2025 and email from Anthony (Tony) Velazquez dated 03/22/2025	\$100.00	\$19,331.93	\$5,668.07
4/30/2025	Neil	Concerned Citizens of the Community	Councilman Neil authorized the designation of \$100 of his community enhancement funds to Concerned Citizens of the Community for their Juneteenth event	Email from Fred Neil dated 04/30/2025 and email from Elizabeth Daniels dated 04/29/2025	\$100.00	\$19,431.93	\$5,568.07
5/30/2025	Rocha	Concerned Citizens of the Community	Councilman Rocha authorized the designation of \$447.69 of his community enhancement funds to Concerned Citizens of the Community for their Juneteenth event	Email from Gerald Rocha dated 05/30/2025 and email from Elizabeth Daniels dated 04/29/2025	\$447.69	\$19,879.62	\$5,120.38
6/11/2025	Arndt	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Arndt authorized the designation of \$125.00 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their 3rd Annual Baila Con Dover Latin Festival.	Email from Tricia Arndt dated 06/13/2025 and email from Anthony Velazquez dated 06/02/2025	\$250.00	\$20,129.62	\$4,870.38
6/12/2025	Lewis	Friends of the Dover Library	Councilman Lewis authorized the designation of \$200.00 of his community enhancement funds to the Friends of the Dover Library for the Blackshear Park Little Library.	Email from Brian Lewis dated 06/11/2025 and an email from Janet Carter dated 06/11/2025	\$200.00	\$20,329.62	\$4,670.38
6/13/2025	Hall	Concerned Citizens of the Community	Councilwoman Hall authorized the designation of \$125.00 of her community enhancement funds to Concerned Citizens of the Community for their Juneteenth event.	Email from Donyale Hall dated 06/13/2025 and email from Elizabeth Daniels dated 04/29/2025	\$125.00	\$20,454.62	\$4,545.38
6/13/2025	Hall	Inner City Cultural League	Councilwoman Hall authorized the designation of \$125.00 of her community enhancement funds to Inner City Cultural League for their 35th Annual African American Festival .	Email from Donyale Hall dated 06/13/2025 and email from the Board of Directors dated 04/14/2025	\$147.69	\$20,602.31	\$4,397.69
6/13/2025	Hall	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Hall authorized the designation of \$125.00 of her community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their 3rd Annual Baila Con Dover Latin Festival.	Email from Donyale Hall dated 06/13/2025 and email from Anthony Velazquez dated 06/02/2025	\$125.00	\$20,727.31	\$4,272.69
6/25/2025	Arndt	Inner City Cultural League	Councilwoman Arndt authorized the designation of \$250.00 of her community enhancement funds to Inner City Cultural League for their 35th Annual African American Festival .	Email from Donyale Hall dated 06/13/2025 and email from Anthony Velazquez dated 06/02/2025	\$250.00	\$20,977.31	\$4,022.69
6/25/2025	Arndt	Dover Fire Department	Councilwoman Arndt authorized the designation of \$325.00 of her community enhancement funds to the Dover Fire Department.	Email from Tricia Arndt dated 06/25/2025 and a letter from Chief David Carey dated 01/09/2025	\$325.00	\$21,302.31	\$3,697.69
6/25/2025	Arndt	Dover Police Athletic League (PAL)	Councilwoman Arndt authorized the designation of \$325.00 of her community enhancement funds to the 2025 Youth Police Academy.	Email from Tricia Arndt dated 06/25/2025 and Letter from Corporal Anthony Smith received 06/**/2025	\$325.00	\$21,627.31	\$3,372.69
6/25/2025	Pillsbury	Dover Police Athletic League (PAL)	Councilwoman Pillsbury authorized the designation of \$300.00 of her community enhancement funds to the 2025 Youth Police Academy.	Email from Julia Pillsbury dated 06/25/2025 and Letter from Corporal Anthony Smith received 01/15/2025	\$300.00	\$21,927.31	\$3,072.69
6/25/2025	Neil	Holy Trinity U.A.M.E. Church	Councilman Neil authorized the designation of \$200.00 of his community enhancement funds for their Youth Empowerment Event.	Email from Fred Neil dated 06/25/2025 and an email from Pastor Sheila Lomax dated 06/20/2025	\$200.00	\$22,127.31	\$2,872.69
6/26/2025	Neil	Dover Police Department	Councilman Neil authorized the designation of \$500.00 of his community enhancement funds for the Halloween Trunk or Treat	Email from Fred Neil dated 06/26/2025 and an email from Corporal Melissa M. Ragona dated 06/26/2025	\$500.00	\$22,627.31	\$2,372.69
6/30/2025	Boggerty	John Wesley AME Church	Councilman Boggerty authorized the designation of \$200.00 of his community enhancement funds for the Community Resource Day	Email from Andre Boggerty dated 06/30/2025 and an email from Carla Benson-Green dated 06/27/2025	\$200.00	\$22,827.31	\$2,172.69
TOTALS					\$22,827.31		\$2,172.69

<u>Budgeted Amount</u>	<u>District</u>	<u>Council Sponsor</u>	<u>YTD Expenditures</u>	<u>Balance</u>
\$5,000.00	At-Large	Boggerty	\$4,400.00	\$600.00
\$2,500.00	1st District	Pillsbury	\$2,500.00	\$0.00
\$2,500.00	1st District	Rocha	\$2,500.00	\$0.00

\$2,500.00	2nd District	Hare/Hall	\$2,500.00	\$0.00
\$2,500.00	2nd District	Lewis	\$2,500.00	\$0.00
\$2,500.00	3rd District	Arndt	\$2,500.00	\$0.00
\$2,500.00	3rd District	Neil	\$1,627.31	\$872.69
\$2,500.00	4th District	Anderson	\$2,500.00	\$0.00
\$2,500.00	4th District	Sudler	\$1,500.00	\$1,000.00
TOTAL			\$22,527.31	\$2,472.69

CITY MANAGER'S MONTHLY REPORT



June 2025

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August 4, 2025

Honorable Mayor & Members of City Council
Dover, DE 19901

RE: CITY MANAGER'S OFFICE MONTHLY REPORT – JUNE 2025

Dear Mayor & Members of City Council:

The City Manager's Office is pleased to present our monthly report for the month of May 2025. Included are the monthly reports from Departments directly reporting to the City Manager. Tasks performed by the City Manager and Assistant City Manager include the following:

- Attended monthly City Council and Council Committee of the Whole meetings. Prepared for the Electric Fund Budget Public Hearing, the Setting of Rates and Tariffs, the City of Dover Budget Ordinance, and Proposed Ordinance #2025-12 regarding abatement of real estate taxes.
- Attended Special Council Meetings regarding City Solicitor Selection/Discussion, Potential Land Acquisition, Personnel Matters, and Emergency Response Plan.
- Conducted Budget Team meetings regarding the FY26 budget.
- Researched requests from Council members and constituents and addressed concerns.
- Attended weekly staff meetings and board and commission meetings associated with the Department of Planning, Inspections and Community Development. Performed administrative duties for the Department including budgetary reviews, meeting with constituents regarding concerns and resolving issues. Participated in interviews for a Building Inspector as well as the Planning, Inspections, and Community Development Director. Continued to review the needs of the Department in relation to staffing vacancies utilizing consultant assistance as an intermediate solution to meet critical needs.
- Participated in interviews for the Customer Service Director. Performed research regarding personnel matters.
- Conducted individual monthly Department Head meetings and bimonthly group Department Head meetings.
- Attended the quarterly City Manager's Association meeting, meetings regarding the state pension, the Management Committee and Risk Management Committee meetings regarding electric (TEA), the DDP Special Board Meeting, the DEMEC Legislative Luncheon, and DEMEC Joint Council Briefing.
- Participated in Delaware League of Local Government Legislative review with Legislative Action Committee to discuss pending and proposed legislation, DDP Special Board meeting, Delaware Economic Development Partners meeting, Kent Economic Partnership Board meeting, and Dover Days committee debriefing meeting.
- Worked with broker regarding property sales at Garrison Oak (ongoing discussions).

- Continuing meetings with outside counsel on legal matters.

If you have any questions or would like to discuss, please feel free to contact our office.

Most respectfully,



David S. Hugg, III
City Manager



Sharon J. Duca, P.E., ICMA-CM
Assistant City Manager

CENTRAL SERVICES MONTHLY REPORT June 2025

PROCUREMENT & INVENTORY DIVISION		
Purchase Orders for Stock by Fund		
	FY 2025 to Date	Difference from FY 2024
Electric	\$2,709,903.78	-4.9%
Water	\$130,801.40	-8.7%
Wastewater	\$4,884.18	84.3%
General	\$84,948.86	-37.0%
Total	\$2,930,538.22	-5.9%
Issues from Stock by Fund		
	FY 2025 to Date	Difference from FY 2024
Electric	\$2,244,105.45	17.9%
Water	\$109,742.15	20.2%
Wastewater	\$4,600.77	100.0%
General	\$136,597.33	17.5%
Total	\$2,495,045.70	18.1%
Bids/RFPs Solicited		
	FY 2025 to Date	Difference from FY 2024
	32	-15.6%
Money Spent for Postal Services		
	FY 2025 to Date	FY 2024 to Date
	\$204,644.86	\$143,467.94

Fuel Usage		
Type	FY 2025 to Date	FY 2024 to Date
Unleaded	151,206	125,042
Diesel	77,588	64,124
Dollars Spent	\$542,222.77	\$518,929.57

Warehouse Stock Value		
FY 2025		FY 2024
	\$5,510,142.76	\$3,790,868.56

Purchase Orders for Stock are down 5.9% compared to this time last year.

Issues from Stock are up 18.1% compared to this time last year.

Bids/RFP's are down 15.6% compared to this time last year.

Postal Expenses are up 29.9% compared to this time last year.

Fuel Costs are up 4.3% compared to this time last year.

Overall warehouse value is up 31.2% compared to this time last year.

FLEET DIVISION		
PM Work Orders Scheduled: 23	PM Work Orders Completed: 60	Total Work Orders PM & Repair: 124
Total Hours Turned: 313	Excess Hours Turned: 0	Uncaptured Time: 104.6
MEASURE	June 2025	June 2024
Completed PM's	60	43

DIFFERENCE 39.53%

There were 23 PM's scheduled for this month. A total of 60 PM's were completed along with 64 repair work orders. There were a total of 124 work orders completed.

FACILITIES DIVISION		
Routine Work Orders Completed: 52	Emergency Work Orders Completed: 5	
City-owned Facility Work Orders: 52	Events & Support Work Orders: 5	
MEASURE	June 2025	June 2024
Completed Work Orders	57	89

DIFFERENCE -35.96%

There were 57 routine and emergency Work Orders completed during this month. The work orders consisted of 52 for maintenance and repair of City-owned facilities and 5 related to events and other support work.

Central Services Narrative

Warehousing & Procurement is operating as normal. Project CS2502 has been postponed for FY26 due to vendor backing out of awarded contract. Will be re-bid on July 1st.

Facilities is operating as normal.

Fleet is operating as normal.

CENTRAL SERVICES PROJECT UPDATE June 2025		
FY/PROJECT NUMBER	DEPARTMENT	STATUS
FC2303	CENTRAL SERVICES CITY HALL WINDOWS	COMPLETE
EA2204	ELECTRIC WEYANDT HALL HVAC	COMPLETE
FC2402	CENTRAL SERVICES CITY HALL EXTERIOR PAINT	COMPLETE
CS2405	CENTRAL SERVICES WASH BAY ROOF & DOORS	COMPLETE
WD2409	WATER WASTE WATER WTP RENOVATIONS	COMPLETE
CS2501	WAREHOUSE ROOF	COMPLETE
CS2502	FUEL ISLAND UPGRADE	RESCHEDULED FOR 2026

City of Dover

Customer Services Department

Item #11.

Major Program Updates	Jun 2025	Jun 2024	Difference	FY 2025	FY 2024
				Year-to-Date	Year-to-Date
Customers Served for Payment Processing	20,204	18,756	1,448	255,921	255,910
Final Bills	456	426	30	5,335	5,382
Estimated Bills	604	360	244	4,913	4,392
Penalties Posted	\$ 14,556	\$ 11,709	\$ 2,846.88	\$ 182,722	\$ 129,556
Extensions of Credit - Amount Extended	\$ 154,213	\$ 119,194	\$ 35,019	\$ 3,017,274	\$ 2,315,025
Balance Transfers	\$ 21,900	\$ 19,569	\$ 2,331	\$ 167,367	\$ 569,644
Utility Collections	\$ 20,176	\$ 29,565	\$ (9,388)	\$ 310,822	\$ 310,758
Miscellaneous Bill Payments	\$ 1,426,439	\$ 1,340,156	\$ 86,283	\$ 20,359,557	\$ 24,089,544
Taxes Levied	\$ 323,218	\$ 445,865	\$ (122,647)	\$ 15,573,394	\$ 15,573,394
Billing Adjustments / Credit Balances	\$ 48,983	\$ 389,526	\$ (340,543)	\$ 404,410	\$ 404,410
Total Taxes Collected	\$ 104,278	\$ 15,326	\$ 88,953	\$ 15,974,162	\$ 15,974,162
Taxes Outstanding	\$ 267,922	\$ 820,065	\$ (552,143)	\$ 3,642	\$ 3,642
Write Off Request	\$ -	\$ -	\$ -	\$ 122,046	\$ 154,194
Write Off - ICS contract adjustments	\$ -	\$ -	\$ -	\$ -	\$ -

Recap of monthly activities / notations –

As of June 30, 2025 the City of Dover served 25,120 electric utility customers and 13,292 water utility customers as compared to 2024, which represents 24,968 and 13,165 respectively. These figures were tabulated from the monthly utility bill summary report which tracks billing across all utility bill rate classifications.

2,628 phone calls were answered in the month of June by 5 staff members of customer service.

Receivable Comparison FY 2024 to FY2025 to date (June 2025) Compared to the same time last year the City had open receivables of \$9,698,655.63 vs \$8,016,007.26.

Utility Disconnections for June 2025

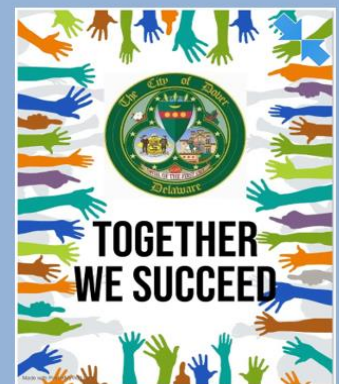
251 accounts were disconnected for non-payment of service.

Total receivable collected through the disconnection process \$183,384.25.

Ending Utility Receivable Due - \$7,266,930.94.

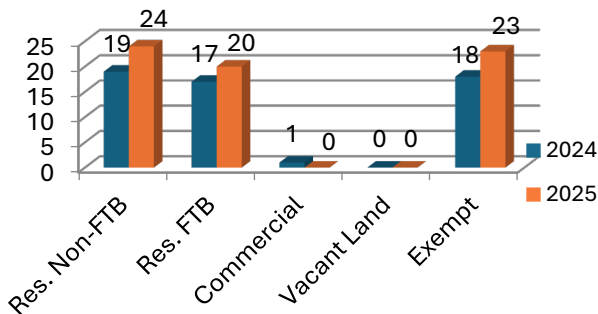
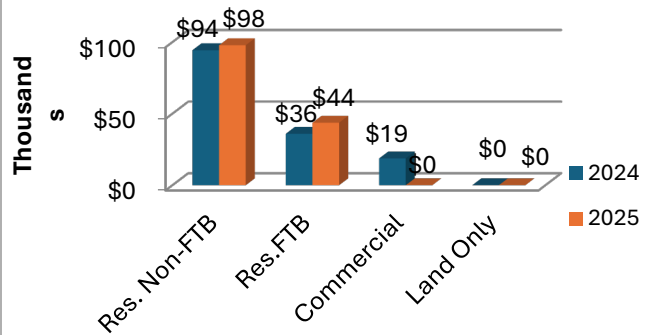
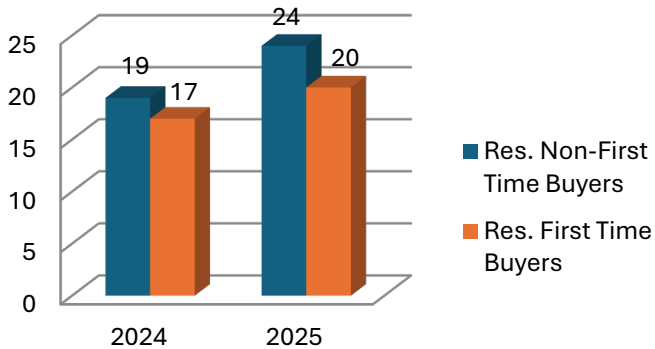
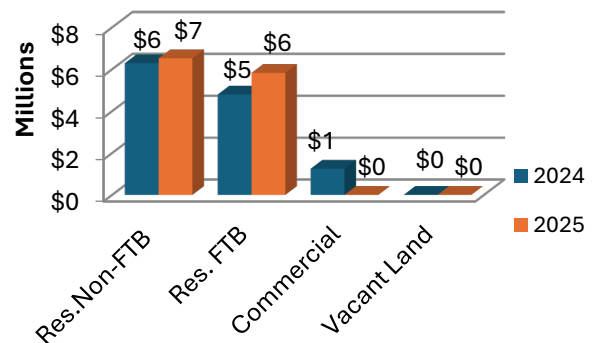
Outstanding Receivable FYE 2025

	Utility	Taxes	General Billing	Total Receivable
JULY	\$ 9,759,352.10	\$ 16,673,892.20	\$ 1,468,669.38	\$ 27,901,913.68
AUGUST	\$ 8,202,554.93	\$ 2,299,924.41	\$ 2,063,117.26	\$ 12,565,596.60
SEPTEMBER	\$ 8,436,790.20	\$ 1,484,771.28	\$ 1,533,728.46	\$ 11,455,289.94
OCTOBER	\$ 6,550,192.03	\$ 990,238.83	\$ 3,624,859.93	\$ 11,165,290.79
NOVEMBER	\$ 7,729,662.41	\$ 800,652.81	\$ 3,206,341.77	\$ 11,736,656.99
DECEMBER	\$ 6,921,666.12	\$ 825,298.19	\$ 2,399,085.01	\$ 10,146,049.32
JANUARY	\$ 8,669,176.95	\$ 815,562.46	\$ 1,401,232.43	\$ 10,885,971.84
FEBRUARY	\$ 8,441,139.72	\$ 764,896.66	\$ 1,671,410.98	\$ 10,877,447.36
MARCH	\$ 7,001,540.24	\$ 771,369.97	\$ 578,987.97	\$ 8,351,898.18
APRIL	\$ 6,485,460.24	\$ 381,016.00	\$ 518,014.25	\$ 7,384,490.49
MAY	\$ 6,527,091.33	\$ 323,217.55	\$ 646,072.22	\$ 7,496,381.10
JUNE	\$ 7,266,930.94	\$ 267,921.93	\$ 481,154.39	\$ 8,016,007.26



Customer Service Department Mission

Continually provide quality public service to our diverse group of customers with professionalism, respect, & integrity. ~ City of Dover Customer Service Department

Number of Deeds Stamped for the Month of June 2024/2025**Transfer Tax Dollar Amount for the Month of June 2024/2025****First Time Buyer for the Month of June 2024/2025****June 2024/2025 Realty Property Sales in Dollars Received Prior to Recording****Major Updates**

	April	May	June
Assessment Change	\$0	\$0	\$9,304,850

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
34	\$5,197,500	\$9,515,000	0.55	0.99

Ratio – Assessed Value divided by Sale Price. **PRD – Mean** – A PRD above 1.03 tends to indicate assessment regressivity – high valued properties are under appraised relative to low valued properties. A PRD below .98 tends to indicate assessment progressivity – high valued properties are relatively over appraised.

Tax Office

Wild Meadows / Persimmon Park Place Home Sales for June 2025:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Sales Price</u>
N/A	N/A	N/A

FY2025-2026 Tax Bills were generated, printed and sorted.

CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
ED05-056.20-01-15.00	18	R10	130 MAPLE GLEN DR	1	14	2004	1	1629	B+	AV	201,600		13-JUN-25	420,000	.48
ED05-067.00-01-27.01	18	R10	1340 MCKEE RD	1	5	2003	2	2767	C	AV	257,000		02-JUN-25	450,000	.57
ED05-067.05-01-12.00	18	R10	245 MEADOWS DR	1	5	1989	2	3018	A-	AV	282,700		23-JUN-25	493,000	.57
ED05-067.05-02-01.00	18	R10	137 BRANDYWINE DR	1	5	1988	2	2792	A-	AV	270,800		06-JUN-25	439,900	.62
ED05-067.15-02-04.00	2	R10	135 MCKEE RD	1	3	1980	1.5	1422	C	AV	144,500		10-JUN-25	290,000	.50
ED05-068.10-03-30.00	13	R10	937 CARVEL DR	1	14	1964	1	1120	C	AV	143,400		13-JUN-25	305,000	.47
ED05-068.14-01-26.00	13	R10	1101 WHITE OAK RD	1	5	1963	2	1524	C+	AV	150,000		06-JUN-25	300,000	.5
ED05-068.14-02-52.00	13	R10	397 NIMITZ RD	1	5	1966	2	1524	C+	AV	156,100		13-JUN-25	305,000	.51
ED05-068.14-03-28.00	13	R10	1245 HARRISON DR	1	5	1964	2	1524	C+	AV	147,900		25-JUN-25	310,000	.48
ED05-068.14-05-86.00- 101		R50	1001 WHITE OAK RD	1	20	1973	1	824	C-	AV	46,700		20-JUN-25	82,000	.57

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
018														
ED05-068.18-04-50.00	7	R10	1125 E DIVISION ST	1	14	1959	1	1860	C	AV	234,900	11-JUN-25	354,500	.66
ED05-068.20-01-58.01	6	R10	1558 N LITTLE CREEK RD	1	1	2025	2	1432	B-	AV	200,200	16-JUN-25	344,900	.58
ED05-076.03-02-61.00	14	R10	363 TRIBBITT ST	1	13	2019	2	1760	C+	AV	165,800	18-JUN-25	275,000	.60
ED05-076.04-02-34.01	2	R10	413 LITTLE EDEN WAY	1	13	2024	2	1432	C+	AV	147,600	17-JUN-25	280,000	.53
ED05-076.05-03-69.00	14	R10	108 STONEY DR	1	8	1989	2	1808	C+	GD	182,600	30-JUN-25	295,000	.62
ED05-076.05-04-01.114	102	R50	97 PAR HAVEN DR	1	20	1978	1	1008	C-	AV	46,600	27-JUN-25	115,000	.41
ED05-076.06-02-01.00-	103	R50	10 CHASE HALL	1	20	1973	1	1730	B	GD	113,100	05-JUN-25	167,000	.68

CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLI	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
331														
ED05-076.06-02-01.00-	103	R50	10 HARLECH HALL	1	20	1973	1	794	B	GD	55,300	09-JUN-25	120,000	.46

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
831															
ED05-076.06-02-61.00	2	R10	307 COLD SPRING PL	1	13	1986	2	1120	C-	AV	116,900		05-JUN-25	205,000	.57
ED05-076.07-02-18.00	17	R10	2 PEWTER CT	1	5	1989	2	2348	B-	AV	220,500		24-JUN-25	382,000	.58
ED05-076.08-03-30.00	9	R10	118 N QUEEN ST	1	2	1930	1	692	C-	GD	71,800		03-JUN-25	210,000	.34
ED05-076.08-05-15.00	9	R30	34 N NEW ST	3	1	1920	2	1627	C	AV	127,600		05-JUN-25	225,000	.57
ED05-076.20-01-36.00	5	R10	28 KONSCHAK AVE	1	16	1960	1	1626	C+	AV	178,900		25-JUN-25	318,000	.56
ED05-077.05-03-28.00	9	R10	18 S GOVERNORS AVE	1	1	1930	2	1405	C-	PR	84,200		25-JUN-25	196,700	.43
ED05-077.06-02-79.00	7	R10	760 E LOOCKERMAN ST	1	14	1954	1	1100	C	AV	132,000		25-JUN-25	189,500	.70
ED05-077.07-06-21.00	6	R10	337 NOB HILL RD	1	1	2017	2	1920	B-	AV	236,000		02-JUN-25	376,000	.63
ED05-077.08-02-09.00	6	R10	223 ROJAN RD	1	13	2025	2	1588	C+	AV	152,700		04-JUN-25	279,500	.55
ED05-077.11-05-03.00	6	R10	11 MER WAY	1	8	2007	2	2290	B-	AV	200,100		04-JUN-25	342,000	.59
ED05-077.17-01-70.00	4	R10	1006 S BRADFORD ST	1	2	1947	1	1176	C-	AV	143,100		06-JUN-25	275,000	.52
ED05-077.17-03-54.00	4	R10	906 S STATE ST	1	5	1940	2	1430	C-	AV	165,900		11-JUN-25	315,000	.53
ED05-085.11-01-35.00	12	R10	159 HAMAN DR	1	14	1968	1	1103	C	GD	154,800		06-JUN-25	255,000	.61
ED05-085.12-02-18.00	12	R10	368 KESSELRING AVE	1	14	1967	1	1176	C	AV	144,100		06-JUN-25	325,000	.44
LC05-068.10-01-47.00	13	R10	532 SCHOONER WAY	1	13	1994	2	1384	C	FR	122,100		18-JUN-25	275,000	.44

ELECTRIC DEPARTMENT MONTHLY REPORT

Item #11.

