

CITY OF DOVER, DELAWARE
REGULAR CITY COUNCIL MEETING
Wednesday, January 28, 2026 at 6:30 PM

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

AGENDA

THIS AGENDA AND PAPERLESS PACKET HAVE BEEN REVISED TO REMOVE ITEM #23 – PROPOSED ORDINANCE #2025-14 – AMENDING CHAPTER 22 – BUILDING AND BUILDING REGULATIONS, ARTICLE I – IN GENERAL, BY ADDING SEC. 22-66 – LEMON HOUSING PROTECTION

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://shorturl.at/TOnez>

Event number: 2535 757 5131

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. Louden

PLEDGE OF ALLEGIANCE - Dr. Sudler

ADOPTION OF AGENDA**ADOPTION OF CONSENT AGENDA**

All Consent Agenda items are considered routine and non-controversial and will be acted upon by a single roll call vote of the Council. There will be no separate discussion of these items unless a member of Council so requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item.

PROCLAMATIONS

- 1. Black History Month**
- 2. Human Trafficking Prevention Month**

CONSENT AGENDA**ADOPTION OF MINUTES**

- 3. Regular City Council Meeting of January 12, 2026**

COMMITTEE REPORTS

- 4. Council Committee of the Whole meeting of January 13, 2026**

PRESENTATIONS

- 5. Booted and Suited (Bobby Wilson, CEO and Founder)**
- 6. Big Brothers, Big Sisters of Delaware, Inc. (Councilman Boggerty, and Anya Lindsey-Jenkins, Chief Executive Officer)**
- 7. Network Connect Presentation (Councilman Boggerty, and Cierra Hall-Hipkins, Executive Director)**

COUNCIL REPORTS - DECEMBER 2025

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

Parks, Recreation, and Community Enhancement Committee

14. Review of Active Recreation Plan - The Enclave Apartments: Revised Walker Road Apartments (Dawn Melson-Williams, Principal Planner) (Property of 6.08 acres +/- located on the north side of Walker Road and west of Independence Boulevard, as owned by Dover Synergy Group, LLC. Planning Reference: Site Plan S-26-03)

(Committee Recommendation: Approval of the Active Recreation Plan with the comments and conditions provided.)

Legislative, Finance, and Administration Committee

15. Review of Donny Legans Economic Development Fund Application (Councilwoman Arndt, and David S. Hugg, III, City Manager)

(Committee Recommendation: Approval of the grant by the Legislative, Finance, and Administration Committee in the amount of \$50,000)

16. Evaluation of Bids - Silver Lake Dam Repairs (Jason Lyon, Director of Water & Wastewater)

(Committee Recommendation: Award the contract to Mar-Allen Concrete Products, Inc., for the Silver Lake Dam Repairs, Bid #26-0009WW, for \$128,282.64)

17. Street and Alley Rating Overview (Jason Lyons, Director of Water and Wastewater)

(Committee Action Not Required)

18. Proposed Ordinance #2025-14 - Amending Chapter 22 - Buildings and Building Regulations, Article I - In General, by adding Sec. 22-66 - Lemon Housing Protection (Council President Neil, Councilman Rocha)

(Committee Recommendation: Forward Proposed Ordinance #2025-14 to Council for approval)

QUARTERLY REPORTS

19. Quarterly Revenue Report as of December 31, 2025

(Staff Recommendation: Acceptance of the Quarterly Revenue Report.)

20. Quarterly Review - Capital Investment Plan (CIP) (October, November, December)

(Staff Recommendation: Acceptance of the Capital Investment Plan (CIP) Report.)

CONFIRMATION OF POLICE PENSION ELECTION

21. Confirmation of Police Pension Election - Retired Lieutenant Timothy Mullaney, Sr. - Three (3) Year Term to Expire January 31, 2029

ITEMS NOT ON THE CONSENT AGENDA**22. Dissolution of the Dover Parking Authority****ORDINANCES**

FIRST READING REFERRAL - The First Reading is offered on the Proposed Ordinance. It is recommended for referral to the Planning Commission for a public hearing on **FEBRUARY 17, 2026**, and that a Public Hearing before City Council be set for **MARCH 09, 2026**, at 6:30 p.m., at which time the Final Reading and Council action will take place. The ordinance is available at the entrance of the Council Chambers, on the City's website at www.cityofdover.gov under "Government," or by contacting the City Clerk's Office at 302-736-7008 or cityclerk@dover.de.us.

23. Rezoning Request - First Reading of Proposed Ordinance #2026-07

A. Properties located at 1600 North Little Creek Road and an Adjacent Parcel at 0.509 AC North Little Creek Road, consisting of 1.77 acres +/- and the adjacent parcel to the east, consisting of 0.52 acres +/-, owned by United Worldwide Express, LLC. The properties are zoned C-PO (Commercial and Professional Office Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II. The proposed zoning for both properties is IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II.

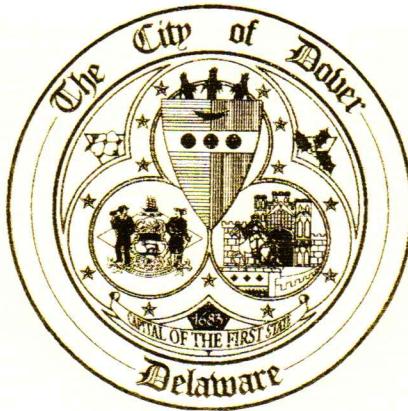
(Tax Parcels: ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000; Planning Reference: Z-26-01; Second Council District)

FINAL READING - The First Reading of the Proposed Ordinance #2025-21 was accomplished during the Council Meeting of **DECEMBER 08, 2025**. The First Reading of the Proposed Ordinance #2025-25 was accomplished during the Council Meeting of **JANUARY 12, 2026**. The ordinances are available at the entrance of the Council Chambers and on the City's website at www.cityofdover.gov under "Government."

24. Staff Substitute - Proposed Ordinance #2025-21 - Amending Chapter 106 - Traffic and Vehicles, Article III - Stopping, Standing, and Parking, by adding Sec. 106-139 - Pedestrian Safety (Councilman Anderson, David S. Hugg, III, City Manager, and Chief Johnson)**25. Proposed Ordinance #2025-25 - Amending Appendix F - Fees and Fines, Chapter 46 - Fire Prevention and Protection (Jason Osika, Deputy Director of Emergency Management and Communications)****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, during Black History Month we celebrate the many contributions and achievements made by African Americans to our nation. The Association for the Study of African American Life and History has chosen “African Americans and the Arts” as the 2024 Black History theme which commemorates the fundamental influence in which African American artists have used art, infused with African, Caribbean, and Black American lived experiences, to preserve history. For centuries, African Americans have significantly influenced art in the fields of performing arts, literature, fashion, film, music, architecture, and other essential forms of cultural expression; and

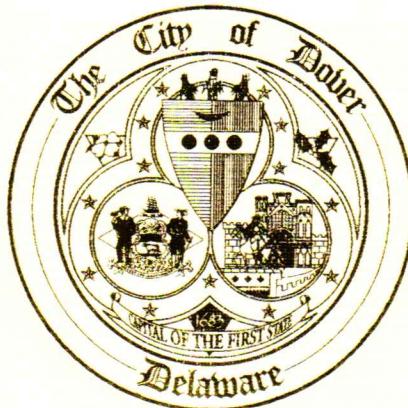
WHEREAS, according to the Study of African American Life and History, African Americans set the standard for popular trends around the world through artistic and cultural movements such as New Negro, Black Arts, Black Renaissance, hip-hop, and Afrofuturism. Each movement has played an essential role in shaping our nation in the past and present.

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

BLACK HISTORY MONTH

in the City of Dover and encourage all citizens to recognize the inspiration of African American arts and artisans in our culture.


 Robin R. Christiansen
 Mayor



PROCLAMATION

WHEREAS, according to the National Human Trafficking Hotline, “Human trafficking is a crime involving the exploitation of someone for the purpose of compelled labor or a commercial sex act through the use of force, fraud, or coercion. It affects individuals across the world, including the United States, and affects every community in the United States across age, gender, ethnicity, and socio-economic backgrounds”; and

WHEREAS, human trafficking generates over \$150 billion in profits worldwide every year. The 2021 International Labour Organization report estimates 49.6 million adults and children were victims of modern slavery globally. An estimated 27.6 million were in forced labor including 17.3 million exploited in the private sector, 6.3 million in forced commercial sexual exploitation and 3.9 million in forced labor imposed by state. Traffickers often take advantage of instability caused by natural disasters, conflict, or a pandemic to exploit others; and

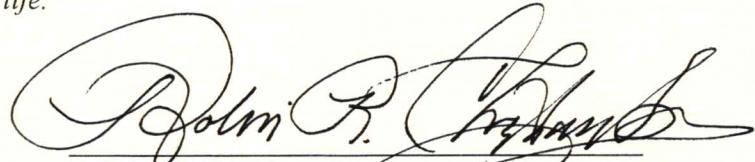
WHEREAS, since 2007, the Human Trafficking Hotline for Delaware has received close to 680 signals, such as phone calls, texts, emails and online tips, and identified over 500 victims included in 212 cases of human trafficking; and

WHEREAS, in 2009, Trafficking Victims Protection Act passed by Congress establishing methods for prosecuting traffickers, preventing human trafficking and protecting victims and survivors of trafficking. Recognizing potential red flags and knowing the indicators of human trafficking is a key step in identifying more victims and helping them find assistance. Delaware leaders, social organizations and Delaware Healthcare Association all are devoting efforts to raise awareness and help stop the epidemic.

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

HUMAN TRAFFICKING AWARENESS MONTH

in the City of Dover and urge all residents to take action by being informed, spread awareness and know the signs for it could save someone's life.



Robin R. Christiansen
Mayor

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on January 12, 2026, at 6:50 p.m. with Council President Neil presiding. Council members present were Ms. Hall (via Webex), Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Mr. Arndt, Mr. Rocha, and Mr. Lewis. Dr. Sudler was absent.

Staff members present were Police Chief Johnson, Ms. Marney (via Webex), Mr. Hugg, Mrs. Melson-Williams, Mr. Griffith, and Ms. Rivera. Mayor Christiansen was also present.

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.

William Faust, 136 Orchard Avenue, directed his comments to Mr. Anderson regarding statements made in email correspondence. He stated that on December 22, 2025, Mr. Anderson sent an email to all council members asserting that Mr. Faust was thin-skinned, lacked the temperament to serve on the Human Relations Commission, and should not be reappointed. He noted that council members are held to a higher standard than private citizens. He explained that when submitting opinion letters or emails to the City Clerk's Office, he does so as a private citizen and not as a Human Relations Commission member. He expressed his belief that the December 22, 2025, email was an attempt to suppress his First Amendment rights and to retaliate against him due to differing viewpoints. He stated that the email provided no evidence that he lacked the temperament to serve and noted that no complaints had been filed against him.

Larry Arellano, a Dover resident, shared concerns regarding public safety in the City of Dover. He referenced a shooting that occurred on June 14, 2025, in which Mr. Guzman was killed, noting that the incident occurred approximately 150 feet from his residence. He also described an incident on December 15, 2025, when he contacted the Dover Police Department about two (2) individuals in front of his home who were drinking and using drugs. He stated that responding officers did not take enforcement action and later informed him that there was no probable cause under current enforcement standards.

Vonda Smack, 1001 White Oak Road, expressed gratitude to the four (4) councilmembers who voted no on Proposed Ordinance #2025-21, noting that their vote reflected wisdom and recognition that social crises are not solved by criminalizing those already struggling. She urged council members who voted yes to reconsider and reflect on which problems the ordinance addressed and at whose expense. She stated that such laws do not reduce poverty or improve safety but increase police contact, fines, and court involvement for the most vulnerable. She emphasized that homelessness, addiction, and dignity in public spaces cannot be solved through tickets or arrests. She highlighted that the ordinance regulated how individuals stood, moved, and sought help, including in medians, under the guise of pedestrian safety, and expressed concern given Dover's affordable housing shortages and limited shelter capacity. She concluded that council should uphold the no votes and reconsider the yes votes, emphasizing that justice must work for all residents.

Martha Wright, 142 Reese Street, directed her comments to Police Chief Johnson, stating that her son was murdered 253 days ago at McGlynn's Pub. She expressed a need for closure and urged action to remove those responsible from the streets. She noted that no arrests had been made, with one (1) suspect held on a gun charge while another remained at large. She described the fear she experiences when encountering the suspect in public. Additionally, she mentioned that her nine (9) year old son helps feed the homeless and expressed concern about reports that individuals could face charges for providing food, emphasizing her frustration that such actions could be restricted for children trying to help those in need.

Ronald Eads, a Dover resident, stated that he was homeless and emphasized that restricting panhandling could increase the city's crime rate, as some individuals rely on panhandling to survive. He noted that while some people panhandle to support drug habits, many others do so simply to meet basic needs. He added that shelter space was limited, leaving some individuals to sleep on the streets, in tents, or in other makeshift locations. He expressed concern that council had made promises to address those issues, but little progress has been made. He asked what the council's main objective was in imposing fines or jail time for panhandling, emphasizing that many individuals were merely trying to survive day to day.

Ralph Taylor, Dover resident, explained that he was a former Safety Advisory and Transportation Chairman and he held the city to a standard that was one (1) that they should all hold accountable to. When that standard is low, the lifestyle of the citizens is low and when that standard is high, the lifestyle of the citizens is high. He noted that a city thrives when it is safe, clean, welcoming, and inclusive. He further explained that the case he would use as a standard against the city was to prove that the City of Dover knew that the conditions were adverse, unfavorable, and harmful, but openly allowed to practice to continue and even vote it down in a ordinance to stop it. Every motor vehicle at that point was at risk. He noted that the criteria for risk and risk assessment would be traffic patterns, volume of traffic, speeds obtained, adverse conditions and surfaces, and culpability. He added that one (1) of the solutions would be to contact Capital School District and join them with their food truck, contact Delaware Stat University and Del-Tech and do one (1) of those programs or have a benevolent fund where they could have refillable visa card and that way individuals could have those cards issued to them.

Omari Muhammad, 329 West Loockerman Street, stated that he had taken photographs of the sidewalk in front of his property and sent them to Dr. Sudler to request repairs due to it being damaged. He also noted that Mayor Christiansen and Police Chief Johnson have security at the meeting and expressed that he would appreciate similar security measures at Irish Mike's to help prevent ongoing violence. Additionally, he referenced the issue of homelessness, noting that it had already been discussed by other speakers.

George King, Dover resident, expressed concerns about accountability and conditions in the city. He noted that Delaware was one (1) of the richest states in the nation, the first state in the Union, yet the last state continuing a modern-day form of slavery against the underprivileged. He stated that the new court building, currently under construction cost approximately \$20 million and noted that many of the individuals who would pass through the facility are young, underprivileged, and uneducated black individuals affected because the system was failing. He emphasized that if resources could be allocated to construct such a facility, similar investments could be made to

create spaces focused on education and vocational training for individuals who cannot afford to attend college. He also proposed using vacant properties, such as former Rite Aid locations, for use as shelters. Additionally, he stated that there was a lack of community centers available for youth in the city.

INVOCATION

The invocation was given by Mayor Christiansen.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilman Anderson.

At the request of Mr. Lewis, Council observed a moment of silence for Dr. Kim Warfield, who served on the Dover Human Relations Commission and the Safety Advisory and Transportation Committee, and former Councilman Bill Hare.

ADOPTION OF AGENDA

Mr. Anderson requested that Item #1, Proclamation – Just Serve, Commitment to Volunteerism, be removed from the agenda.

Mr. Rocha made a motion to strike Item #1 from the agenda, seconded by Mr. Boggerty, and unanimously carried (Sudler absent).

Mr. Rocha moved for adoption of the agenda, as amended, seconded by Mr. Boggerty, and unanimously carried (Sudler absent).

ADOPTION OF CONSENT AGENDA

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

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF DECEMBER 8, 2025

The Minutes of the Regular Council Meeting of December 8, 2025, were unanimously approved by motion of Ms. Arndt, seconded by Mr. Rocha, and bore the written approval of Mayor Christiansen (Sudler absent).

COUNCIL COMMITTEE OF THE WHOLE REPORT – DECEMBER 9, 2025

The Council Committee of the Whole met on December 09, 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, and Mr. Rocha. Dr. Sudler was absent. Mayor Christiansen was also present. Civilian

members present for their Committee meetings were Mr. Cunningham, Mr. Lewis (*Parks, Recreation, and Community Enhancement*), Ms. Smack (*Safety, Advisory, and Transportation*), Mr. Iriowen (via WebEx), Mr. Wilson (*Utility*), Mr. Garfinkel, and Mr. Shevock (*Legislative, Finance, and Administration*). Ms. Jackson (*Safety, Advisory, and Transportation*) and Mr. Wilson (*Utility*) were absent.

ADOPTION OF AGENDA

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

Mayor and Council Reports – November 2025

First District

Dr. Pillsbury reported attending the Capital Holiday Celebration for the annual tree lighting and the ordination of a bishop.

Mr. Rocha reported attending a Joint Pension meeting, the Habitat for Humanity Charity Ball, and discussions with the Delaware Thunder hockey team regarding the potential Dover Civic Arena. He also attended the Delaware Municipal Electric Corporation (DEMEC) end-of-the-year dinner, and he attended the Capital Holiday Celebration for the annual tree lighting, where he provided sound for all the choirs.

Second District

Ms. Hall reported attending many of the same events, addressing a number of constituent issues, and successfully orchestrating the repair of a pothole.

Mr. Lewis reported attending a number of holiday community events, which included the Capital Holiday Celebration for the annual tree lighting, the Delaware Multicultural and Civic Organization (DEMCO) holiday event, which provided toys to children. He also attended the Zeta Phi Beta Sorority, Inc. – Theta Zeta Zeta Chapter 50th Anniversary Gala at the Modern Maturity Center and addressed constituent concerns.

Third District

Ms. Arndt reported providing the opening remarks at the American Planning Association Delaware Chapter Annual Meeting held at Bally's Casino, with her remarks focused on the downtown redevelopment. She continued the ongoing coordination with the Capital School District, Dover Police Department, and the neighborhood regarding parking conflicts with bus loading zones at the elementary school. She attended the Capital Holiday Celebration for the annual tree lighting. She worked with Code Enforcement and Public Works to wrangle up abandoned shopping carts and thanked them for their efforts to clean up the city. She also responded to complaints about tree trimming in the third district, noting that there were concerns about the quality of work being performed by the company that does the tree trimming for the Electric Department. Lastly, she noted that the state's urban

forester will be taking a look at the trees, their health, and providing some recommendations to the contractor.

Fourth District

Mr. Anderson reported that during the month, he met and spoke with constituents regarding various issues, primarily related to public safety. He also discussed with the Chamber of Commerce the possibility of coordinating a Toys for Tots event in the coming year and explored ways to improve promotion of the food bank during the holiday tree lighting ceremony. Additionally, he attended the 72nd anniversary celebration of the historic First Baptist Church, which he noted was a positive event. Mr. Anderson further highlighted his attendance at the Hive event held on Small Business Saturday, describing it as a successful and positive initiative supporting local crafts and small businesses.

Dr. Sudler was absent; no report was given.

At-Large

Mr. Boggerty reported that the church's Thanksgiving outreach effort was conducted with the assistance of several council members and volunteers, during which approximately eighty individuals were provided meals. In addition, items such as socks, hand warmers, heated and thermal blankets, and other necessities were distributed. Any remaining items were donated to an appropriate organization for continued use. He stated that he looked forward to continuing similar community service efforts in the future.

He further reported that he met with representatives of the Boys & Girls Club regarding their forthcoming facility closer to the city to discuss effective use of the building and expanded services. He noted that the Boys & Girls Club was expected to provide a presentation to council in January outlining planned programs and activities for youth.

Mr. Boggerty also reported meeting with a property manager from ERA Harrington Realty to address concerns related to trespassing and vandalism, including a paintball incident, at certain properties. He thanked the Dover Police Department and Chief Johnson for their assistance and discussions regarding the matter. Additionally, he acknowledged and congratulated Delaware State University on its successful football season and MEAC Championship appearance.

Finally, Mr. Boggerty reported that he had conducted follow-up discussions regarding the potential installation of metal detectors in City Hall. He stated that a preliminary report was being prepared for review by the co-chairs or co-sponsors to evaluate available options and budget considerations prior to a formal presentation, which was anticipated in January.

Council President Neil

Council President Neil reported that on December 1, he attended a meeting at the invitation of the Central Delaware Chamber of Commerce Executive Committee for a candid discussion regarding public safety concerns in Dover. He provided the committee with copies of the Dover Police Quality of Life Initiative, which supported an article he wrote that was subsequently published in the Delaware State News and Bay to Beach online. He also attended the Dover Motor Speedway Children's Charity Luncheon, where funds were distributed to numerous nonprofit organizations supporting children.

Mr. Neil stated that, along with his colleagues, he participated in the December 4 tree lighting ceremony presided over by the Mayor. He attended the Wild Meadows Homeowners Association community and election meeting and held multiple discussions with leadership from the Delaware Manufactured Homeowners Association regarding issues related to leased-land housing.

He reported that he was sponsoring an ordinance scheduled for consideration in January that would require proof of title for new or used leased-land homes prior to licensing within a community. He thanked Mr. Eddie Kopp for his assistance in preparing the ordinance and explained that the intent was to protect buyers from purchasing homes lacking proper DMV licensing or with undisclosed liens.

Mr. Neil further reported that he continued working with Councilman Rocha and Councilwoman Pillsbury on efforts to renew a proposal to bring a civic arena/ice rink to Schutte Park, noting that the project would require legislative approval. He stated that he continued to respond to numerous emails regarding the proposed traffic safety ordinance, which was expected to be considered in January. Additionally, along with Councilman Rocha and City Principal Planner Dawn Melson- Williams, he attended a breakfast meeting hosted by the Housing Alliance focused on affordable housing.

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 Mr. Rocha and unanimously carried. (Clerk's Office note: The meeting experienced a loss of internet connectivity, resulting in Councilman Lewis, committee members, and members of the public being disconnected from the WebEx.)

Review of Revised Active Recreation Plan – The Old Post (Revised) (Located at 55 Loockerman Plaza: Site Plan/Architectural Review Certification S-25-07 Revised) (Dawn Melson-Williams, Principal Planner)

Ms. Dawn Melson-Williams, Principal Planner, reviewed the background and analysis regarding the revised active recreation plan for The Old Post.

Staff recommended approval of the revised active recreation area plan for the project, subject to the conditions outlined in the revised active recreation review report.

Mr. Neil noted that they will be located in an ideal area for recreation and a plethora of programs.

Ms. Arndt asked that they consider not placing the trees underneath power lines, if there are any power lines on or adjacent to the site. She also asked that they make sure the right tree is put in the right spot, and not place trees under the power lines. She noted that she would like to avoid the current issue of how the trees are being trimmed under electric lines, as previously stated.

Mr. Rocha moved to recommend accepting the staff recommendation to approve the revised active recreation area plan for the project. The motion was seconded by Dr. Pillsbury and unanimously carried.

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

Ms. Arndt moved for adjournment of the Parks, Recreation, and Community Enhancement Committee meeting, hearing no objection the meeting adjourned at 6:26 p.m.

SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE

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

Adoption of Agenda

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

Update on Safety Concerns on East Loockerman Street (Jason Lyon, Water & Wastewater Director)

Mr. Jason Lyon, Water and Wastewater Director, reviewed the background and analysis regarding the update on the safety concerns on East Loockerman Street. Staff recommended seeking funding to stripe East Loockerman Street from South Edgehill Avenue to North Little Creek Road.

David Suiters, 791 East Loockerman Street, Dover, recalled a 1992 incident in which two houses were struck, and fatalities occurred when a motorcyclist being pursued by police entered a residence. He noted that the street width is 22 feet, below the recommended 24-foot minimum, and described ongoing traffic hazards, including speeding and distracted driving. He emphasized the risk to residents, children, and his own family, citing an incident involving a young child. Mr. Suiters

expressed frustration with petition processes, explaining that he had obtained additional signatures despite time constraints as a truck driver. He stressed that public safety and human life are more important than financial considerations and urged the Council to consider stricter enforcement and traffic safety measures on the street.

Responding to Ms. Smack, Mr. Lyon stated that the petition discussed during the July meeting was requested by the requester and not provided by the City of Dover. He clarified that the petition was received from Mr. Suiters, who took it upon himself to gather the signatures. The petition was not driven by the City of Dover; it was initiated by the requester, according to the minutes.

Responding to Ms. Smack, Mr. Boggerty said that because the request includes a petition, the committee cannot help gather signatures because it would suggest they support a cause, and they must remain neutral.

Responding to Mr. Anderson, Mr. Lyon stated they could accommodate his request for a temporary closure by adding an Emergency Access Only sign and then surveying residents in the spring to gauge their opinions about the closure. He mentioned that they could use a trailblazer sign with three different panels held down by sandbags. Mr. Lyon explained that, as an engineering practice, the Delaware Manual on Uniform Traffic Control Devices (MUTCD) does not have specific recommendations for road closures since it is generally at the municipality's discretion. As an engineer, he is tasked with providing data. While he understands the passion behind the request, he must assess it objectively and consider the potential precedent it could set for future developments.

Mr. Lyon also noted that everything east of Route 13, including where Burger King is, and East Loockerman Street, are city owned. However, after speaking with DelDOT, they have stated that if the city were to put any sort of notification of a temporary closure on Route 13, it would require their approval. For example, if the city chose to place a variable message sign, it would need to be approved by DelDOT.

Responding to Mr. Anderson, Mr. Lyon stated that the fire department is not in favor of the closure because it limits emergency response time. However, mechanized equipment could be used for the closure. He noted that it would need to be maintained and monitored to make sure it is working correctly. Bollards could be put in, similar to what is used at Delaware State University's downtown campus, which retract into the ground. He noted that the fire department would have to get out of the truck, unlock, and lower the bollards.

Responding to Mr. Rocha, Mr. Lyon stated that in reviewing the memo included in the meeting packet, the Fire Marshal had provided a comment. He explained that the memo did not contain hard data but rather indicated that significant damage could occur approximately every 30 seconds. He advised that he did not have a

definitive answer at that time and added that staff would be willing to research the difference in response times if requested.

Responding to Mr. Rocha, Mr. Lyon stated that the road was changed from a two-way to a one-way street many years ago. When traveling from Little Creek, going down East Loockerman Street towards Burger King, you have to make a right at Edgehill Drive because it becomes one-way.

Responding to Ms. Smack, Mr. Lyon stated that he could provide the requested data to the committee and advised that the timing of the data might not be ideal. He noted that certain developments within the city, including Emerald Point, were constructed with the expectation of a future connector street that had not been completed, resulting in only one means of egress. He explained that developments with a single means of egress could present additional concerns, particularly if roadway access were obstructed. He emphasized that these were additional considerations for the committee and concluded by stating that he would provide the requested data to the committee within one day.

Mayor Christiansen stated that, approximately 33 years earlier, while serving as Council President, traffic and safety concerns on East Lockerman Street were addressed following a motorcycle accident. He explained that conditions were further impacted by the development of "Heartburn Alley," which increased traffic associated with nearby restaurants and created issues in the alley behind the Edgehill Shopping Center. He noted that corrective actions were taken at that time, including changes to traffic patterns and restricting access onto East Lockerman Street from a previously two-way segment near the tree farm. He indicated that no significant improvements had been made since those changes and requested Mr. Jason Osika to come forward.

Jason Osika, Deputy Director of Emergency Management, stated that fires could double in size every 30 seconds, particularly due to modern materials. He noted that he was not present at the original meeting but referenced an internal staff meeting with police, fire, and EMS. He explained that during a recent fire, the fire company used Ease Loockerman Street to respond, though alternative routes were available but more time-consuming. He highlighted that rapid response, including CPR within 10 seconds, was critical. He noted that the committee was being provided information on possible mechanisms, such as bollards or gates. He stated that consensus among emergency services was that any such mechanisms might delay response, and emergency personnel would likely take alternative routes.

William Garfinkel stated that Independence Boulevard, which runs from Route 8 to Walker Road, had become increasingly dangerous over the years due to rising traffic. He noted that drivers often ignored traffic rules, including passing on double yellow lines and struggling to navigate the roundabout. He praised the traffic calming measures, including chicanes and roundabouts designed by DelDOT, which effectively reduced vehicle speeds and improved safety for pedestrians,

particularly children. He concluded that without these measures, the street would have become unlivable and extremely hazardous.

Mayor Christiansen recommended reaching out to DelDOT to look at what kind of traffic calming devices could be utilized on East Loockerman Street, as they did on Independence Boulevard. He then recommended reaching out to the local representatives for Community Transportation Funds to accommodate the solution recommended by DelDOT.

Responding to Dr. Pillsbury, Mr. Lyon noted that while certain traffic improvements were possible, Independence Boulevard was significantly wider than the subject road, and the right-of-way was much narrower. He explained that constructing traffic circles to meet proper vehicle radius could be challenging, referencing Mifflin Road's undersized roundabout as an example. He mentioned that other options, such as curb bump-outs similar to those on North State Street near the cemetery, could be considered, but cautioned that potential drainage issues would need to be addressed through a study.

