

**CITY OF DOVER, DELAWARE
ANNUAL CITY COUNCIL MEETING
Monday, May 11, 2026 at 6:30 PM**

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

AGENDA

VIRTUAL MEETING NOTICE

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

Dial: 1-650-479-3208

Link: <https://shorturl.at/DW5hF>

Event number: 2533 511 2373

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.

PRELUDE - America the Beautiful - Towne Point Elementary School

PRESENTATION OF THE COLORS - The Caesar Rodney High School Air Force Junior Reserve Officer Training Corps (AFJROTC)

INVOCATION - Rabbi Peggy deProphetis, Imam Arqum Rashid, Bishop Carol Boggerty

PLEDGE OF ALLEGIANCE - South Dover Elementary 4th Grade Spanish Immersion Class

NATIONAL ANTHEM - Dover High School Chorus

ADOPTION OF AGENDA

ELECTION OF COUNCIL PRESIDENT/VICE-MAYOR**1. Election of Council President/Vice-Mayor****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

- 2. National EMS Week**
- 3. Public Works Week**
- 4. Economic Development Week**
- 5. National Police Week**
- 6. Building Safety Month 2026**

PRESENTATIONS

- 7. Certificate of Recognition - Dave Cesner**

STATE OF THE CITY MESSAGE - MAYOR ROBIN R. CHRISTIANSEN

- 8. State of the City Message - Mayor Robin R. Christiansen**

ANNEXATION/REZONING REQUEST - FINAL READING - The First Reading of the Proposed Ordinance was accomplished during the Council meeting of **December 08, 2026**. The Public Hearing of the Proposed Ordinance was accomplished during the Council Meeting of **March 09, 2026**. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.com under "Government."

- 9. Annexation/Rezoning of Property Lands of United Worldwide Express, LLC at 1624 N. Little Creek Road**

A. Zoning Classification

Property located at 1624 N. Little Creek Road, consisting of 5.12 acres +/- and two unaddressed parcels of 3.15 acres +/- and 0.48 acres +/-, owned by United Worldwide Express, LLC. This property is currently zoned IL - Limited Industrial Zone and RHM - Residential Manufactured Home Zone (Kent County Zoning Classification) and the proposed zoning is IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone); APZ II - Accident Potential Zone II (City of Dover Zoning Classification) (Tax Parcel: ED-00-068.20.01-15.00-000; Planning Reference: AX-26-02; Second District Council)

B. Adoption of Annexation Resolution No. 2026-04

C. Final Reading/Adoption of Rezoning Ordinance #2025-24

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of December 08, 2025. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.gov under "Government."

(1) An Ordinance Amending the Zoning Ordinance and Zoning Map of the City of Dover by Changing the Zoning Designation of Property Located at 1624 N. Little Creek Road.

REZONING REQUEST - FINAL READING - The First Reading of the Proposed Ordinance was accomplished during the Council meeting of **JANUARY 28, 2026**. The Public Hearing of the Proposed Ordinance was accomplished during the Council Meeting of **March 09, 2026**. The ordinance is available at the entrance of the Council Chambers and on the City's website at www.cityofdover.com under "Government."

10. Proposed Ordinance #2026-07 - Lands of United Worldwide Express, LLC at 1600 North Little Creek Road and an Adjacent Parcel at 0.509 AC North Little Creek Road

Ordinance #2026-07 Review of a Rezoning application for a parcel of land consisting of 1.77 acres +/- and the adjacent parcel to the east, consisting of 0.52 acres +/- . 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. The properties are located on the south side of North Little Creek Road between Fairfax Lane and State Route 1.

(The owner of record is United Worldwide Express, LLC. Property Address: 1600 North Little Creek Road and an Adjacent Parcel at 0.509 AC North Little Creek Road, Dover DE. Tax Parcel: ED-05-068.20-01-61.00-000. Planning Reference: Z-26-01. Council District 2.)

CONSENT AGENDA**ADOPTION OF MINUTES**

11. Regular City Council Meeting of April 27, 2026

COMMITTEE REPORTS

12. Council Committee of the Whole meeting of April 28, 2026

Safety Advisory and Transportation Committee

13. Group Violence Intervention (GVI) Presentation (Councilman Boggerty, and GVI Delaware Members)

(Committee Action Not Required)

- 14. Discussion on the Annexation/Rezoning Request of Property Lands of United Worldwide Express, LLC at 1624 N. Little Creek Road and the Rezoning Request of Property Lands of United Worldwide Express, LLC at 1600 N. Little Creek Road and an Adjacent Parcel at 0.509 AC. N. Little Creek Road**

(Committee Action Not Required)

- 15. Loockerman Plaza Pedestrian/Bicycle Lane Improvement Project (Jason Lyon, Water/Wastewater Director, and Paul Moser, Delaware Department of Transportation Program Manager I)**

(Committee Action Not Required)

Utility Committee

- 16. FY 24 Inflow & Infiltration Rehabilitation Project - Change Order (Jason Lyon, Water/Wastewater Director)**

(Committee Recommendation: Approval of the change order as recommended by staff.)

Legislative, Finance, and Administration Committee

- 17. Silver Lake Dam Emergency Action Plan - Change Order (Jason Lyon, Water/Wastewater Director)**

(Committee Recommendation: Approval of the change order request from Remington & Vernick Engineers for \$21,067, in accordance with the City of Dover Purchasing Policy and Procedures.)

- 18. Proposed Dual Employment Policy (Naomi Poole, Human Resources Director)**

(Committee Action Not Required)

- 19. Review of Council President Duties (Councilman Lewis and Councilman Anderson)**

(Committee Action Not Required)

- 20. Project Authorizations and Budget Amendments - Stoney Creek Alley Camera Installation, Floor Scrubber Replacement, and Library Green Roof Replacement (Sharon Duca, Acting City Manager)**

(Committee Recommendation: Approval of the projects and associated budget amendment totaling \$127,500, in accordance with the Budget Administration - Guidelines for Operating Departments Procedure.)

- 21. Proposed Ordinance #2026-09 - Amending Chapter 102 - Taxation, Article I. - In General, Sec. 102-1 - Valuation and assessment (Sharon Duca, Acting City Manager)**

(Committee Recommendation: Approval of forwarding Proposed Ordinance #2026-09 to council for approval)

(This item will be considered during the latter part of the meeting - see item #38)

- 22. Proposed Ordinance #2026-10 - Amending Appendix B - Zoning, Article 3 - District Regulations, Section 19 - Manufacturing zone (M), Section 20 - Industrial park manufacturing zone (IPM), Section 20A - Industrial park manufacturing zone - Business and Technology Center (IPM2), Section 20B - Industrial park manufacturing zone - Industrial aviation and aeronautics center (IPM3), and Article 12 - Definitions regarding Clean Hydrogen (Sharon Duca, Acting City Manager and Dawn Melson-Williams, Principal Planner)**

(Committee Recommendation: Approval of forwarding Proposed Ordinance #2026-10 to council for approval)

(This item will be considered during the latter part of the meeting - see item #39)

- 23. FY26 Weyandt Hall Stairwells/Basement Flooring Project - Change Order (Sharon Duca, Acting City Manager)**

(Committee Recommendation: Approval of the budget amendment request for the \$13,500, in accordance with the City of Dover Purchasing Policy.)

MONTHLY REPORTS - March 2026

24. City Council's Community Enhancement Fund Report

25. City Manager's Report

26. Controller/Treasurer's Budget Report (December, January, February, March)

27. Fire Chief's Report

28. Police Chief's Report

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY CITY COUNCIL

29. 2026/27 Annual Staff Appointments

A. Interim Building Inspector - Sharon J. Duca

B. Assistant City Clerk - Arielle M. Rivera

C. Assistant Treasurer - Andria L. Bennett

D. Assistant Treasurer - Arielle M. Rivera

E. Assistant Treasurer - Robin Dickerson

F. Fire Marshal - Jason Osika

G. City Solicitor - Daniel Griffith

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN

30. Correction - Board of Adjustment - William "Bill" Holmes - Three-Year Term to Expire July 2029 (to fill the term of Christian Swalm)

31. 2026/2027 Committee Appointments/Reappointments

(Mayor Christiansen requests that these appointments be deferred until the next Regular Council Meeting)

OTHER CONSENT AGENDA ITEMS

32. Setting of Public Hearing - Electric Fund Budget

(Staff Recommendation: That a Public Hearing be set for June 8, 2026, at 6:30 p.m.)

33. Resolution No. 2026-06- Authorizing Signatures for Banking Services on Behalf of the City of Dover, Delaware - Controller/Treasurer, Assistant Controller/Treasurer, and Assistant Treasurers

34. Resolution No. 2026-07 - Approving the 2026 Community Development Block Grant (CDBG) Annual Action Plan

35. City Manager Selection Committee

A. Tricia K. Arndt

B. Andre M. Boggerty

C. Gerald L. Rocha

ITEMS NOT ON THE CONSENT AGENDA

36. Self Build Solar at McKee Site (Paul Waddell, Electric Director)

APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY COUNCIL PRESIDENT

37. 2026/27 Annual Committee Appointments Recommended by Council President

A. City/County Committee (Liaison to Kent County)

B. Council Committee of the Whole Subcommittees (Recommended by the Council President and Committee Chairs)

C. Downtown Dover Partnership Board of Directors

D. Economic Development Committee

E. General Employee Pension Plan Board

F. Kent County Tourism Board of Directors (Voting Liaison)

G. Kent Economic Partnership Board of Directors (Voting Liaison Member)

H. Other Post-Employment Benefits (OPEB) Board

I. Police Pension Plan - Retirement Committee

ORDINANCES

FIRST READING - The First Reading is offered on the Proposed Ordinance. Final action by Council will take place during the Second Reading on **JUNE 08, 2026**. The ordinance is available at the entrance of the Council Chambers, on the City's website at www.cityofdover.com under "Government," or by contacting the City Clerk's Office at 302-736-7008 or cityclerk@dover.de.us.

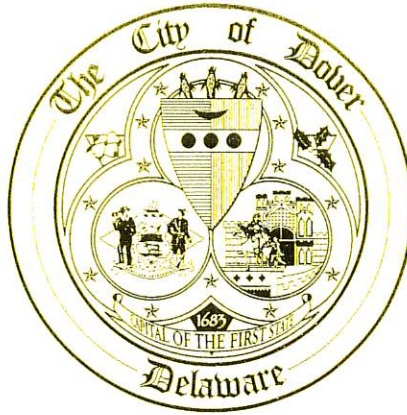
38. Proposed Ordinance #2026-09 - Amending Chapter 102 - Taxation, Article I. - In General, Sec. 102-1 - Valuation and assessment

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 **JUNE 15, 2026**, and that a Public Hearing before City Council be set for **JULY 13, 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.com under "Government," or by contacting the City Clerk's Office at 302-736-7008 or cityclerk@dover.de.us.