For the month of June 2025, the Electric Department contributed to the quality of life for all our customers.

The city experienced a system peak of 159.52 megawatts, an increase of 53.55 megawatts from last month and a 7.88 megawatt increase from the same month last year. This is the highest peak for June in the last four years.

There was a total of 15 outages for the month affecting a total of 638 customers with an average outage time of 55.8 minutes.

Project Updates:

The department was able to complete eight of the nine non-recurring capital projects scheduled for FY2025. We successfully rebuilt four sections of aged overhead pole line across the city, completed the reconfiguration of the transmission and distribution lines feeding into and out of the now demolished McKee Run Station, renovated the Farmview drive area and replaced metering equipment to ensure reliable and accurate billing information is collected. We also replaced critical battery banks in a substation that is used to monitor and operate substation equipment due to lifecycle requirements. The one project that has not been completed is the System Study which had a completion date goal of end of year 2025 when we started it.

Garrison Oak Substation is still progressing, and we are on track with delivery of the poles in September.

Van Sant completed both the Appendix E testing (5-year DNREC requirement) and the summer capacity check. The unit was also dispatched by PJM four times in June for 46 hours of run time during the heat event at the end of the month.

FY 25 YTD Outages and Response Time:

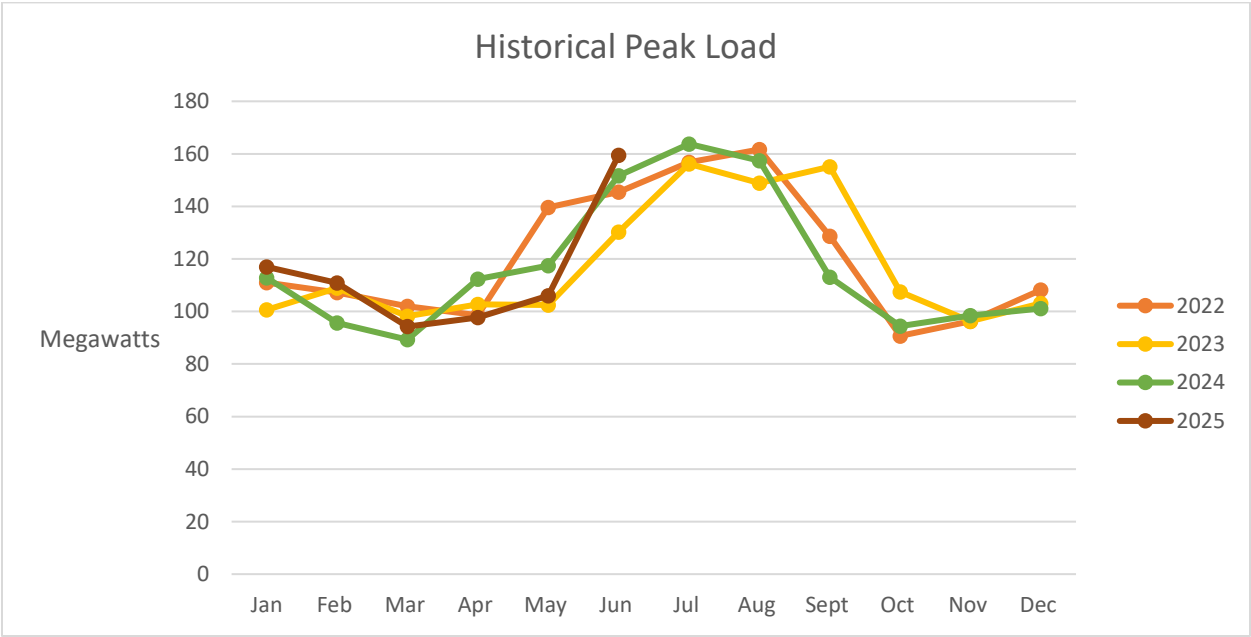
Total – 92 Average Response Time – 33 minutes (Goal – Less than 30 minutes)

Statistics:	<u>3-year average:</u>	<u>FY Average:</u>
Average Interruption		
Duration Index (SAIDI)	153.93 minutes	45.8 minutes
<u>Goal – Not to exceed 100 mins</u>		
System Average Interruption		
Frequency Index (SAIFI)	1.82 per cust	.65 per cust
<u>Goal – Not to exceed 1 per customer</u>		
Customer Average Interruption		
Duration Index (CAIDI)	84.75 minutes	70.32 minutes
Lost Time Accidents –	Workorders Generated –	
Current Month – 0 Total FY – 0	Current Month – 167	Total FY – 1540

ELECTRIC DEPARTMENT MONTHLY REPORT

FY25

Outage Cause	Count	Outage Cause	Customer Minutes of Duration	Outage Cause	Customers Interrupted
Squirrel	18	Unscheduled	298,516	Unscheduled	6,509
Overhead	17	Underground	253,853	Equipment	6,282
Underground	12	Unknown	184,280	Unknown	2,299
Unscheduled	12	Tree	139,243	Overhead	2,275
Unknown	9	Equipment	102,992	Underground	1,915
Vehicle Accident	7	Vehicle Accident	78,068	Vehicle Accident	1,315
Tree	6	Squirrel	61,119	Tree	1,010
Construction	3	Overhead	42,178	Squirrel	889
Equipment	3	Construction	8,920	Construction	88
Non-Utility Excavation	2	Vandalism	665	Bird	10
Wildlife	1	Non-Utility Excavation	276	Wildlife	5
Bird	1	Bird	270	Vandalism	5
Vandalism	1	Wildlife	195	Non-Utility Excavation	2
Total	92	Total	1170575	Total	22604





HUMAN RESOURCES

JUNE 2025

City of Dover Human Resources Mission Statement:

The City of Dover's Human Resources Department strives to provide quality service to assist our greatest asset, our employees. Equity, Integrity, and Urgency is our focus to ensure employee satisfaction as well as company wellness. We implement policies and procedures that align with organizational goals, including a safe and compliant workplace, effective training and professional development, and addressing both the needs of employees and the organization.

City of Dover Human Resources Value Statement:

Innovation: *We strive to include best HR practices to enhance a robust technological movement to enhance the quality and efficiency of the department.*

Collaboration: *We honor knowledge sharing, diversity of thoughts and ideas, and experiences to encourage an inclusive workforce.*

Integrity and Transparency: *We honor our commitments and promote a healthy environment that promotes fairness, honesty, respect, and trust.*

Results Driven: *Customer service is front and center, and we advocate for employees' and retirees' needs at all times.*

JUNE SUMMARY:

JUNE Hiring Trends FY25:

MONTH	NEW HIRE AMOUNT	STATUS
JUNE	2	2 FT

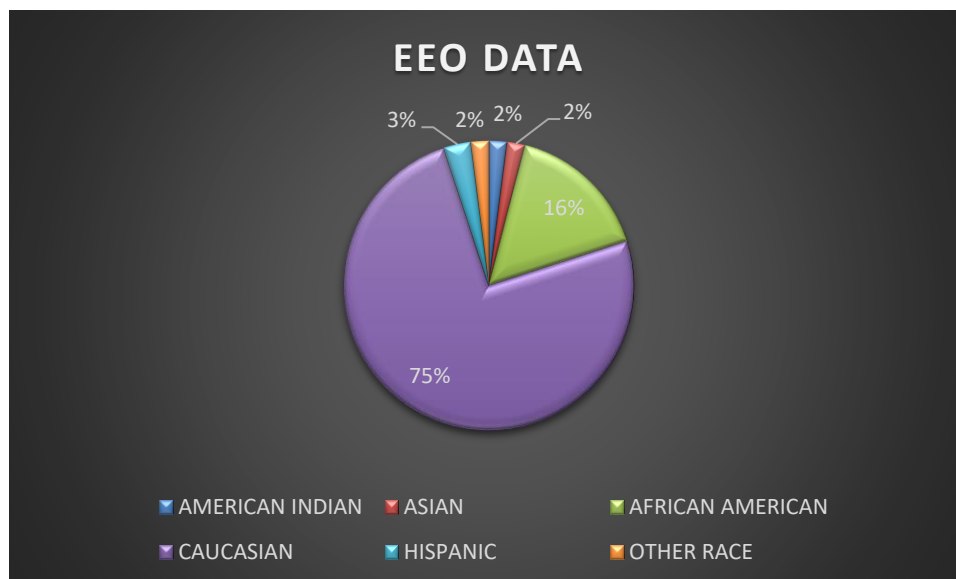
JUNE Voluntary Termination/Involuntary Termination Trends FY25:

VOLUNTARY	2 FT
INVOLUNTARY	0 FT
RETIREMENT	0 FT



HUMAN RESOURCES

JUNE EEO DATA

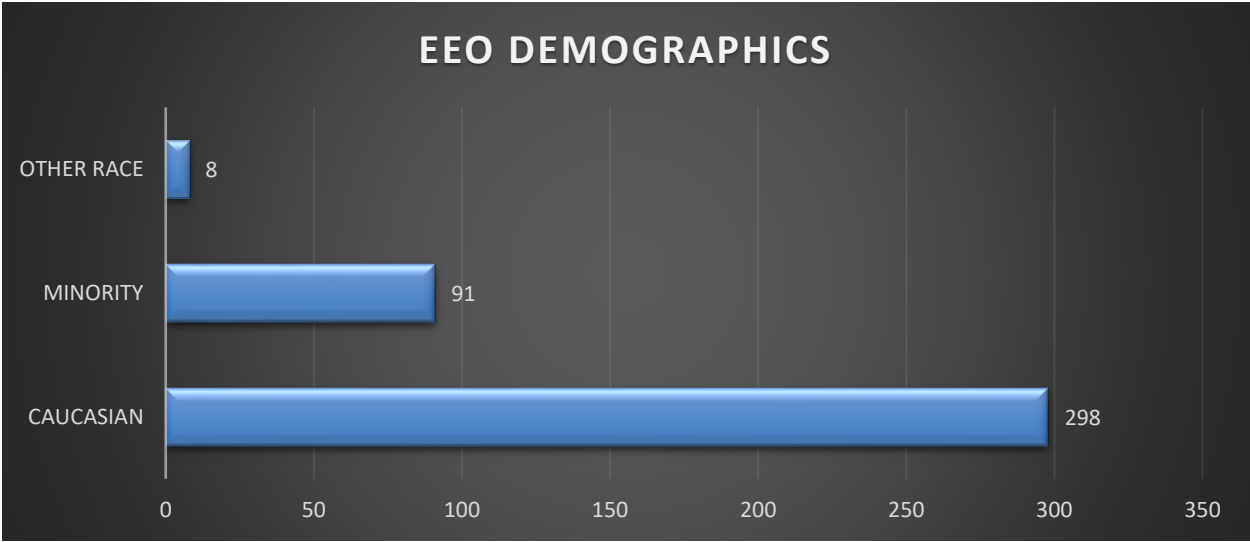


AMERICAN INDIAN	2%
ASIAN	2%
AFRICAN AMERICAN	16%
CAUCASIAN	75%
HISPANIC	3%
OTHER RACE	2%



HUMAN RESOURCES

JUNE EEO DEMOGRAPHICS

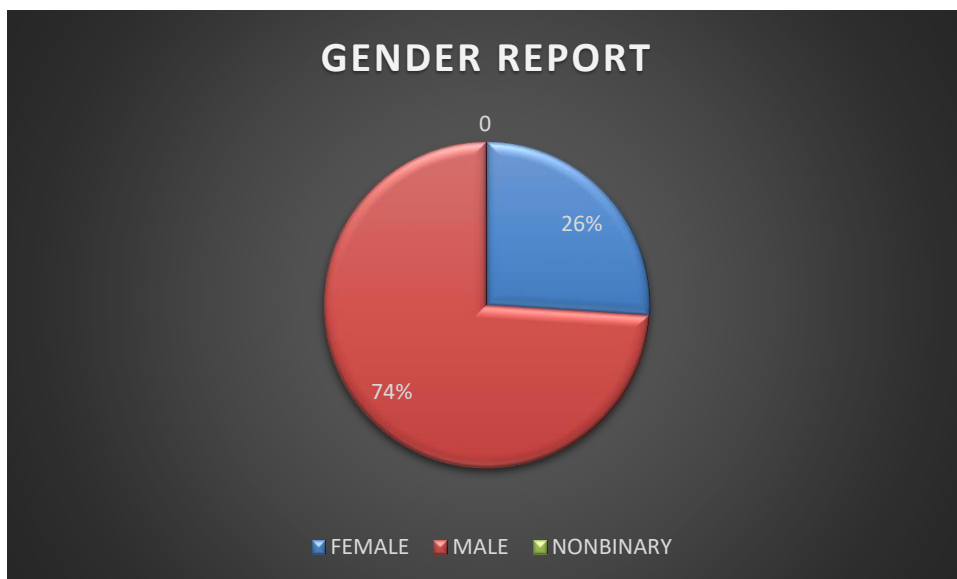


OTHER RACE	8
CAUCASIAN	298
MINORITY	91



HUMAN RESOURCES

JUNE GENDER REPORT

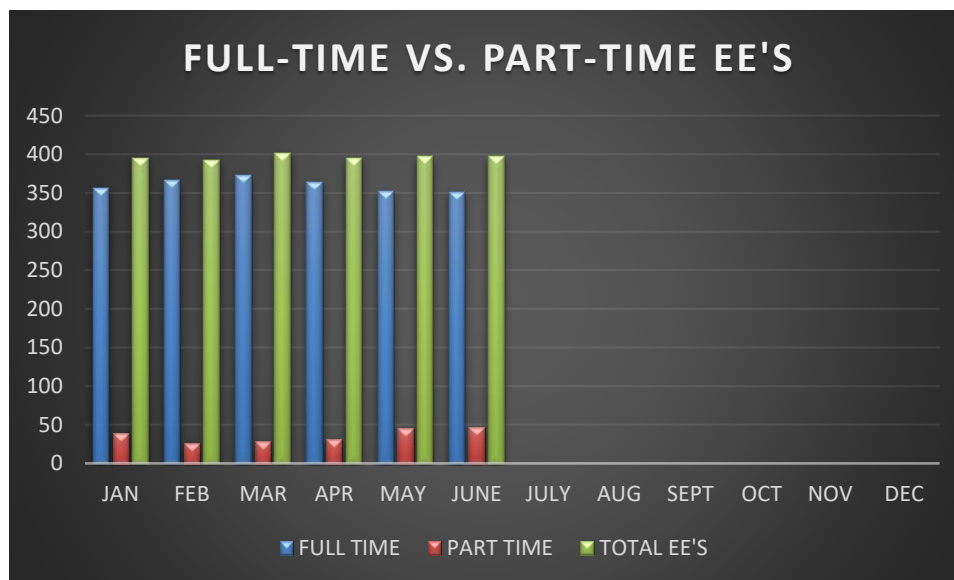


MALES	74%
FEMALE	26%
NON-BINARY	0%



HUMAN RESOURCES

FULL-TIME VS. PART-TIME EE'S



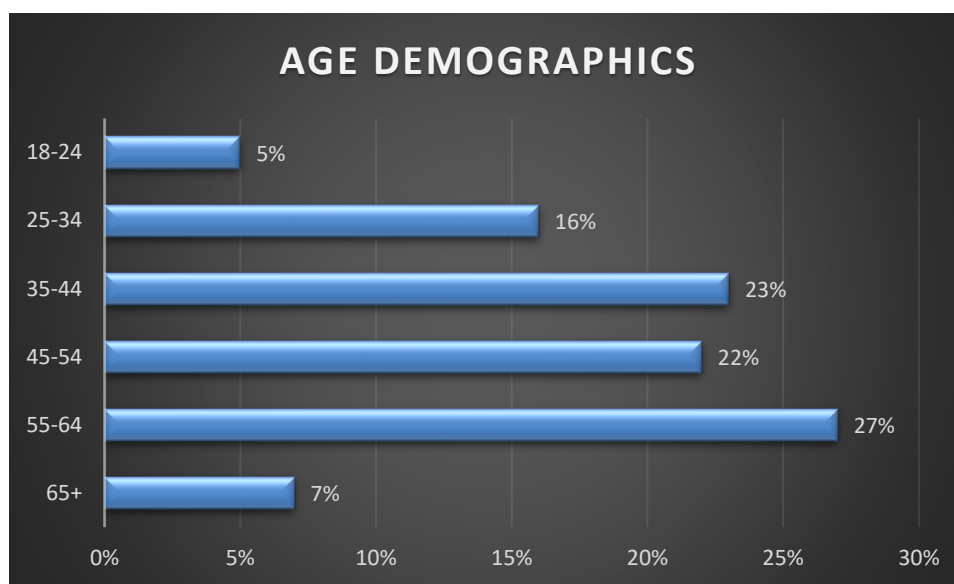
Numbers do not reflect committees, or council members.

MONTH	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
FULL- TIME	356	366	373	364	352	351						
PART-TIME	39	26	28	31	45	46						
TOTAL EE'S	395	392	401	395	397	397						



HUMAN RESOURCES

JUNE INTERNAL EE AGE DEMOGRAPHICS



AGE	PERCENTAGE
18-24	5%
25-34	16%
35-44	23%
45-54	22%
55-64	27%
65 +	7%



HUMAN RESOURCES

HIRING DETAILS

Position Hired: 1 COMMUNICATIONS OPERATOR, 1 INSPECTOR I

Transferred/Promoted:

Position Terminated/Resigned/Retired/Other:

Terminal Leave: N/A

CURRENT VACANT POSITIONS

OPEN POSITIONS	ORIGINAL POSTING DATE	STATUS
MOTOR EQUIPMENT OPERATOR II/STORMWATER DIVISION (IN-HOUSE)	7/31/2025	FT
HUMAN RESOURCES COORDINATOR/HUMAN RESOURCES DEPARTMENT (TEMPORARY)	7/17/2025	FT
COMMUNITY DEVELOPMENT MANAGER/PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT (IN-HOUSE)	7/17/2025	FT
FIELD SERVICE REP I/CUSTOMER SERVICE DEPARTMENT	7/16/2025	FT
GEOGRAPHIC INFORMATION SYSTEMS (GIS) SPECIALIST/WASTEWATER ENGINEERING DIVISION	7/14/2025	FT
EXECUTIVE ASSISTANT/CITY CLERK'S OFFICE	7/11/2025	FT
ACCOUNT CLERK I/ELECTRIC DEPARTMENT	6/3/2025	FT
MOTOR EQUIPMENT OPERATOR II/WATER & WASTEWATER	6/3/2025	FT
BUILDING MAINTENANCE CRAFTSPERSON II/CENTRAL SERVICES DEPARTMENT	5/23/2025	FT
BUILDING MAINTENANCE CRAFTSPERSON III/CENTRAL SERVICES DEPARTMENT	5/23/2025	FT
BUILDING MAINTENANCE CRAFTSPERSON I/CENTRAL SERVICES DEPARTMENT	5/7/2025	FT
LAN ANALYST/INFORMATION TECHNOLOGY DEPARTMENT	5/6/2025	FT
PLANNER I/PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT	10/16/2024	FT
CHIEF BUILDING INSPECTOR/PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT	6/13/2024	FT
ACCOUNTANT II/FINANCE DEPARTMENT	5/1/2024	FT
MOTOR EQUIPMENT OPERATOR I/SANITATION-PUBLIC WORKS DEPARTMENT	3/4/2024	FT
PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT DIRECTOR/PLANNING AND INSPECTIONS DEPARTMENT	10/18/2023	FT

**Not used for Budgeting Purposes*



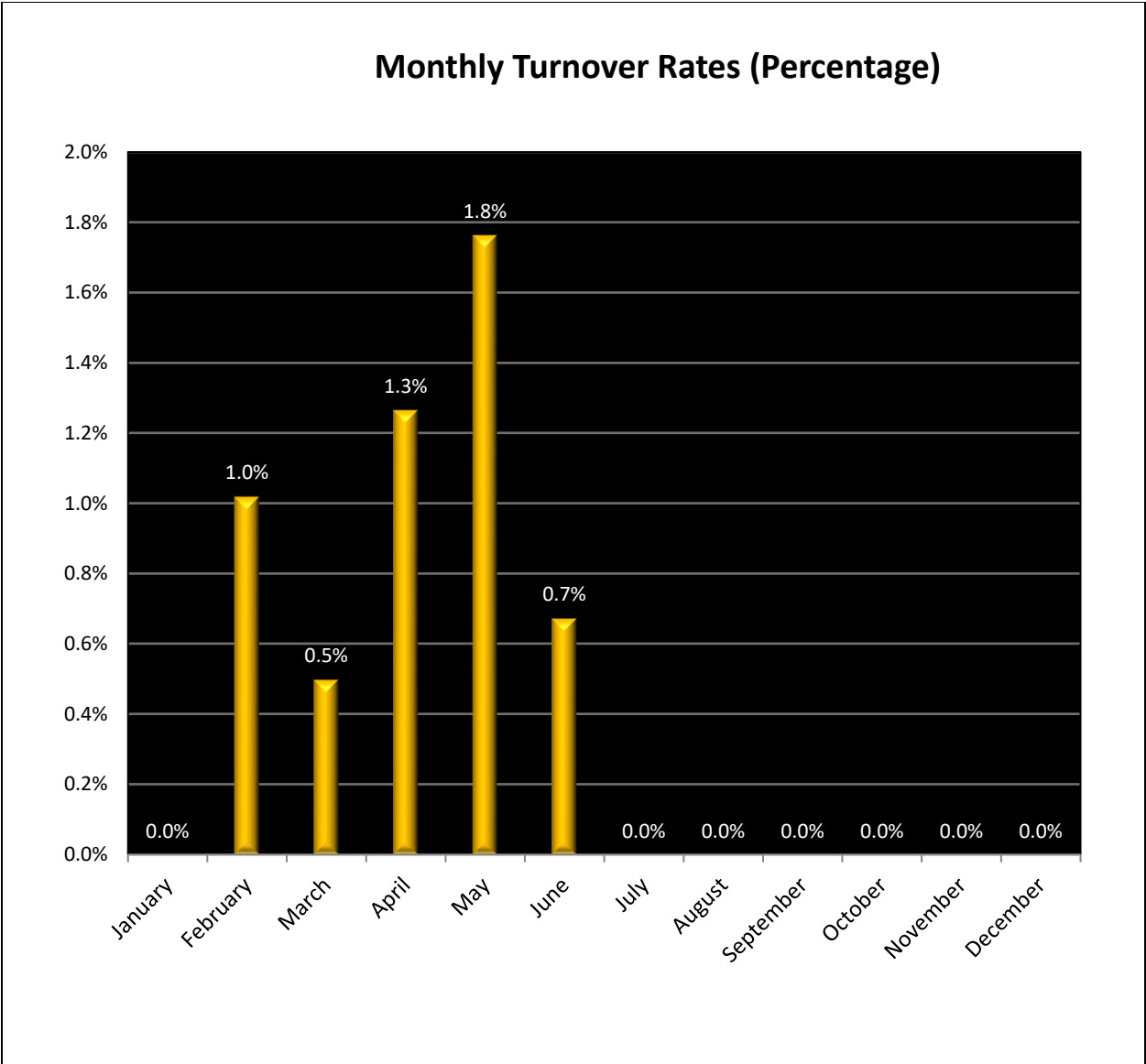
HUMAN RESOURCES

TURNOVER STATISTICS

Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	0	395	0.0%	1.5%	5.3%
February	4	392	1.0%		
March	2	401	0.5%		
April	5	395	1.3%		
May	7	397	1.8%		
June	2	297	0.7%		
July					
August					
September					
October					
November					
December				0.0%	

