



**CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Monday, September 08, 2025 at 6:30 PM**

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

AGENDA

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/jvsox9>

Event number: 2538 764 4136

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 - Council President Neil

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.

PROCLAMATIONS

- 1. Adult Education and Family Literacy Week**
- 2. Recovery Month 2025 - Delaware Goes Purple**

PRESENTATIONS

- 3. Lemonade Day Presentation**

CONSENT AGENDA**ADOPTION OF MINUTES**

- 4. Regular City Council Meeting of August 11, 2025**

COMMITTEE REPORTS

- 5. Council Committee of the Whole Report of August 12, 2025**

COUNCIL REPORTS - JULY 2025

- 6. First District**
- 7. Second District**
- 8. Third District**
- 9. Fourth District**
- 10. At-Large**
- 11. Council President Neil**

Parks, Recreation, and Community Enhancement

- 12. Parks and Recreation Capital Project Reallocation of Funds (Roger Ridgeway, Director of Parks and Recreation)**

(Committee Recommendation: To authorize the City Manager to perform the necessary budget amendments, based upon carry forward project balances, to complete the Dover Park Building Improvement project construction, the Dover Park Splash Pad project construction, and the Dover Park ADA Accessible Playground project design and construction, based upon funding from the Schutte Park Skate Park project, as well as authorize the City Manager to proceed with associated change orders)

Utility Committee

- 13. 2025 Electric Service Handbook Revisions (Paul Waddell, Electric Director, Andrea Griffin, Customer Service Director, and Allison Haines, Customer Service Supervisor)**

(Committee Recommendation: Approval of the presented revisions to the Electric Service Handbook)

Legislative, Finance, and Administration Committee

14. Investment Presentation (Councilwoman Hall, and James Elias, Financial Advisor, Edward Jones Investments)

(Committee Action Not Required)

15. Discussion of Delaware House Bill 62 - Termination of Utility Services and Customer Service Policies (Andrea Griffin, Customer Service Director, and Allison Haines, Customer Service Supervisor)

(Committee Recommendation: Effectively implement and communicate to the community with the understanding that it is a state-enforced mandate.)

16. Discussion - Fiscal Year 2025 Audit Program (Patricia Marney, Controller/Treasurer)

(Committee Recommendation: Acceptance of the Audit Program)

MONTHLY REPORTS - July 2025

17. City Council's Community Enhancement Fund Report

18. City Manager's Report

19. Controller/Treasurer's Budget Report

20. Fire Chief's Report

21. Police Chief's Report

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN

22. Board of Adjustment - Three-Year Term to Expire July 2028

A. Carylin Brinkley

ITEMS NOT ON THE CONSENT AGENDA

23. Purchase of Vehicle - Water Service Person (Jason Lyon, Director of Water & Wastewater/Engineering Services)

Staff Recommendation: Allow staff to purchase a truck for the new Water Service Person from Hertrich Fleet Services, Inc., which is through the approved cooperative purchasing contract in the amount of \$73,947.00.

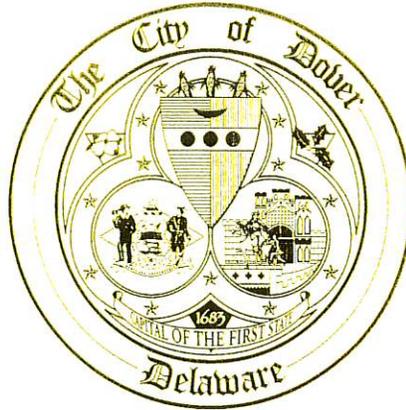
ORDINANCES

FINAL READING - The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of **AUGUST 11, 2025**. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.com under "Government."

- 24. 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



PROCLAMATION

WHEREAS, Adult education builds skills, engages families, breaks intergenerational poverty, fills jobs and prepares adult learners for the changing economy; and

WHEREAS, Delaware Adult Education serves over 5,300 individuals annually statewide with James H. Groves Adult High School, Adult Basic Education, GED® Preparation, English for Speakers of Other Languages and Family Literacy programs; and

WHEREAS, Delaware Family Literacy programs serve more than 100 families statewide, building on their strengths and addressing the needs of parents/primary caregivers and their children; and

WHEREAS, Family literacy programs assist adults who are parents/caregivers in obtaining the education and skills needed to become leaders within their family and partners in their child's educational development; and

WHEREAS, Adult education prepares and positions adult learners to engage in postsecondary education and training certification programs, apprenticeships, military training and college; and

WHEREAS, Adult postsecondary programs at Polytech, Sussex Tech and NCCVT provide a direct linkage to industry recognized credentialing and State Registered Apprenticeship programs for English language learners, GED® recipients and Groves graduates served in adult education programs statewide; and

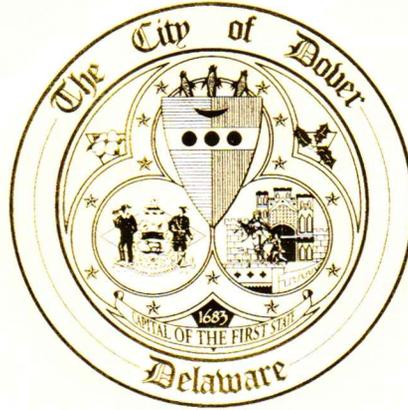
WHEREAS, the credentialing and State Registered Apprenticeship programs offered through the statewide Adult Education network provide access to jobs that might otherwise be unavailable for adult learners. Students who learn more earn more.

NOW, THEREFORE I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim the week of September 14 through 20, 2025 as

ADULT EDUCATION AND FAMILY LITERACY WEEK

in the City of Dover and I encourage all citizens to support Polytech Adult Education for all their literacy efforts in our community.


 ROBIN R. CHRISTIANSEN
 MAYOR



PROCLAMATION

WHEREAS, mental and substance use disorders affect all communities nationwide, but with commitment and support, people with these disorders can achieve healthy lifestyles and lead rewarding lives in recovery. By seeking help, people who experience mental and substance use disorders can embark on a new path toward improved health and overall wellness; and

WHEREAS, the impact of mental and substance use disorders is apparent in our local community. According to The Delaware's Division of Forensic Science (DFS), there were 338 fatal drug overdoses, a roughly 36% decrease in 2024 compared to 2023. Despite the decrease, progress still needs to be made through increased awareness and prevention initiatives; and

WHEREAS, through Recovery Month, people become more aware and able to recognize the signs of mental and substance use disorders, which can lead more people into needed treatment. Managing the effects of these conditions can help people achieve healthy lifestyles, both physically and emotionally; and

WHEREAS, the Recovery Month observance continues to improve the lives of those affected by mental and substance use disorders by raising awareness of these diseases and educating communities about the prevention, treatment, and recovery resources that are available. Local resources include the State of Delaware's Help is Here program and Delaware's Division of Substance Abuse and Mental Health.

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim September 2025 as

RECOVERY MONTH

in the City of Dover and call upon our community to observe this month with compelling programs and events that support this year's Recovery Month theme "Every Person. Every Family. Every Community" and take a stand against substance abuse by participating in Delaware Goes Purple.

**ROBIN R. CHRISTIANSEN
MAYOR**



Lemonade Day!®

PREPARING **YOUTH FOR LIFE**

An experiential learning journey where kids learn how to start a business, manage money, and build critical life skills.



THE PROGRAM

Kids [grades K-8] are introduced to entrepreneurship through the real-world experience of starting their own business - a lemonade stand - the quintessential first business for budding entrepreneurs! Our mission is to help prepare youth for life through a free, fun, proactive and experiential program infused with life skills, character education, financial literacy, and entrepreneurship. With the help of a mentor, kids gain the foundational business and life skills to prepare them for a lifetime of success.

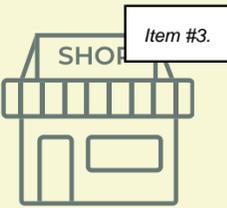
Our Program has Four Phases...



***The average experience consists of: 4 - 1hr sessions + workshops and contests + a Lemonade Day where kids set up their businesses and sell!**

A city-wide Lemonade Day Event is held annually* to celebrate all participants and community stakeholders.

YOUTH WILL



START THEIR OWN BUSINESS



MAKE THEIR OWN MONEY



SAVE THEIR YOUR FUTURE



SUPPORT THEIR COMMUNITY



BE INDEPENDENT



BE THEIR OWN BOSS!



BE CREAT

OUR THREE PRONGED APPROACH

Curriculum includes participants repaying loans, reporting results, and continuing to run their business with confidence for years to come.



SAVE

Teaching them how to earn their own money and successfully open a bank account to save some for later



SHARE

Exposing them to philanthropy where kids share some of their profits with a cause they care about



SPEND

Encouraging them to spend some on themselves for all their hard work



THIS METHOD...

- Inspires kids to **work hard** and **make a profit**.
- Builds **foundational skills** and **improves self-esteem**.
- **Cultivates** a new generation of **entrepreneurs and future business and civic leaders**.
- Inspires **solution-oriented thinking** through experiential learning.
- Plants the seed of innovation to **create new mindsets**.
- Prepares youth to transition to whatever comes next in life.
- Ensures a lifetime **free of financial burdens**.
- Imparts knowledge to apply lessons learned and **explore** other career pathways that **propel them to success**.
- Provides a **fun and impactful experience** for the whole family.

PROGRAM BENEFITS

EDUCATIONAL BENEFITS

-  FINANCIAL LITERACY
-  ECONOMICS
-  SOCIAL STUDIES
-  MATH
-  READING
-  WRITING
-  ART/CREATIVITY
-  CRITICAL THINKING
-  PROBLEM SOLVING

SKILLS FOR LIFE

-  TECHNOLOGY
-  CONFIDENCE/SELF-ESTEEM
-  PUBLIC SPEAKING
-  BUSINESS SKILLS
-  GOAL SETTING
-  RESPONSIBILITY
-  TEAMWORK
-  ENTREPRENEURIAL MINDSET
-  CUSTOMER SERVICE
-  HARD WORK/ MOTIVATION

40 DEVELOPMENTAL ASSETS

INTERNAL ASSETS

-  COMMITMENT TO LEARNING
-  SOCIAL COMPETENCIES
-  POSITIVE VALUES
-  POSITIVE IDENTITY

EXTERNAL ASSETS

-  SUPPORT
-  BOUNDARIES/ EXPECTATIONS
-  EMPOWERMENT
-  CONSTRUCTIVE USE OF TIME

EXTERNAL EFFECTS

-  SOCIAL IMPACT, PHILANTHROPY, COMMUNITY CHANGE
-  SAVING FOR THE FUTURE
-  MULTI-GENERATIONAL IMPACT/EFFECTS & INVOLVEMENT FOR THE ENTIRE FAMILY UNIT
-  CAREER PLANNING/ PREPERATION/ LEARNING
-  ECONOMIC GROWTH
-  COMMUNITY HEALTH/ CHANGE

PROGRAMATIC OUTCOMES

- INSPIRES KIDS TO WORK HARD AND MAKE A PROFIT.
- ENSURES A LIFETIME FREE OF FINANCIAL BURDENS.
- PLANTS THE SEED OF INNOVATION TO CREATE NEW MINDSETS.
- BUILDS FOUNDATIONAL SKILLS AND IMPROVES SELF-ESTEEM.
- INSPIRES SOLUTION-ORIENTED THINKING THROUGH EXPERIENTIAL LEARNING.
- PREPARES YOUTH TO TRANSITION TO WHATEVER COMES NEXT IN LIFE.
- CULTIVATES A NEW GENERATION OF ENTREPRENEURS AND FUTURE. BUSINESS AND CIVIC LEADERS.
- IMPARTS KNOWLEDGE TO APPLY LESSONS LEARNED AND EXPLORE OTHER CAREER PATHWAYS THAT PROPEL THEM TO SUCCESS.

Who makes up A CITY-WIDE PROGRAM?



2024 RESULTS...

59,470
kids served!



Item #3.

\$322
Avg. Revenue



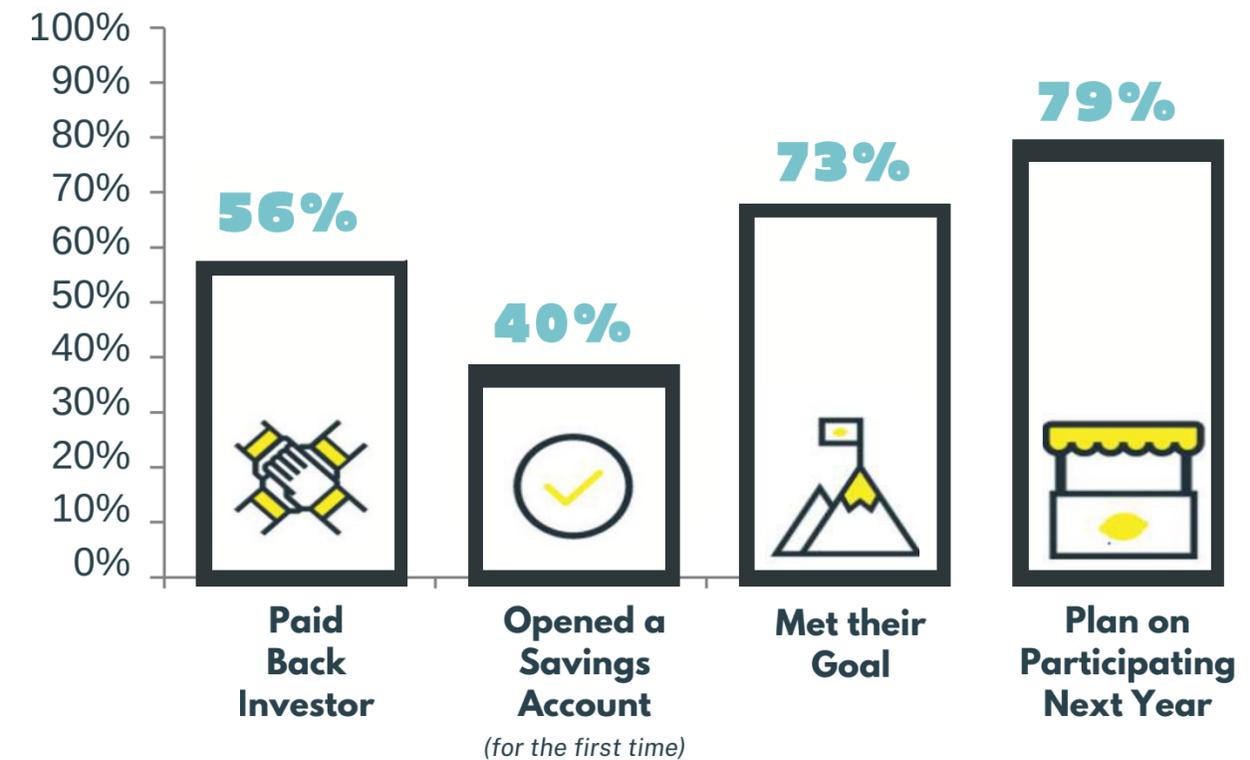
\$79
Avg. Amount Shared



- 85%**
- SELF ESTEEM
 - RESPONSIBILITY
 - COMMUNICATION
 - PROBLEM SOLVING
 - SENSE OF PURPOSE

87%
improvement
MATH ↔ real world.

MENTORS SAY
86% of kids
have better communication skills after Lemonade Day.



[SINCE 2006]

\$96 MILLION
IN SAVINGS

650,000+
LOCAL CHARITIES
SUPPORTED

600,000+
NEW SAVINGS
ACCOUNTS
OPENED

Compared to the Gallup student poll...

Lemonade Day youth
run their own business
at a rate that is
3x the average
U.S. students in
grades 5-12.



Welcome to Helena Rose's Lemonade Stand, a delightful annual tradition that goes beyond just serving refreshing drinks. Helena Rose is not only an enterprising young entrepreneur but also a compassionate community advocate. Each year, she dedicates a portion of her proceeds to charitable causes, highlighting her commitment to giving back. Her efforts support Friends Feeding Families, Inc., a nonprofit organization focused on alleviating hunger in the community, as well as Towne Point Elementary School, where she invests in educational resources and opportunities for students. Through her lemonade stand, Helena Rose inspires others with her generous spirit and demonstrates the impact of combining business acumen with a heart for service.



REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on August 11, 2025, at 7:11 p.m. with Council President Neil presiding. Council members present were Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Ms. Arndt, Mr. Rocha, Dr. Sudler (via WebEx), and Mr. Lewis.

Staff members present were Deputy Chief Kuntzi, Mr. Hugg, Ms. Marney, Ms. Melson-Williams, and Ms. Bennett. Mayor Christiansen was also present. Police Chief Johnson and Fire Chief Carey were 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.

Rob Vanella, Wilmington resident and facilitator for Neighbors Organized for Credibility and Accountability in Policing Delaware (NOCAP), stated that they had co-sponsored an event last week at the Dover Library on police reform in Delaware. He noted that the police gave a statement to WBOC afterward, and he had some comments about it.

Ms. Tanya Whittle, Wilmington resident, read the following statement:

According to Dover PD, Neighbors Organized for Credibility and Accountability in Policing Delaware (NOCAP) has come to Dover with the intention of disparaging the police department to achieve political goals. They have brought a biased and unprofessional initiative that can only have one outcome. Should a member of our community have a complaint about policing, there is a legitimate process that enjoys widespread support from both the community and the policing profession.

Mr. Vanella stated that the comment made by the police was unprofessional and that he believed the accusation was untrue. He added that they plan to build a community coalition in the city to demand a voice in how the community is policed. He stated that while council has a voice, the problem was that only council has had one, which he described as a small “d” democracy. He emphasized that their political agenda was to change that by working to amend laws and rules.

William Faust, Jr., expressed frustration over Councilwoman Arndt’s email response to his letter in the Bay to Bay Newspaper, noting he found it ironic and suggested possible political influence in the removal of his article. He emphasized that he was advocating for residents affected by budget constraints, not seeking personal glory. He also addressed factual issues, such as a 10% utility rate increase. He noted that Ms. Arndt had taken offense to his newspaper comment but acknowledged her right to respond, and he planned to submit her email. He questioned Ms. Arndt’s claim of not knowing Mr. West, noting that it seemed unusual to refer to someone by their first name if they were unfamiliar. **(Exhibit #1)**

Responding to Mr. Faust, Ms. Arndt apologized if she had hurt his feelings by providing the

facts to the newspaper editor to contradict what he had stated in his editorial.

Responding to Ms. Arndt, Mr. Faust stated that his feelings were not hurt. He acknowledged Mr. Anderson and stated that when Mr. Anderson had an issue with one (1) of his editorials and letters, he was enough to make a rebuttal and publish. He noted that he may not agree with him, but respected Mr. Anderson because he stood on principle and the facts.

Responding to Mr. Faust, Ms. Arndt stated that she was woman enough to talk to him face to face when she had come into the building, and that was how she handled that. She emphasized that she would not do a rebuttal in the paper, but that they could have a conversation.

Responding to Ms. Arndt, Mr. Faust stated that they could have a conversation anytime.

McKayla Ray, a Dover resident, expressed frustration with policing. She referenced a situation that had happened between her and being harassed by the police.

Responding to Mayor Christiansen, Ms. Ray stated that she did not want to speak with him in the hallway.

Ms. Ray explained that an incident occurred with her and the police in regard to individuals coming to her home. The officer stated that she had harassed him, which was false; she was not stalking him. She noted that the incident occurred, and she ended up losing her home because the police officer assaulted her. She also mentioned that she was a victim of domestic violence.

Mayor Christiansen stated that he wanted to speak with Ms. Ray in the hallway with Ms. Vonderlear Smack.

Cleveland Wilson, 234 North Kirkwood Street, expressed frustration that at each meeting he has attended, he has witnessed heated disagreements over differences of opinion. He emphasized the importance of working together and directed his remarks to Mayor Christiansen, noting that at least 20% of residents were watching the Regular Council meetings. He questioned if residents saw council members arguing and behaving in such a manner, how could he encourage a young person to put down a gun? He stressed the need to find a way to achieve unity and noted that he had come to the meeting to ask for a few favors. He emphasized the need for a central location where youth could be directed for support, somewhere they could walk to, rather than an out-of-the-way location requiring parents to transport them. He gave the example of a student being able to walk in and say they wanted to improve their homework but needed help. While many families are aware of tutors, after-school programs, and other resources, some children may not know about them. He expressed his desire to focus on prevention, noting that providing hope can deter individuals from becoming involved in crime. He urged the formation of a steady, ongoing system of hope, rather than relying solely on occasional events, so that youth have consistent access to resources and support.

Vonderlear Smack, 1001 White Oak Road, Apartment #F12, expressed concern with policing. She spoke on behalf of community members who have experienced encounters with local law enforcement, citing multiple incidents of wrongful traffic stops and “jump outs” involving armed

officers using unmarked vehicles. She described those police officers as part of a troubling pattern that causes fear, trauma, and erodes trust. She noted that residents were often too afraid to file complaints. She urged the City Council to take immediate action by reviewing and revising policing protocols, ensuring accurate identification procedures, implementing de-escalation training, and empowering the Police Accountability Board to review use-of-force incidents. She emphasized that the community deserves a police force that serves with integrity and respect. She called for collaborative efforts to restore trust and safety in Dover.

Responding to Ms. Smack, Mr. Neil suggested that if constituents are afraid of the police, they could reach out to any council member, as the council needs to know the details of who was involved, when the incidents occurred, and the specific circumstances.

Responding to Ms. Smack, Mr. Neil stated that addressing any issue requires following a process to ensure that verifiable incidents are properly acted upon. He emphasized that the council would not tolerate the behavior she described. He explained that the only type of incident they can act on is one where the details are clear, who was involved, when it occurred, and the specific circumstances. Without the information, they cannot intervene or pursue legal action. However, once verified, the matter can be taken to court, brought to the police, or addressed with Mayor Christiansen.

Responding to Mr. Neil, Ms. Smack stated that she had already begun writing emails and was now waiting for a response, which she had been waiting for around three and a half weeks.

Responding to Ms. Smack, Mr. Neil stated that the problem was that the information needed to be verifiable, and it cannot be anonymous.

Responding to Mr. Neil, Ms. Smack stated that she did not realize the procedure would take so long to verify.

Responding to Ms. Smack, Mr. Neil stated that the information needs to be verified by the individual who was the victim; otherwise, it does not hold up in court.

Responding to Mr. Neil, Ms. Smack stated that she had sent the constituent's name and information out. She further stated that she had done everything and that she did know what she was doing.

Responding to Ms. Smack, Mayor Christiansen acknowledged that she had sent him a letter via e-mail.

Appollonia Rivera, 466 Barrister Place, shared several concerns, beginning with an incident where an 18-year-old was confronted at gunpoint by four (4) officers in an unmarked SUV, thrown to the ground, and frisked despite having no weapons. She emphasized the lack of officer identification and accountability, which prevented residents from filing complaints. She criticized leadership for failing to address these issues. She raised concerns about potential retaliation regarding her son's case, which has gone 58 days without updates. She called for greater transparency, which included publicizing officers' names and photos, to ensure residents

can hold law enforcement accountable.

LaChelle Paul emphasized that the public forum brings all city leadership together, providing residents with a chance to address issues directly. She highlighted her long-standing advocacy work, stressing that she serves constituents who may fear retaliation and consistently follows through on concerns. She urged the council to adhere to past practices for public comment, listen to those on the ground, and put aside differences to address the city's widespread problems. She stressed the importance of open discussion and collaboration, noting that real issues, including gang-related violence, cannot be ignored or tiptoed around. She stated that meaningful solutions required all parties to come together to restore Dover.

Martha Wright, a Dover resident, expressed grief and frustration over the 99 days since her son was murdered in Dover, highlighting the lack of communication and progress from the police, including the release of a suspect found with firearms. She criticized the police Victim Services for inaccurately reporting her as "safe" despite encountering the suspect in public. She also raised concerns about the lack of support for youth in the city, emphasizing the need for community action to prevent future tragedies and protect children.

Jessica Saxton, a Civil Rights Advocate and Litigator from Washington, D.C., emphasized the importance of de-escalation training and her strong support for the United States Constitution. She referenced the United States Code Service Rules of Civil Procedure, along with United States Supreme Court Rules 17 and 20, noting that the United States Constitution was the overarching requirement that every state must follow. She emphasized that states were not able to enact their alternative legislation as a substitute for the guarantees of the United States Constitution. That would mean that their state laws were more powerful than the United States Constitution, which was illegal and unconstitutional. She cited the First Clause of the Fifth Amendment, which provided, "that no person should be held to answer for a capital or otherwise infamous crime unless on presentment or indictment by a Grand Jury." She criticized the State of Delaware for enacting alternative legislation that substituted law enforcement officers, prosecutors, and attorneys to pursue prosecution based on information rather than indictment, calling the practice unconstitutional. She further stated that emolument violations occur when public officials are compensated to commit crimes. She noted that there are two (2) areas that reinforce the United States Constitution: The first area, she referenced Article I, Section 10 of the United States Constitution, which states that no state shall create any law that shall impair the obligation of contracts, noting that police officers, prosecutors, and judges are all bound by contracts. She noted that the second area was the Emolument Violation, which is reinforced by the 14th Amendment of the United States Constitution. She referenced the 14th Amendment, which stated that no state shall create any law that shall abridge the privileges and immunities of a United States citizen. She pointed out that the State of Delaware has enacted a law in its inferior constitution that permitted public officials and law enforcement, whom the state paid to violate the United States Constitution.

As a result, the State of Delaware has an inordinate number of individuals currently in prison here, which was unconstitutional and illegal. She stated that over 700,000 individuals are unlawfully imprisoned, with Mr. T. Downing preparing a Supreme Court case on the matter. She warned that paying public officials to break the law could lead to criminal sanctions. She urged the council to uphold the First Clause of the Fifth Amendment and act in a lawful constitutional

manner that is consistent with their oath of office. She requested that her notice be entered into the record. (**Exhibit #2**)

Mr. T. Downing, a Civil Rights Litigator from Washington, D.C., stated that he represented around 1,100 Delaware victims who were unconstitutionally charged under state legislation allowing arrests based on information rather than indictment, in violation of the First Clause of the Fifth Amendment. He explained that such arrests were unconstitutional and that the affidavits identified two (2) applicable federal statutes, including Title 18, Section 242, which addresses the deprivation of rights under color of law, and Title 18, Section 241, which addresses the conspiracy against rights. He emphasized that when public officials act together under an inferior state statute to make an arrest, a conspiracy under Section 241 was established. He further explained that those offenses were *per se* crimes, meaning that they do not have to prove that they intended to breach the constitutional obligation under the breach. He stated that, having provided council notice has a lawful and statutory obligation to address the matter. Otherwise, they risk becoming culpable within that criminal conspiracy. He clarified that while not all officials may be acting unlawfully, the rights of those affected have been abridged by the State of Delaware and its agents, who work for the city and that the city pays for. He argued that citizens should not be forced into voluntary servitude in a for-profit business for the benefit of the state. He stressed that there was a better way to treat people. He noted that the appearance was part of a broader effort, one (1) of 55 stops across the country, to notify cities that such practices would no longer be permitted. He clarified that he was not seeking to change the law but to ensure that existing laws were being upheld. He emphasized that laws must be followed as written, and that does not change arbitrarily, because that was tyranny. He noted that Constitutionalism demands that the laws evolve only through suffrage. Therefore, it's up to the citizens to decide whether or not the Constitution applies to them and not a judge or a state. He concluded that, being in the United States, if any permissions guaranteed by the Constitution are found to be wrong, they should be corrected only by an amendment in the way in which the Constitution so designates.

Responding to Dr. Sudler, Mr. Downing suggested a breakout meeting for clarification to help ensure that council does not violate laws or constitutional statutes. He emphasized the importance of the situation, noting that over 700,000 people in the U.S. are currently imprisoned on direct facial constitutional violations, meaning their judgments may be invalid, since they derived from a direct facial constitutional violation. He clarified that his goal was not to release dangerous individuals, but to bring attention to the fact that if they were to open their criminal procedure manual written by the Ninth Circuit Court of Appeals judge, referencing the fourth paragraph of the practice, which states that most prosecutors across America agree that as much as 15% of individuals in prison may be innocent, but that was an acceptable deviance because the system was not perfect. He stated that it was unacceptable to detain any innocent individual, certainly not if they were following the proper procedures, especially when those procedures align with the constitutional process for adjudicating a crime. He stressed the need to return innocent individuals to their families and treat people humanely rather than forcing them into involuntary servitude for the state's benefit. He highlighted that 78% of people in prison are incarcerated for drug-related offenses, emphasizing that those individuals are not dangerous, but they are hurting. He emphasized that those individuals needed to go into treatment and get the support that they needed.

Responding to Mr. Downing, Dr. Sudler stated that the information he provided could be

submitted to Madam Clerk Andria Bennett for future reference. He appreciated the opportunity for a follow-up and noted that if the council chose to address the issues collectively, that would be ideal. As the Fourth District representative, he expressed interest in having the training provided to both council members and the community who wish to participate. Everyone could be on one (1) accord, which would be aligned with Mr. Wilson's and Ms. Paul's comments, that the community and council can work better together.

INVOCATION

Mayor Christiansen observed a moment of silence for former City Councilwoman and former Mayor Beverly Graham Carter Williams, followed by the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilman Rocha.

ADOPTION OF AGENDA

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

ADOPTION OF CONSENT AGENDA

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Mr. Boggerty moved for adoption of the consent agenda, seconded by Dr. Pillsbury, and carried by a unanimous roll call vote.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JULY 29, 2025

The Minutes of the Regular Council Meeting of July 29, 2025, were unanimously approved by motion of Mr. Boggerty, seconded by Dr. Pillsbury, and bore the written approval of Mayor Christiansen.

COUNCIL COMMITTEE OF THE WHOLE REPORT OF – JULY 29, 2025

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 Lookerman 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.

By consent agenda, Mr. Boggerty moved for approval of the Committee's recommendation, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

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.

By consent agenda, Mr. Boggerty moved for approval of the Committee's recommendation, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

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.

By consent agenda, Mr. Boggerty moved for approval of the Committee’s recommendation, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

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.

By consent agenda, Mr. Boggerty moved for approval of the Committee's recommendation, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

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.

By consent agenda, Mr. Boggerty moved for approval of the Committee's recommendation, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

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.

By consent agenda, Mr. Boggerty moved for acceptance of the Council Committee of the Whole Report, seconded by Dr. Pillsbury and carried by a unanimous roll call vote.

MONTHLY REPORTS – JUNE 2025

By motion of Mr. Boggerty, seconded by Dr. Pillsbury, the following monthly reports were accepted by consent agenda:

City Council's Community Enhancement Fund Report
 City Manager's Report
 Controller/Treasurer's Budget Report
 Fire Chief's Report
 Police Chief's Report

APPOINTMENTS RECOMMENDED BY COMMITTEE CHAIR

By motion of Mr. Boggerty, seconded by Dr. Pillsbury, the following appointments were accepted by consent agenda.

Parks, Recreation, and Community Enhancement Committee – One-Year Term to Expire May 2026

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

2025/2026 Staff Appointment

Assistant Controller/Treasurer – Tammy Kelledees

APPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN

By motion of Mr. Boggerty, seconded by Dr. Pillsbury, the following appointments were accepted by consent agenda.

Historic District Commission – Three-Year Term to Expire July 2028

Kathleen M. Baker

RESOLUTION NO. 2025-08 – AUTHORIZING SIGNATURES FOR BANKING SERVICES

By consent agenda, Mr. Boggerty moved for adoption of Resolution No. 2025-08. The motion was seconded by Dr. Pillsbury, and by a unanimous roll call vote, Council adopted the following Resolution:

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

WHEREAS, the City of Dover's investment policy includes the investment of funds up to \$00,000 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 situations;

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 Kelleles	Assistant Controller/Treasurer
Robin Dickerson	Assistant Treasurer
Andria L. Bennett	Assistant Treasurer
Arielle M. Rivera	Assistant Treasurer

ADOPTED: August 11, 2025

APPOINTMENT OF CITY SOLICITOR – DANIEL A. GRIFFITH

Mr. Neil stated that Mr. Daniel A. Griffith and his firm were the only respondents who answered the RFQ, and council had a chance to meet them individually.

Mr. Anderson made a motion to appoint Daniel A. Griffith as the City Solicitor. The motion was seconded by Ms. Hall.

Mr. Rocha stated that he would abstain from the vote because he was not at the meet and greet, and does not know the individual or the firm.

Mr. Anderson stated that Mr. Griffith is highly qualified, has several years of experience representing the City in lawsuit defense, and is very capable of being their City Solicitor. He noted that Mr. Griffith was distinguished and one (1) of the few attorneys in the State of Delaware who is a member of the U.S. Supreme Court Bar.

Mr. Lewis mentioned that he, Mr. Anderson, and many of his colleagues had attended the meet and greet. He noted that he was satisfied with the questions he had directed to Mr. Griffith and

had no objection to appointing him as the City Solicitor.

Mr. Anderson made a motion to appoint Daniel A. Griffith as the City Solicitor, seconded by Ms. Hall, and carried by a roll call vote, seven (7) yes (Hall, Boggerty, Anderson, Pillsbury, Arndt, Lewis, and Neil), two (2) abstained (Rocha and Sudler).

RESOLUTION NO. 2025-09 – 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

The City Clerk read the following Resolution into the record:

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: August 11, 2025

Mr. Dave S. Hugg, III, City Manager, reviewed the Resolution No. 2025-09 – 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.

Responding to Dr. Sudler, Mr. Hugg stated that the properties involved total approximately 33 acres combined, with a sale price of around \$60,000 per acre. The offering price was approximately \$2 million, and the city would net slightly less than that after settlement. Normally, funds received from the sale of lots at the Garrison Oak Business Park are deposited into the Economic Development Fund, which was established a few years ago for future economic development projects. He noted that there was technically one (1) lot remaining for sale, but two (2) lots still pending settlement, with one (1) not settling until utility work is completed. He also stated that once the funds have been received and deposited, it would be up to council to decide whether to use the funds for other purposes in addition to the originally intended allocation.