39. Proposed Ordinance #2026-10 - Amending Appendix B - Zoning, Article 3 - District Regulations, Section 19 - Manufacturing zone (M), Section 20 - Industrial park manufacturing zone (IPM), Section 20A - Industrial park manufacturing zone - Business and Technology Center (IPM2), Section 20B - Industrial park manufacturing zone - Industrial aviation and aeronautics center (IPM3), and Article 12 - Definitions regarding Clean Hydrogen

ACTING 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**, Emergency Medical Services (EMS) is a vital public service that provides lifesaving care to those in need during times of medical emergencies; and*

***WHEREAS**, EMS professionals, including paramedics, emergency medical technicians, dispatchers, nurses, physicians, and first responders, serve with dedication, skill, and compassion to protect the health and safety of the residents and visitors of the City of Dover; and*

***WHEREAS**, these highly trained individuals respond quickly in critical situations, often placing themselves in harm's way to provide immediate medical care, stabilization, and transport for patients in need; and*

***WHEREAS**, the EMS system relies on the coordinated efforts of public safety agencies, hospitals, and community partners to ensure prompt, effective emergency medical care throughout the City of Dover; and*

***WHEREAS**, the citizens of Dover benefit daily from the commitment and professionalism of EMS providers who work tirelessly to deliver high-quality emergency medical care and improve outcomes for those experiencing medical crises; and*

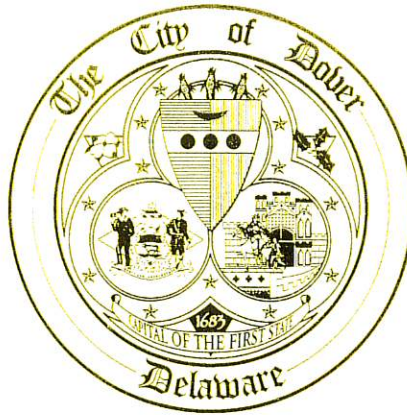
***WHEREAS**, Emergency Medical Services Week provides an opportunity to recognize the dedication of EMS personnel and to raise awareness about the critical role they play in safeguarding the health and well-being of our community.*

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 17-May 23, 2026, as

Emergency Medical Services Week

in the City of Dover, and encourage all residents to recognize and thank the men and women of our EMS system for their service, commitment, and lifesaving contributions to our community.

ROBIN R. CHRISTIANSEN
MAYOR



PROCLAMATION

WHEREAS, public works professionals provide essential services that support the health, safety, and quality of life for residents of the City of Dover; and

WHEREAS, these dedicated individuals plan, build, maintain, and operate the infrastructure that allows our community to function every day, including streets, water systems, wastewater treatment, stormwater management, public facilities, and sanitation services; and

WHEREAS, the work performed by public works employees often occurs behind the scenes but plays a vital role in protecting public health, promoting environmental sustainability, and ensuring the continued growth and vitality of our city; and

WHEREAS, National Public Works Week, sponsored annually by the American Public Works Association, recognizes the outstanding contributions of public works professionals and highlights the importance of infrastructure and public service in communities across the nation; and

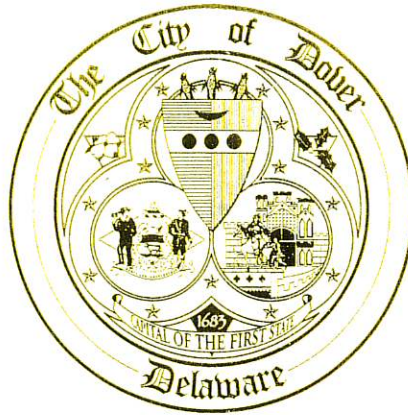
WHEREAS, the City of Dover is proud to recognize the commitment, expertise, and dedication of its public works employees who work diligently to serve residents and maintain the city's essential services;

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 17-23, 2026 as

Public Works Week

in the City of Dover and encourage all residents to recognize and thank the public works professionals whose efforts help make Dover a safe, healthy, and thriving community.

ROBIN R. CHRISTIANSEN
MAYOR



PROCLAMATION

WHEREAS, strong economic development is essential to building vibrant communities, creating jobs, encouraging investment, and enhancing the quality of life for residents; and

WHEREAS, Economic Development Week is recognized nationally as a time to celebrate the efforts of professionals, businesses, organizations, and local leaders who work collaboratively to strengthen local economies and foster sustainable growth; and

WHEREAS, the City of Dover is committed to promoting responsible development, supporting local businesses, attracting new investment, and creating opportunities that contribute to long-term economic prosperity; and

WHEREAS, the continued success of Dover's economy depends on partnerships among local government, businesses, workforce organizations, educational institutions, and community stakeholders working together to build a resilient and thriving city; and

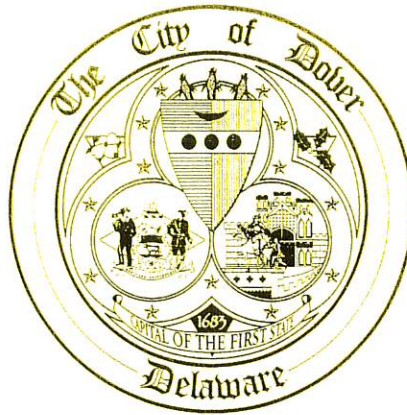
WHEREAS, Economic Development Week provides an opportunity to recognize the dedication of those who promote innovation, entrepreneurship, and strategic investment that benefit the citizens of Dover and the surrounding region;

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 11–15, 2026 as

Economic Development Week

in the City of Dover and remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life.

ROBIN R. CHRISTIANSEN
MAYOR



PROCLAMATION

***WHEREAS**, the men and women of law enforcement dedicate their lives to protecting the safety, security, and rights of all citizens while serving their communities with courage, integrity, and professionalism; and*

***WHEREAS**, National Police Week provides an opportunity to honor the service and sacrifice of law enforcement officers and to recognize those who have lost their lives in the line of duty while protecting their communities; and*

***WHEREAS**, this national observance was first proclaimed by John F. Kennedy in 1962 and includes Peace Officers Memorial Day on May 15, a day set aside to remember and honor those officers who made the ultimate sacrifice; and*

***WHEREAS**, the members of the Dover Police Department serve the residents of Dover with dedication, professionalism, and a commitment to justice, working daily to maintain public safety and strengthen community relationships; and*

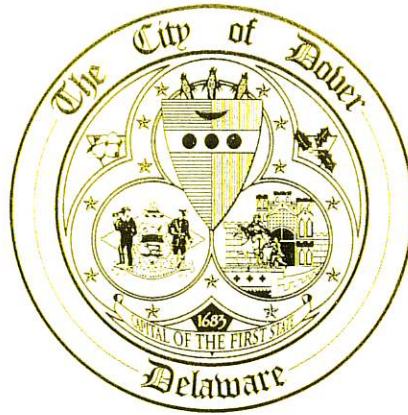
***WHEREAS**, the City of Dover recognizes the invaluable service of all law enforcement officers and expresses its deepest gratitude to those who protect and serve our community;*

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 10–16, 2026 as

National Police Week

in the City of Dover and encourage all residents to recognize the dedication of law enforcement officers and to honor the memory of those who have given their lives in service to their communities.

ROBIN R. CHRISTIANSEN
MAYOR



PROCLAMATION

WHEREAS, our Jurisdiction is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians, building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry, who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council (ICC), a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes and standards to protect us in the buildings where we live, learn, work and play, and;

WHEREAS, these modern building codes and standards include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by ICC to remind the public about the critical role of our communities' largely unknown protectors of public safety, our code officials, who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

WHEREAS, "Built to Last" the theme for Building Safety Month 2026, encourages us all to get involved and raise awareness about building safety on a personal, local and global scale, and;

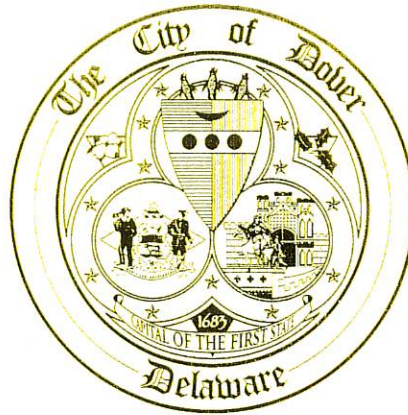
WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local, state, tribal, territorial, and federal building safety and fire prevention departments, in protecting lives and property.

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of City of Dover, Delaware do hereby proclaim the month of May 2026 as

Building Safety Month

In the City of Dover and encourage our citizens to join us as we participate in Building Safety Month activities.

ROBIN R. CHRISTIANSEN
MAYOR



Certificate of Recognition

This Certificate is proudly presented to

Dave Cesner

In grateful recognition of your many years of dedicated service to the residents and visitors of the City of Dover as an Emergency Medical Technician.

Through your work with PrimeCare, Saint Francis, and Ambulnz, you have demonstrated compassion, professionalism, and an unwavering commitment to providing lifesaving care during moments when it mattered most. Your willingness to answer the call, day and night, has helped protect the health and safety of countless members of our community.

As you announce your intended retirement from Emergency Medical Services, the City of Dover extends its sincere appreciation for your years of service, your dedication to helping others, and the positive impact you have made in the lives of those you served.

Your contributions to our community will not be forgotten, and we thank you for your commitment to public service.

Presented this 11th day of May, 2026.

ROBIN R. CHRISTIANSEN
MAYOR

**PETITION TO ANNEX AND REZONE PROPERTY**

Public Hearing & Final Action before the Dover City Council on March 9, 2026
Recommendation from Planning Commission from Meeting on February 17, 2026
With Staff and Development Advisory Committee Review

File Number:	AX-26-02
Ordinance Number:	2025-24
Applicant/Owner of Record:	United Worldwide Express, LLC
Property Address:	1624 North Little Creek Road, Dover DE
Tax Parcel ID #:	ED-00-068.20-01-15.00-000
Lot Size:	5.12 acres +/-
Present Zoning:	IL (Limited Industrial Zone) RMH (Residential Manufactured Home Zone)
Property Address:	Unaddressed Parcel south of North Little Creek Road
Tax Parcel ID #:	ED-00-077.00-01-07.00-000
Lot Size:	3.15 acres +/-
Present Zoning:	RMH (Residential Manufactured Home Zone)
Property Address:	Unaddressed Parcel west of State Route 1
Tax Parcel ID #:	ED-00-077.00-01-07.01-000
Lot Size:	0.48 acres +/-
Present Zoning:	RMH (Residential Manufactured Home Zone)
Proposed Zoning:	IPM (Industrial Park Manufacturing Zone) AEOZ (Airport Environs Overlay Zone): APZII – Accident Potential Zone II
2019 Comprehensive Plan Designation:	Category 1: High Priority Annexation Areas
2019 Comprehensive Plan Land Use Category:	Office and Office Park
Present Use:	Storage/Warehouse Buildings and Vacant Lots
Proposed Use:	Future Redevelopment (for Mini-Storage Buildings)
Utility Availability:	<u>Electric:</u> 1624 N. Little Creek Road is currently served by City of Dover Electric. As the following parcels of the Unaddressed Parcel of 3.15 acres on N. Little Creek Road and the Unaddressed Parcel of 0.48 acres west of State Route 1 are

undeveloped and woodland areas, they likely do not have specific City of Dover Electric services at the present time. With any future redevelopment of the properties, the electric service needs will be evaluated. The property owner will be responsible for any and all costs associated with the changes in electrical service needs related to any future redevelopment including extending and providing service upgrades to the proposed properties.