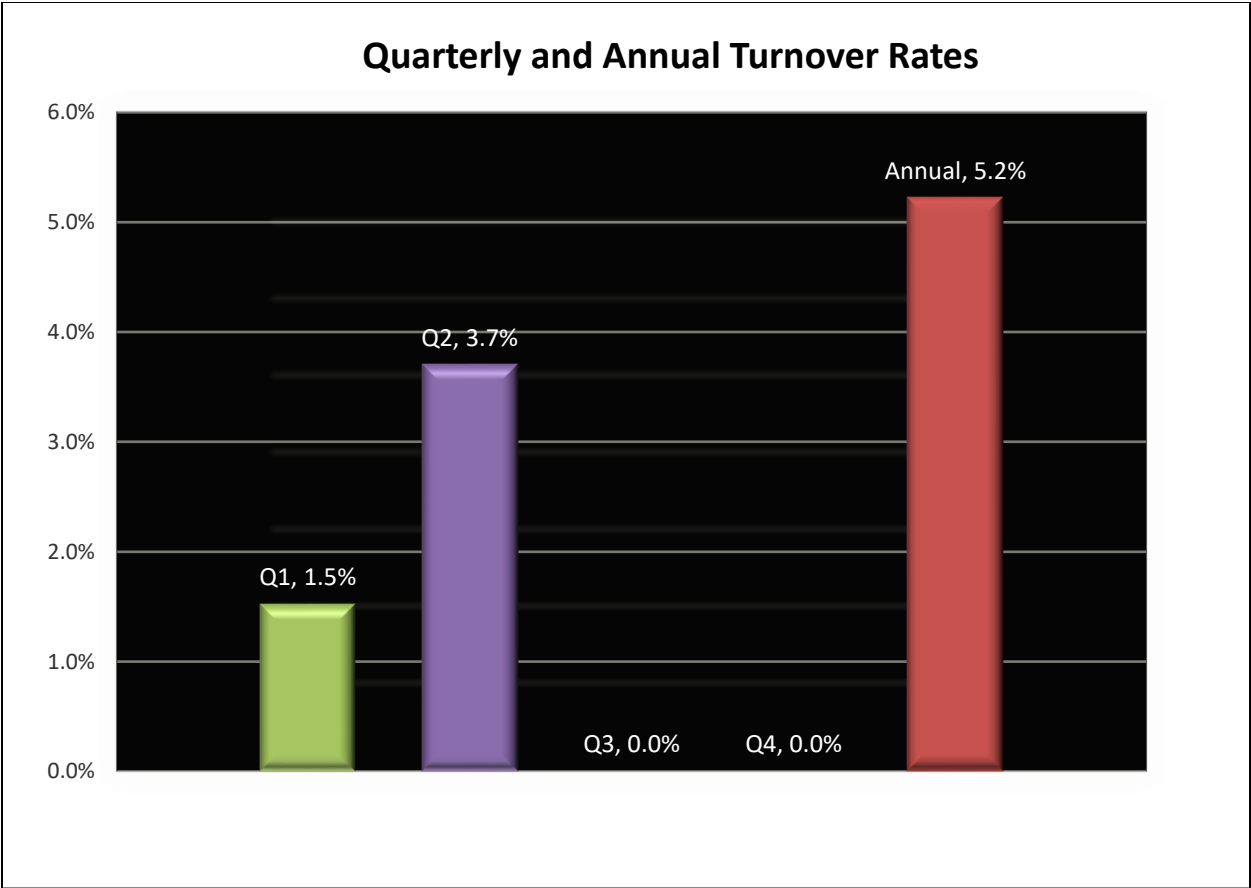


HUMAN RESOURCES





HUMAN RESOURCES

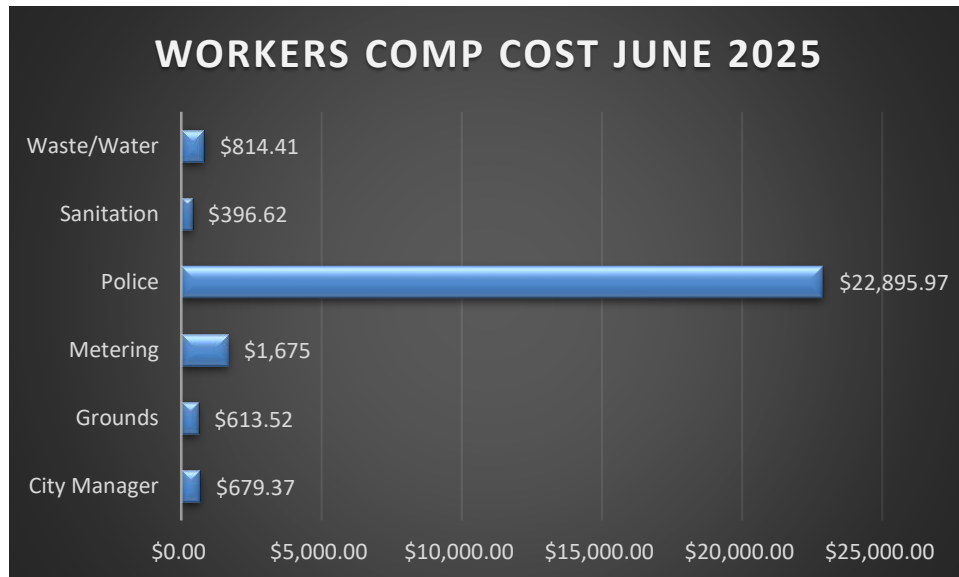




HUMAN RESOURCES

JUNE WORKER'S COMPENSATION DATA

MONTH	MAY-25	JUNE-25
WORKERS COMP INJURY DETAIL	1	4



Respectfully Submitted by H. Naomi Poole

Information Technology Department June 2025 Report

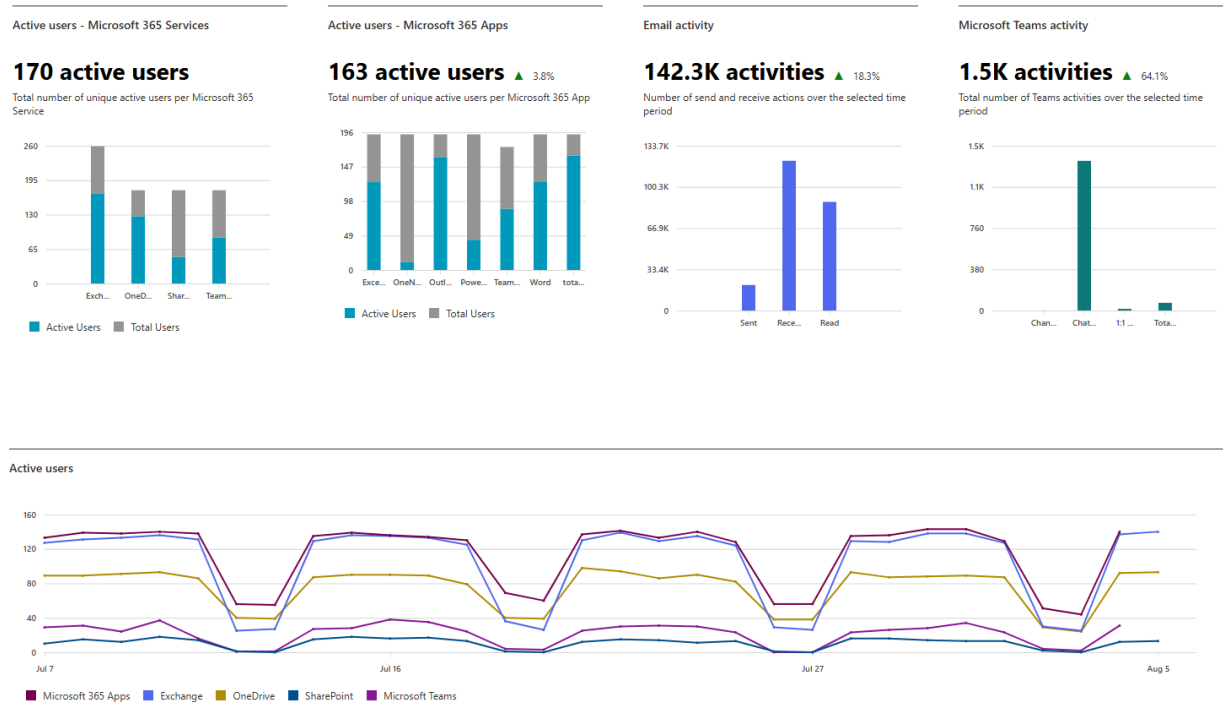
IT Staffing:

Delaware Technical Community College Delaware Tech offers an internship program that s local students an opportunity to prepare students for successful immersion experiences at local businesses or government agencies. Students complete a wide range of coursework before qualifying for internship placement, to use both technical and professional skills learned in the classroom and apply those to real life work environment. The City of Dover is currently hosting two (2) interns Tori Carny and Louis Kouemeni, both have been an asset to the City of Dover's IT department and will be here until mid-August.

We currently are interviewing for two open IT positions, Network Administrator and a LAN Analyst, we hope to have these positions filled and onboarded by July.

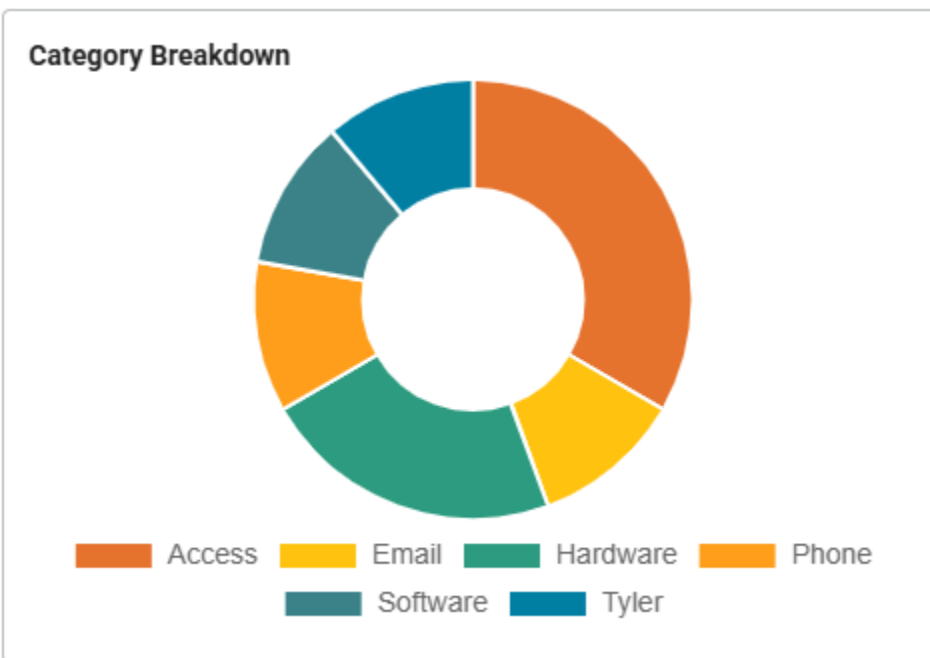
Microsoft Office Usage:

IT monitoring Office 365 usage to ensure that the City of Dover is maximizing its investment in the full use of the tool. IT will be looking to roll out training to users on features and functions to enhance business productivity.



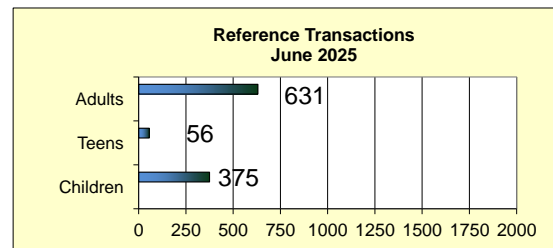
IT Support:

The IT Department's goal is to reduce the time we respond to and resolve technical issues that the users may have. Limited staffing has had some effect on our response, but we are still making progress. In a effort to increase our response support we are looking into a enhanced issue tracking system.

**IT Projects:**

We are still awaiting notification of our Federal FY23 SLCSG funding request. Other IT capital projects are in the planning initiation stages.

- 1) Network Server and SAN's upgrades.
- 2) City Hall wiring and wireless access upgrades.
- 3) Windows 10 to Windows 11 PC software upgrades.
- 4) Transition to .gov domain



Item #11.

Circulation	June '25	FYTD '25	June '24	FYTD '24
City of Dover Residents	9,555	121,645	11,070	125,110
Electronic Materials	7,273	88,006	6,130	64,875
Kent County Residents	10,556	125,500	9,814	117,019
Non-County Residents	1,328	15,715	1,315	16,171

New Library Registrations

City of Dover Residents	326	3,237	352	2,893
Kent County Residents	162	1,325	146	1,590
Non-County Residents	5	53	7	77

Registered Library Users as of 6/30/2025

City of Dover Residents	19,785	19,049
Kent County Residents	9,980	8,856
Non-County Residents	<u>693</u>	<u>689</u>
TOTAL	30,458	28,594

Other

Visitors	18,825	182,239	19,325	178,159
Meeting Room Attendance	4,939	38,402	4,963	35,233
Number of Computer Users	1,354	12,657	1,862	20,896
Number of Wireless Computer Users	1,795	18,178	1,679	18,732
Inter/Intralibrary - Loaned	38		40	
Inter/Intralibrary - Borrowed	52		69	
Holds Sent	2,599		2,759	
Holds Received	<u>1,733</u>		<u>4,748</u>	
TOTAL	4,422	51,730	7,616	59,619
Tech Services/Items Added	2,115		1,951	
Tech Services/Items Deleted	1,211		1,466	
Passport Services/Customers	230	2,926	214	3,073
Passport Services/Revenue	\$9,161	\$121,535	\$8,097	\$122,179

Monthly Highlights

- ▶ 354 attended 48 programs for adults.
- ▶ 3,987 attended 22 program for teens. (Includes Dover Con Attendance)
- ▶ 1,299 attended 32 programs for children.
- ▶ 0 volunteers.

Program Spotlight

DelawareLibraries.org



Delaware Libraries / LibCal / Dover Public Library



Hives & Honeybees with Big Joe's Honey



Celebrate the fascinating world and history of honeybees & beekeeping with a presentation from Big Joe's Honey! A local beekeeping expert will be visiting the library with hives, honey, and tons of great information. Come try to spot the queen, explore the world of honeybees, and see what you can do to support our bee-loved pollinators.

This event is fun for the whole family & completely free to attend. Registration is not required. Space is available first come, first serve.

Date:	Saturday, June 21, 2025
Time:	11:00am - 1:00pm Eastern Time
Location:	Multi-Purpose Room B
Library:	Dover Public Library
Audience:	Children Families Teens Tweens
Categories:	Cooking and Gardening STREAM



Parks & Recreation

Monthly Report - June 2025

Item #11.



Parks & Recreation Highlights

◆ Five Park Projects

Dover Park Building and Spray Pad: Staff is looking forward to opening the building and spray pad. Look for details on for a ribbon cutting once we are open for business. We are hopeful to announce this date soon.

All Accessible Playground staff continues to follow this project. At this time, we do not have an estimated opening date for the ADA Playground.

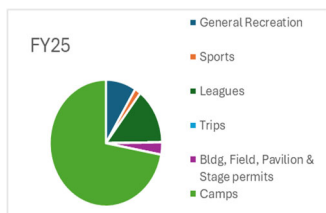
Skate Park continues to be on the project listing for completion. Staff is working with WRA for construction specifications to move forward with project bidding this summer. Staff will revive funding grant opportunities in the upcoming fiscal year.

Dog Park water access is in process. Mr. Ridgeway will be following up with the Water Department.

◆ **Spring & Summer Performing Arts on The Green** returned June 5. Following tradition, the series takes place on Thursdays at 7 PM, on The Green (weather permitting) offering people of all ages to enjoy a free night of family appropriate entertainment. We'd like to thank Shore United Bank for their financial support and pledged support from Bally's. Food trucks are available again this year. Look for more details and series schedule online: www.cityofdover.com/parks-recs-home

◆ **Summer programming** is off to a great start with Super Summer Playground day camp at Schutte, Camp Small Wonder at Towne Point. Sports camps such as soccer and no-contact football held at Schutte Park.

Recreation Revenue Breakdown



June 2025

General Recreation	\$1,950.00	General Recreation	\$1,573.50
Sports	\$395.00	Sports	\$175.00
Leagues	\$3,180.00	Leagues	\$4,300.00
Trips	0	Trips	0
Bldg. Field, Pavilion & Stage permits	\$700.00	Bldg. Field, Pavilion & Stage permits	\$1,100.00
Camps	\$16,072.00	Camps	\$22,740.00

June 2024

General Recreation	\$1,573.50	General Recreation	\$1,573.50
Sports	\$175.00	Sports	\$175.00
Leagues	\$4,300.00	Leagues	\$4,300.00
Trips	0	Trips	0
Bldg. Field, Pavilion & Stage permits	\$1,100.00	Bldg. Field, Pavilion & Stage permits	\$1,100.00
Camps	\$22,740.00	Camps	\$22,740.00

Outdoor Sports & Leagues

Participant & Spectator Count

Activity	Participants	Spectators	Location
Senior Mens & Church League Softball	1,468	410	Schutte Park
Sports Camps	258	75	Schutte Park
Field Hockey League	150	100	Dover High
Tuesday Night Track	420	520	Dover High

YOUTH FISHING AT SILVER LAKE PARK

DNREC, Div of Fish & Wildlife returned to Silver Lake a 2nd time this year, to offer "Take A Kid Fishing" on July 24. As the program is going well, they are booking more dates on our calendar for this educational and fun program.

Jack Conrad Memorial Youth Fishing Derby: Dover Elks Lodge 1903 in partnership with Parks & Recreation hosted 88 young anglers from 3 yrs - 16 yrs, each receiving a small fishing starter kit and fun give-a-ways in Silver Lake Park. This years event marked the 30th Annual Derby. Did you know each derby has been held at Silver Lake Park. Shore United Bank, Dover Elks Lodge and LOTE's, and individuals with the heart for youth provided funding and volunteers to make this free event to engage youth in the greater Dover community. Thank you to Lt. Rich Schlauch & his partner from Kent County EMS and a special thank you to Dover Police: Mcpl Killen, Cpl Ragona



Cadet Chesley, Cadet Basler and everyone's favorite, Officer Roy. Save the date now for the derby's return on June 19, 2026.

Parks & Recreation Programs	June 25	FYTD 25	June 24	FYTD 24
General Recreation	300	3,349	293	2,977
Open Gym	51	1,795	142	2,730
Sports	251	1,776	39	1,857
Leagues	1,466	28,396	766	29,330
Bldg, Field, Facility, stage permits	*	98	60	190
Camps	371	2,035	581	1,754

Grounds Monthly Report

Jun-25



Arborist Crew:

- Trim street trees
- Maintain Park trees
- Turned in several DelMarVa 811 tickets for marking for stump grinding
- Storm damage clean up

Arborist Crew	
Tree Work	Completed
Tree's Trimmed	131
Tree's Removed	24
Root Pruning	0
Stumps Removed	0
Trees Planted	0

Beautification Crew:

- Finished planting beds for annuals
- Watered hanging baskets and flower beds
- Weeded beds

Mowing Crew:

- Both mowing crews mowed on schedule

Litter Removal:

- Litter is being picked up on city property as per the weekly schedule
- 456 total 90 gal cans collected
- 19 shopping carts picked up

Parks Crew:

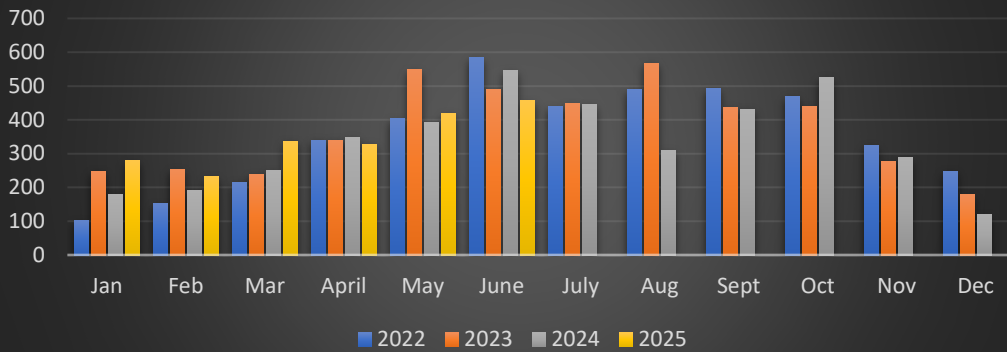
- Completed parks route daily
- Prepped athletic fields
- Maintained softball fields
- Set up stage for concert on The Green and events

Miscellaneous:

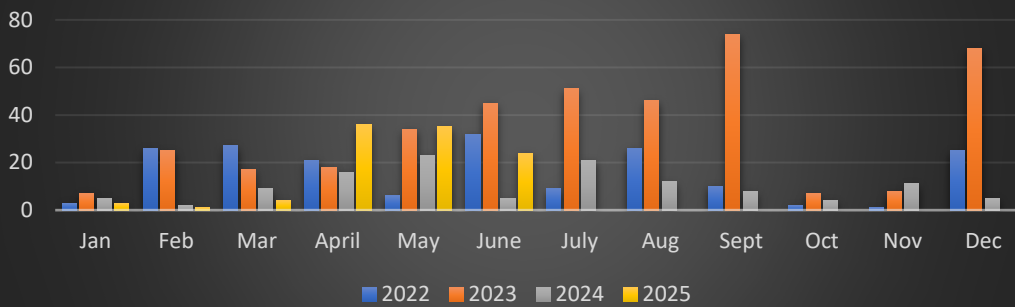
- Performed bush hogging city property and well sites
- Sprayed city parks and property



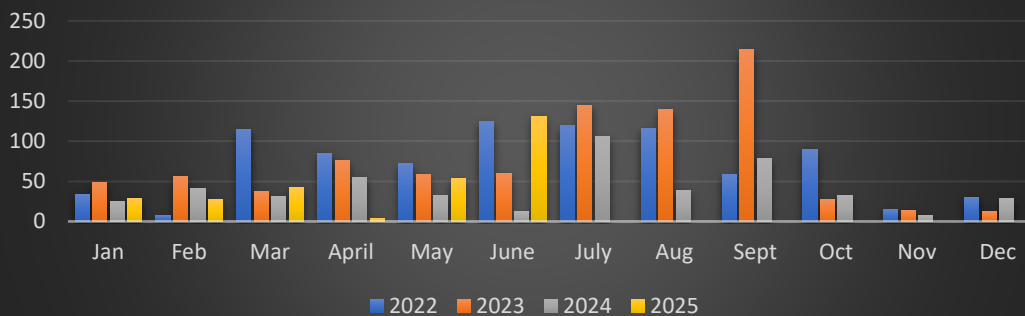
Litter Cans Collected

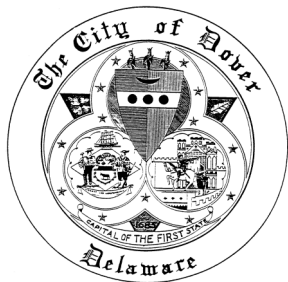


Trees Removed



Trees Trimmed





City Planner's Monthly Report

Department of Planning & Inspections

JUNE 2025

Planning & Inspections Highlights **Some Items to Call to Your Attention**

Planning Office staff reviewed 56 Building Permits and 10 Certificate of Occupancy Permits. Staff also provided support to the Planning Commission (educational and informational presentations) and the Board of Adjustment (1 application reviewed). The Historic District Commission did not meet in June due to lack of agenda items. Two (2) vacancies remain including the Director and a Planner I. Due to these vacancies, the Department continues to utilize a consultant to assist staff in addressing the current workload.