Dr. Sudler recommended that council, colleagues, and constituents consider utilizing a portion of the funds to provide relief to residents.

By motion of Mr. Anderson, seconded by Dr. Sudler, Resolution No. 2025-09 was adopted by a unanimous roll call vote.

FIRST READING 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

Council President Neil reminded the public that copies of the proposed ordinance were 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. Final action by Council on the proposed ordinance will take place during the Council Meeting of September 8, 2025.

Mr. David Anderson, Council member, reviewed the 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.

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

ORDINANCE #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

Mr. Hugg announced that they have only one (1) or, depending on how everyone counts, two (2) properties left in Garrison Oak Business and Technology Park. He stated that they are seeing several projects move forward. He noted that they were still shooting for a December deadline for having the new electric substation online, which would make one (1) of those lots and help one (1) of those lots go to settlement.

MAYOR’S ANNOUNCEMENTS

Mayor Christiansen had no announcements.

COUNCIL MEMBERS' ANNOUNCEMENTS

Ms. Arndt stated that she wished to share correspondence from Mr. Tony Prado, Communications Specialist for the Blood Bank of Delmarva. She reported that, according to Mr. Prado, the Blood Bank of Delmarva has declared a blood emergency, as the region’s blood supply has dropped to less than two (2) days’ inventory, well below the ideal seven (7) days needed to meet hospital and patient needs. She also noted that Mr. Prado took the opportunity to introduce the new Vice President, Mr. Keith Heim, who would be leading the organization moving forward. All blood types are urgently needed, with the shortage especially severe for O-negative and O-positive, which are critical for emergencies and trauma care. All citizens are encouraged to schedule an appointment with the Blood Bank of Delmarva and donate, as the

need is critical.

Mr. Lewis announced that the Second Annual Delaware Caribbean Carnival Parade will begin at 11:00 a.m., followed by a concert at 3:00 p.m., on Saturday, August 16th, on The Green in front of Legislative Hall. He noted that he attended the event last year, thoroughly enjoyed it, and that it was well-received by many members of the community.

Mr. Anderson agreed with Mr. Lewis that the Delaware Caribbean Carnival Parade was a great event. He noted that he was glad to see that event come back. He announced that the Dover Latin Festival will be held at Legislative Hall on Saturday, August 23rd, from 12:00 p.m. to 5:00 p.m., and encouraged citizens to attend, describing it as an extraordinary event.

Mr. Neil announced that on September 4th, it is Mayor Christiansen's birthday.

Mr. Hugg announced that they had successfully settled the sale of the old post office last week, and the new owners are busily moving forward with their development plans.

The meeting adjourned at 7:32 p.m.

ANDRIA BENNETT
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by the City Council during their Regular Meeting of August 12, 2024, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/AB

Exhibits

Exhibit #1 – Ms. Arndt's email from Mr. Faust

Exhibit #2 – Correspondence from Ms. Saxson

RE: Open Forum

From: Andy West (awest@iniusa.org)
To: tricia.arndt03@gmail.com; codeblue1999@verizon.net
Date: Sunday, August 10, 2025 at 01:18 PM EDT

Tricia –
Thank you for the information. I have taken this off the site.
Thanks,
Andy

From: Tricia Arndt <tricia.arndt03@gmail.com>
Sent: Sunday, August 10, 2025 12:53 PM
To: codeblue1999@verizon.net
Cc: Andy West <awest@iniusa.org>
Subject: Open Forum

You don't often get email from
Good afternoon Mr. Faust,

I read your piece on the Bay to Bay news site insinuating that the City of Dover, and me specifically, intended to violate 1st Amendment rights through changes to open forum procedures that will be discussed at tomorrow's meeting. () I was asked by Council President Neil to confer with Council colleagues and consider improvements to the open forum procedure. I don't understand how or why you would mischaracterize this effort as restricting rights to free speech so I am sending this email to provide you with the necessary clarification.

To clarify- The Open Forum discussion agenda item was introduced at the previous Committee as a Whole meeting (July 29, 2025). It is not on the August 11th Council agenda. The online packet for the 8/11 meeting includes the minutes from the previous Committee meeting as part of the consent agenda. The minutes from that discussion are pasted below with my emphasis noted in red.

Also, please know that you can contact me, or any councilmember, via our contact information on the City website. I'd rather have a direct discussion with you than read your frequent editorials in the state news.

The full Council meeting agenda packet can be found here:

Minutes excerpted from agenda packet:

Discussion – Open Forum Improvements (Councilwoman Arndt)

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

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.

I hope this helps clear up any misconceptions you have about the intent of the review of Open Forum procedures.

Regards,

Tricia K. Arndt

Dover City Council



TANAWAH DOWNING

CIVIL RIGHTS LITIGATOR & ADVOCATE

Subject: Notice of Constitutional Non-Conformance and Action Item request

Honorable Commissioner or Councilman,

I'm writing to you today to inform you of a situation that is of the utmost urgency and asking that you immediately take action to investigate the non-conformance of Constitutional obligations that I have outlined below. Be advised that this dispute has been submitted to the United States Supreme Court and Article III has been invoked by a United States Citizen demanding that the Court fulfill the obligation of Original Jurisdiction, as codified within the United States Constitution. As a Constitutional obligation, when Article III is invoked, because a State is named a Party, the obligation is not discretionary and non-delegatable and must be performed. Failure to do so would be a breach of Constitutional obligation resulting in a public wronging. Unfortunately, the Clerk of Court is obstructing the administration of Justice by refusing to docket the case, which is of course a crime and intentional refusal to enforce the body of laws governing this nation, by an agent obligated to do so as a result of the Oath or Affirmation taken upon entry into their Office. I will be addressing these criminal acts in the very near future, however, the intent of this letter is to bring to your attention a different matter and to give you and your office sufficient time to consider the issue so that you can be adequately prepared when it is brought forward to the public domain.

As an Advocate for the People, I hereby submit this Action Item request to you to immediately take action to address these direct, willful deprivation of rights secured by and enumerated in, the Constitution for the United States of America, by states subjected to the jurisdiction thereof.

Let me be clear, I am not trying to change the laws, rather I am pointing out what the laws state and that the ways in which they are being enforced directly contradict with what is specified. Therefore, I am not trying to change the laws, I am asking that we enforce them. If the laws state that something will be done, in a certain way, then we must follow that way. Laws do not change arbitrarily, that is tyranny. Constitutionalism demands that the laws evolve only through suffrage therefore, it is up to the People to decide whether or not the Constitution applies to them and not a judge or a State. If in the opinion of the People of the United States, any of the provisions or guarantees of the United States Constitution be in any particular way wrong, then let it be corrected by an amendment in the way in which the Constitution so designates. Until, if and when that time comes, every single United States Citizen is entitled to every single right secured by and enumerated in the

United States Constitution, regardless of where they choose to reside within the jurisdictional United of America.

NOTICE OF CONSTITUTIONAL NON- CONFORMANCE

Currently, there are more than 700,000 people across the United States who are imprisoned on direct, facial Constitutional violations, because their judgements derive from direct breaches in Constitutional obligations by numerous states that are acting in direct, willful defiance of the procedures and processes codified within the United States Constitution for the adjudication of crimes. Unfortunately, any judgement rendered as a result of a breach of Constitutional obligation is unconstitutional because such judgements are tainted by the illegality of the way in which they were obtained. No judgement can be Constitutional if they derive from an unconstitutional act.

Clause 1 of Amendment 5 to the United States Constitution states, "No person shall be held to answer for a capital or otherwise infamous crime unless on presentment or indictment by a Grand Jury." That is clear, no person can be arrested and held to answer for a capital or infamous crime unless upon a presentment or indictment by a grand jury. Title 18 USC §4083 defines an infamous crime as, "Any crime punishable by more than 1 year imprisonment in a penitentiary."

There are 13 states that outright do not conduct a Grand Jury proceeding at all, including the State of Washington. These states are choosing to charge persons for infamous crimes by information and not by indictment, as Constitutionally required, however, according to Title 18 USC §555, "Information can only be used for other than infamous crimes." As a result, millions of United States Citizens have been deprived of Due Process and are now unlawfully imprisoned because the states failed to adhere to the procedures and processes required for the adjudication of crimes, resulting in judgements that are void and completely without force or effect under Civil Rule 60.

This systemic failure of the Justice System to adhere to the agreed upon code of conduct established by the majority goes far beyond those 13 states that are acting in direct, willful defiance of the Constitution because most other states permit the Prosecuting Attorney to charge by Indictment or Information, as required by law, such as the State of Oklahoma or the State of Florida. Unfortunately, states do not have the power to substitute their own alternative legislation for the provisions and guarantees of the United States Constitution and if they do, then the "Judges in every state are bound thereby anything in the Constitution." According to the Rules of Civil Procedure, "Rules must not conflict with statutes, nor impair the rights of the party's involved in the dispute, thus a court has no power to create a rule which would constitute a waiver of a Constitutional right." Or as stated by the United States Supreme Court in the case *Miranda v. Arizona*, "Where rights secured by the Constitution are involved, there can be no legislation created nor rule made which would abrogate them." Furthermore, sedition is defined as, "The speaking or writing of words, such as law established, to cause disaffection to the Constitution in order to procure its alteration in any way other than lawful manner." Our Constitution is a rigid Constitution that can only be altered in accordance with the Special Amending Procedures found within Article V. Any attempt to alter it in any other manner, such as by legislation enacted by a State, would be an act of sedition by a body of men attempting to procure its alteration in any way other than lawful manner. There is only one way to change the Constitution and that is through an authentic act of the People and until that happens, the Constitution is wholly with force and effect on all persons individually and collectively.

When a Prosecuting Attorney chooses to rely upon a state statute to deprive a person of a right secured by and enumerated in the Constitution for the United States of America, that act is a crime called Deprivation of Rights under Color of Law (Title 18 USC §242) and when a state judge chooses to hold a person over for trial without

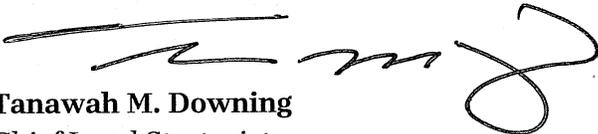
having the proper charging instrument, as Constitutionally required, that judge has entered into a Cons to Deprive of Rights (Title 18 USC §241) and when that judge then orders law enforcement to perform an arrest on that individual without the correct charging instrument, as Constitutionally required, those performing the arrest are complicit in the criminal conspiracy and the crime of kidnapping has occurred, which if the crime of Deprivation of Rights under Color of Law occurs in conjunction with a kidnapping, the penalty is death, as prescribed by law. This is a very serious matter that happens in every single state across the nation, every single day effecting millions of United States Citizens and it is imperative that the Legislative Branch immediately take action to correct the criminal acts of those enforcing and administering the laws of our nation unlawfully.

In light of the evidence raised, as well as the supporting evidence that I can provide, upon request for the deprivation of Constitutional rights for millions of United States Citizens, I again implore you and appeal to your honorable nature to immediately initiate a public investigation of these criminal acts to ensure that those tasked with administering and enforcing those laws of this nation are doing it in compliance with the authority with which they are invested by law and when it is determined that there was an abuse of delegated authority, that any and all liberties be immediately restored to all effected party's without delay or obstruction. Any person who pays any public official to act unlawfully, are subject to criminal sanctions, which carry a possible punishment of death, as prescribed by law. I would advise this commission to immediately cease any further payment, benefits, or programs which permit any public official to act contrary to the Supreme Law of the Land.

While it is not the duty of a servant to question the motives of his superior, if he has reason to believe that his acts are unjust, he should obey his conscience and refuse to comply. Ultimately, the servant of a tyrant cannot take refuge in the excuse that he was just "following orders". Therefore, in the wise words of President Abraham Lincoln, "I do suppose that it will be much safer for all, both in private and public station to abide by and conform to, all those acts which stand un-repealed, than to violate any of them trusting to find impunity in their absolute immunity." Absolute immunity only covers civil liability and not criminal liability, so any deprivation of Constitutional rights under the authority of an inferior law or ruling is a crime that no public official can avoid liability for violating and the punishment, as required by law, is one which none of them want to be enforced.

I am available for discussion, should this governmental body desire my professional guidance in further understanding or addressing this matter, as I am currently actively engaged in bringing this matter to the attention of the public and preparing to present this debate to the United States Supreme Court. Your timely response to this matter is in the best interests of your constituents and this nation.

Respectfully and Peacefully
a Servant of Justice,



Tanawah M. Downing
Chief Legal Strategist
The We Shall be Free Tour

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TANAWAH DOWNING

CIVIL RIGHTS LITIGATOR & ADVOCATE

Introducing the We Shall be Free Tour: Embrace Equality and Empowerment.

Justice is not just a product; it's a movement. With a focus on equality, this exceptional series of events empowers individuals to stand up for what is right. By promoting fairness and inclusivity, the We Shall be Free Tour fosters a society where everyone's voice is heard and respected.

Many along the way are able to experience the greatness of the Tour as it breaks down barriers and continues to pave the way for a better world. The Tour notified media of its intent to hold 37 press conferences at 37 state capitals and numerous major cities over its length, leading up to the presentation of oral arguments to the United States Supreme Court for what will be the most significant civil rights decision in American history, effecting every single Citizen of the United States of America. Join the movement and be a catalyst for change. Together, let's create a world where freedom truly knows no bounds.

If you are interested in joining or learning more about the tour, please contact:

Tanawah M. Downing, Advocate, Sui Juris

Chief Legal Strategist

We Shall be Free Tour

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COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on August 12, 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, Mr. Rocha, and Dr. Sudler (via WebEx). Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Cunningham, Mr. Lewis (*Parks, Recreation, and Community Enhancement*), Mr. Iriowen (via WebEx), Mr. Wilson (*Utility*), and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration*). Mr. Garfinkel (*Legislative, Finance, and Administration*) was absent.

ADOPTION OF AGENDA

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

Proposal for Funding a Safer, Greener, Cleaner City of Dover (Bobby Wilson, CEO/Founder of Booted & Suited Career Academy)

Due to the absence of Mr. Bobby Wilson, CEO/Founder of Booted & Suited Career Academy, Mr. Neil requested that this item be deferred to the next meeting.

By unanimous consent, this item was moved to the next Council Committee of the Whole meeting.

Council Reports – July 2025

First District

Dr. Pillsbury reported attending the Fourth of July Parade, the City of Dover Police Department Virtra Training System demonstration, and the Central Delaware National Association for the Advancement of Colored People (NAACP) Branch's Annual Freedom Fund Banquet. She noted that she was successfully able to participate virtually from vacation in Florida during the Regular Council meeting. However, during the Council Committee of the Whole meeting, she had difficulties hearing, and she hopes that this can be resolved in the future.

Mr. Rocha reported attending a meeting with the Dover Housing Authority, Council President Neil, and Councilman Anderson. He also reported attending a meeting with NeighborGood Partners, Mr. Boggerty, Representative Bill Bush, Representative Kerri Evelyn Harris, and Senator Trey Paradee to discuss senior apartment issues. Lastly, he reported attending a back-to-school event for the Capital School District as Booker T. Washington and the Central Delaware NAACP Branch's Annual Freedom Fund Banquet, where he provided music.

Second District

Ms. Hall reported attending the City of Dover Police Department Virtra Training System demonstration. She noted that it will be a great training opportunity for the police men and women to be placed in real-life scenarios and receive cutting-edge training. She noted visiting Barrister Place to evaluate all the new lighting and other security measures that have been recently provided,

and they have been actively engaged in conversations regarding the possibility of having a fence installed. She had the opportunity to meet with the mayor and a constituent regarding speeding in a community, and she looks forward to finding some opportunities to meet the constituents' needs. Lastly, she reported that the Delaware 2025 Veterans' Stand Down event will be coming to Schutte Park on September 19, 2025.

Mr. Lewis reported participating in a Homeowners Association meeting in the Clearview Meadow development and addressing complaints regarding the major construction project that is currently ongoing on South Little Creek Road, which has been causing traffic backups.

Third District

Ms. Arndt reported working with local neighborhood leaders to establish a meeting place for the new Central Elementary principal to meet with the neighborhood and get to know everybody. She also reported attending the National Night Out with many of her colleagues and met with the solicitor candidate along with many of her colleagues. She noted attending the Haramee event at Delaware State University with Mr. Rocha, stating that it was a wonderful event for youth empowerment, with a lot of music, and the kids were fantastic. She explained that it is a summer camp that helps make sure that kids do not lose any skills over the summer, and she is hoping to expand the program so that more Dover students attend the event.

Fourth District

Mr. Anderson reported that it had been a relatively busy month despite it being the summertime. He highlighted that some of the events had already been covered, but several members attended a community town hall at the Sankofa Center, and he was pleased that so many of his colleagues were able to attend on such short notice. He noted attending the Haramee youth empowerment event which several of them participated and contributed to the event. He thanked Representative Bill Bush for having productive conversations regarding concerns of their mutual constituents in Mill Creek. He thanked the staff who are working on infrastructure issues within the district, and he hopes to provide a report on that in the future.

Dr. Sudler reported attending the Downtown Dover Partnership meeting, where he is joining the Parking and Safety Committee to help address some of the safety concerns of downtown and the Downtown Development District. He noted going to Lincoln Park to address concerns, which he would like to have Mr. Boggerty add to the Safety, Advisory, and Transportation agenda. He explained that he is working with the Mayor to secure housing choice vouchers for some of the victims from the Barrister Place shooting. He stated he was also working on addressing the overgrowth of vegetation on Conwell Street that has begun to overtake the cable lines, and he is looking into having the vegetation cut back some. Lastly, he reported attending the Community Health Day at the Holy Trinity UAME Church.

At-Large

Mr. Boggerty stated that many of the events had been mentioned; however, he met with Mr. Rocha regarding senior citizens and their rent increases at one particular location, which has increased in rent by eight percent over the last three years, for a total of twenty-four percent. He attended the Central Delaware NAACP Branch's Annual Freedom Fund Banquet. He noted that he is gathering information regarding security so that they may come together for a formal introduction of the

suggestions. He reported attending a demonstration of the Florida police, where he unfortunately did not shoot well, the Community Health Day at the Holy Trinity UAME Church, a meet and greet with the solicitor, and the community town hall at the Sankofa Center.

Council President Neil

Council President Neil reported attending the Kent Economic Partnership luncheon on July 30, 2025, at Kent County Levy Court with the Mayor and Mr. Anderson. He also attended the double Habitat for Humanity's opening of two homes on South New Street, and the ribbon cutting for Dave's Hot Chicken at the former Friendly's location on Route 13. On August 4, 2025, he attended the Wild Meadows meeting regarding the fence coming down between Wild Meadows and Persimmon Park Place because of the long-awaited delay of the drainage project, along with Jason Lyon, Water and Wastewater Director, who had to endure presenting to both communities on the same night. He reported exchanging multiple emails with a resident of the East Lake Garden area on a range of concerns that were shared with Ms. Arndt. He thanked David S. Hugg, III, City Manager, Sharon Duca, Assistant City Manager, Paul Waddell, Electric Director, and Eddie Kopp, Code Enforcement Supervisor, for their superior service. He worked with a member of the Friends of Old Dover to request a refund of the required deposit for an appeal that was not permitted over the demolition of two buildings in the Historic District. He explained that he received thanks from a gentleman who was directed to the entire council for the lights and camera in the Barrister Place area. He noted that he shared a series of emails with Ms. Arndt on the conditions of trees in a shopping center on Silver Lake, along with Commissioner Doyle, and expressed appreciation for Eddie Kopp. He received a thank-you note from a constituent, which should also go to Eddie Kopp, for cleaning up a side-by-side trash-ridden house on Bradford Street. Lastly, Mr. Neil reported engaging in discussions with Ms. Arndt, Mr. Anderson, Ms. Duca, and Mr. Hugg on the request to consider the creation of the First State Aquatic Center in Dover.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

The Parks, Recreation, and Community Enhancement Committee met with Chairwoman Arndt presiding.

Adoption of Agenda

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

Ms. Arndt welcomed Mr. Charles Cunningham, IV to the Parks, Recreation and Community Enhancement Committee.

Parks and Recreation Capital Project Reallocation of Funds (Roger Ridgeway, Director of Parks and Recreation)

Mr. Roger Ridgeway, Director of Parks and Recreation, reviewed the background and analysis regarding the Capital Project Reallocation of Funds.

Staff recommended authorizing the City Manager to perform the necessary budget amendments, based upon carry forward project balances, to complete the Dover Park Building Improvement project construction, the Dover Park Splash Pad project construction, and the Dover Park ADA

Accessible Playground project design and construction, based upon funding from the Schutte Park Skate Project, as well as authorize the City Manager to proceed with associated change orders.

Ms. Arndt clarified that with the projects for the Dover Park building and the splash pad, there were some cost overruns, and those cost overruns were approved by the city manager, within the budget guidelines, to keep the projects moving forward. To continue moving forward, money needs to be moved from the skate park project and moved to the playground and the splash pad to complete the projects. She noted that Mr. Ridgeway provided substantial information within the packet as to where the cost overruns were coming from and why they were needed. She stated that the important piece to note was that the skate park will still be completed because the funds being removed from the budget will be compensated with in-house services for items such as tree planting and grading.

Responding to Dr. Sudler, Mr. Ridgeway stated that the reallocation will ensure that the engineer can finish the plans for the skate park so that it can be sent out. Once the project is sent out to bid, then the project will begin moving forward from that point.

Responding to Dr. Sudler, Mr. Ridgeway stated that the project plans are very close to being completed, they just need to be finalized. He also noted that he is not sure how long construction of the park would take.

Responding to Dr. Sudler, Mr. Ridgeway stated that he believed the park was to be completed by the summer of 2025, but he would need to look back to confirm the expected date.

Responding to Dr. Sudler, Mr. Ridgeway stated his goal would be to have the park completed by the summer of 2026.

Mr. Anderson emphasized the importance of keeping the skate park project at the top of the priority list.

Responding to Mr. Anderson, Mr. Ridgeway stated they do have the do-it-yourself skate park up and running, and it has been very active every day.

Responding to Mr. Anderson, Mr. Ridgeway stated that his hope is that the reallocation will speed up the process with the skate park because it will allow the engineer to begin finalizing the plans.

Responding to Dr. Sudler, Mr. Hugg stated the only funding that he was aware of was the Outdoor Recreation, Parks, and Trails (ORTP) Program. He explained that the city has received funding for a variety of projects in the past, but the program is not open now.

Responding to Mr. Rocha, Mr. Ridgeway stated that part of the funding from the Tony Hawk Foundation went towards the do-it-yourself location.

Mr. Neil moved to recommend authorizing the city manager to perform the necessary budget amendments associated with the change orders. The motion was seconded by Dr. Pillsbury

and carried by a roll call vote of nine yes (Hall, Boggerty, Anderson, Pillsbury, Arndt, Rocha, Neil, Cunningham, Michael Lewis) and two no (Sudler, Lewis).

Ms. Arndt moved for adjournment of the Parks, Recreation, and Community Enhancement Committee meeting, hearing no objection the meeting adjourned at 6:29 p.m.

UTILITY COMMITTEE

The Utility Committee met with Chairman Rocha presiding.

Mr. David S. Hugg, III, City Manager, introduced Ms. Andrea Griffin, the new Customer Service Director.

Ms. Griffin gave a brief overview of her skills and experience.

Adoption of Agenda

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

2025 Electric Service Handbook Revisions (Paul Waddell, Electric Director, Andrea Griffin, Customer Service Director, and Allison Haines, Customer Service Supervisor)

Mr. Paul Waddell, Electric Director, reviewed the proposed changes to the Electric Department. Mr. Waddell emphasized updates to underground extension requirements, power factor equipment, meter-mounted surge protectors, and construction standards related to meters for renewable energy interconnections. He also noted that they clarified the costs for commercial meters for these renewables. He explained that this information was available in different documents, but they consolidated it into one.

Staff recommended approving the presented revisions to the Electric Service Handbook.

Mr. Anderson questioned what the policy would be for people to sell renewables if they have a solar system and it is being sold back through the meter.

Responding to Mr. Anderson, Mr. Waddell stated that if the facility or residence changes ownership, it is up to the new occupant to transfer the system into their name if they want to retain it. Most of the residential solar power within the city is leased. There have been a few instances where customers have decided to sell their property, and the system was removed by the owner or relocated to their next location.

Responding to Ms. Arndt, Mr. Waddell stated that all new utilities will be installed underground unless it is necessary to do them overhead for reliability. He explained that they will coordinate with all new developers to ensure that the services are installed underground. He noted that if there is a specific location that cannot be placed underground, then they will put them overhead.

Responding to Ms. Arndt, Mr. Waddell stated that the requirement for installation underground was not prompted by state legislation but rather by preference. He explained that it reduces the chance of a stray tree limb falling and knocking out someone's power if placed underground. He noted that they would prefer to have the rest of the overhead power lines, the distribution lines leading to the service underground, as it is more reliable, but more expensive. He explained that if they are up, working, and still serviceable, they will not be taking them down until their end of life.

Responding to Mr. Boggerty, Mr. Waddell stated that the handbook is mainly directed towards construction, residential, and commercial services, and the service classifications. The vendors or providers not properly hanging or burying their wires, like at Barrister Place, are covered in the licensing and pole attachment agreements. He noted that they have Master License Agreements (MLA) with all the communication providers. He explained that some of the issues at Barrister Place lie within the spooling of the lines, as there are excess lines that are hanging down. He further noted that some of the poles are the service provider poles because there are places within the city where they own the pole lines and the city is attached to them. He stated he is unsure why in the 50's, 60's, and 70's the city did not obtain ownership of the poles.

Responding to Dr. Sudler, Mr. Waddell stated that he was not familiar with the Mount Zion Church project, but if they were provided a new service and it was a new structure, then they would likely be the sole user of the transformer because it would be sized for them. He noted that if they are not the sole user of the transformer, then they would look at the load that they would be adding to the existing transformer and then upgrade that one.

Ms. Andrea Griffin, Customer Service Director, reviewed the proposed Customer Service Department changes, which made current policies clean, clear, and concise, and added them back into the handbook according to the House Bill 62 that was recently passed.

Responding to Mr. Anderson, Ms. Griffin stated that the only change that customers should see would be communication from the Customer Service Department. The customers who are being affected by disconnections due to delinquent balances will receive more communication regarding when they are disconnected in response to House Bill 62.

Responding to Mr. Anderson, Mr. Griffin stated that they are in the process of onboarding the Daupler system, which Middletown currently uses. She noted that the program will make it easier to upload vital contact information, which will allow customers to receive critical information via text messages, emails, or their preferred communication style. She explained that the system will automatically send out information about a disconnect, and the customer will also receive on after 5:00 p.m. when they are on the list for disconnection.

Ms. Arndt moved to recommend approval of the presented revisions to the Electric Service Handbook. The motion was seconded by Dr. Sudler and unanimously carried.

Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection the meeting adjourned at 6:45 p.m.

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. Rocha and unanimously carried.

Investment Presentation (Councilwoman Hall, and James Elias, Financial Advisor, Edward Jones Investments)

Mr. James Elias, Financial Advisor, Edward Jones Investments, provided the committee with a brief presentation on the services that could be utilized at Edward Jones Investments.

Mr. Elias stated that Jeff Stewart would remain the City of Dover's advisor for municipal bond proceeds, and no changes were expected regarding his role. He focused on investment strategies to maximize returns on city funds while maintaining safety and compliance. He noted that municipal bond proceeds tied to specific capital projects could not be invested through Edward Jones; however, other funds, such as the general fund, reserves, wastewater, water, and electric accounts, were eligible.

He explained that Edward Jones' new partnership with U.S. Bank could align with investment policy requirements for municipalities such as the City of Dover. He highlighted various safe investment options, including Federal Deposit Insurance Corporation (FDIC) Certificates of Deposit (CDs), Securities Investor Protection Corporation (SIPC) protected money market funds currently yielding 4.17%, and CD laddering strategies designed to improve liquidity and returns. He explained that they are implementing with other municipalities money market funds that the municipality is able to utilize for short-term cash (**Attachment #1**). He noted that fixed annuities were also considered a long-term, low-risk investment option, offering rates as high as 5.25% for four-year terms.

Mr. Elias emphasized the importance of optimizing available funds to generate additional revenue for the city's operating and capital needs while ensuring access to cash when necessary.

This item was informational; committee action was not required.

Ms. Hall thanked Mr. Elias for his presentation and thanked him for sitting with Ms. Marney to discuss exploring the investment opportunities for the City of Dover.

Discussion of Delaware House Bill 62 – Termination of Utility Services and Customer Service Policies (Andrea Griffin, Customer Service Director, and Allison Haines, Customer Service Supervisor)

Ms. Andrea Griffin, Customer Service Director, reviewed the background and analysis regarding Delaware House Bill 62 and the changes to the Customer Service Policies.

Staff recommended effectively implementing and communicating to the community, with the understanding that the changes are a state-enforced mandate.

Responding to Ms. Hall, Ms. Griffin stated that their current payment arrangement policy allows them to offer extensions four times per year. She explained that there are extenuating circumstances that they are willing to review. She noted that they tend to focus on those whose hardships are less likely to change, like those who are retired, disabled, or have fixed incomes. She explained that they also had to create policy standards that eliminate people who abuse those policies; therefore, they created a standard that cultivates consumer change and creates accountability.

Responding to Ms. Hall, Ms. Griffin stated that providing information regarding resources is a part of the update to the mandate required by House Bill 62. She explained that they have included the information on the back of the utility bill, it is available on the website, and with the new Daupler system, they hope to include the information when a disconnect notice is sent out.

Mr. Rocha moved to recommend accepting the staff recommendation to effectively implement and communicate to the community, with the understanding that this is a state-enforced mandate. The motion was seconded by Ms. Hall and unanimously carried.

Discussion – Fiscal Year 2025 Audit Program (Patricia Marney, Controller/Treasurer)

Ms. Patricia Marney, Controller/Treasurer, reviewed the background and analysis regarding the Fiscal Year 2025 Audit Program.

Staff recommended acceptance of the Audit Program.

Ms. Arndt moved to recommend acceptance of the audit program. The motion was seconded by Dr. Pillsbury and unanimously carried.

Ms. Marney provided the Fiscal Year 2024 draft report (**Attachment #2**). She noted that it was not the final audit.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 7:15 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 7:15 p.m.

Fred A. Neil
Council President

Attachments

Attachment #1 - Investment Documents Provided by Mr. James Elias, Edward Jones
Attachment #2 - 2024 Draft Annual Comprehensive Financial Report

Investment profile: Certificates of deposit

Today's date: 08/12/2025

Issuer's name: AMERIS BK MOULTRIE GA

Investment features

Description

Certificates of deposit (CDs) are savings instruments issued by banks and savings and loans. When you invest in a CD, you in effect lend the bank or savings and loan a set amount of money that it then invests in securities or loans. CDs are debt obligations issued by banks.

For the use of your money, you're ensured the return of principal and interest over the life of the CD. In addition, CDs offer a variety of maturities and interest payment options.

The issuing bank pays a stated interest payment on the par value of the CD, also sometimes called the face value. A unique feature of CDs is that they are FDIC insured for the payment of principal and accrued interest.*

Objective

To provide regular income over short and intermediate periods.

Suitability

CDs are well-suited for income-oriented investors.

Coupon rate	4.350%
Maturity date	11/20/2025
Payment frequency	At Maturity
Price	\$100.000
Yield to maturity	4.350%
Annual percentage yield	4.350%
Markup	Yes

Annual Percentage Yield (APY) effective 08/12/2025.

Regular income

CDs offer a fixed rate of return, so you know exactly how much income you'll receive.

Liquidity

CDs can be sold on any business day at their current market value in increments of \$1,000. This may be more than, less than or equal to the amount initially invested.

Death benefit

CDs offer an important feature in the event of the death of the holder that lets the beneficiaries redeem the CDs at their face value (\$1,000 or par value) plus the accrued interest without penalty (limitations may apply).

Taxable

CDs are subject to federal and state taxes.

Investment amount

The minimum investment amount will vary from CD to CD. For more information on the minimum required for a particular CD, contact your financial advisor.

*CDs offered by Edward Jones are bank issued and FDIC insured up to \$250,000 (principal and interest accrued but not yet paid) per depositor, per insured depository institution, for each account ownership category. Please visit [fdic.gov](https://www.fdic.gov) or contact your financial advisor for additional information. Subject to availability and price change. CD values are subject to interest rate risk such that when interest rates rise, the prices of CDs can decrease. If CDs are sold prior to maturity, the investor can lose principal value. FDIC insurance does not cover losses in market value. Early withdrawal may not be permitted. Yields quoted are net of all commissions. CDs require the distribution of interest and do not allow interest to compound. CDs offered through Edward Jones are issued by banks and thrifts nationwide. All CDs sold by Edward Jones are registered with the Depository Trust Corp. (DTC).

The rate and yield presented are those available on the date displayed and are subject to availability and change without notice. May not be available in all states.

Edward Jones is a dually registered broker-dealer and investment adviser. Broker-dealer accounts will generally pay a markup on fixed-income purchases. Edward Jones Guided Solutions® accounts are fee based and do not generally pay a markup on fixed-income purchases. The inclusion of a markup will reduce the applicable yields.