Water and Sanitary Sewer: 1624 N. Little Creek Road is not currently served by City of Dover Water. Unaddressed Parcel of 3.15 acres on N. Little Creek Road is not currently served by City of Dover Water. Unaddressed Parcel of 0.48 acres west of State Route 1 is not currently served by City of Dover Water.

1624 N. Little Creek Road is not currently served by City of Dover Sanitary Sewer. Unaddressed Parcel of 3.15 acres on N. Little Creek Road is not currently served by City of Dover Sanitary Sewer. Unaddressed Parcel of 0.48 acres west of State Route 1 is not currently served by City of Dover Sanitary Sewer.

The property owner has not contacted the Department about the possible connection to these services. Water is available to these properties. The property owner is responsible for any and all costs associated with extending and providing service upgrades to the property area. Sanitary Sewer is not immediately available to this property area; the developer may reach out to Kent County Public Works to see if the connection is more feasible. The property owner is responsible for any and all costs associated with extending and providing service upgrades to this property area. This may include tapping the sanitary sewer and water mains, connection to the building for both utilities, purchasing appropriately sized water meter and pit, paying impact fees, and obtaining permits.

**Staff Recommendation
for AX-26-02:**

The Electric Department has no objection to the annexation.

The Department of Water and Wastewater has no objection to the annexation.

**Planning Commission
Recommendation:**

The Application AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Road and Two Adjacent Parcels to the south was represented by Mr. Richard Sinegar of Scott Engineering on behalf of the property owner. A Public Hearing was conducted on February 17, 2026 where one (1) member of the public spoke and no written comments were received regarding the Annexation with Rezoning application. The

Planning Commission's motion to recommend approval of the proposed Annexation and proposed Rezoning from IL and RMH (Kent County zoning districts) to IPM (Industrial Park Manufacturing Zone) with the AEOZ (Airport Environs Overlay Zone) resulted in an 8-0 vote in favor (one member absent). (Draft Meeting Minutes attached.)

APPLICATION:

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Road and Two Parcel Adjacent to the south, Dover DE: Annexation and Rezoning IL and RMH to IPM/AEOZ

This Rezoning Application was referred to the Planning Commission as per Zoning Ordinance, Article 10 §5. The Planning Commission is required to provide a Review Report to the City Council. The following document and attachments are provided as the Review Report and Planning Commission Recommendation.

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. APPLICATION SUMMARY

Review of an Annexation Request and Rezoning Request for three parcels of land of 5.12 Acres +/-, 3.15 acres +/-, and 0.48 acres +/- located at 1624 North Little Creek Road and the two parcels to the south. The main parcel is currently zoned IL – Limited Industrial Zone and RMH – Residential Manufactured Home Zone in Kent County. The other two parcels are currently zoned RMH – Residential Manufactured Home Zone in Kent County. The proposed Zoning for all parcels is IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II. The properties are located on the south side of North Little Creek Road and adjacent to State Route 1. The annexation category according to Dover's 2019 Comprehensive Plan is Category 1: High Priority Annexation Area and the land use designation is Office and Office Park. The property owner is United Worldwide Express, LLC. Property Addresses: 1624 North Little Creek Rd and two unaddressed parcels. Tax Parcels: ED-00-068.20-01-15.00-000, ED-00-077.00-01-07.00-000, and ED-00-077.00-01-07.01-000. Proposed Council District 2. Ordinance #2025-24.

Existing Properties

The properties are located on the south side of North Little Creek Road, immediately west of State Route 1. The subject parcels are contiguous to the City boundary along the west property line. The adjoining parcels to the northwest are within the City and planned to be developed along with the subject parcels. The northernmost property has a structure on it with the southern property area being wooded.

Surrounding Land Uses

Rojan Meadows is immediately west of the subject properties and is zoned RM-1. State Route 1 is immediately to the east, outside of the City boundary. The property north across North Little Creek Road is the right-of-way for State Route 1. The abutting property to the northwest on the south side of North Little Creek Road is the subject of Rezoning Application Z-26-01, to rezone from C-

PO (Commercial and Professional Office Zone) to IPM (Industrial Park Manufacturing Zone), and it planned to be developed in conjunction with the subject properties. Parcels surrounding the subject property on all sides are within the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II as are the subject properties.

II. COMPREHENSIVE PLAN COMPLIANCE REVIEW

In the *2019 Comprehensive Plan*, the Potential Annexation Areas (Map 13 -1) identifies the property in the Category 1: High Priority Annexation Areas. The Growth and Annexation Plan Chapter (Chapter 13) notes that “Lands in this category are primarily enclaves of unincorporated territory mostly surrounded by the City of Dover. In all or most of these cases, the City provides these parcels with one or more essential service (sewer, water, police, fire, trash).” For Category 1: High Priority Annexation Areas, it notes in the Recommendations that “the City will not extend sewer and/or water infrastructure to Category 1 areas unless the property owners annex into the City” with consideration given for issues of health, safety and welfare.

The *2019 Comprehensive Plan* also sets the review criteria for the review of zoning for parcels being proposed for annexation. Chapter 13, page 13-9 notes that the Zoning Review may include:

- Proposed zoning be in compliance with the land use category shown on Map 13-2 and used in conjunction with Table 12-1: Land Use and Zoning Matrix;
- Character and compatibility of the surrounding land uses and properties;
- The street type and capacity serving the property;
- Environmental concerns and conditions that may influence land use and zoning;
- Market concerns and conditions;
- The compatibility with the overall goals of the Comprehensive Plan.

Map 13-2: Potential Land Use for Annexation Areas identifies the Land Use Classification for this property to be Office and Office Parks. It is also located within the zoning district of AEOZ (Airport Environs Overlay Zone) surrounding the Dover Air Force Base. The *2019 Comprehensive Plan* describes strategies and recommendations for Employment Centers, which includes office and industrial uses. It also includes strategies and recommendations related to the Dover Air Force Base. The associated goals and policies are listed in the *2019 Comprehensive Plan* excerpts presented below (pages 12-16 through 12-20); see excerpt below:

EMPLOYMENT CENTERS: OFFICE PARK AND INDUSTRIAL LAND USES

To a large extent, Dover’s character has been set by the historic location of key uses throughout the City, from the governmental complexes in the center, to rail dominate uses along the railroad right-of-way, to military uses at Dover Air Force Base (DAFB). Today, office parks and industrial land uses are areas partially or completely occupied by existing industrial and/or manufacturing uses. A large area of vacant developable land north of and adjoining Dover Air Force Base has been designated for industrial and manufacturing uses. Such uses are generally more compatible with military operations and seem to be less effected by noise associated with military overflights. Other areas for employment centers are adjacent to transportation routes (vehicle and rail). See Chapter 10 – Economic Development) for a more detailed discussion of Dover’s economic opportunities.

Assumptions: Employment Centers

1. The Dover community is fortunate to harbor several regional, national and international industry leaders within the City limits. Dover intends to accommodate the reasonable aspirations and expectations of its industrial and manufacturing community to support the vitality of these precious resources.
2. A healthy and well-rounded local economy will depend upon diversity in business and employment opportunities.
3. Opportunities exist to build on Dover's regional proximity for warehousing and distribution and its access to Dover Air Force Base (DAFB) for expansion of civilian air transportation and aviation related manufacturing, service and repair functions.

Goal: Employment Centers

Create a more vibrant, growing economy with a broader range of job opportunities through collaborative efforts to market the region, identify potential targets, and respond to opportunities to foster an increase in office and industrial development in appropriate and designated areas.

Policies: Employment Centers

1. Protect existing industrial, office park and manufacturing establishments from encroachment by incompatible land uses which could result in nuisance complaints, hazardous situations, and human conflict.
2. Provide sufficient land area for industrial purposes to enable the expansion of existing industries, the establishments of new facilities, and revitalization of underutilized older industrial sites.
3. Provide for a variety of office park and industrial development opportunities through the designation of areas for small, medium and large establishments within planned industrial parks.
4. Promote alternative modes of accessibility including pedestrian and bicycle facilities, bus shelters and transit stops, and provide incentives for car and van pooling of employees.
5. Create flexible and contemporary industrial zoning provisions that reflect emerging trends in uses, facilities, and business opportunities to meet future needs.

Recommendations: Employment Centers

The City is committed to fostering a strong, vibrant, and balanced local economy built on existing and new business locations. This initiative requires close coordination with state and county economic development entities. It also requires continuous attention to the needs of existing businesses, efforts to promote a skilled workforce, a comprehensive marketing and promotional strategy, and land use and

development regulations that are efficient and contemporary. The Comprehensive Plan designates areas throughout the City where job growth and opportunities are encouraged. Plan Chapter 10 – Economic Development lays out a set of goals and actions designed to reinforce this commitment.

Office Parks

The Land Development Plan designates specific tracts of land of various sizes for Office and Office Park land uses. Office Park development involves an integrated development of office buildings with shared entrances, driveways and parking. The majority of uses permitted within an Office Park are generally weekday professional office uses involving very little or no activity at night or on weekends. For this reason, the Office Park designation may be viewed as a transitional use category when situated between more intense commercial and industrial land uses and residential land uses. This designation usually involves the C-PO (Commercial/Professional Office Zone) zoning district.

These areas are located throughout the City with established office concentrations in the Enterprise Business Park, along Silver Lake Boulevard, on College Park Drive, along Old Rudnick Lane, the Northgate Center, and elsewhere. Scattered office uses are also located along Saulsbury/McKee Road and within designated “Mixed Use” areas in the Eden Hill Farm Traditional Neighborhood Design (TND). Smaller scale areas for office parks are the Woodbrook complex on South Governors Avenue, office complexes along Walker Road, and areas along Route 8.

Large Scale Industry

The Land Development Plan designates all existing major industrial facilities and associated vacant lands for Industrial use. These properties include the manufacturing facilities of Kraft Heinz Foods, Proctor & Gamble, Edgewell Personal Products, PPG Industries, General Metalcraft and others.

Industrial Parks

Several planned industrial parks have been initiated since 1986 which offer industrial development potential. The Land Development Plan designates these sites for continued Industrial use. These sites include Kent County Aero Park/Air Cargo Terminal, Enterprise Business Park, College Business Park, and McKee Business Park. The City purchased and has developed the Garrison Oak Business and Technology Center (formerly the Garrison Oak Technical Park) in 1999-2000. It now houses a solar electric facility, an electric generating facility, a flooring products manufacturer, and a security firm with ten shovel ready lots remaining available.