Construction activity continued in June with both residential and non-residential projects having Building Permits and Certificates of Occupancy issued. Residential development areas consisted of The Edge at Dover, Villages of Maple Dale, Rojan Meadows PND, and Dover East Estates. Non-residential projects included building permits for 500 W. Loockerman Street, Bayhealth, Harvest Christian Ministries and Seventh Day Adventist Church. In addition, Certificates of Occupancy were issued for the ECIC Building and Agricultural Building on the Delaware State University main campus, a Flex Warehouse Building and 515 S. DuPont Highway Suite 2. Overall, 165 permits were issued resulting in 253 inspections.

The Inspections Division consists of both Building Inspections and Permitting & Licensing. Within Building Inspections, one (1) vacancy remained for the Chief Building Inspector position in June. In order to ensure construction activity is not stalled, the Department continued to utilize a contractor to assist in Building Permit/Plan reviews as well as with Building Inspections as needed. Within Permitting & Licensing, one (1) vacancy for an Office Assistant II remained.

Code Enforcement staff conducted Annual Housing Inspections (42 cases) as part of the Rental Dwelling Permit program. Other Code Enforcement cases focused on exterior property maintenance issues/violations (46 cases), tall grass and weeds violations (123 cases) and *Dover Code of Ordinance* violations (51 cases). June ended with 128 registered vacant buildings, 76 dangerous buildings, and 7,850 active rental dwelling units.

Staff within the Fire Marshal's Office conducted 14 Annual Fire & Life Safety Inspections resulting in the identification of 10 deficiencies. The Fire Marshal also conducted 8 Preliminary Meetings & Walk Throughs to help developers plan projects. Staff investigated 11 fire incidents which included 1 fire loss. Staff also were on site for the Pride Festival and African American Festival to ensure citizens and visitors were safe.

Planning & Inspections Revenue			
Revenue Stream	<u>FY 2025 Revenue Estimates from Budget</u>	<u>FY2025 Actual (YTD) June 2025</u>	<u>% of Budget</u>
Business License	\$1,450,000	\$ 1,554,854	107%
Manufactured Home License	\$14,000	\$ 15,670	112%
Building Permits	\$550,000	\$ 775,860	141%
Cert. of Occupancy	\$8,000	\$ 12,200	153%
Public Occupancy	\$45,000	\$ 39,612	88%
Lodging House	\$28,000	\$ 17,490	62%
Plumbing/Heating/Air	\$100,000	\$ 104,956	105%
Rental Inspection Fee	\$750,000	\$ 758,345	101%
Miscellaneous	\$20,000	\$ 21,854	109%
Fire Protection Fees	\$80,000	\$ 202,462	253%
Code Enforcement Fines	\$100,000	\$ 84,099	84%
Vacant Building Reg.	\$50,000	\$ 46,375	93%
Total P&I Revenue	\$3,195,000	\$ 3,633,777	114%

Planning Office Operations

The Meetings of the Boards and Commission supported by the Planning Office are presented in the Hybrid format with both In-Person and Virtual (using Webex) meeting options for participation. Conducting Meetings and Trainings in virtual formats are also offered. Meetings in June included a coordination meeting with the GIS Division on mapping and various project meetings and Pre-Application meetings. The FY2026 Budget was adopted by City Council on June 23, 2025.

The Planning Office is part of the review process for certain types of construction activity permits (Building Permits, Sign Permits, etc.) and Certificate of Occupancy permits to confirm compliance with the *Zoning Ordinance* provisions. For June 2025, Planning Staff was involved with the review of 56 Building Permits and 10 Certificates of Occupancy that were issued for a monthly total of 66 and a year-to-date total of 433. The 2025 year-to-date tally as compared to the calendar year totals of Permits and COs is less than the totals seen in 2024 at 449 and also lower than the 2023 totals at 542. Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

	JUNE 2025 (FY25)	TOTAL FOR FY25
New Home Permits Issued	5	96
Value of Commercial Projects	\$2,170,319.00	\$54,594,984.00
Downtown Incentives (Fees Waived)	\$716.00	\$12,625.00

COMPREHENSIVE PLAN IMPLEMENTATION

2019 Comprehensive Plan

Implementation of the *2019 Comprehensive Plan* continues as Departments citywide focus on the plan implementation items as found in Implementation Plan (Chapter 15) items such as the projects, studies, code amendments, and other activities. A copy of the Final Plan (as amended) is available on the Comprehensive Plan website: <https://www.cityofdover.com/2019-comprehensive-plan> Visit the **Dover Parcel and Zoning Viewer** on the City's website to see zoning information for properties located in Dover. Use the Quick Link on the main page: www.cityofdover.com

- Planning Staff attended a workshop sponsored by the Office of State Planning Coordination on the data analysis (data layers and data story maps) for the *State Strategies for Policy & Spending: 2025 Update*. The OSPC is updating the document and will be hosting more workshops in the Fall with the release of the Draft document and map series.

Other Activities

- **Downtown Dover Strategic Master Plan:** The Downtown Dover Partnership's Strategic Master Plan is known as "*Transforming Downtown Dover: Capital City 2030*" (January 2023). Various partners are focusing on aspects of Plan implementation. The Downtown Dover Partnership is moving forward with planning for the development of priority project sites. Also, the City is involved in planning for water and sanitary sewer improvement projects for the Loockerman Street corridor. An Open House was held in late June as an update on the Master Plan implementation efforts.
- **Downtown Development District – Renewal Application:** The Downtown Development District (DDD) for the City of Dover was designated in January 2015 for a period of ten years and through the Renewal process in 2024 the City's DDD designation is extended through January 31, 2030. The Ordinance #2025-01 to establish the revised Downtown Development District boundaries and refine the City's DDD Incentive Program was adopted by City Council on February 24, 2025. The City and the consultant (Rossi Group) have completed the map update documents and program materials as part of a rebranding of the program. Educational outreach efforts began in June with presentations to the Council Committee of the Whole and to the Planning Commission.

CONSTRUCTION ACTIVITIES

- In June 2025, Residential Building Permits were issued for two (2) Apartment Buildings at **The Edge at Dover** on Leipsic Road; four (4) Townhouse units in the **Villages of Maple Dale** on Valhalla Court; a manufactured home placement in **Dover East Estates**; and a single family detached dwelling in **Rojan Meadows PND**. A Building Permit was also reissued for the conversion of **145 S. New Street** for its conversion into four apartment units.
- Certificates of Occupancy were issued for two (2) single family detached dwelling units in the **Downtown Development District** area; one single family detached unit in **Oak Shadows**; and three (3) manufactured home placements in **Dover East Estates**.
- Building Permits issued in June were for interior renovation of office space at **500 W. Loockerman Street**; interior demolition and shell renovations for future medical office space for **Bayhealth** at 560 S. Governors Avenue; tenant fit-out for place of public assembly (place of worship) for **Harvest Christian Ministries** at 113-115 N. DuPont Highway; and renovations at the **Seventh Day Adventist Church** on Wyoming Avenue.
- Temporary Certificates of Occupancy were issued to the **ECIC Building** on the Delaware State University main campus (S-23-13); the new **Agricultural Building** on the Delaware State University main campus (S-23-18); and the **Flex Warehouse Building** at 1255 College Park Drive (C-21-03). A Certificates of Occupancy was issued for a tenant fit-out at **515 S. DuPont Highway Suite 2**.

2025: Welcome to Dover!

Progress in Pictures—Under Construction



2025: Welcome to Dover!

Progress in Pictures—Under Construction

Rojan Meadows PND
Townhouse Units



Dave's Hot Chicken
318 N. DuPont Highway



Tim Hortons
737 N. DuPont Highway



2025: Welcome to Dover!

Progress in Pictures—More Construction

The Edge Apartments
On Winners Circle off Leipsic Road



Garages at The Edge Apartments



Raising Cains
1151 N. DuPont Highway



BOARD AND COMMISSION ACTIVITY

There were Meetings in June of the Boards and Commissions supported by the Planning Office. The Planning Commission held a meeting on June 16, 2025 consisting of a series of educational/informational presentations. The Board of Adjustment met on June 18, 2025 to consider one application for a variance. The Historic District Commission did not meet in June due to lack of agenda items.

Planning Commission:

The Planning Commission met on June 16, 2025. The meeting consisted of a series of educational/informational presentations. The next Planning Commission meeting is scheduled for July 21, 2025. The Planning Commission heard information from the following:

- Presentation on Dover's Downtown Development District (DDD) Program Relaunch Visit <https://www.cityofdover.com/departments/Planning/dovers-downtown-development-district-210248>
- Presentation by Delaware Office of State Planning Coordination (OSPC)
Visit <https://stateplanning.delaware.gov/>



- Progress on Implementation of *2019 Comprehensive Plan*

Historic District Commission:

The Historic District did not meet on June 18, 2025 due to a lack of agenda items. The next Historic District Commission meeting is scheduled for July 17, 2025.

Board of Adjustment:

The Board of Adjustment met on June 18, 2025. The Board considered the following application. The next Board of Adjustment meeting is scheduled for July 16, 2025.

- Property at 196 Merion Road. The Board of Adjustment moved to deny the request for a Variance from the requirements of *Zoning Ordinance*, Article 3 §1.15(e)(ii) as associated with the keeping of chickens. The Variance Request sought an increase in the minimum allowable number of chickens that can be housed on a property from the 5 chickens permitted by code to 20 chickens or at least 14 chickens. The property is zoned R-10 (One-family Residence Zone).

CDBG FY24 Projects

- **Homeownership Assistance Program**

CDBG funds will be used to provide homeownership assistance to first-time homebuyers who purchase affordable housing in the City of Dover. Seven families have purchased homes year-to-date and two (2) families are scheduled to close in late July.

- **Dover Interfaith Mission for Housing (DIMH)**

CDBG funds will be used to provide operations cost for the shelter. This project is underway. Ninety-five (95%) of program funds have been drawn down year-to-date.

- **Central Delaware Housing Collaborative**

CDBG funds will be used to provide operations cost for a women's shelter. This project is underway.

- **Milford Housing Homeowner Rehabilitation/Emergency Home Repair Programs**

CDBG funds will be used to rehabilitate existing owner-occupied housing in the City that are in violation of the City's Housing Code and complete emergency home repairs to eliminate housing conditions that threaten the health and safety of low-income homeowners. Three (3) owner occupied homes have been rehabbed and nine (9) homes received emergency home repairs.

American Rescue Act (ARPA) Funding

City Council approved to award a little over \$1.8 million in grant funding for Housing and Community Service projects. All projects are underway. A little under \$1.8 million or 85% of funds have been spent on Round 1 of ARPA funding year-to-date. Dover Housing Authority, Murphey School, Reading Assist, and People's Church have completed their projects. ARPA Round 2 funding for a little under \$500,000 was awarded to subgrantees in April 2023. Projects are currently underway. Sixty-nine percent (69%) of funds have been drawn down for Round 2 with the Murphey School, People's Community Center, and John Wesley AME Church completing their projects.

CODE ENFORCEMENT ACTIVITY

June 2025

Case Type	MTD	MTD FY24	% MTD	YTD FY25	YTD FY 24	% YTD
No Valid Rental Permit	7	24	-71%	248	101	146%
No Valid Building Permit	6	2	200%	134	35	283%
Tall Grass and Weeds	123	30	310%	731	283	158%
Additional Tall Grass and Weeds	11	6	83%	50	42	19%
Annual Housing Inspection	42	71	-41%	1,061	603	76%
Property Maintenance Exterior	46	51	-10%	584	257	127%
Electric Termination	11	1	1000%	85	113	-25%
Dover Code of Ordinances	51	41	24%	493	397	24%
Dangerous Buildings	12	5	140%	143	89	61%
Zoning	5	12	-58%	123	60	105%
Total Cases	367	384	-4%	4,937	2,617	89%
Total Inspections	838	953	-12%	9,976	5,875	70%
Total Admin Inspections	16	26	-38%	114	257	-56%
Total # of Violations	350	607	-42%	5,578	2,795	100%

Dangerous Buildings, Vacant Buildings, Demolitions

- ♦ Vacant Buildings currently registered - 128
- ♦ Dangerous Buildings – 76
- ♦ Active Rental Dwellings – 7,850 units
- ♦ 1600 N Little Creek Rd was demolished by owner.

Building Inspections & Licensing Summary

Item #11.

	Current	July 2024— June 2025	June FY'24	July 2023— June 2024
PERMITTING AND LICENSING				
Permits Issued	JUNE (2025) FY 25	FYTD 25	JUNE (2024) FY24	FYTD 24
Administrative Permit	5	36	4	57
Building Addition/Renovation Permits	31	314	32	365
Building Permits	16	244	28	250
Demolition Permits	0	26	3	32
Fence Permits	20	201	21	181
Fire Prevention Permits	12	99	9	115
Mechanical Permits	26	452	30	368
Plumbing Permits	51	408	42	334
Sign Permits	1	112	9	153
Swimming Pool Permits	1	16	1	9
Wireless Communications Facilities	2	6	4	0
Subtotal		1914		1864
Business Licenses	19	1863	20	2020
Merchant Licenses	2	339	0	365
Contractor Licenses	25	1331	21	1369
Subtotal		3533		3754
Lodging House Licenses	0	30	0	47
Public Occupancy	16	478	20	551
Rental Dwelling	22	3114	47	2971
Subtotal		3622		3569
Manufactured Homes	2	319	6	326
BUILDING INSPECTIONS				
Inspections	JUNE (2025) FY 25	FYTD 25	JUNE (2024) FY24	FYTD 24
Building (Inspections/CBI/Site Meetings)	142	2488	302	1949
Plumbing/Mechanical	98	2579	293	2001
Certificate of Occupancy	13	172	10	143

Office of the Fire Marshal

-The Fire Marshal's Office investigated eleven (11) incidents during the month of June including a fire loss on Walker Rd. Staff also had one arrest with DPD.

- We were short one staff member for the month.

- Staff will be starting educational occupancy annual fire and life safety inspections.

- Staff was on site for the Pride Festival and African American Festival to ensure that all the citizens and visitors were safe.



	Month	Year to Date	Previous Year to Date
Annual Fire & Life Safety Inspections	14	339	335
Deficiencies From the Above Inspections	10	409	909
Fire Code Violations/Deficiencies/Complaints	20	323	300
C/O & Fire Equipment Acceptance Tests	4	123	125
Meetings & Walk Through	8	193	239
Fire Plan Review & DAC	17	133	160

	Month	Year to Date	Previous Year to Date
Accidental	6 totaling \$83,001	61 totaling \$967,205	36 totaling \$2,048,005
Incendiary	3 totaling \$60,001	19 totaling \$316,109	11 totaling \$26,603
Undetermined	2 totaling \$2	15 totaling \$614,302	17 totaling \$707,728
Natural	0	0	1 totaling \$60,000
Investigation Time	28 hours	275 hours	142 hours
Injuries	1	13	11
Deaths	0	0	1
Arrest made with DPD	1	1	2

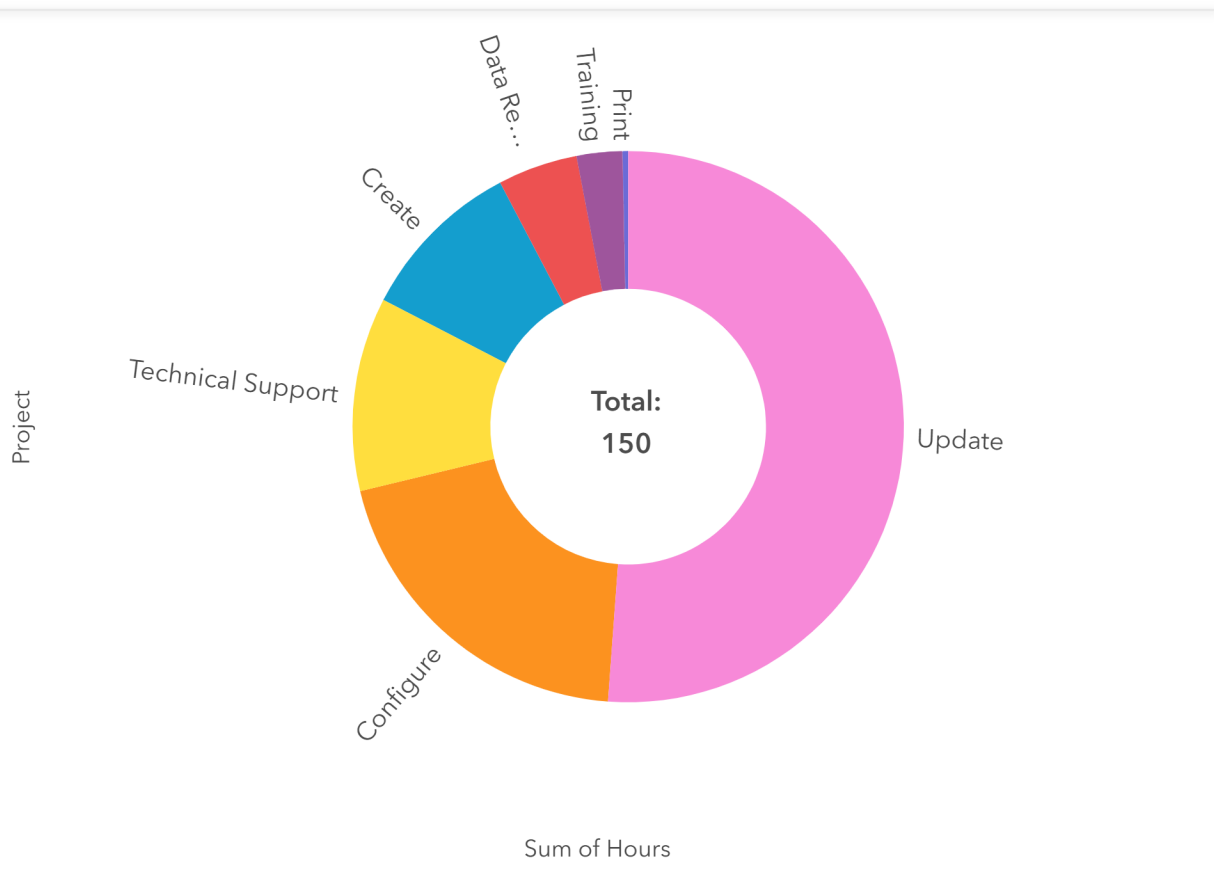


Department of Public Works

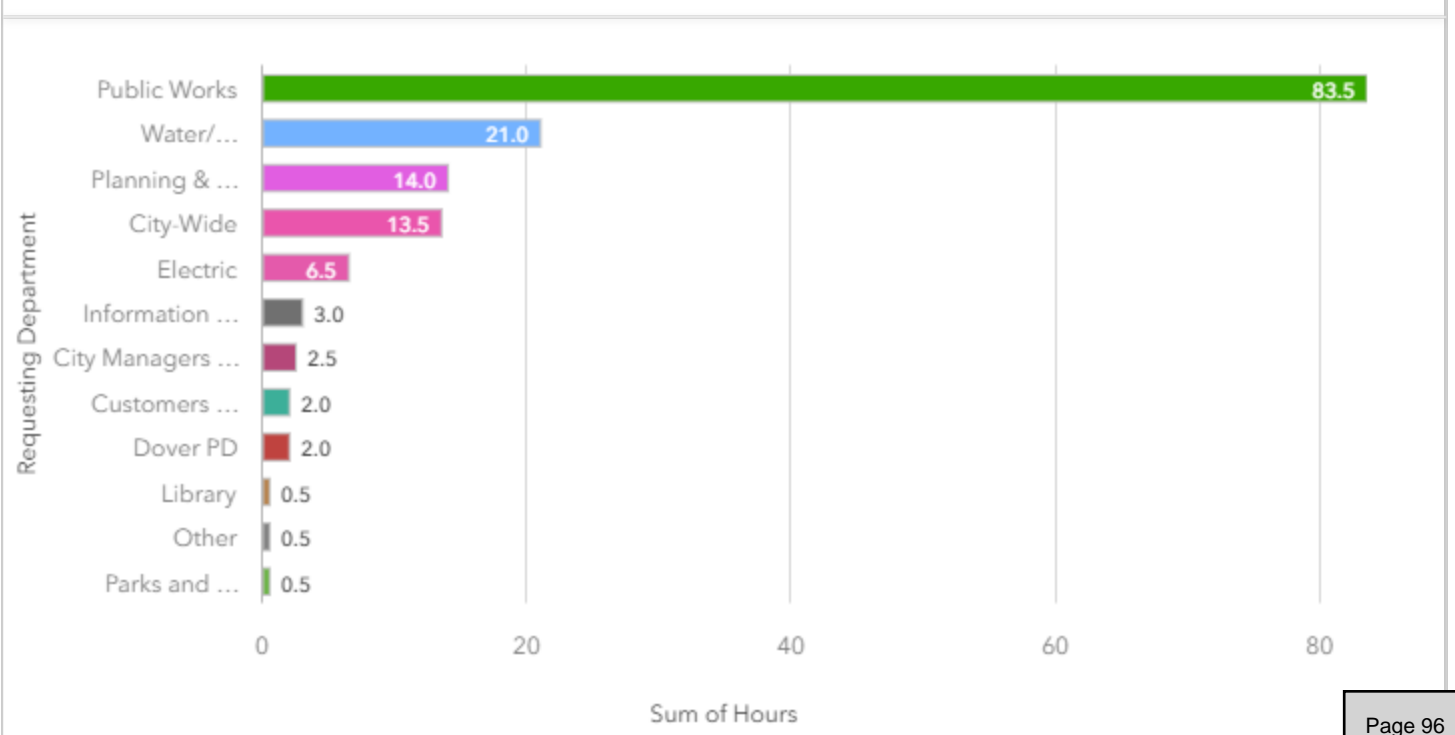
June 2025 Monthly Report



GIS Project Hours - Type



GIS Project Hours by Department



Sanitation

Item #11.

Trips to the Landfill (June)

205



Count of DSWA_Billing_Detail

Tonnage (June)

1,121



Sum of Tons

FYTD 25 - Trips to Landfill

2,506

Count of DSWA_Billing_Detail

FYTD 25 - Tonnage

13,068

Sum of Tons

FYTD 24 - Trips to Landfill

2,574

Count of DSWA_Billing_Detail

FYTD 24 - Tonnage

13,340

Sum of Tons



Sanitation Hours Breakdown

June Hours - Refuse Total & Container Delivery

	RefuseCollectioHours	RefuseHrs_FYTD	ContainerDeliveryHours	ContainerDelHrs_FYTD
1	508	14,083	27	656

Total Records: 1

June Hours Continued... - Hand Trash, Bulk, & Yard Waste

	HandTrash	HandHrs_FYTD	BulkHours	BulkHrs_FYTD	YardWaste	YardWasteHrs_FYTD
1	334	10,034	381	9,430	278	5,825

Total Records: 1

Recycling Customers

10,345



Count of Recycling_Customers

Curbside Recycling Numbers - June



	Cans_Collected	Weight_Lbs	Ave_Weight_Lbs
1	21,755	231,760.0	10.7

Total Records: 1

Signs - Installed/Repaired

21



Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs June 2025

7

Count of Concrete Repair

Signs Workorders FYTD

143

Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs FYTD

227

Count of Concrete Repair

Signs FYTD 2024

120

Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs FYTD 2024

85

Count of Concrete Repair

Hot Mix Repairs in June 2025

1



Potholes Filled June 2025

162



Hot Mix Repairs in FYTD

48

Potholes Filled FYTD

721


Streets Panting:



10 Stop Bars / 2040' Yellow Curb


3 Handicap Space

Catch Basins Cleaned

75


Sum of Number of Catch Basins

Stormwater Structures Repaired

6


Count of GISADMIN.Stormwater_Workorder_Tracking

New Catch Basin Install

1


Count of GISADMIN.Stormwater_Workorder_...