Responding to Ms. Hall, Mr. Lyon stated that a right-of-way acquisition would be necessary to make the necessary adjustments, specifically to the sidewalk, or a permanent easement would be required, which would necessitate approval from every property owner on the street.

Mr. Suiters expressed his continued frustration with the excessive speeding on his road. He noted that he did not want to see anyone injured or killed.

Ms. Arndt stated that speeding in city neighborhoods had been a concern raised by many constituents. She acknowledged the validity of complaints but expressed that closing streets based on petitions from a limited number of residents could set a concerning precedent. She noted that the petition should reflect the majority of the neighborhood, as residents from adjacent streets also used the affected roads. She indicated that there was insufficient evidence that most neighbors supported closing the street and observed that narrower streets could act as natural traffic calming measures, whereas widening streets could encourage higher speeds. She suggested alternatives such as striping, permanent speed signs, and "no throughway" signage to deter cut-through traffic. Ms. Arndt emphasized the importance of maintaining multiple access points for traffic flow and emergency situations. She expressed support for reviewing other options and commended Mr. Lyon, the police department, and the fire department for their analyses and data collection.

Belinda Main, City of Dover, stated that although she did not live in the affected neighborhood, she frequently traveled through it and wanted to address ongoing safety concerns. She noted that she had been told by a city official that action often occurred only after a fatality, citing multiple incidents on the street that had not been addressed until a child's death. She emphasized that while she continued to advocate for her own neighborhood, she was currently supporting this

neighborhood to prevent further tragedies. Ms. Main encouraged the council to address this neighborhood first and then extend solutions to others, ensuring strict enforcement of speed limits to protect all children in the city. She commended Mr. Neils' proposal to review the issue and offered her support to advocate for broader neighborhood safety initiatives.

Mr. Rocha moved to recommend referring the item back to staff so that they may reach out to DelDOT to do a study with their traffic calming division so that staff can present the committee with more options as to what can be done on East Loockerman Street. The motion was seconded by Ms. Hall.

Mr. Anderson stated that he agreed with the motion but expressed concern about delaying action while the matter was being studied, particularly given that conditions were outside the city's control for part of the year. He recommended the temporary installation of delineators to restrict the area to emergency access only and requested that staff return at the next meeting with a proposed temporary solution that would allow access for emergency vehicles, including appropriate signage designating the area for emergency use only.

Mr. Anderson moved to amend the motion to include that staff come back the following month with a recommendation to achieve temporary emergency access only. The motion was seconded by Mr. Neil.

Mr. Rocha and Ms. Hall were amenable to the amendment.

Mr. Rocha moved to recommend referring the item back to staff so that they may reach out to DelDOT to do a study with their traffic calming division, and to bring back the following month a recommendation to achieve temporary emergency access only. The motion was seconded by Ms. Hall and unanimously carried.

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

Mr. Boggerty moved for adjournment of the Safety Advisory and Transportation Committee meeting, hearing no objection the meeting adjourned at 7:33 p.m.

UTILITY COMMITTEE

The Utility Committee met with Chairman Rocha presiding.

Adoption of Agenda

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

Evaluation of Bids – Water Quality Improvements (Jason Lyon, Water & Wastewater)

Mr. Jason Lyon, Water and Wastewater Director, reviewed the background and analysis of the evaluation of bids for the water quality improvements.

Staff recommended awarding the contract to Richard E. Pierson Construction Company, Inc. for the Water Quality Improvements Project ITB #26-0005WW, for \$2,110,312.

Responding to Ms. Hall, Mr. Lyon stated that the federal law with the current package did not require subcontractor opportunities. He noted that there are other federal funds that are provided that require a solicitation of at least fifteen percent of the subcontracting work. However, that was not a part of the presented package.

Mr. Lyon noted that Mr. Wilson was at the pre-bid meeting, and he received a list of all the companies that asked for bid documentation.

Ms. Hall moved to recommend accepting the staff recommendation to award the contract to Richard E. Pierson Construction Company for the water improvement project. The motion was seconded by Ms. Arndt and carried by a unanimous roll call vote.

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

Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection the meeting adjourned at 7:39 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

Mr. Garfinkel moved for adoption of the agenda, seconded by Dr. Pilsbury and unanimously carried.

Proposed Ordinance #2025-25 – Amending Appendix F – Fees and Fines, Chapter 46 – Fire Prevention and Protection (Jason Osika, Deputy Director of Emergency Management and Communications)

Mr. Jason Osika, Deputy Director of Emergency Management and Communications, reviewed Proposed Ordinance #2025-25.

Staff recommended forwarding Proposed Ordinance #2025-25 to City Council for approval.

Ms. Hall moved to recommend accepting the staff recommendation to forward Proposed Ordinance #2025-25 to City Council for approval. The motion was seconded by Mr. Boggerty and unanimously carried.

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

Quarterly Budget Review (David S. Hugg, III, City Manager)

Mr. David S. Hugg, III, City Manager, and Jeff Dill, Budget Analyst, presented the quarterly budget update.

This item was informational; committee action was not required.

Responding to Mayor Christiansen, Mr. Dill confirmed that \$400,000 was budgeted for legal expenses.

Responding to Mayor Christiansen, Mr. Hugg confirmed that the city has been involved in one comparatively large matter that has resulted in a substantial bill. He mentioned that, because the matter is in litigation, he cannot describe what it is.

Responding to Mayor Christiansen, Mr. Hugg stated that about half of the budget has been used for the single litigation item. He mentioned signing a reimbursement of \$98,000 for the firm handling the case. He explained that part of the claim will be covered by the insurance company, and they may need to pursue additional litigation to recover some expenses attributed to a third party.

Responding to Ms. Arndt, Mr. Hugg stated that the matter is related to an initial appeal by an applicant to the Board of Adjustment.

Responding to Mr. Anderson, Mr. Dill stated that the budget was generally on course as planned for FY 2026, with a few minor revenue items that were unexpected. He noted that wastewater revenues were not meeting projections, which was unexpected, and stated that further review would be necessary.

Responding to Mr. Anderson, Ms. Marney, Controller/Treasurer, stated that the issue did not involve refunds, but rather billing adjustments being processed by the customer service billing department related to high water bills. She explained that multiple factors were under review to determine the root cause of the adjustments, which were impacting revenues.

Responding to Mr. Anderson, Mr. Dill stated that it was too early to determine whether any projects would need to be deferred due to the revenue issues.

Responding to Mr. Anderson, Ms. Marney stated that an official written opinion from the Controller General's Office had not yet been received. She explained that while there had been discussion about using the \$1.6 million as an offset to the

City's budget, the grant language specified use for universities, and clarification was needed before any appropriation. She noted that in the prior year, \$500,000 had been allocated to the Police Department and \$1.1 million to the Fire Department without spending restrictions. She added that internal discussions had occurred regarding allocating a portion of the grant toward employee and overhead expenses related to police and fire calls, which appeared to be permissible under the grant language. She concluded that no funds had been allocated and that the money remained in the General Fund as a grant revenue line item.

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

MONTHLY REPORTS – NOVEMBER 2025

By motion of Ms. Arndt, seconded by Mr. Boggerty (Sudler absent), 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

FIRST READING - PROPOSED ORDINANCE #2025-25– AMENDING APPENDIX F – FEES AND FINES, CHAPTER 46 – FIRE PREVENTION AND PROTECTION (JASON OSIKA, DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT AND COMMUNICATIONS)

Council President Neil reminded the public that copies of the proposed ordinance were available on the City's website at www.cityofdover.gov 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 January 26, 2026.

Mr. Jason Osika, Deputy Director of Emergency Management and Communications, reviewed Proposed Ordinance #2025-25 – Amending Appendix F – Fees and Fines, Chapter 46 – Fire Prevention and Protection.

In accordance with Section 1-9 of the Dover Code, Council acknowledged the First Reading of the proposed Ordinance #2025-25 as read by the City Clerk, by title only, as follows:

ORDINANCE #2025-25 – AMENDING APPENDIX F – FEES AND FINES,
CHAPTER 46 – FIRE PREVENTION AND PROTECTION

**FINAL READING OF PROPOSED ORDINANCE #2025-17 – PROPOSED CHANGES
AND ADDITIONS TO STRENGTHEN THE CURRENT STORMWATER ORDINANCE
BY AMENDING CHAPTER 98 – STREETS, SIDEWALKS, STORM SEWERS, AND
OTHER PUBLIC PLACES, ARTICLE I. – IN GENERAL, AND APPENDIX F (MARK
NOWAK, PUBLIC WORKS DIRECTOR)**

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of December 8, 2025. The ordinances are available at the entrance of the Council Chambers or on the City's website at www.cityofdover.gov under "Government."

Ms. Arndt moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Dr. Pillsbury, and unanimously carried.

Mr. Mark Nowak, Public Works Director, reviewed the Proposed Ordinance #2025-17 – Amending Chapter 98 – Streets, Sidewalks, Storm Sewers, and Other Public Places, Article I – In General, and Appendix F.

Responding to Mr. Neil, Mr. Nowak stated that the constituent could call 302-736-7025 regarding the sidewalk replacement. If the administrative staff were unable to provide the correct information, the inquiry could then be elevated to him. He explained that a large utility project was underway and fell under Engineering Services within the Department of Water and Wastewater. Although he was unsure of the constituent's address, he stated that the utility project would include replacing all sidewalks along West Loockerman Street. He noted that this was the reason the sidewalks had not been repaired recently.

By motion of Mr. Anderson, seconded by Ms. Arndt, Council, by a unanimous roll call vote, adopted Ordinance #2025-17 as follows:

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

That Chapter 98 – Streets, Sidewalks, Storm Sewers, and Other Public Places, Article I – In General, be amended to read as follows:

Sec. 98-5. – Duty of tenants or owners to maintain sidewalks and landscaped areas within the street right-of-way.

- (a) It shall be unlawful for the owner, occupant, or person having control of any property abutting upon a sidewalk to permit or allow debris or other materials to accumulate at any time so that pedestrians may conveniently and safely pass.
- (b) It is the responsibility of the owner, occupant, or person having control of any property abutting upon a sidewalk to keep the landscaped area between the sidewalk and the curbline, or where no sidewalk exists between the property line and curbline or paved street,

maintained in accordance with the standards set forth in chapter 114, article II, pertaining to weeds.

(c) Violations; penalties. Any property in violation of any provision of this section shall be fined as provided for in Appendix F—Fees and Fines.

BE IT FURTHER ORDAINED:

That Article V. – Storm sewers, be amended by inserting the text indicated in bold, blue font and deleting the text indicated in red strikeout as follows:

Sec. 98-164. – Prohibited discharges into the system.

(a) *Injurious substances.* It shall be unlawful for any person or group of persons to throw, place, or deposit, or attempt to throw, place or deposit, or cause to be thrown, placed or deposited, any article, object or substance in any of the storm sewers or into any of the inlets into the storm sewers of the city, or into any of the streets, lanes, alleys, or gutters of the streets in the city from which such article, object, or substance would be likely to enter into or run into the storm sewers of the city, which object, or substance would injure in any manner said storm sewer system or area into which such storm sewers empty.

(b) *Definition.* *Wherever the term "system" is used, such term shall be taken to include, in addition to any other meaning herein indicated, any conduits, reservoirs, ditches, grates, catch basins, storm manholes, gauges, and building or buildings and the attachments thereto wherein any such machinery or parts thereof are kept or stored.*

(c) *Tar, petroleum, etc.* It shall be unlawful to pour, drain or run into the storm sewers of the city, by any method whatsoever, any tar or tar product, or petroleum or petroleum product, or any inflammable substance or material. Trash produced by these products must be properly disposed of.

(d) It shall be unlawful to sweep, blow, or otherwise discharge grass clippings into any street, alleyway, sidewalk, storm drain, or water course more than incidental amounts of grass. Amounts that constitute “more than incidental amounts” are at the discretion of the code official or the stormwater division personnel.

(e) *Unauthorized non-stormwater discharges* include, but are not limited to:

- Antifreeze/transmission fluid
- Paint
- Solvent/degreaser
- Grease/oil
- Detergent
- Home improvement waste (concrete/mortar)

- Pet/human waste
- Yard waste (leaves, grass, mulch)
- Excessive dirt and gravel
- Trash
- Pesticides and fertilizers
- Pool/spa waters

(f) *Authorized non-stormwater discharges* must be in accordance with the Phase II MS4 Tier I General Permit.

(g) *Protection of equipment.* It shall be unlawful to pour or drain into or permit the drainage into any of the storm sewers or storm sewer system of the city any substance or chemical which would hinder the proper functioning of the storm sewer system or in any way negatively impact any related permits held by the city.

(h) *Violations; Penalties.* Any person(s) violating any provision of this section shall be fined as provided for in Appendix F – Fees and Fines.

1. First Offense. When prohibited discharges are unlawfully deposited into the stormwater system, a notice of violation will be issued with a citation in accordance with Appendix F – Fees and Fines.
2. Second Offense. When prohibited discharges are unlawfully deposited into the stormwater system, an additional notice of violation will be issued with a citation in accordance with Appendix F – Fees and Fines.
3. Third and Subsequent Offenses. When prohibited discharges are unlawfully deposited into the stormwater system, an additional notice of violation will be issued with a citation in accordance with Appendix F – Fees and Fines.
4. The City of Dover reserves the right to use all resources available to abate any violation that will cause immediate harm to the stormwater system. All associated costs will be billed to the property owner and/or a municipal lien will be placed against the property.

Sec. 98-165. – Authority to enter and inspect private property.

The city manager and his authorized agents shall have the authority to enter upon any lands as may reasonably be necessary to discharge their duties pursuant to this article. Pursuant to the entry, the city manager and his authorized agents shall properly discharge their duties, which may include inspection, conveyance, or removal of materials necessary for construction upon the land or improvement or repair of any drain, gutter, storm sewer, manhole, or natural watercourse.

Sec. 98-166. Violations

- (a) *Notice.* Whenever the city manager or his authorized agents shall determine that a condition exists which violates any portion of this article, the city manager or his authorized agents shall notify the property owner or occupant of the specific violation.
- (b) *Action by city.* Unless the condition is remedied within 24 hours after notice is given, the city may cause the condition to be remedied and assess the cost thereof against the property owner.
- (c) *Payment of cost.* Any person violating any of the provisions of this article shall, upon conviction thereof, pay to the city the cost of any of the repairs resulting from the violation and be subject to the penalty provided in section 1-17

Sec. 98-167. Sump Pumps.

- (a) *Testing.* All persons wishing to begin or continue discharging sump pump water to any of the storm sewers, ditches, or inlets into the storm sewers of the city or into any of the streets, lanes, alleys, or gutters of the streets via a direct connection, must submit evidence from an accredited laboratory of testing that proves that all discharges from the sump pump are uncontaminated pumped groundwater and not unauthorized non-stormwater discharges.
- (b) *Evidence.* Evidence includes a Chain of Custody from the laboratory and a final report from an accredited laboratory, on official letterhead. The sample must be tested for MBAS, Oil &Grease, and pH.

Evidence must be submitted to the Director of Public Works to maintain compliance with this ordinance.

Evidence must be submitted to:

Director of Public Works
City of Dover
5 E. Reed St
Dover, DE 19901

- (c) *Approval and Authorization.* Upon approval from the Director of Public Works, citizens will receive an authorization letter. The authorization letter will have a date of authorization and a date of expiry. Within 30 days of the date of expiry, new evidence must be submitted to the Director of Public Works. Approval and authorization are at the full discretion of the Director of Public Works and his/her advisors.
- (d) *Unlawful discharging.* If at time it is discovered that a property is discharging its sump pump without an authorization letter, either because it was not applied for or because it has expired, a code official reserves the right to issue a notice of violation and order testing. The code official reserves the right to terminate all discharges pending the outcome of testing. The cost of any required testing shall be the responsibility of the property owner. All related costs

shall be billed against the property and/or placed on the municipal lien docket for collection.

(e) *Penalties.* If at any time it is discovered that a property is discharging its sump pump without an authorization letter, either because it was not applied for or because it has expired, a code official reserves the right to issue a notice of violation, order testing, and cause for the immediate termination of discharging pending the outcome of the investigation. All fines and fees will be charged in accordance with Appendix F.

1. *Initial Inspection.* When discharge of a sump pump is discovered without an authorization letter, the code official will issue a letter of violation and require testing. In the event the results are returned that the discharge is uncontaminated, pumped groundwater, and not an unauthorized non-stormwater discharge, the property owner will be issued an authorization letter.
2. *First Occurrence.* In the event the results are returned that the discharge is an unauthorized non-stormwater discharge, a notice of violation letter will be sent to the property owner, and a citation will be issued in accordance with Appendix F. The maximum time for compliance shall be 30 days from the date of each notice of violation.
3. *Second Occurrence.* In the event the results are returned that the discharge is an unauthorized non-stormwater discharge, and/or the discharge continues, a notice of violation letter will be sent to the property owner and a citation will be issued in accordance with Appendix F. The maximum time for compliance shall be 30 days from the date of each notice of violation.
4. *Third and Subsequent Occurrence(s).* In the even the results are returned that the discharge is an unauthorized non-stormwater discharge, and/or the discharge continues, a notice of violation letter will be sent to the property owner and a citation will be issued in accordance with Appendix F. The maximum time for compliance shall be 30 days from the date of each notice of violation.

(f) *Definition.* Uncontaminated pumped groundwater is any discharge from a sump pump that is proven not to be unauthorized non-stormwater discharge.

Secs. 98-168 – 98-220. – Reserved.

BE IT FURTHER ORDAINED:

That Appendix F – Fees and Fines, be amended by inserting the text indicated in bold, blue font as follows:

Chapter 98. – Streets, Sidewalks, Storm Sewers, and Other Public Places

Chapter 98. Streets, Sidewalks, Storm Sewers, and Other Public Places	Fees and Fines
------------------------------------------------------------------------------	-----------------------

<i>Article I. In General</i>	
Sec. 98-5. Duty of tenants or owners to maintain sidewalks and landscaped areas within the street right-of-way	\$100.00 per violation
Sec. 98-11. Placement of wireless communications facilities within rights-of-way (c) Use of Rights-of-Way Permit	
(1) Permit Fee	\$25.00 for ROW Permit
(2) Annual Fee for Rights-of-way Use	No charge for WCF placement on existing City owned wireless support structure in City ROW \$220.00 for Placement of new wireless support structure/pole in City ROW \$220.00 for WCF placement on a third party/non-City wireless support structure/pole in City ROW
Sec. 98-12. Snow and ice removal from sidewalks in the public right-of-way.	
(c) Violations; penalties	\$50.00 per violation
<i>Article V. Storm Sewers</i>	
Sec. 98-164. Prohibited discharge into the system	
First Offense	\$250.00
Second Offense	\$500.00
Third and subsequent offense(s)	\$1,000.00
Sec. 98-167. Sump pumps	
Failure to renew or apply for authorization	\$100.00
First occurrence of unauthorized non-stormwater discharge	\$250.00
Second occurrence of authorized non-stormwater discharge	\$500.00
Third and subsequent occurrence(s) of unauthorized non-stormwater discharge	\$1,000.00
<i>Article VI. Excavations</i>	

Sec. 98-253. Bond	Maximum of \$5,000.00 per opening
<i>Article VII. Parades</i>	

ADOPTED: January 12, 2026

CITY MANAGER'S ANNOUNCEMENTS

Mr. Hugg had no announcements.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen announced that the Second Annual Winterfest, sponsored by the Downtown Dover Partnership and the City of Dover, will take place on January 16th and 17th, and encouraged everyone to come out. He also announced that the Alpha Phi Alpha Fraternity will host its Annual Martin Luther King Jr. Breakfast on January 19th at 7:00 a.m. at the Modern Maturity Center, featuring a dynamic guest speaker. Additionally, Mayor Christiansen stated that volunteers are being sought to assist with the Saint Patrick's Day Parade in Downtown Dover and expressed hope that the event will return this year.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Boggerty announced that two (2) groups will be presenting at the Council Committee of the Whole Meeting on January 13th and encouraged everyone to attend. The Dover Boys and Girls Club will discuss opportunities available for youth and young adults, to help guide young adults toward opportunities closer to the city limits. Additionally, Network Connect will present on programs they have, including prevention services, youth camps, and opportunities for individuals reentering society. He announced that a Martin Luther King Concert will be held on January 18th at 3:00 p.m., hosted by The Chapel and sponsored by Pastor Darius Brown, in collaboration with The Well Church, several other churches, and community leaders. He encouraged everyone to attend and support the arts as a way to bring them back into the community.

Mr. Anderson announced a ribbon-cutting for the Do Care Dula Foundation at 202 West Loockerman Street on January 17th at 10:00 a.m. He requested that attendees bring a personal care item to donate. He also announced that the Annual Chili Cookoff will take place on January 17th at 2:00 p.m. at the People's Church Fellowship Hall. Additionally, he stated that the Inner City Cultural League and Delaware State University will host a Martin Luther King Jr. celebration on January 19th at 12:00 p.m. at the William B. DeLauder Education and Humanities Theater on the campus of Delaware State University.

Mr. Lewis announced that he and Ms. Arndt attended the National Blood Month event at the Blood Bank of Delmarva. He also noted that he attended the Firefighters Banquet on January 10th with several members of council and the Westminster Village assisted-living facility expansion ribbon cutting on January 8th.

Mr. Rocha announced that Bally's Dover Casino Resort will host a commemoration of the life of Dr. Martin Luther King Jr. on January 16th at 4:00 p.m., featuring Reverend Dr. John G. Moore, Sr. He noted that the program will include reenactments of five (5) of Dr. Martin Luther King Jr.'s

speeches, a performance by Hunter Hays, and an artistic dance by Imani Kai. He encouraged everyone to attend.

The meeting adjourned at 7:12 p.m.

ANDRIA L. BENNETT, CMC
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by the City Council during their Regular Meeting of January 12, 2026, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/AB

COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on January 13, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Ms. Arndt, Mr. Boggerty, Ms. Hall (via Webex), Mr. Lewis (out at 8:33 p.m.), Mr. Anderson, Dr. Pillsbury, Mr. Rocha, and Dr. Sudler (via Webex, out at 8:06 p.m.). Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Cunningham, Mr. Lewis (*Parks, Recreation, and Community Enhancement Committee*), Mr. Garfinkel, and Mr. Shevock (via Webex) (*Legislative, Finance, and Administration*).

ADOPTION OF AGENDA

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

Review of the Booted and Suited (Bobby Wilson, CEO and Founder)

Mr. Bobby Wilson, CEO and Founder, and Ms. Deniera Gibson, Marketing Director, reviewed the presentation entitled “Booted and Suited”.

Responding to Dr. Pillsbury, Mr. Wilson stated that they would have two shifts, a morning and evening shift, and that it would consist of two managers and himself overseeing the project. He noted that they have several volunteers who would be on probation and from the court system. He added that those volunteers would be involved in the community service on the project. He mentioned that in the budget, both managers would be paid \$500, and he would be paid \$1,000 overlooking the project weekly.

Responding to Dr. Pillsbury, Mr. Wilson stated that he would be working around the clock, and as long as his managers were on the ground, he would be working.

Responding to Dr. Pillsbury, Mr. Wilson stated that he was responsible for his business, U.S. Veteran Builder.

Responding to Dr. Pillsbury, Mr. Wilson stated that he would divide his time with his staff members and that \$1,000 would be broken down with his staff's support as well.

Responding to Mr. Rocha, Mr. Wilson explained that the Booted and Suited program would be part of a larger workforce development initiative. Participants would receive training in cleanup and other entry-level jobs, with opportunities to move into union careers. He mentioned meeting with a labor union and plans to meet with the Bricklayers Union, aiming to partner with multiple unions to create career pathways. The program also emphasizes building relationships with individuals returning from prison to help them successfully reintegrate into the community.

Responding to Ms. Arndt, Mr. Wilson stated that the program was pursuing additional funding sources, with the intention of leveraging its current success to secure increased financial support. He also noted that a grant writer, who has successfully obtained millions of dollars in funding for a similar program in Wilmington, was working on grant applications to expand funding for the initiative.

Responding to Mr. Neil, Mr. Wilson clarified that he was looking to get Booted and Suited established in Dover.

Responding to Mr. Neil, Mr. Wilson clarified that the program already had a ready and available workforce that could be integrated. He noted that they operated a Saturday academy at their facility and have made investments in community-serving locations on Loockerman Street, including a training center on South Little Creek Road.

Mr. Wilson provided the committee with a signed petition (**Attachment #1**).

Big Brothers, Big Sisters of Delaware, Inc. (Councilman Boggerty and Anya Lindsey-Jenkins, Chief Executive Officer)

Councilman Boggerty, Ms. Anya Lindsey-Jenkins, Chief Executive Officer, and Dr. Vilicia Cade, Treasurer, reviewed the presentation entitled “Big Brothers, Big Sisters of Delaware, Inc”.

Responding to Mr. Anderson, Ms. Lindsey-Jenkins stated that they planned to continue to work with the Capital School District and plan to have their own vehicle for transportation to ensure that young individuals could get home safely in the evenings.

Responding to Mr. Anderson, Dr. Cade stated that the board has had no discussions regarding securing bonds for financing at the moment.

Responding to Mr. Anderson, Ms. Lindsey-Jenkins stated that much of their funding progress has come through grassroots efforts, including collaboration with senators, community members, and direct community outreach to share their vision and build public support. She added that they were open to additional funding opportunities and external consideration moving forward.

Responding to Mr. Rocha, Ms. Lindsey-Jenkins clarified that they serve children from eight to eighteen years old, and although that is a wide range, they never mix the age groups. She mentioned that the specific media hub would focus on the older teens (**Attachment #2**).

Responding to Mr. Rocha, Ms. Lindsey-Jenkins stated that their organization has maintained a consistent high school program for the past five years, primarily serving older students. She noted that mentoring older youth can be more challenging, so the program has emphasized group mentoring, workforce readiness, and career preparation. She highlighted the success of their Beyond School Walls program, which has been operating at Howard High School. Over the last four years, the program has supported long-term student engagement, and seventeen youth graduated to college last year, marking the first full year that they completed four years in the program. She shared that their goal was to expand Beyond School Walls to Dover, describing it as their most successful program to date. The initiative focused on group mentoring, workforce readiness, and career training, and included plans to establish a safe community hub where mentors and youth could connect and feel supported.

Network Connect Presentation (Councilman Boggerty and Cierra Hall-Hipkins, Executive Director)

Councilman Boggerty, Ms. Cierra Hall-Hipkins, Executive Director, and Mr. Nathan McAllister, Program Development Manager, reviewed the Network Connect Presentation.

Responding to Mr. Rocha, Ms. Hall-Hipkins stated that there is continued participation in the Special Olympics.

Responding to Mr. Rocha, Ms. Hall-Hipkins stated that their organization has modeled a program after the Special Olympics and operated a race camp in Wilmington that serves young people impacted by trauma. She noted that the camp was free of charge, with funding secured through external sponsors. She shared that the program served 50 youth last summer, and the previous summer included participation from the entire Red Clay Consolidated School District. The camp focuses on teaching athletics, mental health recovery tools (not limited to substance use), and academics. She also highlighted monthly parent engagement activities and race days, where youth would compete alongside their parents.

Ms. Cierra Hall-Hipkins and Mr. Nathan McAllister provided the committee with the Network Connect 2024 Annual Report (**Attachment #3**).

Council Reports – December 2025**First District**

Dr. Pillsbury reported that she had participated in the Christmas activities in December and that she was limited in getting around because of her inability to drive, but noted that she would come to anything that could be arranged.

Mr. Rocha reported that with the holidays and venturing out for Christmas activities, he did not have anything to report on.

Second District

Ms. Hall reported that she participated in the Legislative Summit with Spotlight Delaware to discuss items that the state government needed to understand about what their particular needs were locally, as compared to other parts of the state. She noted that the following day, she was able to participate with the Women's Legislative Caucus at Legislative Hall to speak on issues pertaining to homeless women in the local area and plans to address those concerns. She also added that she had several constituents reach out, and she provided answers to those emails.

Mr. Lewis reported that he had nothing significant to report in the Second District with the holidays, but he was following up on some complaints from constituents regarding code enforcement matters in the Stoney Creek development and crime issues over on Orchard Avenue and Stoney Creek.

Third District

Ms. Arndt reported that, similar to her colleagues, it was fairly quiet in the Third District. She attended holiday events and public events, including the Delmarva Blood Bank and an event for the Dover Volunteer Fire Department.

Fourth District

Mr. Anderson reported that he attended the Dover Volunteer Fire Department event and noted that several individuals who have saved lives should be recognized, adding that they deserve broader public recognition. He also attended various Christmas events, including one hosted by the Inner City Cultural League. He highlighted the upcoming Economic Breakfast with the Central Delaware Chamber of Commerce being held on January 14th and the upcoming Annual Chili Cook-Off to benefit youth and after-school programs at People's Community Center. He noted that there were various constituent meetings to help individuals connect in different ways to get the necessary help with shelter and other items. He expressed gratitude toward the staff for the replacement of the safety fence at Silver Lake Boulevard and stated that residents were pleased with the replacement. He also expressed appreciation to Senator Paradee for assistance with the community transportation funding, as well as to the Public Works Department for completing urgent downtown water and wastewater utility replacements.