Planning is underway to extend the Joint Use Agreement with Dover Air Force Base to allow expansion of the Kent County Aero Park into a regional facility. The Central Delaware Aviation Complex will facilitate aviation uses including air cargo, aircraft maintenance and repair, and related uses as part of a newly designated “Employment Center.”

DOVER AIR FORCE BASE

Although Dover Air Force Base (DAFB) is within the City limits, as a land holding of the Federal government it is not subject to municipal regulation. In recognition of the strategic importance of DAFB with respect to the national interest, as well as the contributions of DAFB to the local economy and overall image of Dover, it is essential that the Comprehensive Plan support and protect the vital interests of Dover Air Force Base as an integral part of Dover.

A majority of the land area surrounding DAFB is within the City limits. Much of this land is impacted by noise associated with base operations and specific locations in close proximity to aircraft runways have been identified by the Department of Defense as accident potential zones. It is within these areas that Dover can play an important role in protecting the mission of DAFB by restricting development within these areas to uses that would be relatively compatible with military operations. The Airport Environs Overlay Zone (AEOZ) was adopted in 2001 and revised in 2013 following the *Air Installation Compatible Use Zone Study Update* from August 2010.

By virtue of a Joint Use Agreement and a dedicated taxiway access to the base runway and air traffic control capabilities, a connection to the Base for civilian aircraft use is available. Operated by the Delaware River and Bay Authority on behalf of DelDOT and adjacent to the Kent County Aeropark, the Civil Air Terminal represents a significant resource for future development of aviation and aeronautic business opportunities.

Assumptions: Dover Air Force Base

1. Dover Air Force Base influences the Dover community in many positive ways. Its benefits include positive economic impacts through employment and commerce. Skilled military personnel and their families from all over the country come to Dover and become an important part of our community. Dover residents also take great pride in the important role Dover Air Force Base plays in the defense of our nation and its peacekeeping and emergency relief efforts.
2. The connection to the Base for expansion of adjacent public and private air-related uses is an important, long-term opportunity for the City and Kent County.

Goal: Dover Air Force Base

Create a favorable and compatible environment for Dover Air Force Base through a resolute commitment to provide all reasonable planning accommodations to protect the Base.

Policies: Dover Air Force Base

1. Restrict land uses surrounding Dover Air Force Base to uses defined in the most current edition of the Air Installation Compatible Use Zone (AICUZ) document produced by the United States Department of Defense.

2. Require special noise attenuation measures to be incorporated within plans for the construction of new buildings in the vicinity of Dover Air Force Base.
3. Maintain the designated Airport Environs Overlay Zone (AEOZ) which includes the Accident Potential Zones and Noise Zones as defined by the Air Installation Compatible Use Zone (AICUZ) document. This ordinance sets forth regulations within the *Zoning Ordinance* governing land use and development within these areas (Article 3 Section 22). The boundaries of the AEOZ may be updated in the future to coincide with the most current edition of the AICUZ document.
4. Ensure cooperative planning to facilitate joint use activities in a manner that protects the Base operations while achieving associated economic benefits.

Recommendations: Dover Air Force Base

The Land Development Plan reflects the existing limits of Dover Air Force Base for location purposes. No enlargement of the land use area associated with DAFB is proposed at this time. Areas immediately north of DAFB within the City limits have been designated for Industrial uses, focused on air cargo and other aviation-based uses. A few small pockets of existing residential development exist north of DAFB along Horsepond Road and Lafferty Lane. The Land Development Plan shows this area as Industrial, primarily because the AEOZ (Airport Environs Overlay Zone) prohibits new residential uses in this area. The City will not rezone active residential properties until or unless the residential use ceases on that property. Portions of the adjacent industrial lands and other lands will be considered for rezoning to a newly established IPM3 (Industrial Park Manufacturing – Industrial Aviation and Aeronautics Center) zone as master planning for the area continues.

As part of the Land Development Plan, Table 12-1: Land Use and Zoning Matrix specifies that the following zones are compatible with this land use classification of Office and Office Parks.

Office and Office Parks	CPO (Commercial and Professional Office) IO (Institutional and Office) IPM (Industrial Park Manufacturing) RGO (General Residence and Office)
--------------------------------	--

III. ZONING REVIEW

Request for IPM (Industrial Park Manufacturing Zone)

The applicant has requested the zoning of IPM (Industrial Park Manufacturing Zone). The following code excerpt of the IPM zoning district is provided from Article 3 §20 of the *Zoning Ordinance*.

Article 3 Section 20. Industrial park manufacturing zone (IPM).

20.1 *Uses permitted.* No building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except

the following, and in accordance with performance standards procedure as set forth in [article 5](#), section 8, and subject to site development plan approval as set forth in [article 10](#), section 2:

20.11 Manufacturing, assembling, converting, altering, finishing, cleaning, cooking, baking or any other type of manufacturing or industrial processing of any goods, materials, products, instruments, appliances and devices, provided that the fuel used shall be oil, gas or electricity; together with incidental clinics, cafeterias and recreational facilities for the exclusive use of employees of the concern engaged in such undertaking.

20.12 Research, design, testing and development laboratories.

20.13 Printing, publishing, binding, packaging, storage, warehousing, transshipment and distribution, and trucking terminals.

20.14 Business, professional or administrative offices; banks and financial institutions; hotels, motels and restaurants; public parks, playgrounds, and recreational facilities; and public utility uses, provided that these uses shall only be located upon a thoroughfare, arterial street or access highway with[in] the IPM zone. Retail sales and service establishments within planned industrial parks for local needs and local consumption of the employees and customers of the other permitted uses within the planned industrial park.

20.15 Signs shall meet the regulations found in [article 5](#), section 4, supplementary sign regulations.

20.16 Agricultural or farm uses as defined and permitted in [article 3](#), section 1.11.

20.17 The following uses may be permitted as conditional uses if approved by the planning commission in accordance with the provisions and procedures set forth in [article 10](#), section 1 and any specified requirements set forth below:

(a) Associated retail uses in conjunction with and accessory to a permitted use, provided that the associated retail use does not occupy more than 30 percent of the gross floor area of the building or group of buildings on a lot. Parking shall be provided at a rate of one parking space per 300 square feet of retail space for the exclusive use of retail customers in addition to the bulk parking requirements of this zoning district for a particular use.

20.18 Mini-storage facilities, subject to the following regulations:

(a) No unit shall be placed within 30 feet of any other structure on the lot or a residential property line.

(b) No outside storage [is allowed], except for recreational vehicles, boats or personal automobiles when completely screened from view and parked in specifically approved locations. Parking for these vehicles shall not count toward the required parking set forth in subsection (e) below.

(c) No individual unit may be used for retail, garage sale or any other commercial activities.

(d) No storage of flammable, explosive, corrosive or other hazardous products may occur in the individual unit.

(e) Parking must be provided at a ratio of one space for each 25 rental units, plus a minimum of three spaces for an office outside of the enclosure. One row of parallel parking is permitted between buildings at a ratio of one space per 25 feet.

(f) All other bulk requirements of this ordinance are met.

20.19 Marijuana cultivation facilities, marijuana manufacturing facilities, and marijuana testing facilities, subject to the requirements outlined in [article 5](#), section 24.

20.2 *Uses prohibited.* The following uses are specifically prohibited:

20.21 Residences, except those existing at the time of adoption of this amendment.

20.22 Manufacturing uses involving primary production of the following products from raw materials: asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, and carbon black and bone black, creosote, hydrogen and oxygen, industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids: coal, coke, and tar products, including gas manufacturing;

explosives; fertilizers; glue, and size (animal); linoleum and oil cloth; matches; paint, varnishes, and turpentine; rubber (natural or synthetic); [and] soaps, including fat rendering.

20.23 The following processes: nitrating of cotton or other materials; magnesium foundry; reduction, refining, smelting, and alloying of metal or metal ores; refining secondary aluminum; refining petroleum products, such as gasoline, kerosene, naphtha, [and] lubricating oil; distillation of wood or bones; [and] reduction and processing of wood pulp and fiber, including papermill operations.

20.24 Operations involving stockyards, slaughterhouses, and slag piles.

20.25 Storage of explosives, [and] bulk or wholesale storage of gasoline above [the] ground.

20.26 Dumps.

20.27 Quarries, stone crushers, screening plants, and storage of quarry screenings, accessory to such uses.

20.28 Junkyards, automobile dismantling plants or storage of used parts of automobiles or other machines or vehicles or of dismantled or junked automobiles.

AEOZ (Airport Environs Overlay Zone)

The properties are located within the AEOZ – APZ-II (Accident Potential Zone II) found in Article 3 §22.3 of the *Zoning Ordinance*, and therefore, this zoning classification must be assigned upon annexation. The AEOZ includes prohibition of certain uses that are incompatible with the Dover Air Force Base operations, specifically regarding noise and accident potential; see *Zoning Ordinance*, Article 3 §22.6.

IV. RECOMMENDATION OF PLANNING STAFF:

The request for the IPM (Industrial Park Manufacturing Zone) is for a zone that allows for offices, industrial, and mini-storage facility uses.

Staff recommends the annexation of the three properties located at 1624 North Little Creek Road and the adjacent two parcels to the south and for the associated rezoning to IPM (Industrial Park Manufacturing Zone) and AEOZ-APZII (Airport Environs Overlay Zone – Accident Potential Zone II) be approved as requested. The subject property is in the City's Annexation Plan of the *2019 Comprehensive Plan* as Category 1: High Priority Annexation Areas with a Land Use Classification as Office and Office Park. While the subject property is not an enclave that is fully surrounded by the City, it fills a hole between the existing City boundary and the State Route 1 right-of-way. The main parcel of the three properties is also already served by the City electric.

This Annexation/Rezoning Request does not grant approval of a specific use for the property but makes its land use subject to a listing of uses permitted and potential conditional uses as allowed in the IPM zoning district. Staff notes that any potential redevelopment for the site or changes of use for the existing building would have to be in line with the zoning classification and would similarly have to follow all requirements of the *Zoning Ordinance*. Were the Application for Annexation/Rezoning to be recommended by the Planning Commission and subsequently approved by the City Council, the applicant would still have to submit Site Development Plans or Subdivision Plans and/or Permits for review for any new use of the site or the existing building.

The parcels, when combined with the adjacent parcels already within the City, meet the lot dimensions for IPM zone related to conventional lots. Any non-conformity of the existing

buildings' uses and placement in relation the bulk standards of the IPM would be subject to the provisions of the *Zoning Ordinance*, Article 7 – Nonconforming Buildings and Uses.

This recommendation is being made without the benefit of hearing the comments of surrounding landowners and residents. A Public Hearing is required on this matter and the Planning Commission should give those comments consideration.