Inspections

16

Count of GISADMIN.Stormwater_Workorder_Tracki...

Street Sweeping Road Miles

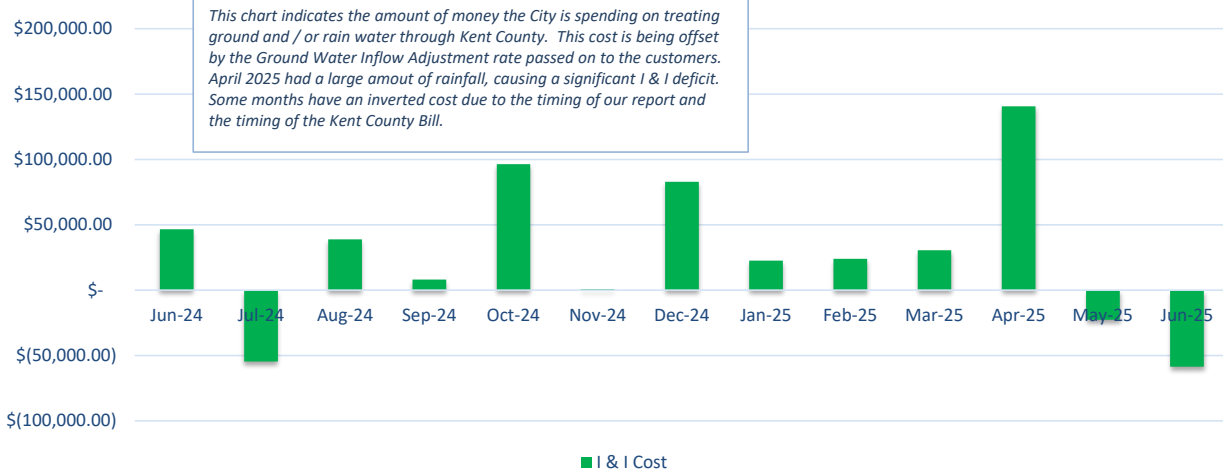
1,418

Sum of Miles Traveled

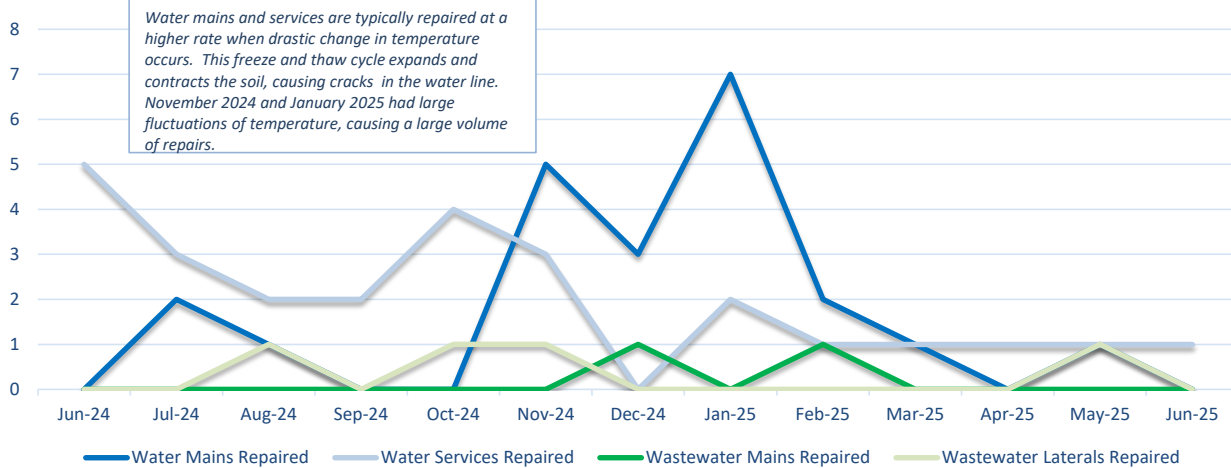


CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Jun-25

Inflow & Infiltration Costs



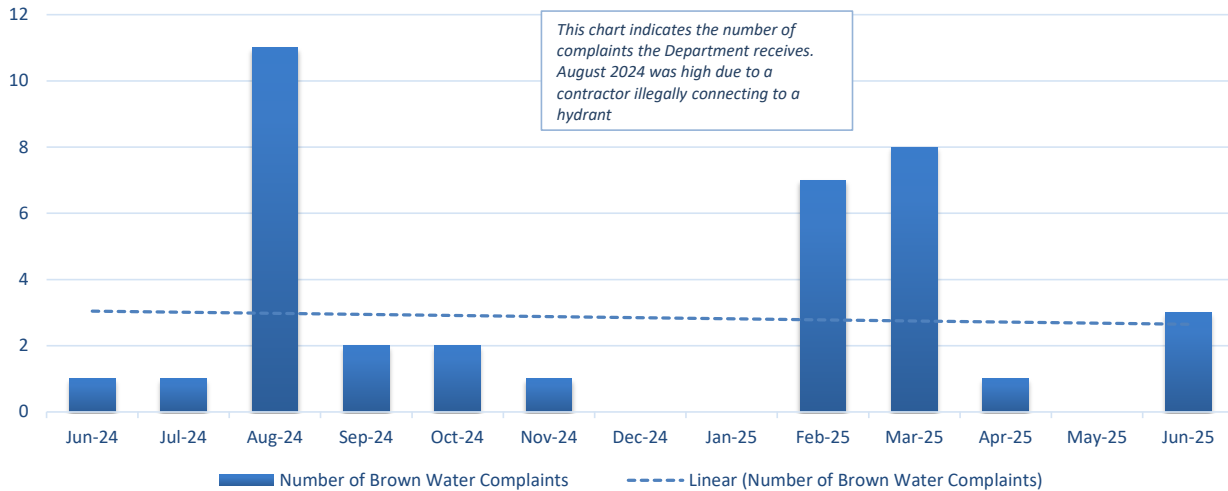
Water & Wastewater Repairs





CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Jun-25

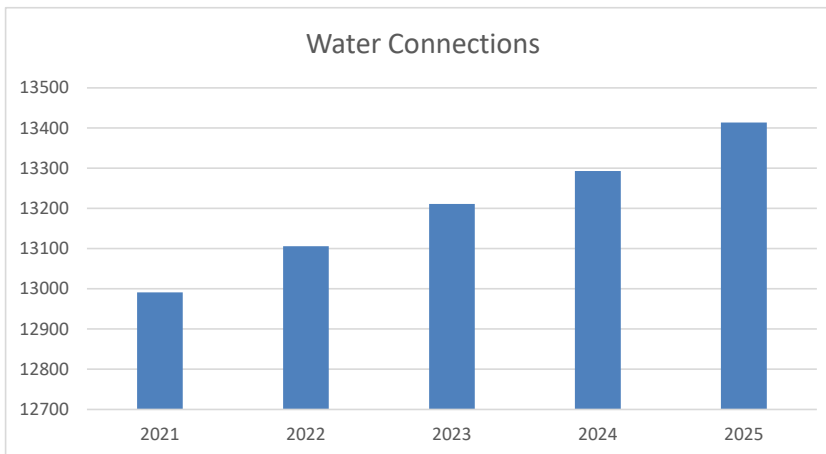
Number of Brown Water Complaints



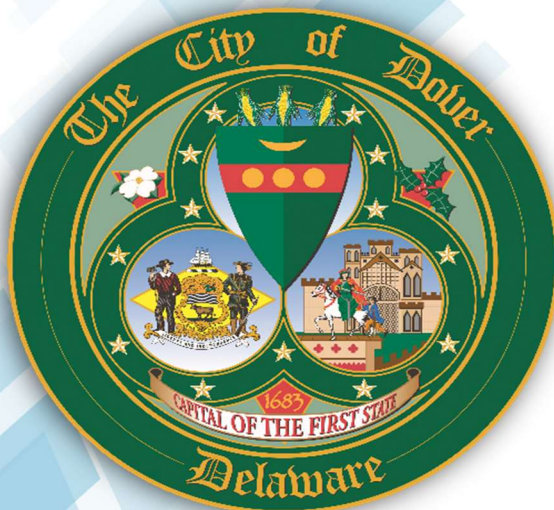
Department Spotlight - June

The Department of Water & Wastewater is charged with tracking the number of water connections every year as part of the Annual Comprehensive Financial Report. Per the graph below, the City has been gaining customers every year since 2021

Water Connections



City of Dover



Finance Department

PRELIMINARY MONTHLY REPORT June 2025

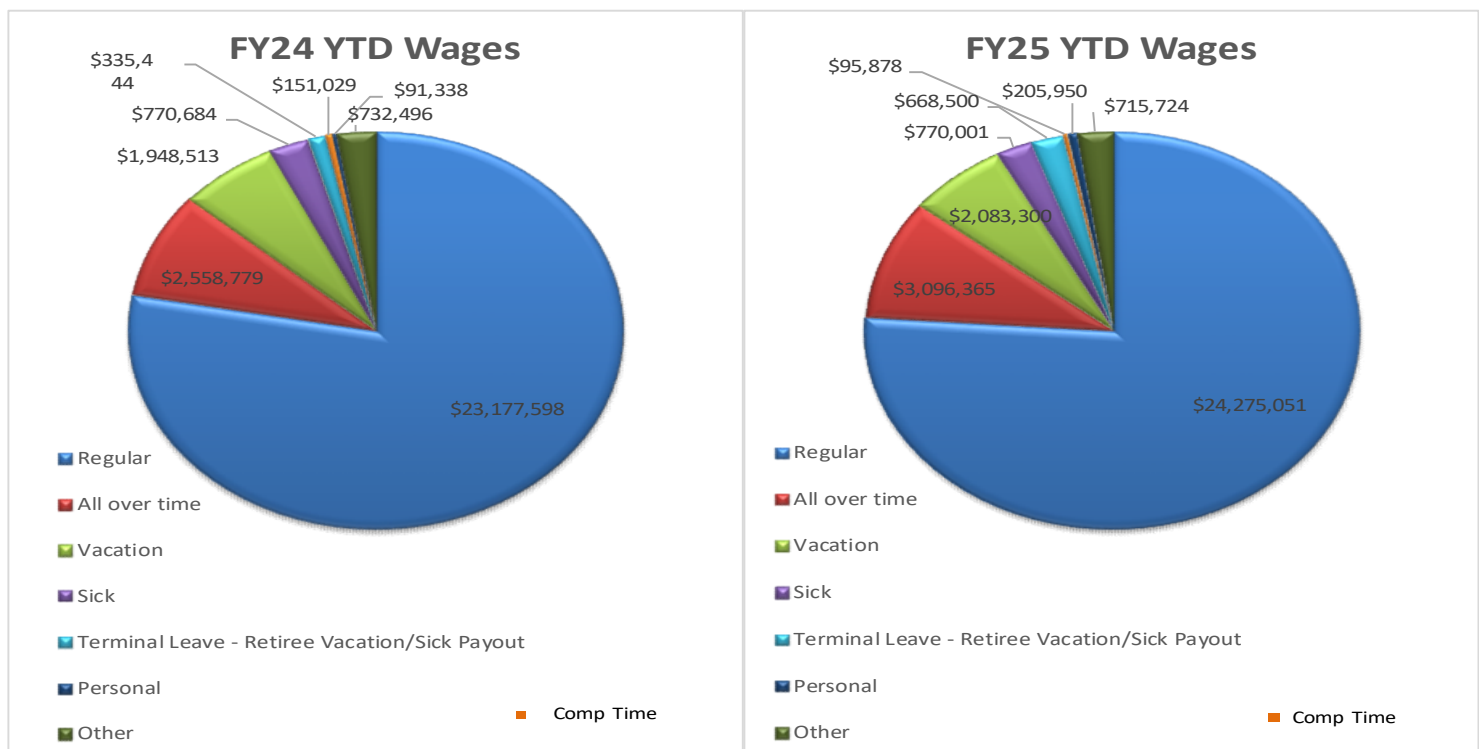
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

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CITY OF DOVER ACTIVITY REPORTS June 2025

	FY24 YTD	FY25 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	6,488	6,682
Total Amount of All Deposits	\$ 157,753,299	\$ 180,125,338
Other Activity		
Number of Pay Periods	27	27
Number of Direct Deposits Issued	10,694	10,278
Number of Pension Checks Issued	3,099	3,544
Total Pension Benefits Paid - Defined Benefit Plan	\$ 6,103,084	\$ 7,280,862

ACCOUNTS PAYABLE		
Number of Check Vouchers	6,407	6,454
Number of EFT Vouchers	4,142	3,200
Vouchers Dollar Amount Disbursed	\$ 109,605,164	\$ 102,904,641



Other includes: pay adjustments, military differential pay, training, committee meetings, worker compensation tracking/adjustments, etc.

**City of Dover Preliminary
General Fund Summary
Fiscal Year to Date June 2025**

Revenues

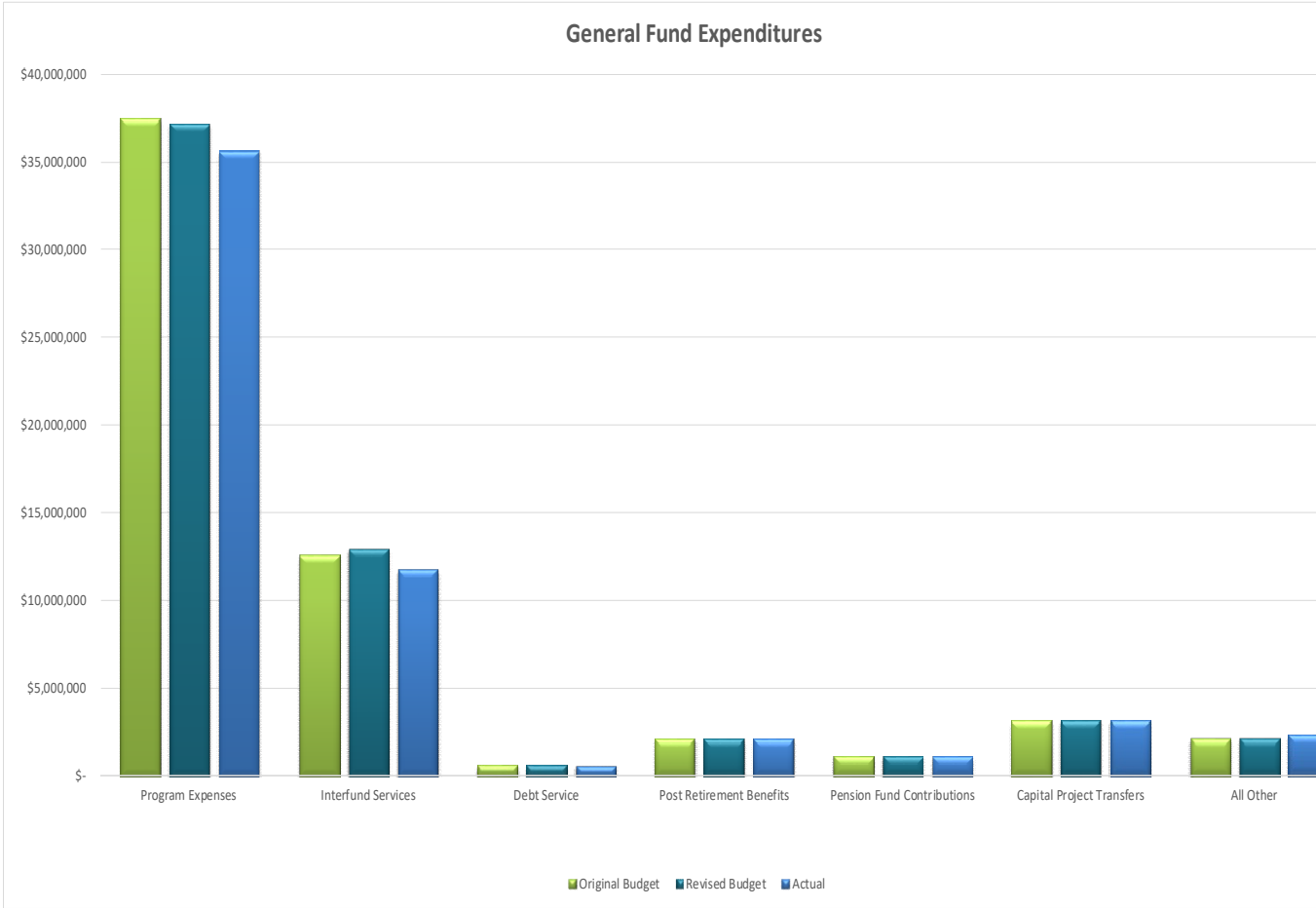
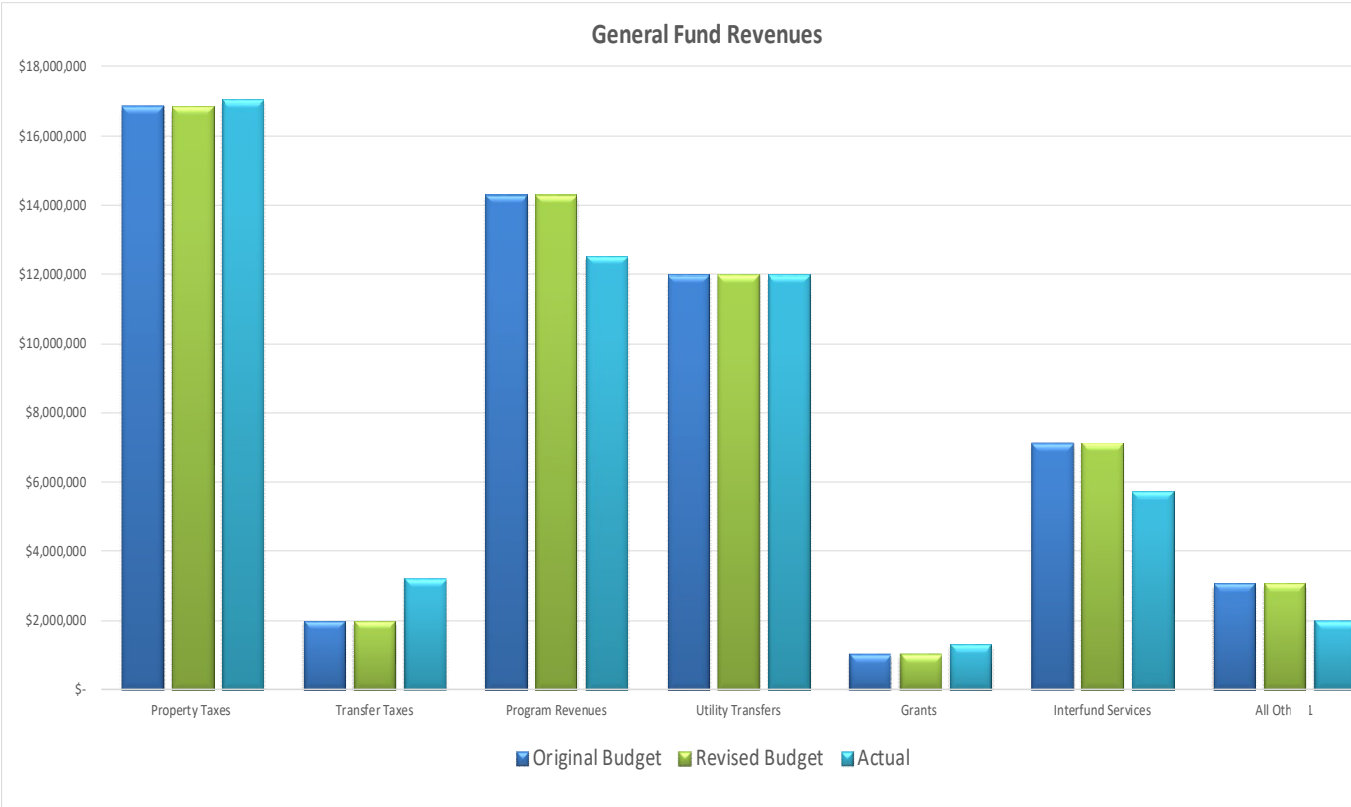
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 16,876,000	\$ 16,876,000	\$ 17,063,115	101%
Transfer Taxes	2,000,000	2,000,000	3,225,014	161%
Program Revenues	14,296,700	14,296,700	12,516,895	88%
Utility Transfers	12,000,000	12,000,000	12,000,000	100%
Grants	1,028,500	1,028,500	1,319,331	128%
Interfund Services	7,126,200	7,126,200	5,712,894	80%
All Other ¹	3,076,800	3,076,800	1,984,142	64%
	\$ 56,404,200	\$ 56,404,200	\$ 53,821,391	95%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,497,500	\$ 37,220,190	\$ 35,646,614	96%
Interfund Services	12,632,900	13,008,710	11,796,095	91%
Debt Service	626,700	626,700	626,850	100%
Post Retirement Benefits	2,103,900	2,103,900	2,103,900	100%
Pension Fund Contributions	1,140,000	1,140,000	1,140,000	100%
Capital Project Transfers	3,173,600	3,173,600	3,173,600	100%
All Other ²	2,115,400	2,122,400	2,292,990	108%
	\$ 59,290,000	\$ 59,395,500	\$ 56,780,050	96%

¹ Includes Cable Franchise Revenue, Miscellaneous Receipts, Garrison Farm Rent, Sales of Assets, Fund Invest Manager Cost.

² Includes Bank and CC Fees, Street Lights Expense, DDP Contribution, Trf to Cable Franchise Reserve, Trf to Electric I & E, and Trf to Electric Revenue Fund, Trf to Uncollectible Reserve and Misc. Grant Expense and Trf to Economic Development Reserve Fund.