James T Elias, CFP®
Financial Advisor

671 S Carter Rd
Suite 11
Smyrna, DE 19977
302-514-1001

Federated Hermes Trust for U.S. Treasury Obligations

Institutional Shares

Nasdaq symbol: TTOXX | Cusip number: 60934N799 | Newspaper listing: TrstUSTrOb

6/30/25

Product highlights

- Complies with Rule 2a-7 definition of a government money market fund.
- Not subject to liquidity fees.
- Pursues stability of principal and current income consistent with stability of principal.
- Invests primarily in short-term US treasury securities and repurchase agreements collateralized by US treasury securities for higher yield potential than a treasury-exclusive portfolio.
- Holds AAAM and Aaa-mf ratings from S&P Global Ratings and Moody's, respectively.
- On National Association of Insurance Commissioners (NAIC) List.*

Key investment team

Susan Hill, CFA
Deborah A. Cunningham, CFA

Credit ratings

AAAM S&P Global Ratings

Aaa-mf Moody's

NAIC List*

Portfolio assets

\$12.2 billion

Share class statistics

Inception date

11/9/79

Federated Hermes fund number

59

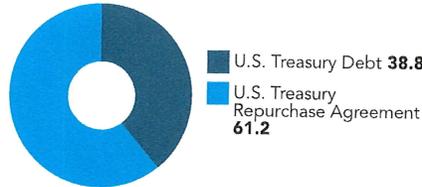
Cut-off times

4:00 pm ET — purchases
4:00 pm ET — redemptions

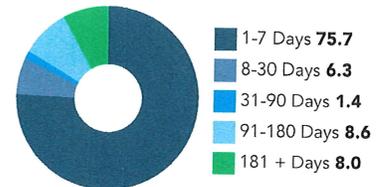
Dividends

Declared daily/paid monthly

Portfolio composition (%)



Effective maturity schedule (%)



2a-7 liquidity

Daily 91.10%
Weekly 99.84%

Weighted average maturity

38 Days

Weighted average life

93 Days

Fund performance

Net yield (%)		Total return (%)	
7-day	4.17	1-year	4.60

Annualized yields (%)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
7-day	5.18	5.13	4.78	4.68	4.49	4.33	4.24	4.21	4.20	4.19	4.17	4.17

Performance quoted represents past performance, which is no guarantee of future results. Investment return will vary. An investor's shares, when redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than what is stated. To view performance current to the most recent month-end, contact us or visit [FederatedHermes.com/us](https://www.federatedhermes.com/us).

Under the investment advisory contract, the Adviser is required to reimburse/waive the amount, limited to the amount of the management fee, by which the Fund's aggregate annual operating expenses, including the management fee, but excluding interest, taxes, brokerage commissions, expenses of registering and qualifying the Fund and its shares under federal and state laws, expenses of withholding taxes and extraordinary expenses exceed (after voluntary waivers and reimbursements) 0.45% of the Fund's IS class average daily net assets. The Adviser and certain of its affiliates on their own initiative have agreed to waive certain amounts of their respective fees and/or reimburse expenses so that the total annual fund operating expenses (excluding acquired fund fees and expenses, extraordinary expenses, interest expense and proxy related expenses, if any) paid by the Fund's IS class (after the voluntary waivers and/or reimbursements) will not exceed 0.20% (the "Fee Limit") up to but not including the later of (the "Termination Date"): (a) October 1, 2025; or (b) the date of the Fund's next effective Prospectus. While the Adviser and its affiliates currently do not anticipate terminating or increasing these arrangements prior to the Termination Date, these arrangements may only be terminated or the Fee Limit increased prior to the Termination Date with the agreement of the Trustees.

Otherwise, the 7-day yield would have been 4.13% and total return would have been lower.

Total return represents the change in value of an investment after reinvesting all income and capital gains. Yield quotations more closely reflect the current earnings of the fund than the total return quotation.

The daily and weekly liquid assets thresholds are 25% and 50%, respectively. Both requirements are "point of purchase" requirements. Thus, it is possible that money market funds may, at any given time, have liquidity percentages reflecting less than the daily and weekly liquidity asset thresholds. In such circumstances, the portfolio manager will be required to purchase securities to meet the requisite liquidity thresholds prior to purchasing longer-dated securities. Additionally, the SEC requirements for what may be defined as "daily" and "weekly" differs from the standard maturities used in calculating the "Effective Maturity Schedule." Therefore, the percentages in the 2a-7 Liquidity table will generally not equal the amounts shown in the "Effective Maturity Schedule."

*This fund is on the National Association of Insurance Commissioner's list as a NAIC US Government Money Market Fund listing. This designation denotes that the fund meets certain quality and pricing guidelines such as: a rating of AAAM or Aaa-mf by a Nationally Recognized Statistical Rating Organization (NRSRO), maintain a constant NAV \$1.00 at all times, allow a maximum 7 day redemption of proceeds, invest 100% in US government securities. This is subject to an annual review.

Product	Secure Term MVA II		
Financial Institution	New York Life Insurance and Annuity Corporation (NYLIAC)		
Product Details	3 Year Surrender Period		
	MVA, Non-ROP		
State Availability	Not available in:	PR	
Fixed Details	Guarantee Period:	3 Year	
	Premium Range:	\$100,000.00 to \$1,499,999.99	
	Guaranteed Minimum Interest Rate:	0.05%	Applicable in: all states except CA, NY, PR
		2.70%	Applicable in: NY
		0.05%	Applicable in: CA

Rate Details

Current Rate **Base Rate:** 4.25%

Current Rate Effective: AUG-11-2025 at 00:00 ET to AUG-17-2025 at 23:59 ET

PART C



BASIC FINANCIAL STATEMENTS

FY2024 - ACFR DRAFT

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FY2024 - ACER DRAFT

City of Dover, Delaware
 Statement of Net Position
 June 30, 2024

			Governmental Activities	Business-Type Activities	Total
Assets:					
Cash and Cash Equivalents	100	200	\$ 15,680,972	\$ 42,859,969	\$ 58,540,941
Investments	101	201	10,471,848	37,772,203	48,244,051
Receivables, Net	102	202	3,453,072	9,706,915	13,159,987
Internal Balances	103	203	(2,300,973)	2,300,973	(0)
Due from Other Governments	104	204	56,242	-	56,242
Inventory	105	205	172,432	4,634,275	4,806,707
Prepaid Items	109	209	91,850	1,768,664	1,860,514
Restricted Cash and Cash Equivalents	100.1	200.1	3,496,718	3,909,365	7,406,083
Restricted Investments	101.1	201.1	19,447	59,287,693	59,307,140
Capital Assets, Not Being Depreciated	108.1	208.1	9,309,876	16,443,759	25,753,635
Capital Assets, Net of Depreciation	108	208	52,149,851	119,062,678	171,212,529
Total Assets			92,601,335	297,746,494	390,347,829
Deferred Outflows of Resources:					
Pension related Deferred Outflows	110	210	8,191,486	4,711,126	12,902,612
OPEB related Deferred Outflows	110.1	210.1	3,543,976	488,593	4,032,569
Total Deferred Outflows of Resources			11,735,462	5,199,719	16,935,181
Liabilities:					
Accounts Payable and Accrued Liabilities	115	215	2,569,798	5,359,796	7,929,594
Unearned Revenue	116	216	147,686	2,986,956	3,134,642
Customer Deposits	117	217	-	2,829,968	2,829,968
Other	118	218	70,225	290,003	360,228
Liabilities Due within One Year	119	219	2,053,881	2,455,345	4,509,226
Non-Current Liabilities					
Due in more than One Year	120	220	6,232,843	21,984,730	28,217,573
Due in more than One Year - OPEB	121	221	5,263,621	759,463	6,023,084
Due in more than One Year - Pension	122	222	17,250,488	16,775,275	34,025,763
Due in more than One Year - ARO	123	223	-	11,618,846	11,618,846
Total Liabilities			33,588,543	65,060,382	98,648,925
Deferred Inflows of Resources:					
Pension related Deferred Inflows	112	212	(1,189,087)	228,328	(960,759)
OPEB related Deferred Inflows	112.1	212.1	3,625,268	513,613	4,138,881
Lease related Deferred Inflows	112.2	212.2	1,922,309	3,238,126	5,160,435
Total Deferred Inflows of Resources			4,358,490	3,980,067	8,338,557
Net Position:					
Net Investment in Capital Assets	126	226	56,341,652	112,134,337	168,475,989
Restricted for:	131	231			
Capital Projects	131.1	231.1	160,179	63,197,058	63,357,237
Public Safety Grants	131.3	231.3	528,444	-	528,444
Verizon Grant	131.4	231.4	84,293	-	84,293
Library Grant	131.5	231.5	170,613	-	170,613
Community Development Grants	131.7	231.7	23,141	-	23,141
Other State Grants	131.2	231.8	734,014	-	734,014
ARPA Grant	131.9	231.8	(632,336)	-	(632,336)
Unrestricted	132	232	8,979,764	58,572,782	67,552,546
Total Net Position			\$ 66,389,764	\$ 233,904,177	\$ 300,293,941

City of Dover, Delaware
 Statement of Activities
 For the Year Ended June 30, 2024

Functions/Programs	Program Revenues					Net (Expense) Revenue and Changes in Net Position		
	Expenses	Indirect Expenses Allocation	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business Type Activities	Total
Governmental Activities								
General Government	\$ 6,355,904	\$ (1,592,553)	\$ 8,193,706	\$ 10,315	\$ -	\$ 3,440,670	\$ -	\$ 3,440,670
Public Safety	27,807,337	-	5,270,219	3,437,520	-	(19,099,598)	-	(19,099,598)
Public Works	10,981,725	(667,278)	4,043,826	993,204	418,453	(4,858,964)	-	(4,858,964)
Library and Recreation	4,771,842	-	759,241	447,555	98,500	(3,466,546)	-	(3,466,546)
Community and Economic Development	523,243	-	-	754,802	-	231,559	-	231,559
Central Services	2,705,286	(1,031,076)	-	-	-	(1,674,210)	-	(1,674,210)
Financial Administration	4,363,834	(2,733,567)	-	-	-	(1,630,267)	-	(1,630,267)
Interest Charges	121,770	-	-	-	-	(121,770)	-	(121,770)
Total Governmental Activities	57,630,940	(6,024,474)	18,266,992	5,643,396	516,953	(27,179,125)	-	(27,179,125)
Business Type Activities								
Water	6,760,402	1,095,767	8,385,018	-	-	-	528,849	528,849
Wastewater	8,538,393	841,741	10,956,859	-	-	-	1,576,725	-
Electric	70,432,420	4,086,966	90,140,741	-	-	-	15,621,355	15,621,355
Total Business Type Activities	85,731,215	6,024,474	109,482,618	-	-	-	17,726,929	17,726,929
Total Primary Government	\$ 143,362,154	\$ -	\$ 127,749,610	\$ 5,643,396	\$ 516,953	(27,179,125)	17,726,929	(9,452,195)
General Revenues								
Taxes								
Property Taxes						16,192,980	-	16,192,980
Transfer Taxes						2,754,896	-	2,754,896
Gain on Investments						848,139	7,256,909	8,105,048
Total General Revenues						19,796,015	7,256,909	27,052,924
Transfers						6,662,055	(6,662,055)	(0)
Total General Revenues and Transfers						26,458,070	594,854	27,052,924
Changes in Net Position						(721,055)	18,321,783	17,600,728
Net Position Beginning						67,110,819	215,582,393	282,693,212
Net Position Ending						\$ 66,389,764	\$ 233,904,177	\$ 300,293,941

The notes to financial statements are an integral part of this statement.

City of Dover, Delaware
Governmental Funds Balance Sheet
June 30, 2024

	General Fund	Total Nonmajor Funds	Total Governmental Funds
Assets:			
Cash and Cash Equivalents	\$ 11,610,793	\$ -	\$ 11,610,793
Restricted Cash and Cash Equivalents	-	3,496,718	3,496,718
Investments	8,867,374	-	8,867,374
Restricted Investments	19,447	-	19,447
Receivables, Net			
Accounts	3,152,772	246,044	3,398,816
Taxes	49,256	-	49,256
Due from Other Funds	192,510	-	192,510
Temporary Advances	107,800	-	107,800
Due from Other Governments	-	56,242	56,242
Prepaid Items	90,771	1,079	91,850
Inventory	172,432	-	172,432
Total Assets	<u>\$ 24,263,155</u>	<u>\$ 3,800,083</u>	<u>\$ 28,063,238</u>
Liabilities:			
Accounts Payable	\$ 2,161,043	\$ 217,825	\$ 2,378,868
Unearned Revenue	147,686	-	147,686
Due to Other Funds	225	180,311	180,536
Temporary Advances	-	2,420,745	2,420,745
Other	70,225	-	70,225
Total Liabilities	<u>2,379,180</u>	<u>2,818,881</u>	<u>5,198,061</u>
Deferred Inflows of Resources:			
Unavailable Revenue	476,016	-	476,016
Leases Revenue	1,922,309	-	1,922,309
Total Deferred Inflows of Resources	<u>2,398,325</u>	<u>-</u>	<u>2,398,325</u>
Fund Balances:			
Non-Spendable	284,796	1,079	285,875
Inventory and Prepaids	263,202	-	263,202
Library Endowment	5,000	1,079	6,079
Patronage Stock	16,594	-	16,594
Restricted	87,146	980,123	1,067,269
Library Endowment	2,853	-	2,853
Verizon Cable Franchise	84,293	-	84,293
CDBG	-	23,141	23,141
Economic Dev	-	734,014	734,014
ERLSP	-	-	-
Garrison Oak Master Plan	-	-	-
Highway Resurfacing State Grants	-	160,179	160,179
Library Grants	-	166,681	166,681
Municipal Street Aid	-	-	-
ARPA Grant	-	(632,336)	(632,336)
Police Grants	-	480,261	480,261
Realty Transfer Tax	-	-	-
Substance Abuse Prevention	-	48,183	48,183
Committed	2,234,244	-	2,234,244
Contingency	761,556	-	761,556
Encumbrances	-	-	-
Parkland Reserve	1,472,688	-	1,472,688
Assigned	5,968,357	-	5,968,357
Police Investigations	-	-	-
Capital Assets	5,968,357	-	5,968,357
Highway Resurfacing General Fund	-	-	-
Unassigned	10,911,107	-	10,911,107
Total Fund Balances	<u>19,485,650</u>	<u>981,202</u>	<u>20,466,852</u>
Total Liabilities, Deferred Inflows and Fund Balances	<u>\$ 24,263,155</u>	<u>\$ 3,800,083</u>	<u>\$ 28,063,238</u>

The notes to financial statements are an integral part of this statement.

City of Dover, Delaware
Reconciliation of the Balance Sheet of Governmental Funds
To the Statement of Net Position
June 30, 2024

Amounts reported for governmental activities in the statement of net position (page 47) are different because:

Total fund balances for governmental funds (Page 49)		\$ 20,466,852
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		61,459,727
Other assets are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the funds.		
Deferred inflows of resources		476,016
The Net Pension Liability & OPEB Liability is not due and payable in the current period; therefore, the liability and related deferred inflows/outflows are not reported in governmental funds:		
Deferred Outflows - Pension	\$ 10,255,424	
Deferred Inflows - Pension	(874,851)	
Deferred Outflows - OPEB	3,543,976	
Deferred Inflows - OPEB	<u>(3,625,268)</u>	9,299,281
An internal service fund (page 53) is used by the City to charge the cost of the workers' compensation fund. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position.		5,488,543
Accrual basis of bond interest paid		178
Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities both current and long-term are reported in the statement of net position.		
Compensated absences represent amounts accrued for sick leave for those employees who are vested and accrued vacation for all employees.		
The Net Pension Liability and OPEB Liability are not a use of current financial resources, and therefore, are not reported in the governmental funds.		
Current-		
General Obligation Bonds	(516,303)	
Compensated Absences	<u>(1,533,731)</u>	
	(2,050,034)	
Long-Term-		
General Obligation Bonds	(4,591,900)	
Compensated Absences	(1,639,663)	
Leases	(5,127)	
Net Pension Liability	(17,250,488)	
Net OPEB Liability	<u>(5,263,621)</u>	
	<u>(28,750,799)</u>	(30,800,833)
Total net position of governmental activities (Page 47)		<u>\$ 66,389,764</u>

The notes to financial statements are an integral part of this statement.

City of Dover, Delaware
Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds
For the Year Ended June 30, 2024

	General Fund	Total Nonmajor Funds	Total Governmental Funds
Revenues			
Fines	\$ 697,859	\$ 66,052	\$ 763,911
Library Revenue - General	148,058	-	148,058
Library Revenue County Reimbursement	425,611	-	425,611
Licenses and Permits	3,943,779	-	3,943,779
Sanitation Fees and Rebates	3,966,546	-	3,966,546
Recreation	-	45,195	45,195
Miscellaneous Services	4,567,809	-	4,567,809
Property Taxes	16,210,818	-	16,210,818
Transfer Taxes	-	2,754,896	2,754,896
Grants	1,781,771	4,378,578	6,160,349
Court of Chancery Fees	4,449,818	-	4,449,818
Investment Income	444,097	193,425	637,522
Total Revenues	36,636,166	7,438,146	44,074,312
Expenditures			
Current:			
General Government	1,802,476	-	1,802,476
Library Services	1,965,658	383,535	2,349,193
Public Safety and Law Enforcement	27,059,069	2,364,548	29,423,617
Public Works	4,324,791	336,154	4,660,945
Recreational Services	3,489,820	-	3,489,820
Streets and Sanitation Services	5,159,756	-	5,159,756
Engineering Services	293,273	-	293,273
Financial Administration	653,677	-	653,677
Garage and Stores	1,366,397	-	1,366,397
Insurance	483,356	-	483,356
Retiree Health Care	2,548,000	-	2,548,000
Employee Pension Appropriation	1,000,000	-	1,000,000
Community and Economic Development	150,000	639,229	789,229
Street Lights	835,660	-	835,660
Debt Service:			
Principal Retirement	506,218	-	506,218
Interest and Fiscal Charges	121,772	-	121,772
Total Expenditures	51,759,923	3,723,466	55,483,389
Excess (deficiency) of Revenues over Expenditures	(15,123,757)	3,714,680	(11,409,077)
Other Financing Sources (Uses)			
Bonds Issued	-	-	-
Payment to bond refunding agent	-	-	-
Transfers In	13,304,670	1,154,105	14,458,775
Transfers Out	(1,025,000)	(6,774,110)	(7,799,110)
Total other Financing Sources (Uses)	12,279,670	(5,620,005)	6,659,665
Net Change in Fund Balances	(2,844,087)	(1,905,325)	(4,749,412)
Fund Balances at Beginning of Year	22,329,737	2,886,527	25,216,264
Fund Balances at End of Year	\$ 19,485,650	\$ 981,202	\$ 20,466,852

City of Dover, Delaware
Reconciliation of the Statement of Revenues, Expenditures and Changes
in Fund Balances of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2024

Amounts reported for governmental activities in the statement of activities (page 48) are different because:

Net change in fund balances--total governmental funds (Page 51) \$ (4,749,412)

Governmental fund reports capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

Capitalization of net capital asset expenditures including CIP	\$ 6,778,901	
Loss on assets disposed of during the year	(167,667)	
Current year depreciation	(3,952,308)	
Leases	773	2,659,699

Governmental funds report the repayment of principal of general long-term debt as an expenditure but the repayment reduces the liability in the statement of net position. 506,218

Revenues that are not available to pay for current period expenditures are not reported as revenues in the funds. (83,029)

Governmental funds do not report GAAP related pension entries that record the Net Pension Liability. The following is the current year change in Net Pension Liability for the Governmental funds: (8,334,476)

Changes in Deferred Inflows and Deferred Outflows related to pension entries reported in the Statement of Activities. 3,290,905

Decreases in operating expenses due to the decrease in OPEB expense for the amortization of deferred outflows and inflows of resources related to the net OPEB liability. (124,149)

Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for the transactions that are not normally paid with expendable available financial resources. In the statement of activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, assets are not recognized in governmental funds unless they represent current financial resources but are recognized in the statement of activities as they accrue. The following differences, therefore, occur between the statement of activities and the governmental funds.

Decrease in compensated absences	\$ (227,758)	
Bond interest accrual	-	
Increase in Net OPEB Liability	3,673,973	3,446,215

An internal service fund is used by the City to charge the costs of workers' compensation insurance to individual funds. The change in net position of the internal service fund is transferred to the governmental funds and amounts attributable to internal charges are then allocated to functional expenditures. Net revenue is allocated back to respective functions and business type activities, as appropriate. 1,006,561

Change in net position of governmental activities (Page 48) \$ (2,381,468)

The notes to financial statements are an integral part of this statement.

City of Dover, Delaware
Statement of Net Position - Proprietary Funds
Proprietary Funds
June 30, 2024

	Business-type Activities				Governmental Activities	
	Water Fund	Wastewater Fund	Electric Revenue Fund	Non-Major Enterprise Funds	Total Enterprise Funds	Internal Service Fund
Assets						
Current Assets:						
Cash and Cash Equivalents	\$ 3,996,078	\$ 6,977,977	\$ 31,885,914	\$ 10,974,055	\$ 42,859,969	\$ 4,070,179
Investments	5,619,580	2,645,595	29,507,028	8,265,175	37,772,203	1,604,474
Receivables, Net	3,591,769	734,641	5,380,505	4,326,410	9,706,915	5,000
Due from Other Funds	2,312,945	112	-	2,313,057	2,313,057	-
Inventory	136,221	(1,132)	4,499,186	135,089	4,634,275	-
Prepaid Items	-	-	1,768,664	-	1,768,664	-
Total Current Assets	15,656,593	10,357,193	73,041,297	26,013,786	99,055,083	5,679,653
Non-Current Assets:						
Restricted Assets						
Cash	218,665	85,969	3,604,731	304,634	3,909,365	-
Investments	2,699,537	6,338,557	50,249,599	9,038,094	59,287,693	-
Capital Assets, Not Being Depreciated	4,126,428	152,545	12,164,786	4,278,973	16,443,759	-
Capital Assets, Net of Depreciation	34,845,863	30,109,210	54,107,605	64,955,073	119,062,678	-
Land	130,438	32,802	1,458,066	163,240	1,621,306	-
Plant, Buildings and Improvements	-	-	-	-	-	-
Total Non-Current Assets	41,890,493	36,686,281	120,126,721	78,576,774	198,703,495	-
Total Assets	57,547,086	47,043,474	193,168,018	104,590,560	297,758,578	5,679,653
Deferred Outflows of Resources:						
Pension Related Deferred Outflows	1,396,721	517,633	2,796,772	1,914,354	4,711,126	-
OPEB Related Deferred Outflows	(196,968)	(94,528)	780,089	(291,496)	488,593	-
	1,199,753	423,105	3,576,861	1,622,858	5,199,719	-
Liabilities						
Current Liabilities:						
Accounts Payable and Accrued Expenses	522,472	716,831	4,120,493	1,239,303	5,359,796	191,110
Due to Other Funds - Charges	3,081	3,217	7,373	6,298	13,671	-
Unearned Revenue	2,312,945	-	674,011	2,312,945	2,986,956	-
Accrued Interest Payable	44,258	23,645	222,100	67,903	290,003	-
Customer Deposits	-	-	2,829,968	-	2,829,968	-
Revenue Bonds Payable	477,399	485,192	1,037,482	962,591	2,000,073	-
Liability for Compensated Absences	98,297	29,949	327,026	128,246	455,272	-
Total Current Liabilities	3,458,452	1,258,834	9,218,453	4,717,286	13,935,739	191,110
Non-Current Liabilities:						
Net OPEB Liability	(259,591)	(123,389)	1,142,443	(382,980)	759,463	-
Net Pension Liability	4,522,933	2,010,071	10,242,271	6,533,004	16,775,275	-
Asset Retirement Obligation	-	-	11,618,846	-	11,618,846	-
Revenue Bonds Payable	5,523,684	4,473,490	11,374,859	9,997,174	21,372,033	-
Liability for Compensated Absences	235,278	28,751	348,668	264,028	612,697	-
Total Non-Current Liabilities	10,022,304	6,388,923	34,727,087	16,411,226	51,138,314	-
Total Liabilities	13,480,756	7,647,757	43,945,540	21,128,512	65,074,053	191,110
Deferred Inflows of Resources:						
Pension Related Deferred Inflows	(79,921)	66,545	241,704	(13,376)	228,328	-
OPEB Related Deferred Inflows	(188,015)	(89,745)	791,373	(277,760)	513,613	-
Lease Related Deferred Inflows	2,747,118	-	491,008	2,747,118	3,238,126	-
Total Deferred Inflows of Resources	2,479,182	(23,200)	1,524,085	2,455,982	3,980,067	-
Net Position						
Net Investment in Capital Assets	32,971,209	25,303,077	53,860,051	58,274,286	112,134,337	-
Restricted for Capital Construction	2,918,202	6,424,526	53,854,330	9,342,728	63,197,058	-
Unrestricted	6,897,490	8,114,419	43,560,873	15,011,910	58,572,782	5,488,543
Total Net Position	\$ 42,786,901	\$ 39,842,022	\$ 151,275,254	\$ 82,628,924	\$ 233,904,177	\$ 5,488,543

The notes to financial statements are an integral part of this statement.

**City of Dover, Delaware
Statement of Revenues, Expenses and
Changes in Fund Net Position - Proprietary Funds
For the Year Ended June 30, 2024**

	Business-type Activities			Governmental Activities	
	Water Fund	Wastewater Fund	Electric Revenue Fund	Total Enterprise Funds	Internal Service Fund
Operating Revenues					
Charges for Services	\$ 6,544,591	\$ 10,222,834	\$ 86,369,224	\$ 103,136,649	\$ -
Miscellaneous Services/Income	1,818,887	719,894	3,708,657	6,247,438	1,288,194
Total Operating Revenues	8,363,478	10,942,728	90,077,881	109,384,087	1,288,194
Operating Expenses					
Water	1,280,069	-	-	1,280,069	-
Wastewater	-	1,593,286	-	1,593,286	-
Water Treatment Plant	3,289,828	-	-	3,289,828	-
Water/Wastewater Engineering	418,054	333,795	-	751,849	-
Kent County Wastewater Treatment	-	4,828,325	-	4,828,325	-
General Administrative	1,107,760	853,415	6,232,239	8,193,414	215,632
Power Supply	-	-	50,830,743	50,830,743	-
Transmission/Distribution	-	-	6,159,910	6,159,910	-
Engineering	-	-	2,740,151	2,740,151	-
Metering	-	-	872,463	872,463	-
Systems Operations	-	-	1,115,258	1,115,258	-
Utility Tax	-	-	1,365,916	1,365,916	-
Depreciation	1,369,470	1,547,115	3,842,684	6,759,269	-
Contractual Services	-	-	-	-	34,433
Taxes	-	-	-	-	16,773
Retirees Health Care	226,900	110,000	997,000	1,333,900	-
Self Insurance-Workers' Compensation	-	-	-	-	225,412
Total Operating Expenses	7,692,081	9,265,936	74,156,364	91,114,381	492,250
Operating Income/Loss	671,397	1,676,792	15,921,517	18,269,706	795,944
Non-Operating Revenues (Expenses)					
Interest Earned:					
Operating Funds	345,142	325,297	2,388,720	3,059,159	-
Reserve Funds	83,443	121,836	891,483	1,096,762	210,618
Net Decrease in Fair Value of Investments	239,903	286,375	2,573,783	3,100,061	(1)
Interest and Fiscal Charges	(164,088)	(114,198)	(363,022)	(641,308)	-
Gain (Loss) on Sale of Assets	21,540	14,131	62,860	98,531	-
Total Non-Operating Revenue (expenses)	525,940	633,441	5,553,824	6,713,205	210,617
Income before Contributions and Transfers	1,197,337	2,310,233	21,475,341	24,982,911	1,006,561
Transfers In	2,312,945	-	75,000	2,387,945	-
Transfers Out	(525,000)	(525,000)	(8,000,000)	(9,050,000)	-
Total transfers	1,787,945	(525,000)	(7,925,000)	(6,662,055)	-
Change in Net Position	2,985,282	1,785,233	13,550,341	18,320,856	1,006,561
Total Net Position--Beginning	39,801,619	38,056,789	137,724,912	215,583,320	4,481,982
Total Net Position--Ending	\$ 42,786,901	\$ 39,842,022	\$ 151,275,253	\$ 233,904,176	\$ 5,488,543

The notes to financial statements are an integral part of this statement.

42,786,901.47 39,842,022.04 151,275,253.80 \$ 233,904,177 \$ 5,488,543

City of Dover, Delaware
Statement of Cash Flows - Proprietary Funds
For the Year Ended June 30, 2024

	Business-type Activities				Governmental
	Water Fund	Wastewater Fund	Electric Revenue Fund	Total Enterprise Funds	Internal Service Fund
Cash Flows from Operating Activities					
Receipts from Customers	\$ 8,296,303	\$ 10,676,447	\$ 87,769,150	\$ 106,741,900	\$ -
Payments to Suppliers (including Purchased Power)	(1,056,882)	(5,580,669)	(57,318,704)	(63,956,255)	(273,610)
Payments to Employees	(2,007,456)	(1,117,584)	(6,513,366)	(9,638,406)	-
Payments of Personnel Related Costs	(1,172,164)	(613,444)	(1,964,314)	(3,749,922)	1,288,194
Internal Activity-Payments from (to) Other Funds	(199,204)	45,119	(1,692,800)	(1,846,885)	-
Other Receipts (Payments) including Claims Paid	(364,581)	9,435	(2,970,708)	(3,325,854)	(215,122)
Net Cash Provided by (used for) Operating Activities	3,496,016	3,419,304	17,309,258	24,224,578	799,462
Cash Flows from Noncapital Financing Activities					
Transfers Out	(525,000)	(525,000)	(8,000,000)	(9,050,000)	-
Transfers In	2,312,945	-	75,000	2,387,945	-
Distribution to Customers - PCA Credit	-	-	-	-	-
Net Cash Used for Noncapital Financing Activities	1,787,945	(525,000)	(7,925,000)	(6,662,055)	-
Cash Flows from Capital and Related Financing Activities					
Acquisition and Construction of Capital Assets	(4,533,351)	(783,498)	(7,473,266)	(12,790,116)	-
Proceeds of issuance of debt	-	-	-	-	-
Principal Paid on Revenue Bond Maturities	(606,908)	(534,456)	(910,000)	(2,051,364)	-
Interest Paid on Capital Debt	(162,338)	(130,132)	(363,522)	(655,992)	-
Net Cash Used for Capital and Related Financing Activities	(5,302,597)	(1,448,086)	(8,746,788)	(15,497,472)	-
Cash Flows from Investing Activities					
Interest on Investments	345,142	325,297	2,359,243	3,029,682	-
Redemption of Investment Securities	-	-	-	-	-
Purchase of Investment Securities	(572,283)	(328,131)	(1,285,655)	(2,186,068)	133,185
Interest on Restricted Cash	83,443	121,836	891,483	1,096,762	-
Net Cash Provided by (used for) Investing Activities	(143,698)	119,002	1,965,071	1,940,376	133,185
Net Increase/Decrease in Cash and Cash Equivalents	(162,334)	1,565,220	2,602,541	4,005,427	932,647
Cash and cash equivalents July 1 (incl. \$738,463 for Water Fund, \$308,551 for Wastewater Fund and \$16,600,618 for Electric fund reported in restricted accounts)	4,377,077	5,498,726	32,880,106	42,755,909	3,137,532
Cash and cash equivalents June 30 (incl. \$336,971 for Water Fund, \$136,927 for Wastewater Fund and \$15,078,230 for Electric fund reported in restricted accounts)	\$ 4,214,743	\$ 7,063,946	\$ 35,482,647	\$ 46,761,336	\$ 4,070,179
Reconciliation of Operating Income to Net Cash Provided by (Used for) Operating Activities:					
Operating Income	\$ 665,472	\$ 1,687,724	\$ 17,055,713	\$ 19,408,909	\$ 795,944
Adjustments to Reconcile Operating Income to Net Cash provided by (Used for) Operating Activities:					
Depreciation Expense	1,369,470	1,547,115	3,842,684	6,759,269	-
Effect of Changes in Operating Assets and Liabilities:					
Receivables	(20,622)	(266,303)	(2,918,249)	(3,205,174)	-
Due from other funds	(46,553)	22	-	(46,531)	-
Inventory	(54,844)	(770)	(655,634)	(711,248)	-
Prepaid items	560	350	(1,288,691)	(1,287,781)	-
Deferred outflow of resources Pension	(601,250)	(268,334)	(1,366,218)	(2,235,802)	-
Deferred outflow of resources OPEB	201,334	109,497	437,989	748,820	-
Accounts payable and accrued expenses	417,448	130,081	17,148	564,677	3,518
Unearned revenue	-	-	(459,312)	(459,312)	-
Due to other funds	3,081	45,119	(237,722)	(189,522)	-
Customer Deposits	-	-	125,638	125,638	-
Liability for Compensated Absences	(3,628)	(5,766)	39,003	29,609	-
Asset Retirement Obligation	-	-	-	-	-
Net OPEB Liability	(265,758)	(144,535)	(578,138)	(988,431)	-
Net pension liability	2,103,581	623,172	3,471,796	6,198,549	-
Deferred inflow of resources Leases	-	-	-	-	-
Deferred inflow of resources Pension	(79,922)	66,545	241,704	228,327	-
Deferred inflow of resources OPEB	(192,353)	(104,613)	(418,453)	(715,419)	-
Net Cash Provided by Operating Activities	\$ 3,496,016	\$ 3,419,304	\$ 17,309,258	\$ 24,224,578	\$ 799,462
Non-Cash Investing, Capital and Financing Activities:					
Change in Fair Value of Investments	\$56 239,903	\$ 286,375	\$ 2,573,783	\$ 3,100,061	\$ -

City of Dover, Delaware
Statement of Net Position
Fiduciary Funds
June 30, 2024

	Pension and Other Post-Employment Benefit Trust Funds	Custodial Funds
Assets		
Cash and Cash Equivalents	\$ 14,217,480	\$ 101,967
Investments at Fair Value - Mutual Funds	121,742,973	-
Prepaid Expenses	-	25,000
Total Assets	135,960,453	126,967
Liabilities		
Vouchers Payable & Deposit Payable	3,165	-
Total Liabilities	3,165	-
Net Position		
Net Position Restricted for Pensions	74,765,198	-
Net Position Restricted for Health Benefits	61,192,090	-
Net Position Restricted for Other Organizations	-	126,967
Total Net Position	\$ 135,957,288	\$ 126,967

The notes to financial statements are an integral part of this statement.