V. PLANNING COMMISSION REVIEW FOR RECOMMENDATION

As part of the Annexation Request, the City of Dover zoning district is to be determined; therefore, it is a request for a type of zoning map amendment which changes the zoning district of a property. The Planning Commission as part of their public hearing and review process will provide a recommendation on the zoning to City Council. As part of the process outlined in *Zoning Ordinance*, Article 10 Section 5, the Planning Commission must evaluate the following factors when considering the request:

Article 10 § 5.36 Report of the planning commission. Regarding each application for a zoning map amendment, the planning commission shall provide a report to the city council stating a recommended action with regards to the proposed amendment, along with the commission's evaluation of the following factors:

(A) Whether the uses permitted by the proposed change would be compatible with the existing uses and zones in the area concerned;

(B) Whether adequate public services and infrastructure exist or can be created or expanded to serve the needs of any additional demand as a result of such change; and

(C) Whether the proposed change is in accordance with the city's current comprehensive plan.

A Recommendation Report from the Planning Commission will be forwarded to City Council for their consideration of the Annexation/Rezoning Application.

RECOMMENDATION OF THE PLANNING COMMISSION:

At the Hybrid (In-Person and Virtual) Planning Commission Meeting of February 17, 2026, the Rezoning Application AX-26-02 was represented by Mr. Richard Sinegar of Scott Engineering on behalf of the property owner. During the Public Hearing, one member of the public spoke, and no written comments were received.

The Planning Commission's motion was to recommend approval for Annexation and Rezoning Application AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Road and Two Parcels to the south from the Kent County zoning districts of IL (Limited Industrial Zone) and RMH (Residential Manufactured Home Zone) to IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): Accident Potential Zone II (APZ II) and resulted in a vote of 8-0 in favor of rezoning (one member absent). The reasons cited for the recommendation of approval include compatibility with existing land uses in the area; appears to be adequate public services and infrastructure available; consistency with the City's 2019 Comprehensive Plan; the applicant's acknowledgement of the DAC comments and the information on the potential for

road interchange improvement; the properties' location in the High Priority Annexation Area; and with reference to the Development Advisory Committee Report which included the Planning Staff's recommendations of approval.

See also the included excerpt of the DRAFT Meeting Minutes of the February 17, 2026 Planning Commission Meeting. The comments received from the other member agencies of the Development Advisory Committee (D.A.C.) are also provided.

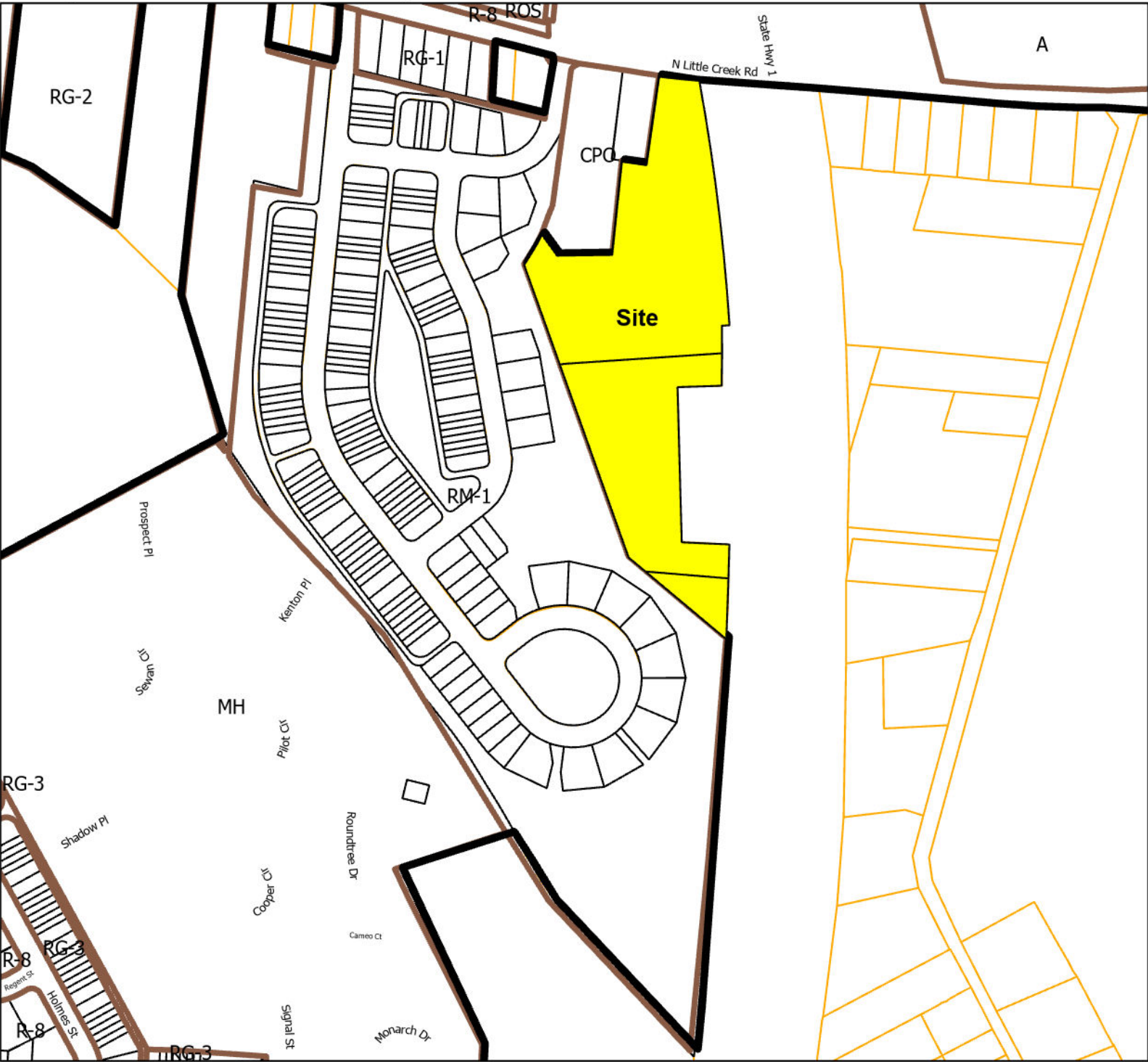
VI. ADVISORY COMMENTS TO THE APPLICANT

- 1) The Planning Staff advises the applicant that this general location in the vicinity of the existing partial interchange of State Route 1 and Route 8 (North Little Creek Road) has been mentioned in several studies for potential expansion of the interchange/road network to allow additional access to State Route 1 and related improvements to freight movement conditions in this eastern part of the City. These potential transportation improvements were identified in the *East/West Freight Routes Phase 2 Study (2025)*, the *Dover Air Cargo Freight Access Study (2021)*, and the *Dover Freight Plan (2025)*. See the comments provided by the Dover/Kent County MPO for information and references to these studies.
- 2) From the agency comments received, it appears that ability to provide City water is feasible due to the proximity to existing infrastructure. The ability for sanitary sewer service would need to be discussed with the Kent County Department of Public Works. It would be the property owner's responsibility to cover all costs associated with extending and connecting services to the existing building.
- 3) Regarding connection to City services (water) the applicant must contact the City's Department of Water & Wastewater for procedures, permitting and impact fees. Regarding connection to Kent County services (sanitary sewer), the applicant must contact the County Department of Public Works for procedures, permitting, and impact fees.
- 4) Upon annexation into the City of Dover, the property will be subject to the provisions of the *Dover Code of Ordinances*. This includes procedures such as review processes for plans and permits for construction activities, licensing, etc.
- 5) The applicant shall be aware that approval of any Annexation & Rezoning application does not represent a Building Permit or other construction activity permit approval. A separate application submission showing all improvements is required before issuance of permits by the City of Dover.
- 6) The use of the existing building on the property would be subject to the City of Dover procedures for business licensing, public occupancy permits, and/or Vacant Building registration.

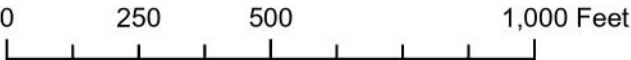
ATTACHMENTS:

- Zoning Map Exhibit
- Application AX-26-02 Submission: Plan Sheet

- Development Advisory Committee Comments from City of Dover Departments of Public Works and Water & Wastewater, City Office of the Fire Marshal, DelDOT, Kent Conservation District, and Dover/Kent County MPO
- Excerpt from DRAFT Planning Commission Meeting Minutes of February 17, 2026
- Proposed Annexation Resolution #2026-04
- Proposed Rezoning Ordinance #2025-24



Title: Lands of United Worldwide Express, LLC
Ordinance #: 2025-24
Addresses: 1624 North Little Creek Road & Adjacent Two Parcels
Parcel ID: ED-00-068.20-01-15.00-000, ED-00-077.00-01-07.00-000, & ED-00-077.00-01-07.01-000
Existing Zoning: IL (Limited Industrial Zone) & RMH (Residential Manufactured Home Zone)
Proposed Zoning: IPM (Industrial Park Manufacturing Zone);
Subject to the AEOZ (Airports Environs Overlay Zone)
APZ II - Accident Potential Zone II
Owner: United Worldwide Express, LLC.
Date: 12/2/2025