**City of Dover Preliminary
Water Fund Summary
Fiscal Year to Date June 2025**

Revenues

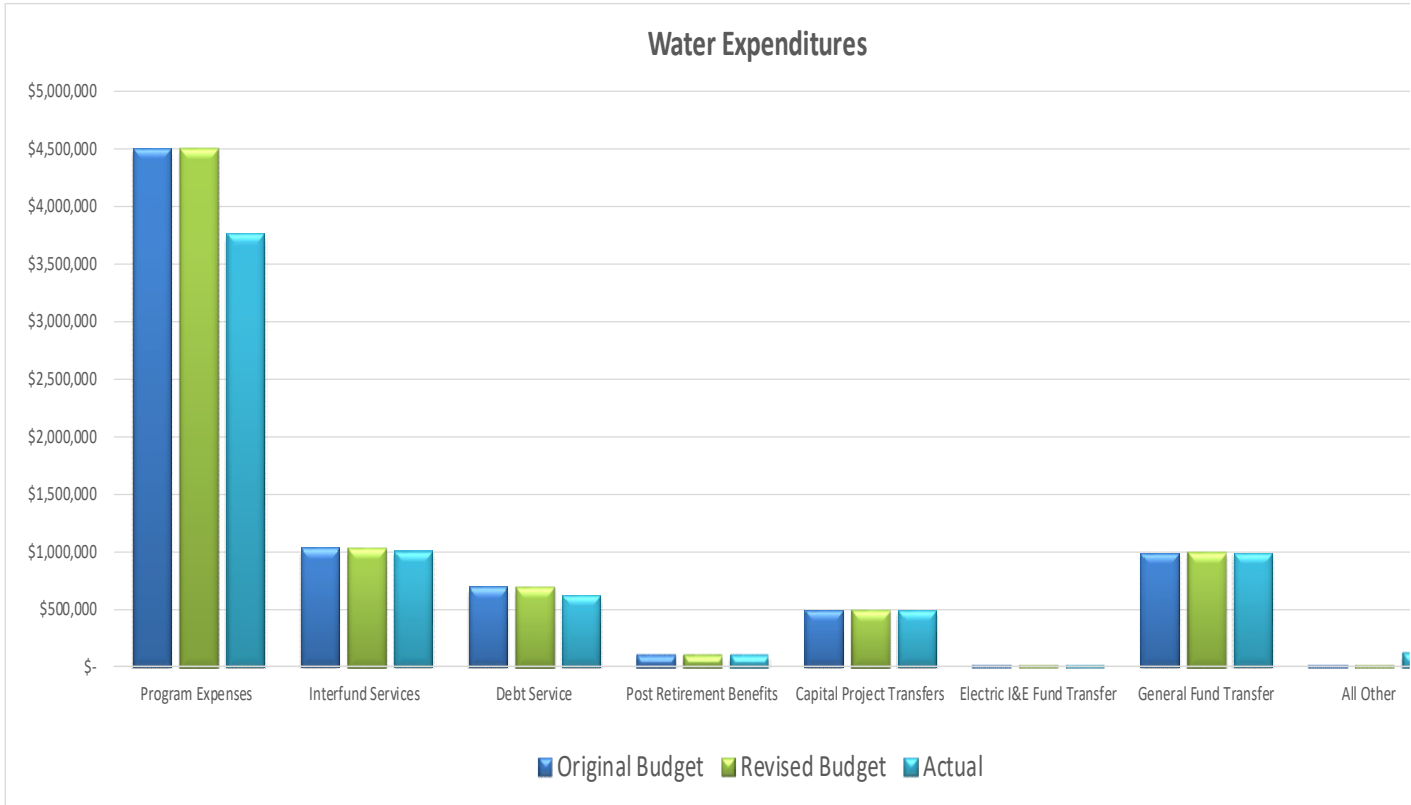
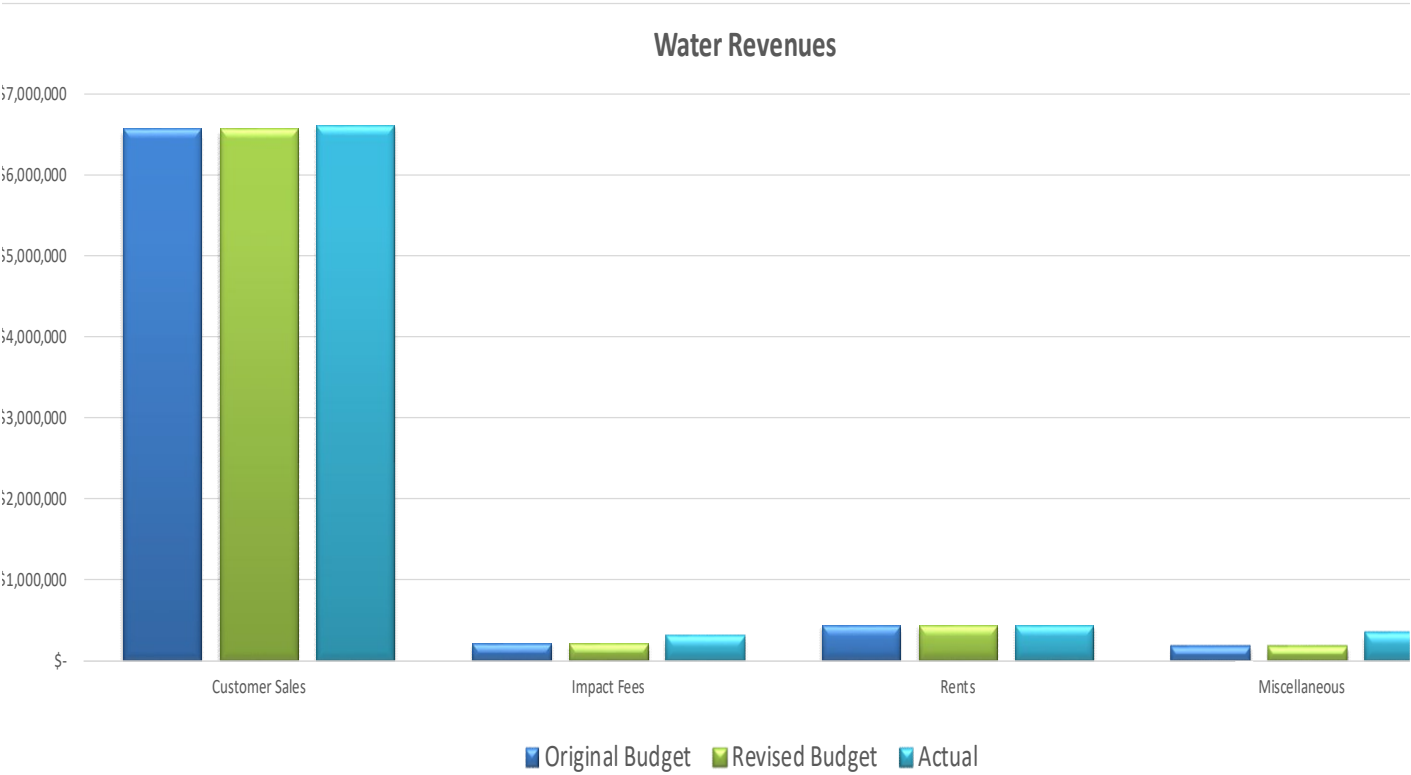
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 6,566,900	\$ 6,566,900	\$ 6,624,230	101%
Impact Fees	230,000	230,000	319,959	139%
Rents	450,500	450,500	450,579	100%
Miscellaneous ¹	182,700	186,100	354,804	191%
	<u>\$ 7,430,100</u>	<u>\$ 7,433,500</u>	<u>\$ 7,749,572</u>	<u>104%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,508,500	\$ 4,511,900	\$ 3,767,781	84%
Interfund Services	1,029,900	1,029,900	1,012,598	98%
Debt Service	695,600	695,600	632,067	91%
Post Retirement Benefits	109,500	109,500	109,500	100%
Capital Project Transfers	503,000	503,000	503,000	100%
Electric I&E Fund Transfer	25,000	25,000	25,000	100%
General Fund Transfer	1,000,000	1,000,000	1,000,000	100%
All Other ²	25,000	25,000	125,768	503%
	<u>\$ 7,896,500</u>	<u>\$ 7,899,900</u>	<u>\$ 7,175,715</u>	<u>91%</u>

¹ Includes Penalties, Income from Sale of Assets, Miscellaneous Income, and Reconnect Fees.

² Includes Bank & CC Fees.



**City of Dover Preliminary
Wastewater Fund Summary
Fiscal Year to Date June 2025**

Revenues

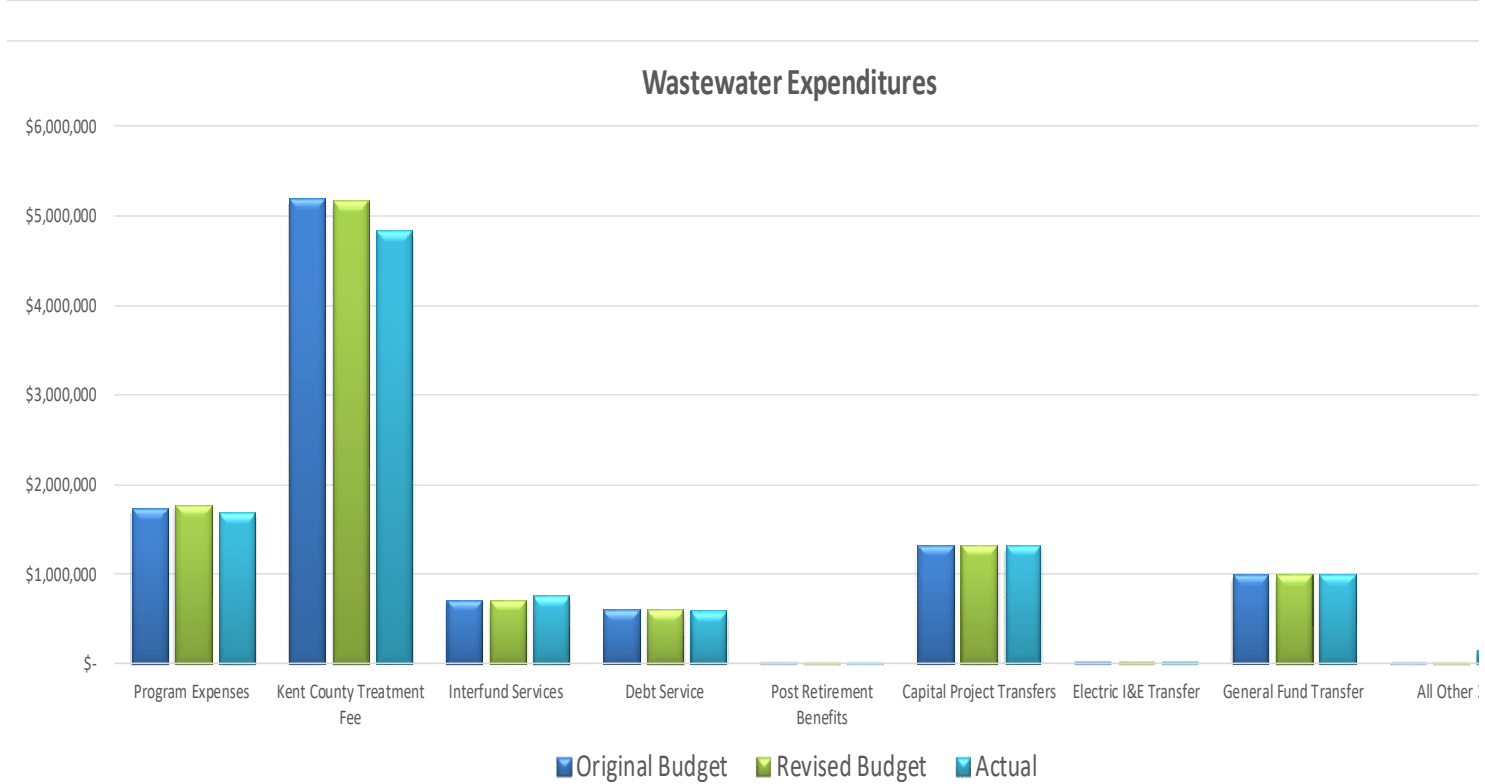
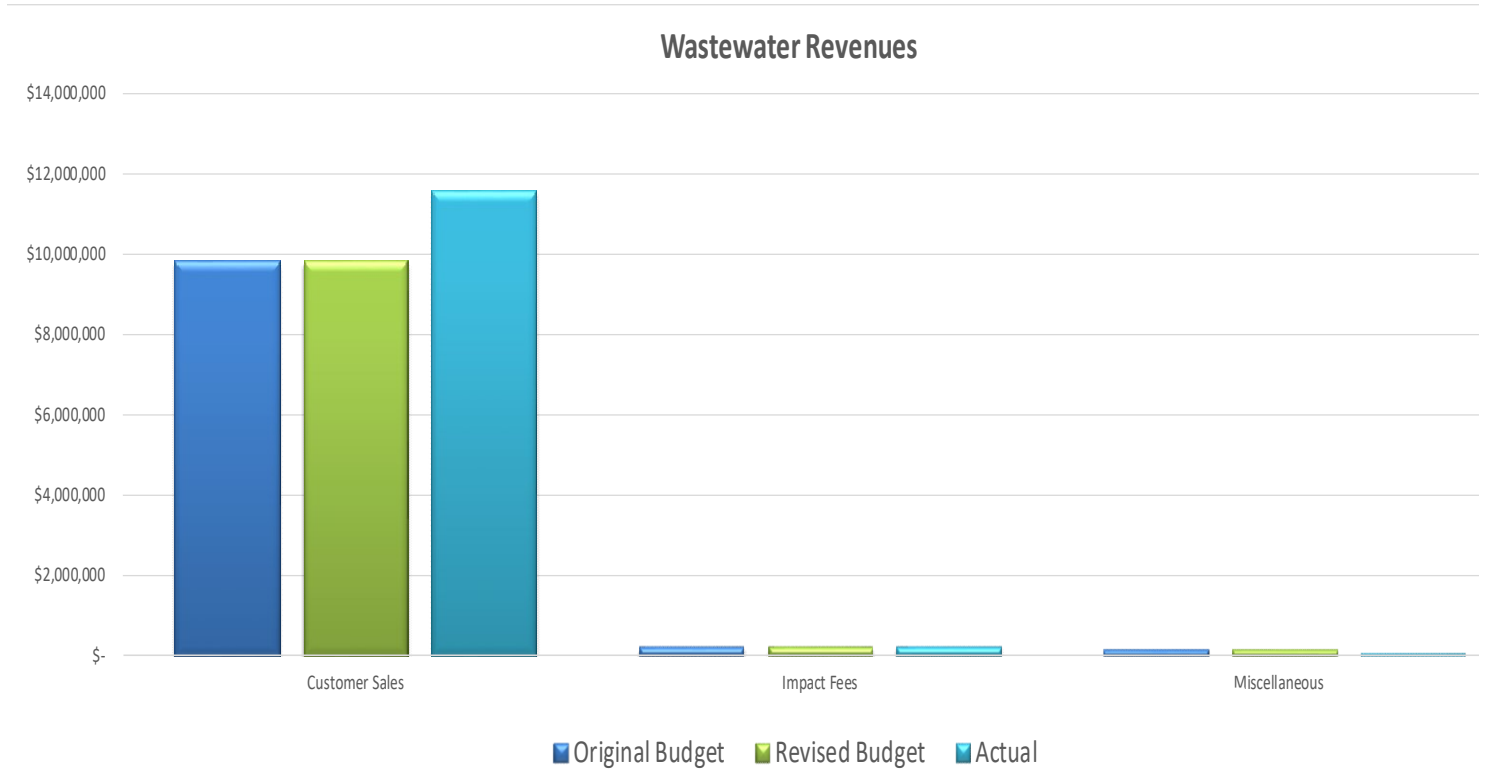
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 9,843,600	\$ 9,843,600	\$ 11,570,887	118%
Impact Fees	230,000	230,000	236,692	103%
Miscellaneous ¹	150,200	153,200	71,947	47%
	<u>\$ 10,223,800</u>	<u>\$ 10,226,800</u>	<u>\$ 11,879,526</u>	<u>116%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,751,000	\$ 1,779,000	\$ 1,704,450	96%
Kent County Treatment Fee	5,198,600	5,173,600	4,836,455	93%
Interfund Services	724,900	724,900	765,099	106%
Debt Service	614,200	614,200	601,177	98%
Post Retirement Benefits	4,600	4,600	4,600	100%
Capital Project Transfers	1,329,900	1,329,900	1,329,900	100%
Electric I&E Transfer	25,000	25,000	25,000	100%
General Fund Transfer	1,000,000	1,000,000	1,000,000	100%
All Other ²	11,000	11,000	151,403	1376%
	<u>\$ 10,659,200</u>	<u>\$ 10,662,200</u>	<u>\$ 10,418,084</u>	<u>98%</u>

¹ Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.

² Includes Bank & CC Fees.



**City of Dover Preliminary
Electric Fund Summary
Fiscal Year to Date June 2025**

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 92,487,300	\$ 92,487,300	\$ 88,428,215	96%
All Other ¹	2,454,000	5,416,400	6,890,431	127%
	<u>\$ 94,941,300</u>	<u>\$ 97,903,700</u>	<u>\$ 95,318,703</u>	<u>97%</u>

Expenditures

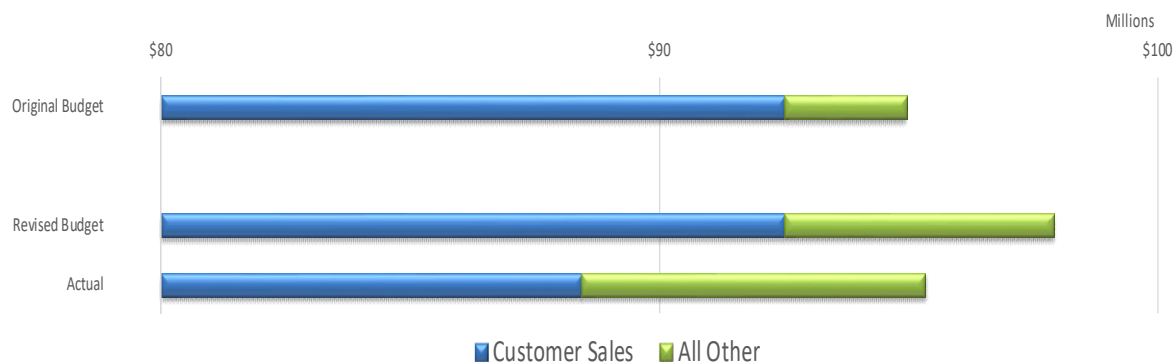
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 77,032,800	\$ 77,032,800	\$ 41,068,593	53%
Electric Operating Div. Exp.	9,868,500	9,869,100	9,501,655	96%
Interfund Services	4,371,600	4,868,200	3,935,196	81%
Debt Service	1,441,900	1,441,900	1,403,200	97%
Post Retirement Benefits	954,000	954,000	954,000	100%
General Fund Transfer	10,000,000	12,465,200	10,000,000	80%
All Other ²	2,710,400	2,710,400	2,317,255	85%
	<u>\$ 106,379,200</u>	<u>\$ 109,341,600</u>	<u>\$ 69,179,899</u>	<u>63%</u>

¹ Includes Rental Revenue, Miscellaneous Service Revenue, Interest Earnings, Investment Management Fees, New Service Fees, Sale of Assets, Trf from Uncollectible Reserves, General Service Billing, Revenue from Rate Stabilization, Penalties, Green Energy Charges, and Delay Damages.

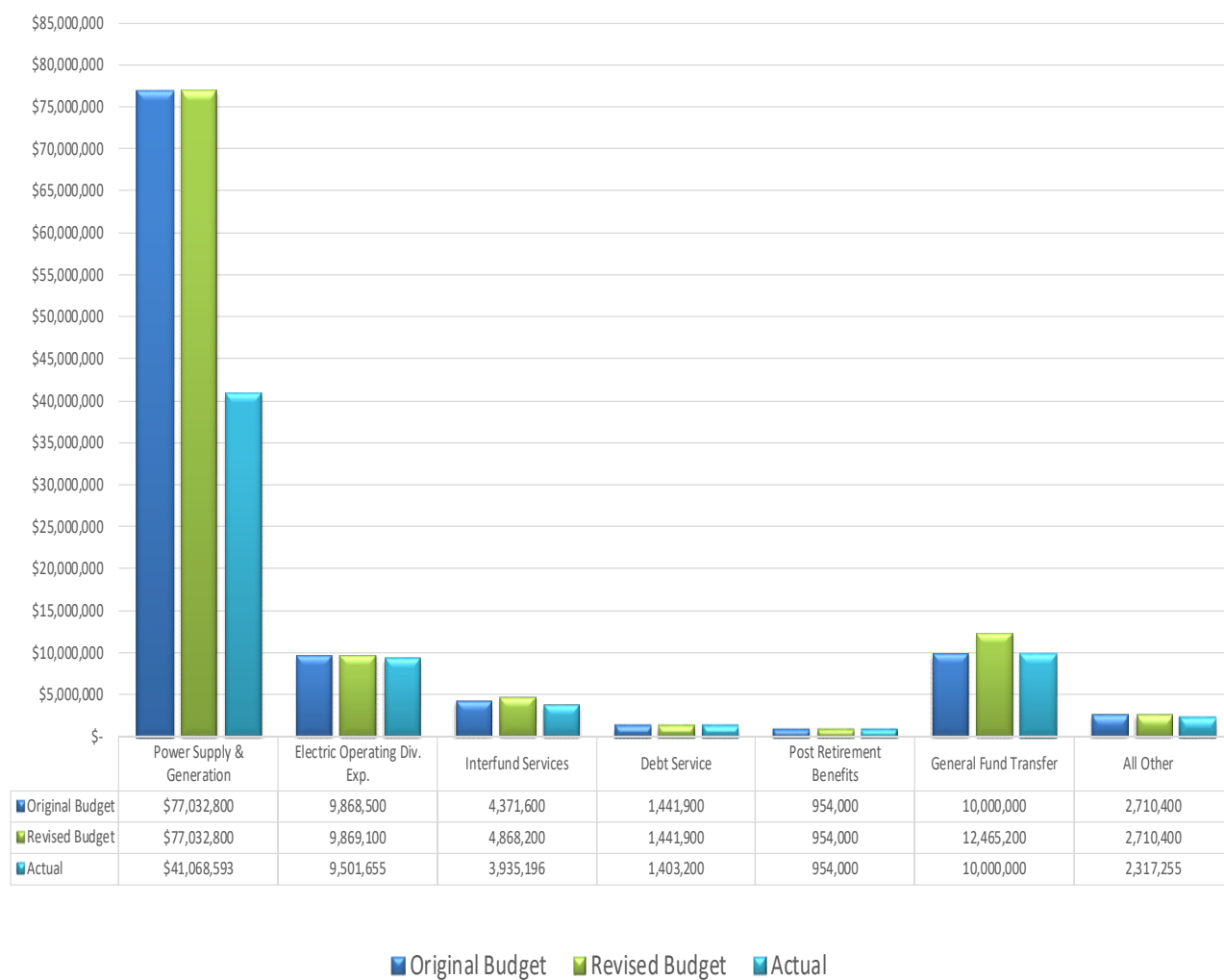
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	717,868
Sales per MWh	\$119.26	\$119.26	\$121.24
Purchased/Generated MWh	774,549	774,549	749,149
All In MWh Supply & Generation	\$99.39	\$99.39	\$54.82

Electric Fund - Revenues

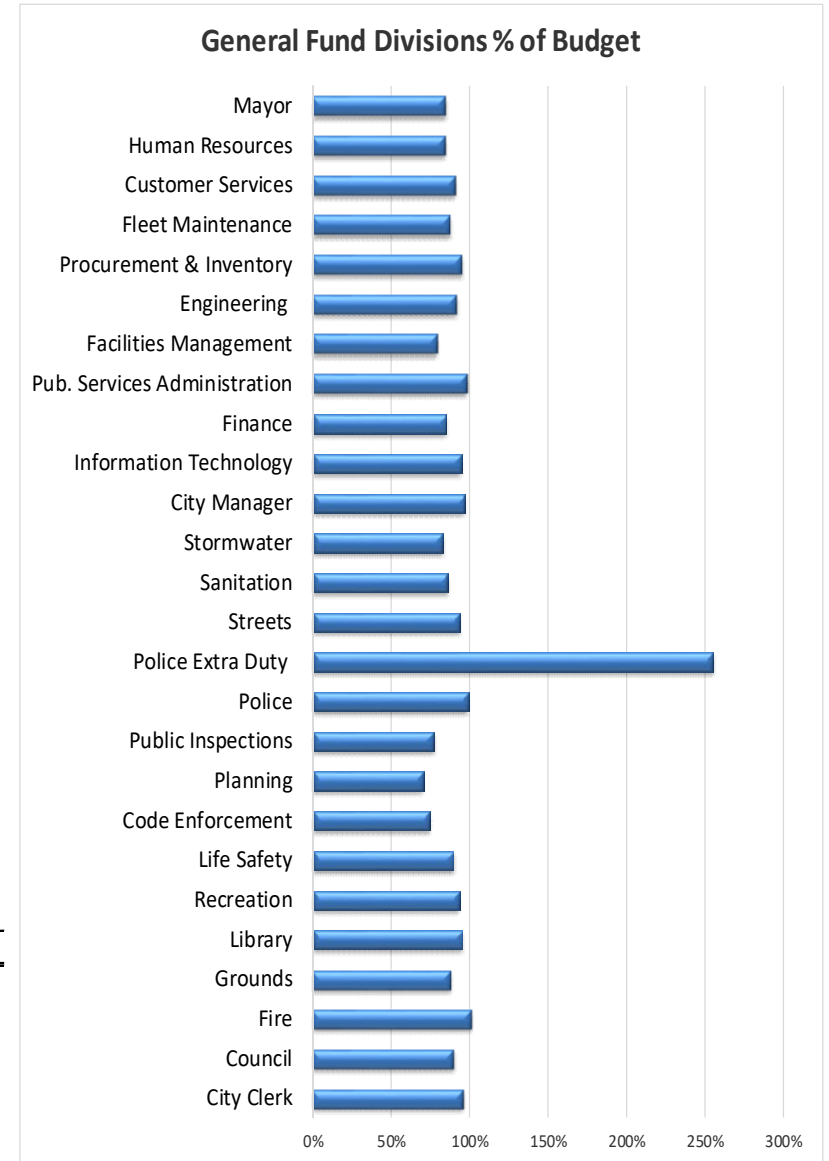


Electric Fund - Expenditures



**City of Dover Preliminary
Division Expense Summary (General Fund)
Fiscal Year to Date June 2025**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 486,800	\$ 486,800	\$ 463,322	95%
Council	266,500	266,500	237,929	89%
Fire	1,008,300	1,015,800	1,018,255	100%
Grounds	1,788,500	1,790,700	1,567,131	88%
Library	2,146,000	2,146,000	2,026,275	94%
Recreation	1,573,200	1,583,900	1,465,570	93%
Life Safety	1,222,500	1,223,200	1,090,569	89%
Code Enforcement	1,163,500	855,300	632,384	74%
Planning	898,800	898,800	624,279	69%
Public Inspections	767,400	771,600	588,640	76%
Police	23,061,100	23,064,700	22,642,365	98%
Police Extra Duty	405,000	405,000	1,030,762	255%
Streets	797,000	814,650	755,077	93%
Sanitation	3,140,600	3,142,200	2,679,138	85%
Stormwater	1,021,200	1,005,940	826,113	82%
City Manager	1,279,000	1,606,000	1,544,831	96%
Information Technology	920,500	963,800	906,381	94%
Finance	1,010,700	1,000,700	841,839	84%
Pub. Services Administration	670,700	670,910	654,451	98%
Facilities Management	886,400	886,400	698,728	79%
Engineering	292,900	293,100	267,188	91%
Procurement & Inventory	958,700	958,700	905,022	94%
Fleet Maintenance	1,081,400	1,081,400	940,614	87%
Customer Services	1,456,800	1,446,800	1,306,362	90%
Human Resources	478,000	443,100	371,352	84%
Mayor	304,600	304,600	256,316	84%
	\$ 49,086,100	\$ 49,126,600	\$ 46,340,890	94%