Dr. Sudler reported receiving multiple calls regarding sewer line infrastructure issues in the Lincoln Park area near Circle Road, noting that Ms. Barry and approximately five to six other property owners had incurred high costs due to a discrepancy between the city's and private sewer line responsibilities. He is gathering information to share with the Public Works Department to explore possible accommodations and prevent future issues. He also reported concerns about concrete and asphalt crushing within the city, which he forwarded to the Code Enforcement Department. He relayed community inquiries about the status of the Civic Arena project to City Council and the City Clerk's Office. Additionally, he noted his ongoing work with Peer-to-Peer Recovery and Treatment organizations, community cleanup efforts in Downtown Dover, and coordination with the State's Public Safety Mobile Unit and the Mayor's Opioid Task Force on outreach initiatives.

At-Large

Mr. Boggerty reported that he had spent December and the latter part of November touching base with grassroots organizations, such as the presentations that were presented, and he met with constituents regarding the pedestrian safety ordinance and some concepts to consider moving forward, and how to address that, and over the holidays, assisted constituents with places to stay and with giving food.

Council President Neil

Council President Neil reported that he attended Wreaths Across America at Bally's Dover Casino Resort in December and Tracy Harvey's retirement party in January. He served as a panelist on the Construction and Property Maintenance Code Board of Appeals with Chairman Boggerty and Mr. Rocha. He noted receiving and responding to multiple emails opposing the traffic safety ordinance, engaged with a group proposing the Civic Ice Arena at Schutte Park, and informed Dover Motor Speedway officials that the Dover Kent County Metropolitan Planning Organization (MPO) denied a traffic study for the Leipsic Road corridor due to rapid apartment development.

He also shared that he provided a tribute to the late former Council President William Hare for the Delaware State News, with the article written by Mike Finney, and noted that funeral arrangements were pending, with a ceremony expected in the spring.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

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

Adoption of Agenda

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

Review of Revised Active Recreation Plan – The Enclave Apartments: Revised Walker Road Apartments (Dawn Melson-Williams, Principal Planner) (Property of 6.08 acres +/- located on the north side of Walker Road and west of Independence Boulevard, as owned by Dover Synergy Group, LLC. Planning Reference: Site Plan S-26-03)

Ms. Dawn Melson-Williams, Principal Planner, reviewed the background and analysis regarding the review of Revised Active Recreation Plan – The Enclave Apartments: Revised Walker Road Apartments.

Staff recommended approval of the Active Recreation Plan with the provided comments and conditions.

Responding to Mr. Lewis, Ms. Melson-Williams stated that the original plan was submitted a few years prior, and the overall layout was slightly smaller with a similar number of units. She noted that the site was partially wooded, requiring careful consideration of tree clearing, and explained that the decision reflected a balancing act and a shift in a different direction.

Responding to Mr. Lewis, Ms. Melson-Williams stated that the project is scheduled for a public hearing before the Planning Commission on January 20th and that no written correspondence had been received to date. She explained that public notice requirements include a site posting, a legal advertisement in the local newspaper, and mailed notices to property owners within 200 feet. She added that the applicant has completed the required notices and that any objections would be addressed during the January 20th public hearing.

Responding to Dr. Sudler, Ms. Melson-Williams stated that the applicant was responsible for mailing the notice and providing proof of mailing, noting that certified mail was not required, though some applicants chose to use it. She added that they have to prove to them that the notice was mailed to the mailing list of adjacent property owners that the city provided to them based on the current tax records.

Mr. Neil moved to accept staff recommendations. The motion was seconded by Mr. Anderson and unanimously carried.

Ms. Arndt moved for adjournment of the Parks, Recreation, and Community Enhancement Committee meeting, hearing no objection the meeting adjourned at 7:30 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

Mr. Neil requested that Item #1, Review of The People's Community Center Economic Development Fund Application, be removed from the agenda.

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

Review of Donny Legans Economic Development Fund Application (Councilwoman Arndt, and David S. Hugg, III, City Manager)

Councilwoman Arndt, Mr. David S. Hugg, III, City Manager, and Mr. Donny Legans reviewed the proposed Economic Development Fund Application.

Staff recommended approval of the grant by the Legislative, Finance, and Administration Committee in the amount of \$50,000.

Mr. Lewis stated that he voted against the introduced economic development application because he believed the funds derived from the sale of city-owned properties should be distributed by the public rather than by the council. He expressed concerns about the creation of the Economic Development Fund but emphasized that his vote was not personal, commending Mr. Legans for the longevity and success of his business in the City of Dover.

Responding to Mr. Lewis, Mr. Legans clarified that the HVAC upgrades were not for the main building but for a smaller structure that was originally a shipping container converted into a bar and currently lacks an HVAC system. He explained that the container's interior temperature mirrors outside conditions and that installing a simple mini-split system would allow the space to be used for additional events.

Responding to Mr. Lewis, Mr. Legans stated that he would be interested in providing transportation and noted that the Capital Improvement Plan includes a potential opportunity for micro-transportation.

Mr. Boggerty stated that Mr. Legans has been a positive influence on the city, noting that economic growth often depends on places where people can gather after work, which Mr. Legans has provided. He added that Mr. Legans employs residents, including those seeking second-chance employment, and has succeeded in a challenging business environment. He emphasized that this aligns with the city's economic development and reinvestment goals to help change the city's narrative and highlighted the many positive places within the community.

Ms. Bonnie Pettington, a Dover resident, stated that she lives across the street from the Rail Haus and initially had concerns about patrons parking in the alley near her home. She noted that this is no longer an issue, crediting Mr. Legans for improvements in the area and for bringing the community together. She encouraged council to allow Mr. Legans to enhance the property, stating that it would benefit the community and attract more people to the city.

Mr. Cameron Llewellyn, 117 West Reed Street, stated that his business performed much of the construction work for Rail Haus. He explained that installing sod over only a few inches of topsoil caused drainage issues, with water pooling on the surface, leaving the area functioning more like a parking lot than grass. He noted that the proposed engineered grasses would allow for proper grading and improved drainage. He also stated that installing air conditioning would make the converted shipping container usable again.

Mr. Rocha stated that installing grass would enhance the area, noting that it was a high-traffic location where seasonal improvements would support outdoor activities throughout the year. He expressed his full support for the proposal presented.

Dr. Sudler stated that Mr. Legans is doing an excellent job, particularly in the Fourth District, and served as a strong model for other businesses. He expressed appreciation for Mr. Legans' investment in the City of Dover and his commitment to serving the community.

Mr. Rocha stated that as downtown development progresses, particularly along Loockerman Street by 2030 or when completed, there would be a clear connection between the beer garden and Loockerman Street. He noted that the development would extend toward Mr. Legans' location and be supported by increased foot traffic, as the site was part of the downtown district.

Responding to Mr. Garfinkel, Mr. Legans stated that the project could be completed during the winter and estimated it would take about ten days to remove the old surface, level the area, install nail boards, and deliver materials. He noted they were exploring using the DE Turf Sports Complex to reduce costs and inquired about available old turf, as Fifer's Farm had done with their area, but was informed by Ms. Linda Parkowski that all the old turf had been used. He acknowledged that while using old turf could save some money, the project would likely require purchasing new turf, which was already accounted for in the budget.

Responding to Mr. Garfinkel, Mr. Legans stated that he did not seek a loan from a bank or credit union. He noted that in 2025, they made a significant investment in a tent for the ceiling to protect the area from weather elements, such as rain, since they did not have sufficient funds for the grounds.

Responding to Mr. Garfinkel, Mr. Legans clarified that their capital funds were sufficient and that they were using operational funds to do additional work. He explained that those funds would be coordinated with their current bank account to ensure the project's completion, and any overages would be covered.

Mr. Rocha moved to accept staff recommendations for the approval of the grant by the Legislative, Finance, and Administration Committee in the amount of \$50,000. The motion was seconded by Dr. Pillsbury.

Mr. Anderson stated that he supported the application based on its significant community impact. He explained that while economic development funds were not available for every business, this fund was created with community impact as a key criterion, which the for-profit business clearly met. He noted that the business has positively supported nonprofits, helped other businesses get started, and served as an economic incubator. He emphasized that the Economic Development Fund was established to reinvest proceeds from the sale of city-owned properties, particularly in Garrison Oak, back into economic development, job creation, workforce development, and community improvement, rather than absorbing the funds into the general budget and losing their long-term impact.

Mr. Lewis stated that he would abstain from voting rather than vote no. He explained that his concern was that the funds could be diverted into the general fund and potentially used to cover a budget deficit instead of raising taxes. He added that he would take the same approach with any future applications seeking Economic Development Fund support and noted that, given the current budget, the city could face a deficit.

Mr. Rocha moved to accept staff recommendations for the approval of the grant by the Legislative, Finance, and Administration Committee in the amount of \$50,000. The motion was seconded by Dr. Pillsbury, carried by a roll call vote of eight (8) yes (Hall, Boggerty, Pillsbury, Arndt, Rocha, Neil, Shevock, Anderson), two (2) abstentions (Lewis and Garfinkel), and one (1) absent (Sudler).

Evaluation of Bids – Silver Lake Dam Repairs (Jason Lyon, Director of Water and Wastewater)

Mr. Jason Lyon, Director of Water and Wastewater, reviewed the background and analysis of the evaluation of bids for the Silver Lake Dam Repairs.

Staff recommended awarding the contract to Mar-Allen Concrete Products, Inc, for the Silver Lake Dam Repairs, request for quote #26-0009WW, for the amount of \$128,282.64.

Responding to Mr. Lewis, Mr. Lyon stated that the bidders explained that price increases were due to rising equipment costs. He noted this occurred with many projects and added that there were only two bidders, as finding additional companies capable of this type of work in the area was difficult, giving the bidders limited competition. Mr. Lyon explained that the funds being used came from savings in the streets program, which could have been returned to the general fund, but were recommended by his team to be applied toward the necessary repairs.

Responding to Mr. Lewis, Mr. Lyon stated that he did not attempt to apply for assistance through any agencies.

Responding to Mr. Lewis, Mr. Lyon stated that he would look into the other agencies, such as the Delaware Department of Natural Resources and Environmental Control (DNREC) and the Federal Emergency Management Agency (FEMA), that were responsible for dam safety repairs.

Mr. Lewis stated that agencies such as the Delaware Department of Natural Resources and Environmental Control (DNREC) and the Federal Emergency Management Agency (FEMA) administer a national dam safety program and provide grants and technical assistance to support dam repairs at the state and local levels. He added that he would not support the bid, suggesting that Mr. Lyon could seek funding through those grant programs.

Responding to Mr. Lewis, Mr. Lyon stated that he had not researched that type of assistance but appreciated the information being brought to his attention. He noted that other federal grants they have received typically took two to three years to be awarded. While he was willing to look into the grant options, he emphasized that the repairs should be completed promptly.

Responding to Mr. Lewis, Mr. Lyon explained that the Silver Lake dam undergoes an annual inspection by a professional engineer, who rated the urgency of repairs based on potential impact, and noted that those particular repairs did not require immediate action.

Mr. Rocha appreciated Mr. Lewis for identifying the grant opportunity and noted that the repairs were part of ongoing maintenance that would benefit the city. He acknowledged that the work needed to be done and made a motion to accept the staff recommendation, emphasizing that delaying could result in higher costs, and recommended awarding the contract to Mar-Allen Concrete Products for the Silver Lake Dam repairs.

Mr. Rocha moved to accept the staff recommendation to award the contract to Mar-Allen Concrete Products, Inc. for the services and repairs for the Silver Lake dam. The motion was seconded by Dr. Pillsbury.

Responding to Mr. Bobby Wilson, Mr. Lyon stated that he had not reached out to DC Water.

Responding to Mr. Wilson, Mr. Lyon stated that they coordinated with the Delaware Department of Natural Resources and Environmental Control (DNREC) for the dam inspection program. He noted that a state inspector, who reviewed all dams in Delaware, recommended using the State Office of Supplier Diversity to identify companies qualified to perform the necessary repairs.

Mr. Wilson suggested reaching out to other municipalities that have experience with similar projects, as this could help identify additional qualified bidders.

Mr. Rocha moved to accept the staff recommendation to award the contract to Mar-Allen Concrete Products, Inc. for the services and repairs for the Silver Lake dam. The motion was seconded by Dr. Pillsbury and carried by a roll call vote of nine (9) yes (Hall, Boggerty, Pillsbury, Arndt, Rocha, Neil, Shevock, Garfinkel, Anderson), one (1) no (Lewis), and one absent (Sudler).

Street and Alley Rating Overview (Jason Lyon, Director of Water and Wastewater)

Mr. Jason Lyon, Director of Water and Wastewater, reviewed the proposal for the Street and Alley Rating Overview.

This item was informational, and committee action was not required.

Responding to Mr. Garfinkel, Mr. Lyon stated that in 2017, when the system was first installed, a quality control audit (QA/QC) was performed. He noted that roads could deteriorate or change at different rates, so if a road was last evaluated in 2017, conditions might have changed since then, or the road might degrade differently than neighboring streets. That made the ongoing quality control audit (QA/QC) challenging. However, at the time of installation, the system was evaluated as the individual conducted his assessments.

Responding to Mr. Garfinkel, Mr. Lyon clarified that after the installation and evaluation of the system in 2017, they did not have an additional audit.

Responding to Mr. Garfinkel, Mr. Lyon stated that the next audit would be in 2027.

Responding to Mr. Garfinkel, Mr. Lyon clarified that the roads are scheduled to be reevaluated in 2027. He respectfully disagreed with him, noting that after driving the roads, he observed that Bicentennial Village had significantly more transverse cracking compared to Freedom Street and Liberty Street. He explained that cul-de-sacs experience less wear because they do not have the same through traffic as regular roads. He added that the road had longitudinal cracking but overall less damage than other roads.

Responding to Mr. Rocha, Mr. Lyon stated that the snow removal process was consistent on all streets. He explained that the main concern was not the snow removal itself, but the effects of the freeze-thaw cycle during snowfall, which could worsen cracking in the roads.

Responding to Mr. Rocha, Mr. Lyon noted that he did not want to speak on behalf of the snow removal team, but stated that an internal conversation about the issue could certainly take place.

Proposed Ordinance #2025-14 – Amending Chapter 22 – Buildings and Building Regulations, Article I – In General, by adding Sec. 22-66 – Lemon Housing Protection (Council President Neil and Councilman Rocha)

Council President Neil and Mr. Rocha reviewed the background and analysis of the Proposed Ordinance #2025-14 – Amending Chapter 22 – Buildings and Building Regulations, Article I – In General, by adding Sec. 22-66 – Lemon Housing Protection.

Staff recommended forwarding Proposed Ordinance #2025-14 to council for approval.

Responding to Ms. Arndt, Mr. Rocha stated that buyers are generally informed about inspections, though he was unsure whether the practice was specific to Delaware State Housing Authority (DSHA) or applied more broadly. In Ms. Butcher's case, he noted that the realtor ordered a walkthrough inspection, possibly assuming she could not afford a more comprehensive option. He explained that the proposed ordinance would ensure potential buyers were informed of the

different types of inspections available and allowed to choose based on cost. Even if a buyer could only afford a walkthrough inspection, they would at least be aware of the type of inspection they were selecting, rather than discovering it at closing after purchasing the home. He emphasized that the information would be especially beneficial for first-time homebuyers, and that the proposed ordinance would provide that transparency.

Responding to Ms. Arndt, Mr. Neil stated that Ms. Butcher's situation involved a cover-up by a house flipper. He explained that disclosure requirements differ because homeowners who have lived in a house must disclose known problems, whereas a flipper who has not lived in the home could claim they were unaware of any issues. As a result, problems could be concealed, such as termite damage or other defects. He noted that Federal Housing Administration (FHA) inspections only required certain items for approval, which allowed issues to be hidden; for example, a hole in the roof may be patched and disclosed as patched, but not necessarily repaired. In Ms. Butcher's case, she stated that there was water damage that had been covered with a rug. He added that if all existing problems had been properly disclosed and reviewed, Ms. Butcher would not have been required to sign off on the purchase. Going forward, he stated that buyers would be required to sign off on all disclosed issues so no one could later claim the buyer was unaware and responsible for the problems. He emphasized that this had nothing to do with Delaware State Housing Authority (DSHA) versus the open market, as the law applied to everyone. However, he noted that it disproportionately affected individuals with limited financial resources, particularly those who relied on Delaware State Housing Authority (DSHA) loans because they could not afford the down payments required in the open market.

Responding to Mr. Boggerty, Mr. Neil clarified that there was no difference in standards, as all existing real estate industry documents and requirements were incorporated into the process. If those requirements changed, they would automatically be built into the proposed ordinance, including disclosure requirements. He explained that when an individual has never lived in a home, such as a flipper, they may state they were unaware of plumbing or electrical issues if those problems were not identified during inspection or appraisal. He noted that appraisal reports stated that certain deficiencies must be corrected, and if they were not, the buyer should not receive the loan. He explained that the purpose of the measure was to take the appraisal report and require the buyer to acknowledge which issues they accepted or understood before purchasing the home, including situations where the buyer believed they could address the repairs themselves. That ensured buyers fully understood what they were getting into at the time of purchase, since there was no recourse after closing. He emphasized that the proposed ordinance acted as a preventative safeguard by providing buyers with as much information as possible. He added that the ordinance incorporated all current real estate industry requirements into law, and if those requirements changed in the future, the ordinance would automatically reflect those changes to maintain the same protections for buyers.

Responding to Mr. Boggerty, Mr. Neil stated that the document required under the ordinance was the same document presented at closing, but it would require the buyer to review it line by line and check off each item to confirm full awareness of its contents. He noted that the ordinance included a penalty provision stating that if an individual failed to comply with the ordinance, they would no longer be permitted to do business in the City of Dover.

Mr. Faust stated that when he purchased his home in 2002, he had a walkthrough inspection performed by a highly recommended inspector. He explained that the inspection covered only items that were visible and accessible, not concealed issues. As an example, the inspector reported that the insulation was in good condition, but a cracked heater block was later discovered, which the homeowner had to replace. He noted that he was not informed that there was no insulation in the house and was told that if problems were concealed and not visible during the inspection, the buyer had no recourse. He added that even if the law had changed since 2002, when issues are concealed and not identified by the inspector, there was nothing the buyer could do.

Ms. Arndt stated that she was not understanding the issue well enough to make an informed decision, so she would be abstaining from the vote.

Mr. Neil moved to recommend the adoption of Proposed Ordinance #2025-14. The motion was seconded by Mr. Rocha and carried with two (2) abstentions (Arndt and Pillsbury), and two (2) absent (Sudler and Lewis).

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection the meeting adjourned at 8:51 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 8:51 p.m.

Fred A. Neil
Council President

Attachments

Attachment #1 – Booted and Suited Petition
Attachment #2 – Big Brothers Big Sisters Youth Enrichment Center
Attachment #3 – Network Connect – 2024 Annual Report

PETITION

SAFER, GREENER, CLEANER Ambassadors Dover Delaware

Please sign for the full time **Booted & Suited** workforce
Boots on the ground service to keep our community clean

Name	email	community/ Business
1 Tiffani O'Domski	inuathing@yahoo.com	Community Community
2 Warren Brown	Warren@gmail.com	N/A Community
3 metting Mel Ingram	-	N/A community
4 Lamar Rufus		Barber
5 Jay M. Z	JayMarter2015@gmail.com	CharityCapz
6 Enrico Station-Roy	nkbeys52@gmail.com	Community
7 Benita Rufus-Grassi	Themsbeutashow@gmail.com	Community Activist
8 AICEE Rufus		Stylist
9 Tyrone Wilborn	Wilburntyrone64@gmail.com	Logistics
10 Khalil Chukwu	321h. 3200 Jls. Abbeleteria 240	gmai.com
11 Samir M. Simson	Samir Pizza Dover	
12 Vanessa Scott	VANESSASCON56@yahoo.com	

13 Jacob Bond BondJacob533@gmail.com community

14 Joseph C Waters ~~fishinforanall~~ community

15 Amber Embert ~~Amber@cloud.com~~ community

16 Jonte Fuller ~~fullerjonte@yahoo.com~~ community

17 Lauren Tinsley ~~Ltinsley@acfnnw.com~~ A Center for mental Wellness

18 Ashley Robinson ~~theweddingboutique302@gmail.com~~ Business

19 Gloria CARTwright ~~Top Nitch Setting~~ Business

20 Gary Knox ~~GKCartwright45@yahoo.com~~ Business

21 Carlito Gutierrez ~~Carlito_GutierrezL@yahoo.com~~ community

22 Eddy Seeger ~~eseeger@ertheater.org~~ community

23 Dale Seeger ~~angelnurse300@verizon.net~~ community

24 Jim Caruso ~~Angelo's Pizza 20 W. Lockerman St.~~

25 Mike Caruso ~~Angelo's Pizza 1010@ AOL.com 20 W. Lockerman St.~~

26 Bryan Bailey ~~James S. Bailey
Sr. Barber~~ 211 W. Lockerman St.

27 Arlton P. Angelborg ~~Woodcrest Inn~~ ~~Tomsl0@comcast.net~~

28 Reese Corbett ~~House of Coffi~~ ~~reesecaroline444@gmail.com~~

29 Jayden Smith ~~The House of Coffi~~ ~~Jayden@otstyle234@gmail.com~~ community

30 Nia Gillette ~~midiman@gmail.com~~ business

31 Theresa Owens ~~stoneroil@yahoo.com~~ business

32 Jewell Brooks ~~Sha Scrubs 3 Apparel~~ business

33 Teawotte Wilson ~~US Veteran Barber~~ community

34 Donnie Wilson ~~Union Baptist Church Simon Grade~~

PETITION
SAFER, GREENER, CLEANER
Ambassadors
Dover Delaware

Please sign for the full time **Booted & Suited** workforce. Boots on the ground service to keep our community clean

	Name	email	community/Business
16.			<i>Colonial Investment</i>
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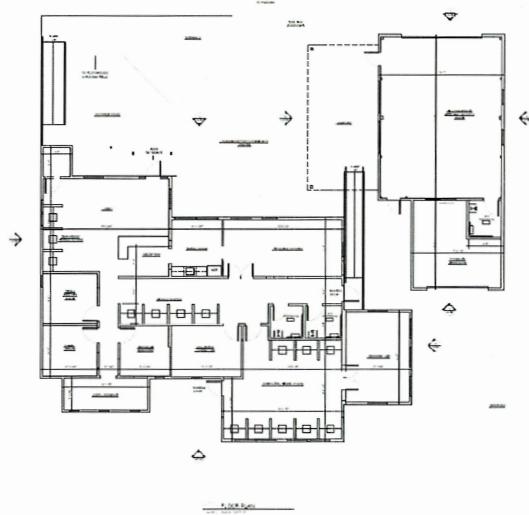


Introducing Big Brothers Big Sisters Youth Enrichment Center.

Increasing positive impact on Delaware's Youth

We BELIEVE in the transformational power of mentorship! The exchange of knowledge and experiences between mentors and mentees creates a nurturing environment where dreams are encouraged, and aspirations are realized. Ultimately, youth mentoring cultivates a generation of empowered, resilient, and confident individuals ready to make a positive difference in their communities and the world.

The YEC will provide an open play area with a playground and natural playscape space, covered picnic pavilions, and a basketball court. The indoor facility will include a Learning Lab, a space for tutoring, computers, and homework help; a Teaching Kitchen for nutrition education and cooking demonstrations; a College & Career Lab to aid youth with standardized test preparation, internships, and post-secondary education assistance; a Media Hub that will feature computers and media equipment for podcasting, video and recording production, and STEM activities; and a Multi-purpose Activity Room that will handle program overflow/conferences.



This facility will allow BBBSDE to serve the whole child, providing free resources to students without other access to outside assistance for test preparation, tutoring, and STEM learning; offering summer camps during the long days when school is out, and parents must continue to go to work; workforce development programming for older youth and the esteem-boosting and world expanding opportunity to connect in a meaningful way with a caring and trusted adult mentor. BBBSDE knows that when our youth are well supported, they can reach their future goals.

for activities and training for youth in the community. At the YEC, BBBSDE will be able to facilitate essential connections urgently needed for youth; BBBSDE seeks to provide youth with a space where they feel like they belong and can find new friends, participate in opportunities that expand their worldview and make strides toward positive life outcomes. The building will also become BBBSDE's main office and state-wide headquarters.

The YEC will act as a central gathering space

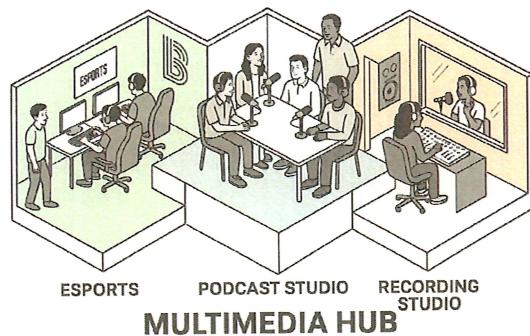
"The BIG B"- Multimedia Hub

Bold Ideas. Big Futures

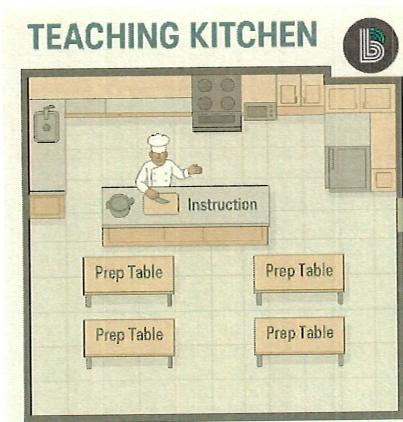
Big Brothers Big Sisters of Delaware's **Multimedia Hub**, The BIG B will provide youth with access to a podcast studio, recording studio, and an esports center, creating a unique space for learning, creativity, and future career pathways. The podcasting and recording studios will allow young people to express themselves through storytelling, music, and spoken word while gaining hands-on technical skills in audio production, editing, and content creation. These activities help young people build communication skills, confidence, and discipline, while also introducing them to industries that can offer long-term opportunities.

The **esports center** will serve as a major draw for at-risk youth, tapping into their interest in gaming and transforming it into a structured, skill-building experience. Colleges across the country are increasingly recruiting for esports teams and offering scholarships, making competitive gaming a legitimate pathway to higher education. Through the center, youth can develop teamwork, strategy, leadership, and digital literacy skills that are valuable both in and out of gaming. By training, competing, and even streaming their gameplay, participants will build portfolios that can be used in recruitment for collegiate esports programs.

Beyond future opportunities, the Multimedia Hub provides a **safe and engaging environment** where youth are empowered to create, collaborate, and explore new passions. It connects their personal interests with positive, structured experiences while offering them exposure to pathways in technology, media, and higher education. In this way, the Multimedia Hub not only keeps youth engaged in safe spaces but also equips them with real-world skills and opportunities to succeed.



Teaching Kitchen & Community Garden



The Teaching Kitchen and Community Garden at Big Brothers Big Sisters of Delaware provide at-risk youth with powerful opportunities to develop STEM-based and life skills in hands-on, engaging ways. In the kitchen, youth learn cooking fundamentals while also exploring science, technology, engineering, and math concepts such as measurements, chemistry of food reactions, nutrition science, and sustainability practices. The community garden adds another layer of experiential learning, teaching biology, environmental science, and agricultural engineering while promoting healthy living and food security. Together, these spaces encourage teamwork, problem-solving, and creativity while building

practical skills like meal planning, budgeting, and healthy eating. Beyond academics, youth gain confidence, discipline, and collaboration skills that can be transferred into school, careers, and daily life. For young people who often face barriers to opportunity, the Teaching Kitchen and Community Garden serve as safe, inspiring environments that connect STEM education with real-world application, empowerment, and community impact.

Tutoring & Homework Assistance

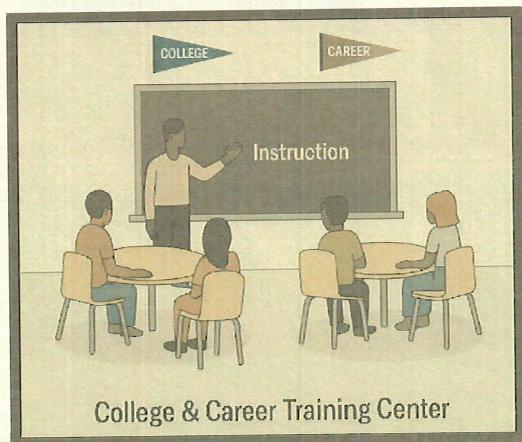
Bridging the Education Gap

Tutoring and homework support are essential tools in closing the education gap, especially for students who lack access to academic resources at home. Rigorous research shows that high-dosage tutoring (e.g. 30 minutes or more, multiple times per week, in small groups or one-on-one) can help students catch up by as much as half a school year to a full school year compared to peers without such support. Yet, despite its effectiveness, only about 1 in 10 students nationally receive high-dosage tutoring. In Delaware, the urgency for academic support is particularly acute: the state currently ranks 45th in the nation for education outcomes, with alarming proficiency deficits — for example, 75% of Delaware's 4th graders are not proficient in reading, and 82% of 8th graders are not proficient in math. Moreover, Delaware ranks near the bottom nationally in academic recovery, placing 49th in math recovery and 47th in reading for the period 2019–2024, meaning students are missing nearly a full year of learning gains.