City of Dover, Delaware
Statement of Changes in Net Position
Fiduciary Funds
For the Year Ended June 30, 2024

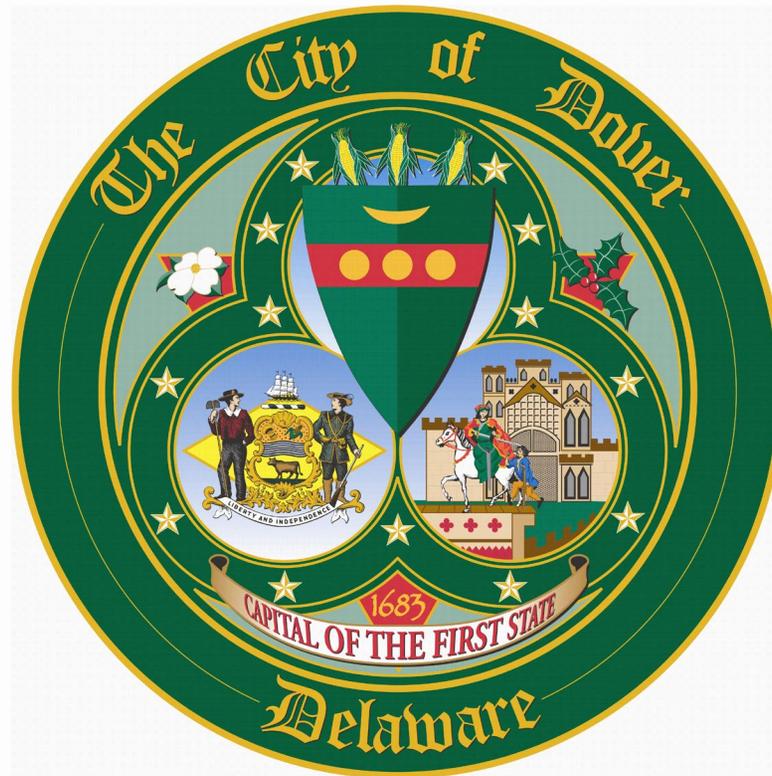
	<u>Pension and Other Postemployment Benefit Trust Funds</u>	<u>Custodial Funds</u>
Additions:		
Net Investment Income	\$ 12,644,333	\$ -
City's Contribution-Payroll Based	4,388,490	-
City's Contribution-Lump Sum	5,232,700	18,500
Employee Contribution	221,580	-
Gifts/Donations	-	73,091
State Grants	812,409	-
Other	984	344
Total Additions	<u>23,300,496</u>	<u>91,935</u>
Deductions:		
Bank Fees	-	164
Benefit Payments	9,198,471	-
Contractual Services	-	58,472
General Administration	31,807	3,086
Transfer to Governmental Capital Project Fund	-	-
Total Deductions	<u>9,230,278</u>	<u>61,722</u>
Change in Net Position	14,070,218	30,213
Net Position - Beginning	128,642,343	96,754
Net Position - Ending	<u>\$ 142,712,561</u>	<u>\$ 126,967</u>

The notes to financial statements are an integral part of this statement.

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FY2024 - ACER DRAFT

CITY COUNCIL COMMUNITY ENHANCEMENT FUND REPORT



JULY 2025

CITY COUNCIL COMMUNITY ENHANCEMENT FUND
JULY 1, 2025 - JUNE 30, 2026
100-10-12-99-000-53037

Current

Balance - \$ 18,650.00

BUDGETED AMOUNT **\$ 25,000.00**

COMMUNITY ENHANCEMENT FUND - \$2,500 FOR EACH COUNCIL MEMBER PER DISTRICT AND \$5,500 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.

Total **\$ 25,000.00**

Date	COUNCIL SPONSOR	Vendor	Description	P.O. #/INVOICE #	BATCH#	TOTAL CHARGES	YEAR TO DATE	BALANCE
7/1/2025	Anderson	Hispanic Organization of Latin Americans (HOLA)	Councilman Anderson authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con	Email from David Anderson dated 06/02/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 06/02/2025	6577	\$ 500.00	\$ 500.00	\$ 24,500.00
7/3/2025	Sudler	Holy Trinity UAME Church	Councilman Sudler authorized the designation of \$1,000 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Roy Sudler, Jr dated 07/03/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 1,000.00	\$ 1,500.00	\$ 23,500.00
7/5/2025	Rocha	Holy Trinity UAME Church	Councilman Rocha authorized the designation of \$200 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Gerald Rocha, Sr. dated 07/05/2025 and an email from Pastor Sheila Lomax dated 07/04/2025	6577	\$ 200.00	\$ 1,700.00	\$ 23,300.00
7/7/2025	Anderson	Holy Trinity UAME Church	Councilman Anderson authorized the designation of \$200 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from David Anderson dated 07/07/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 200.00	\$ 1,900.00	\$ 23,100.00
7/7/2025	Lewis	Holy Trinity UAME Church	Councilman Lewis authorized the designation of \$400 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Brian Lewis dated 07/07/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 400.00	\$ 2,300.00	\$ 22,700.00
7/9/2025	Boggerty	Holy Trinity UAME Church	Councilman Boggerty authorized the designation of \$150 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Andre Boggerty dated 07/09/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6656	\$ 150.00	\$ 2,450.00	\$ 22,550.00
7/14/2025	Pillsbury	Holy Trinity UAME Church	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Julia Pillsbury dated 07/11/2025 and an email from Pastor Sheila Lomax dated 07/04/2025	6656	\$ 200.00	\$ 2,650.00	\$ 22,350.00
7/14/2025	Pillsbury	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their	Email from Julia Pillsbury dated 07/11/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 07/11/2025	6656	\$ 200.00	\$ 2,850.00	\$ 22,150.00
7/14/2025	Boggerty	Hispanic Organization of Latin Americans (HOLA)	Councilman Boggerty authorized the designation of \$200 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con	Email from Andree Boggerty dated 07/14/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 07/11/2025	6656	\$ 200.00	\$ 3,050.00	\$ 21,950.00
7/17/2025	Hall	Holy Trinity UAME Church	Councilwoman Hall authorized the designation of \$200 of her community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Donyale Hall dated 07/11/2025 and an email from Pastor Sheila Lomax dated 06/20/25	6764	\$ 200.00	\$ 3,250.00	\$ 21,750.00
7/29/2025	Rocha	Hispanic Organization of Latin Americans (HOLA)	Councilman Rocha authorized the designation of \$250 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con	Email from Gerald Rocha dated 07/28/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 07/11/2025	6854	\$ 250.00	\$ 3,500.00	\$ 21,500.00
7/31/2025	Lewis	Hispanic Organization of Latin Americans (HOLA)	Councilman Lewis 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 Brian Lewis dated 07/31/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 07/30/2025	6906	\$ 500.00	\$ 4,000.00	\$ 21,000.00
8/11/2025	Lewis	Caribbean Culture Awareness Inc.	Councilman Lewis authorized designation of \$300 of his community enhancement funds to the Caribbean Culture Awareness Inc. for their 2nd Annual Delaware Caribbean Carnival.	Email from Brian Lewis dated 08/11/2025 and an email from Evann Fenty-Marseil dated 8/09/2025	6959	\$ 300.00	\$ 4,300.00	\$ 20,700.00
8/12/2025	Rocha	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Rocha authorized the designation of \$500 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from Gerald Rocha dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 500.00	\$ 4,800.00	\$ 20,200.00
8/12/2025	Neil	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Neil authorized the designation of \$100 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from Fred Neil dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 100.00	\$ 4,900.00	\$ 20,100.00
8/12/2025	Anderson	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Anderson 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 David Anderson dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 200.00	\$ 5,100.00	\$ 19,900.00
8/15/2025	Sudler	Hispanic Organization of Latin Americans (HOLA)	Councilman Sudler 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 Roy Sudler dated 08/15/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 06/06/2025	7002	\$ 500.00	\$ 5,600.00	\$ 19,400.00
8/19/2025	Anderson	Holy Trinity UAME Church	Councilman Anderson authorized the designation of \$750 of his community enhancement funds to Holy Trinity UAME Church for their Back to School Book Bag Drive	Email from David Anderson dated 08/19/2025 and an email from Pastor Sheila Lomax dated 08/19/25	7002	\$ 750.00	\$ 6,350.00	\$ 18,650.00
TOTALS						\$ 6,350.00		\$ 18,650.00

BUDGETED

AMOUNT	DISTRICT	COUNCIL SPONSOR	YTD EXPENDITURES	BALANCE
\$ 5,000.00	At-Large	Boggerty	\$ 350.00	\$ 4,650.00
\$ 2,500.00	1st District	Pillsbury	\$ 400.00	\$ 2,100.00
\$ 2,500.00	1st District	Rocha	\$ 950.00	\$ 1,550.00
\$ 2,500.00	2nd District	Hall	\$ 200.00	\$ 2,300.00
\$ 2,500.00	2nd District	Lewis	\$ 1,200.00	\$ 1,300.00
\$ 2,500.00	3rd District	Arndt	\$ -	\$ 2,500.00
\$ 2,500.00	3rd District	Neil	\$ 100.00	\$ 2,400.00
\$ 2,500.00	4th District	Anderson	\$ 1,650.00	\$ 850.00
\$ 2,500.00	4th District	Sudler	\$ 1,500.00	\$ 1,000.00
	TOTAL		\$ 6,350.00	\$ 18,650.00

CITY MANAGER'S MONTHLY REPORT



July 2025

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City of Dover

September 2, 2025

Honorable Mayor & Members of City Council
Dover, DE 19901

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

Dear Mayor & Members of City Council:

The City Manager's Office is pleased to present our monthly report for the month of July 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 final reading of Proposed Ordinance #2025-12 regarding abatement of real estate taxes, the Review of Safety Concerns on East Lookerman Street, the Request for Speed Humps/Reducers in Lincoln Park, and Proposed Amendments to Military Leave (Employee Handbook).
- Attended Special Council Meeting regarding Personnel Matters.
- Researched requests from Council members and constituents and addressed concerns. Attended staff meeting regarding Barrister Place area needs. Attended staff meeting regarding speed reduction devices.
- 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. 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 and attended meetings regarding personnel matters.
- Conducted individual monthly Department Head meetings.
- Attended the Library Advisory Committee meeting.
- Attended the Management Committee and Risk Management Committee meetings regarding electric (TEA), the DEMEC Legislative Luncheon, DEMEC Joint Council Briefing and DEMEC Administrative Committee meeting.
- Participated in Delaware League of Local Government Legislative review with Legislative Action Committee to discuss pending and proposed legislation, Delaware Economic Development Partners meeting, and Kent Economic Partnership Board meeting.
- Attended the DDP Board Training and DDP Board meeting. Discussed status of DDD project requests with DDP and consultant.
- Worked with broker regarding property sales at Garrison Oak (ongoing discussions).

CITY MANAGER'S OFFICE MONTHLY REPORT – JULY 2025

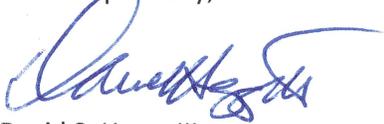
September 2, 2025

Page 2 of 2

- Continuing meetings with outside counsel on legal matters.
- Attended concept meeting with Chesapeake Utilities and Electric Department.

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 July 2025

PROCUREMENT & INVENTORY DIVISION		
Purchase Orders for Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$35,314.83	-1767.7%
Water	\$3,383.20	-1032.4%
Wastewater	\$0.00	0.0%
General	\$11,683.61	74.1%
Total	\$50,381.64	-1291.2%
Issues from Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$83,318.91	21.7%
Water	\$8,464.19	-102.1%
Wastewater	\$0.00	0.0%
General	\$12,456.26	-6.2%
Total	\$104,239.36	7.7%
Bids/RFPs Solicited		
	FY 2026 to Date	Difference from FY 2025
	3	0.0%
Money Spent for Postal Services		
	FY 2026 to Date	FY 2025 to Date
	\$21,692.88	\$19,541.31

Fuel Usage		
Type	FY 2026 to Date	FY 2025 to Date
Unleaded	13,420	13,308
Diesel	5,050	8,228
Dollars Spent	\$42,734.76	\$56,502.66

Warehouse Stock Value		
	FY 2026	FY 2025
	\$5,548,896.39	\$4,247,227.39

Purchase Orders for Stock are down 1,767.7% compared to this time last year.
 Issues from Stock are up 7.7% compared to this time last year.
 Bids/RFP's are even compared to this time last year.
 Postal Expenses are up 9.9% compared to this time last year.
 Fuel Costs are down 32.2% compared to this time last year.
 Overall warehouse value is up 23.5% compared to this time last year.

FLEET DIVISION		
PM Work Orders Scheduled: 30	PM Work Orders Completed: 39	Total Work Orders PM & Repair: 95
Total Hours Turned: 235	Excess Hours Turned: 0	Uncaptured Time: 169.2
MEASURE	July 2025	July 2024
Completed PM's	39	36

DIFFERENCE 8.33%

There were 30 PM's scheduled for this month. A total of 39 PM's were completed along with 56 repair work orders. There were a total of 95 work orders completed.

FACILITIES DIVISION		
Routine Work Orders Completed: 44	Emergency Work Orders Completed: 5	
City-owned Facility Work Orders: 45	Events & Support Work Orders: 4	
MEASURE	July 2025	July 2024
Completed Work Orders	49	54

DIFFERENCE -9.26%

There were 49 routine and emergency Work Orders completed during this month. The work orders consisted of 45 for maintenance and repair of City-owned facilities and 4 related to events and other support work.

Central Services Narrative
<p>Warehousing & Procurement is operating as normal. Project CS2502 has been reposted.</p> <p>Facilities is operating as normal; three positions posted.</p> <p>Fleet is operating as normal.</p>

CENTRAL SERVICES PROJECT UPDATE		
July 2025		
FY/PROJECT NUMBER	DEPARTMENT	STATUS
FC2601	CITY HALL FLAT ROOF	QUOTING
FC2600	PEAR STREET ABATEMENT	CONTACTING VENDOR
FC2602	CITY HALL FIRE ALARM EQUIPMENT UPGRADE	CONTACTING VENDOR
EA2601	WEYANDT HALL STAIRWELL FLOORING	CONTACTING VENDOR
CS2502	FUEL ISLAND UPGRADE	RFP POSTED

City of Dover

Customer Services Department

Item #18.

Major Program Updates	Jul 2025	Jul 2024	Difference	FY 2026	FY 2025
				Year-to-Date	Year-to-Date
Customers Served for Payment Processing	21,570	22,626	(1,056)	21,570	20,642
Final Bills	468	509	(41)	468	493
Estimated Bills	610	420	190	610	387
Penalties Posted	\$ 14,372	\$ 11,897	2,475	\$ 14,372	\$ 8,100
Extensions of Credit - Amount Extended	\$ 222,483	\$ 223,771	(1,288)	\$ 222,483	\$ 122,047
Balance Transfers	\$ 18,313	\$ 18,298	15	\$ 18,313	\$ 431,427
Utility Collections	\$ 22,073	\$ 25,104	(3,030)	\$ 22,073	\$ 33,240
Miscellaneous Billings	\$ 3,053,809	\$ 1,014,390	2,039,419	\$ 3,053,809	\$ 2,079,799
Taxes Levied	\$ 16,998,315	\$ 16,673,892	324,423	\$ 16,998,315	\$ 16,066,172
Billing Adjustments / Credit Balances	\$ (149,557)	\$ 457,676	(607,233)	\$ (149,557)	\$ -
Total Taxes Collected	\$ 13,636,804	\$ 3,331,947	10,304,857	\$ 13,636,804	\$ 1,815,333
Taxes Outstanding	\$ 3,211,954	\$ 13,799,622	(10,587,667)	\$ 3,211,954	\$ 14,250,839
Write Off Request	32,121	\$ 17,170	14,950	\$ 32,121	\$ 15,053

Recap of monthly activities / notations –

As of July 31, 2025 the City of Dover served 25,210 electric utility customers and 14,862 water utility customers as compared to 2024, which represents 25,083 and 13,230 respectively. These figures were tabulated from the monthly utility bill summary report which tracks billing across all utility bill rate classifications.

2,776 phone calls were answered in the month of July by 5 staff members of customer service.

Receivable Comparison FY 2025 to FY2026 to date (July 2025) Compared to the same time last year the City had open receivables of \$27,901,913.68 vs \$13,531,870.55.

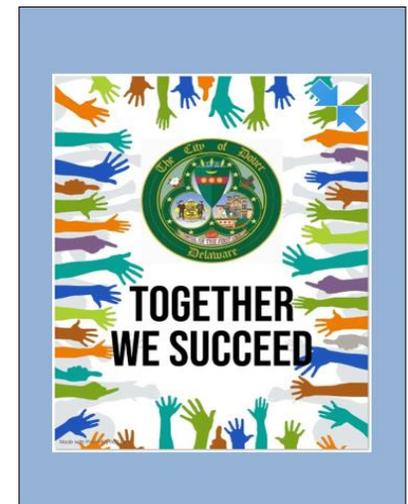
Utility Disconnections for July 2025

141 accounts were disconnected for non-payment of service.

Total receivable collected through the disconnection process \$86,671.08.

Ending Utility Receivable Due - \$9,266,355.56.

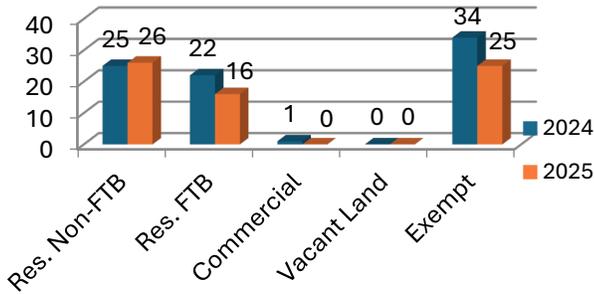
Outstanding Receivable FYE 2026				
	Utility	Taxes	General Billing	Total Receivable
JULY	9,266,355.56	3,211,954.32	1,053,560.67	13,531,870.55
AUGUST				-
SEPTEMBER				-
OCTOBER				-
NOVEMBER				-
DECEMBER				-
JANUARY				-
FEBRUARY				-
MARCH				-
APRIL				-
MAY				-
JUNE				-



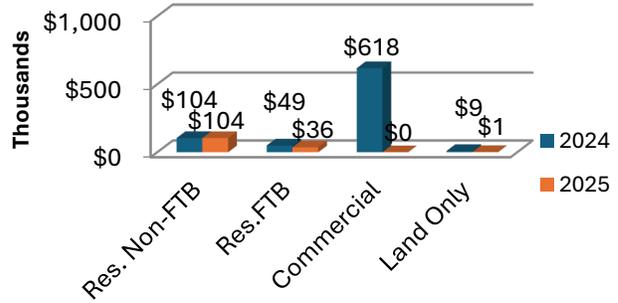
Customer Service Department Mission

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

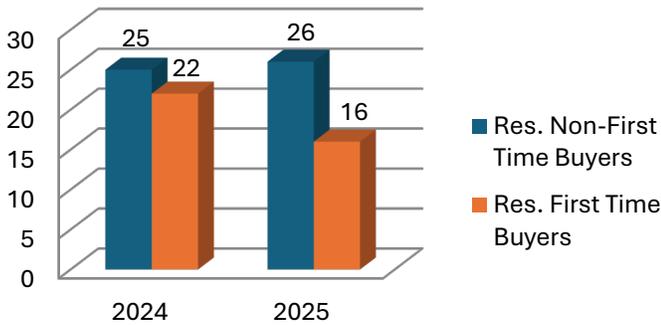
Number of Deeds Stamped for the Month of July 2024/2025



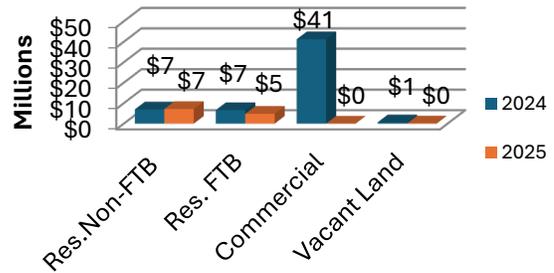
Transfer Tax Dollar Amount for the Month of July 2024/2025



First Time Buyer for the Month of July 2024/2025



July 2024/2025 Realty Property Sales in Dollars Received Prior to Recording



Major Updates

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

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
31	\$5,445,000	\$9,115,930	0.60	1.04

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 July 2025:

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

2025 property tax bills were mailed totaling \$16,675,297.79.

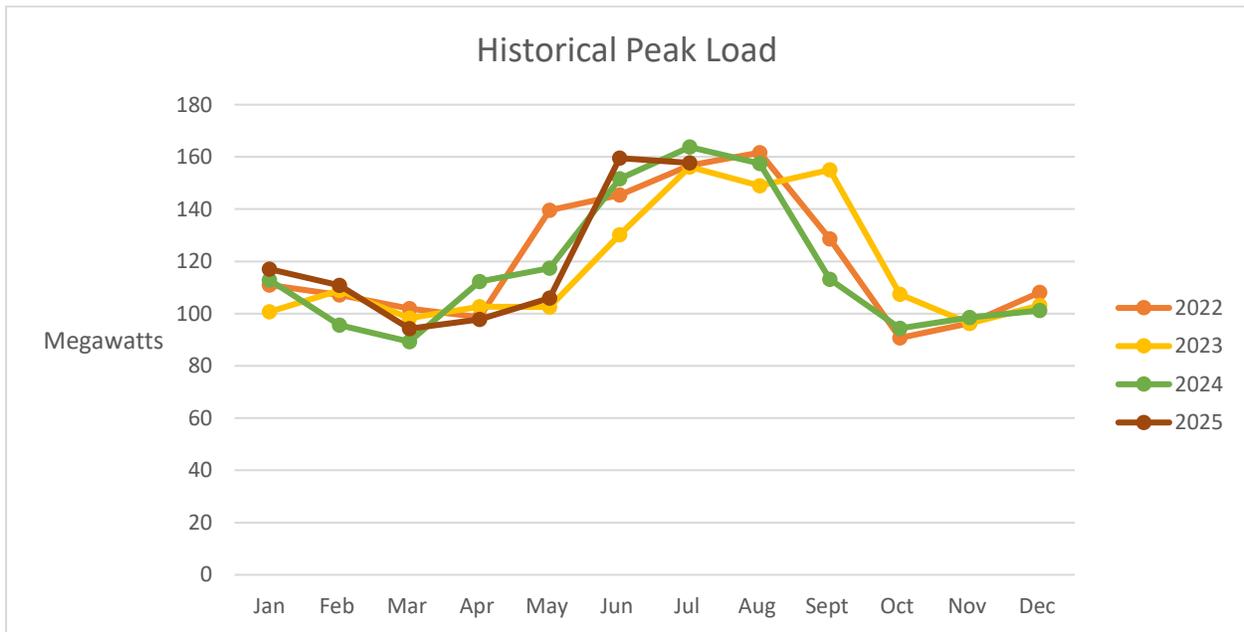
CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLI	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PR	Item #18.	R
ED05-056.20-01-33.00	18	R10	184 MAPLE GLEN DR	1	14	2002	1	2111	B-	AV	239,700		31-JUL-25	485,		9
ED05-066.16-03-10.00	3	R10	33 MAPLE DALE RD	1	13	2025	2	3532	B+	AV	328,900		01-JUL-25	444,000		.74
ED05-067.09-01-18.00	3	R10	330 TROON RD	1	5	1979	2	2682	B+	AV	260,300		05-JUL-25	395,000		.66
ED05-067.11-01-10.00	10	R10	928 WOODCREST DR	1	16	1971	1	1832	C	GD	193,500		16-JUL-25	345,000		.56
ED05-067.13-01-44.00	3	R10	20 HOYLAKE CT	1	14	1979	1	2439	B+	AV	236,500		15-JUL-25	385,000		.61
ED05-067.14-01-53.00	2	R10	1356 COLLEGE RD	1	14	1963	1	1296	C	AV	128,700		03-JUL-25	287,000		.45
ED05-067.17-03-45.00	3	R10	126 HAZELTINE RD	1	5	1991	2	2664	B+	AV	244,100		28-JUL-25	485,000		.50
ED05-067.19-04-35.00	17	R10	44 HOMBERG CIR	1	14	2014	1	1864	B+	AV	213,800		07-JUL-25	350,000		.61
ED05-067.20-02-42.00	10	R10	224 COLUMBIA AVE	1	1	1987	2	1632	C+	GD	194,500		18-JUL-25	325,000		.60
ED05-068.10-01-61.00	13	R10	914 TOWNSEND BLVD	1	14	1973	1	1148	C	FR	126,100		14-JUL-25	295,000		.43
ED05-068.13-01-04.14	100	R50	28 CHATHAM CT	1	13	1984	2	2240	B-	AV	135,600		24-JUL-25	220,000		.62
ED05-068.15-04-63.00	6	R10	1508 HOPKINS AVE	1	14	2023	1	1606	C+	AV	209,300		23-JUL-25	383,000		.55
ED05-068.15-05-11.00	6	R10	217 TEA PARTY TRL	0	13	2020	2	1496	B-	AV	178,900		29-JUL-25	300,000		.60
ED05-068.18-03-10.00	7	R10	81 N HALSEY RD	1	14	1965	1	832	C	AV	108,400		25-JUL-25	205,000		.53
ED05-068.18-04-30.01	7	R10	195 MITSCHER RD	1	14	1988	1	1040	C	AV	118,600		22-JUL-25	255,000		.47
ED05-076.03-01-43.00	14	R10	115 E SHELDRAKE CIR	1	8	2006	2	1855	C+	AV	167,300		11-JUL-25	295,000		.57
ED05-076.04-01-47.00	2	R10	201 RIDGELY BLVD	1	13	2024	2	1420	C+	AV	147,400		21-JUL-25	322,000		.46
ED05-076.04-02-65.00	2	R10	213 LITTLE EDEN WAY	1	13	2025	2	1420	C+	AV	147,500		23-JUL-25	314,990		.47
ED05-076.04-02-69.00	2	R10	205 LITTLE EDEN WAY	1	13	2025	2	1420	C+	AV	147,000		10-JUL-25	314,990		.47
ED05-076.06-02-88.00	2	R10	404 COLD SPRING PL	1	13	1987	2	1092	C-	AV	113,000		03-JUL-25	199,950		.57
ED05-076.10-01-21.00	16	R10	1238 N FARMVIEW DR	1	5	1987	2	1916	C	GD	198,100		11-JUL-25	251,000		.79
ED05-076.12-01-61.00	2	R10	816 LINCOLN ST	1	14	1968	1	1964	C	AV	156,700		11-JUL-25	225,000		.70
ED05-076.12-02-14.00	2	R10	126 CHERRY ST	1	14	1969	1	909	C-	FR	93,300		17-JUL-25	201,000		.46
ED05-076.20-01-01.00	5	R10	806 WESTVIEW TER	1	16	1959	1	2480	C+	AV	197,200		10-JUL-25	230,000		.86
ED05-076.20-03-23.00	12	R10	530 WOODSEdge RD	1	5	1960	2	1600	B-	GD	198,100		25-JUL-25	165,000		1.20
ED05-077.07-07-25.00	6	R10	129 LADY BUG DR	1	13	2008	2	1714	B-	AV	170,300		23-JUL-25	275,000		.62
ED05-077.07-07-73.00	6	R10	216 NOB HILL RD	1	13	2017	2	1220	B-	AV	144,700		02-JUL-25	280,000		.52
ED05-077.11-02-56.00	6	R10	634 ROBERTA AVE	1	5	1967	2	1699	C+	AV	187,100		11-JUL-25	188,000		1
ED05-077.11-04-50.00	2	R10	462 BARRISTER PL	1	13	1972	2	1500	D+	PR	63,100		21-JUL-25	120,000		.53
ED05-077.17-04-15.00	4	R10	135 PINE ST	1	2	1925	1	1446	C-	AV	148,600		18-JUL-25	148,000		1.00
ED05-085.06-01-31.00	11	R10	338 CRICKLE CREEK LN	1	5	2005	2	2260	B	AV	248,700		17-JUL-25	427,000		.58

ELECTRIC DEPARTMENT MONTHLY REPORT

FY26

Outage Cause	Count	Outage Cause	Customer Minutes of Duration	Outage Cause	Customers Interrupted
Underground	2	Underground	289,479	Construction	800
Unscheduled	1	Construction	30,400	Underground	684
Vehicle Accident	1	Overhead	4,150	Unscheduled	290
Squirrel	1	Vehicle Accident	2,480	Overhead	50
Overhead	1	Squirrel	420	Vehicle Accident	10
Construction	1	Unscheduled	0	Squirrel	7
Total	7	Total	326929	Total	1841





HUMAN RESOURCES

JULY 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.*

JULY SUMMARY:

JULY Hiring Trends FY25:

MONTH	NEW HIRE AMOUNT	STATUS
JULY	7	7 FT

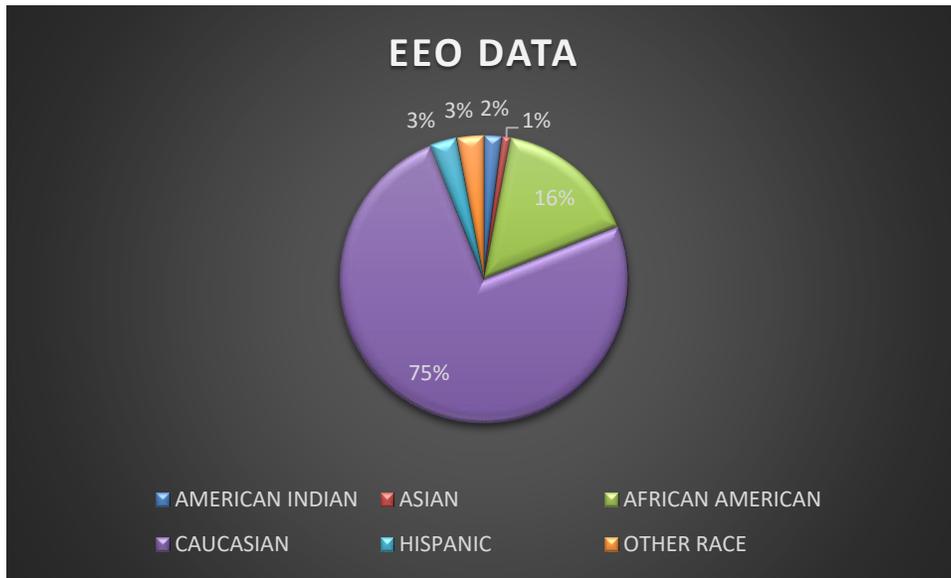
JULY Voluntary Termination/Involuntary Termination Trends FY25:

VOLUNTARY	2 FT
INVOLUNTARY	1 FT
RETIREMENT	1 FT



HUMAN RESOURCES

JULY EEO DATA

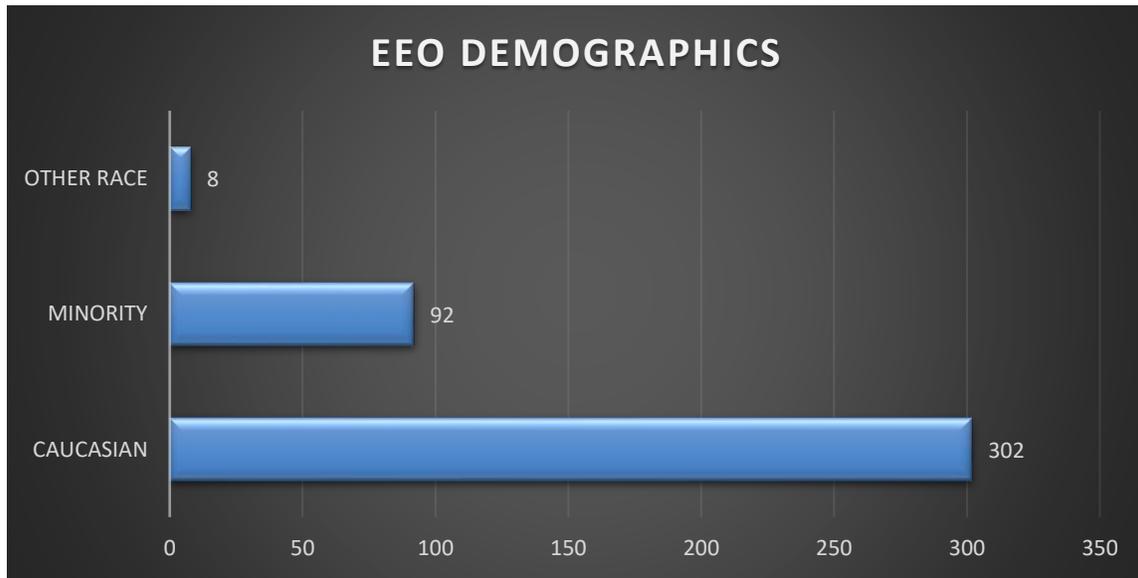


AMERICAN INDIAN	2%
ASIAN	1%
AFRICAN AMERICAN	16%
CAUCASIAN	75%
HISPANIC	3%
OTHER RACE	3%



HUMAN RESOURCES

JULY EEO DEMOGRAPHICS

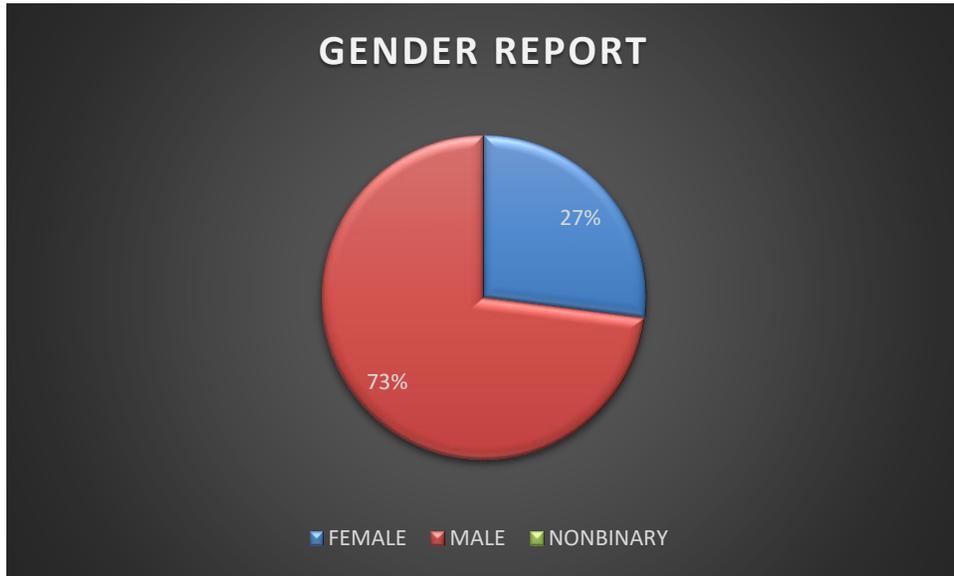


OTHER RACE	8
CAUCASIAN	302
MINORITY	92



HUMAN RESOURCES

JULY GENDER REPORT

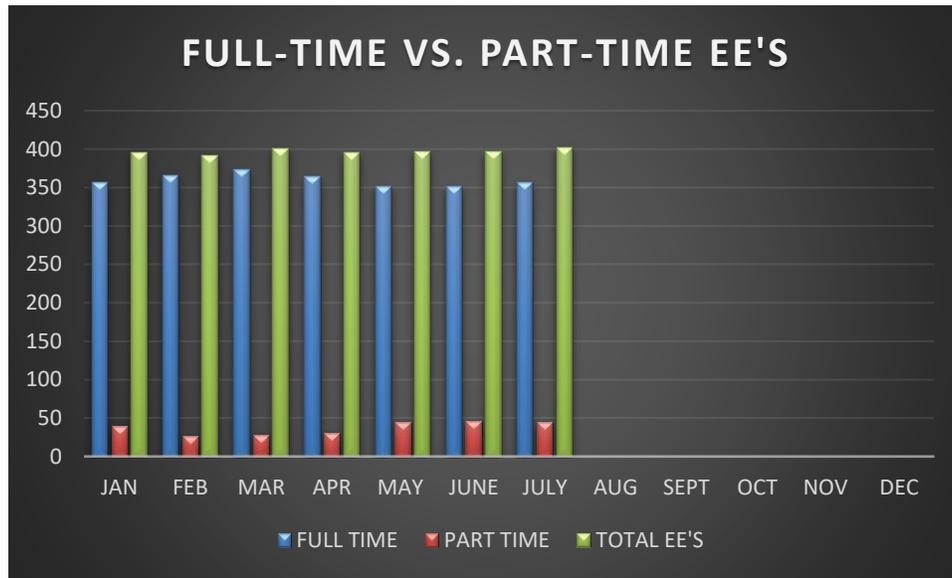


MALES	73%
FEMALE	27%
NON-BINARY	0%



HUMAN RESOURCES

FULL-TIME VS. PART-TIME EE'S



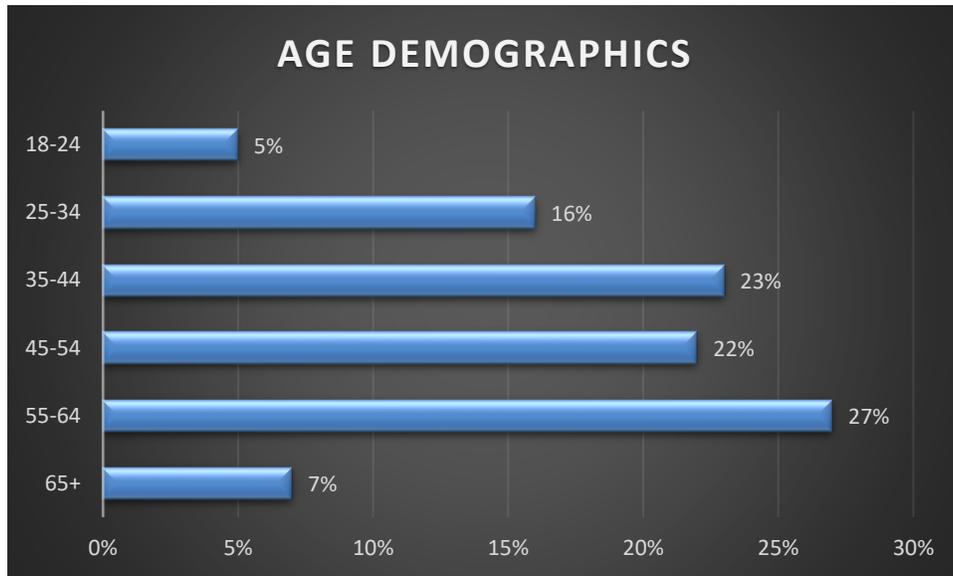
Numbers do not reflect committees, or council members.