**City of Dover Preliminary
Utilities Expenditure Summary
Fiscal Year to Date June 2025**

Water Divison

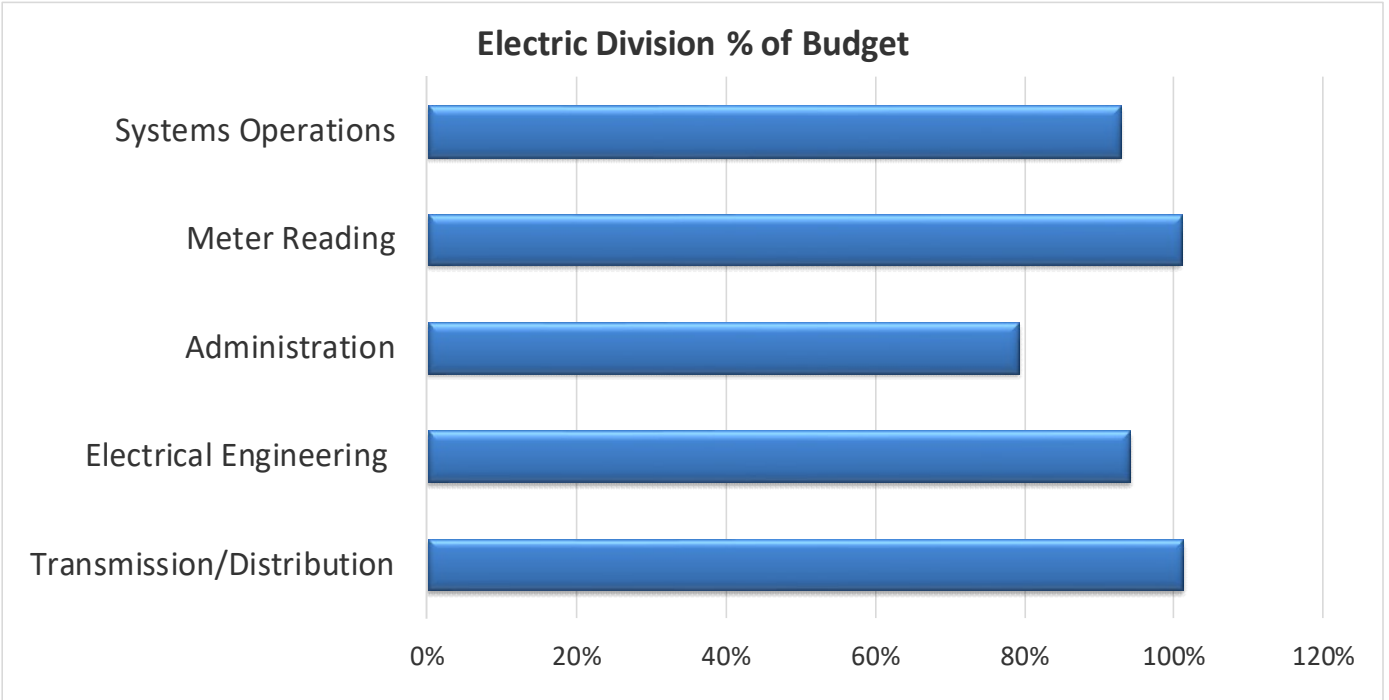
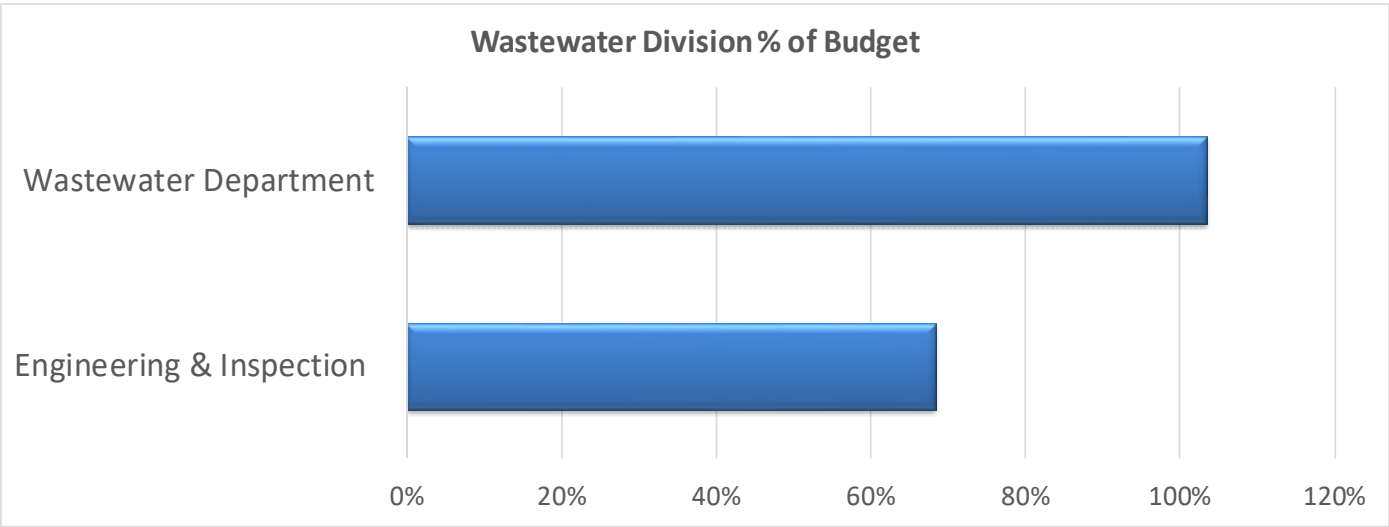
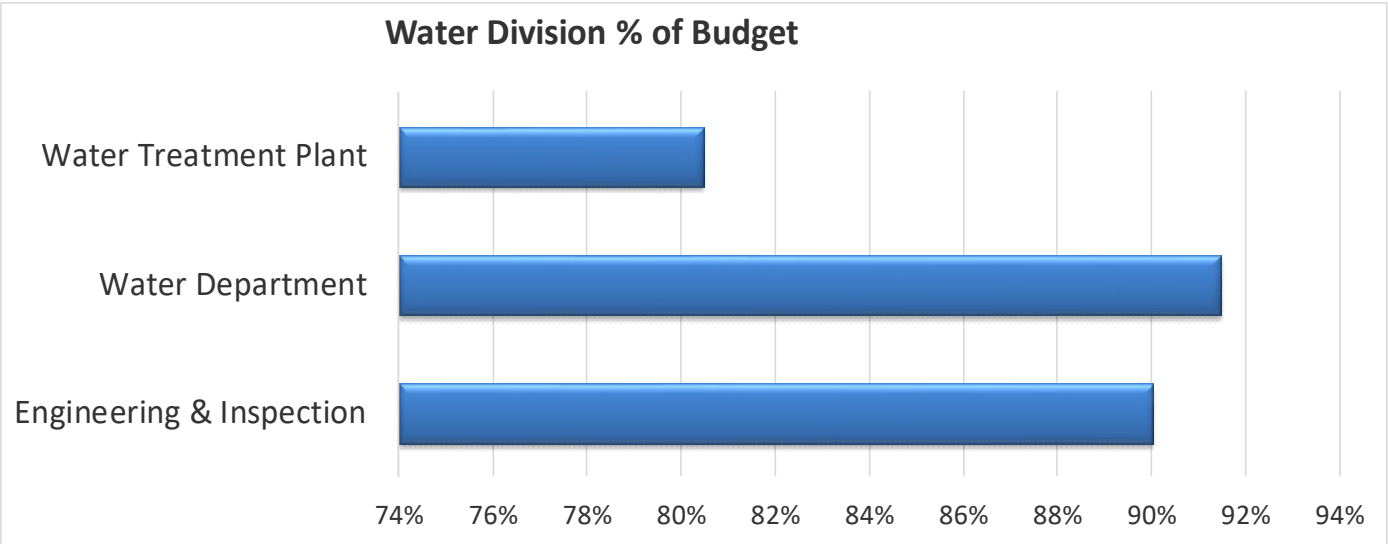
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 425,700	\$ 425,700	\$ 383,213	90%
Water Department	881,300	882,200	806,876	91%
Water Treatment Plant	3,201,500	3,204,000	2,577,693	80%
	<u>\$ 4,508,500</u>	<u>\$ 4,511,900</u>	<u>\$ 3,767,781</u>	<u>84%</u>

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 382,000	\$ 382,300	\$ 261,112	68%
Wastewater Department	1,369,000	1,396,700	1,443,338	103%
	<u>\$ 1,751,000</u>	<u>\$ 1,779,000</u>	<u>\$ 1,704,450</u>	<u>96%</u>

Electric Division

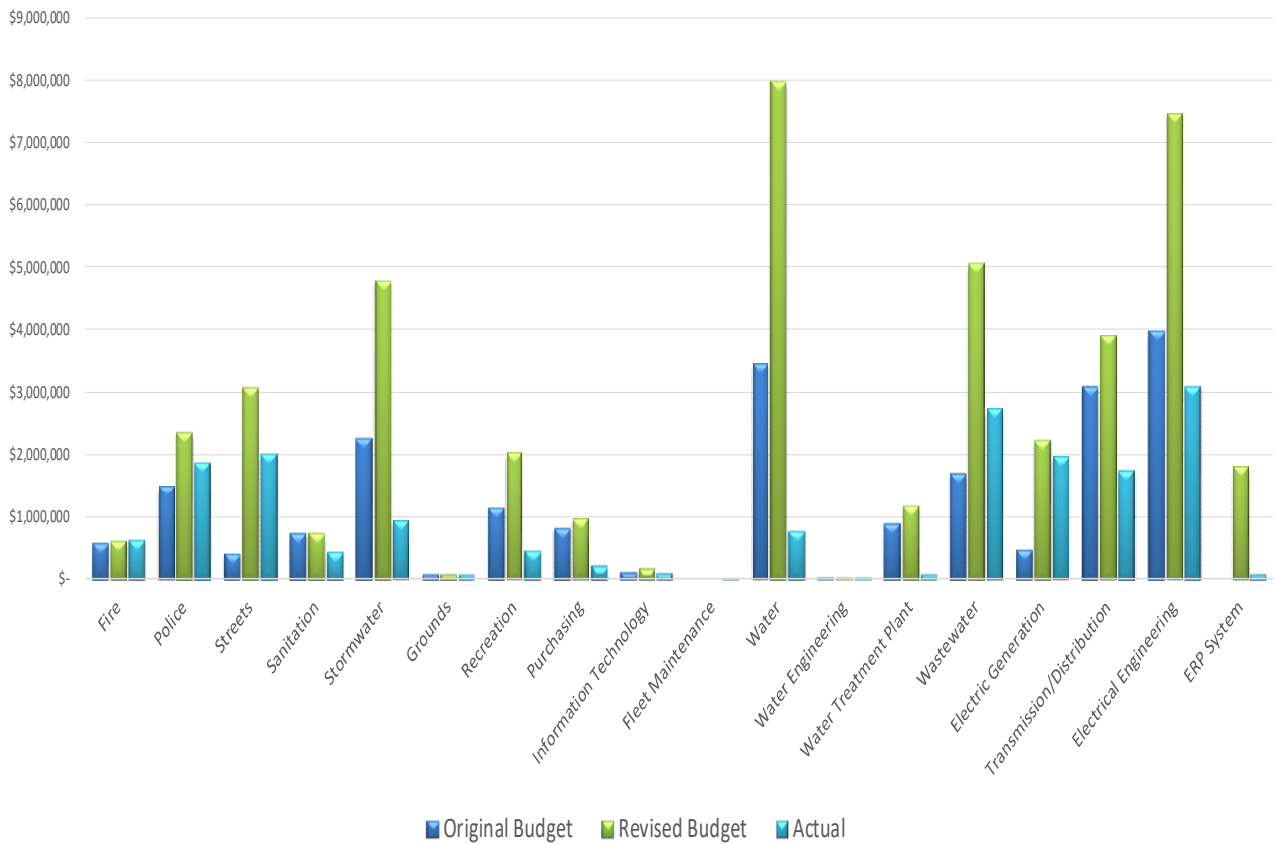
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,205,100	\$ 5,205,100	\$ 5,260,814	101%
Electrical Engineering	1,937,000	1,937,000	1,822,403	94%
Administration	1,129,100	1,129,100	893,100	79%
Meter Reading	529,800	530,400	534,874	101%
Systems Operations	1,067,500	1,067,500	990,464	93%
	<u>\$ 9,868,500</u>	<u>\$ 9,869,100</u>	<u>\$ 9,501,655</u>	<u>96%</u>



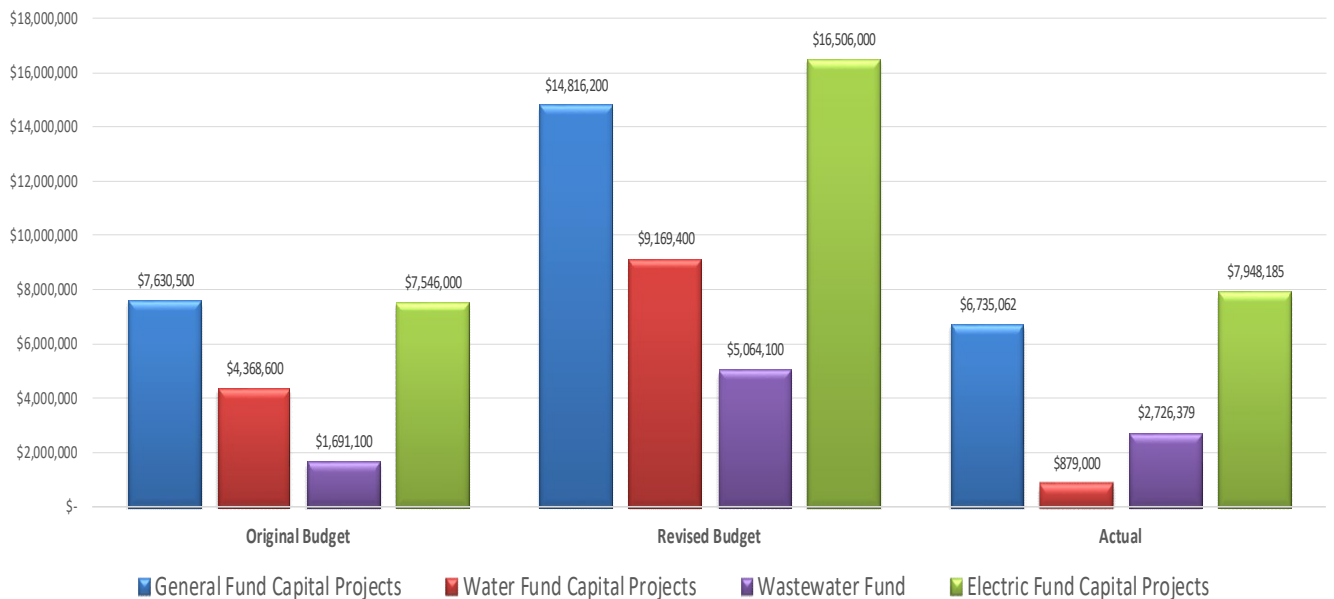
**City of Dover Preliminary
Capital Outlay Summary (All Funds)
Fiscal Year to Date June 2025**

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 566,600	\$ 614,400	\$ 624,683	102%
Police	1,488,100	2,351,600	1,863,212	79%
Streets	415,800	3,063,200	2,017,310	66%
Sanitation	739,000	739,000	437,608	59%
Stormwater	2,249,000	4,786,000	950,137	20%
Grounds	80,000	80,000	70,806	89%
Recreation	1,160,000	2,029,800	461,689	23%
Purchasing	820,000	973,000	209,702	22%
Information Technology	112,000	179,200	99,518	56%
Fleet Maintenance	-	-	398	0%
General Fund Capital Projects	\$ 7,630,500	\$ 14,816,200	\$ 6,735,062	45%
<u>Water Fund</u>				
Water	\$ 3,456,700	\$ 7,979,700	\$ 781,620	10%
Water Engineering	26,900	26,900	25,612	95%
Water Treatment Plant	885,000	1,162,800	71,767	6%
Water Fund Capital Projects	\$ 4,368,600	\$ 9,169,400	\$ 879,000	10%
<u>Wastewater Fund</u>				
Wastewater	\$ 1,691,100	\$ 5,064,100	\$ 2,726,379	54%
Wastewater Fund Capital Projects	\$ 1,691,100	\$ 5,064,100	\$ 2,726,379	54%
<u>Electric Fund</u>				
Electric Generation	\$ 470,000	\$ 2,233,000	\$ 1,962,709	88%
Transmission/Distribution	3,090,000	3,905,400	1,728,772	44%
Electrical Engineering	3,986,000	7,485,500	3,099,727	41%
ERP System	-	1,803,500	78,422	4%
Electric Administration	-	1,078,600	1,078,554	100%
Electric Fund Capital Projects	\$ 7,546,000	\$ 16,506,000	\$ 7,948,185	48%
TOTAL CAPITAL PROJECTS	\$ 21,236,200	\$ 45,555,700	\$ 18,288,626	40%

Capital Outlay - All Divisions



Capital Outlay - By Fund



DOVER FIRE DEPARTMENT



June 2025

FIRE CHIEFS REPORT

To: Mayor and City Council

From: David Carey, Fire Chief

Date: July 15, 2025

Subject: Fire Chief's Monthly Report – June 2025

Department Recognition

Congratulations

Congratulations to Assistant Chief Riale and his wife Jenna on the birth of their beautiful daughter, Scarlett Blaire Riale.

We would also like congratulate the following members who graduated the spring Delaware State Fire School Fire Academy:

Firefighter Cassie Korywchak

Firefighter Robert Martin

Firefighter Calvens Degazon

Firefighter Michael Hammon

Firefighter Consuelo Gomez

Firefighter Witaifa Harrison

We are incredibly proud of their hard work, dedication, and commitment to serving our community.

Special Recognition

Cassie Korywchak received the Leadership Award, presented to the student who demonstrated the greatest leadership skills and abilities throughout the course.

Robert Wyatt Martin was honored with the Director's Award, presented to the student who best demonstrated tenacity, spirit, and humility during the Spring 2025 Firefighter I & II course.

Personnel Activities

Event:	Hours:
• Meetings	37.74
• Training	385.5
• Duty crews	5,302.91
• Incident	3,583

Total: 9,309.15 Hours

Major Incidents – June 2025

- Assisted Camden-Wyoming Fire Company, Building fire-1093 Walnut Shade Road
- Building Fire - 135 Willis Road
- Assisted Camden-Wyoming Fire Company, Garage Fire 1692 N Taylor Avenue
- Assisted Hartly Fire Company, House Fire 1381 Lockwood Chapel Road
- Building Fire - 30 S. New Street

Motor Vehicle Accidents:

- Motor Vehicle Accident with Entrapment Bay Road at Exit 97
- Fatal Pedestrian Struck by a vehicle Route1 at Mile Marker 61
- Assisted Camden-Wyoming Fire Company, Motor Vehicle Accident with Entrapment - South Dupont Hwy and Thomas Harmon Drive
- Assisted Cheswold Fire Company, Motor Vehicle Accident with Entrapment - 6080 North Dupont Hwy

Duty Crew & Live-in Program Updates

On **June 1st**, the implantation of our stipend program went into effect for our duty crews. Our Duty Crews are members who staff the fire stations for a given amount of time based on scheduling. Our new procedures are in effect for attendance tracking and the stipend program.

Stipend Program

The **Stipend Program** has had a strong start in its first month of operation. During June, 40 firefighters participated in the program. We are currently collecting feedback, identifying areas for improvement, and making necessary adjustments. Expenditure totals for June are \$19,106.10.

Red Alert Kiosk System

Now active at both stations for tracking:

- Fire alarms
- Clock-in/out for duty crews
- (Coming soon) Training and meetings

Attendance must be logged electronically. Paper sign-ins are discontinued.

Duty Crew / Stipend Highlights

- Schedule on Chief 360
- Must be qualified (Driver, Interior FF, or Officer)
- 1 point per 3 hours
- Max 30 points/month for stipend eligibility
- Must be qualified (Driver, Interior FF, or Officer)
- 1099 form required
- **⚠ Failure to comply results in ineligibility.**

Home Responders

- Must be a member for 1 year
- Must be qualified (Driver, Interior FF, or Officer)
- Max 30 points/month for stipend eligibility
- 1099 required
- 1 Point accrue for responding to a general alarms or crew call

Fuel Reimbursement

- Available for members with <1 year of service
- Must accrue 125+ points annually

Operational Updates

Kenton Road Construction – Phase 2

Phase 2 (closure of Kenton Road SB from College Road to SR8) has been **extended through the end of June.**

City Budget Hearings

The Fire Department City Budget was approved minus our request for additional personnel

2024 SAFER Grant

We did not apply for the SAFER Grant this time around. We will evaluate the stipend program and see how staffing works out.

Hydration Donation

Recently we posted a Hydration donation on Facebook. We have received 150 cases of water and 27 cases of sports drinks, i.e. Powerade, Gatorade etc. This will assist with keeping our firefighters hydrated throughout the summer.

If you have any questions, please do not hesitate to contact me.

Respectfully submitted,

David Carey

Fire Chief

11:18 AM

Robbins Hose Company # 1, Inc.