By offering structured high dosage tutoring and homework assistance within a safe, supervised, and resource-rich environment, we can provide at-risk youth with the individualized instruction, accountability, and confidence they need to stay on grade-level, improve academic outcomes, and overcome systemic barriers.



COLLEGE & CAREER TRAINING CENTER



for better preparation and support. Additionally, the state continues to confront high remediation rates in college, suggesting many students are not fully prepared for postsecondary coursework.

First-generation college aspirants face unique hurdles: they often lack family knowledge about campus systems, financial aid, academic expectations, or networks to guide them. Nationally, first-generation undergraduates complete bachelor's degrees at much lower rates—around 24%, compared with approximately 59% for continuing-generation peers. Moreover, though first-generation students represent roughly one-third of U.S. undergraduates, their persistence is more fragile: a greater share leave college without credentials, and their enrollment, retention, and degree attainment rates lag behind those whose parents' attended college.

In Delaware, only about 60% of high school graduates immediately enroll in college, underscoring the need

Big Brothers Big Sisters of Delaware can play a pivotal role in this gap by offering college & career readiness offerings—mentorship, academic advising, workshops on FAFSA and financial aid, test prep, resume development, interview practice, college visits, and career exploration. By guiding first-generation students through complex systems, demystifying college norms, and providing consistent support, BBBsDE can help increase their chances of enrollment, retention, and degree completion. Through those programs, first-gen youth gain confidence, planning strategies, and tangible skills, while reducing the systemic disadvantage that often holds them back.

Multifunctional Outdoor Space

A Place to Play, Learn, and Belong

The proposed Youth Engagement Center (YEC) with its **multifunctional sports court, covered picnic pavilions, and natural science playscape & playground area** will serve as an indispensable asset in supporting youth development in a holistic way. The multipurpose court—capable of hosting basketball, pickleball, and other active sports—encourages physical fitness, teamwork, coordination, and healthy competition. The picnic pavilions provide sheltered spaces for mentorship conversations, group gatherings, and outdoor learning. Meanwhile, the natural playscape area blends play with environmental exploration, inviting youth to observe, experiment, and engage with nature through climbing, digging, sensory gardens, and imaginative nature play.

Play is not only recreation—it's fundamental to healthy growth. Decades of research show that free and guided play foster cognitive abilities, emotional regulation, social skills, and resilience. For example, time spent playing has been shown to strengthen self-regulation, which in turn correlates with early reading and math development. In Delaware, state leaders have proposed legislation to reintroduce play-based learning in early grades to support creativity, executive function, and lifelong academic success. By offering these outdoor, active, and discovery-based spaces, the YEC addresses a critical gap: in many under-sourced communities, safe, high-quality play spaces are scarce. This facility will not only nurture physical and mental well-being, but also foster curiosity, teamwork, risk-taking, and a sense of belonging—skills that extend into school success, leadership, and lifelong health.

For more information, about the Big Brothers Big Sisters of Delaware's Youth Enrichment Center please visit, www.bbbsde.org.



2024 YEAR IN REVIEW

ANNUAL REPORT

NETWORK CONNECT



NETWORK. CONNECT. SUPPORT.

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 info@networkconnect.org

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Wilmington, DE 19801



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A NOTE FROM OUR EXECUTIVE DIRECTOR



Dear Network Connect Community,

As I reflect on the work of Network Connect this past year, one word stands tall: **PERSEVERANCE**. In a time of deep systemic challenges, shifting societal dynamics, and urgent community needs, perseverance is the fuel that keeps us moving. It's more than just endurance; it's the determination to continue advancing, growing, and building even when the path is uncertain. Perseverance is strength in motion, our commitment to pressing forward with courage, purpose, and hope.

This unwavering determination lives at the core of our mission:
Creating community transformation through collective impact.

It's reflected in the tenacity of our Community Wellness Ambassadors, the bold vision of our Future Culture Creators, and the care and consistency of our RACE mentors, staff, and leaders. It informs every partnership, every conversation, and every decision we make. As we pursue our vision – strong, independent, and self-sufficient communities in which everyone thrives – We are guided by our deeply rooted values.

Each day, we ask hard questions:

How do we ensure our youth grow up confident and connected?
How do we preserve community bonds in a tech-driven world?
How do we support healing while addressing the root causes of trauma?
How do we shift systems so everyone, regardless of race, income, or circumstance, can truly thrive?

We don't always have immediate answers. But we do have purpose. We have partnership. And we have the perseverance to keep showing up. Our next chapter requires us to lean into the basics, connection, trust, healing, joy, and ACTION. We know transformation doesn't happen overnight—but with each conversation, each collaboration, and each courageous step, we get closer.

I'm honored to lead this work alongside each of you. Together, we network, to connect, to learn, to grow, and to serve.

With determination and gratitude,

Cierra Hall-Hipkins

Cierra Hall-Hipkins
Founder and CEO

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WHO WE ARE

Network Connect seeks to improve the coordination of youth-serving organizations by building effective partnerships for youth, families, communities, and organizations. For over four years, Network Connect has served hundreds of Delaware's children, youth, and families.

OUR MISSION

Creating community transformation through collective impact.

OUR VISION

Strong, independent, and self-sufficient communities in which everyone thrives.

OUR CORE VALUES

Community

We are local communities.

Integrity

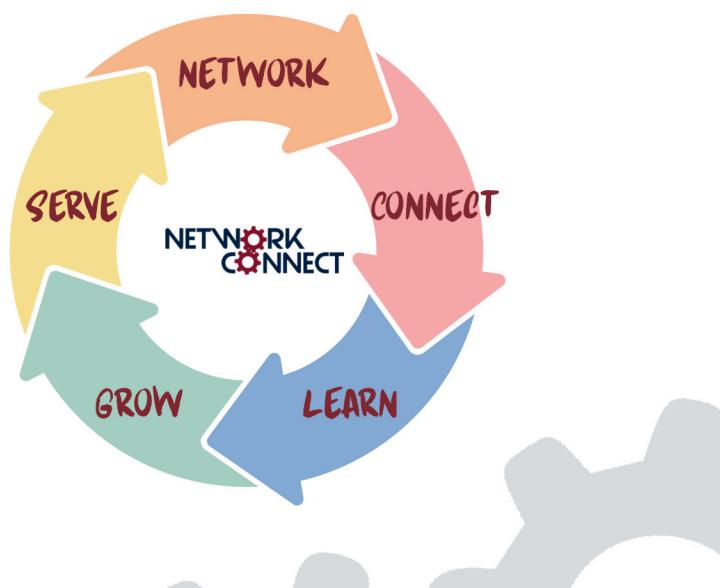
We do what we say we are going to do.

Partnership

We work with others for collective impact.

Respect

We respect and leverage separate realities.



ALL WE'VE ACCOMPLISHED

At-a-Glance

Throughout 2024, we expanded NC's reach and impact. With routine programming across New Castle, Kent, and Sussex counties, NC supports individuals, families, neighborhoods, and communities.

PEOPLE SERVED BY OUR CWA PROGRAM

Counties	2022	2023	2024
CWA - New Castle	606	1,169	1,381
CWA - Kent & Sussex	189	685	626

In 2023,
555
youth served.

In 2024,
888
youth served.

RACE TO WELLNESS

after school and summer camp programming

WILMINGTON STREET TEAM

Gave
1,618
Helpful Resources

Hosted
21
Public Safety Round Tables

Hosted
39
Community Walks

In total, we serve
16 Zipcodes in Hard-to-Reach areas.

In Delaware, we serve
3 Counties including New Castle, Kent, & Sussex.

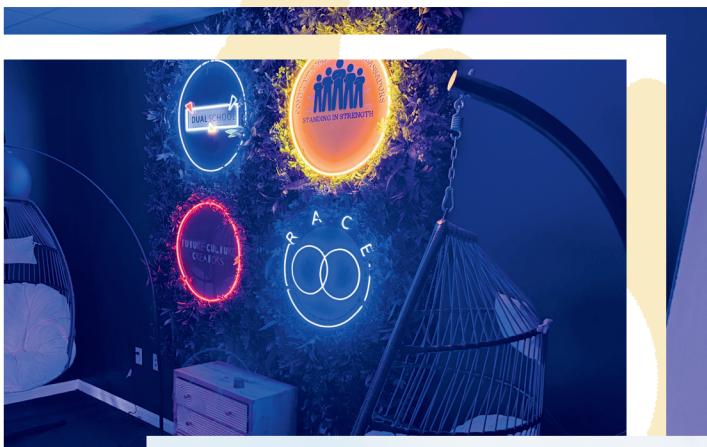


ALL WE'VE ACCOMPLISHED

New Spaces

We're excited to introduce our new nomad Network Connect locations, expanding our reach to better serve the community. The Kent County Hub and the two new Wilmington Street Team Hubs bring essential resources closer to those who need them most. These new locations enhance accessibility, allowing us to provide direct support, services, and opportunities right where people live and work. By establishing these hubs, we're strengthening our ability to connect with the community, offering a more convenient and impactful way to access the resources necessary for stability, growth, and success.

Whether it's job assistance, housing support, or community programs, these hubs serve as a bridge to opportunity, making it more convenient than ever for people to get the help they need right where they are.



KENT COUNTY HUB

The Kent County Hub at 20 E Division Street is now open, bringing essential resources and support directly to the heart of the community.



WILMINGTON STREET TEAM HUBS

Our Wilmington Street Team Hubs at 914 N Pine Street and 2214 North Market Street serve as neighborhood anchors, connecting people with vital services right where they live and work.



STATEWIDE PROGRAMS

OUR NETWORK



We are proud to offer our Future Culture Creators, RACE, The Messaging Center, Safe Passage, Recovery Cafe, and Community Well-Being Ambassador programs across all three counties in Delaware, ensuring that individuals and families statewide have access to vital resources and support. With a presence in every county, we are bridging gaps, fostering growth, and making meaningful connections where they matter most.

KENT



FUTURE CULTURE CREATORS



FUTURE CULTURE CREATORS

Future Culture Creators (FCC) is a holistic workforce development program that empowers disengaged youth by building employment skills, self-image, and professionalism. Led by Network Connect with culturally competent facilitation, the program prepares teens to design and lead peer-focused community programming.

Participants engage in a culturally relevant curriculum focused on four key areas: professional development, brand building, civic engagement through design thinking, and hands-on job placement. Using restorative practices, cognitive-behavioral techniques, and group activities, the program fosters leadership, mental wellness, and community accountability. In 2024, Future Culture Creators graduated 65 youth from its Cohorts 8 and 9, equipping them with all the necessary tools to secure employment.

NEW CASTLE





Item #4.

RACE

RACE aims to prevent and reduce the impact of Adverse Childhood Experiences (ACEs) through early intervention, family support, and universal youth screening in Delaware and surrounding areas. Partnering with schools and community organizations, we promote preventive strategies aligned with the CDC's six ACE prevention pillars. Our vision is for all youth across the state of Delaware and its surrounding areas who have experienced ACEs to have access to the mental, physical, and emotional tools they need, both at home and in school. RACE delivers four core programs: after-school programming, summer camps, RACE kits, and RACE Days, each designed to empower and support youth statewide. In 2024, the RACE program expanded its after-school programming to South and East Dover Elementary, reaching 35 new youth in the Dover area.



RECOVERY CAFE

Recovery Café, launched in June 2024 in our Dover office, it's a community-driven safe space offering long-term support, activities, and resources for people in recovery. Visitors are encouraged to become members and actively contribute to the café community. In the program's inaugural year, 30+ members joined our Recovery Cafe program.





COMMUNITY WELL-BEING AMBASSADORS

The **Community Well-Being Ambassadors Initiative** (CWA) is a community-driven, place-based prevention strategy to increase the capacity of individual neighborhoods and communities in Delaware. CWAs promote community well-being and resilience amongst all residents regardless of age. This initiative represents a collective impact approach, utilizing collaboration and resources among various community-based and public organizations in Delaware. CWAs support community members as they combat the daily stress and trauma existing within our communities, with a special emphasis on individuals impacted by the effects of opioids and other stimulant abuse.

When experiencing a challenge, a helping hand and an outside perspective can help someone find the starting point or solution to address specific needs. CWAs are members of local Delaware communities (a CWA could be your neighbor or a friend of a friend) and are trained to provide tailored support to individuals, families, and communities in need. In 2024, our Community Well-Being Ambassador program expanded into Sussex County, launching at Cornerstone Community Center, where it continues to thrive today.



WILMINGTON STREET TEAM

The Wilmington Street Team, part of the City's Community Public Safety Initiative, is led by Network Connect and the Center for Structural Equity. The team monitors and responds to community violence by providing intervention services and connecting residents to resources. In 2024, we expanded with a second hub on Market Street and together both hubs made 1,618 resource connections across Wilmington.

HIGHLIGHTS OF 2024

Collaborations, Partnerships, Initiatives, and Events

At Network Connect, we believe collaboration is key to the work we do; when partners combine and leverage their strengths, transformative programs emerge!

CORNERSTONE COMMUNITY CENTER



We are thrilled to announce our partnership with Cornerstone Community Center, a vital organization in Sussex County that has been instrumental in serving and uplifting the local community. Their dedication to providing essential resources, support, and programs has created a lasting impact, making them an anchor of positive change. Through this partnership, we have been able to engage more deeply with individuals and families, fostering meaningful connections and expanding our reach to those who need it most. We look forward to continuing this collaboration and working together to strengthen and support our community in new and impactful ways.

THE WILMINGTON PAL



Network Connect is proud to partner with Wilmington PAL, a trusted community hub providing a safe, welcoming space for residents. Together, we've hosted free stores, community dinners, and events that foster connection and support. We're grateful for their partnership and look forward to continued collaboration.

MILFORD FOOD BANK



Network Connect is honored to partner with the Milford Food Bank, an organization whose mission aligns closely with our commitment to serving the community and addressing critical needs. Together, we are working to combat food insecurity by providing essential resources to individuals and families who need them most. Through this partnership, we have been able to expand our outreach, ensuring that nutritious food is accessible to those facing hardship. By combining our efforts, we are not only meeting immediate needs but also fostering a stronger, healthier community where no one has to worry about where their next meal will come from.

HIGHMARK



Network Connect is proud to partner with Highmark in a shared mission to improve community health and well-being. Through our collaboration, we have hosted impactful community conversations across the state, addressing potential health disparities and ensuring that individuals have access to vital information about preventive care, healthcare resources, and benefits. These conversations have been instrumental in empowering community members with the knowledge they need to make informed health decisions while also creating space for dialogue about the barriers many face in accessing care. Together, we are working toward a healthier, more informed, and more equitable future for all.

2024 HIGHLIGHTS

Event and Community Spotlights

RACE CAMP

RACE Camp is a transformative, free summer program designed to provide youth with engaging and interactive activities that help reverse the effects of Adverse Childhood Experiences (ACEs). Through enriching field trips, Social-Emotional Learning (SEL) curriculum, and healing-centered activities, campers are given a safe and supportive environment to grow, heal, and thrive. More than just a summer program, RACE Camp is a space for healing, connection, and personal growth—empowering young people with the tools they need to build resilience, develop positive relationships, and experience joy through meaningful experiences.

COMMUNITY SUCCESS STORY

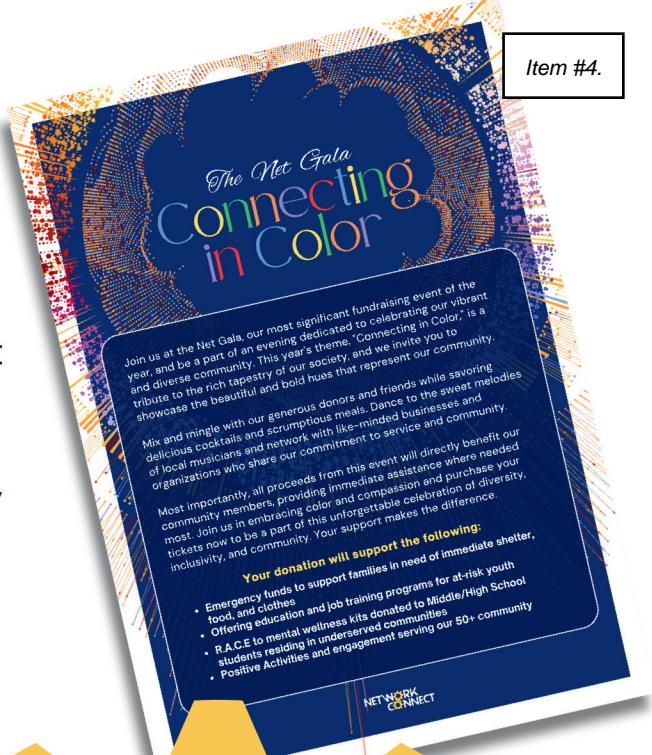
"Where do I begin?? These women have changed my perspective, my self-worth, and MY LIFE. Alyiah has been my angel. I keep her in my prayers. Then Jennine has become an invaluable member of the team.. These women may not realize that they have changed /saved many people's lives, especially my life. I am a college-educated woman. It happens to anyone. Homelessness, worthlessness, and abuse have no prejudice. But these women make us laugh, cry, and most importantly, feel human, leading us to the resources and holding us responsible for our own futures. AMEN".

-Recovery Cafe Client

2024 HIGHLIGHTS

2024 "CONNECTING IN COLOR" GALA

On April 20, Network Connect hosted the sold-out Connecting in Color Net Gala at the Community Education Building Atrium. This vibrant evening brought together community members, partners, and supporters for a celebration of culture, creativity, and connection. More than a fundraiser, the gala highlighted the power of unity and diversity while generating vital support for Network Connect's programs, helping us expand opportunities, uplift voices, and drive lasting change.



2025-2027

STRATEGIC PLAN

Network Connect strengthens communities through trusted partnerships, people-centered programs, and local leadership. At the heart of Network Connect is a commitment to people and place. We believe strong communities are built through deep local relationships, shared accountability, and meaningful collaboration.

Our work is grounded in integrity, shaped by listening and learning, and focused on real impact. We respect diverse lived experiences, invest in individual growth, and promote environments where everyone is valued, supported, and empowered to lead.



OUR STRATEGIC GOALS



Leadership - Grow the people and systems that guide our mission.

Strengthen leadership at all levels through training, succession planning, and partnerships. Foster a culture of clear communication, accountability, and inclusive governance. Share our impact through storytelling, marketing, and outreach to partners and funders.



Management - Improve how we work, together.

Review processes regularly to increase efficiency and identify improvements. Recognize and celebrate staff through awards and milestones. Upgrade systems and documentation to support smooth operations.



Financial Strength - Secure long-term resources to sustain our work.

Maintain financial transparency and achieve clean audits annually. Grow unrestricted and program-specific funding across Delaware and beyond. Expand our donor and sponsor base through digital engagement and outreach.



Programs & Services - Deliver high-impact services in our communities.

Expand programs across vulnerable communities using a phased approach. Evaluate programs regularly to align services with community needs. Build pathways for community members to grow from participants into volunteers/staff.

WHAT'S NEXT?

2025 Preview of What's to Come



GROW

Continuing to grow our programs to provide quality services in all 3 counties.



STRATEGIZE

Continuing strategic work across community coalitions and collaborations.



CELEBRATE

In 2025, we celebrate our 7th Anniversary! Save the date and Celebrate with us!

THANK YOU TO OUR PARTNERS!

COLLECTIVE IMPACT PARTNERS



SCHOOL PARTNERSHIPS



WE ARE THE NETWORK CONNECTING COMMUNITIES.

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SPR

Skills for Psychological Recovery

A Toolkit for Coping, Healing, and Rebuilding after Trauma.

Core Skills in SPR:

1. Gathering Information & Prioritizing Needs

A Toolkit for Coping, Healing, and Rebuilding after Trauma.

2. Promoting Positive Activities

Re-engage in meaningful and enjoyable daily activities that promote well-being and routine.

3. Building Problem-Solving Skills

Break down overwhelming problems into manageable steps and create achievable action plans.

4. Managing Reactions

Learn strategies to cope with intense emotions, physical symptoms, and trauma-related responses.

5. Promoting Helpful Thinking

Identify unhelpful thought patterns and practice more realistic, supportive thinking.

6. Rebuilding Healthy Social Connections

Strengthen existing support networks and foster new, positive relationships.

What is SPR?

Skills for Psychological Recovery (SPR) is an evidence-informed, skills-based approach designed to help individuals and communities manage distress and strengthen their ability to recover after trauma, crisis, or disaster. SPR is flexible and can be adapted for use by professionals, peer support specialists, or community leaders.

Who can use SPR?

SPR can be delivered by trained professionals or paraprofessionals in various settings—such as schools, shelters, clinics, or community centers—and is suitable for youth, adults, and families. Network Connect is the only organization in Delaware that is certified in teaching SPR skills.

SCAN
HERE!



CITY OF DOVER
FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026
QUARTERLY REVENUE REPORT
As of December 31, 2025 FY26

GENERAL FUND	FY26	FY26	Unaudited	50%	COMMENTS	FY25	Unaudited	FY24	Unaudited
	ORIGINAL BUDGET	REVISED BUDGET	YTD REVENUES	% BUDGET RECEIVED		REVENUES	REVENUES	REVENUES	REVENUES
1 Property Taxes	16,500,000	16,500,000	16,518,200	100.1%	Billed at the beginning of FY	16,306,379		15,679,300	
2 Payment In Lieu of Taxes	550,000	550,000	541,200	98.4%	Billed at the beginning of FY		578,400		543,800
3 Transfer from Electric Fund	10,000,000	10,000,000	5,000,000	50.0%			10,000,000		8,000,000
4 Intrafund Service Receipts Electric	5,402,400	5,402,400	1,852,100	34.3%			3,887,700		3,767,800
5 Transfer from Transfer Tax Fund	2,400,000	2,400,000	1,430,100	59.6%			3,212,200		2,320,400
6 Business Licenses	1,540,000	1,540,000	1,530,100	99.4%			1,554,900		1,484,300
7 Intrafund Service Receipts Water	1,474,300	1,474,300	505,400	34.3%			1,060,900		1,028,200
8 Intrafund Service Receipts Wastewater	1,062,000	1,062,000	364,100	34.3%			764,200		740,700
9 Sanitation Fees	-	-	3,700	0.0%			1,221,200		3,966,500
10 Permits & Other Licenses	1,722,000	1,722,000	806,900	46.9%			2,367,600		2,706,600
11 Transfer from Municipal Street Aid Fund	750,000	750,000	193,700	25.8%			769,300		789,500
12 Fines & Police Revenue	767,900	767,900	229,300	29.9%			741,600		695,400
13 Police Extra Duty Fees	514,000	514,000	170,500	33.2%			853,700		597,500
14 Transfer from Police Grant Funds	873,000	873,000	-	0.0%			383,600		528,700
15 Police Pension Grant	850,000	850,000	444,200	52.3%			861,200		812,400
16 Court of Chancery Fees	4,500,000	4,500,000	2,723,200	60.5%			4,644,000		4,092,700
17 Transfer from Water/Wastewater Fund	2,000,000	2,000,000	1,000,000	50.0%			2,000,000		1,000,000
18 Transfer from Civil Traffic Penalties Fund	50,000	50,000	457,800	915.6%	Back Payments for FY24		39,100		66,100
19 Transfer from Lodging Tax	500,000	500,000	285,700	57.1%			384,700		-
20 Transfer from Ambulance Service	600,000	600,000	267,200	44.5%			559,400		-
21 Library Revenues & County Reciprocal Pymt	331,200	331,200	213,300	64.4%			302,100		419,800
22 Franchise Fees	500,000	500,000	115,000	23.0%			368,800		396,500
23 General Fund Grant Receipts	98,500	98,500	1,659,000	1684.3%	Bond Bill -Public Safety Funds \$1.7MM		50,800		161,100
24 Recreation Revenue	145,000	145,000	75,100	51.8%			128,200		140,400
25 Other Miscellaneous Receipts	250,000	250,000	253,100	101.2%	GSB \$89.0k; Misc \$4.7k		546,000		3,221,300
26 Interest Income	200,000	200,000	21,500	10.8%			163,000		72,800
TOTALS	\$ 53,580,300	\$ 53,580,300	\$ 36,660,400	68.4%			\$ 53,748,979		\$ 53,231,800
Final Budget	53,580,300.00	53,580,300.00					\$ 53,748,979		\$ 53,231,800

CITY OF DOVER
FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026
QUARTERLY REVENUE REPORT
As of December 31, 2025 FY26

WATER FUND	FY26	FY26	Unaudited	50.0%	COMMENTS	FY25	Unaudited	FY24	Unaudited
	ORIGINAL BUDGET	REVISED BUDGET	YTD REVENUES	% BUDGET RECEIVED		REVENUES	REVENUES	REVENUES	REVENUES
1 Water Fees	\$ 7,568,500	\$ 7,568,500	\$ 3,887,200	51.4%		\$ 6,624,200	\$ 6,544,600		
2 Water Impact Fees	250,000	250,000	311,400	124.6%		311,600	353,500		
3 Water Tank Space Leasing	464,000	464,000	478,700	103.2%	Billed at beginning of FY	450,600	423,600		
4 Interest Income	150,000	150,000	73,200	48.8%		143,200	266,900		
5 Other Miscellaneous Revenues	65,400	74,400	760,700	1022.4%	Penalties \$9.5K; Misc \$734.3K (Napoli Shkolnik Iola \$721K); State Grants \$16.9k	164,300	90,700		
TOTALS	\$ 8,497,900	\$ 8,506,900	\$ 5,511,200	64.8%		\$ 7,693,900	\$ 7,679,300		
Final Budget	\$ 8,497,900	\$ 8,506,900				\$ 7,693,900	\$ 7,679,300		
WASTEWATER FUND	FY26	FY26	Unaudited	50.0%	COMMENTS	FY25	Unaudited	FY24	Unaudited
	ORIGINAL BUDGET	REVISED BUDGET	YTD REVENUES	% BUDGET RECEIVED		REVENUES	REVENUES	REVENUES	REVENUES
1 Wastewater Fees	\$ 5,131,300	\$ 5,131,300	\$ 2,090,900	40.7%		4,929,200	4,672,400		
2 Wastewater Adjustment Fees - County Trtmt	4,775,400	4,775,400	1,933,200	40.5%		4,315,000	3,369,700		
3 Groundwater Inflow Adjustment	2,369,800	2,369,800	949,300	40.1%		2,326,600	2,180,800		
4 Wastewater Impact Fees	235,000	235,000	243,200	103.5%		229,100	312,500		
5 Interest Income	200,000	200,000	86,400	43.2%		178,400	298,600		
6 Other Miscellaneous Revenues	200	200	100,200	50100.0%	Penalties \$16.6K; Income from Sale Assets \$83.6K	25,000	75,300		
TOTALS	\$ 12,711,700	\$ 12,711,700	\$ 5,403,200	42.5%		\$ 12,003,300	\$ 10,909,300		
Final Budget	\$ 12,711,700	\$ 12,711,700				\$ 12,003,300	\$ 10,909,300		
ELECTRIC REVENUE FUND	FY26	FY26	Unaudited	50.0%	COMMENTS	FY25	Unaudited	FY24	Unaudited
	ORIGINAL BUDGET	REVISED BUDGET	YTD REVENUES	% BUDGET RECEIVED		REVENUES	REVENUES	REVENUES	REVENUES
1 Sales to Customers	\$ 101,796,900	\$ 101,796,900	\$ 49,302,500	48.4%		\$ 87,035,300	\$ 85,003,300		
2 Purchase Power Adjustment	-	-	-	0.0%		-	-	-	-
3 Utility Tax	1,348,500	1,348,500	804,200	59.6%		1,392,900	1,365,900		
4 Rate Stabilization Reserve	-	-	-	0.0%		-	-	900,000	
5 Miscellaneous Revenue	1,045,000	1,045,000	752,600	72.0%	Penalties \$94.5k; Rent \$65.5k; Electric Service new \$359.6k; Misc Revenue \$152.7k; All Other \$80.3k	1,179,300	2,514,400		
6 Interest Income	2,000,000	2,000,000	1,149,300	57.5%		2,593,000	2,220,500		
TOTALS	\$ 106,190,400	\$ 106,190,400	\$ 52,008,600	49.0%		\$ 92,200,500	\$ 92,004,100		
Final Budget	\$ 106,190,400	\$ 106,190,400				\$ 92,200,500	\$ 92,004,100		

City of Dover
Capital Investment Plan and Project Status Report
As of December 31, 2025
2nd Quarter FY26

Points to Remember

- * Includes Project Carry-Forward Budget Amendment Ordinance # 2025-02 (approved by Council on 2/10/25).
- * Original Project Budget = Original Total Project Budget initially included in approved annual budget.
- * Latest Project Budget = Revised Total Project Budget included in most recent approved annual budget or one of the following:
bond resolution, revolving fund loan agreement, Council approved budget amendment, or City Manager approved amendment as per the Budget Amendment Procedure.
- * Actual Expenditure/Expense totals are subject to change, due to delays to the month-end closing process.
- * Water Quality, Inflow/Infiltration, Distribution Upgrades, and New Development projects are budgeted as a blanket project, and once individual projects are identified and estimated, they are created using an allocation of the overall budgeted amount.