MONTH	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
FULL-TIME	356	366	373	364	352	351	357					
PART-TIME	39	26	28	31	45	46	45					
TOTAL EE'S	395	392	401	395	397	397	402					



HUMAN RESOURCES

JULY 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: Arborist, Water Treatment Plant Operator I, Grounds Worker I, Network Administrator, Administrative Assistant, Motor Equipment Operator I, Assistant Controller/Treasurer

Transferred/Promoted:

Position Terminated/Resigned/Retired/Other:

Terminal Leave: N/A

CURRENT VACANT POSITIONS

OPEN POSIITONS	ORIGINAL POSTING DATE	STATUS
MOTOR EQUIPMENT OPERATOR I/STREETS-PUBLIC WORKS DEPARTMENT	8/25/2025	PT
POLICE CADET/POLICE DEPARTMENT	8/25/2025	PT
CIVIL ENGINEER I/DEPARTMENT OF WATER & WASTEWATER	8/25/2025	FT
CUSTOMER SERVICE CLERK I/CUSTOMER SERVICE DEPARTMENT	8/20/2025	FT
COMMUNICATIONS OPERATOR/POLICE DEPARTMENT	8/5/2025	FT
WATER TREATMENT PLANT OPERATOR I/WATER TREATMENT DIVISION	8/5/2025	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 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*



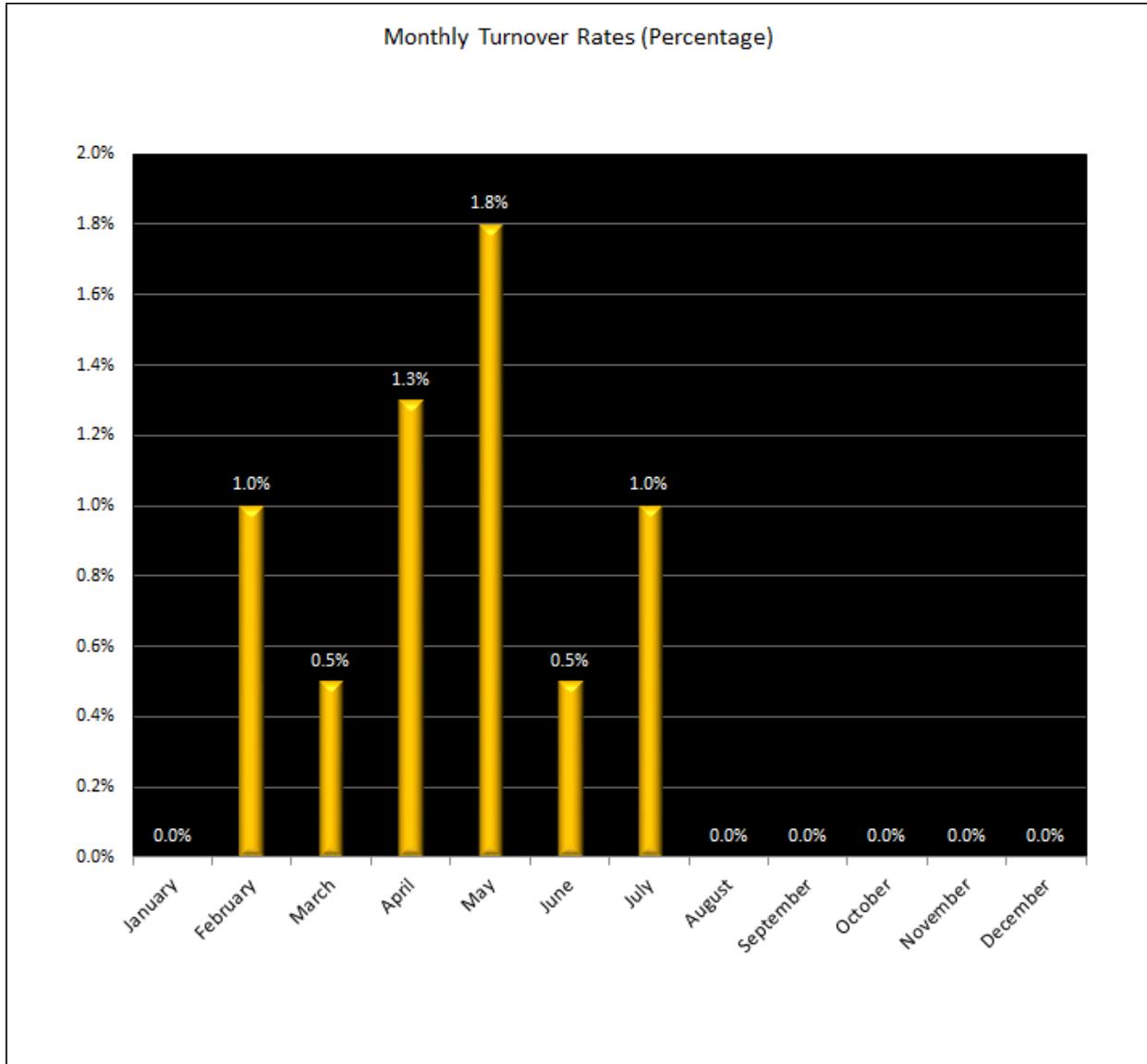
HUMAN RESOURCES

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%	6.1%
February	4	392	1.0%		
March	2	401	0.5%		
April	5	395	1.3%	3.6%	
May	7	397	1.8%		
June	2	397	0.5%	1.0%	
July	4	402	1.0%		
August	0	1	0.0%		
September	0	1	0.0%	0.0%	
October	0	1	0.0%		
November	0	1	0.0%		
December	0	1	0.0%	0.0%	

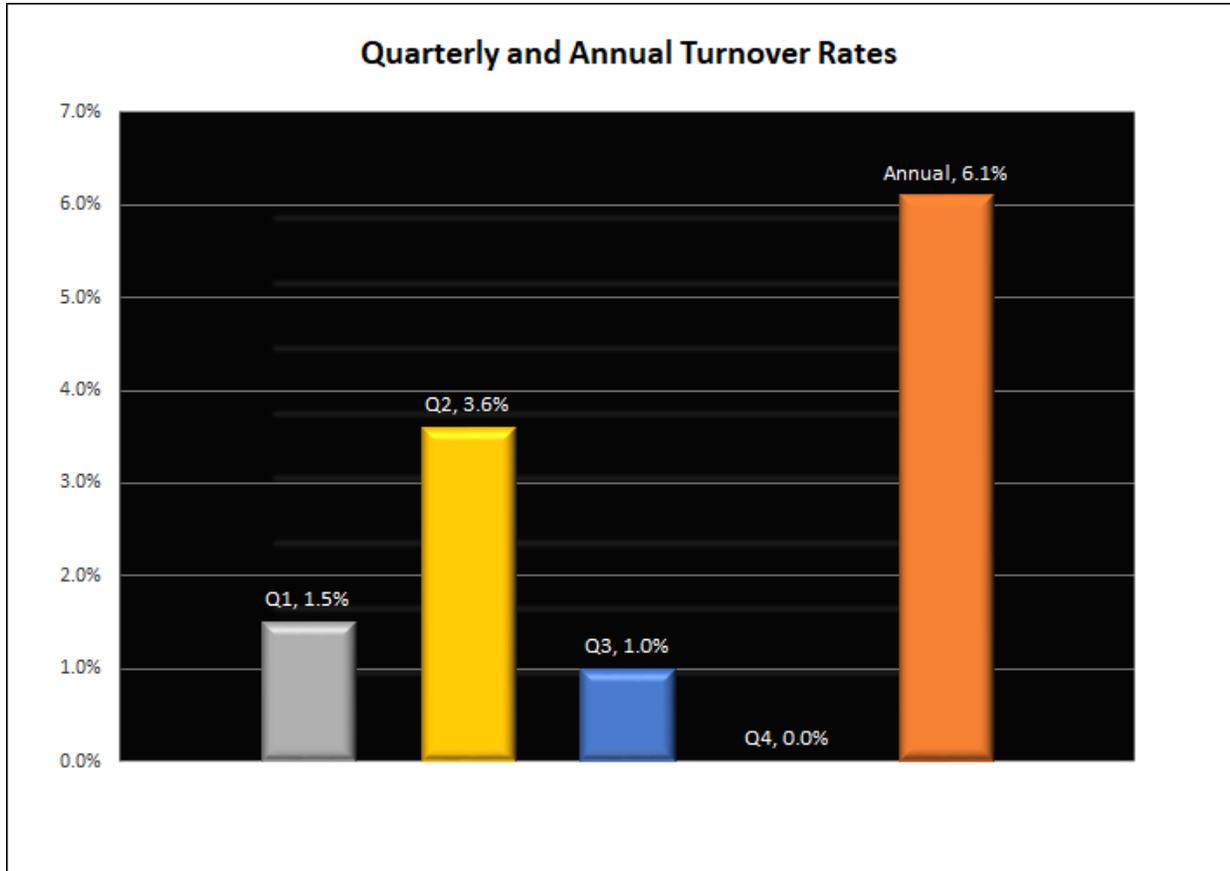


HUMAN RESOURCES





HUMAN RESOURCES





HUMAN RESOURCES

JULY WORKER'S COMPENSATION DATA

MONTH	JUNE-25	JULY-25
WORKERS COMP INJURY DETAIL	4	8



Respectfully Submitted by H. Naomi Poole

Information Technology Department July 2025 Report

IT Staffing:

The IT Department has hired a new Network Administrator, William Vidal. Will comes from Children and Families First and has a compelling mix of hands-on technical skills, supervisory, and community-based IT experience. His experience leading an IT team, overseeing both on-prem and cloud-based systems, and supporting multiple networked sites aligns directly with the City of Dover’s priorities.

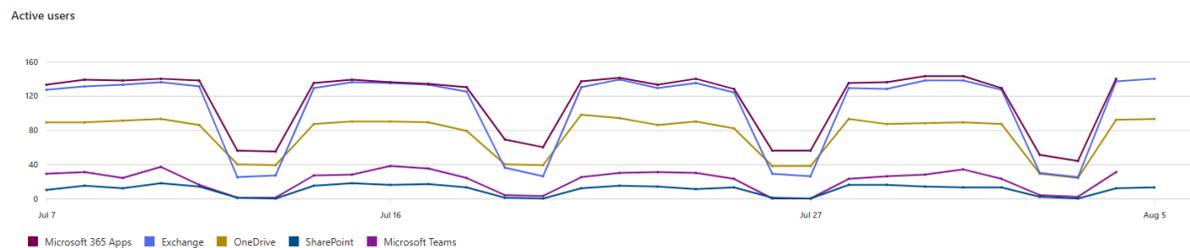
We currently are interviewing for an open IT position, LAN Analyst, we hope to have a candidate selected in August.

Network Server and Storage Area Network (SAN)

IT is working with our vendor Info Solutions to evaluate our network server infrastructure. We’ve met with several server vendors to get an assessment of what needs to be done to ensure the City of Dover has the most robust and secure systems to support the IT operations of the city. Part of this will be funded by anticipated grant award from the SLCGP program.

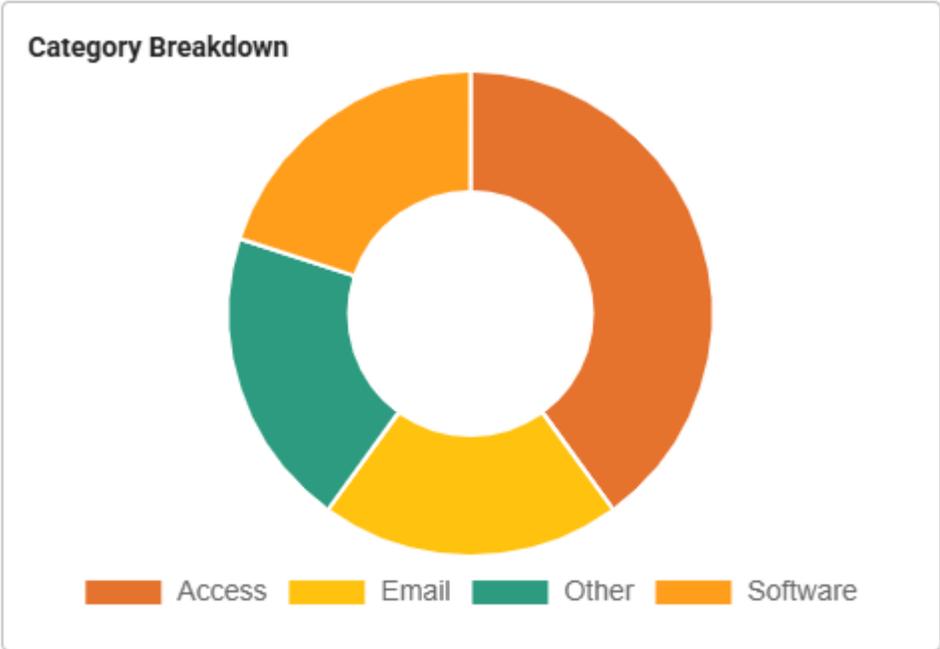
Microsoft Office Usage:

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:

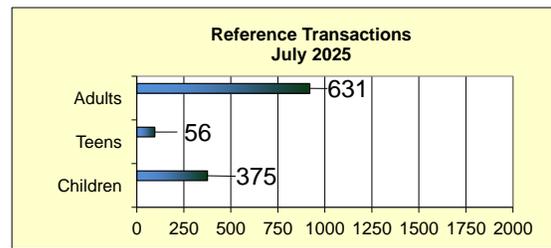
The IT Department’s goal is to reduce the time we respond to and resolve technical issues that the users may have. We have seen a significant decrease in Tyler support tickets and an overall decrease in support ticket resolution times. IT continues to improve basic system uptime and reliability.



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 #18.

Circulation	July '25	FYTD '26	July '24	FYTD '25
City of Dover Residents	11,136	11,136	12,294	12,294
Electronic Materials	8,875	8,875	6,751	6,751
Kent County Residents	10,758	10,758	11,296	11,296
Non-County Residents	1,173	1,173	1,368	1,368

New Library Registrations				
City of Dover Residents	320	320	323	323
Kent County Residents	148	148	141	141
Non-County Residents	0	0	9	9

Registered Library Users as of 7/31/2025		Registered Library Users as of 7/31/2024	
City of Dover Residents	19,592		19,372
Kent County Residents	9,983		8,998
Non-County Residents	<u>678</u>		<u>697</u>
TOTAL	30,253		29,067

Other				
Visitors	17,263	17,263	17,233	17,233
Meeting Room Attendance	2,760	2,760	3,423	3,423
Number of Computer Users	1,585	1,585	2,021	2,021
Number of Wireless Computer Users	1,588	1,588	1,652	1,652
Inter/Intralibrary - Loaned	38		42	
Inter/Intralibrary - Borrowed	43		74	
Holds Sent	2,954		2,793	
Holds Received	<u>1,651</u>		<u>1,675</u>	
TOTAL	4,686	4,686	4,584	4,584
Tech Services/Items Added	796		569	
Tech Services/Items Deleted	1,260		3,386	
Passport Services/Customers	237	237	251	251
Passport Services/Revenue	\$9,009	\$9,009	\$10,266	\$10,266

Monthly Highlights

- ▶ 431 attended 54 programs for adults.
- ▶ 214 attended 31 program for teens.
- ▶ 2,080 attended 32 programs for children.
- ▶ 0 volunteers.

Program Spotlight

[Delaware Libraries](#) / [LibCat](#) / [Dover Public Library](#)

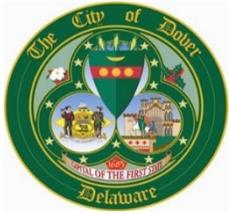


Read & Make



Go on a Read and Make Adventure this summer! Join the Biggs Museum Education team in partnership with the Dover Public Library to hear a story, create art, and learn about featured artworks from the Biggs' collection in a kid-friendly way! This week we will be making a group waterfall mural. The recommended age for this program is between 3 and 9 years old, however everyone is welcome. Registrations are encouraged. This program will be held at the Biggs Museum of American Art located at 406 Federal Street.

Date: Thursday, July 10, 2025 [Show more dates](#)
Time: 1:30pm - 2:30pm Eastern Time
Library: Dover Public Library
Audience: ■ Children ■ Families
Categories: ■ Community and Culture



Parks & Recreation

Monthly Report - July 2025



Item #18.

PARKS & RECREATION HIGHLIGHTS

Five Park Projects

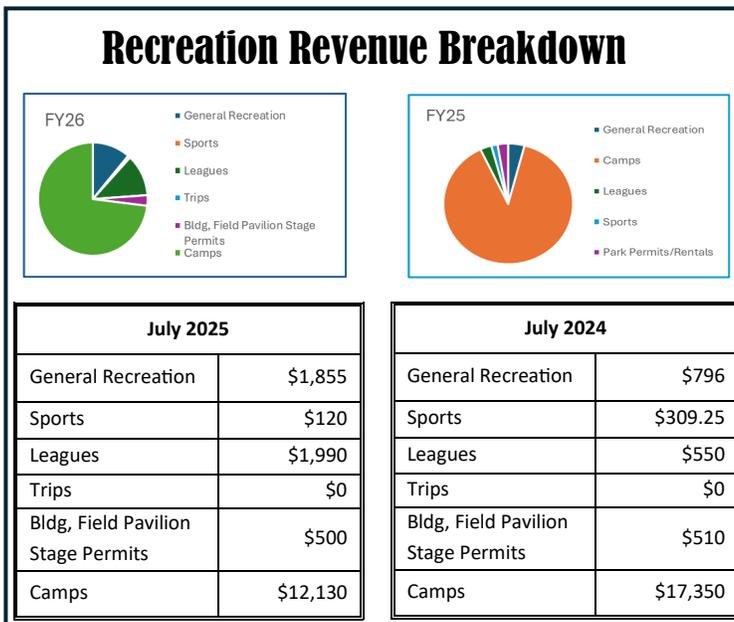
Dover Park Building and Spray Pad: Staff has prepared rules, regulations, rental rate, etc. Please visit our web page for frequent updates: <https://www.cityofdover.gov/departments/ParksRecreation/Splashpadandcommunitycenter>

All Accessible Playground: Will begin construction once the building and spay pad are complete.

Skate Park: Staff is working with WRA on final design for bidding project.

Dog Park: Complete. Staff is going to work with the Water Department to have a water line installed.

4th of July Celebration: Parks staff assisted with logistics for the Army Six String Soldiers band, pie eating contest, parade and general event support. This year's event was well attended. Planning for the 250th celebration are already underway.



Outdoor Sports & Leagues Participant & Spectator Count

Activity	Participants	Spectators	Location
Soccer Clinics	25	55	Schutte Park
KC Senior Softball	608	150	Schutte Park
Church League Softball	860	260	Schutte Park
Tuesday Night Track	420	550	Dover High School
Football Camp	8	20	Schutte Park



Parks & Recreation Programs	July 25	FYTD 26	July 24	FYTD 25
General Recreation	268	268	228	228
Open Gym	11	11	39	39
Sports	6	6	5	5
Leagues (Inside)	3,294	3,294	3,221	3,221
Bldg, Field, Facility, Stage permits	22	22	12	12
Camps	1,064	1,064	992	992

Spring & Summer Performing Arts Series - Thursday evenings at 7pm - The Green

Grounds Monthly Report Jul-25



Arborist Crew:

- Ground stumps
- Clean up several limbs that had fallen
- Trimmed trees in Dover park and removed 17 stumps
- Storm damage clean up

Arborist Crew	
Tree Work	Completed
Tree's Trimmed	69
Tree's Removed	46
Root Pruning	0
Stumps Removed	21
Trees Planted	0

Beautification Crew:

- Weed flower beds
- Watering hanging baskets and flower beds
- Clean up library roof
- Spraying weeds

Mowing Crew:

- All mowing crews cutting grass on schedule

Litter Removal:

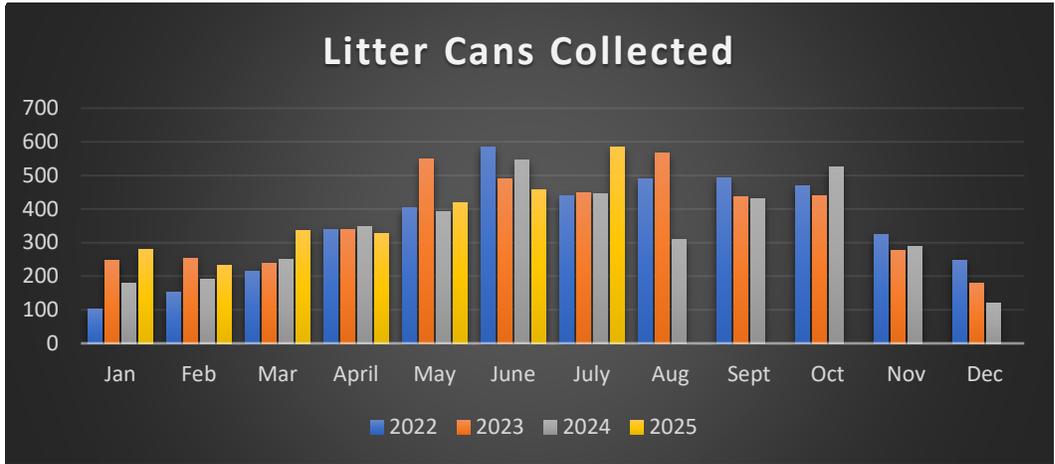
- Litter route is being picked up on schedule
- 584 90 gal. cans picked up
- 13 carts picked up

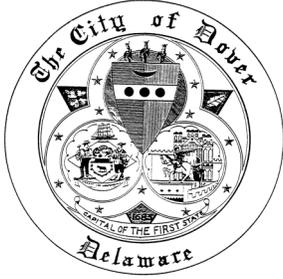
Parks Crew:

- Completed parks route daily
- set up stage for events
- Maintain softball fields

Miscellaneous:

- Bush hogging city property and well sites
- Spraying city parks and property





City Planner's Monthly Report

Department of Planning & Inspections

JULY 2025

Planning & Inspections Highlights

Some Items to Call to Your Attention

Planning Office staff reviewed 74 Building Permits and 9 Certificate of Occupancy Permits. Staff also provided support to the Planning Commission (1 application reviewed), the Historic District Commission (1 application review) and the Board of Adjustment (1 application reviewed). 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 July with both residential and non-residential projects having Building Permits and Certificates of Occupancy issued. Residential development areas consisted of Eden Hill Farm TND, Village of Maple Dale, and Dover East Estates. Non-residential projects included Certificates of Occupancy issued for the ECIC Building on the Delaware State University main campus, Curry Pizza House in Gateway West Shopping Center and Dave's Hot Chicken Restaurant at 318 N. DuPont Highway. Overall, 163 permits were issued resulting in 525 inspections.

The Inspections Division consists of both Building Inspections and Permitting & Licensing. Within Building Inspections, two (2) vacancies remained for the Chief Building Inspector and a Building Inspector I in July. 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 was filled in July.

Code Enforcement staff conducted Annual Housing Inspections (69 cases) as part of the Rental Dwelling Permit program. Other Code Enforcement cases focused on exterior property maintenance issues/violations (68 cases), tall grass and weeds violations (115 cases) and *Dover Code of Ordinance* violations (63 cases). July ended with 121 registered vacant buildings, 65 dangerous buildings, and 7,855 active rental dwelling units.

Staff within the Fire Marshal's Office conducted 42 Annual Fire & Life Safety Inspections resulting in the identification of 27 deficiencies. The Fire Marshal also conducted 27 Preliminary Meetings & Walk Throughs to help developers plan projects. Staff investigated 7 fire incidents which included 1 fire loss. Staff also were on site for the 4th of July fireworks and Race weekend to ensure citizens and visitors were safe. In July, the Fire Marshal's Office merged with Public Affairs & Emergency Management to create the Department of Emergency Management and Communications. Look for upcoming monthly Departmental reports from them!

Planning & Inspections Revenue			
Revenue Stream	FY 2026 Revenue	FY2026 Actual	% of Budget
	Estimates from Budget	(YTD) July 2025	
Business License	\$1,540,000	\$ 911,498	59%
Manufactured Home License	\$16,000	\$ 5,895	37%
Building Permits	\$500,000	\$ 86,109	17%
Cert. of Occupancy	\$9,000	\$ 525	6%
Public Occupancy	\$45,000	\$ 850	2%
Lodging House	\$28,000	\$ 32	0%
Plumbing/Heating/Air	\$110,000	\$ 6,410	6%
Rental Inspection Fee	\$750,000	\$ 1,433	0%
Miscellaneous	\$21,000	\$ 830	4%
Fire Protection Fees	\$100,000	\$ 11,995	12%
Code Enforcement Fines	\$80,000	\$ 3,150	4%
Vacant Building Reg.	\$50,000	\$ 11,500	23%
Total P&I Revenue	\$3,249,000	\$ 1,040,227	32%

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 July included several project informational and Pre-Application Meetings.

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 July 2025, Planning Staff was involved with the review of 74 Building Permits and 9 Certificates of Occupancy that were issued for a monthly total of 83 and a year-to-date total of 516. 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 514 and also lower than the 2023 totals at 613. Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

	JULY 2025 (FY26)	TOTAL FOR FY26
New Home Permits Issued	16	16
Value of Commercial Projects	\$3,670,284.00	\$3,670,284.00
Downtown Incentives (Fees Waived)	\$128.00	\$128.00

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.gov

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. The key priority project for a mixed-use redevelopment of 120 S. Governors Avenue began its formal review process with the Historic District Commission in July (HI-25-02).
- **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. These items are on the City's website for reference.

Construction Activities

- In July 2025, Residential Building Permits were issued for 2 single family detached dwellings and 8 Duplex units in Eden Hill Farm TND; six (6) Townhouse Units in Village of Maple Dale; and a manufactured home placement in **Dover East Estates**.
- Certificates of Occupancy were issued for four (4) Duplex units in **Eden Hill Farm TND** and one single family detached unit on College Road.
- Building Permits issued in July were for interior renovations at 107 Mont Blanc Boulevard; tenant fit-out for retail at 1047 N DuPont Hwy; and a tenant fit-out at 1237 N DuPont Highway.
- Certificates of Occupancy were issued to the **ECIC Building** on the Delaware State University main campus (S-23-13); for fire damage repair to a tenant space at **1030 S. Little Creek Road**; for a tenant fit-out for **Curry Pizza House** in Gateway West Shopping Center; and for renovations for **Dave's Hot Chicken Restaurant** at 318 N. DuPont Highway.

2025: Welcome to Dover!

Progress in Pictures—Under Construction



The Edge
Apartments on
Leipsic Road



Tim Hortons
737 N. DuPont Highway



Raising Cane's
1151 N. DuPont
Highway

2025: Welcome to Dover!

Progress in Pictures—Under Construction



2285 Forrest Avenue



225 Ann Moore Street
Eden Hill Apartments



445 S. Governors Avenue
Kent County Family Court

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 July 21, 2025 consisting of a Site Plan application. The Board of Adjustment met on July 16, 2025 to consider one application for a variance. The Historic District Commission met on July 17, 2025 to consider an application for a recommendation on an Architectural Review Certification

Planning Commission:

The Planning Commission met on July 21, 2025. The Planning Commission considered the following application and the Annual Meeting of the Planning Commission (Nomination and Election of Officers and Appointments to Subcommittees). Mr. Wiliam Witham continues as the Planning Commission Chair and Mrs. Joan Denney continues as the Vice-Chair. The next Planning Commission meeting is scheduled for August 18, 2025.

- S-25-10 Dover Industrial Phase 2: Warehouses at 350 Lafferty Lane – The Planning Commission moved for conditional approval of the Site Development Plan Application for the Phase 2 construction of two Warehouse Buildings: Building B of 45,000 SF and Building C of 133,000 SF (totaling 178,000 SF for Phase 2) with site improvements. Phase 1 of the project consists of Multi-Tenant Flex Warehouse Building A of 54,000 SF. The property is zoned M (Manufacturing Zone) and is subject to the AEOZ (Airport Environs Overlay Zone): Accident Potential Zones I & II. The property consists of 19.74 acres. The property is located on the north side of Lafferty Lane, approximately one-quarter mile west of Horsepond Road. The owner of record is Dover Industrial, LLC. Property Address: 350 Lafferty Lane. Tax Parcel Number: ED-05-077.16-02-05.00-000. Council District 2. PLUS Review #2024-08-08. *Approval granted to the Performance Standards Review Application and Tree Mitigation Plan (allows off-site tree planting). Phase 1 of this project was approved with Site Plan S-24-13 Flex Use Facilities Commercial Warehouse.*

Historic District Commission:

The Historic District met on July 17, 2025 to consider the following application. The next Historic District Commission meeting is scheduled for August 21, 2025.

- HI-25-02 Mixed Use Building at 120 S Governors Avenue – The Commission moved for conditional approval of the Recommendation on Architectural Review Certification for the construction of a four story, 169,080 SF Mixed Use Building including a grocery, retail and restaurant spaces, a child day care, 120 apartment units, and a roof-top courtyard with site improvements of a parking lot, a courtyard, and landscaping. The parcel contains 1.70 +/- acres. The property is zoned C-2 (Central Commercial Zone) and subject to H (Historic District Zone). The property is located on the west side of South Governors Avenue and halfway between Reed Street and West Loockerman Street. The owner of record is Downtown Dover Development Corporation c/o Downtown Dover Partnership. Property Address: 120 S. Governors Avenue, Dover. Tax Parcel: ED-05-077.09-01-44.00-000. Council District 4.

Board of Adjustment:

The Board of Adjustment met on July 16, 2025. The Board considered the following application. The next Board of Adjustment meeting is scheduled for August 20, 2025.