Legend

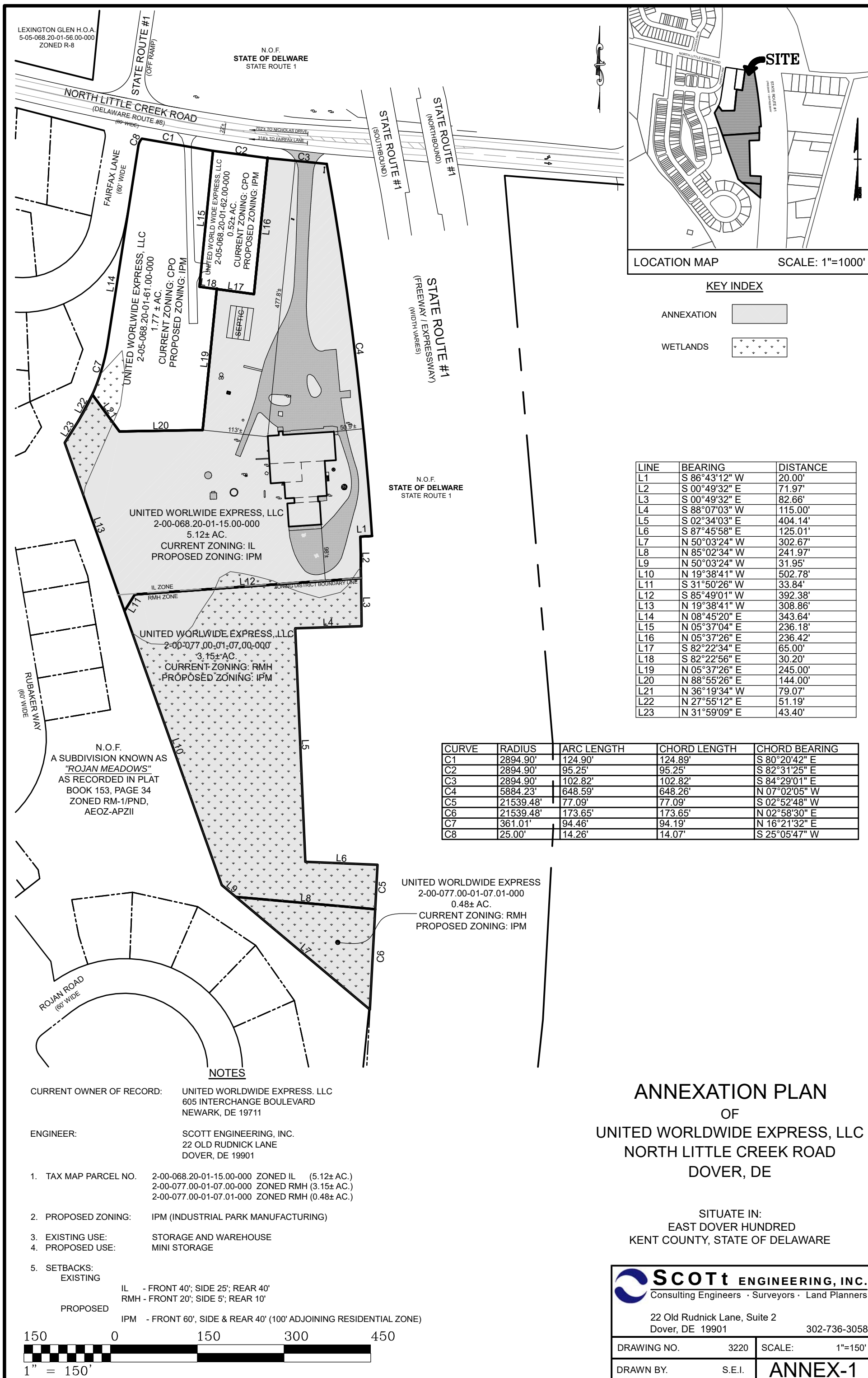
Subject Property

Dover Boundary

Zoning

Dover Parcels

Kent County Parcels





CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JANUARY 28, 2026



APPLICATION: Lands of United Worldwide Express, LLC at 1624 North Little Creek Road and Adjacent Two Parcels

FILE #: AX-26-02

REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater

CONTACT PERSON: Jason A. Lyon, P.E., Director of Water & Wastewater

CONTACT PHONE #: 302-736-7025

CONTACT EMAIL: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

1. Our office has no objections to the proposed annexation of tax parcels ED-00-068.20-01-15.00-000, ED-00-077.00-01-07.00-000 & ED-00-077.00-01-07.01-000. Any redevelopment shall adhere to the City of Dover Water/Wastewater Handbook and the Specifications, Standards & Procedures for Public Works Construction. Impact fees will be applied to this property.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL

1. None

ADVISORY COMMENTS TO THE APPLICANT

SANITATION / STREETS / STORMWATER / GENERAL

1. None

WATER / WASTEWATER

1. As per the Petition to Annex and Rezone Property, as heard by the Council Committee of the Whole, please find the following:
 - a. 1624 N. Little Creek Road is not currently served by City of Dover Water. Unaddressed Parcel of 3.15 acres on N. Little Creek Road is not currently served by City of Dover Water. Unaddressed Parcel of 0.48 acres west of State Route 1 is not currently served by City of Dover Water. 1624 N. Little Creek Road is not currently served by City of Dover Sanitary Sewer. Unaddressed Parcel of 3.15 acres on N. Little Creek Road is not currently served by City of Dover Sanitary Sewer. Unaddressed Parcel of 0.48 acres west of State Route 1 is not currently served by City of Dover Sanitary Sewer. The property owner has not contacted the Department about the possible connection to these services. Water is available to these properties. The property owner is responsible for any and all costs associated with extending and providing service upgrades to the property area. Sanitary Sewer is not immediately available to this property area; the developer may reach out to Kent County Public Works to see if the connection is more feasible. The property owner is responsible for any and all costs associated with extending and providing service upgrades to this property area. This may include tapping the sanitary sewer and water mains, connection to the building for both utilities, purchasing appropriately sized water meter and pit, paying impact fees, and obtaining permits.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 01/28/26

APPLICATION: Lands of United Worldwide Express at 1624 N Little Creek Rd

FILE #: AX-26-02 **REVIEWING AGENCY:** City of Dover, Office of the Fire Marshal

CONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.us

PHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposal is a annexation and rezoning request for three parcels. This office has no objections.
2. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. If the building on the property is being used, an annual fire and life safety inspection is needed. If the building on the property is not being used, it would need to be registered as a vacant building,
2. Please contact this office in reference to fire department responses to the property for open burning, there is no open burning in the City of Dover.

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)

2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)

2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)

2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)

2009 IBC (International Building Code)

Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations

2021 Delaware State Fire Prevention Regulations

City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

From: [Mobley, Will \(DeIDOT\)](#)
To: [Melson-Williams, Dawn](#); [Schwartz, Joshua \(DeIDOT\)](#)
Subject: EXTERNAL: DAC Comments 28 Jan 26 Staff Development Meeting
Date: Wednesday, January 28, 2026 5:04:46 PM

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

Good morning,

Here are the comments from DeIDOT for the applications discussed in the DAC Committee Meeting.

AX-26-01 Lands of Fuller at 7 Nixon Ln

No objection to annexation.

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels

No objection to annexation.

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road

No objection to rezoning.

C-26-01 Bay Pointe Apartments (One Building Concept) at 1100 Bay Road

This project has an Entrance Plan Approval dated 5-10-23. Plan approval expires 5-10-26. Plans will need reapproval if no work is started before expiration date.

US-26-01 Dover Industrial Park Comprehensive Signage Plan

Ensure planned sign structure is outside of DeIDOT Right of Way. At a minimum the sign must be placed outside the clear zone of the state maintained frontage road and must not fall within the sight distance triangle located at the site entrance. Lastly Delaware Code 17 § 1108 Location and condition of advertising regulated. ---(a) Subject to subsection (c) of this section, no outdoor advertising sign, display or device, except a directional, gateway, or warning sign, official sign or notice erected by or with the approval of the Department, shall be erected subsequent to July 14, 1969, within 25 feet of the right-of-way line of any public highway if visible from any portion of the same.

Sincerely,

Will T Mobley III, PMP

Division of Economic Development, DELDOT

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KENT CONSERVATION DISTRICT

Item #9.

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CITY OF DOVER DEVELOPMENT ADVISORY COMMITTEE APPLICATION REVIEW COMMENTARY FEBRUARY 2026

APPLICATION: Lands of United Worldwide Express, LLC at North Little Creek Road and Adjacent Two Parcels

FILE #: AX-26-02

REVIEWING AGENCY: Kent Conservation District

CONTACT: Cullen Baker

PHONE: 302-608-5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

Kent Conservation District has no objection to the annexation & rezoning request for the above referenced parcel.

ADVISORY COMMENTS TO THE APPLICANT:

In the future, if there is any proposed disturbance that will exceed 5,000 square feet, a sediment and stormwater management plan must be reviewed and approved by our office prior to any land disturbing activity (i.e. clearing, grubbing, filling, grading, etc.).

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 2/4/2026

**Dover/Kent
County
Metropolitan
Planning
Organization**

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels

FILE # AX-26-02 REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Annexation Review

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels

Although Dover Kent MPO does not have any objections to the proposed Annexation, it is worth noting that several recent MPO studies pertain to these parcels. First, in the *East/West Freight Routes Phase 2 Study*, several new alignments were proposed in key locations across Kent County to improve freight conditions and facilitate the movement of goods. The most relevant proposal from the study is the SR 1 interchange, which would allow for direct access to SR 1 from North Little Creek Road.¹ If completed, this project would benefit the industrial sites in the area and reduce the amount of truck traffic on surrounding roadways. The project is also a potential benefit to Dover Air Force Base, and several interchange options were evaluated in the

¹ *East/West Freight Routes Phase 2 Study*. Dover/Kent County MPO (2025).
<https://doverkentmpo.delaware.gov/files/2025/07/East-West-Final-Report-with-Appendicies.pdf#page=16>.



Dover Air Cargo Freight Access Study.² However, the interchange project would significantly impact the properties being discussed through this application, as the proposed alignment would run directly through the parcels. With this in mind, the City of Dover and the applicant should review the recommendations of the *East/West Freight Routes Phase 2 Study* and discuss how the parcels can be utilized while still meeting the greater needs of the freight community in Kent County.

The second relevant study is the *Dover Freight Plan*, a document that outlines the City's freight goals and recommends a path forward to achieving them. Some of the steps listed in the document include requiring truck parking and staging areas for all freight-related site development, creating opportunities for freight-intensive development along truck routes, and increasing coordination between local and State agencies and other relevant stakeholders.³ The applicant should be aware of the City's freight goals and ensure the plans for these properties help work towards the goals' completion.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

² *Dover Air Cargo Freight Access Study - Planning and Environmental Linkage (PEL) Report*. Dover/Kent County MPO (2021). https://doverkentmpo.delaware.gov/files/2021/09/Dover-Air-Cargo-Freight-Study-PEL_final.pdf#page=25.

³ *Dover Freight Plan*. City of Dover (2025). https://doverkentmpo.delaware.gov/files/2025/04/2025-04_Dover-Freight-Plan_FINAL.pdf.



CITY OF DOVER PLANNING COMMISSION

February 17, 2026

Excerpt from Meeting Minutes – Draft

The Meeting of the City of Dover Planning Commission was held on Tuesday, February 17, 2026 at 6:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Chair Mr. Witham presiding. Members present were Mrs. Denney, Mrs. Maucher, Mr. Baldwin, Dr. Jones, Mr. Roach (virtual), Mr. Reaves (virtual), Mr. Michael Lewis (virtual), and Mr. Witham. Mrs. Welsh was absent.

Staff members present were Mrs. Dawn Melson-Williams, Ms. Sharon Duca, Mrs. Kristen Mullaney, and Mr. Jason Lyon.