Current Year Budget Funding Sources	Governmental	Community Transportation	Police Grants Federal	Police Grants State	ARPA	Water	Wastewater	Sanitation	Electric	Total CIP
Budget Balance	\$ 3,566,100	\$ 521,900	\$ -	\$ -	\$ 348,500	\$ 93,500	\$ 787,100	\$ -	\$ 9,610,900	\$ 14,928,000
Line of Credit (Heavy Duty Vehicles)										-
State Loan Fund						2,217,500				2,217,500
Miscellaneous Receipts										-
General Billings for Reimbursement of Expense									200,000	200,000
Federal Grants										-
State Grants	3,924,500					5,000,000				8,924,500
Transfer from Water/WW Impact Fee Reserve						282,500	7,200			289,700
Transfer from Water/Wastewater Oper. Fund						1,280,600	2,694,900			3,975,500
Transfer from General/Electric Revenue Fund	5,720,400								10,538,300	16,258,700
Sanitation Services								735,000		735,000
Transfer from Lodging Tax	500,000									500,000
Transfer from Capital Asset Reserve										-
Transfer from Future Capacity Reserves										-
Interest Income						50,000	50,000			100,000
Total Funding Sources	\$ 13,711,000	\$ 521,900	\$ -	\$ -	\$ 348,500	\$ 8,924,100	\$ 3,539,200	\$ 735,000	\$ 20,349,200	\$ 48,128,900

PROJECT STATUS REPORT - GENERAL FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR				
			Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status
	Fire Department	11-14-99-									
FR1800	Annual Contribution for Engine 5	54025	\$ 777,000	\$ 777,000	\$ 420,722	\$ 77,700	\$ -	\$ 77,700	\$ 38,836	\$ 38,864	Paying monthly
FR2000	Annual Contribution for Squad #1 (Rescue)	54025	956,000	834,000	333,387	83,400		83,400	41,673	41,727	Paying monthly
FR2200	Annual Contribution for Engine 1	54025	770,000	852,200	307,903	123,200		123,200	61,581	61,619	Paying monthly
FR2400	Tower Ladder 2	54025	1,623,600	1,623,600	519,772	285,200		285,200	142,603	142,597	Paying monthly
	Total Fire Department		\$ 4,126,600	\$ 4,086,800	\$ 1,581,784	\$ 569,500	\$ -	\$ 569,500	\$ 284,693	\$ 284,807	
	Life Safety (Fire Marshal)	11-16-13-									
---	Misc Automobiles	54022									
	Total Life Safety (Fire Marshal)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	New vehicles
	Code Enforcement	11-16-20-									
---	Misc Automobiles	54022									
	Total Code Enforcement		\$ -	\$ -	\$ -	\$ 135,000		\$ 135,000	\$ -	\$ 135,000	New vehicles
	Police	11-17-00-									
---	Misc Automobiles	54022									
PD2301	Police Officer Body Worn Cameras & Tasers	54031	\$ 876,400	\$ 903,000	\$ 582,133	229,500		229,500			Vehicle add-ons, insurance payments received
PD2302	Axon In-car Cameras	54031	368,000	368,600	-	126,000		126,000			Ongoing
PD2501	Police Property Security Fencing	54031	36,100	215,800	95,227				95,227		Ongoing
PD2502	Police Department Academy 2nd Floor HVAC	54031	193,100	193,100	249,850				(95,227)		Ongoing
PD2601	Flock Security Cameras	54031	556,500	82,520	79,500			79,500	82,520		Ongoing
	Total Police		\$ 2,030,100	\$ 1,680,500	\$ 1,009,730	\$ 1,176,400	\$ -	\$ 1,176,400	\$ 833,191	\$ 343,209	
	Streets	12-18-35-									
---	Trucks	54023									
---	Misc. Equipment	54025									
ST2003	Meeting House Branch	54030	\$ 1,115,600	\$ -	\$ 122,223				\$ 30,699		Design Ongoing
ST2101	2021 Street & Alley Prog-N Bradford St	54031	500,000	1,115,600	859,925				\$ 85,495		Complete, awaiting final invoice
ST2201	2022 Street & Alley Prog-N Bradford St	54031	344,500	344,500	591,134				(85,495)		Complete, awaiting final invoice
ST2502	Community Signs	54031	60,000	20,000	22,740	20,000		20,000	\$ 2,740	17,260	
ST2601	Street, Concrete, and Alley Program	54031	1,000,000		-	1,000,000		1,000,000		1,000,000	
ST2602	N State Street Streetscape Improvement	54031	1,500,000		-	1,500,000		1,500,000		1,500,000	
	Total Streets		\$ 4,520,100	\$ 1,480,100	\$ 1,596,022	\$ 2,870,000	\$ -	\$ 2,870,000	\$ 767,952	\$ 2,102,048	
	Grounds	12-18-51-									
---	Trucks	54023	\$ 80,000	\$ 80,000	149,154	\$ 85,000	\$ -	\$ 85,000	\$ 79,154	\$ 5,846	Truck being assembled at Dealer
	Total Grounds										
	Stormwater	12-18-60-									
---	Trucks	54023									Leaf truck #363 received
SW2204	East Lake Garden Basin Improvements	54030	\$ 580,000	\$ -	\$ 44,500						
SW2206	MS4 Inventory/Inspection & Green Technology	54031	43,600	93,000	43,519	93,000		93,000	\$ 47,217	45,783	Data collection is complete for FY25
SW2303	Persimmon Park Place Drainage Basin Impr.	54031	1,200,000	-	4,544				\$ 3,898	(3,898)	Project awarded, awaiting start date-late summer
SW2407	Water Street Flooding Design	54031	-	-	25,300				\$ 2,300	(2,300)	Project 95% complete
SW2501	FY25 Misc. Emergency Storm Sewer Repairs	54031	490,000	-	66,150						An emergency repair is in progress
SW2502	Meeting House Branch Drainage Improvements	54031	14,400,000	1,250,000	-	1,250,000		1,250,000		1,250,000	Design ongoing
SW2504	Woodbrook Stormwater Pond Impr	54031	-	-					\$ 32,250		
SW2409/SW2507	Downtown Dover Upgrades - Stormwater	54031	245,000	135,000	10,029	135,000		135,000	\$ 6,113	128,887	30% Design Completed
SW2508/SW2608	White Oak Ditch	54031	85,000	-	-						

PROJECT STATUS REPORT - GENERAL FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR			Status
			Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	
SV2509	Vehicle Pole Barn	54031	300,000	-	-	96,000		96,000	\$ 10,800	85,200	Moved to FY27
SW2601	FY26 Misc. Emergency Storm Sewer Repairs	54031	96,000		10,800	96,000		96,000	\$ 10,800	85,200	
SW2602	Silver Lake Dam Repairs	54031	100,000		-	100,000		100,000	\$ -	100,000	
SW2605	Water Street Flooding Improvements	54031	1,450,000		-	1,450,000		1,450,000	\$ -	1,450,000	
SW2609	Parkway Stormwater Grate Replacement	54031			5,567	-	-	-	\$ 5,567	(5,567)	
	TOTAL STORMWATER FUND		\$ 18,409,600	\$ 1,478,000	\$ 165,908	\$ 3,124,000	\$ -	\$ 3,124,000	\$ 108,145	\$ 3,048,105	
	Facilities Management	12-25-99-									
	Misc Automobiles	54022				\$ 64,000		\$ 64,000		\$ 64,000	
FC2600	Pear St Whse Roof Repl & Abatement	54030	150,000	150,000	2,153	150,000		150,000	\$ 2,153	147,847	
FC2601	City Hall 2nd Story Flat Roof	54030	210,000	210,000	-	210,000		210,000	\$ -	210,000	
FC2602	City Hall Fire alarm	54025	50,000	50,000	-	50,000		50,000	\$ -	50,000	
FC2603	Replace Doors City Hall	54030	-	-	-	-		-	\$ 5,017	(5,017)	
			\$ 410,000	\$ 410,000	\$ 2,153	\$ 474,000	\$ -	\$ 474,000	\$ 7,170	\$ 466,830	
---	Parks & Recreation	13-15-12-									
---	Other Equipment	54025				\$ 65,000		\$ 65,000		\$ 65,000	
PR2300	Dover Park Splash Pad	54031	\$ 200,000	\$ 441,600	\$ 350,512	-		-	\$ 162,711	(162,711)	
PR2301	Dover Park Building	54031		245,000	245,383			-	\$ 56,454	(56,454)	
PR2401	Dover Park ADA Playground	54031	800,000	800,000	640,063	-		-	\$ 10,500	(10,500)	
PR2502	Schutte Park Skate Park	54031	1,100,000	1,100,000	21,610	-		-	-	-	
PR2600	Silver Lake Master Plan	54031	75,000	75,000	-	75,000		75,000		75,000	
PR2602	Pitt Center Floor	54031	150,000	150,000	-	150,000		150,000		150,000	
PR2603	Crossgates Park Playground	54031	40,000	40,000	-	40,000		40,000		40,000	
	Total Parks & Recreation		\$ 2,365,000	\$ 2,851,600	\$ 1,257,568	\$ 330,000	\$ -	\$ 330,000	\$ 229,665	\$ 100,335	
---	Procurement/Inventory	15-27-99-									
---	Other Equipment	54025								\$ -	
CS2501	Warehouse Flat Roof Replacement	54031	\$ -	\$ 600,000	\$ 683,000	\$ 15,325	\$ 517,000		\$ 44,725		
CS2502	Fuel Pump Island Upgrade	54031	600,000	683,000	15,325	517,000		517,000	\$ 15,325	501,675	
	Total Procurement/Inventory		\$ 600,000	\$ 683,000	\$ 15,325	\$ 517,000	\$ -	\$ 517,000	\$ 60,050	\$ 501,675	
---	Fleet Maintenance	15-28-99									
---	Misc Automobiles	54022				\$ 34,100	\$ -	\$ 34,100	\$ 28,513	\$ 5,587	
---	Other Equipment	54025				-		-	-	-	
CS2602	Oil Containment Shed	54031	10,000	10,000	-	10,000		10,000	\$ 9,293	707	
	Total Fleet Maintenance		\$ 10,000	\$ 10,000	\$ -	\$ 44,100	\$ -	\$ 44,100	\$ 37,807	\$ 6,293	
	Information Technology	16-22-99-									
IT2404	Replace 3 servers	54028	\$ 42,000	\$ 33,700	\$ 15,512	\$ -		\$ -	\$ -	\$ -	
IT2406	Barracuda Backup	54028	40,000	22,400	27,603	-		-	-	-	
IT2503	Server/San Replacement	54028	40,000	37,500	36,463						
IT2504	Replacement of Cisco Switches	54028	12,000	12,000	33,459						
IT2506	Rewiring City Hall Internet Cable	54028	60,000	60,000	52,360						
IT2507	Reed Street Network Reconfiguration	54028	-	6,600	30,034	-		-			
IT2600	Replacing 9 Timeclocks	54028	12,200	12,200	-	12,200		12,200		12,200	
IT2601	Replacing 10 Wireless Access Points	54028	10,000	10,000	-	10,000		10,000		10,000	
IT2602	Leased Switches	54025	53,000	53,000	-	53,000		53,000	\$ 8,847	44,153	
IT2603	Migrate Fortis to Docuware	54025	9,000	9,000	8,847	9,000		9,000	\$ 315	8,685	
IT2604	CISCO Swithches	54028	16,500	16,500	315	16,500		16,500		16,500	
IT2605	Replament of UPS	54028	10,000	10,000	-	10,000		10,000		10,000	
IT2606	Leased Switches	54025	-	-	-	-		-	\$ 13,542	(13,542)	
IT2607	Migrate Fortis to Docuware	54028	-	-	13,542	-		-	-	-	
IT2608	CISCO Swithches	54028	-	-	-	-		-	-	-	

PROJECT STATUS REPORT - GENERAL FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR				Status
			Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	
	Total Information Technology	54028	\$ 304,700	\$ 282,900	\$ 218,136	\$ 110,700	\$ -	\$ 110,700	\$ 22,704	\$ 87,996	
	TOTAL GENERAL FUND		\$ 32,776,100	\$ 12,962,900	\$ 5,846,626	\$ 9,435,700	\$ -	\$ 9,435,700	\$ 2,430,530	\$ 7,082,145	

PROJECT STATUS REPORT - COMMUNITY TRANSPORTATION FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR			
		Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status
	Community Transportation - 203-12-99								
CT2322	Dover Little League	\$ 221,400	\$ 336,600	\$ 296,316	\$ -	\$ -	\$ -	\$ -	Complete
CT2533	Boggs Drive/Kerbin Street	162,300	162,300	52,141			2,165	(2,165)	Kerbin St Complete, Boggs CCW
CT2576	Traffic Safety Vehicle C/F for past projects; to be repurposed	-	26,300	26,294			26,294	-	July
TOTAL COMMUNITY TRANSPORTATION FUND		\$ 383,700	\$ 548,200	\$ 374,751	\$ -	\$ -	\$ 28,459	\$ (2,165)	

PROJECT STATUS REPORT - POLICE FEDERAL GRANTS
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR			
			Original Project Budget	Latest Project Budget	Project To Date Expenses	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status
	Federal Police Grants - 207-11-17-33	52026								
GM2312 - Line 3	Fibre Optic Upgrade		\$ 94,200	\$ 94,200	\$ 108,026		\$ -	\$ 13,900	\$ (13,900)	Expected completion by 12/31/25.
TOTAL FEDERAL POLICE GRANTS			\$ 94,200	\$ 94,200	\$ 108,026	\$ -	\$ -	\$ 13,900	\$ (13,900)	

PROJECT STATUS REPORT - POLICE STATE GRANTS
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR			
		Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status
	State Police Grants - 209-11-17-32		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
			-	-	-	-	-	-	
			-	-	-	-	-	-	
TOTAL STATE POLICE GRANTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

PROJECT STATUS REPORT - ARPA FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	PAST, CURRENT & FUTURE BUDGETS				CURRENT FISCAL YEAR				Status
		Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Complete	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- Complete	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- Complete	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- Complete	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- Complete	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- Cancelled	
TOTAL ARPA FUND		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

PROJECT STATUS REPORT - WATER FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	PAST, CURRENT & FUTURE BUDGETS			CURRENT FISCAL YEAR					
			Original Project Budget	Latest Project Budget	Project To Date Expenses	Original Fiscal Year Budget	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status	
	Water Engineering	40-26-99									
---	Trucks	54023				\$ 61,000	\$ 61,000		\$ 61,000	Vehicle #427 received	
	Water	40-68-99									
WD2507	GIS Utility Network Upgrade	54025	160,000	160,000	1,958			-		Work Underway 35% complete	
WD2509	Portable Emergency Generator	54025	70,000	70,000	-			-		- Project awarded, awaiting fabrication	
WD2307	Stonebrook East Water Main Increase	54031	26,000	26,000	-			-		- Developer non-responsive	
WD2405	Well #9 Improvements	54031	1,000,000	1,000,000	920,889			920,889	(920,889)	Work underway	
WD2408	Asset Management Plan	54031	100,000	100,000	132,345			15,345	(15,345)	Project underway, research phase	
WD2408	Asset Management Plan	54031	100,000	100,000	4,728			-		- Project underway, research phase	
WD2505	SCADA Equipment Upgrade	54031	975,000	975,000	-			-		- Project needs to be re-bid	
WQ2306	Brandywine Lead and Copper Rule	54031	115,000	115,000	-			269,172	(269,172)	Project 50% complete	
WQ2401	Water Quality Improvements	54031	1,707,300	1,707,300	-			-		- Awaiting agency approvals	
WQ2403	Downtown Dover Upgrades - Water	54031	-	-	45,165			27,531	(27,531)	Awaiting agency approvals	
WQ2503	Downtown Dover Upgrades - Water	54031	1,101,000	1,101,000	-			-		- 30% Design Completed	
WD2504	Elevated Water Tower Maintenance	54031	73,200	73,200	48,308	73,200	73,200	48,308	24,893		
WD2600	Meter Reading Technology Upgrade	54025	18,400	18,400	-	18,400	18,400	-	18,400		
WD2601	Wellhead Redevelopment Program	54031	171,000	171,000	5,712	171,000	171,000	5,712	165,288		
WD2603	Water Tank Concrete Rehabilitation	54031	190,000	190,000	-	190,000	190,000	-	190,000		
WQ2601	Water Quality Improvements	54031	2,500,000	2,500,000	-	2,500,000	2,500,000	-	2,500,000		
WQ2602	Miscellaneous Emergency Water Repairs	54031	85,000	85,000	20,783	85,000	85,000	20,783	64,217		
	Water Treatment Plant	40-76-99									
--	Trucks	54023				\$ -	\$ -		\$ -		
WD2508	PFAS WTP Improvements	54031	5,885,000	956,800	24,833	5,000,000	5,000,000	18,048	4,981,953	Design underway	
WD2602	Manganese Removal Program	54031	400,000	-	-	400,000	-	-	-		
WD2605	WTP Security Upgrade	54031	222,000	222,000	-	222,000	222,000	-	222,000		
WD2607	WTP Storefront & Door Replacement	54031	60,000	60,000	-	60,000	60,000	-	60,000		
	TOTAL WATER FUND		\$ 14,958,900	\$ 9,630,700	\$ 1,204,721	\$ 8,780,600	\$ 8,380,600	\$ 1,325,787	\$ 7,054,813		

PROJECT STATUS REPORT - WASTEWATER FUND
2nd Quarter FY26 - as of December 31, 2025

PAST, CURRENT & FUTURE BUDGETS													CURRENT FISCAL YEAR				
Project Code	Item	Account Obj/Ele	Original Project Budget	Latest Project Budget	Project To Date Expenses	Previous Expenses	Project Budget Balance	Percent Budget Spent	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Internal Fiscal Year Revisions	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status	
---	Wastewater Trucks	41-69-99	54023		\$ 73,947	\$ -			\$ 605,000		\$ 605,000		\$ 605,000	\$ 73,947	\$ 531,053	Vehicle #692 received	
WW2300	Meter Reading Technology Upgrade	54025	30,000	30,000	-	-	30,000	0%			-	-	-			- Project Cancelled	
WW2308	Heatherfield Pump Station Repl.	54031	45,000	45,000	38,200	38,200	6,800	85%			-	-	-			- Awaiting final deliverables	
WW2308	Heatherfield Pump Station Repl.	54031	45,000	45,000	38,200	38,200	6,800	85%			-	-	-			- Awaiting final deliverables	
WW2310	Miscellaneous Sanitary Sewer Rehab	54031	910,900	910,900	1,210,195	1,056,195	(299,295)	133%	-		-	1	1	154,000	(153,999)		
WW2401	Inflow/Infiltration Removal	54031	394,500	394,500	285,767	-	108,733	72%			-	-	-	285,767	(285,767)	Project 90% Complete	
WW2403	Pump Station #7 Upgrades	54031	350,000	655,000	31,753	31,753	623,248	5%			-	-	-			- Project to be re-programmed	
WW2404	GIS Utility Network Upgrade	54031	150,000	800,000	607,872	607,872	192,128	76%			-	-	-			- 95% complete	
WW2406	Turnberry Pump Station Repl.	54031	1,117,500	1,117,500	1,117,476	889,326	24	100%			-	-	-	228,150	(228,150)	Project 80% complete	
WW2407	Asset Management Plan	54031			20,073	4,728	(20,073)	0%			-	-	-	15,345	(15,345)	Project underway, research phase	
WW2409	Cedar Chase Pump Station Repl.	54031	30,000	30,000	4,453	3,982	25,547	15%			-	-	-	472	(472)	Project 90% Complete	
WW2412	Downtown Upgrades - Wastewater	54031	30,000	30,000	14,938	5,832	15,062	50%			-	-	-	9,106	(9,106)	30% Design Completed	
WW2501	FY25 Misc. San Sewer Repairs	54031	900,000	900,000	234,495	192,260	665,505	26%	-		2	2	2	42,234	(42,232)		
WW2502	Heatherfield Pump Station Repl.	54031	545,000	545,000	-	-	545,000	0%			-	-	-			- Project to be bid in FY26, design issues	
WW2504	White Oak Road Improvements	54031	865,000	865,000	-	-	865,000	0%			-	-	-			- Project awarded, awaiting schedule	
WW2506	Downtown Upgrades - Wastewater	54031	354,000	354,000	-	-	354,000	0%			-	-	-			- Design ongoing	
WW2507	Puncheon Run PS Roof Replacement	54031	37,000	37,000	-	-	37,000	0%			-	-	-			- Complete	
WW2600	Meter Replacement Projects	54031	18,600	18,600	-	-	18,600	0%	18,600		18,600	-	18,600		18,600		
WW2601	Misc Emergency Sanitary Sewer Rehab	54031	925,000	175,000	76,294	-	98,706	44%	175,000		175,000	-	175,000	76,294	98,706		
WW2602	Lepore Road SS Upgrade	54031	370,000	370,000	-	-	370,000	0%	370,000		370,000	-	370,000		370,000		
WW2603	Cedar Chase Pump Station Repl.	54031	636,500	636,500	-	-	636,500	0%	636,500		636,500	-	636,500		636,500		
WW2604	Laurel Drive Pump Station Repl	54031	705,600	49,000	-	-	49,000	0%	49,000		49,000	-	49,000		49,000		
WW2606	Pump Station #7 Upgrades	54031	680,000	680,000	-	-	680,000	0%	680,000		680,000	-	680,000		680,000		
WW2607	Reed Street Gravity Sewer Upgrade	54031	90,000	90,000	-	-	90,000	0%	90,000		90,000	-	90,000		90,000		
WW2608	Pump Station Digital Scan Inventory	54031	60,000	60,000	48,387	-	11,613	81%	60,000		60,000	-	60,000	48,387	11,613		
TOTAL WASTEWATER FUND			\$ 10,035,300	\$ 8,856,000	\$ 3,802,048	\$ 2,868,346	\$ 5,127,899	42.9%	\$ 2,702,100	\$ -	\$ 2,702,100	\$ 3	\$ 2,702,103	\$ 933,702	\$ 1,768,401		

PROJECT STATUS REPORT - SANITATION FUND
2nd Quarter FY26 - as of December 31, 2025

PAST, CURRENT & FUTURE BUDGETS

CURRENT FISCAL YEAR

Project Code	Item	Account Obj/Ele	Original Project Budget	Latest Project Budget	Project To Date Expenses	Previous Expenses	Project Budget Balance	Percent Budget Spent	Original Fiscal Year Budget	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status
	Sanitation	43-70-99											
---	Trucks	54023	\$ 739,000	\$ 1,191,000	\$ 437,608				\$ 735,000	\$ 735,000	670,994	\$ 64,006	Veh #441 & 448 on order: FY26 replace Veh #451 & 452
	TOTAL SANITATION FUND		\$ 739,000	\$ 1,191,000	\$ 437,608	\$ -	\$ -	0.0%	\$ 735,000	\$ 735,000	\$ 670,994	\$ 64,006	

PROJECT STATUS REPORT - ELECTRIC FUND
2nd Quarter FY26 - as of December 31, 2025

PAST, CURRENT & FUTURE BUDGETS																CURRENT FISCAL YEAR					
Project Code	Item	Account Obj/Ele	Original Project Budget	Latest Project Budget	Project To Date Expenses	Previous Expenses	Project Budget Balance	Percent Budget Spent	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Internal Fiscal Year Revisions	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	Status					
---	Engineering Misc Automobiles	411-42-26 54022						\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Vehicles #784 & 786 received					
EE2113/2317	ArcFM Migration to Elec. Util. Network	54025	\$ 270,000	\$ 160,000	\$ 277,305	\$ 277,305	\$ 152,695	102.7%									80% complete				
EE2202	SCADA Master Hardware Replacement	54025	550,000	550,000	366,431	307,166	183,569	66.6%									60% complete				
EE2315	SCADA Upgrade	54025	\$ 100,000	\$ -	\$ 68,978	\$ 68,978	\$ #DIV/0!										80% complete				
EE2523	Substation Component Replacement	54025	150,000														Recurring project				
EE2621	Emergency Component Replacement	54025	65,000	65,000	18,881			29.0%	65,000		65,000		18,881	46,119							
EE2622	Small cell Wireless Improvements	54025	30,000	30,000				0.0%	30,000		30,000			30,000							
EE2408	Cartanza Substation Foundation Repair	54031	85,000			3,500	3,500										Project should be cancelled, waiting for next				
EE2522	Small Cell Wireless Improvements	54031	150,000														Recurring project				
EE2609	UPS Battery Replacement	54031	11,000	11,000				0.0%	11,000		11,000			11,000							
EE2623	Substation Component Replacement	54031	30,000	30,000				0.0%	30,000		30,000			30,000							
EE2313/2416/2513	Transmission Line Maintenance	57035	600,000		134,202	134,202	465,798	22.4%									Recurring project				
EE2505	Electric System Study	57035	750,000														5% Complete				
EE2611	Substation Transformer Replacement	57035	2,400,000	2,400,000				0.0%	2,400,000		2,400,000			2,400,000							
EE2613	Transmission Line Maintenance	57035	50,000	50,000				0.0%	50,000		50,000			50,000							
EE2619	Transmission Pole Replacement	57035	168,000	168,000	94,319			56.1%	168,000		168,000		94,319	73,681							
EE2016/2215/2410	Garrison Oak Tech Park Substation	57060	8,250,000	14,750,000	7,575,286	6,624,290	7,174,714	51.4%									35% complete				
EE2511	Primary Metering OVH-UGD	59025	202,000		162,295	162,295											Recurring project				
EE2515	Fox Road Overhead Rebuild	59025	63,000		62,644	52,983											75% Complete				
EE2516	William Street Overhead Rebuild	59025	89,000		68,081	62,920															
EE2518	Mitscher Road Overhead Rebuild	59025	41,000		40,202	35,865															
EE2519	Transmission Pole Replacement	59025	504,000		54,417	54,369											Not started				
EE2602	Cartanza Station RTU Upgrade	59025	130,000	130,000				0.0%	130,000		130,000			130,000							
EE2604	Derby Estates Underground Upgrade	59025	270,000	270,000				0.0%	270,000		270,000			270,000							
EE2614	Substation Battery Replacement	59025	16,000	16,000	20,631			128.9%	16,000		16,000			20,631							
EE2615	ABB to SEL Relay Replacement	59025	360,000	360,000				0.0%	360,000		360,000			360,000							
EE2616	Cartanza Station Foundation Repairs	59025	900,000	900,000				0.0%	900,000		900,000			900,000							
EE2617	PWII Site Work	59025	1,400,000	1,400,000				0.0%	1,400,000		1,400,000			1,400,000							
EE2620	Forrest Avenue Rebuild	59025	40,000	40,000	32,648			81.6%	40,000		40,000			32,648							
EE2624	Old College Road Rebuild	59025	24,000	24,000				0.0%	24,000		24,000			24,000							
EE2625	Replace ABS Switches	59025	70,000	70,000				0.0%	70,000		70,000			70,000							
Total Engineering			\$ 17,768,000	\$ 21,424,000	\$ 8,979,820	\$ 7,783,872	\$ 7,976,775	41.9%	\$ 5,964,000		- 5,964,000		- \$ 5,964,000	\$ 1,195,947	\$ 4,768,053						
EG2203	Electric Generation	411-42-80															Complete				
EG2302	Plant Decommissioning	54031	\$ 14,000,000	\$ -	\$ 2,172,289	\$ 2,172,289	\$ (2,172,289)	0.0%									(15,110)	95% Complete			
EG2404	VanSant Water Treatment System Rem	54031	60,000		5,345	40,238											5,345	(5,345)	Sulfuric acid and caustic soda tanks drained and rinsed. Scaffolding installed for insulation removal and tank demolition. Project approximately 80% complete.		
EG2501	VanSant Out of Service Fuel Tank Inspection	54031	400,000		144,518	71,977	(144,518)	0.0%									72,541	(72,541)	Inspection 100% complete. Repairs to be completed later this year following discussion with Electric Department Director and Budget Analyst. Bids received for repairs and painting. Overall project approximately 30% complete.		
EG2502	VanSant Unit 11 Component Replacements	54031	170,000		55,275	55,275	(55,275)	0.0%											Recurring project. No additional expenditures this FY.		
EG2601	VanSant Site Security & Fire Protection	54031	65,000	65,000																	
EG2602	VanSant Unit 11 Component Replacements	54031	40,000	40,000	107,583																
EG2603	VanSant Structural Preservation	54031	130,000	130,000																	
EG2604	VanSant Meter Replacement	54031	225,000	225,000																	
Total Electric Generation			\$ 15,090,000	\$ 460,000	\$ 2,485,011	\$ 2,339,779	\$ (2,019,666)	540.2%	\$ 460,000		\$ - 460,000		\$ - 460,000	\$ 200,580	\$ 259,420						
---	Transmission & Distribution Automobiles	411-42-82 54022																			
---	Trucks	54023																			
---	Other Equipment	54025																			
EE2521	Emergency Component Replacement	54025	\$ 260,000	\$ -	\$ -	\$ 127,086	\$ -	#DIV/0!										Recurring project			
TD2401	Dover Downs Metering	54025	31,000		-	27,466	-	0.0%										Not started			
Transmission & Distribution (continued)																					
TD2402	Utility Pole Testing		125,000		54,000	54,000												90% Complete			
EE2626	New Developments	54031	2,400,000		-	-												90% Complete			
UG Transformers locations as follows:																					
EE2525	New Developments	56031	1,000,000		529,300	503,359											25,941	(25,941)			
EE2626	New Developments	56031	1,000,000																		
TD2301	Rojan Meadows Phase 1	56031	18,600		18,600	18,600												75% Complete			
TD2412	Eden Hill Farms Phase 4A	56031	78,500		97,640	97,640												50% Complete			
TD2528	Kent County Septage Facility	56031			50,158													50% Complete			
TD2534	Village of Mapledale	56031			-	-												50% Complete			
TD2538	St Jones EV	56031			11,682	-												50% Complete			
TD2540	Silver Lake BLVD	56031			-	-															
TD2610	Rojan Meadows Phase 2	56031			6,703	-															
TD2614	Willow Tree Water System	56031			-	-															
UG Conductors locations as follows:																					
EE2525	New Developments	56034	900,000		814,337	814,337															