Application #V-25-03

Property at 506 Pear Street. The Board of Adjustment moved to approve the Request for a Variance from the requirements of *Zoning Ordinance*, Article 5 §1.114, as associated with a proposed above-ground swimming pool. The Variance Request seeks a reduction of the minimum setback from 15 feet to 10 feet from the side property line for the edge of the water containment portion of the swimming pool. The property is zoned RG-1 (General Residence Zone). The owner of record is Kelsey Short. Property Address: 506 Pear Street, Dover, DE. The Tax Parcel ID is ED-05-067.20-01-07.00-000.

CDBG FY25 Projects

The Department of Housing and Urban Development approved the 2025-2029 Consolidated Plan and the 2025 Action Plan for the City of Dover. Funding is expected to be released in late August or early September. Environmental Reviews have been completed for FY25 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. Two families have purchased homes.

- **Central Delaware Housing Collaborative Renovations Costs**
CDBG funds will be used for interior renovations for a women’s homeless shelter.

- **Central Delaware Housing Collaborative Operations Costs**
CDBG funds will be used to provide operations costs for a women’s shelter.

- **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. Two (2) owner occupied homes have been rehabbed, and three (3) homes received emergency home repairs.

- **People’s Community Center Operations Costs**
CDBG funds will be used to provide operations costs for a homeless shelter for men.

- **People’s Community Center Renovations Costs**
CDBG funds will be used to renovate an existing portion of the building to a resource and case management center to provide social services to homeless men.

- **Central Delaware Habitat for Humanity**
CDBG funds will be used for the construction of an affordable housing unit in the Downtown Development District area.

CODE ENFORCEMENT ACTIVITY

July 2025						
CASE TYPE	MTD	MTD FY25	%	YTD FY26	YTD FY25	YTD %
No Valid Rental Permit	73	155	-53%	73	155	-53%
No Valid Building Permit	5	5	0%	5	5	0%
Tall Grass and Weeds	115	114	1%	115	114	1%
Additional Tall Grass	21	9	133%	21	9	133%
Annual Housing Inspect	69	130	-47%	69	130	-47%
Property Maint. Exterior	68	117	-42%	68	117	-42%
Electric Termination	8	2	300%	8	2	300%
Dover Code of Ordinances	63	46	37%	63	46	37%
Dangerous Buildings	7	46	-85%	7	46	-85%
Zoning	11	15	-27%	11	15	-27%
<i>Total Cases</i>	500	691	-28%	500	691	-28%
<i>Total Inspections</i>	1,189	1,106	8%	1,189	1,106	8%
<i>Total Admin Inspections</i>	21	4	425%	21	4	425%
<i>Total # of Violations</i>	524	594	-12%	524	594	-12%

Dangerous Buildings, Vacant Buildings, Demolitions

- ◆ Vacant Buildings currently registered - 121
- ◆ Dangerous Buildings – 65
- ◆ Active Rental Dwellings – 7,855 units

Building Inspections & Licensing Summary

Item #18.

	Current	July 2024– June 2025	July FY'25	July 2023– June 2024
PERMITTING AND LICENSING				
Permits Issued	JULY (2025) FY 26	FYTD 26	JULY(2024) FY25	FYTD 25
Administrative Permit	3	3	2	2
Building Addition/Renovation Permits	29	29	39	39
Building Permits	24	24	22	22
Demolition Permits	3	3	7	7
Fence Permits	22	22	19	19
Fire Prevention Permits	17	17	8	8
Mechanical Permits	39	39	47	47
Plumbing Permits	18	18	21	21
Sign Permits	6	6	11	11
Swimming Pool Permits	1	1	3	3
Wireless Communications Facilities	1	1	2	2
Subtotal		163		179
Business Licenses				
Business Licenses	836	836	697	697
Merchant Licenses	117	117	96	96
Contractor Licenses	738	738	622	622
Subtotal		1691		1415
Lodging House Licenses				
Lodging House Licenses	0	0	0	0
Public Occupancy	10	10	16	16
Rental Dwelling	14	14	77	77
Subtotal		24		93
Manufactured Homes				
Manufactured Homes	130	130	117	117
BUILDING INSPECTIONS				
Inspections	JULY (2025) FY 26	FYTD 26	JUNE (2024) FY25	FYTD 25
Building (Inspections/CBI/Site Meetings)	271	271	233	233
Plumbing/Mechanical	240	240	230	230
Certificate of Occupancy	14	14	12	12

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Office of the Fire Marshal

- The Fire Marshal’s Office investigated seven (7) incidents during the month of July including a fire loss on S. West St.
- Staff has started educational occupancy annual fire and life safety inspections.
- Staff was on site for the 4th of July fireworks and Race weekend to ensure that all the citizens and visitors were safe.



	Month	Year to Date	Previous Year to Date
Annual Fire & Life Safety Inspections	42	42	45
Deficiencies From the Above Inspections	27	27	85
Fire Code Violations/Deficiencies/Complaints	21	21	23
C/O & Fire Equipment Acceptance Tests	14	14	14
Meetings & Walk Through	27	27	12
Fire Plan Review & DAC	10	10	8

	Month	Year to Date	Previous Year to Date
Accidental	3 totaling \$10,201	3 totaling \$10,201	7 totaling \$229,000
Incendiary	3 totaling \$2,000	19 totaling \$2,000	1 totaling \$1
Undetermined	0	0	2 totaling \$2,600
Natural	1 totaling \$1,000	1 totaling \$1,000	9
Investigation Time	11 hours	11 hours	22 hours
Injuries	1	1	2
Deaths	0	0	0
Arrest made with DPD	0	0	0

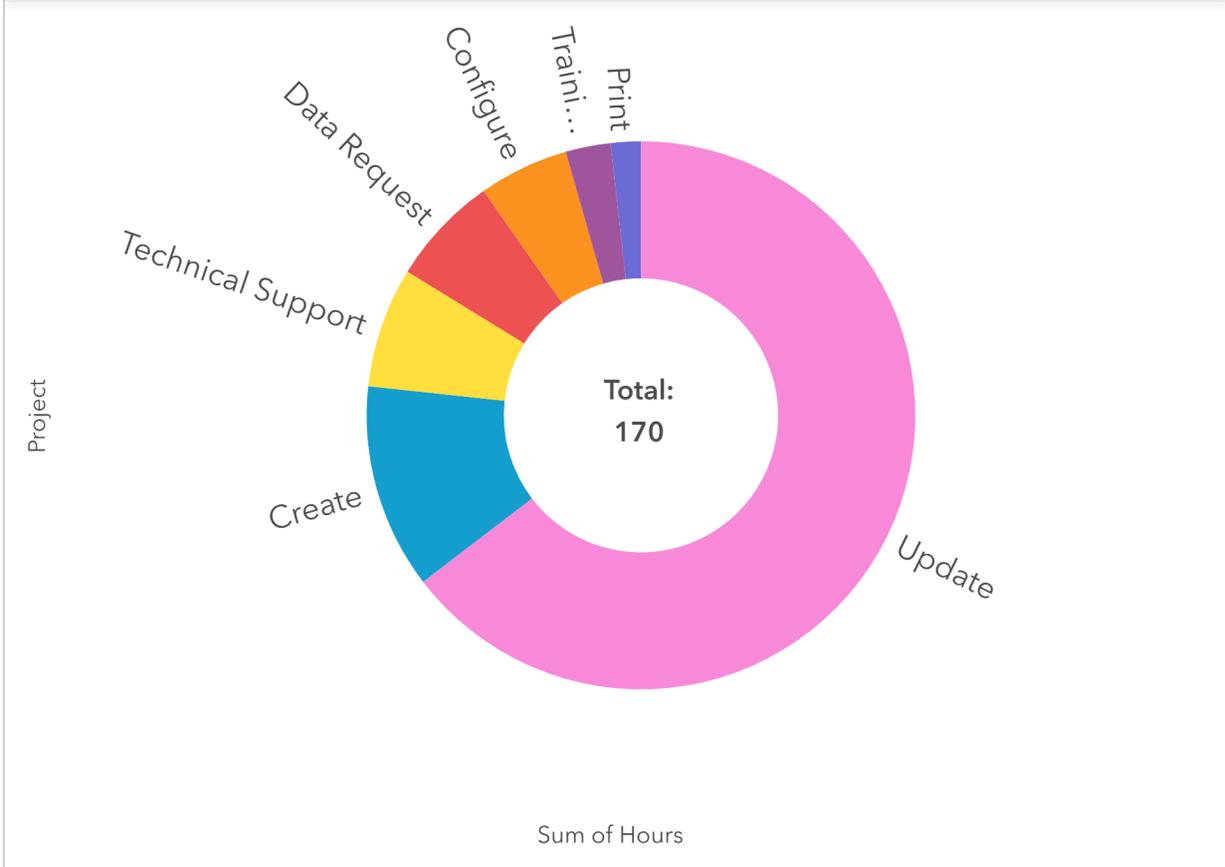


Department of Public Works

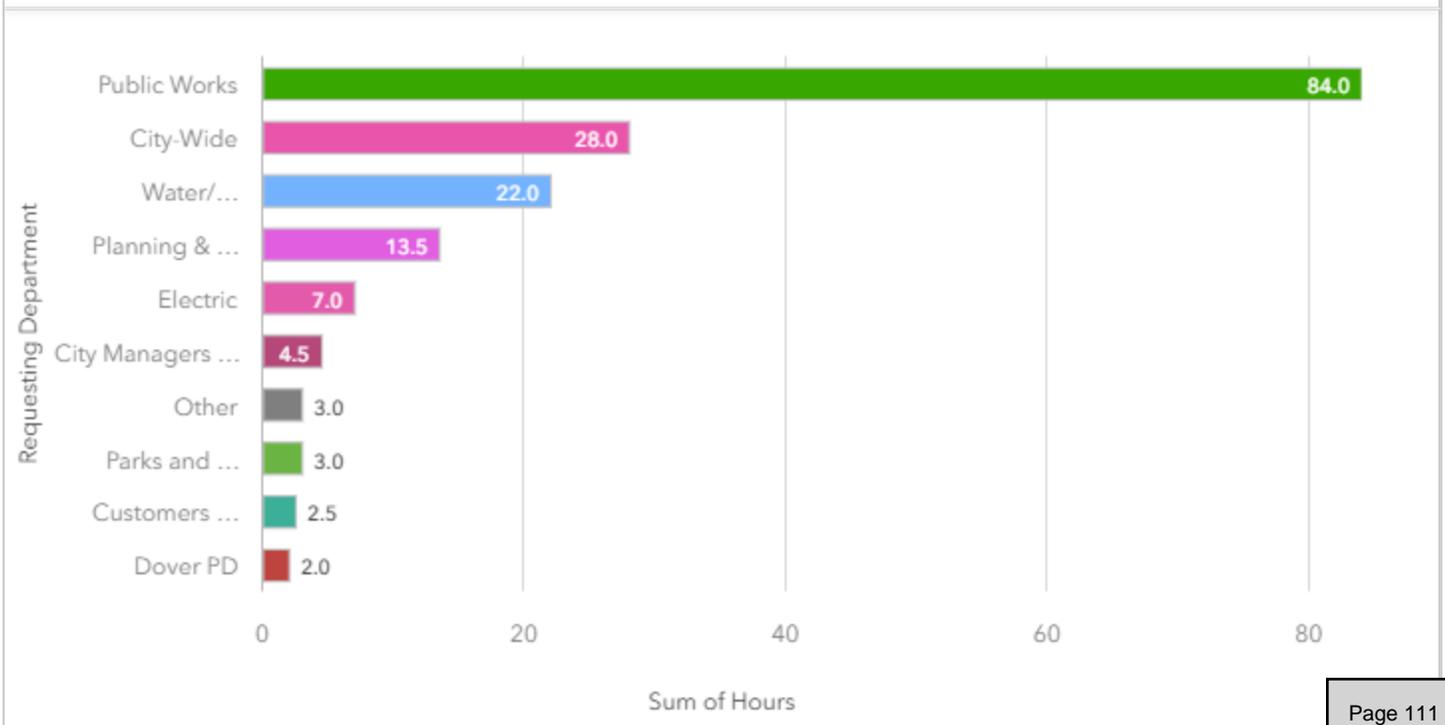
July 2025 Monthly Report



GIS Project Hours - Type



GIS Project Hours by Department



Sanitation

Item #18.

Trips to the Landfill (July)

251



Count of DSWA_Billing_Detail

Tonnage (July)

1,416



Sum of Tons

FYTD 26 - Trips to Landfill

251

Count of DSWA_Billing_Detail

FYTD 26 - Tonnage

1,416

Sum of Tons

FYTD 25 - Trips to Landfill

274

Count of DSWA_Billing_Detail

FYTD 25 - Tonnage

1,529

Sum of Tons



Sanitation Hours Breakdown

July Hours - Refuse Total & Container Delivery

	RefuseCollectioHours	RefuseHrs_FYTD	ContainerDeliveryHours	ContainerDelHrs_FYTD
1	582.5	582.5	37	37

Total Records: 1

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

	BulkHours	BulkHrs_FYTD	HandTrash	HandHrs_FYTD	YardWaste	YardWasteHrs_FYTD
1	413	413	342	342	295	295

Total Records: 1

Recycling Customers

10,346



Count of Recycling_Customers

Curbside Recycling Numbers - July



	Cans_Collected	Weight_Lbs	Ave_Weight_Lbs
1	25,572	230,920.0	9

Total Records: 1

Signs - Installed/Repaired

4



Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs July 2025

198

Count of Concrete Repair

Signs Workorders FYTD

4

Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs FYTD

198

Count of Concrete Repair

Signs FYTD 2025

7

Count of GIS.GISADMIN.Asset_Collection2

Concrete Repairs FYTD 2024

8

Count of Concrete Repair

Hot Mix Repairs in July 2025

6



Potholes Filled July 2025

14



Hot Mix Repairs in FYTD

6

Potholes Filled FYTD

14

Streets Panting:



54 Stop Bars / 3263' Yellow Curb

7 Handicap Spaces

Catch Basins Cleaned

43



Sum of Number of Catch Basins

Stormwater Structures Repaired

4



Count of GISADMIN.Stormwater_Workorder_Tracking

New Catch Basin Install

1



Count of GISADMIN.Stormwater_Workorder_...

Inspections

3



Count of GISADMIN.Stormwater_Workorder_Tracki...

Street Sweeping Road Miles

961



Sum of Miles Traveled



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

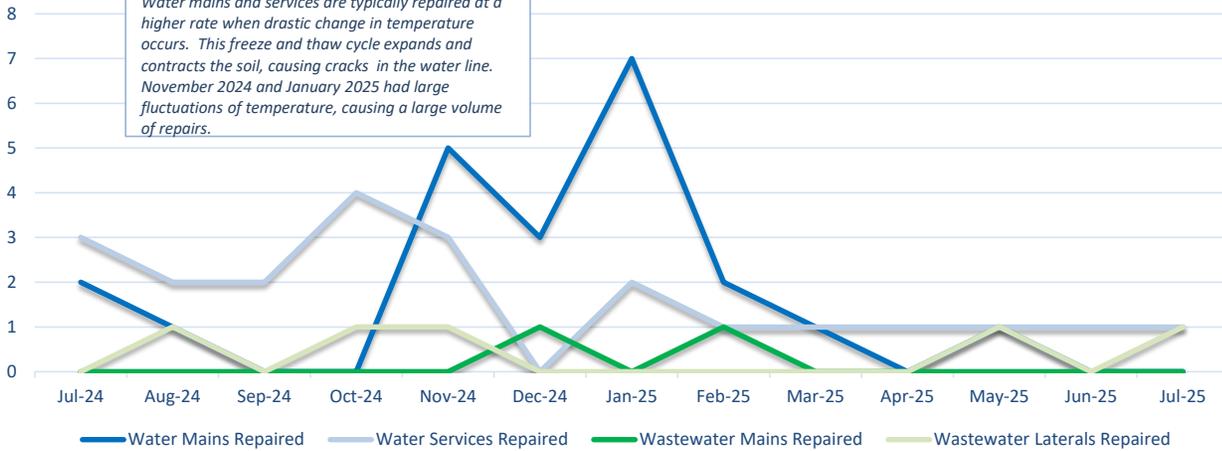
Inflow & Infiltration Costs

This chart indicates the amount of money the City is spending on treating ground and / or rain water through Kent County. This cost is being offset by the Ground Water Inflow Adjustment rate passed on to the customers. April 2025 and July 2025 had a large amount of rainfall, causing a significant I & I deficit. Some months have an inverted cost due to the timing of our report and the timing of the Kent County Bill.



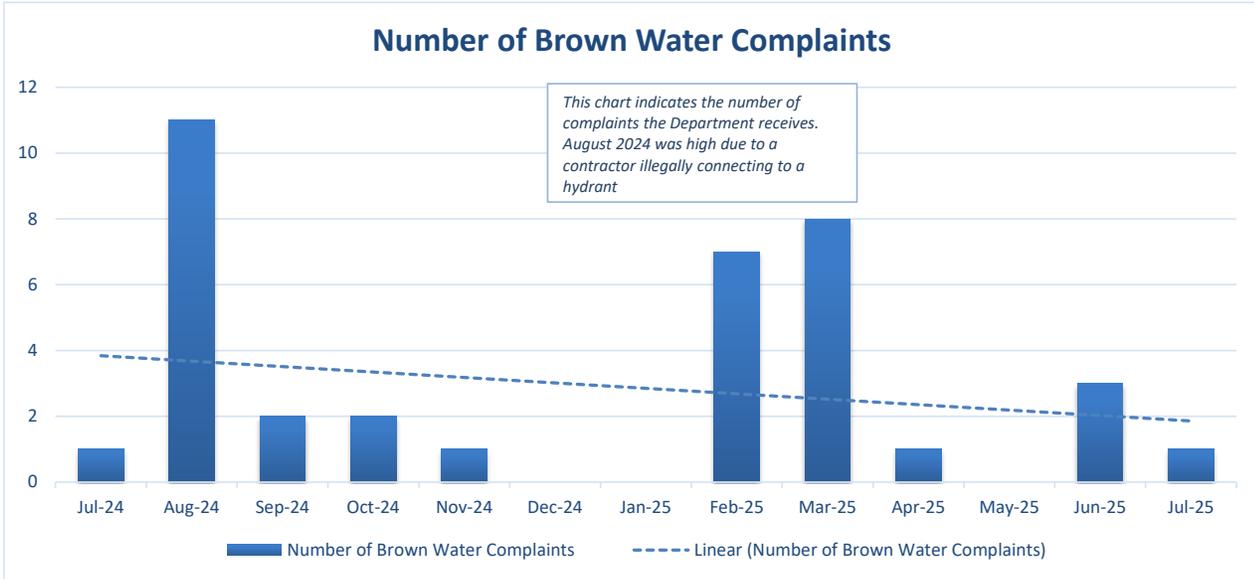
Water & Wastewater Repairs

Water mains and services are typically repaired at a higher rate when drastic change in temperature occurs. This freeze and thaw cycle expands and contracts the soil, causing cracks in the water line. November 2024 and January 2025 had large fluctuations of temperature, causing a large volume of repairs.





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



Department Spotlight - July

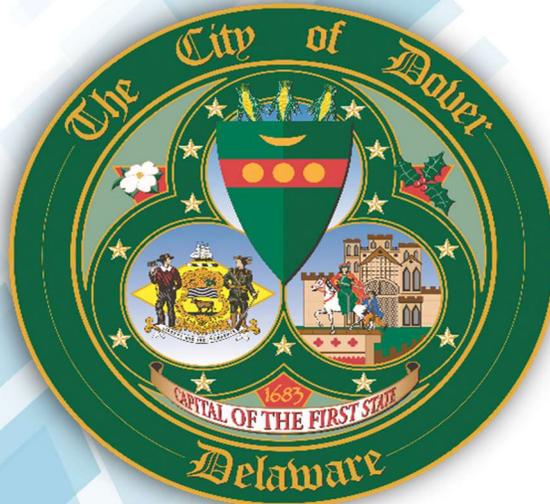
The Department of Water & Wastewater changed the water and wastewater rates, effective July 1, 2025. This information can be found on the website: https://www.cityofdover.gov/media/Water_Wastewater/Water.Waste.Rates.7.2025docx.pdf



Water/Waste Water Rates

Service (per 1,000 gal)	Flat Rate	In/City Limits	Out/City Limits
In City Sewer		3.35	
Out of City Sewer			5.02
In City Water/Lawn	Tier 1- 0-6,000 gallons	3.23	
	Tier 2-6,001-100,000 gallons	4.03	
	Tier 3-Over 100,000 gallons	4.84	
Out of City Water/Lawn	Tier 1- 0-6,000 gallons		4.84
	Tier 2-6,001-100,000 gallons		6.05
	Tier 3-Over 100,000 gallons		7.26
Ground Water		1.90	1.90
Sewer Water/Lawn	5.15 Per Active Meter		
KCSA	5.60 Per Active Meter	3.82	3.82

City of Dover



Finance Department

MONTHLY REPORT

July 2025

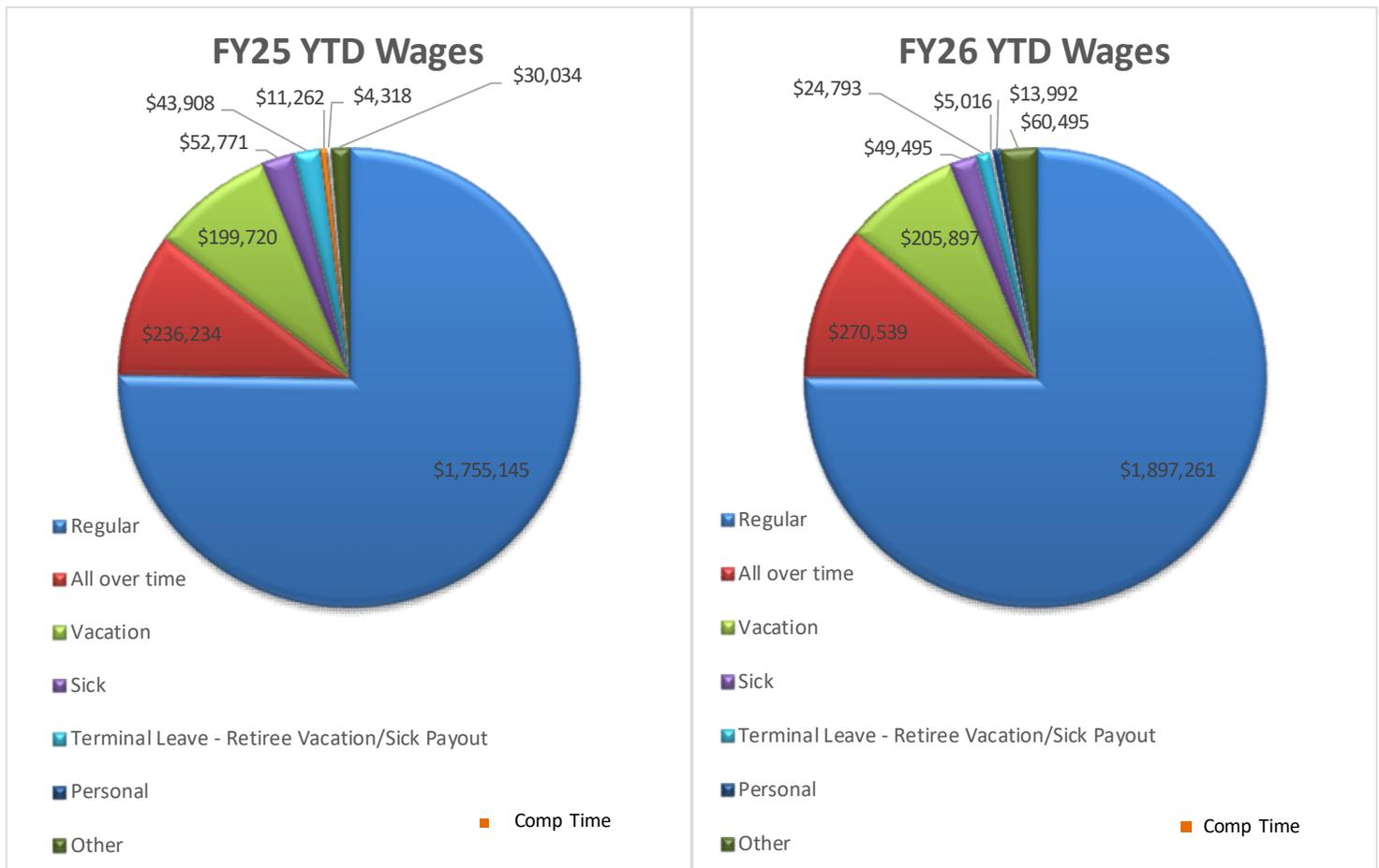
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

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CITY OF DOVER ACTIVITY REPORTS July 2025

	FY25 YTD	FY26 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	577	588
Total Amount of All Deposits	\$ 15,895,299	\$ 22,407,851
Other Activity		
Number of Pay Periods	2	2
Number of Direct Deposits Issued	868	843
Number of Pension Checks Issued	258	258
Total Pension Benefits Paid - Defined Benefit Plan	\$ 519,900	\$ 530,963

ACCOUNTS PAYABLE		
Number of Check Vouchers	629	485
Number of EFT Vouchers	236	263
Vouchers Dollar Amount Disbursed	\$ 12,391,974	\$ 9,498,514



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

City of Dover
General Fund Summary
Fiscal Year to Date July 2025

Revenues

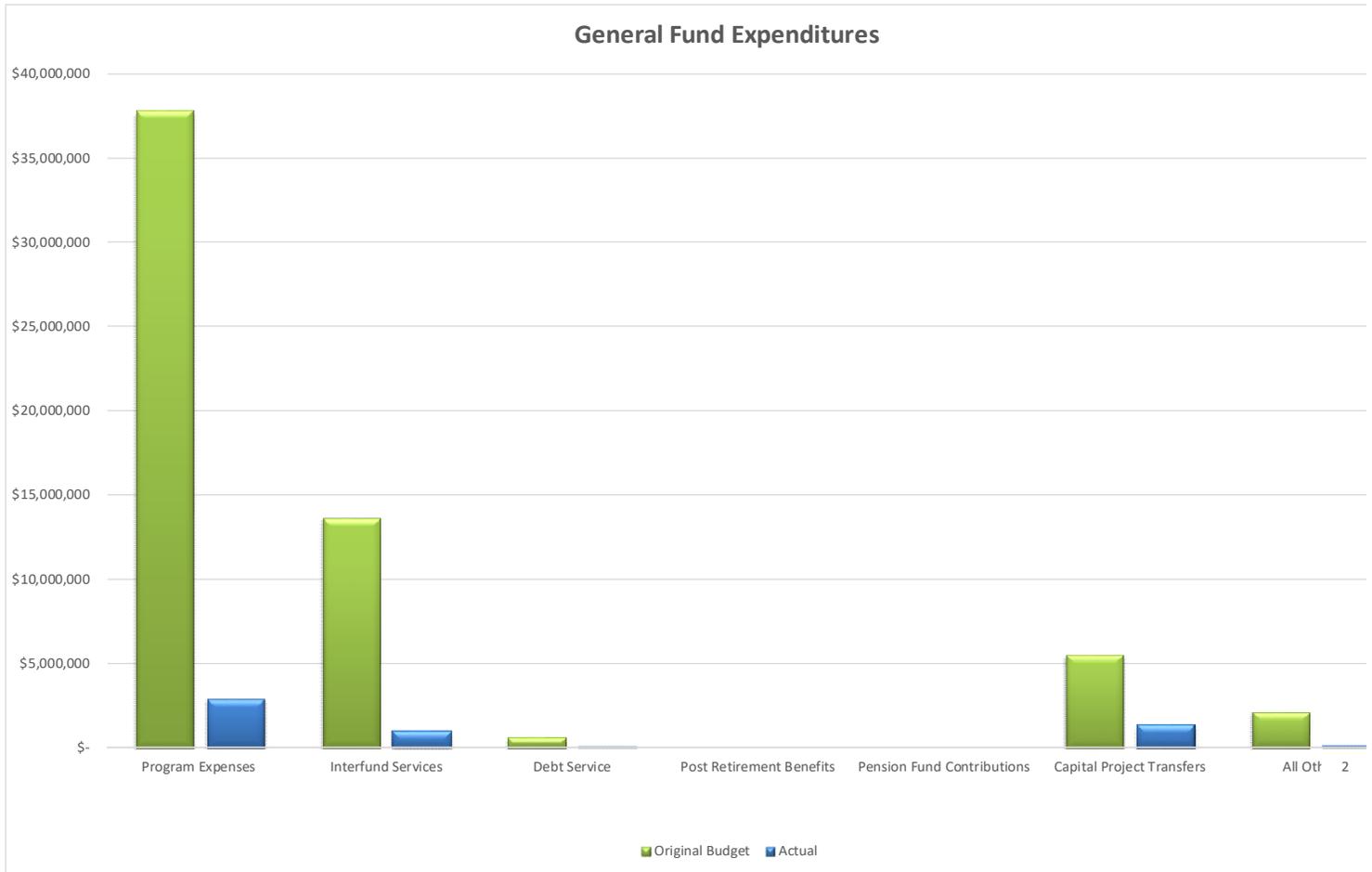
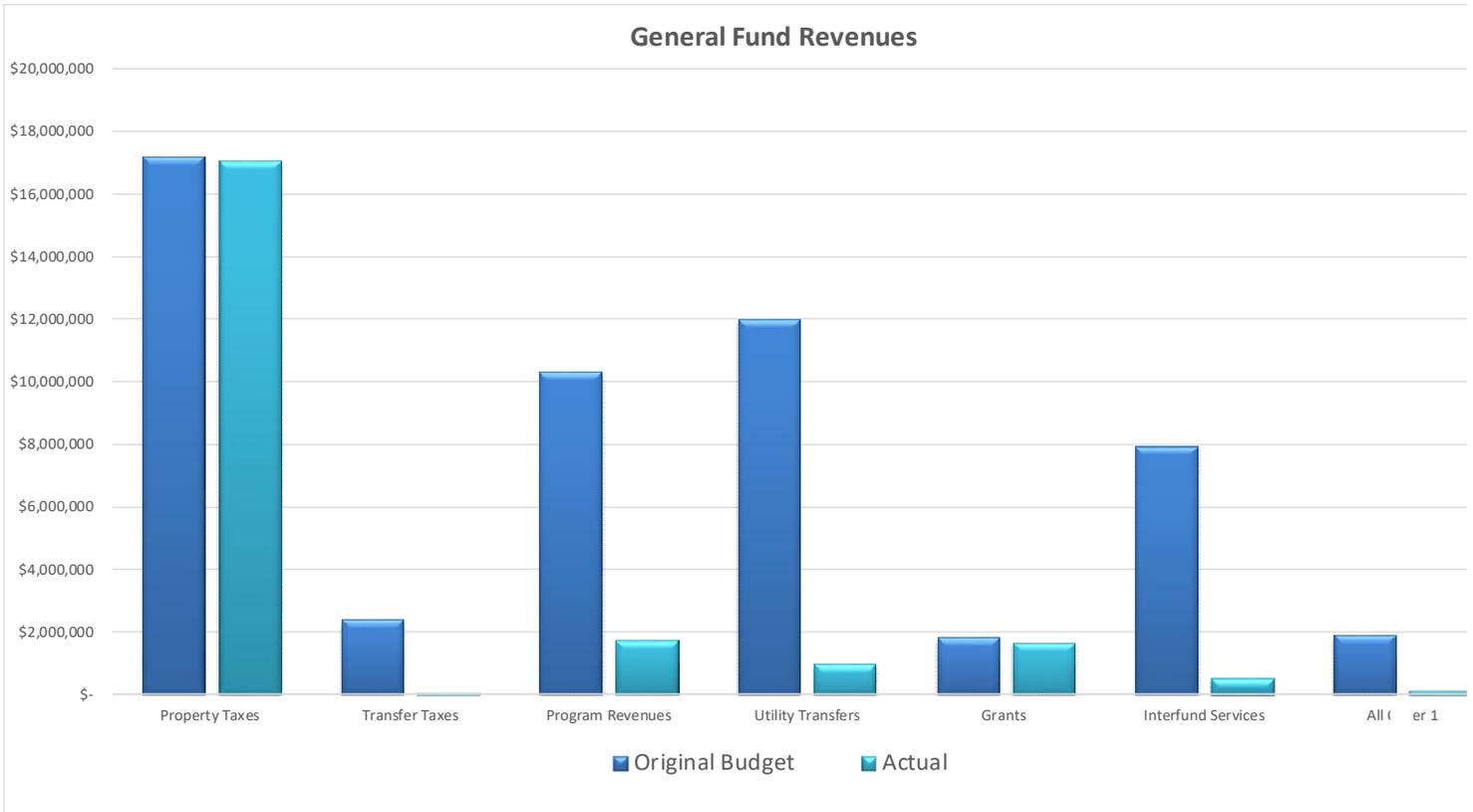
	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$	17,055,040	99%
Transfer Taxes	2,400,000		74,955	3%
Program Revenues	10,320,100		1,745,007	17%
Utility Transfers	12,000,000		1,000,000	8%
Grants	1,821,500		1,650,000	91%
Interfund Services	7,938,700		539,172	7%
All Other ¹	1,900,000		122,569	6%
	\$ 53,580,300	\$	22,186,743	41%

Expenditures

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$	2,923,465	8%
Interfund Services	13,654,000		1,008,930	7%
Debt Service	625,200		52,397	8%
Post Retirement Benefits	-		-	0%
Pension Fund Contributions	-		-	0%
Capital Project Transfers	5,511,200		1,377,800	25%
All Other ²	2,147,800		109,619	5%
	\$ 59,742,000	\$	5,472,211	9%

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
Water Fund Summary
Fiscal Year to Date July 2025

Revenues

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$	714,840	9%
Impact Fees	250,000		13,309	5%
Rents	464,000		-	0%
Miscellaneous ¹	215,400		11,149	5%
	<u>\$ 8,497,900</u>	<u>\$</u>	<u>739,298</u>	<u>9%</u>