NEW APPLICATIONS

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels - Public Hearing and Review for Recommendation to City Council for an Annexation Request and Rezoning Request for three parcels of land of 5.12 Acres +/-, 3.15 acres +/-, and 0.48 acres +/- located at 1624 North Little Creek Road and the two parcels to the south. The main parcel is currently zoned IL – Limited Industrial Zone and RMH – Residential Manufactured Home Zone in Kent County. The other two parcels are currently zoned RMH – Residential Manufactured Home Zone in Kent County. The proposed Zoning for all parcels is IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II - Accident Potential Zone II. The properties are located on the south side of North Little Creek Road and adjacent to State Route 1. The annexation category according to Dover's 2019 Comprehensive Plan is Category 1: High Priority Annexation Area and the land use designation is Office and Office Park. The property owner is United Worldwide Express, LLC. Property Addresses: 1624 North Little Creek Rd and two unaddressed parcels. Tax Parcels: ED-00-068.20-01-15.00-000, ED-00-077.00-01-07.00-000, and ED-00-077.00-01-07.01-000. Proposed Council District 2. Ordinance #2025-24. *The First Reading of this Annexation Request was completed on December 8, 2025 by City Council. Public Hearing before the Planning Commission is scheduled for February 17, 2026 and City Council on March 9, 2026.*

Representative: Mr. Richard Sinegar, Scott Engineering

Mrs. Melson-Williams stated that this is Annexation AX-26-02. Shown on the screen in yellow are the three parcels that make up this request. The one at the top is actually addressed as 1624 North Little Creek Road and then there are two unaddressed parcels to its south. The first parcel is 5.12 acres in size, the second one is 3.15 acres, and then the last is 0.48 acres. Currently in the County, they have a mix of zonings including IL (Limited Industrial Zone) in the County and then RMH (Residential Manufactured Home Zone). Their Request for Annexation into the City of Dover is for all three parcels. They are seeking a zoning classification of IPM (Industrial Park Manufacturing Zone) and this property series would fall into the AEOZ (Airport Environs Overlay Zone), specifically in the APZ II (Accident Potential Zone II). The *Comprehensive Plan* identifies this area that is between the Rojan Meadows Subdivision and State Route 1 on the east as an enclave area. It falls into the Category 1: High Priority Annexation Area. The Land Use Category as designated in our *Comprehensive Plan* is the Office and Office Park Land Use

Category. Currently, the northernmost parcel does have a type of storage warehouse building on it and the other two lots are vacant of buildings. There is a good bit of woodland and wetland areas found on this property. The next image shows that it is kind of shaded there for the three parcels that we were talking about. The *Comprehensive Plan*, when it talks about the land use of Office and Office Parks really focuses on that Land Use Category as being a type of Employment Center and our Report includes kind of the goals and policies related to Employment Centers. The *Comprehensive Plan* also has that Land Use and Zoning Matrix and for Office and Office Parks. The IPM (Industrial Park Manufacturing Zone) is one of the eligible zoning classifications for the property. We included in our Report, the text of the allowable uses that can occur in the IPM (Industrial Park Manufacturing Zone). Any proposed use once annexed into the City and if selected into the IPM (Industrial Park Manufacturing Zone) would be subject to these allowable uses and also the provisions of the AEOZ (Airport Environs Overlay Zone) that may also have some land use compatibility that may limit future uses. The reason for their Annexation was identified as future redevelopment. They are looking at a mini-storage building project. At this point in time, we are not considering future redevelopment of the site, just whether annexation and zoning into the City of Dover is appropriate. Staff is recommending Annexation of the three properties into the City, finding that the IPM (Industrial Park Manufacturing Zone) zoning district is appropriate given that *Comprehensive Plan* strategy for this area. Any redevelopment would be subject to other applications. Because this involves a Rezoning, again, there are the three factors that the Planning Commission needs to consider. Whether the uses permitted by the proposed change are compatible with the existing uses in the general area, whether adequate public services and infrastructure exists or can be created, and then whether the proposed change is in accordance with the City's *Comprehensive Plan*. She will note that one of the Advisory Comments that the Planning Office is providing is that this area is the current location of a partial interchange with State Route 1 and Route 8, (the North Little Creek Road) in this area. There have been a number of studies that have looked at potential expansion of that interchange or road network are to allow additional access to State Route 1 and those related improvements are related to freight movement especially in the eastern part of the City. We note at least three studies that have mentioned this. Those similar comments also came from the Dover/Kent County MPO regarding this property area. We just want to make sure the property owner is aware of those studies and potential options for what may happen in this area in the future. The Development Advisory Committee Report continues with the comments from the other agencies. She will note that the one building is served by City of Dover Electric but of course with any expansion electric service needs would have to be further evaluated. From the water perspective, the three parcels are not served by City Water. There is City water availability that could serve these parcels. When it comes to sanitary sewer, these properties are not currently served by City sanitary sewer and that Department has identified that the likely purveyor for that utility service would need to be the Kent County Public Works Department because of what they have as infrastructure in this area is more readily available then what the City could even attempt to provide. The Fire Marshal's Office provided comments and some notes about the existing building on the site should it come into the City, there will be some things that they will have to take care of. DelDOT has no objection to the Annexation and Rezoning as does the Kent Conservation District. Then as noted, the Dover/Kent County MPO has provided some information about the series of studies that are looking at potential improvements in this area. None of those are for projects that are moving forward at this point; it is just studies and options for improvements.

Mr. Sinegar stated that he represents the client. They went to the DAC Meeting, reviewed all of the comments and they are good with all of the comments that were addressed at that meeting.

Mr. Witham stated that he thinks the applicant requested an IPM (Industrial Park Manufacturing Zone) and he thinks the priority for this area, and this is of course is a High Priority Annexation Area, would be for Office or Office Park. Isn't the IPM (Industrial Park Manufacturing Zone) a little more of an intensive zone? Responding to Mr. Witham, Mrs. Melson-Williams stated that in two parts, yes, it does allow for Office and Office Parks but it does allow for a number of other use type activities that are likely more intense than that but it is an eligible type of zoning for the property. If you agree with that zoning, you can certainly put that forward. If you feel something else is more appropriate, you would have to make that recommendation and clearly state your reasons for doing so.

Dr. Jones stated that the matter of the sanitary sewer is still up in the air. When is that addressed? Will it be with the Site Application? Responding to Dr. Jones, Mrs. Melson-Williams stated that the sanitary sewer will come into play with any redevelopment of the project site or should the existing facility fail for some reason. She believes it is currently on a septic system; so, if for some reason that septic system would fail then likely they would not receive a Permit from DNREC to improve or make those repairs to that septic system and would likely have to connect to sanitary sewer. We do have the Director of Water/Wastewater here, Mr. Jason Lyon, that can speak a little bit more clearly probably to the availability of sanitary sewer in this area, what our current status is and the reasoning for noting that the County may be the better purveyor of that service.

Mr. Lyon stated that Mrs. Melson-Williams hit it on the head. It would come into play most likely with site development. The adjacent property to the west is Rojan Meadows which is a County District. They have sewer infrastructure butted out to this property; so, it seemed to be the most reasonable connection. So we would just partner with the County on that as the project would come to fruition.

Mr. Reaves asked if there was any specific comment made by Dover Air Force Base. Responding to Mr. Reaves, Mrs. Melson-Williams stated that the Dover Air Force Base did participate in our Development Advisory Committee Meetings and recognized that this area is within the AEOZ (Airport Environs Overlay Zone). That does carry with it a number of limitations when it comes to redevelopment and they likely at this point would just be noting that it should be placed in that AEOZ (Airport Environs Overlay Zone) which is what Staff has recommended as well.

Mr. Reaves further asked if whatever type of industrial manufacturing that they want to put in this location, is that going to come across the Planning Commission. Responding to Mr. Reaves, Mrs. Melson-Williams stated that any redevelopment of the property if it meets the threshold test for review by the Planning Commission will appear before you. In this case, if it were annexed into the City it would be adjacent to residentially zoned properties. Site Plan review with the Planning Commission would be triggered if they were doing site disturbance of more than 2,500 SF. That's not very much on a property of this size to trigger the full Planning Commission

review process.

Mr. Reaves stated that his concern is that in the document it references facilities like the Heinz Factory or anything like that. His concern is that any large industrial manufacturing plant that is built could potentially put off some obscurant smoke and that would be a concern for the Air Force Base. That is his concern so understand if something like that is to be built and it interferes with the Base operations, he just wants to understand if that is going to come across the Planning Commission because that would be a serious issue. Responding to Mr. Reaves, Mr. Sinegar stated that it would be addressed if it was going through the Site Plan approval with the Planning Commission. He knows that there is criteria to meet all of that in the AEOZ (Airport Environs Overlay Zone) that you have to meet for the building requirements. That would all be addressed at the time of Site Development.

Mr. Witham stated that he would note that the uses permitted in the IPM (Industrial Park Manufacturing Zone) under mini storage facilities, if that may be the ultimate goal, does provide that there is to be no storage of flammable, explosive, corrosive or other hazardous products to occur in the individual units. So, that would probably partially address that question but may not fully address it.

Mr. Witham opened a public hearing.

Mr. Zach Prebula – Kent Economic Partnership – 555 Bay Road Dover DE 19901

Mr. Prebula stated that they are the economic development organization for Kent County. We focus on business retention and attraction. These properties along the North Little Creek Road adjacent to the State Route 1 were identified in the Dover/Kent MPO *East West Freight Study* as an essential location for future southbound SR1 Interchange. The Study evaluated freight mobility, industrial access, and long-term infrastructure needs to support economic growth in this corridor. The potential for a southbound interchange in this area is significant, improves access to and from SR1, and would strengthen our freight movement, enhance connectivity to industrial complexes in the area, and will increase our long-term economic competitiveness in this corridor. Access is one of the most critical factors industrial site selection and business expansion users have in their decision making. We simply want to make sure that these findings of the *East West Freight Study* and the potential long-term importance of the interchange are part of the public record as discussions about the land use area continue.

Mr. Witham closed the public hearing.

Mrs. Maucher stated that she would be interested in hearing from the applicant regarding the comments about that interchange and the potential impact on the property if they do decide to go forward in some future date. Responding to Mrs. Maucher, Mr. Sinegar stated that obviously it would have to be addressed. Right now, he knows that it is a study and it's a wish list that may or may not happen but it would be addressed at the time which could be 15 years down the road or 20 years down the road. It would be addressed at that time whether the property needed to be bought from the State or whatever needed to be done for that interchange.

Mrs. Maucher moved to recommend approval to City Council for Application AX-26-02 Lands of

United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels, also that the zoning be changed to IPM (Industrial Park Manufacturing Zone) and also remain in the AEOZ (Airport Environs Overlay Zone). She also moves that the Commission find that the change in zoning is compatible with many of the properties in the area and there appears to be adequate public utilities and infrastructure available to the area and the proposed change is in accordance with the current Comprehensive Plan, seconded by Mrs. Denney and the motion was carried 8-0 by roll call vote with Mrs. Welsh absent. Mrs. Maucher voting yes; based on DAC comments and the applicant's acknowledgement of the comments. Mr. Baldwin voting yes; based on the previous statements. Dr. Jones voting yes; based upon the motion. Mr. Reaves voting yes; based on previously stated comments and the DAC opinions and response from the applicant. Mr. Lewis voting yes. Mr. Roach voting yes. Mrs. Denney voting yes; based on the Planning recommendation as well as the fact that she thinks that the IPM (Industrial Park Manufacturing Zone) out there is a better fit than other things she could think of. And she is also happy that our Chair brought up the Interchange as being a problem so that our record shows that and they acknowledge that right now it isn't but if it happens then they are aware that there is a possibility. Mr. Witham voting yes; this Rezoning is in a High Annexation Category according to our Plan and although the use is a little more intense than Office and Office Park, it's not that intense in the type of things they demonstrated that they could possibly construct that would certainly be okay within that zone. It also meets the uses of the proposed change and the change is compatible to the surrounding area.