PROJECT STATUS REPORT - ELECTRIC FUND
2nd Quarter FY26 - as of December 31, 2025

Project Code	Item	Account Obj/Ele	Original Project Budget	Latest Project Budget	Project To Date Expenses	Previous Expenses	Project Budget Balance	Percent Budget Spent	Original Fiscal Year Budget	Addition Fiscal Year (Reduction)	Revised Fiscal Year Budget	Internal Fiscal Year Revisions	Revised Fiscal Year Budget	Fiscal YTD Charges	Budget Balance	CURRENT FISCAL YEAR		
																PAST, CURRENT & FUTURE BUDGETS		
TD2110	DAFB Welch Elementary	56034	18,600	18,620	18,620				900,000		900,000		900,000			90% Complete-waiting on customer		
EE2626	New Developments	56034	900,000													75% Complete		
TD2301	Rojan Meadows Phase 1	56034	122,800		122,755	122,755										75% Complete		
TD2303	Kent Courthouse	56034	347,100		347,058	347,058										30% Complete		
TD2315	DELDOT Kenton Rd	56034	923,400		923,419	896,651										26,768		
TD2411	Commerce Way Warehouse	56034	22,000		-	-										-		
TD2412	Eden Hill Farms Phase 4A	56034	541,700		96,373	68,827										27,546		
TD2413	Eden Hill Farms Apartment	56034	-		22,439	22,439										-		
TD2414	Eden Hill OKH Phase 2	56034	233,600		211,186	211,186										14		
TD2513	Stonebrook East Dev	56034														50% Complete		
TD2516	Caliber Collision	56034	37,150													10% Complete		
TD2517	Dickinson Visitors Center	56034	37,150													10% Complete		
TD2525	Dover Industrial LLC	56034														5,545		
TD2534	Village of Mapledale	56034														10,741		
TD2537	Kent Court EV	56034														2,974		
TD2538	St Jones EV	56034														2,015		
TD2610	Rojan Meadows Phase 2	56034														29,845		
TD2612	Bayhealth Helpad	56034														13,667		
TD2614	Willow Tree Water System	56034														8,561		
Transmission & Distribution (continued) UG Meters locations as follows:																		
EE2525	New Developments	56046	535,000	-	92,290	92,290										-	-	
EE2626	New Developments	56046	500,000	500,000					500,000		500,000		500,000			-		
TD2110	DAFB Welch Elementary	56046	1,800		1,758	1,758										Waiting on contractor		
TD2205	Calvary Baptist Church	56046	900		924	924										Complete		
TD2210	Verona Woods Phase 3/4	56046	6,100		6,097	6,097										85% Complete		
TD2301	Rojan Meadows Phase 1	56046	17,900		17,867	17,867										50% Complete-waiting on customer		
TD2308	El Azteca Dover	56046	-		-	-										0% Complete-waiting on customer		
TD2309	1001 N DuPont EV Charger	56046	1,500		1,489	1,489										-		
TD2314	CT Site Repairs & Maintenance	56046	32,000		31,974	31,974										Not started		
TD2315	DelDOT Kenton Rd	56046	52,100		52,051	47,454										4,597		
TD2411	Commerce Way Warehouse	56046	1,800		-	-										Not started		
TD2412	Eden Hill Farms Phase 4A	56046	9,200		4,066	4,066										35% Complete		
TD2413	Eden Hill Farms Apartment	56046														13,643		
TD2414	Eden Hill OKH Phase 2	56046	4,100		2,275	2,275										50% Complete		
TD2510	CT Site Repairs & Maintenance	56046														423		
TD2511	The Edge at Dover	56046	23,450		22,518	22,518										Not started		
TD2516	Caliber Collision	56046	1,650													10% Complete		
TD2517	Dickinson Visitors Center	56046	1,650													10% Complete		
TD2528	Kent County Septage Facility	56046														Not started		
TD2534	Village of Mapledale	56046														50% Complete		
TD2538	St. Jones EV	56046														2,855		
TD2539	Mt. Zion AME Church	56046														1,395		
TD2540	Silver Lake BLVD	56046														403		
TD2614	Willow Tree Water System	56046																
Total Transmission & Distribution			\$ 10,185,750	\$ 500,000	\$ 3,557,579	\$ 3,558,736	\$ -	711.5%	\$ 2,400,000	\$ -	\$ 2,400,000	\$ -	\$ 2,400,000	\$ -	\$ 291,287	\$ (25,941)		
Administration		411-42-84																
EA2601	Weyandt Hall Stairwells/Basement Flooring	54031	60,000	60,000	-	-	60,000	#DIV/0!	60,000		60,000	-	60,000	-	60,000	60,000		
Total Administration			\$ 60,000	\$ 60,000	\$ -	\$ 60,000	0.0%	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ 60,000		
Electric Meters		411-42-85																
EE2677	Meter Reader Handheld Replacements	59030	\$ 14,000	14,000	-	-	14,000	#DIV/0!	14,000		14,000	-	14,000	-	14,000	14,000		
EM2600	Meter Reading Technology Upgrade	59030	\$ 36,800	36,800	-	-	36,800	#DIV/0!	36,800		36,800	-	36,800	-	36,800	36,800		
Total Electric Meters			\$ 50,800	\$ 50,800	\$ -	\$ 50,800	0.0%	\$ 50,800	\$ -	\$ 50,800	\$ -	\$ 50,800	\$ -	\$ 50,800	\$ -	\$ 50,800		
FN1701/ERP2020	Purchase of ERP System	411-42-89	59030	\$ 1,313,400	\$ 1,803,500	\$ 1,038,657	\$ 987,782	\$ 764,843	57.6%	\$ 1,803,500		\$ 1,803,500		\$ 1,803,500		\$ 50,875.00	\$ 1,752,625	In progress
TOTAL ELECTRIC FUND			\$ 44,467,950	\$ 24,298,300	\$ 16,061,067	\$ 14,670,169	\$ 6,832,753	66.1%	\$ 10,738,300	\$ -	\$ 10,738,300	\$ -	\$ 10,738,300	\$ -	\$ 1,738,689	\$ 6,864,957		

CITY OF DOVER DEPARTMENT OF POLICE



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

December 20, 2025

The Police Pension Plan Retirement Committee Board Election scheduled for January 8, 2026 & January 9, 2026 has been cancelled. Only one name was submitted therefore, there is no need for a vote. Retired Timothy Mullaney, Sr. will serve on the Police Pension Plan Retirement Committee upon confirmation from City Council. The term of office will be from February 1, 2026 to January 31, 2029.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas A. Johnson".

Thomas A. Johnson
Chief of Police

**A History of the Dover Parking Authority (DPA),
Downtown Dover Development Corporation (DDDC),
Main Street Program, and
Downtown Dover Partnership (DDP)**

The following is a timeline that reflects the history of the Dover Parking Authority (DPA), the Downtown Dover Development Corporation (DDDC), the Main Street Program, and the Downtown Dover Partnership (DDP). It is not meant to be a comprehensive account but to highlight some of the significant events in the history of these organizations and to provide an understanding of the origins of the DDP.

10-25-1954 Dover Parking Authority was incorporated in 1954 as an independent body authorized by the City of Dover to operate and maintain all street and public parking facilities in downtown Dover. The enabling legislation indicated that the purpose of the Authority was to provide sufficient off-street parking facilities adjacent to the downtown business area in cooperation with the owners of existing parking facilities so that private enterprises and the government may mutually provide adequate parking services for the convenience of the public. (*Source - City Council meeting minutes - 02-03-1992*)

Council adopted an ordinance providing for the organization of the Dover Parking Authority, as follows:

AN ORDINANCE PROVIDING THE ORGANIZATION OF THE DOVER PARKING AUTHORITY.

Section 1. The Dover Parking Authority shall be organized under the provisions of 22 Delaware Code, Chapter 5, for the purpose and with the powers set forth therein.

Section 2. Notice of this Ordinance shall be published in the Delaware State News together with a statement that articles of incorporation of The Dover Parking Authority will be filed with the Secretary of State on Monday, November 1, 1954.

Section 3. The Clerk of Council is hereby authorized and directed to prepare the articles of incorporation of The Dover Parking Authority, to have the same properly executed by the Mayor and affix the municipal seal thereto, and on or before Monday, November 1, 1954, to file said articles of incorporation with the Secretary of State together with proof of publication of the notice of this ordinance. (*Source - City Council meeting minutes - 10-25-1954*)

08-08-1960 **PARKING COMMITTEE**
 Mr. Zartman reported for the committee appointed by Council to consider parking problems in Dover. The following report had been received from the Dover Parking Authority.

“The Parking Authority believes that a healthy Loockerman Street community provides a valuable asset to the City in taxes, electric income, beauty and stores centrally located to city residents. Adequate well-located parking is one essential requirement to protect and develop this asset.

Without trying to explain in great detail the various problems facing the Loockerman Street area, we make the following observations which constitute the most important factors contributing to the critical parking situation in Dover and the health of the Loockerman Street community:

- (a) There is a lack of organized parking behind and around the various stores along Loockerman Street and Governors Avenue;
- (b) By historical accident, many of the stores in the vicinity are inefficient in lay-out, size and frontage;
- (c) A critical traffic movement problem continues to exist in the area.

The above problems have caused the Loockerman Street area to lose some of its ability to attract the increase in trade now evident in this area.

The Authority submits herewith the following proposals to the special committee and the City Council relative to the parking lots and the Parking Authority's problem. The Authority does not recommend proposal No. 1. It neither recommends nor opposes proposals Nos. 2 and 3. It highly recommends proposals Nos. 4 and 5 or a combination of the two.

Proposal No. 1: That the City of Dover assume all of the obligations of the Parking Authority in return for which the Parking Authority will convey lots and other assets to the City.

Proposal No. 2: That the City refinance the indebtedness of the Parking Authority to the City to extend the payment thereof from a fifteen-year payment period to a forty-year payment period. The Parking Authority would then be in a position to continue operating the lots on a paid parking basis.

Proposal No. 3: That the City Council refinance the present indebtedness as proposed in proposal No. 2 and that the Council further appropriate the sum of Ten Thousand (\$10,000.00) Dollars per year to the Authority. The Authority would then operate the lots free and would have a token sum left over with which to provide additional parking facilities.

Proposal No. 4: That the City appropriate Ten Thousand (10,000.00) Dollars per year to the Authority with which to operate the two lots as free parking and that the Parking Authority continue to make its annual payments therefrom in accordance

with the original loan agreement. That the Parking Authority create a benefit district for parking and propose the erection of a parking facility with an estimate cost of between Three Hundred Thousand (\$300,000.00) Dollars and Four Hundred Thousand (\$400,000.00) Dollars. In the event that the property owners within the benefit district petition the Authority for the creation of the parking facility that the City agree to loan the Authority 25% of the cost of the facility. The Authority would then undertake to establish the facility and establish a tax for the payment of 80% of the cost as provided by law. The remainder of the cost, to-wit, the loan from the City, would be paid from income to be received on the facility from paid parking.

Proposal No. 5: That the City of Dover make available to the Parking Authority the sum of Ten Thousand (\$10,000.00) Dollars annually. This sum to be used first to provide free parking; secondly, to finance a survey to determine the feasibility of the following plan: To explore the possibility of establishing commercial units on the rear of the City Hall parking lot and thus create an extension of the Loockerman Street shopping community. If the plan proves feasible, it will provide the Parking Authority with income with which to pay off its indebtedness and operate the lots free in addition to providing capital for creating further parking facilities in the Loockerman Street area.”

Mr. Zartman reported that the committee had met with members of the Parking Authority and various merchants and had studied the various proposals which were advanced. The committee made the following recommendations:

That the Parking Authority deed back to the City the parking lot east of City Hall, including an adjoining lot purchased by the Authority. In return the City will pay the Authority two-thirds of the original cost of the parking meters installed thereon, unless the Authority should wish to retain and remove them, plus \$1000 for the adjoining lot purchased by the Authority. The Authority will pay the City \$1000 now due on its loan, and the City will assume full liability for the outstanding indebtedness of \$43,000, which debt will be retired from on-street parking meter receipts.

It is recommended that the City operate the lot for parking and make no charge. Approximately 275 spaces would be designated for all day parking, and approximately 110 spaces, nearest to City Hall, designated as four hour parking. Local merchants and businessmen would be asked to request their employees to use this lot for all day parking thus releasing more on-street parking to shoppers.

The committee believes that in thus relieving the Parking Authority of debt, that body would have new freedom to lease and develop new downtown parking sites which they could finance as they saw fit.

Mr. Zartman pointed out that the proposals of the committee had not yet been submitted to the Parking Authority and requested Council to withhold action until its next meeting.

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 4**

On motion of Mr. Davis, seconded Mr. Turner, Council accepted the report of the committee and directed that copies be made available to Councilmen for study prior to its next meeting, to which members of the Parking Authority will be invited. (*Source - City Council meeting minutes - 08-08-1960*)

08-22-1960 Mr. Zartman read a letter which he received from Joshua M. Twilley for the DPA. The letter stated that at a meeting of the Authority with all members present a motion was unanimously carried accepting the committee's recommendation without charge. Council directed that the recommendation of the Parking Committee, approved by the DPA, be pursued as a course of action by the City. (*Source - City Council meeting minutes - 08-22-1960*)

11-12-1979 Mr. Mogan (City Manager) referred to a letter from Attorneys Young and Schwartz, dated October 10, 1979, in which Mr. Young conveyed the offer of the DPA to volunteer all assets and liabilities to the City of Dover. Mr. Mogan recommended that the matter be referred to the Legislative and Finance Committee for detailed discussions. Mr. Weyandt moved for the recommendation of the City Manager, seconded by Mr. Hardcastle and unanimously carried. (*Source - City Council meeting minutes - 11-12-1979*)

05-27-1980 Mr. Witt informed Council that the committee discussed two issues related to the Dover Parking Authority; one being demolition of the old Pierce Pharmacy and the City's contribution of \$15,000 per year to the Authority.

Mr. Witt presented a letter dated June 30, 1967 to Mr. William Manter, President of the Dover Parking Authority, from Mr. Jay Dougherty, City Clerk, concerning action of Council on June 26, 1967.

The letter quoted Council's action on June 26, 1967 that approved a pledge of \$15,000, or 75% of the gross receipts of parking meter revenue, whichever be the greater, over the next ten years for the purchase of a site in downtown Dover by the Parking Authority for a parking lot.

The letter stated that the \$15,000 annual payment would continue until acquisition, demolition and improvement of the site had been completed, estimated at approximately ten years. The letter further stated that the City was looking into legislation to establish a tax benefit district which would further enable the Authority to expand to other areas of the downtown business district.

In the meeting that was held with the Dover Parking Authority and the Legislative and Finance Committee, Mr. Weyandt explained a discussion where the Parking Authority desired to be assured of the City's assistance if they experience financial problems, in light of the fact that the City no longer contributes an annual \$15,000 grant.

Mr. Weyandt moved that the City of Dover support the Dover Parking Authority in

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 5**

its present format and further that the City of Dover will continue to support the operation of the Dover Parking Authority in meeting its current obligations. The motion was seconded by Mr. Bewick and unanimously carried. (*Source - City Council meeting minutes - 05-27-1980*)

06-08-1981 Mr. Mogan reported meetings with members of the Dover Parking Authority who agreed that the City will assume all assets and liabilities of that body with the Parking Authority remaining in an advisory capacity. The indebtedness of the Authority would amount to \$7,000 for fiscal year 1981/82; \$8,000 for fiscal year 1982/83 and would escalate to 427,000 in September of 1991. Total debts of the Authority amount to approximately \$130,000, with a property book value in the area of \$198,000. Mr. Witt moved for approval of the aforementioned, effective July 1, 1981, stipulating that the City meter maid monitor the Bradford Street lot and that Mr. Karia be authorized to maintain Parking Authority monies in a separate fund since the debts might reflect on the City's bond rating. The motion was amended to include the initiation of necessary storm drainage work by the City in preparation of other improvements volunteered by local organizations. Mr. Witt called for the question on the amendment which was unanimously carried. The vote on Mr. Witt's main motion was unanimously carried. (*Source - City Council meeting minutes - 06-08-1981*)

11-02-1981 DPA adopted a resolution and executed a deed conveying all of its property to the City of Dover (**Attachment #1**). (*Source - City Council meeting minutes 06-13-1988 - a resolution adopted during this meeting referenced this date*)

05-12-1986 Per Mayor Crawford J. Carroll's remarks during the Annual Meeting, the Dover Parking Authority was re-established through his appointment of five members (*City Council meeting minutes - 05-12-1986*)

10-13-1986 Council adopted a resolution which re-established the Dover Parking Authority, as follows:

WHEREAS, the General Assembly of the State of Delaware created a Parking Authority, said Authority being Incorporated and filed with the Secretary of State's office on November 1, 1954; and

WHEREAS, the City of Dover Parking Authority is charged with the statutory purpose of cooperating with all owners of existing parking facilities so that private enterprise and government may mutually provide adequate parking services for the convenience of the public; and

WHEREAS, the de-activation of the City of Dover Parking Authority, on June 8, 1981, has seriously jeopardized essential parking in the downtown business district and virtually eliminated much needed orderly and effective planning for future off-street parking.

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 6**

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

1. Recognizing that the parking crisis in the City of Dover is threatening the welfare of the community and the economic well-being of downtown, the Mayor and Council, on May 12, 1986, re-established a legislative body of the Parking Authority by appointment of the following:

One Year Term-Thomas C. Jackson
 Two Year Term-Gregory P. Boaman
 Three Year Term-Spicer J. Leaming, III
 Four Year Term-James F. Marshall
 Five Year Term-Larry N. McAllister

2. In order to establish a level of financial stability and source of Income, the City of Dover hereby agrees to convey to the Dover Parking Authority all those certain parking facilities and meters administered by the City, more specifically located as follows:

Parking lot east of City Hall	199 spaces
Parking lot west side of S. Bradford St., between	
Loockerman and Reed Streets	74 spaces
Parking facilities north side of Minor Street	10 spaces
City owned land with access from "Loockerman Way" and 11' alley off North Street, containing 6909 sq. ft.	

The Dover Parking Authority shall have all powers as provided in Title 22, Chapter 5, Sections 501 through 515 of the Delaware Code that subscribes to fixing, altering, changing, collecting rates, borrowing money, issuing negotiable notes, bonds, refunding bonds, creating benefit districts, etc.

4. The City of Dover further agrees to hold in abeyance all related indebtedness to the Dover Parking Authority until such time that the Authority becomes financially solvent through the issuance of bonds or other instruments of financing.

5. The Mayor and Council directs the City Clerk to make this resolution a part of the permanent records of the City of Dover.

Questioned by Mr. Ambruso, the City Manager approximated the income of the municipal parking lot, east of City Hall, at \$5,000 annually. In accordance with the Resolution, the City would also not receive revenues from the Bradford Street lot and would carry the debt service which would amount to an additional \$5,000. This means that a total of \$10,000 would have to be appropriated in the General Fund.

Mr. Richter suggested that the City should define a certain area for the Parking Authority that would come under their jurisdiction and responsibility. It was his

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 7**

opinion that the Resolution is a good start in initiating responsibility within the Authority. (*Source - City Council meeting minutes - 10-13-1986*)

05-09-1988 The committee reviewed a proposed Resolution for the Dover Parking Authority which would allow the intent of a previous Resolution to be carried out by which the City would agree to make the Parking Authority the recipient of the parking lot revenues and giving them the responsibility of maintenance expenses for a 30-year period. Council tabled the resolution in order to resolve questions with the DPA. (*Source - City Council meeting minutes - 05-09-1988*)

06-13-1988 Council approved a resolution that clarified the previous resolution adopted on 10-13-1986, as follows:

WHEREAS, the Dover Parking Authority, a corporation of the State of Delaware, was duly created by Council in accordance with provisions of 22 Del. C. subsection 501 et. seq. and it acquired title to certain lands and premises; and

WHEREAS, by resolution Council agreed to assume all assets and liabilities of the Dover Parking Authority with the Authority remaining in an advisory capacity effective July 1, 1981; and

WHEREAS, in accordance therewith the Dover Parking Authority executed and delivered a deed transferring all of its property to the City of Dover, which deed is dated November 2, 1981, and is of record in the office of the Recorder of Deeds for Kent County and State of Delaware in Deed Record Book O, Volume 36, Page 314, a copy of which deed is attached hereto; and

WHEREAS, the Dover Parking Authority has now been reactivated, its legislative body being reestablished and reappointed effective May 12, 1986; and

WHEREAS, on October 13, 1986, Council adopted a resolution agreeing to reconvey to the Authority all those certain parking facilities and meters previously owned by the Authority and, in addition thereto, for a period of 30 years to grant and convey unto the parking Authority all of the income derived from parking lots on Minor Street and the parking lot east of City Hall vesting in the Authority the right and duty to manage said lots and to routinely maintain the same; and

WHEREAS, the intent of Council in said resolution was somewhat left in doubt so that it has not been implemented; and

WHEREAS, Council now desires that this resolution be clarified and implemented immediately and therefore passes this resolution in clarification of the same.

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

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 8**

1. That the City will reconvey to the Dover Parking Authority all of the lands and premises previously conveyed by the Dover Parking Authority to the City of Dover by deed dated November 2, 1981, which deed is of record in the office of the Recorder of Deeds for Kent County and State of Delaware in Deed Record Book O, Volume 36, Page 314, a copy of which is attached hereto, and that said deed be executed by the Mayor and the City Clerk forthwith and duly recorded;
2. That the Dover Parking Authority shall reassume all of its previously existing debts and responsibilities and forthwith pay the same;
3. That Council hereby grants and conveys unto the Dover Parking Authority for the space of 30 years here from the exclusive right to manage and care for routine maintenance, including the right to collect the income therefrom, the parking lots on Minor Street and east of City Hall, excluding the City Hall employee parking lot.
4. That the City will resurface and reseal the City Hall parking lot within the next 24 months. Thereafter, all routine maintenance related expenses for the parking lots shall be born by the Dover Parking Authority.
5. That the Dover Parking Authority shall repay unto the City of Dover the sum of \$47,151 once the Parking Authority receives funds from the proposed Parking Authority bond issue.

05-08-1989	Council adopted a resolution that created an ad hoc Downtown Development Committee. A Dover Central Area Study had been completed by Urban Partners and Kise Franks for preserving the strengths of the Central Area and using them as a basis for revitalization. The study contained implementation recommendations which required the creation of a management structure. The Committee was to review the recommended management plan, as contained in the study, coordinate with various entities and institutions, and lead the City in its downtown development efforts. <i>(Source - City Council meeting minutes - 05-08-1989)</i>
10-23-1989	The ad hoc Downtown Development Committee presented its final report to Council which contained a recommendation that a corporation be created to carry out their goals, that the corporation have the necessary authority to lead the revitalization, and that they become a formal part of the review process for zoning, variances, site plans, and similar provisions. Members authorized the City Solicitor to prepare draft ordinances in accordance with the recommendations of the report for review by Council. <i>(Source - City Council meeting minutes - 10-23-1989; and City Council Quarterly Open Town Meeting minutes - 02-03-1992)</i>
04-09-1990	Articles of Incorporation of the Dover Development Corporation (DDDC) were adopted by Council. <i>(Source - City Council meeting minutes - 04-09-1990)</i>
04-23-1990	First appointments to the DDDC were made by Council <i>(Source - City Council meeting minutes - 04-23-1990)</i>

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 9**

04-26-1990 The DDDC by-laws were signed. (*Source - DDDC by-laws*)

05-29-1990 Council passed a resolution to provide a \$500,000 interest-free loan to the DDDC for FY 1989-90 from the Improvement and Extension Fund for downtown development to be repaid to the City of Dover in ten equal annual installments of \$50,000. (*Source - City Council meeting minutes - 05-29-1990*)

01-1993 Main Street Dover was created in an attempt to develop a comprehensive approach to downtown revitalization involving both the public and private sector. The comprehensive approach involves four committees: 1) design committee, to improve the downtown physical image; 2) promotion committee, which concentrates on marketing the downtown unique characteristics to shoppers, investors and tourists through promotional activities; 3) economic restructuring committee, to strengthen and diversify the existing economic base; and 4) organization committee. (*Source - Quarterly Open Town Meeting minutes - 02-06-1996*) Another stated goal of Main Street Dover was to stimulate economic development in Downtown Dover through historic preservation. This is done by creating a positive image for downtown, improving the physical appearance, rebuilding and diversifying the downtown's economy, and encouraging cooperation among downtown's leadership. (*Source - Quarterly Open Town Meeting Minutes - 02-03-1997*)

02-06-1996 The following update on the DPA was provided during the Quarterly Open Town Meeting:

Speaking on behalf of the Dover Parking Authority, Chairman Mr. William Witham stated that the Authority consists of five members, appointed by the Mayor, who serve four year terms. They are supported by City staff including the City Manager, City Planner and City Assessor. Their meetings are held on the first Thursday of each month and the public is invited to participate. The Dover Parking Authority was incorporated in 1954 as an independent body authorized by the City of Dover to operate and maintain all street and public parking facilities in downtown Dover. The Authority currently operates seven parking lots consisting of: 1) City Hall, 2) Bradford Street, 3) Minor Street, 4) Governors Avenue, 5) Water Street, 6) Loockerman Way, and 7) North Street. There are a total of 285 parking spaces of which there is a 30% vacancy. The Dover Parking Authority has a budget of approximately \$150,000 per year, subsidized by the City at approximately \$40,000. The enabling legislation indicated that the purpose of the Authority was to provide sufficient off-street parking facilities adjacent to the downtown business area in cooperation with the owners of existing parking facilities so that private enterprises and the government may mutually provide adequate parking services for the convenience of the public. Until recently, the Dover Parking Authority has not been successful with regards to cooperation of private owners of parking facilities. The Authority is in the process of negotiating a lease agreement that will allow the Authority to manage and control a major parking lot located on North Street, which is known as the Ellis Body Shop parking lot. This will provide management of an additional 120 parking spaces downtown. With 110 new parking customers utilizing

this lot, the Authority hopes to reduce all parking fees for the public.

One recent project of the Dover Parking Authority was the establishment of a customer parking lot that eliminated the two-hour time limit for customer parking in the Bradford Street lot. The grand opening of this parking lot was in December 1995, which is already showing positive results. A subcommittee was formed to investigate the possibility of establishing reduced cost public parking lots. The Dover Parking Authority is also in the process of improving crosswalks and signal lights downtown. In addition, the Police Department has increased monitoring violators for not yielding to pedestrians. A two-hour parking zone ordinance was recently established that prohibits moving vehicles from one two-hour parking space to another in an attempt to circumvent the two-hour parking limit. The Authority is attempting to develop a parking plan for the former Acme site. Another project being considered is the establishment of information kiosks. It is their goal to have these kiosks as information monuments located at each parking lot. (*Source - Quarterly Open Town Meeting minutes - 02-06-1996*)

11-05-2007 A City Council Workshop was held specifically for presentations and discussions on economic development. Following is an excerpt from the minutes of that meeting:

Hyett-Palma Recommendation: A Consolidated “Downtown Partnership” How it Would Work (Greg Moore, Tom Smith, Gary Patterson, and Paul Lakeman)

Mr. Moore, President of the Greater Dover Committee, relayed appreciation to the City Manager, City Planner, and Public Services Director for the City of Dover as well as Mr. Smith, Chairman of the Dover Parking Authority, Mr. Patterson, President of the DDDC, and Mr. Lakeman, President of Main Street for their efforts during the past several months in the development of this presentation and bringing the “Downtown Partnership” closer to fruition. Mr. Moore advised members that the Downtown Partnership is a remnant of the Hyett-Palma Study, which recommended that the City implement a partnership that would combine the DDDC, Dover Parking Authority, and Dover Main Street. He gave a presentation on the Downtown Dover Partnership Corporation (Exhibit #2).