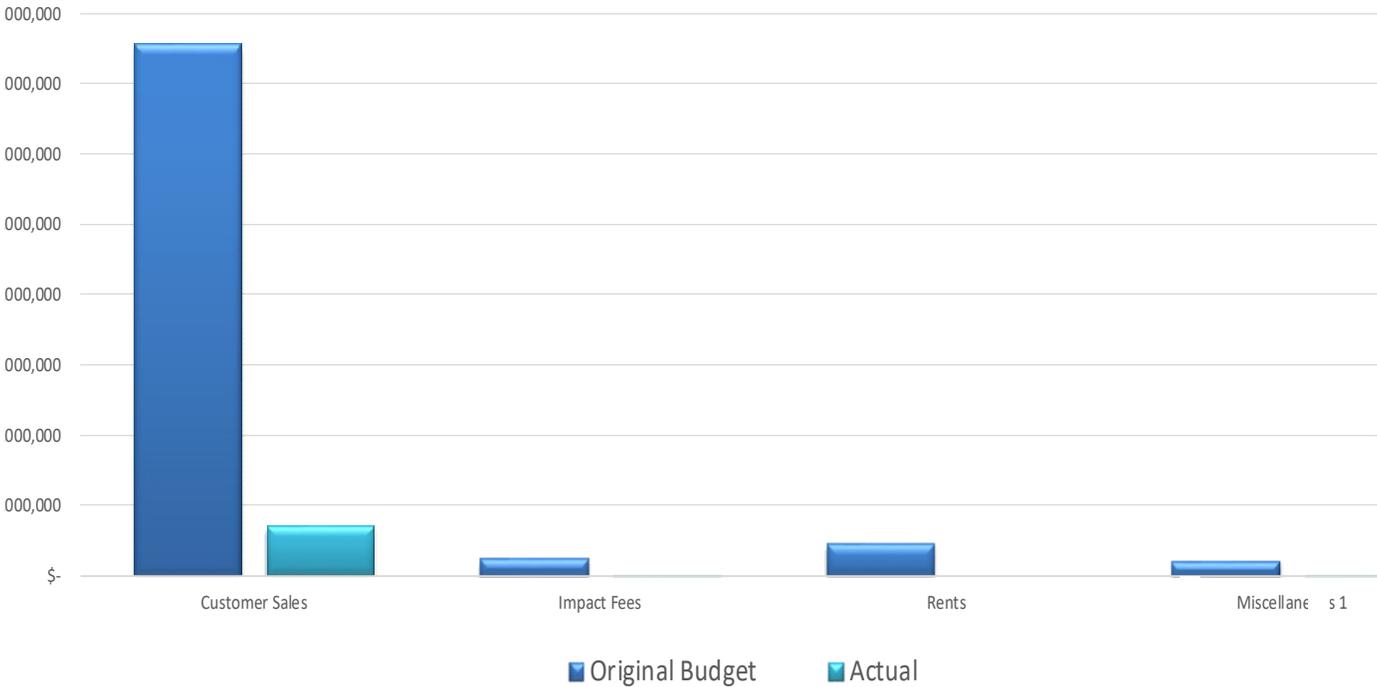
Expenditures

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$	319,247	7%
Interfund Services	750,900		98,133	13%
Debt Service	543,000		17,873	3%
Post Retirement Benefits	-		-	0%
Capital Project Transfers	1,280,600		320,150	25%
Electric I&E Fund Transfer	25,000		-	0%
General Fund Transfer	1,000,000		83,333	8%
All Other ²	30,000		1,608	5%
	<u>\$ 8,098,600</u>	<u>\$</u>	<u>840,344</u>	<u>10%</u>

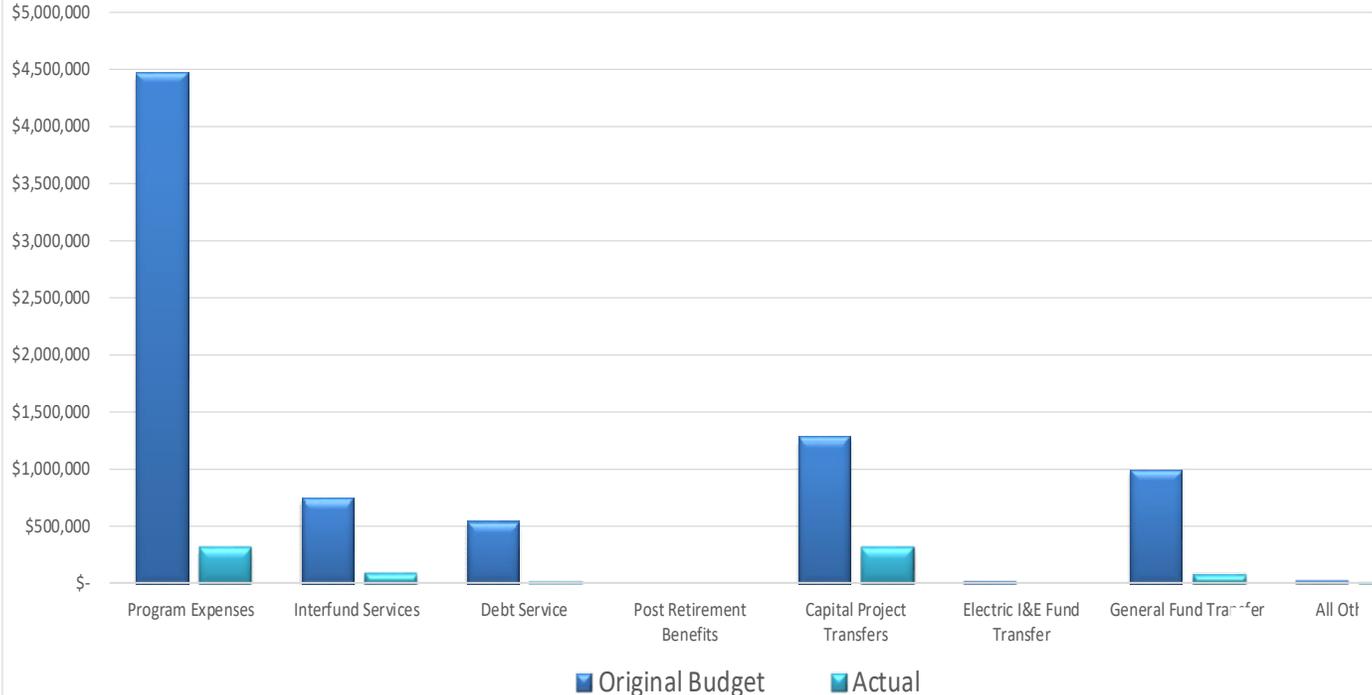
¹ Includes Penalties, Income from Sale of Assets, Miscellaneous Income, and Reconnect Fees.

² Includes Bank & CC Fees.

Water Revenues



Water Expenditures



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

Revenues

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500		\$ 397,298	3%
Impact Fees	235,000		12,076	5%
Miscellaneous ¹	200,200		15,467	8%
	\$ 12,711,700		\$ 424,841	3%

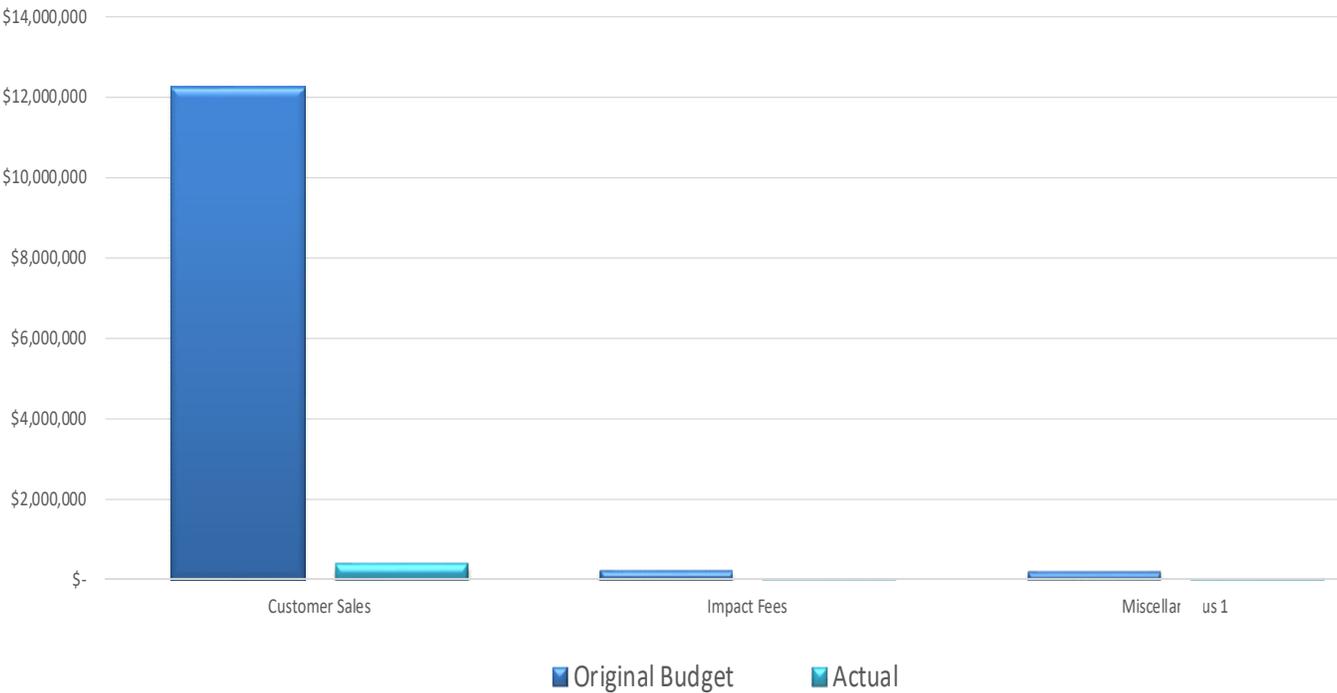
Expenditures

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300		\$ 134,082	7%
Kent County Treatment Fee	5,822,500		51,992	1%
Interfund Services	935,200		73,682	8%
Debt Service	644,000		30,868	5%
Post Retirement Benefits	-		-	0%
Capital Project Transfers	2,694,900		673,725	25%
Electric I&E Transfer	25,000		-	0%
General Fund Transfer	1,000,000		83,333	8%
All Other ²	11,000		439	4%
	\$ 13,176,900		\$ 1,048,121	8%

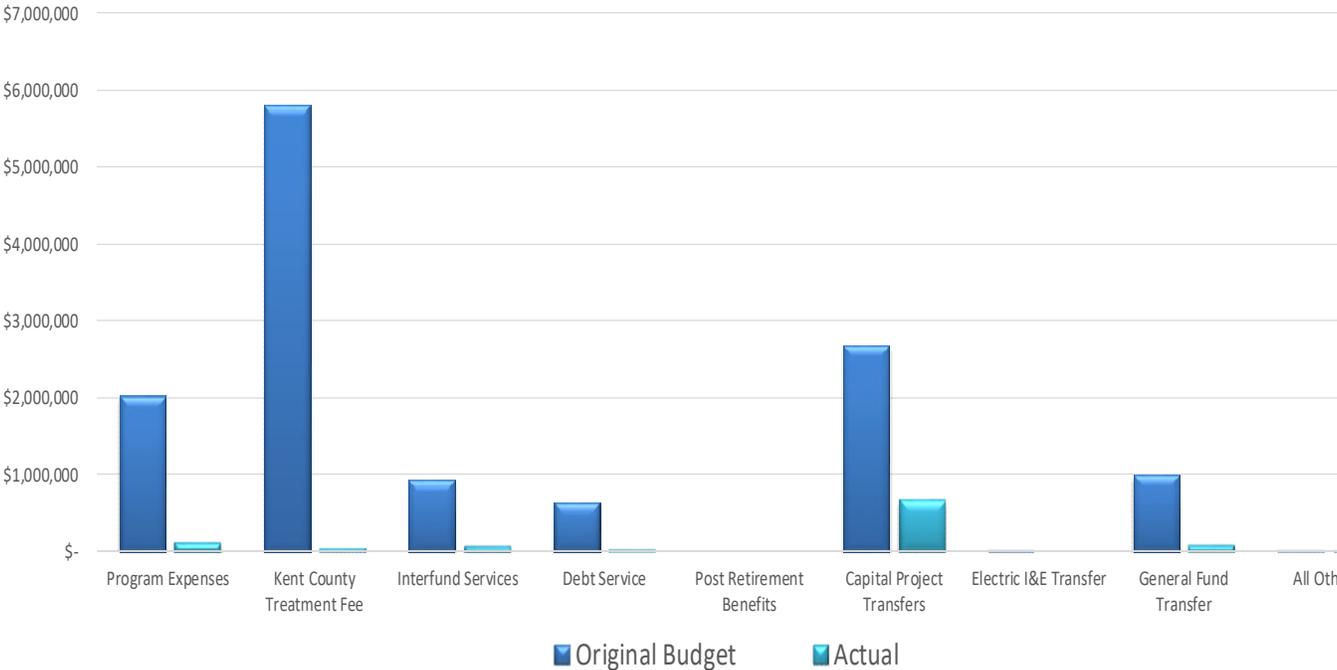
¹ Includes Interest Income, Penalties, Loss on Disposal, and Miscellaneous Income.

² Includes Bank & CC Fees.

Wastewater Revenues



Wastewater Expenditures



City of Dover
Electric Fund Summary
Fiscal Year to Date July 2025

Revenues

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$	9,459,276	9%
All Other ¹	3,045,000		278,045	9%
	<u>\$ 106,190,400</u>	<u>\$</u>	<u>9,737,320</u>	<u>9%</u>

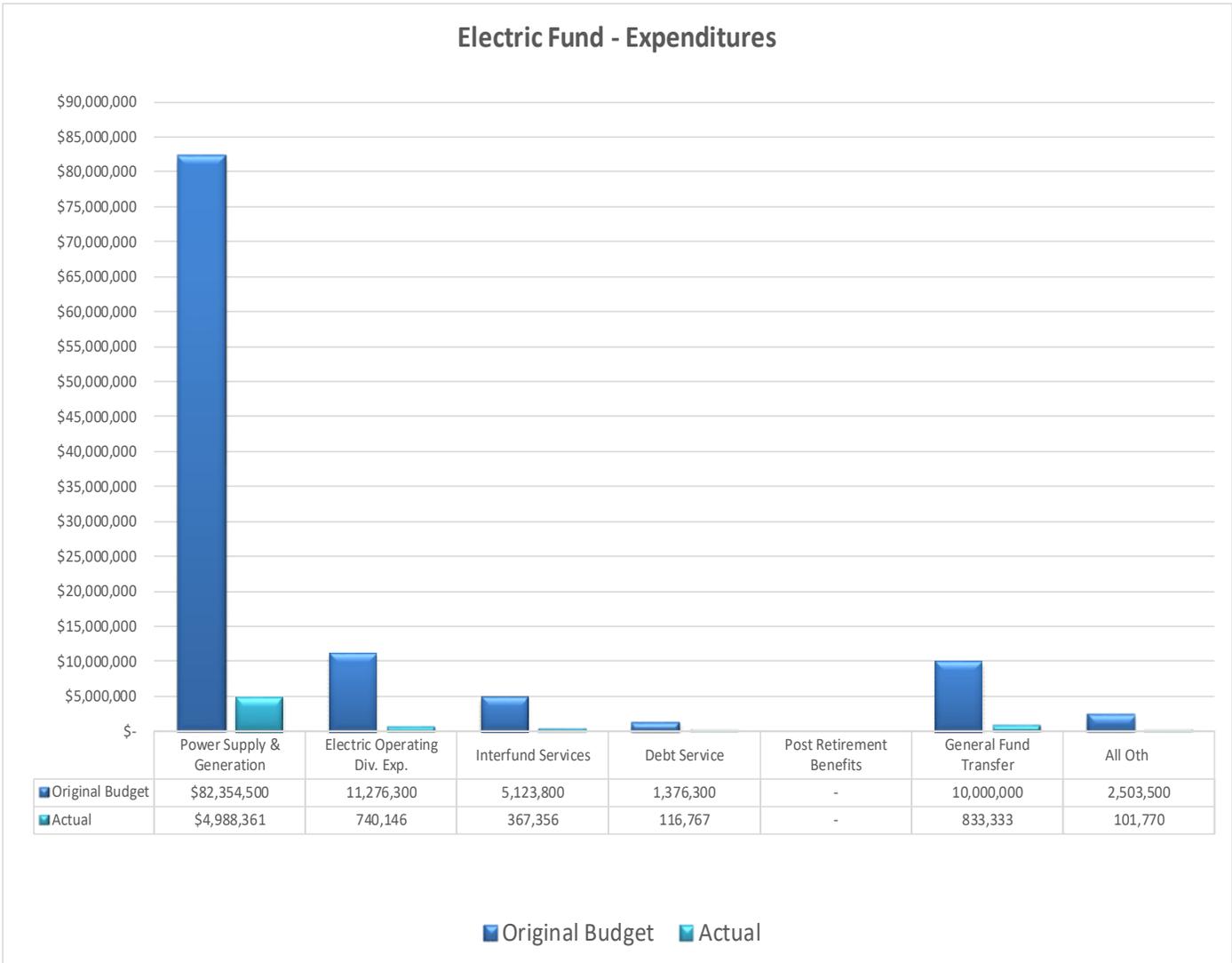
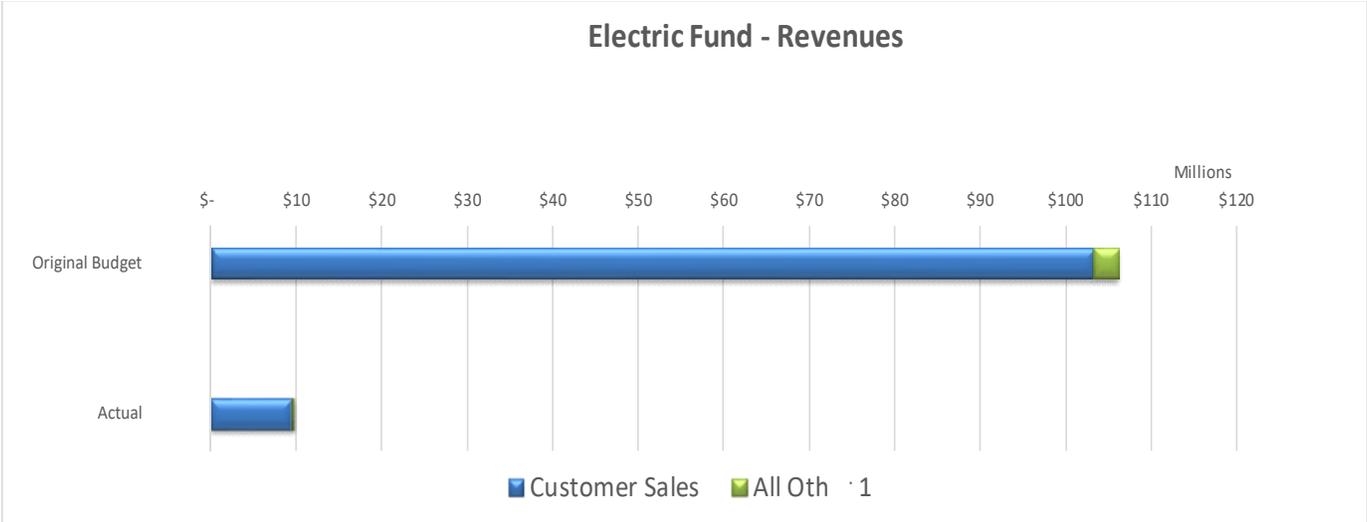
Expenditures

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$	4,988,361	6%
Electric Operating Div. Exp.	11,276,300		740,146	7%
Interfund Services	5,123,800		367,356	7%
Debt Service	1,376,300		116,767	8%
Post Retirement Benefits	-		-	0%
General Fund Transfer	10,000,000		833,333	8%
All Other ²	2,503,500		101,770	4%
	<u>\$ 123,172,700</u>	<u>\$</u>	<u>9,782,308</u>	<u>8%</u>

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

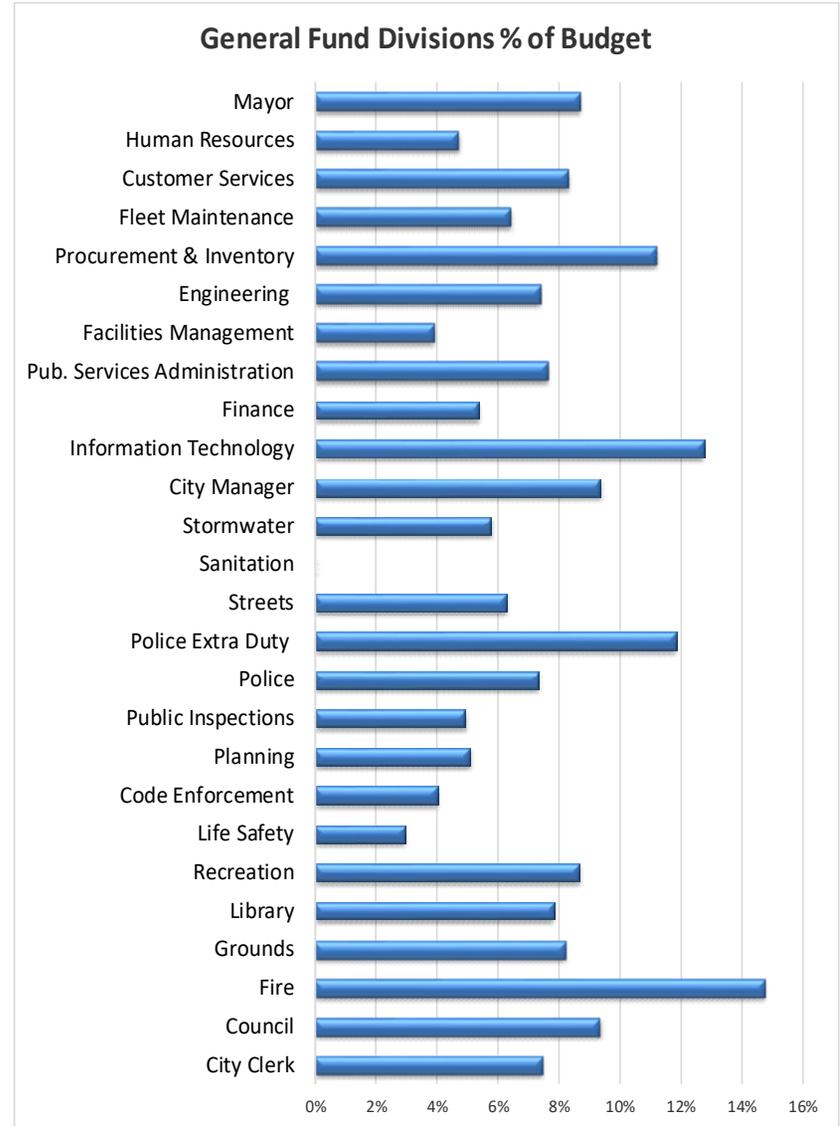
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollected Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	72,388
Sales per MWh	\$133.22	\$128.62
Purchased/Generated MWh	770,241	82,444
All In MWh Supply & Generation	\$106.86	\$60.51



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

	<u>Original Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 36,598	7%
Council	276,600	25,813	9%
Fire	1,133,800	166,807	15%
Grounds	2,047,300	167,423	8%
Library	2,378,800	185,645	8%
Recreation	1,653,300	143,123	9%
Life Safety	1,664,100	48,463	3%
Code Enforcement	1,143,700	45,497	4%
Planning	1,079,800	54,637	5%
Public Inspections	769,100	37,693	5%
Police	24,762,300	1,807,292	7%
Police Extra Duty	910,700	107,477	12%
Streets	899,800	56,267	6%
Sanitation	-	184,796	0%
Stormwater	1,104,900	63,356	6%
City Manager	1,485,300	138,483	9%
Information Technology	1,045,700	132,909	13%
Finance	1,039,800	55,549	5%
Pub. Services Administration	743,500	56,509	8%
Facilities Management	807,900	31,217	4%
Engineering	303,500	22,413	7%
Procurement & Inventory	1,012,700	112,948	11%
Fleet Maintenance	1,139,800	72,811	6%
Customer Services	1,515,900	125,677	8%
Human Resources	529,900	24,790	5%
Mayor	316,700	27,468	9%
Total	\$ 50,257,800	\$ 3,931,661	8%



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

Water Divison

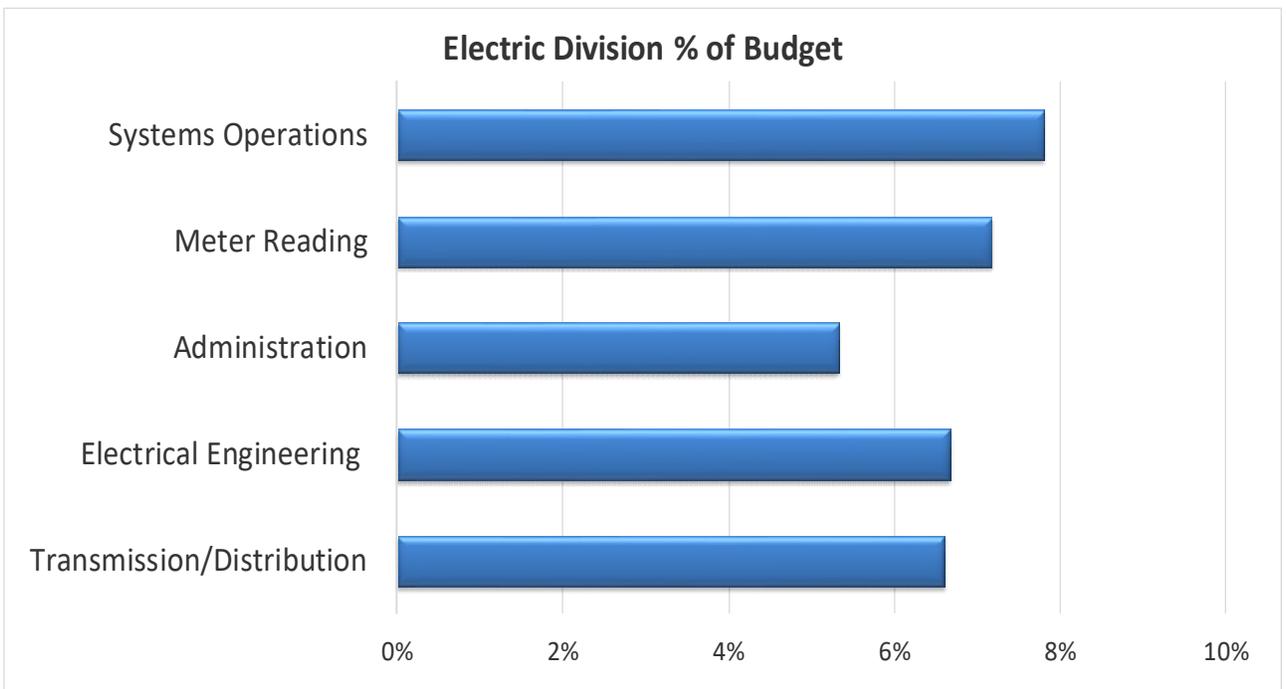
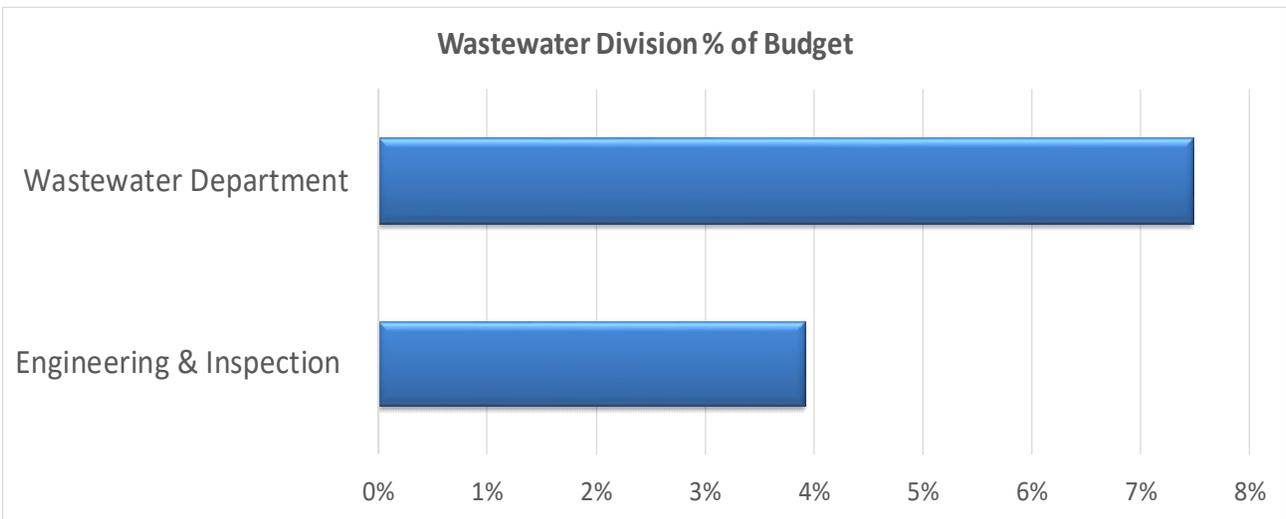
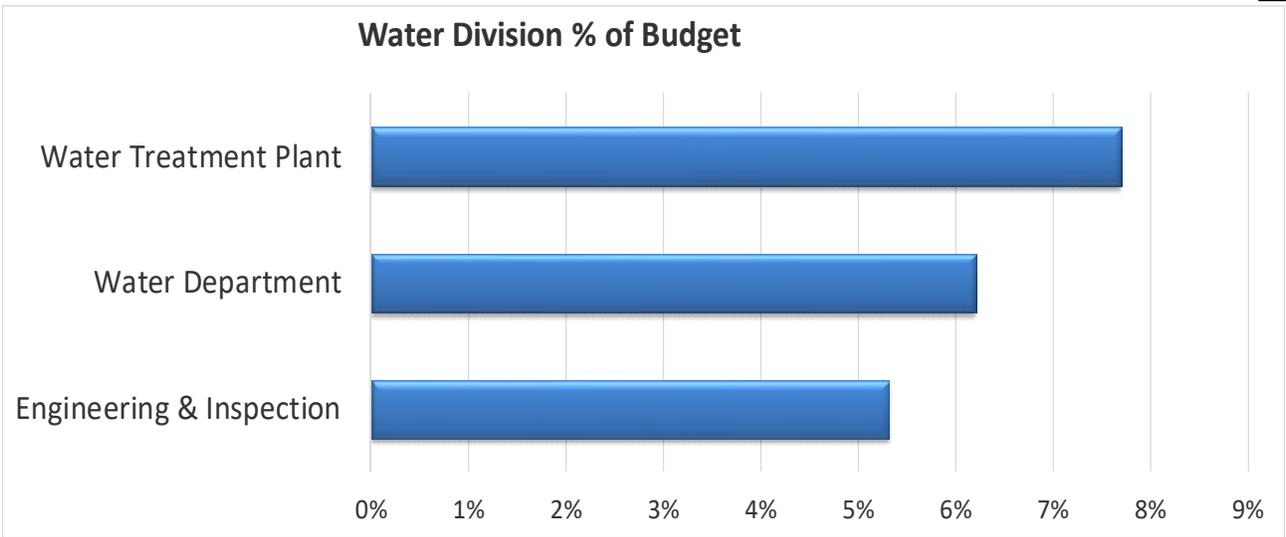
	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$	22,106	5%
Water Department	971,000		60,197	6%
Water Treatment Plant	3,081,500		236,944	8%
	<u>\$ 4,469,100</u>	<u>\$</u>	<u>319,247</u>	<u>7%</u>

Wastewater Divison

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$	20,297	4%
Wastewater Department	1,524,400		113,785	7%
	<u>\$ 2,044,300</u>	<u>\$</u>	<u>134,082</u>	<u>7%</u>