08/04/25

Profit & Loss

Accrual Basis

June 2025

	Jun 25
Ordinary Income/Expense	
Expense	
Personnel & Office Expenses	
203 · Office Supplies	12.97
Total Personnel & Office Expen...	12.97
Repairs & Maintenance	
101 · Equipment Repairs	16,621.73
102 · Fuel	2,047.27
106 · Program Expenses	5,104.02
Total Repairs & Maintenance	23,773.02
Utilities	
402 · Electric	4,334.99
403 · Natural Gas	611.03
404 · Telephone	2,098.58
405 · Water/Sewer	250.74
Total Utilities	7,295.34
Total Expense	31,081.33
Net Ordinary Income	-31,081.33
Other Income/Expense	
Other Expense	
80000 · Ask My Accountant	3.00
Total Other Expense	3.00
Net Other Income	-3.00
Net Income	-31,084.33

Primary Action Taken Report (Summary)

Dover Fire Department

Date Range: From 06/01/2025 to 06/30/2025

Primary Action Take	Count	Pct of Incidents	Total Est Loss	Total Est Loss
00 Action taken, other				
Totals	0	0.00%	\$0	0.00%
1 Fire Control or Extinguishment				
10 Fire control or extinguishment, other	2	1.21%	\$0	0.00%
11 Extinguishment by fire service personnel	8	4.85%	\$0	0.00%
12 Salvage & overhaul	2	1.21%	\$0	0.00%
Totals	12	7.27%	\$0	0.00%
2 Search & Rescue				
20 Search & rescue, other	1	0.61%	\$0	0.00%
23 Extricate, disentangle	1	0.61%	\$0	0.00%
Totals	2	1.21%	\$0	0.00%
3 EMS & Transport				
31 Provide first aid & check for injuries	1	0.61%	\$0	0.00%
Totals	1	0.61%	\$0	0.00%
4 Hazardous Condition				
43 Hazardous materials spill control and confinement	1	0.61%	\$0	0.00%
Totals	1	0.61%	\$0	0.00%
5 Fires, Rescues & Hazardous Conditions				
51 Ventilate	3	1.82%	\$0	0.00%
52 Forcible entry	1	0.61%	\$0	0.00%
Totals	4	2.42%	\$0	0.00%
6 Systems & Services				
Totals	0	0.00%	\$0	0.00%
7 Assistance				
70 Assistance, other	7	4.24%	\$0	0.00%
73 Provide manpower	14	8.48%	\$0	0.00%
74 Provide apparatus	5	3.03%	\$0	0.00%
75 Provide equipment	3	1.82%	\$0	0.00%
76 Provide water	2	1.21%	\$0	0.00%
78 Control traffic	4	2.42%	\$0	0.00%
Totals	35	21.21%	\$0	0.00%
8 Information, Investigation & Enforcement				
80 Information, investigation & enforcement, other	32	19.39%	\$0	0.00%
82 Notify other agencies	1	0.61%	\$0	0.00%
84 Refer to proper authority	3	1.82%	\$0	0.00%
85 Enforce codes	1	0.61%	\$0	0.00%
86 Investigate	102	61.82%	\$0	0.00%
87 Investigate fire out on arrival	1	0.61%	\$0	0.00%
Totals	140	84.85%	\$0	0.00%
9 Fill-in, Standby				
93 Cancelled en route	2	1.21%	\$0	0.00%

Date: 08/03/2025

Page: 1

Primary Action Taken Report (Summary)

Dover Fire Department

Date Range: From 06/01/2025 to 06/30/2025

Primary Action Take	Count	Pct of Incidents	Total Est Loss	Total Est Loss
Totals	2	1.21%	\$0	0.00%
Totals	165		\$0	

CITY OF DOVER POLICE DEPARTMENT

Item #14.



MONTHLY REPORT JUNE 2025

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CITY OF DOVER DEPARTMENT OF POLICE

Item #14.



400 SOUTH QUEEN STREET
DOVER, DELAWARE 19904
302-736-7111



Chief of Police
THOMAS A. JOHNSON, JR.

Deputy Chief of Police
PAUL D. KUNTZI

Police Captains
RANDY R. ROBBINS
ROBERT E. ROSWELL
KEVIN A. STREADWICK

August 11, 2025

Honorable Robin Christiansen, Mayor
Members of Dover City Council
City Hall
Dover, DE 19901

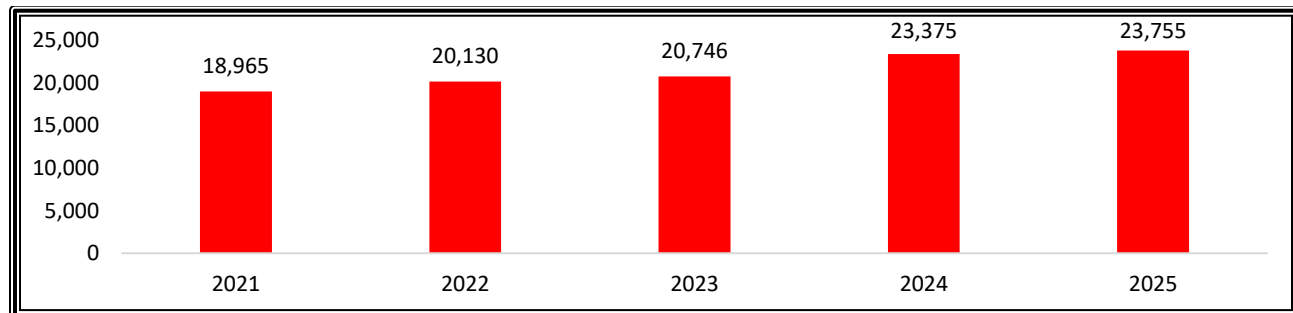
Mayor Christiansen and Council Members:

The following is the monthly report of Dover Police Department activities for June:

COMPLAINTS/EVENTS

YTD Totals compiled through June numbered 23,755.

This represents an increase of 380 from the 23,375 reported over the same period in 2024.



CRIMINAL INVESTIGATIONS

Burglary: 4 cases reported, 3 cases cleared and 2 cases was cleared from previous months.

Robbery: 0 cases reported, 0 cases cleared and 1 case was cleared from previous months.

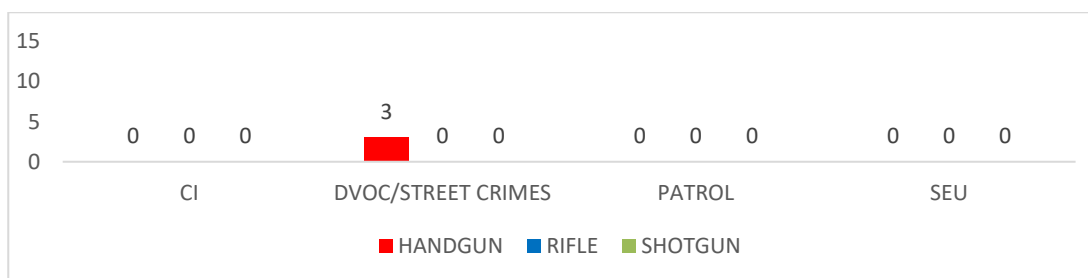
Sex Assault: 2 cases reported, 2 cases cleared and 2 cases was cleared from previous months.

Homicide: 1 case reported, 0 case cleared and 0 case cleared from previous months.

There were 5 Non-Criminal Death Investigations, 5 cases cleared and 0 1cases cleared from previous months.

DRUG, VICE, & ORGANIZED CRIME / STREET CRIMES UNIT ENFORCEMENT

Marijuana:	25,366.3 grams seized
Cocaine:	25,687.96 grams seized
Ecstasy:	7.2 doses seized
Prescription Pills:	5 doses seized
Heroin:	1,773.1 grams seized
Methamphetamine:	2,809.5 grams seized
Fentanyl:	0 grams seized
Other Rx Drugs:	0 grams/doses seized
Drug Proceeds:	\$0 seized

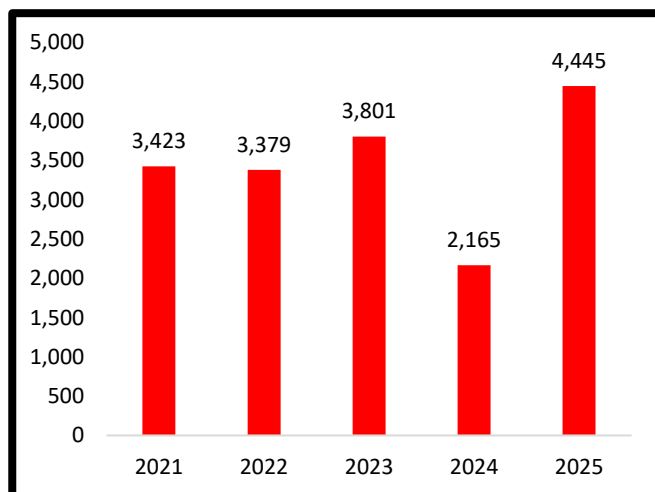
FIREARM SEIZURES/INSIDE CITY LIMITS

Firearms: 3 Handguns

TRAFFIC ENFORCEMENT

YTD Citation Totals compiled through June numbered 4,445.

This represents an increase of 2,280 from the 2,165 reported over the same period in 2024.

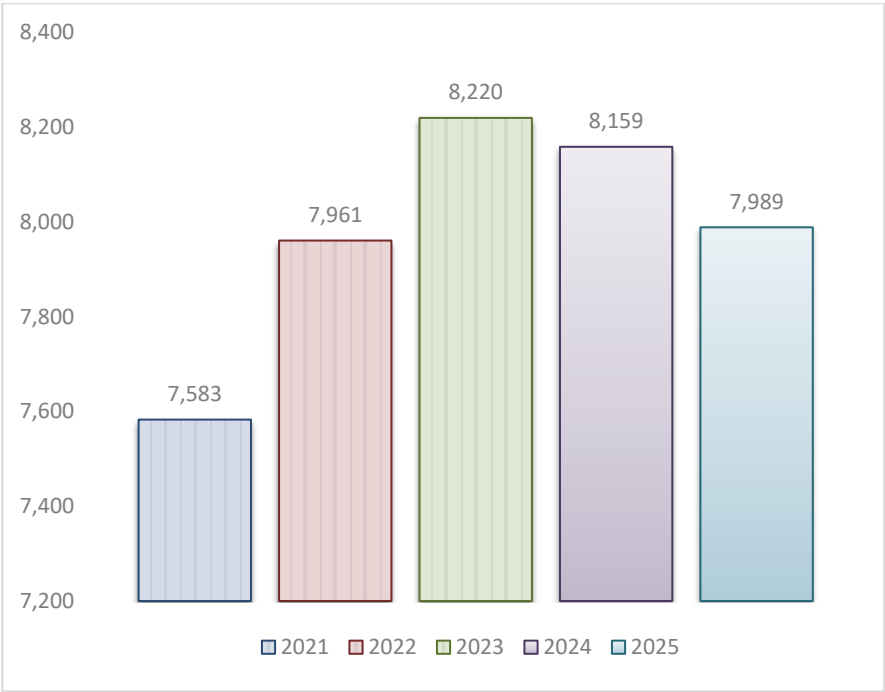


TRAFFIC CRASHES: YTD = 975

911 CENTER ACTIVITY

Total compiled during June numbered 7.989 calls.

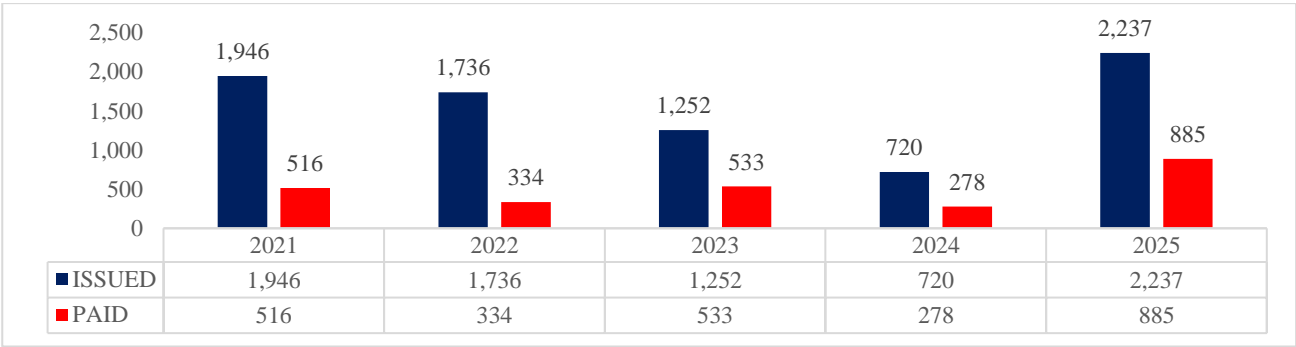
This represents a decrease of 170 from the 8,159 reported during the same period in 2024.



CITY ORDINANCE SUMMONS

YTD Totals compiled through June numbered 2,237.

This represents an increase of 1,517 from the 720 reported over the same period in 2024.



COMMUNITY POLICING

This proactive unit takes the lead on community engagement and supporting our community organizations. They have administrative responsibilities and also support other departmental units, such as patrol, during times of high work volumes or special operations with enforcement activities. In addition to those duties, the unit accomplished the following in June:

- **Assisted Patrol** Units during major incidents, high 911 call volume and/or low staffing
- Delivered **proactive patrols** related to **Open Containers & Aggressive Panhandling**
- **PAL**- Preparations for the upcoming **Youth Academy** at the Academy of Dover school
- Conducted **Domestic Violence, TacMed & CPR training** for the **Police Academy**
- Addressed Prostitution concerns related to the space behind **Armiger's** on DuPont Hwy.
- Addressed a **Juvenile issue** in **Capital Green** – Orbeez Guns
- Completed follow up investigation and made final arrests from a **Bacon Avenue** brawl
- Assisted **Hartley Elementary** with their **Water Day** event
- Attended meeting w/representatives of the **Dover East Community** – recent violence
- Continued to deliver **LifeVac training** for the entire Department
- Addressed a **Parking concern** in the 100 block of **Madison Court**
- Liaison with the **Clearview Meadows Neighborhood Watch** organization
- Assisted **Motor Unit** with a Funeral Escort
- Contacted **DENREC PD** with regard to **Rose Cottage** trespassing
- CPU continued to obtain **authorization to enforce** trespassing - Ex: Torbert FH
- Planning work for a potential **Community Outreach Walk** event similar to Wilm. P.D.
- Addressed a **juvenile trespassing** complaint on the **Woodmill property**
- Participated in the **Fire and Ice** planning process with DDP
- Participated in the **Comic Con** event
- Participated in the **Pride Festival**
- Supported **Dover High School Graduation** planning and staffing
- Addressed an ongoing homeless complaint at **124 S. State Street** – 2 arrested
- Contact with **Towne Point & Clearfield** property managers about ongoing **issues**
- Assisted with the **Youth Fishing Derby [K-9 Roy]**
- Followed up on **harassment complaint** from a home on **Chatham Court**
- Participated in **Torch Run** planning and activities for Special Olympics
- Addressed a **trespassing issue** in the **Legislative Mall** area
- K-9 Roy participated in **Reily Brown & Lake Forest North Elementary** career days
- Participated in **Juneteenth parade** as well as a **CWLL** event
- Supported a **NeighborGood Partners/Habitat Rock the Block** event
- Continued planning for a **Trunk or Treat** event in October
- Unit Officers attended their required special unit training: **CNT, Bicycle Instructor,**
- Assessed and referred a **drug complaint** related to **Kings Cliff** Mobile Home Park
- Met with management – **Whatcoat & Brandywine Court Apts.** about ongoing issues
- Met w/ neighbors on the 200 block of **Charring Cross** to resolve an ongoing dispute
- Several meetings with the **Delaware DOJ** in relation to a **fatal accident investigation**
- Supported the **African American Festival**
- Supported the prosecution of several **JP Court 7** cases
- The **Behavioral Health Unit (BHU)** responded to **36 notable Calls for Service (CFS)**. Of those 36 CFS the following occurred:
 - **5** involved **transports** to Medical Facilities, Dept. of Corrections, Division of Family Services, Private Residences & the Dover Police Department.

- **13** involved **Mental Health** contacts and **6** involved **Substance Abuse** contacts, while **5** CFS involved a **combination of both**.
- **29** involved **other circumstances** and/or CFS types.
- **26 total field contacts** involving Mental Health, Substance Abuse, and/or Other Circumstances across the 36 CFS.
- It should be noted that PFC Shepherd responded to approximately 7 non-behavioral health related CFS while working Extra-Duty assignments
- It should also be noted that the Clinician remained on light duty for the majority of the month.
- **BHU Meetings/Community Engagement/Projects**
 - Most Notable: PFC Shepherd and Clinician Heath attended the International Co-Responder Alliance Conference in Atlanta, GA from June 1-5, 2025. The conference goal is to unite, promote, strengthen, and expand multi-disciplinary co-responder programs, while improving outcomes for first responders, behavioral health professionals, and individuals affected by behavioral health issues. BHU brought home several innovative ideas and approaches that can be implemented throughout the City, County, and State with proper support.
 - PFC Shepherd assisted with and/or executed 4 Lethal Violence Protective Order Cases that resulted in the seizure of numerous firearms and ammunition from respondents that were determined to be an imminent danger to themselves or others. Two of these cases involved additional felony charges for the individuals resulting in commitments to Sussex Correctional Institution, and all 4 were involuntarily referred to psychiatric treatment by Officers
 - PFC Shepherd and Clinician Heath were instructors at the Dover Police Academy on June 9, 2025 for the Mental Illness and Disabilities portion of the class.
 - PFC Shepherd assisted with instructing the Tactical Medical class at the Dover Police Academy from June 16-19, 2025 and June 23-26, 2025.
 - PFC Shepherd assisted Evidence Technicians with returning previously seized firearms and ammunition related to mental health relinquishments both in and out of state.
 - Assisted Patrol, the Criminal Investigation Division, and School Resource Officers with Behavioral Health complaints and Lethal Violence Protection Orders.

Members of the CPU attend numerous meetings with community associations and organizations as a part of our ongoing liaison relationships.

PROGRAMS AND INITIATIVES

- ✚ The Department resumed a full slate of Community Policing Unit activities as illustrated above. Planning continues for events related to PAL summer programs and late summer / early fall Community Policing events to include the Youth Academy, National Night Out, and the return of the popular Trunk or Treat event in the zone of Leg Mall.
- ✚ The Department was excited to welcome Officer Shamar Ince to the Dover PD family in June. He was sworn in as our newest patrol officer on June 27th by Mayor Christiansen with his own family by his side. Officer Ince recently relocated to central Delaware and has experience with the Polk County, FL Sheriff's Office where he served as a Detective. His transitional training hours are complete and he now enters the Field Training program. He should be clear for independent duty by September.



✚ The Department also welcomed Christen Sanchez as our latest Communications Operator. Christen is a former call center supervisor who worked in the financial sector. She also worked for a legal firm before coming to Dover 911. Her onboarding occurred over the month of June and her month's log orientation and training to the Emergency Communications Center begins in July. She should be fully functional by 2026.

Please visit our website at www.doverpolice.org for up to date information on crimes and activities in the City of Dover.

Respectfully Submitted,

Thomas A. Johnson, Jr.
Chief of Police



MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2025-08

A RESOLUTION AUTHORIZING SIGNATURES FOR BANKING SERVICES ON BEHALF OF THE CITY OF DOVER, DELAWARE.

WHEREAS, the City of Dover's investment policy includes the investment of funds up to \$100,000 per banking institution, investments in the State of Delaware Investment Pool, and the purchase and sale of investment grade corporate bonds, and U.S. Treasury and agency securities; and

WHEREAS, the banking institutions, brokerage firms, trust companies, and other various financial institutions require an Authorizing Resolution for the opening of accounts, and for purchasing, selling, transferring, assigning, and handling securities;

WHEREAS, by the Mayor and Council of the City of Dover, that the Controller/Treasurer and Assistant Treasurers are hereby authorized to open accounts with banking institutions and purchase, sell, transfer, assign, and handle securities, and that they are authorized to sign all related forms;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Dover, that the Controller/Treasurer and Assistant Treasurers are hereby authorized to open accounts with banking institutions and purchase, sell, transfer, assign, and handle securities and that they are authorized to sign all related forms;

BE IT FURTHER RESOLVED that the transactions in these accounts be carried out with any one signature; and

That the following are the office holders authorized for these purposes, until further notice:

Patricia M. Marney	Controller/Treasurer
Tammy Kelleides	Assistant Controller/Treasurer
Robin Dickerson	Assistant Treasurer
Andria L. Bennett	Assistant Treasurer
Arielle M. Rivera	Assistant Treasurer

ADOPTED:

ROBIN R. CHRISTIANSEN
MAYOR

FRED A. NEIL
COUNCIL PRESIDENT

Actions History

08/11/2025 - Introduction - City Council

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2025-09

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF DOVER IN THE SALE OF THREE LOTS AT GARRISON OAK BUSINESS AND TECHNOLOGY PARK

WHEREAS, the City of Dover acquired and developed the Garrison Oak Business and Technology Park for the express purpose of offering lots for sale to promote business and industrial development;

WHEREAS, the City Council previously authorized the City Manager in conjunction with its broker(s) to develop such Agreements of Sale as are necessary for this purpose, and to represent the City in the settlement thereof; and

WHEREAS, the City has an Agreement for Sale for three lots at 500 Garrison Oak Drive (Lot 6), 550 Garrison Oak Drive (Lot 5), and 600 Garrison Oak Drive (Lot 4), Dover, DE 19901; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Dover confirms and authorizes the City Manager to act on behalf of the City and sign all documents required for sale and settlement on such properties.

ADOPTED:

ROBIN R. CHRISTIANSEN
MAYOR

FRED A. NEIL
COUNCIL PRESIDENT

Actions History
08/11/2025 - Introduction - City Council

PROPOSED ORDINANCE #2025-13

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

That Chapter 2 – Administration, Article IV – Officers and Employees, Division 1. – Generally, Section 2-201 - Compensation and expenses for mayor, council, and other elected or appointed officials be amended by inserting the text indicated in bold blue as follows:

Sec. 2-201. - Compensation and expenses for mayor, council, and other elected or appointed officials.

(a) Fees established. In accordance with section 12 of the Charter, authorizing the council to establish compensation and expenses for the mayor, council members, and other elected or appointed officials, the following fees are hereby established:

(1) Mayor. The mayor shall receive an annual salary of \$52,000.00 (FY 2023). In addition, the mayor shall receive an expense allotment of up to \$5,000.00, to be included in the city's annual budget for miscellaneous expenses, to be reimbursed upon submission of receipts or proper documentation. Expenses in excess of this amount shall only be permitted by council approval. The mayor shall be entitled to all benefits customary to an employee of the city, except pension benefits, and sick and vacation leave.

2) Council members generally. Each council member shall receive an annual salary of 18,000.00 (FY 2023). The council president shall receive an annual salary of \$23,000.00 (FY 2023). Council members shall receive reimbursement for actual and necessary expenses incurred when on official business as prescribed by ordinance or policy.

(3) Board of assessment appeals. Each appointed member of the board sitting to hear appeals from the municipal assessment shall receive \$75.00 per diem reimbursement for expenses for the preparation and attendance at each meeting of the board of assessment appeals.

(4) Nonemployee election officers. Each person, not a city employee, appointed to serve as an election judge for any municipal election shall receive an amount set by city council for per diem reimbursement for each election attended. Each person chosen to serve as a clerical assistant for any municipal election shall receive an amount set by city council for per diem reimbursement for each election attended.

(5) Employee election officers. Employees of the city appointed to serve as election judges or officials for any municipal election shall receive an amount set by city council for per diem reimbursement for expenses for each municipal election attended in addition to their regular salary.

(6) Appointee to council committee. Each appointed member to any city council

committee, not serving an elected term to any city office, shall receive \$75.00 for preparation and attendance at each committee meeting to which the member is appointed.

(7) Employee on council committee. Any city employee appointed to a council committee shall receive \$25.00 for reimbursement for expenses per diem for each meeting attended, which is held after 5:00 p.m. on a scheduled workday or at any time on a weekend or city-approved holiday.

(8) Planning commission. Each appointed member of the planning commission shall receive \$100.00 per diem reimbursement for expenses to be paid monthly for preparation and attendance at each meeting of the planning commission.

(9) Board of adjustment. Each appointed member of the board of adjustment shall receive \$75.00 per diem reimbursement for expenses to be paid monthly for preparation and attendance at each meeting of the board of adjustment.

(10) Construction and property maintenance code board of appeals. Each appointed member of the construction and property maintenance code board of appeals shall receive \$75.00 per diem reimbursement for preparation and attendance at each meeting of the construction and property maintenance code board of appeals.

(11) Code Board of Appeals. Each appointed member of the code board of appeals shall receive \$75.00 per diem reimbursement for preparation and attendance at each meeting of the code board of appeals.

ADOPTED: *

SYNOPSIS

This ordinance adds reimbursement in the amount of \$75 to members of the code board of appeals as reimbursement for preparation and attendance at each meeting.

(SPONSORS:)

Actions History

08/11/2025 – Scheduled for First Reading – City Council

07/29/2025 - Introduction - Council Committee of the Whole/Legislative, Finance, and Administration Committee