Mr. Ruane suggested that when this matter is brought before Council for adoption, that staff also include the actual budget and not a consolidation of budgets, which will allow members to know what additional funding will be necessary. He also suggested that they provide recommendations relative to specific budget and staffing necessary for the consolidation. Mr. Moore explained that the City Planner currently attends and, to some degree, leads all three (3) committees. By consolidating three (3) meeting systems into one (1) and organize the groups more efficiently, he stated that it should actually relieve the City Planner. He advised members that a consolidated budget of the budget for each of the three (3) groups will be presented to members which will be more effective and directive because there is less

over-head. Although it will not necessary for the initiation of the partnership, he anticipates that there will be a recommendation for a new economic development staff person. An outline of the initial budget will be presented and an estimated budget for the partnership, which would include the economic development staff person, marketing strategy and materials, etc.

Mr. Patterson stated that it is envisioned that the Board of Directors will be a quarterly organization whereas the three (3) current organizations meet monthly.

Mr. Hogan noted the importance of inclusion with any Board of Directors and stated that although there is a representative of the State of Delaware, he questioned if there would be a representative from Kent County. Mr. Patterson advised members that such a suggestion had not been previously mentioned and concurred that a representative from Kent County should be considered.

Mr. Moore stated that he anticipates bringing forward the additional details requested in less than 60 days as well as approval to begin the consolidation. (*Source - City Council Workshop minutes - 11-05-1007*)

03-10-2008 City Council approved the implementation of the Downtown Dover Partnership. Following is an excerpt from the City Council meeting minutes:

**DOWNTOWN DOVER PARTNERSHIP - REQUEST FOR APPROVAL TO
IMPLEMENT THE PARTNERSHIP**

During the November 5, 2007 Council Workshop, Mr. Moore, President of the Greater Dover Committee, gave a presentation on the Downtown Dover Partnership Corporation (*Exhibit #5*). He advised members that the Downtown Partnership is a remnant of the Hyett-Palma Study (2006 Downtown Economic Enhancement Strategy), which recommended that the City implement a partnership that would combine the DDDC, Dover Parking Authority, and Dover Main Street.

Mr. Moore reviewed the presentation provided to members regarding the Downtown Dover Partnership, noting that in addition to the partnership, the other key recommendations from the Hyett-Palma Study were for the hiring of an economic development leader, and to invest in a professional marketing strategy. He advised members that the partnership has been approved by the Greater Dover Committee, DDDC, Dover Parking Authority, and Dover Main Street.

Mr. Moore requested that members authorize City staff to move forward with the ordinance amendments and other details and endorse the proposed By-Laws and Certificate for Incorporation for the Downtown Dover Partnership Corporation, which would allow for the partnership to be formed.

Responding to Mr. Ruane, Mr. Moore indicated that with regards to the membership for the Board of Directors, the presentation is accurate and that Article 6, Section 6 of the Articles of Incorporation will be revised accordingly.

Mr. DePrima advised members that any City employee created as a result of the partnership will be subject to the creation of goals, performance evaluations, and accountability, as with any other City employee. He noted that with the current commissions and boards, there is only one (1) full-time City employee, which is the Main Street Coordinator. The proposal maintains that position, to be known as the Downtown Coordinator, with the addition of two (2) additional positions: Marketing Administrative Assistant and the Economic Development Professional, whom would not only serve full-time on downtown redevelopment but would also be used for City-wide economic development.

For clarification, Mr. DePrima confirmed that the performance measures and objectives for this organization's budget unit will be required.

Responding to Mr. Hogan, Mr. Moore stated that as he understood Mr. Lakeman, President of Main Street Dover, there would not be a loss in any current status of the Main Street Program under the proposed scenario.

Mr. Slavin moved to suspend the rules to allow public comments, seconded by Mr. Leary and unanimously carried.

Council President Williams noted the receipt of correspondence from Mr. Patterson, President of the DDDC, in support of the proposed partnership (*Exhibit #6*), and from Ms. Windley, Founding Member and current Board Member of Main Street Dover, in opposition to the proposed partnership (*Exhibit #7*).

Ms. Windley, 725 Bicentennial Boulevard, referred to the e-mail she submitted and explained her greatest concern is for the actual loss of the historic preservation aspect of the Main Street Program. She noted that the Main Street approach is a community driven program and that the proposed partnership would eliminate the program from being community driven. The By-Laws eliminate the historic preservation and tourism professionals. She stated that the historic preservation part of the mission statement has been eliminated. Noting that the historic and cultural architecture is one of the greatest assets of the City, it was her feeling that to eliminate this protection would be detrimental to the City. Mrs. Windley advised members that in discussions with the State Program, Main Street Dover will lose its National Trust designation. As included in her e-mail, she read that portion referencing the letter dated October 11, 2007, from Mr. Lakeman to Mr. Moore, into the record.

In response to Mr. Hogan, Ms. Windley explained that the Main Street Board of

Directors voted in favor of the concept, with the caveats included in the letter dated October 11, 2007.

Mr. Slavin relayed his opinion that the new partnership would meet the spirit and letter of a Main Street Organization and if there is a loss of National Trust, it would be due to there being an end to one organization and not yet the beginning of another. He stated that this loss would not mean that the designation would not be granted to the new organization; however, the new organization would be required to earn such designation. With reference to the National Trust, Mr. Slavin stated that although they have good programs and perform great works, he did not feel that they know the specific and current needs of the City. Disagreeing with the concerns regarding the loss of historic preservation protections, he noted that the City also has the Historic District Commission, Planning Commission, and City staff, as well as the committee structure to assure these protections are maintained.

Mr. Moore assured members that this effort has been well communicated amongst a large community for over two (2) years. Referring to the concerns and position of Main Street regarding the proposed partnership, Mr. Moore advised members that meetings were held with Mr. Lakeman and that the issues mentioned tonight have been addressed. With regards to the concerns that the proposed partnership would not be a community effort, he noted that the Statement of Purpose included in the Bylaws for the Downtown Dover Partnership Corporation, states the following: *“In particular the goal of the corporation is to improve the opportunities for job creation, broaden the tax base through the development of the commercial and residential potential of the Central Dover area, and to maintain and restore the historic architectural and community qualities of the downtown area consistent with the goals of the National Main Street Program.”* It was his feeling that this statement addresses those concerns relayed by Ms. Windley. Mr. Moore expressed the dire need for a change for downtown Dover at this time and urged members to approve the implementation of the Partnership.

Mr. Moore stated that if Council determines that the City is unable to fund the new economic development director position in the first year, an interim plan has been developed that would allow for the Director of Planning and Inspections, Mrs. Townshend, to serve as the director and to provide staff support to the organization. He explained that this service is already being provided by Mrs. Townshend to three (3) different organizations and that the consolidation of the organizations would actually reduce the amount of work required of her at this time.

Referring to Section 2 of Article VII of the Bylaws, Mr. Ruane questioned if it would be the preference of Mrs. Townshend that there be a separate and distinct executive director rather than herself. Responding, Mrs. Townshend indicated that this would be the preference. She explained that with the budget and staffing plan that was

developed, there would be a short period of time that she would assume the responsibilities; however, she reminded members that the current Main Street Manager, Mr. Perez, would be assuming many of the day to day tasks associated with this position. Mrs. Townshend advised members that by July 1st, the Comprehensive Plan would be near completion. As mentioned, she stated that the planning staff and the Public Services Manager are already very much involved with all of the organizations being consolidated with the partnership; therefore, it was her opinion that the consolidation would provide efficiency by better allocating the existing staff amongst the committees rather than duplicating efforts. Mrs. Townshend reminded members that several staff members currently attend the various committee meetings.

In response to Mr. Ruane, Mrs. Townshend stated her understanding that if Council approves the Partnership, the City Manager would incorporate the required budget amounts into next year's budget for consideration by City Council. Mr. DePrima advised members that there currently are no funds in the budgets of the current organizations to allow for the hiring of any positions in this fiscal year.

For clarification, Mr. DePrima stated that if Council approves the implementation of the partnership, the necessary corrections will be made to the Bylaws and Articles of Incorporation to be presented back to Council for their review and approval.

Mr. Slavin moved for approval of the implementation of the downtown partnership with the understanding that the Bylaws and Articles of Incorporation and following documents and/or ordinances will be presented to Council as separate action items, seconded by Mr. Hogan.

Mr. Ruane relayed his support with the concept of the consolidation of the organizations; however, he relayed concern with the current staffing arrangement, feeling that the current City Planner should not be required to assume additional responsibilities in this regard. It was his feeling that for the partnership to be successful, there is a need for a dedicated employee and until such time that Council authorizes the additional employee, he would not support the proposal.

Mr. DePrima reiterated that the intention is for implementation of the changes to occur after July 1st, explaining that the Articles of Incorporation and Bylaws, as well as the budget, would not become effective until July 1st. Therefore, he stated that there would be no extra duties required of Mrs. Townshend before July 1st.

The motion for approval of the implementation of the downtown partnership with the understanding that the Bylaws and Articles of Incorporation and following documents and/or ordinances will be presented to Council as separate action items was carried by a roll call vote of seven (7) yes, one (1) no (Mr. Ruane), and one (1) absent (Mrs. Russell).

04-14-2008 City Council considered the Legislative, Finance, and Administration Committee's recommendation to adopt proposed ordinances related to the establishment of the Downtown Dover Partnership. Following is an excerpt from the City Council meeting minutes:

Proposed Ordinances - Downtown Dover Partnership

Mrs. Townshend, Director of Planning and Inspections, provided members with a draft ordinance which would abolish the Parking Authority as it currently exists, officially form the Downtown Dover Partnership, and make the Partnership the beneficiary of the contribution for the downtown incentives (applicants receiving the incentives must contribute 10% of the value of the incentives to the Partnership). She explained that the proposed amendments are a part of a number of steps necessary to consolidate the Downtown Dover Development Corporation, Parking Authority, and Main Street Dover into one organization, the Downtown Dover Partnership. She reminded members that the consolidation of these organizations is a key strategy in moving forward with revitalization of downtown.

Mrs. Townshend noted an error in the synopsis and advised members that "Development Corporation" in the first sentence should be replaced with "Partnership". In addition, she stated that the ordinance should include an effective date of July 1, 2008. She assured members that these corrections would be made when the ordinances are presented to City Council for a First Reading.

Staff recommended adoption of the proposed ordinances amending Chapter 106 - Traffic and Vehicles, and Appendix C - Downtown Redevelopment, Article II - Definitions and Article III - Eligibility, of the Dover Code.

Responding to Mr. Ruane's concerns regarding the elimination of Division 5 - Parking Authority of the Dover Code, Mrs. Townshend stated that due to the discussions that occurred in the development of the partnership concept, the City Solicitor's opinion was requested. She assured members that according to Deputy City Solicitor Pepper, the powers granted to the Parking Authority under State Statutes can be assumed by the Partnership and that there will be no loss of power.

Concurring, Mr. DePrima stated that the new organization, Downtown Dover Partnership, will be empowered with the same responsibilities as the Parking Authority with the exception of the creation of parking tax districts. Since such districts have never been considered, he stated that there were no concerns with the elimination of this power. He indicated that there are some condemnation powers that would not be provided to the Partnership and that if a condemnation is ever necessary, it would be exercised through the City.

Relative to the creation of the new partnership, Mr. Salters relayed concern with the elimination of Main Street Dover.

Responding to Mr. Ruane, Mrs. Townshend advised members that there are no further Code amendments; however, she stated that there will be new By-Laws, Articles of Incorporation, budgets, etc. required as a result of the new Partnership. Mr. Ruane requested that when the ordinances are presented to Council, the entire content of those sections of the Code be provided to members for clarification of the proposed amendments.

Mr. McGlumphy moved to recommend adoption of the proposed ordinances amending Chapter 106 - Traffic and Vehicles, and Appendix C - Downtown Redevelopment, Article II - Definitions and Article III - Eligibility, of the Dover Code. The motion was seconded by Mr. Shevock and unanimously carried (Dr. Jones absent). (Source - City Council meeting minutes - 04-14-2008)

04-28-2008 Council adopted Ordinance #2008-23, as follows:

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

That Chapter 106 - Traffic and Vehicles, be amended by deleting Division 5 - Parking Authority, in its entirety.

BE IT FURTHER ORDAINED:

That Appendix C - Downtown Redevelopment, Article II - Definitions, be amended by adding a new Section 4, to read as follows:

Section 4. Downtown Dover Partnership

The Downtown Dover Partnership shall be established for the purpose of fostering redevelopment within the target area.

BE IT FURTHER ORDAINED:

The Appendix C - Downtown Redevelopment, Article III - Eligibility, Section 2. [Development incentive eligibility.] be amended to read as follows:

In order to be eligible for development incentives, the owner of an eligible project must agree to contribute ten percent of the total value of the incentives received to the Downtown Dover Partnership for reinvestment in downtown Dover. (Source - City Council meeting minutes - 04-28-2008)

Timeline - DPA, DDDC, Main Street Program, and DDP**Page 17**

05-27-2008 Council accepted the by-laws and articles of incorporation for the DDP. Following is an excerpt from the meeting minutes:

DOWNTOWN DOVER PARTNERSHIP: BYLAWS AND ARTICLES OF INCORPORATION

Mr. DePrima, City Manager, introduced the Chairs of the Organizations involved in the Downtown Dover Partnership: Mr. Smith, Dover Parking Authority; Mr. Patterson, DDDC; and Mr. Lakeman, Dover Main Street. As a reminder, he stated that members have been considering the creation of the Downtown Dover Partnership for several months. He presented members with the Bylaws and Articles of Incorporation for the Downtown Dover Partnership for their consideration, to be effective July 1, 2008.

Responding to Mr. Ruane, Mr. DePrima stated that it is anticipated that Section 2 of Article VII of the Bylaws will be invoked on July 1, 2008, explaining that in lieu of an appointed Executive Director, the City Council will appoint the City Planner to serve as the Executive Director.

Mr. Slavin moved for acceptance of the Bylaws (*Attachment #2*) and Articles of Incorporation (*Attachment #3*) for the Downtown Dover Partnership, seconded by Mrs. Russell and carried by a unanimous roll call vote. (Source - City Council meeting minutes - 05-27-2008)

Attachments

- Attachment #1 - *Resolution and Deed dated 11-02-1981 Conveying Dover Parking Authority (DPA) Property to the City of Dover*
- Attachment #2 - *Bylaws of the Downtown Dover Partnership (DDP) Adopted by Council 05-27-2008*
- Attachment #3 - *Articles of Incorporation of the Downtown Dover Partnership (DDP) adopted by Council 05-27-2008*

CITY OF DOVER ORDINANCE #2008-23**1 BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN
2 COUNCIL MET:**

3 That Chapter 106 - Traffic and Vehicles, be amended by deleting Division 5 - Parking Authority,
4 in its entirety.

5 BE IT FURTHER ORDAINED:

6 That Appendix C - Downtown Redevelopment, Article II - Definitions, be amended by adding a new
7 Section 4, to read as follows:

8 Section 4. Downtown Dover Partnership

9 The Downtown Dover Partnership shall be established for the purpose of fostering redevelopment
10 within the target area.

11 BE IT FURTHER ORDAINED:

12 The Appendix C - Downtown Redevelopment, Article III - Eligibility, Section 2. [Development
13 incentive eligibility.] be amended to read as follows:

14 In order to be eligible for development incentives, the owner of an eligible project
15 must agree to contribute ten percent of the total value of the incentives received to
16 the Downtown Dover Partnership for reinvestment in downtown Dover.

17 ADOPTED: *

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19 SYNOPSIS

20 The proposed ordinance would dissolve the Parking Authority and establish
21 the Downtown Dover Development Partnership. It would also require that
22 the contribution of ten percent of the downtown incentives be given to the
23 Downtown Dover Partnership.

24 Actions History

25 April 14, 2008 - First Reading

26 March 24, 2008 - Introduced in Legislative, Finance, and Administration Committee

27

FINAL READING

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CITY OF DOVER ORDINANCE #2008-23

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

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That Chapter 106 - Traffic and Vehicles, Division 5 - Parking Authority, be deleted in its entirety, as follows:

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~~DIVISION 5. PARKING AUTHORITY~~

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~~Sec. 106-235. Created; purpose.
Created; purpose . There shall be a parking authority as provided in 22 Del. C.
(Ord. of 4-10-2006(2))~~

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BE IT FURTHER ORDAINED:

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That Appendix C - Downtown Redevelopment, Article II - Definitions, be amended by adding a new Section 4, to read as follows:

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ARTICLE II. DEFINITIONS

The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this article, except where the context clearly indicates a different meaning:

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Section 1. [Eligible project.]

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Eligible project shall mean a new construction or renovation which:

- (a) Is located within the target area;
- (b) The fair market value of the materials to be used in and the labor to be performed on the project exceeds the sum of \$15,000.00;
- (c) Is for commercial, office, or a residential use; and
- (d) Conforms to the intent of this ordinance.

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In order for a residential use to be an eligible project, the object of the construction or renovation must be a dwelling unit as defined in article 12 of the City of Dover zoning ordinance [appendix B]. Construction or renovation of accessory buildings as defined in article 12 of the City of Dover zoning ordinance [appendix B] shall not be eligible for development incentives. Construction or renovation which constitutes ordinary replacement or routine maintenance shall not qualify as an eligible project.

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Section 2. Reserved.

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Editor's note: An ordinance adopted Jan. 10, 2000, repealed section 2 which pertained to the eligibility period and derived from an ordinance adopted March 13, 1995, and an ordinance adopted Jan. 11, 1999.

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Section 3. [Target area.]

Target area shall mean that part of the city more particularly described as follows:
Beginning at a point at the intersection of the centerlines of Cecil and North State Streets, then continuing on the centerline of North State Street in a southerly direction to the intersection of the centerline of State Street and an extension of the centerline of Delaware Avenue, then continuing on the centerline and an extension of the centerline of Delaware Avenue in an easterly direction to the point of intersection of an extension of the centerline of Delaware Avenue and the St. Jones River, then following the centerline of the St. Jones River in a southerly direction to the point of intersection of the centerline of the St. Jones River and the southerly property line of lands now or formerly of the Catholic Diocese of Wilmington, being the site of Holy Cross Roman Catholic Church, then proceeding in a westerly direction along said property line to the easterly right-of-way line of South State Street (U.S. Route 13-A), then crossing the right-of-way line of South State Street in a westerly direction and joining the centerline of Hope Street and proceeding in a westerly direction to the centerlines of Hope Street and South Governors Avenue, then proceeding in a southerly direction along the centerline of South Governors Avenue to the point of intersection of the centerlines of South Governors Avenue and Dover Street, then proceeding in a westerly direction along the centerline of Dover Street to the point of intersection of the centerlines of Dover Street and Westview Terrace, then continuing in a northerly direction on the centerline of Westview Terrace to the point of intersection of the centerline of Westview Terrace and New Burton Road, then proceeding in a northeasterly direction on the centerline of New Burton Road to the point of intersection of New Burton Road and West Street, then continuing in a northerly direction along the westerly right-of-way line of West Street to the point of intersection of the westerly side of the right-of-way of West Street and the northerly property line of lands now or formerly of Dover Rent-All, Inc., then continuing in a westerly direction along said property line to the point of intersection of said property line and the lands of Conrail Railroad, then proceeding in a northerly direction along the easterly right-of-way line of Conrail Railroad in a northerly direction to the point of intersection of the centerline of West North Street and then westerly along the centerline of West North Street to a point of intersection with an extension of the westerly property line of lands now or of late of Michael Nash, being the site of the former Diamond Ice Company, then proceeding in a northerly direction along the westerly property line of the Nash property and in a line extending to the intersection of the southerly property line of lands now or of late Paul T. and Aiko Moore, and then northwesterly and then northerly along the southern and western property line of the Moore property and extending north to an intersection with the centerline of Lincoln Street, and then easterly along the centerline of Lincoln Street to a point of intersection of an extension of the westerly property line of lands now or formerly of Frank Moore et al., and then northerly along the western property of Frank Moore et al. and extending to a point of intersection with the centerline of Forest Street, then easterly along the centerline of Forest Street to a point of intersection with an extension of the westerly property of the lands now or formerly of the Salvation Army, and then northerly and easterly along the western and north property line of the Salvation Army property to the point of intersection with lands of now or of late Conrail Railroad, then northerly along the westerly property line of Conrail Railroad and extending to a point of intersection with the centerline of West Division Street, and then easterly along the centerline of East Division Street to the intersection of the easterly right-of-way line of Conrail Railroad, and then northerly along the easterly right-of-way line of Conrail Railroad to the intersection of the right-of-way of Conrail Railroad and the northerly property line of lands now or [of] late of Southern States Cooperative, Inc., then proceeding in an easterly direction a distance of 52.76 feet \pm to the northeasterly corner of the lands now or [of] late of Southern States Cooperative, Inc., then proceeding in a southerly direction along the easterly property line of lands now or [of] late of Southern States Cooperative Inc., to the point of intersection of said property and the centerline of Cecil Street, then proceeding

109 in an easterly direction along the centerline of Cecil Street to the point of beginning, being the point
110 of intersection of the centerline of Cecil and North State Streets.
111 (Ord. of 5-26-1992; Ord. of 4-14-1997)

112 ***Section 4. Downtown Dover Partnership***

113 ***The Downtown Dover Partnership shall be established for the purpose of fostering redevelopment***
114 ***within the target area.***

115 **BE IT FURTHER ORDAINED:**

116 The Appendix C - Downtown Redevelopment, Article III - Eligibility, Section 2. [Development
117 incentive eligibility.] be amended by deleting the text shown in red strikeout and adding the text
118 shown in red bold as follows:

119 In order to be eligible for development incentives, the owner of an eligible project
120 must agree to contribute ten percent of the total value of the incentives received to
121 the Downtown Dover ~~Development Corporation~~ **Partnership** for reinvestment in
122 downtown Dover.

123 **ADOPTED:** *

S:\ORDINANCES\2008\Draft Ordinances\2008-23 Chapter 106 and Appendix C - Downtown Partnership Final Rdg.wpd

125 **SYNOPSIS**

126 The proposed ordinance would dissolve the Parking Authority and establish
127 the Downtown Dover Development Partnership. It would also require that
128 the contribution of ten percent of the downtown incentives be given to the
129 Downtown Dover Partnership.

130 **Actions History**

131 April 14, 2008 - First Reading

132 March 24, 2008 - Introduced in Legislative, Finance, and Administration Committee

Delaware

The First State

Page 1

I, CHARUNI PATIBANDA-SANCHEZ, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY THAT "THE DOVER PARKING AUTHORITY" IS DULY INCORPORATED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL CORPORATE EXISTENCE NOT HAVING BEEN CANCELLED OR DISSOLVED SO FAR AS THE RECORDS OF THIS OFFICE SHOW AND IS DULY AUTHORIZED TO TRANSACT BUSINESS.

THE FOLLOWING DOCUMENTS HAVE BEEN FILED:

CERTIFICATE OF INCORPORATION, FILED THE FIRST DAY OF NOVEMBER, A.D. 1954, AT 9 O'CLOCK A.M.

AND I DO HEREBY FURTHER CERTIFY THAT THE AFORESAID CERTIFICATE IS THE ONLY PAPER OF RECORD, THE CORPORATION IN QUESTION NOT HAVING FILED AN AMENDMENT NOR HAVING MADE ANY CHANGE WHATSOEVER IN THE ORIGINAL CERTIFICATE AS FILED.

AND I DO HEREBY FURTHER CERTIFY THAT THE SAID "THE DOVER PARKING AUTHORITY" WAS INCORPORATED ON THE FIRST DAY OF NOVEMBER, A.D. 1954.



481224 8315

SR# 20254913487

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

C. B. Sanchez

Charuni Patibanda-Sanchez, Secretary of State

Authentication: 205658277

Date: 12-18-25

ARTICLES OF INCORPORATION
OF
THE DOVER PARKING AUTHORITY

FIRST - The name of this Authority is The Dover Parking Authority.

SECOND - The Dover Parking Authority is formed under the provisions of 22 Delaware Code, Chapter 5, and in accordance with an Ordinance of The City of Dover adopted October 25, 1954.

THIRD - The incorporating City is The City of Dover, and the names and addresses of its council members are as follows:

Millard Biddle
101 Wyoming Avenue
Dover, Delaware

Gilbert Mundy
933 South Bradford Street
Dover, Delaware

Kenneth O. Smith
215 Lotus Street
Dover, Delaware

W. G. Davis
205 Pennsylvania Avenue
Dover, Delaware

Stanley Petty
122 South Bradford Street
Dover, Delaware

Ralph R. Fischer
49 South Bradford Street
Dover, Delaware

Victor E. Holpp
538 Lakewood Place
Dover, Delaware

G. W. Helm
302 North New Street
Dover, Delaware

FOURTH - The names, addresses, and terms of office of the first members of the Board of The Dover Parking Authority are as follows:

NAME AND ADDRESS

TERM EXPIRING

Walter Massey
222 North State Street
Dover, Delaware

July 1, 1955

0002 Karl Dorzback, Sr.
318 North State Street
Dover, Delaware

July 1, 1956

NAME AND ADDRESS

TERM EXPIRING

Emanuel Barros
King's Highway
Dover, Delaware

July 1, 1957

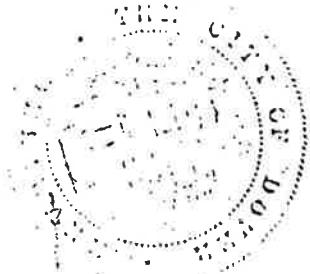
Lester W. Kovinger
72 Sackarackin Avenue
Dover, Delaware

July 1, 1958

William R. Marter
25 South Bradford Street
Dover, Delaware

July 1, 1959

IN WITNESS WHEREOF The City of Dover has caused its corporate name by
W. Edward Haman, its Mayor, to be hereunto set and the municipal seal of the
said City to be hereunto affixed, duly attested by the Clerk of Council, this
first day of November, A. D. 1954.



THE CITY OF DOVER

BY: W. Edward Haman
MAYOR

ATTEST: D. Heyen
CLERK OF COUNCIL

STATE OF DELAWARE
SS:
KENT COUNTY

BE IT REMEMBERED That on this first day of November, A. D. 1954, personally came before me, the subscriber, a Notary Public for the State and County aforesaid, W. Edward Haman, Mayor of The City of Dover, a Municipal Corporation of the State of Delaware, known to me personally to be such, and acknowledged these Articles of Incorporation to be his act and deed and the act and deed of said Municipal Corporation; that the signature of the Mayor is in his own proper handwriting; that the seal affixed is the common or corporate municipal seal of said City; that his act of signing, sealing, executing, and acknowledging said Articles of Incorporation was duly authorized by an Ordinance duly adopted by the Council of The City of Dover; and that the facts therein stated are truly set forth.

GIVEN under my hand and seal of office the day and year aforesaid.

Maryout L. Bullock
Notary Public



STATE OF DELAWARE
SS:
KENT COUNTY

BE IT REMEMBERED That on this 1st day of November, A. D. 1954, personally came before me, the subscriber, a Notary Public for the State and County aforesaid, Bernard J. Smyth, Publisher of the Delaware State News, known to me personally to be such, who being by me duly sworn according to law deposed and said that the attached notice of an Ordinance of the City of Dover providing for the organization of The Dover Parking Authority was published in the Delaware State News on October 27, 1954.

Bernard J. Smyth

SWORN to and subscribed before me the day and year aforesaid.

Jane M. Williams
Notary Public


Legals

NOTICE OF ORDINANCE PROVIDING FOR ORGANIZATION OF THE DOVER PARKING AUTHORITY

The Council of The City of Dover at its regular meeting on October 23, 1954, adopted an Ordinance providing for the organization of The Dover Parking Authority under the provisions of 22 Delaware Code, Chapter 5.

Articles of incorporation of The Dover Parking Authority, setting forth the names, addresses, and terms of office of the first members of the Board and other information required by 22 Delaware Code, Chapter 5, will be filed with the Secretary of State of the State of Delaware on Monday, November 1, 1954.

E. P. NEYLAN
Clerk of Council. 32c



City of Dover

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2026-01

1 **A RESOLUTION AUTHORIZING THE CITY SOLICITOR TO EFFECTUATE THE**
2 **FORMAL, STATUTORY DISSOLUTION OF THE DOVER PARKING AUTHORITY**

3 WHEREAS, on October 25, 1954, the Dover Parking Authority was incorporated as an independent
4 body authorized by the City of Dover to operate and maintain all streets and public parking facilities
5 in downtown Dover; and

6 WHEREAS, the establishment of the Dover Parking Authority was codified in the Dover Municipal
7 Code, Chapter 106, Traffic and Vehicles, Division 5; and

8 WHEREAS, on April 28, 2008, Council adopted Ordinance 2008-0023, which established the
9 Downtown Dover Partnership and deleted reference in the Dover Municipal Code to the Dover
10 Parking Authority, with the expressed intent of Council empowering the Downtown Dover
11 Partnership with the same responsibilities as the Dover Parking Authority; and

12 WHEREAS, by Council Resolution 2025-10, City Council authorized the donation of excess
13 parcels of land to the Downtown Dover Partnership; and

14 WHEREAS, it has since been learned that the properties which are the subject of City Council
15 Resolution 2025-10 actually remain titled in the name of the Dover Parking Authority; and

16 WHEREAS, the Dover Parking Authority remains a viable entity in good standing according to the
17 records of the Secretary of State of Delaware notwithstanding Council's efforts to transfer all power
18 and responsibilities of the Dover Parking Authority to the Downtown Development Partnership and
19 deletion of reference to the Dover Parking Authority in the Dover Municipal Code; and

20 WHEREAS, 22 Del C. §513 provides the mechanism by which municipal parking authorities may
21 be lawfully and formally dissolved; and

22 WHEREAS, formal dissolution of the Dover Parking Authority is necessary and appropriate to
23 effectuate the transfer of the properties previously authorized by City Council Resolution 2025-10;

24 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dover, Delaware that
25 the City Solicitor be and hereby is authorized to effectuate formal dissolution of the Dover Parking
26 Authority pursuant to 22 Del. §513.

