



BOARD MEETING AGENDA
Wednesday September 23, 2019
7:30 a.m. City Hall Conference Room

1. Agenda Additions/Deletions
2. Approval of Minutes – June 2019
3. Police report
4. Executive Session - N/A
5. Executive Committee Report/Action Items
 - i. DIMH relocation
 - ii. Board member roles/responsibilities
6. Committee Reports
 - i. Parking Committee
 - ii. Economic Vitality
7. City Manager Update – N/A
8. Planning Department Update - N/A
9. Other Reports
 - i. Bayhealth
 - ii. Kent County Tourism
 - iii. Wesley College
10. Quarterly updates N/A
11. Public Comment
12. Other business
13. Adjourn

Next Meeting Date:
October 23, 2019
7:30 a.m. City Hall Conference Room

The Downtown Dover Partnership is committed to driving an improved quality of life for the residents and visitors of Dover, Delaware, through collective collaboration, economic development and promotion of downtown Dover's unique historic properties.

**DOWNTOWN DOVER PARTNERSHIP
BOARD OF DIRECTORS MEETING MINUTES
June 26, 2019 in City Council Chambers
DRAFT**

ATTENDANCE: Mayor Robin Christiansen, Councilman Bill Hare, Councilman Fred Neil, Anita Evans, Dave Hugg, Mitchell May, Todd Stonesifer, John VanGorp, Maxine Lewis, Lucy Findlay, Kim Adams, Jonathan Street

STAFF: Tina Bradford, Diane Laird

COMMITTEE CHAIRS, PRESENTERS AND OTHER ATTENDEES: Thomas Smith, Deputy Chief Timothy Stump, Chad Bernat, Matt Harline

Call to Order: Anita Evans, Chair, opened the meeting 7:30 a.m.

Agenda Approved – Motion duly made by FN, seconded by MM and unanimously accepted.

Meeting minutes (May 2019 meeting) – Motion duly made by MM, seconded by FN and unanimously accepted.

Welcome to Deputy Chief Timothy Stump. Police report, six current active cadets, nine authorized. Clearance rate is strong though perception problems continue. Tina Bradbury expressed concerns about bus stop and constant loitering.

Executive Session, move into: Motion duly made by FN, seconded by JVG and unanimously accepted. Three items discussed.

Executive Session, move out of: Motion duly made and unanimously accepted. Three items discussed.

Committee Reports:

- **Economic Vitality** – Jonathan Street provided update regarding a marketing piece to market downtown Dover, proposal provided by Ben Muldrow, Principal, Arnett Muldrow. **Motion to move forward with hire of Arnett Muldrow to provide marketing piece** duly made by FN, seconded by ML and unanimously accepted.
- **Things to Come 2020!** Visual presentation made by DDP staff, focused on activities for FY 2020. Mayor and City Planner recommended linking movie to websites including the City, DDP, KCT, KEP, Dover TV and Comcast/Verizon.

Executive Committee Report/Board Membership:

- Diane Laird recognized those members having successfully served as board members (David Anderson, William Hare, Sean Lynn, Mitchell May, and Tim Slavin) as well as newcomers to the board (Kim Adams, Jonathan Street, and Tanner Polce) and Anita expressed gratitude for their generous service.

City Manager Update

- Assistant City Manager Matt Harline was introduced. No update.

Planning Department Update

- Dave Hugg discussed recent public presentation for S. Bradford Street/residential would like to see another; brick sidewalks are to be replaced, repaving curb to curb, and discussion regarding materials, storm drains, sidewalks.

- Fred Neil expressed concerns about trees.
- Other updates related to possible new downtown office space, DSU involvement with Dr. Casson, USDA possible source of funding. Other sources may be HUD and EPA, revitalization grants. Capital Station has four leased spaces; interest in abandoned Barry Van Lines; new tenant at Value City plus +/- nine new projects in plans next month. Comp plan draft to be completed by July.

Bayhealth Update

- John Van Gorp indicated that Bayhealth is initiating a graduate medical health program and a residency program. 20 positions to begin, 100 physicians in primary care/internal medicine. In 2023 adding emergency; 2024 adding general surgery. Physicians will rotate to two Bayhealth locations. This is a recruitment tool. Physicians like to teach and mentor. This is a major investment by Bayhealth and illustrates a structural change to their operations/model.
- Dave Hugg asked if there will be new facilities in Dover. Ambulatory services are needed, as are medical/diagnostics. Repurposing of buildings needed, vacant buildings for admin.

Quarterly Updates

- EZ pass, lease up for renewal in March, with expansion plans anticipated to be known in August.
- DIMH relocation meeting afternoon of June 26.

Additional/Public Comments – N/A

Meeting Adjourned - 8:35 a.m. Motion duly made by FN, seconded by ML and unanimously accepted.

NEXT DDP BOARD MTG- Sept. 25 at 7:30 AM @ City Hall Conference Room