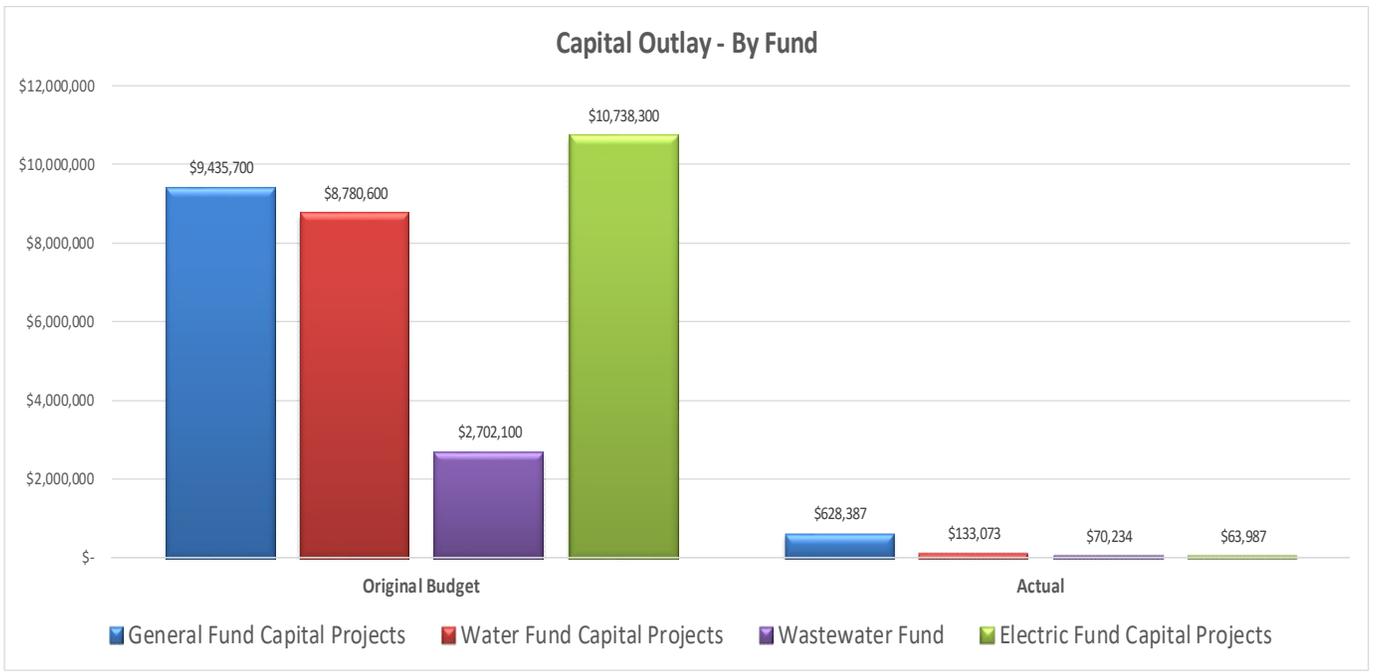
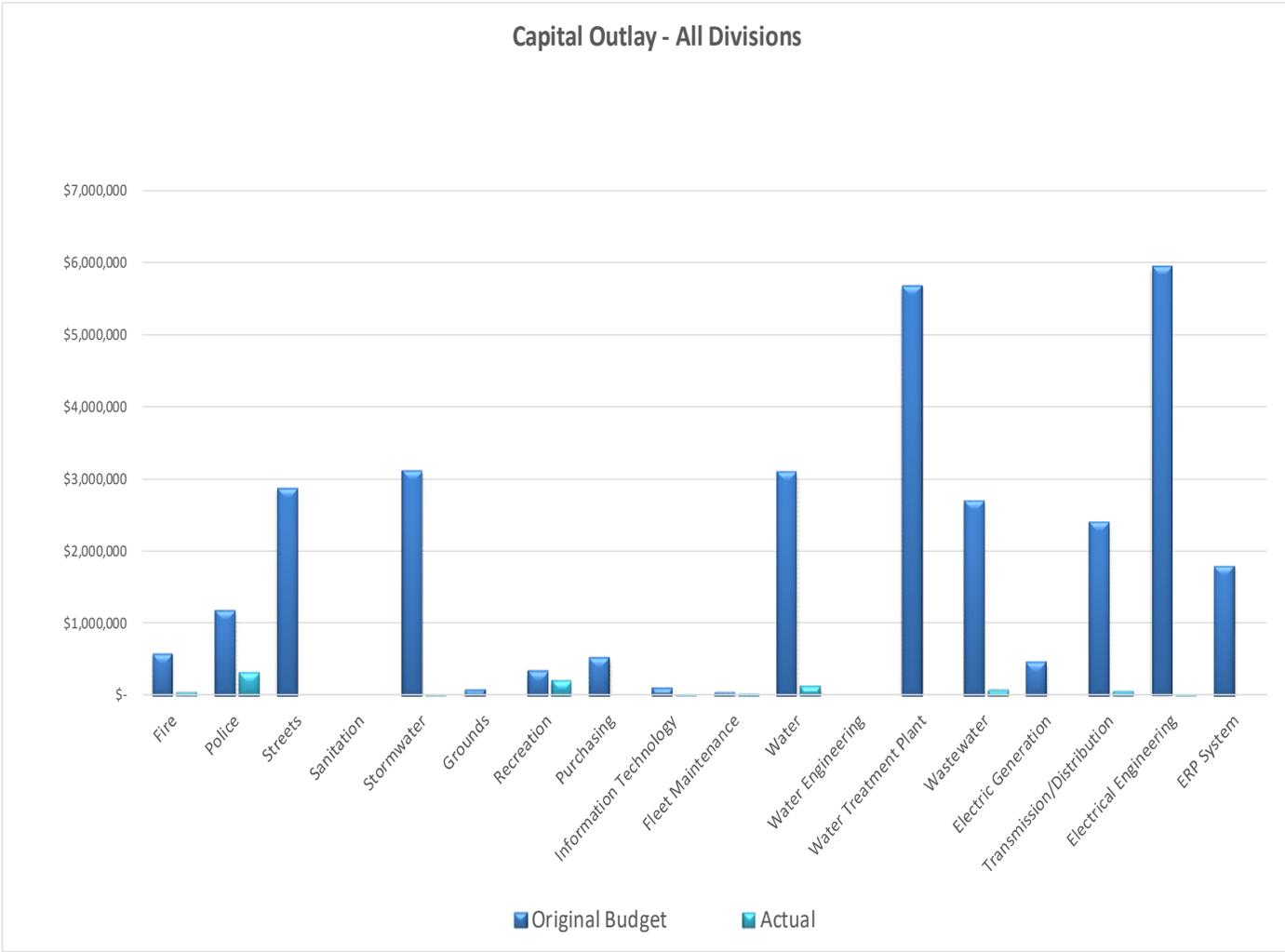
Electric Division

	<u>Original Budget</u>		<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$	378,899	7%
Electrical Engineering	2,052,000		136,766	7%
Administration	1,751,900		93,222	5%
Meter Reading	569,400		40,826	7%
Systems Operations	1,159,400		90,433	8%
	<u>\$ 11,276,300</u>	<u>\$</u>	<u>740,146</u>	<u>7%</u>



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

<u>General Fund</u>	<u>Original Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 39,662	7%
Police	1,176,400	328,217	28%
Streets	2,870,000	-	0%
Sanitation	-	-	0%
Stormwater	3,124,000	13,325	0%
Grounds	85,000	-	0%
Recreation	330,000	219,165	66%
Purchasing	517,000	-	0%
Information Technology	110,700	174	0%
Fleet Maintenance	44,100	27,845	0%
General Fund Capital Projects	\$ 9,435,700	\$ 628,387	7%
<u>Water Fund</u>			
Water	\$ 3,098,600	\$ 133,073	5%
Water Engineering	-	-	0%
Water Treatment Plant	5,682,000	-	0%
Water Fund Capital Projects	\$ 8,780,600	\$ 133,073	2%
<u>Wastewater Fund</u>			
Wastewater	\$ 2,702,100	\$ 70,234	3%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 70,234	3%
<u>Electric Fund</u>			
Electric Generation	\$ 460,000	\$ -	0%
Transmission/Distribution	2,400,000	54,324	2%
Electrical Engineering	5,964,000	9,663	0%
ERP System	1,803,500	-	0%
Electric Administration	60,000	-	0%
Electric Fund Capital Projects	\$ 10,738,300	\$ 63,987	0%
TOTAL CAPITAL PROJECTS	\$ 31,656,700	\$ 895,681	3%



DOVER FIRE DEPARTMENT



July 2025

FIRE CHIEFS REPORT

To: Mayor and Council
From: David Carey, Fire Chief
Date: August 4, 2025
Subject: July 2025 Fire Chief's Report

Congratulations

Please join me in congratulating **Jarmarion Wilks** and **Tim Marker** on their graduation from the Wilmington Fire Academy.

Jarmarion began his fire service career with the Dover Fire Department in December 2022. He has consistently demonstrated a strong work ethic, excelled in our training program, and progressed to become a live-in firefighter. Today, he proudly serves as a Career Firefighter for the City of Wilmington. Despite his new role, Jarmarion continues to dedicate several hours each week serving the citizens of Dover.

Tim began his service with the Dover Fire Department in December 2021 while enlisted in the United States Air Force, assigned to the Dover AFB Fire Department. He brought valuable training and experience from the Air Force, which he effectively applied in Dover. Tim has since advanced through the ranks and currently holds the position of Firefighter III. Like Jarmarion, he continues to volunteer his time each week to protect the citizens of Dover.

Their dedication, professionalism, and hard work are truly commendable, and we are proud of all they have accomplished.

Personnel Activities

Promotions – Firefighter I

- Joe Gessner
- Elizabeth Dloughy

Promotions – Firefighter II

- Ethan DuPont
- Chrissy Brode
- Consuelo Gomez
- Michael Hannon
- Witifia Harrison
- Dimere Batson

Promotions – Firefighter III (effective August)

- Randy Marrs
- Tim Marker
- Fred Chase
- Roc Reb
- Dylan Miller
- Eddie Moran

Newly Qualified Drivers

- **Fred Chase** and **Dylan Miller** – Cleared on Ladder 1
- **Chase Christiansen** – Cleared on Engines and Squads

Personnel Activities

Event:	Hours:
• Meetings	84
• Training	144.5
• Duty crews	5,399.19
• Incident	3,478

Total: 9,105.69 Hours

Major Incidents – July 2025

- **Building Fire** – 30 S. New Street
- **Motor Vehicle Accident with Entrapment (Fatal)** – Forrest and Victory Chapel Road
- **House Fire** – Hardy Court
- **House Fire** – 156 S. Governors Blvd

- **Building Fire** – 47 S. West Street

Stipend Program / Duty Crews / Live-in Program

The **Stipend Program** has had a strong start in its first two months of operation. During July, 40 firefighters participated in the program. We are currently collecting feedback, identifying areas for improvement, and making necessary adjustments. **Expenditure totals for July is \$21,188.10.**

Fire Instructor I Class

We have coordinated with the Fire School to host a **Fire Instructor I** class. This class is a **prerequisite for Fire Officer I certification**, which will be required for front-seat response assignments in Delaware beginning **November 2025** under Fire Prevention Regulation 709.

- **Class Schedule:**
 - Saturday, August 9
 - Sunday, August 17
 - Sunday, August 24
- **Location:** Fire School
- **Seats:** 24 total; priority given to Dover and Little Creek personnel

Hydration Reminder

With continued high temperatures, please ensure all members are staying **hydrated** and looking out for each other during calls and training.

Associate Membership

Progress continues on our **Associate Membership** initiative. We are close to completion and will provide an update to the membership shortly.

If you have any questions or require additional information, please don't hesitate to reach out to me.

Respectfully,

David Carey
Fire Chief

11:18 AM
08/04/25
Accrual Basis

Robbins Hose Company # 1, Inc.
Profit & Loss
July 2025

	<u>Jul 25</u>
Ordinary Income/Expense	
Income	
City Quarterly Deposit	120,400.00
Total Income	<u>120,400.00</u>
Expense	
Personnel & Office Expenses	
203 · Office Supplies	26.91
204 · Training & Travel Expenses	1,175.00
Total Personnel & Office Expenses	<u>1,201.91</u>
Repairs & Maintenance	
101 · Equipment Repairs	73.65
102 · Fuel	3,005.24
106 · Program Expenses	4,902.00
Total Repairs & Maintenance	<u>7,980.89</u>
Uniforms	
303 · Officer Uniforms & Misc. Eq...	96.00
Total Uniforms	<u>96.00</u>
Utilities	
402 · Electric	5,814.88
403 · Natural Gas	406.12
404 · Telephone	158.82
405 · Water/Sewer	291.93
Total Utilities	<u>6,671.75</u>
Total Expense	<u>15,950.55</u>
Net Ordinary Income	<u>104,449.45</u>
Net Income	<u><u>104,449.45</u></u>

Primary Action Taken Report (Summary)

Date Range: From 07/01/2025 to 07/31/2025

Dover Fire Department

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	3	2.03%	\$0	0.00%
11 Extinguishment by fire service personnel	13	8.78%	\$0	0.00%
12 Salvage & overhaul	4	2.70%	\$0	0.00%
Totals	20	13.51%	\$0	0.00%
2 Search & Rescue				
21 Search	1	0.68%	\$0	0.00%
23 Extricate, disentangle	2	1.35%	\$0	0.00%
Totals	3	2.03%	\$0	0.00%
3 EMS & Transport				
31 Provide first aid & check for injuries	4	2.70%	\$0	0.00%
32 Provide basic life support (BLS)	1	0.68%	\$0	0.00%
Totals	5	3.38%	\$0	0.00%
4 Hazardous Condition				
43 Hazardous materials spill control and confinement	1	0.68%	\$0	0.00%
44 Hazardous materials leak control & containment	1	0.68%	\$0	0.00%
45 Remove hazard	1	0.68%	\$0	0.00%
Totals	3	2.03%	\$0	0.00%
5 Fires, Rescues & Hazardous Conditions				
51 Ventilate	2	1.35%	\$0	0.00%
Totals	2	1.35%	\$0	0.00%
6 Systems & Services				
Totals	0	0.00%	\$0	0.00%
7 Assistance				
70 Assistance, other	8	5.41%	\$0	0.00%
71 Assist physically disabled	2	1.35%	\$0	0.00%
73 Provide manpower	11	7.43%	\$0	0.00%
74 Provide apparatus	5	3.38%	\$0	0.00%
75 Provide equipment	5	3.38%	\$0	0.00%
76 Provide water	1	0.68%	\$0	0.00%
77 Control crowd	1	0.68%	\$0	0.00%
78 Control traffic	3	2.03%	\$0	0.00%
Totals	36	24.32%	\$0	0.00%
8 Information, Investigation & Enforcement				
80 Information, investigation & enforcement, other	27	18.24%	\$0	0.00%
84 Refer to proper authority	3	2.03%	\$0	0.00%
86 Investigate	68	44.59%	\$0	0.00%
87 Investigate fire out on arrival	2	1.35%	\$0	0.00%
Totals	98	66.22%	\$0	0.00%
9 Fill-in, Standby				

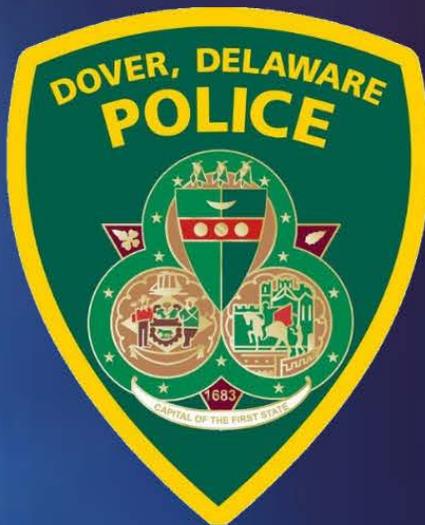
Primary Action Taken Report (Summary)

Date Range: From 07/01/2025 to 07/31/2025

Dover Fire Department

Primary Action Take	Count	Pct of Incidents	Total Est Loss	Total Est Loss
93 Cancelled en route	4	2.70%	\$0	0.00%
Totals	4	2.70%	\$0	0.00%
Totals	148		\$0	

CITY OF DOVER POLICE DEPARTMENT



MONTHLY REPORT JULY 2025

CITY OF DOVER DEPARTMENT OF POLICE

Item #21.



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

September 8, 2025

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

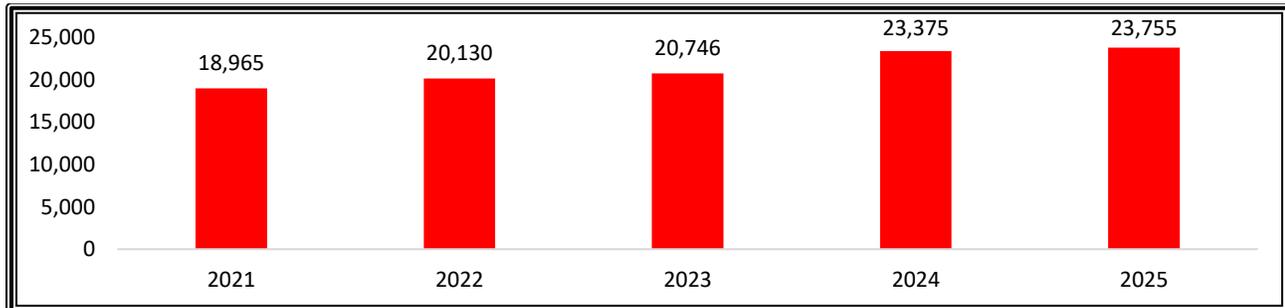
Mayor Christiansen and Council Members:

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

COMPLAINTS/EVENTS

YTD Totals compiled through July numbered 27,842.

This represents an increase of 283 from the 27,559 reported over the same period in 2024.



CRIMINAL INVESTIGATIONS

Burglary: 4 cases reported, 2 cases cleared and 1 case was cleared from previous months.

Robbery: 3 cases reported, 3 cases cleared and 0 cases was cleared from previous months.

Sex Assault: 3 cases reported, 2 cases cleared and 0 cases was cleared from previous months.

Homicide: 0 cases reported, 0 cases cleared and 0 cases cleared from previous months.

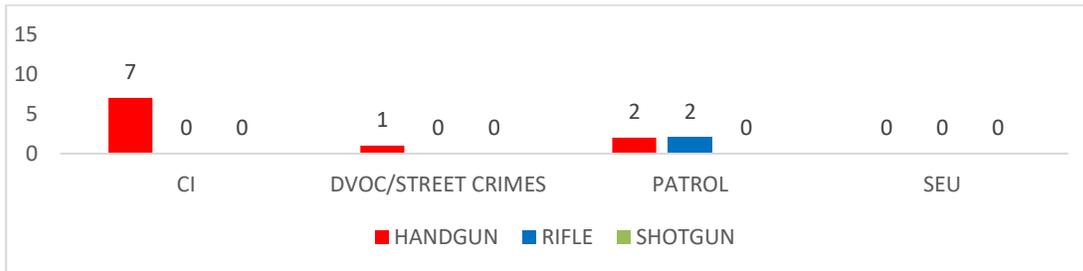
There were 3 Non-Criminal Death Investigations, 3 cases cleared and 1 case cleared from previous months.

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

Item #21.

Marijuana:	929.185 grams seized
Cocaine:	1,264.08 grams seized
Ecstasy:	0 doses seized
Prescription Pills:	0 doses seized
Heroin:	10.77 grams seized
Methamphetamine:	0 grams seized
Fentanyl:	0 grams seized
Other Rx Drugs:	0 grams/doses seized
Drug Proceeds:	\$185,991.00 seized

FIREARM SEIZURES/INSIDE CITY LIMITS

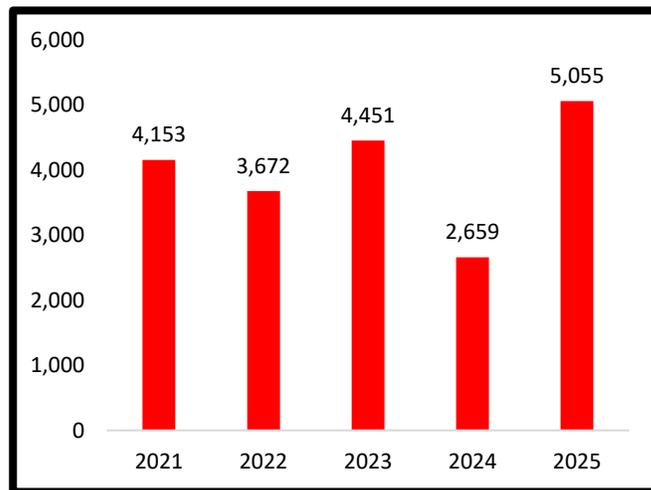


Firearms: 10 Handguns, 2 Rifles

TRAFFIC ENFORCEMENT

YTD Citation Totals compiled through July numbered 5,055.

This represents an increase of 2,396 from the 2,659 reported over the same period in 2024.

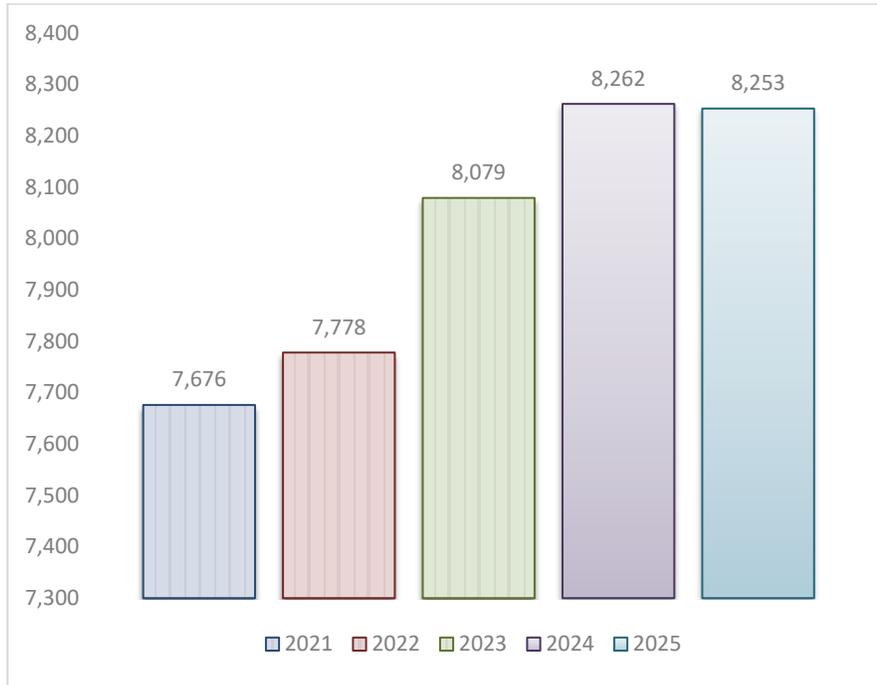


TRAFFIC CRASHES: YTD = 1.104

911 CENTER ACTIVITY

Total compiled during July numbered 8,253 calls.

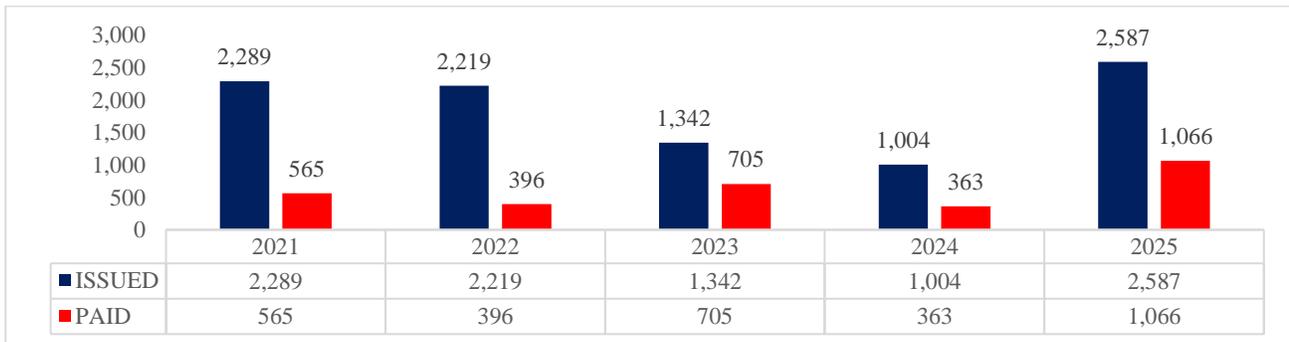
This represents a decrease of 170 from the 8,262 reported during the same period in 2024.



CITY ORDINANCE SUMMONS

YTD Totals compiled through July numbered 2,587.

This represents an increase of 1,583 from the 1,004 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 July:

- **Assisted Patrol** Units during major incidents, high 911 call volume and/or low staffing
- Conducted **traffic/speed enforcement** on Forrest Ave. and Salisbury Rd. areas
- **Community Response Vehicle:** Hope Street Event on Bradford Street
- **Community Response Vehicle:** Hope Street Event on Simon Circle [K-9 Roy]
- **Community Response Vehicle:** Hope Street Event at the Whatcoat complex
- **PAL-** Preparations for and delivery of the annual **Youth Academy:** July 7th – 11th
- **PAL** – Week-long Summer Program – Capital School District – 21st Century Program – DelDOT Bike Safety, Basketball & CPR Training. 11 students were certified in CPR.
- Supported Academy staffing for the **Recruit PT test**
- Supported **DUI and Accident Investigation training** for the **Police Academy**
- Ongoing activities related to **orienting and training new Cadets.**
- Attended **Community Day in Capital Green**
- Supported an investigation by **Animal Control** and assisted both the **arrest & search warrant** in a **neglect/abuse** case
- Assisted the **Detective Unit** with a **Sexual Assault** case
- Follow-up w/representatives of the **Meadows HOA** – traffic / parking
- Continued to deliver **LifeVac training** and install policy and procedures for same
- Liaison with the **property manager of the Hamlett** regarding ongoing problems
- Assisted **Motor Unit** with a Funeral Detail
- Continued to monitor and address **Rose Cottage & the Verizon** property for trespassing
- Continued to obtain **authorization to enforce** trespassing and conduct checks for same
- Continued efforts regarding a **trespassing** complaint on the **Woodmill property**
- Participated in the **Ribbon Cutting** at the improved properties of 37-39 S. New Street
- Meeting with **Delaware State University** regarding a **Mentoring Program**
- Meeting with the **Help Initiative** in relation to neighborhood clean-ups
- Participated in the monthly meetings with the various property managers
- Addressed an ongoing **homeless complaints** at 146 S. State Street, 32 S. Governors, Owens/Queens Manor, the 200 Block of N. DuPont Highway, 40 S. Governors, - multiple minor arrests.
- Participated in a **Touch a Truck** event at Schutte Park
- Participated in **Summer Camp** activities for Del-Tech [K-9 Roy]
- Addressed issues connected to the **NASCAR Race**
- Participated in a Neighborhood Giveaway - **NeighborGood Partners** - 223 W. Division
- Supported a **NeighborGood Partners/HOA Development** event & regular meetings
- Continued planning for a **Trunk or Treat** event in October
- Unit Supervisor attended a week-long **FBI leadership school**
- Met with a needy family – **provided shelter resource** information
- Disseminated a communication from the **DHA** in relation to their intent to **ban disorderly persons** and **issue administrative violations** to tenants who break rules.
- Supported the **4th of July parade and celebrations**
- Supported the prosecution of **JP Court 7** cases

- The **Behavioral Health Unit** (BHU) responded to **103 notable Calls for Service (CFS)**. those 103 CFS the following occurred:
 - **31** involved **transports** to Medical/Mental Health Facilities, Dept. of Corrections, Probation, Private Residences & the Delaware State Police.
 - **39** involved **Mental Health** contacts and **29** involved **Substance Abuse** contacts, while **4** CFS involved a **combination of both**.
 - **76** involved **other circumstances** and/or CFS types.
 - **116 total field contacts** involving Mental Health, Substance Abuse, and/or Other Circumstances across the 103 CFS.
- BHU Meetings/Community Engagement/Projects
 - Most Notable: PFC Shepherd and Clinician Heath were contacted in reference to an attempted suicide via firearm where **a veteran was severely injured**. He was transported to Christiana Care for continued medical treatment and several firearms were secured by Patrol. PFC Shepherd secured a **Lethal Violence Protective Order (LVPO)** to search the residence and **prevent further danger to the veteran or his family**. Due to the nature of this case and related evidence, PFC Shepherd spent approx. 3 days working with the family & Det. Zamora.
 - PFC Shepherd assisted DVOC and Street Crimes by providing information related to **increased overdose activity**. This was completed by interviewing subjects in the community, collecting evidence, and monitoring downtown activity in person and via various CFS.
 - BHU assisted Patrol with **two combative psychiatric patient cases** that involved criminal charges, follow-up with providers, and facility discharge issues.
 - BHU saw an increase in Patrol related activity assistance throughout July 2025 to involve complaints such as Stolen Vehicles, Stabbings, Sex Offenses, and many others.
 - BHU continues to assist all Units within the Department with Behavioral Health related cases to increase community safety and provide access to quality resources.

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 was invited by the *International Association of Chiefs of Police* to participate in their ongoing support of police agencies through the lens of **IACP-TV**. A short video was filmed in July that profiles the advances in technology and commitment to community policing that helps make our agency so successful. The video highlights officers from around the Department and communicates a positive message. The added advantage of this endeavor is that the agency retains ownership of all of the footage. This will allow the PIO to use professionally produced footage in the future, to create new content, in support of agency initiatives.
- ✚ The Department delivered another successful Youth Academy this year and the graduation ceremony was held on July 11, 2025. What is noteworthy about this year's session is that it marks the last major event for PAL Coordinator, Corporal Anthony Smith. Corporal Smith decided it was time to pass the responsibility on to a now coordinator with fresh ideas so he can focus on his new responsibilities in the role of a School Resource Officer. We take this moment to congratulate Cpl. Smith on his wonderful stewardship of the PAL program.



- ✚ On July 15, 2025, the Department conducted a review of emerging technologies with a full day of meetings involving representatives of certain products that might address Dover-specific policing problems. With a focus on violent crime, particularly gun crime, the senior staff has made recommendations for Council’s consideration. Information will be forthcoming in either August or September during a presentation at a selected CCW meeting.
- ✚ There were no major issues with the 2025 NASCAR Race during the weekend of the 18th of July. As has been the practice, the event requires the full mobilization of the Department and some assistance from surrounding police agencies. Preliminary information is that the event will occur in mid-May next year.

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

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Thomas A. Johnson, Jr.", is written over a white background.

Thomas A. Johnson, Jr.
Chief of Police



CITY OF DOVER, DELAWARE
ACTION FORM

PROCEEDING: Regular Council Meeting

DEPARTMENT OF ORIGIN: Water & Wastewater

SUBMITTED ON: August 29, 2025

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

REVIEWED BY: David S. Hugg, III, City Manager and Patricia M. Marney, Controller / Treasurer

SUBJECT: Vehicle Purchase – Water Service Person

TIMETABLE: Notice to proceed to be issued within seven (7) days of Council approval.

RELATED PROJECT: X

REFERENCE: X

EXPENDITURE REQUIRED: \$73,947.00

AVAILABLE BUDGET: \$61,000.00

FUNDING SOURCE (Dept./Page in CIP & Budget): Department of Water & Wastewater- Water Management – Vehicle Replacement CIP page 139, New Vehicle – Proposed Water Service Person, Account No.: 401-40-68-99-000-54022. Shortfall to be covered by surplus funds from Account No.: 400-40-00-00-000-36952.

STAFF RECOMMENDATION:

Allow staff to purchase a truck for the new Water Service Person from Hertrich Fleet Services, Inc. which is through the approved cooperative purchasing contract in the amount of \$73,947.00

BACKGROUND AND ANALYSIS:

The Fiscal Year 2026 Capital Investments Plan includes a project to purchase a Ford F350 for the new Water Service Person in the Department of Water & Wastewater, Water Division. The city engaged with the approved cooperative purchasing company of Hertrich Fleet Services, Inc., contract number GSS23014 to obtain the quote for this vehicle. The quote was higher than expected due to the increased costs of storage components on the truck.

The City of Dover has received a settlement related to the PFAS / PFOA class action lawsuit from 3M. These funds can be used for anything related to the water utility. The shortfall will be covered by the following breakdown:

Funding Source	Description	Current Budget	Spent / Encumbered	Savings / Remaining	Requested Change	Proposed Budget Remaining
Water	New Vehicle – Water Service Person	\$61,000	\$0	\$61,000	\$13,000	\$74,000
Water	Misc. Revenue – PFAS / PFOA Settlement	\$75,111	\$0	\$75,111	(\$13,000)	\$62,111

City staff recommends the purchase of a new truck from Hertrich Fleet Services, Inc. in the amount of \$73,947.00.

PROPOSED ORDINANCE #2025-13

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

3
4 That Chapter 2 – Administration, Article IV – Officers and Employees, Division 1. – Generally,
5 Section 2-201 - Compensation and expenses for mayor, council, and other elected or appointed
6 officials be amended by inserting the text indicated in bold blue as follows:
7

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

10
11 (a) Fees established. In accordance with section 12 of the Charter, authorizing the council to
12 establish compensation and expenses for the mayor, council members, and other elected or
13 appointed officials, the following fees are hereby established:
14

15 (1) Mayor. The mayor shall receive an annual salary of \$52,000.00 (FY 2023). In addition,
16 the mayor shall receive an expense allotment of up to \$5,000.00, to be included in the city's
17 annual budget for miscellaneous expenses, to be reimbursed upon submission of receipts or
18 proper documentation. Expenses in excess of this amount shall only be permitted by council
19 approval. The mayor shall be entitled to all benefits customary to an employee of the city,
20 except pension benefits, and sick and vacation leave.
21

22 2) Council members generally. Each council member shall receive an annual salary of
23 18,000.00 (FY 2023). The council president shall receive an annual salary of \$23,000.00 (FY
24 2023). Council members shall receive reimbursement for actual and necessary expenses
25 incurred when on official business as prescribed by ordinance or policy.
26

27 (3) Board of assessment appeals. Each appointed member of the board sitting to hear appeals
28 from the municipal assessment shall receive \$75.00 per diem reimbursement for
29 expenses for the preparation and attendance at each meeting of the board of assessment
30 appeals.
31

32 (4) Nonemployee election officers. Each person, not a city employee, appointed to serve as an
33 election judge for any municipal election shall receive an amount set by city council for per diem
34 reimbursement for each election attended. Each person chosen to serve as a clerical assistant for any
35 municipal election shall receive an amount set by city council for per diem reimbursement for each
36 election attended.
37

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

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

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

45
46 (7) Employee on council committee. Any city employee appointed to a council committee
47 shall receive \$25.00 for reimbursement for expenses per diem for each meeting attended,
48 which is held after 5:00 p.m. on a scheduled workday or at any time on a weekend or city-
49 approved holiday.

50
51 (8) Planning commission. Each appointed member of the planning commission shall receive
52 \$100.00 per diem reimbursement for expenses to be paid monthly for preparation and
53 attendance at each meeting of the planning commission.

54
55 (9) Board of adjustment. Each appointed member of the board of adjustment shall receive
56 \$75.00 per diem reimbursement for expenses to be paid monthly for preparation and attendance
57 at each meeting of the board of adjustment.

58
59 (10) Construction and property maintenance code board of appeals. Each appointed member of the
60 construction and property maintenance code board of appeals shall receive \$75.00 per diem
61 reimbursement for preparation and attendance at each meeting of the construction and property
62 maintenance code board of appeals.

63
64 **(11) Code Board of Appeals. Each appointed member of the code board of appeals shall**
65 **receive \$75.00 per diem reimbursement for preparation and attendance at each meeting of**
66 **the code board of appeals.**

67
68
69 ADOPTED: *

70
71 **SYNOPSIS**

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

74
75 (SPONSORS:)

76
77 Actions History

- 78
79 09/08/2025 – Scheduled for Final Reading – City Council
80 08/11/2025 – First Reading – City Council
81 07/29/2025 - Introduction - Council Committee of the Whole/Legislative, Finance, and Administration
82 Committee