27 ADOPTED:

28

29 ROBIN R. CHRISTIANSEN
 MAYOR

 FRED A. NEIL
 COUNCIL PRESIDENT

30 Actions History

31 01/26/2026 – Introduction – Council



PETITION TO AMEND ZONING DISTRICT

First Reading before the Dover City Council

January 26, 2026

Application: Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road
Rezoning C-PO/AEOZ to IPM/AEOZ

Owner: United Worldwide Express, LLC

Addresses: 1600 North Little Creek Rd, Dover DE and
Unaddressed parcel referenced as 0.509 AC North Little Creek Road, Dover DE

Location: Located on the south side of North Little Creek Road between Fairfax Lane and State Route 1

Tax Parcels: ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000

Size: 1.77 acres +/- and 0.52 acres +/-

Present Use: Vacant Land (previous building to be demolished) and Vacant Land

2019 Comprehensive Plan – Land Use Category: Office and Office Park

Present Zoning: C-PO (Commercial and Professional Office Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II

Proposed Zoning: IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II

Reason for Request: Rezoning the properties for future redevelopment of mini-storage buildings

File Number: Z-26-01

Ordinance Number: 2026-07

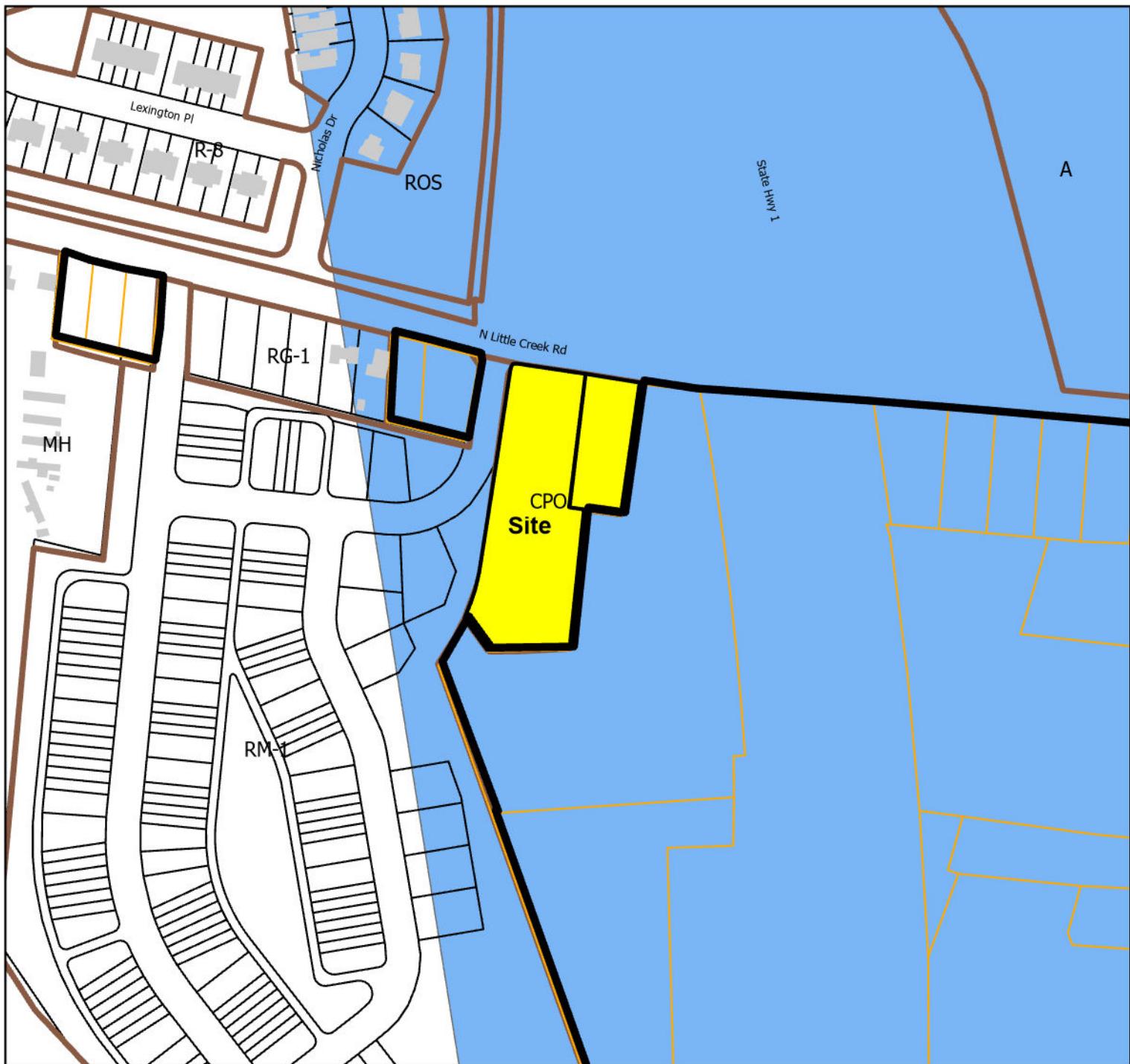
This is presented for referral of the Rezoning Application to the Planning Commission as per Zoning Ordinance, Article 10 §5 and to schedule the Public Hearing before the Planning Commission for February 17, 2026 and the Public Hearing before the City Council on March 9, 2026.

City of Dover



Department of Planning & Inspections

Application No.: Z-1 Item #23.



Title: Rezoning Lands of United Worldwide Express, LLC
 Ordinance #: 2026-07
 Addresses: 1600 N Little Creek Rd & Adjacent Parcel
 Parcel ID: ED05-068.20-01-61.00-000 & ED05-068.20-01-62.00-000
 Existing Zoning: C-PO (Commercial & Professional Office Zone) & Subject to the AEOZ: APZ II
 Proposed Zoning: IPM (Industrial Park Manufacturing Zone) & Subject to the AEOZ: APZ II
 Owner: United Worldwide Express, LLC.
 Date: 1/20/2026



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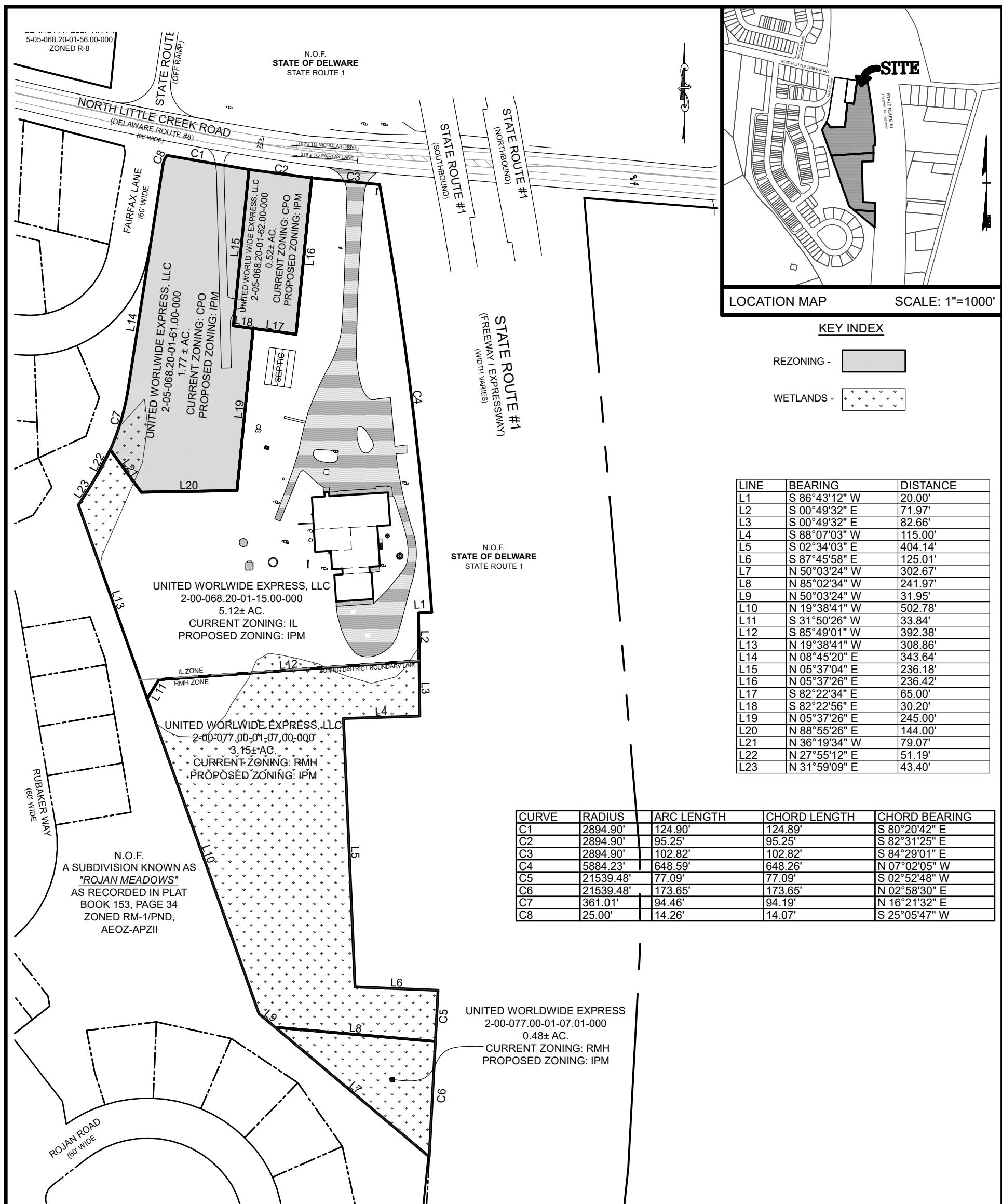
200

400

800 Feet

Legend

- Subject Property
- Dover Boundary
- Zoning
- Kent County Parcels
- Building Footprints
- Dover Parcels
- AEOZ: A



REZONING PLAN

98

OF
UNITED WORLDWIDE EXPRESS, LLC
NORTH LITTLE CREEK ROAD
DOVER, DE

SITUATE PARTIALLY IN:
CITY OF DOVER, EAST DOVER HUNDRED
AND PARTIALLY IN EAST DOVER HUNDRED,
KENT COUNTY, STATE OF DELAWARE

NOTES

ENGINEER: SCOTT ENGINEERING, INC.
22 OLD RUDNICK LANE
DOVER, DE 19901

1. TAX MAP PARCEL NO. 2-05-068.20-01-61.00-000 ZONED CPO
2-05-068.20-01-62.00-000 ZONED CPO
2. PROPOSED ZONING: IPM (INDUSTRIAL PARK MANUFACTURING)
3. SETBACKS:
EXISTING CPO - FRONT 10'; SIDE 5 (ADJOINING RESIDENTIAL 25'); REAR 15'
PROPOSED IPM - FRONT 60', SIDE 8', REAR 40' (100' ADJOINING RESIDENTIAL ZONE)



 SCOTT ENGINEERING, INC.
Consulting Engineers - Surveyors - Land Planners

22 Old Rudnick Lane, Suite 2
Brentwood, CA 94513

10 of 10

DRAWING N

WING NO 3220 SC

1"=150'

R7-1

FIRST READING



PROPOSED ORDINANCE #2026-07

1 **AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF**
 2 **THE CITY OF DOVER, CHANGING THE ZONING DESIGNATION OF PROPERTY**
 3 **LOCATED AT 1600 NORTH LITTLE CREEK ROAD AND AN ADJACENT PARCEL**
 4 **AT 0.509 AC NORTH LITTLE CREEK ROAD**

6 **WHEREAS**, the City of Dover has enacted a zoning ordinance regulating the use of property
 7 within the limits of the City of Dover; and

9 **WHEREAS**, it is deemed in the best interest of zoning and planning to change the permitted
 10 use of properties below from C-PO (Commercial and Professional Office Zone) and subject to
 11 the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II to the proposed
 12 zoning for both properties of IPM (Industrial Park Manufacturing Zone) and subject to the
 13 AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II.

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

18 1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning
 19 Ordinance of the City of Dover have been amended by changing the zoning designation
 20 from C-PO (Commercial and Professional Office Zone) and subject to the AEOZ (Airport
 21 Environs Overlay Zone): APZ II - Accident Potential Zone II to IPM (Industrial Park
 22 Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II -
 23 Accident Potential Zone II on the properties located at 1600 North Little Creek Road and
 24 an adjacent property at 0.509 AC North Little Creek Road (on the south side of North Little
 25 Creek Road between Fairfax Lane and State Route 1), consisting of 1.77 acres +/- and the
 26 adjacent parcel to the east consisting of 0.52 acres +/-, owned by United Worldwide
 27 Express, LLC.

29 (Tax Parcel: ED-05.068.20-01-61.00-000 and ED-05.068.20-01-62.00-000; Planning
 30 Reference: Z-26-01; Second Council District)

31 ADOPTED: *

34 Action History

35 01/26/2026 – Scheduled for First Reading – City Council



**PROPOSED ORDINANCE #2025-21
WITH STAFF SUBSTITUTE #1 AND CITY COUNCIL AMENDMENT #1
(CITY COUNCIL AMENDMENT #1 IS INDICATED IN GREEN TEXT)**

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

3 That Chapter 106 – Traffic and Vehicles, Article III – Stopping, Standing, and Parking, Division
4 I - Generally, be amended by adding Sec. 106-139 – Pedestrian Safety by inserting the text
5 indicated in bold, blue font and deleting the text indicated in red strikeout as follows:
6

7 **Sec. 106-139. – Pedestrian Safety.**

8

9 **A. Limitation of occupancy of medians or the adjacent roadway at intersections
10 serves to prevent driver distraction, traffic congestion, delay of traffic, and
11 accidents, especially on median strips or in the roadway itself.**

12

13 **B. No person, other than a person in or on a vehicle, shall stand, sit, or remain on a
14 portion of a City Street as designated below and approach any vehicle in
15 operation causing it to slow or stop, except a vehicle that is legally parked at the
16 curb on the shoulder.**

17

18 **C. No person shall stand, sit, or remain upon a median of a City Street as designated
19 below unless that person is in the process of crossing the highway in a safety
20 zone or crosswalk. It is prima facie evidence of a violation of this sub-section if a
21 person stays on the median through two consecutive opportunities to complete
22 their crossing of the highway in a legal manner under this Chapter and the State
23 of Delaware traffic laws. This may include, but would not be limited to, a change
24 in the traffic control signal or a lack of traffic, as applicable. After such two
25 consecutive opportunities, such a person shall not be considered to be “using
26 the safety zone or crosswalk to cross the highways”.**

27

28 **D. No operator of a vehicle shall park, stop, or leave standing a vehicle, or permit a
29 passenger to leave it, on any City Street where prohibited or suddenly decrease
30 the speed of said vehicle or deviate from a traffic lane for the purpose of
31 responding to persons violating this ordinance.**

32

33 **E. This ordinance applies to intersections at any street or right-of-way within the**
 34 **incorporated boundaries of The City of Dover, but only for the first two-hundred**
 35 **(200) feet on major principal arterials, minor arterials, and urban collectors and**
 36 **one-hundred (100) feet on the urban local street system as defined in the City's**
 37 **currently adopted Comprehensive Plan, measured along the center lines at the**
 38 **designated painted stop bars where the two rights-of-way intersect. Boundaries**
 39 **will be defined by appropriate marking or signage, but such is not required where**
 40 **impractical. Failure to mark a boundary does not limit the enforcement of this**
 41 **ordinance.**

42

43 **F. Violators may be charged a fine as specified in Appendix F. A law enforcement**
 44 **officer shall have discretion to consider reasonable defenses to this Section,**
 45 **such as mechanical breakdown, etc.**

46

47 **G. This ordinance shall not apply to sidewalks, private property, or other pedestrian**
 48 **walkways not within a vehicular lane of travel.**

49 **Secs. 106-139 140 – 106-160. – Reserved.**

50

51 **BE IT FURTHER ORDAINED:**

52

53 That Appendix F – Fees and Fines, be amended by inserting the text indicated in bold, blue font
 54 as follows:

55

56 **Chapter 106. – Traffic and Vehicles**

Chapter 106. Traffic and Vehicles	Fees and Fines
<i>Article I. In General</i>	
Fines not paid within 14 days of the day the fine was issued, including the day the fine was issued, shall be automatically doubled in amount.	
Sec. 106-7. Obedience to state law; violation of any provision of 21 Del. C. § 101 et seq. (except Sec. 106-7(1)—Handicapped parking and Sec. 106-7(2)—Fire lanes)	A fine of not less than \$25.00, nor more than \$1,000.00
Subsec. (1) Handicapped parking	Minimum fine, as defined in 21 Del. C. § 4183, at the time the violation occurs
Subsec. (2) Fire lanes	Minimum fines, as defined in 21 Del. C. § 7001(a), at the time the violation occurs
Sec. 106-14. Off-road motor vehicle regulations	
Subsec. (d) Penalties	A minimum fine of \$25.00 and a maximum fine of

Sec. 106-15. Failure to stop for a red traffic signal; traffic light signal violation monitoring program; penalties	\$100.00
Subsec. (b)(3) Traffic light signal violation monitoring program; civil or administrative assessment	
Failure to comply with a traffic light signal	\$75.00
If not paid within 14 days, an additional assessment shall be added to the original assessment	\$10.00
Additional assessment shall be increased if the assessment is not paid within 45 days	\$20.00
Additional assessment shall be increased if the assessment is not paid within 90 days	\$30.00
Court costs or similar administrative fees may also be assessed if the owner requests a hearing to contest the violation, and is ultimately found to be in violation or fails to pay or contest the violation in a timely manner	Maximum \$30.00
Sec. 106-16. Violations; except as otherwise provided	
Subsec. (a)(1) Moving offense	Minimum of \$10.00
Subsec. (a)(2) Nonmoving offense	Minimum of \$15.00
Subsec. (a)(3) Parking violation	\$20.00 for each offense, if the fine is paid within 72 hours from the date the offense is recorded in time, the fine shall be \$15.00
<i>Article II. Bicycles</i>	
Fines not paid within 14 days of the day the fine was issued, including the day the fine was issued, shall be automatically doubled in amount.	
Sec. 106-55. Penalties for violation	Not to exceed \$100.00 and not less than \$10.00
<i>Article III. Stopping, Standing and Parking</i>	
Sec. 106-135. Residential parking	
Subsec. (i)(1) Expiration; Two-hour parking	\$20.00 fine or \$15.00 if paid within 72 hours of issuance of such fine
Subsec. (i)(2) Expiration; change of residence, etc.	\$20.00 fine or \$15.00 if paid within 72 hours of issuance of such fine
Subsec. (m) Violations; penalties	Any violation of this section not having a stated, specified

	penalty will result in a \$20.00 fine or \$15.00 if paid within 72 hours of issuance of such fine
Sec. 106-137. Parking areas for persons with disabilities	
Subsec. (c)(3) Signage; fines	Failure to achieve compliance within 30 calendar days of the issuance of the notice of violation shall be subject to the fines set forth in subsection (f) of this section
Subsec. (f) Penalties	Whoever violates this section shall be fined not less than the minimum fine as defined in 21 Del. C. § 4183 at the time the violation occurred
Sec. 106-139. Pedestrian Safety	\$50.00
Sec. 106-139. Pedestrian Safety	
First Offense	Written Warning
Second Offense	\$15.00
Third Offense within a twelve (12) month period	\$50.00
Sec. 106-163. Use of meters required	
Subsec. (a) Failure to make the required payment in the parking meter	\$20.00 fine or \$15.00 if paid within 72 hours of issuance of such fine
Subsec. (b) Payments accepted	
Each \$0.25 coin	Permits the vehicle to be parked for a period of one hour
Each \$1.00	Permits the vehicle to be parked for the duration of the enforcement period of 8:00 a.m. to 5:00 p.m.
Sec. 106-164 Violations; penalties	
Subsec. (a) Generally; each violation if paid within 24 hours from time summons giving notice of violation is issued	A fine of not less than \$1.00 for each violation

Subsec. (a) Generally; each violation if paid after expiration of 24 hours from time summons giving notice of violation is issued	\$2.00 for each violation, if payment is made voluntarily prior to the time and date set forth in the summons
Subsec. (a) Fourth violation; each violation if paid within one hour from time summons giving notice of violation is issued	\$1.00 for each such violation
Subsec. (a) Fourth violation; each violation if paid after expiration of one hour from time summons giving notice of violation is issued	\$2.00 for each violation, if payment is made voluntarily prior to the time and date set forth in the summons
Subsec. (a) Fifth violation, etc.; any person committing more than four violations within any 30-day period of the provisions of this division	\$5.00 for each such violation, if payment is made voluntarily prior to the time and date set forth in the summons.
Subsec. (b)(4) Any person who unlawfully removes a device for immobilization of a vehicle	\$500.00 fine for each violation
Subsec. (b)(5) Any person who tows or otherwise moves an immobilized vehicle without authorization by the chief of police or his designee	\$500.00 fine for each violation
Subsec. (c) Cost. No cost will be assessed if payment of the penalty as hereinbefore imposed is voluntarily paid without the necessity of a hearing before the proper official.	

57

58

59 ADOPTED: *

60

61

62

SYNOPSIS

63 This Ordinance shall take effect on the first day of July after passage and approval.

64

65 (SPONSORS: * and *)

66

67

Action History

68 01/26/2026 – Scheduled for Final Reading – City Council

69 12/08/2025 – First Reading – City Council

70 11/25/2025 – Staff Substitute Scheduled for Reintroduction – Council Committee of the Whole/Legislative, Finance, and Administration Committee

71 10/25/2025 - Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration Committee (referred back to staff)



PROPOSED ORDINANCE #2025-25

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

3
 4 That Appendix F – Fees and Fines, Chapter 46 -Fire Prevention and Protection, be amended by
 5 inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as
 6 follows:

7
 8 **Chapter 46. Fire Prevention and Protection**

Chapter 46. Fire Prevention and Protection	Fees and Fines
<i>Article I. In General</i>	
Sec. 46-1. Means of egress	
Subsec. (f) Penalties	
Any exit access, exit, or exit discharge, with the exception of a locked exit door, found to be in violation of this section	\$100.00 first offense \$200.00 second or subsequent offense
Any required exit door found to be locked against egress	\$100.00 each locked exit first offense, \$200.00 subsequent offense
Sec. 46-3. Impairment of fire protection equipment	
Subsec. (f) Fines	\$100.00 per device, first offense; \$200.00 per device, second and subsequent offenses
Sec. 46-7. Preventable and malfunctioning alarms to the fire company	
Subsec. (a)(1) Responsibility for malfunctioning and preventable alarms, owner response, and corrective action; generally	Should the person notified fail to appear at said premises within 30 minutes after being notified to do so, the city may charge the owner of

	the premises a fine of \$100.00
Subsec. (a)(2) Responsibility for malfunctioning and preventable alarms, owner response, and corrective action; malfunction	Failure to return documentation of service/repair within the period of time stated on the notice of violation, which is satisfactory to the fire marshal, will result in assessment against the owner of a fine of \$100.00 for the fire alarm malfunction
Subsec. (b)(1) Fine charges; multiple fire alarm malfunctions or preventable alarms; amount of fine	
Number of preventable or malfunctioning fire alarms	Fine per preventable or malfunctioning fire alarm
Third alarm	\$100.00
Fourth alarm	\$200.00
Fifth alarm	\$250.00
All over fifth alarm, each alarm	\$250.00
Subsec. (b)(2) Fine charges; multiple fire alarm malfunctions or preventable alarms; panel reset	A \$50.00 fine may be assessed to the owner of a premises where the fire alarm has been reset before the fire department or assisting fire department arrives. \$100.00 for second and subsequent offenses
Sec. 46-8. Maintaining a known violation or hazard	
Subsec. (c)(1) Penalties; Any fines issued for violation of this section	
Minor deficiency	\$500.00
Major deficiency	\$1,000.00
<i>Article II. Fire Department</i>	
<i>Article III. Fire Codes</i>	

Fees established in subsection (b) of this section shall be doubled in the event that a permit is applied for after construction has commenced without the permission of the fire marshal. The fire marshal shall waive the doubling of fees in cases where the permit applicant is not a professional contractor and the work is not being done by a professional contractor.

Sec. 46-126. Fire prevention permit	
Subsec. (b) Fee; each applicant	\$25.00 for each \$1,000.00 of costs or multiple thereof of the fire protection system; provided that a minimum fee for each permit shall be \$150.00
Subsec. (c) Reinspection	
First reinspection	No charge
Second reinspection	\$100.00
Third reinspection	\$200.00
Any subsequent reinspection	\$250.00
Subsec. (d) Fire signaling alarm system inspection fee	
Certificate of inspection	\$25.00 each per fire alarm system
—Exception: Apartment or other multifamily dwelling—Five or less buildings per complex	\$25.00 each fire alarm system
—Exception: Apartment or other multifamily dwelling—More than five buildings per complex	\$15.00 each fire alarm system up to a maximum of 20 buildings. Maximum fee per complex not to exceed \$300.00 for fire alarm systems
Subsec. (e) Fire suppression system inspection fee	
Certificate of inspection	\$25.00 each per fire suppression system
—Exception: Apartment or other multifamily dwelling—Five or less buildings per complex	\$25.00 each fire suppression system
—Exception: Apartment or other multifamily dwelling—More than five buildings per complex	\$15.00 each fire suppression system up to a maximum of 20 buildings. Maximum fee per complex not to exceed \$300.00 for

	fire suppression systems
Sec. 46-127 Smoke detection devices	
Subsec. (g) Violations; penalties	Revocation of any existing license to do business in the city, or a fine of not more than \$150.00 per violation, or both such penalties
<i>Article IV. Public Occupancies</i>	
Sec. 46-164. Fees	
Assembly	No charge for an occupant load less than 75; \$100.00 for an occupant load of 75 or greater
Assembly—Fixed Seating	\$100.00 for first 200 seats and \$10.00 each additional 50 seats
Educational	\$100.00
Day Care	\$50.00 for Day Cares as defined by Appendix B—Zoning, Article 5, Sections 14.22, 14.23 and 22.1; \$100.00 for other day cares
Health Care	\$100.00 first 25 rooms and \$5.00 for each additional room
Ambulatory Health Care	\$100.00
Residential	\$100.00 per building
Residential Board and Care	\$100.00
Mercantile over 10,000 sq. ft.	\$100.00
Business over 10,000 sq. ft.	\$100.00
Industrial	\$100.00
Storage over 10,000 sq. ft.	\$100.00
Assembly special provisions 1	\$25.00
Assembly special provisions 2	\$100.00
Sec. 46-168. Reinspection fee	

Subsec. (a) Amount	\$25.00 for any repeated violation cited by the fire marshal, determined to be a violation and which requires a follow up inspection to confirm the correction of the violation
Subsec. (b) Fee attached	A fee may be attached to any summons written for any violation found to be uncorrected upon reinspection
<i>Article V. Fire Lanes</i>	
Sec. 46-202. Violations; penalties	
Subsec. (c) Other obstructions	Any property owner or tenant found to be in violation; \$50.00
Subsec. (d) Failure to mark	Any property owner found to be in violation; \$50.00
Sec. 46-205. Responsibility of owner or tenant	Any property owner found to be in violation; \$50.00

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12 ADOPTED: *

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SYNOPSIS

14 The State Fire Marshal's Office made notification of the following fee change effective January 1, 2026:
 15 Each fire protection system shall be inspected and a \$25 fee per system and shall be submitted to the Office
 16 of the State Fire Marshal along with the prescribed Certificate of Inspection form. The discount for
 17 apartment buildings and apartment complexes shall no longer apply as it is not permitted by 16 Del. C.
 18 §6612. Each fire protection system for every apartment building shall require a Certificate of Inspection
 19 and a corresponding \$25.00 fee. The text, fee, and fine amendment updates City Ordinance Appendix F-
 20 Fees and Fines, Chapter 46. Fire Prevention Article III to match the State of Delaware Fire Marshal's Office.
 21 This allows continuity within the State and eliminates confusion with the fire suppression companies.

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23 (SPONSORS: * and *)

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26 Action History

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01/26/2026 – Scheduled for Final Reading – City Council

28

01/12/2026 – First Reading – City Council

29 12/09/2025 - Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration
30 Committee

DRAFT