City of Dover

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2026-04

A RESOLUTION APPROVING THE INCLUSION OF AN AREA WITHIN THE LIMITS OF THE CITY OF DOVER.

WHEREAS, the Charter of the City of Dover authorizes Council to extend the boundaries of the said City in accordance with Title 22, Chapter 1, Section 101 of the Delaware Code (22Del.C.§ 101); and

WHEREAS, the Mayor and Council deem it to be in the best interest of the City of Dover to include an area contiguous to the present City limits, and hereinafter more particularly described, within the limits of the City of Dover; and

WHEREAS, the Charter of the City of Dover provides that if an annexation is petitioned by all owners of all property considered for annexation, no election shall be required. For an annexation petition not requiring an election, such petition shall be processed in accordance with procedures established for amendments to the zoning map, specified in Dover Code, Appendix B – Zoning. All annexation petitions shall be processed concurrently with the rezoning of the property considered for annexation and shall be subject to public hearing before City Council. Public notice shall be completed in accordance with the provisions of the Dover Code relating to amendment of the zoning map.

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

1. That the following described area, situated in East Dover Hundred, Kent County, State of Delaware, along with all adjacent paths, sidewalks, roadways, and rights-of-way in their entirety, shall be annexed to and included within the limits of the City of Dover:

ED-00-068.20-01-15.00-000 – 1624 North Little Creek Road

BEGINNING at a point along the Southerly side of North Little Creek Road, also known as State Route No. 8, 80 feet wide, said point being a common corner of the lot herein being described and State Route No. 1, varying widths;

Thence, along the westerly side of State Route No. 1, the following three (3) courses and distances: 1) by a curve to the right having a radius of 5,884.23 feet, an arc length of 648.59

feet, chord bearing North 07 degrees 02 minutes 05 seconds West, 648.26 feet; 2) South 86 degrees 43 minutes 12 seconds West, 20.00 feet; 3) South 00 degrees 49 minutes 32 seconds East, 71.97 feet to a point at a corner of Tax Parcel 2-00-077.00-01-07.00-000;

Thence, thereby, the following two (2) courses and distances: 1) South 85 degrees 49 minutes 01 seconds West, 392.38 feet to a point; thence 2) South 31 degrees 50 minutes 26 seconds West, 33.84 feet to a point in the line for lands of the subdivision of Rojan Meadows;

Thence, thereby, the following three (3) courses and distances: 1) North 19 degrees 36 minutes 41 seconds West, 308.86 feet; 2) North 31 degrees 59 minutes 09 seconds East, 43.40 feet; thence 3) North 27 degrees 55 minutes 12 seconds East, 51.19 feet to a point at a corner for Tax Parcel 2-05-068.20-01-61.00-000;

Thence, thereby the following three (3) courses and distances: 1) South 36 degrees 19 minutes 34 seconds East, 79.07 feet; 2) North 88 degrees 55 minutes 26 seconds East, 144.00 feet; 3) North 05 degrees 37 minutes 26 seconds East, 245.00 feet to a point along Tax Parcel 2-05-068.20-01-62.00-000;

Thence, thereby, the following two (2) courses and distances: 1) South 82 degrees 22 minutes 34 seconds East, 65.00 feet; 2) North 05 degrees 37 minutes 26 seconds East, 236.42 feet to a point of curvature along the southerly side of North Little Creek Road, also known as State Route No. 8;

Thence, along North Little Creek Road by a curve to the left having a radius of 2,894.90 feet, an arc length of 102.82 feet, chord bearing South 84 degrees 29 minutes 01 seconds East, 102.82 feet to the point and place of Beginning.

Containing within the said described metes and bounds 5.12 acres of land, be the same, more or less.

ED-00-077.00-01-01-07.00-000 – Unaddressed Parcel south of North Little Creek Road

BEGINNING at a point on the Northwesterly side of Delaware State Route No. 1, varying widths, said point being a common corner of Tax Parcel 2-05-068.20-01-15.00-000, a distant of 172.58 feet from the physical centerline of State Route No. 1 and further located the following three (3) courses and distances from the Southerly side of North Little Creek Road, also known as State Route No. 8 (80 feet wide): 1) by a curve to the right having a radius of 5884.23, an arc length of 648.59 feet, chord bearing North 07 degrees 02 minutes 05 seconds West, 648.26 feet; 2) South 86 degrees 43 minutes 12 seconds West, 20.00 feet; 3) South 00 degrees 49 minutes 32 seconds East, 71.97 feet to the point and place of Beginning;

Thence, continuing along State Route No. 1 the following five (5) courses and distances:
1) South 00 degrees 49 minutes 32 seconds East, 82.66 feet; 2) South 88 degrees 07 minutes 03 seconds West, 115.00 feet; 3) South 02 degrees 34 minutes 03 seconds East, 404.14 feet; 4) South 87 degrees 45 minutes 58 seconds East, 125.01 feet to a point of curvature; 5) by a curve to the right having a radius of 21,539.48 feet, an arc length of 77.09 feet, chord bearing South 02 degrees 52 minutes 48 seconds West, 77.09 feet to a point at a corner of Tax Parcel 2-00-077.00-01-07.01-000;

Thence, thereby, North 85 degrees 02 minutes 34 seconds West, 241.97 feet to a point in the line for the subdivision of Rojan Meadows;

Thence, along the subdivision of Rojan Meadows the following two (2) courses and distances: 1) North 50 degrees 03 minutes 24 seconds West, 31.95 feet, 2) North 19 degrees 38 minutes 41 seconds West, 502.78 feet to a point at a corner of Tax Parcel 2-00-068.20-01-15.00-000;

Thence, thereby, the following two (2) courses and distances: 1) North 31 degrees 50 minutes 26 seconds East, 33.84 feet; 2) North 85 degrees 49 minutes 01 seconds East, 392.38 feet to the point and place of Beginning.

Containing within the said described metes and bounds 3.15 acres of land, be the same, more or less.

ED-00-077.00-01-07.01-000 – Unaddressed Parcel west of State Route 1

BEGINNING at a point on the Northwesterly side of Delaware State Route No. 1, varying widths, said point being a common corner of Tax Parcel 02-00-077.00-01-07.00-000, a distant of 150.00 feet from the physical centerline of State Route No. 1 and further located the following seven (7) courses and distances from the Southerly side of North Little Creek Road, also known as State Route No. 8 (80 feet wide): 1) by a curve to the right having a radius of 5884.23, an arc length of 648.59 feet, chord bearing North 07 degrees 02 minutes 05 seconds West, 648.26 feet; 2) South 86 degrees 43 minutes 12 seconds West, 20.00 feet; 3) South 00 degrees 49 minutes 32 seconds East, 154.63 feet; 4) South 88 degrees 07 minutes 03 seconds West, 115.00 feet; 5) South 02 degrees 34 minutes 03 seconds East, 404.14 feet; 6) South 87 degrees 45 minutes 58 seconds East, 125.01 feet to a point of curvature; 7) by a curve to the right having a radius of 21,539.48 feet, an arc length of 77.09 feet, chord bearing South 02 degrees 52 minutes 48 seconds West, 77.09 feet to the point and place of Beginning;

Thence, continuing along Delaware State Route No. 1, by a curve to the right having a radius of 21,539.48 feet, an arc length of 173.65 feet, chord bearing South 02 degrees 58 minutes 30 seconds West, 173.65 feet to a point along the subdivision of Rojan Meadows Open Space;

Thence, along the division line of the subdivision of Rojan Meadows Open Space, North 50 degrees 03 minutes 24 seconds West, 302.67 feet to a point at a corner of Tax Parcel 2-00-077.00-01-07.00-000;

Thence, thereby, South 85 degrees 02 minutes 34 seconds East, 241.97 feet to the point and place of Beginning.

Containing within the said described metes and bounds 0.48 acres of land, be the same, more or less.

2. That the above-described property shall be annexed into the City of Dover with a zoning classification as set by City Council and in accordance with the zoning map and environs then in force, effective upon such lands being included within the limits of the City of Dover.
3. That the certified copy of this resolution of annexation, together with a plot of the area annexed, shall be filed for record with the Recorder of Deeds of Kent County.
4. That the effective date of this resolution shall be the 10th day of March, 2026, at 12:01 a.m.

ADOPTED: *

Action History

05/11/2026 – Introduction – City Council

03/09/2026 – Introduction – City Council – Deferred for 30 days



FINAL READING

PROPOSED ORDINANCE #2025-24

AN ORDINANCE AMENDING THE ZONING ORDINANCE AND ZONING MAP OF THE CITY OF DOVER CHANGING THE ZONING DESIGNATION OF PROPERTY LOCATED AT 1624 N. LITTLE CREEK ROAD AND TWO ADJACENT PARCELS

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

WHEREAS, it is deemed in the best interest of zoning and planning to change the permitted use of the main property below from IL (Limited Industrial Zone) and RMH (Residential Manufactured Home Zone) and the other two parcels from RMH (Residential Manufactured Home Zone) to IPM (Industrial Park Manufacturing Zone) and subject to the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II.

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

1. That from and after the passage and approval of this ordinance the Zoning Map and Zoning Ordinance of the City of Dover have been amended by changing the zoning designation of the main property from IL (Limited Industrial Zone) and RMH (Residential Manufactured Home Zone) and the other two parcels from RMH (Residential Manufactured Home Zone) to IPM (Industrial Park Manufacturing Zone) subject to the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II on that property located at 1624 N. Little Creek Road and two adjacent parcels (on the south side of North Little Creek Road and adjacent to State Route 1), consisting of 5.12^{+/-} Acres, 3.15^{+/-} Acres, and 0.48^{+/-} Acres owned by United Worldwide Express, LLC.

(Tax Parcel: ED-00-068.20-01-15.00-000, ED-00-077.00-01-07.00-000, and ED-00-077.00-01-07.01-000; Planning Reference: AX-26-02; Second Council District)

ADOPTED: *

Action History

05/11/2026 – Scheduled for Final Reading – City Council
 03/09/2026 – Public Hearing – City Council – Deferred for 30 days
 02/17/2026 – Public Hearing – Planning Commission
 12/08/2025 – First Reading – City Council

PETITION TO AMEND ZONING DISTRICT

Public Hearing & Final Action before the Dover City Council on March 9, 2026
Recommendation from Planning Commission from Meeting on February 17, 2026
With Staff and Development Advisory Committee Review

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

Owner: United Worldwide Express, LLC

Address: 1600 North Little Creek Road, 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 Parcel: 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 demolished)

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 property for development of mini-storage buildings

File Number: Z-26-01

Ordinance Number: #2026-07

Planning Commission

Recommendation: The Application Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Road and Adjacent Parcel at 0.509 AC North Little Creek Road was represented by Mr. Richard Sinegar of Scott Engineering on behalf of the property owner. A Public Hearing was conducted on February 17, 2026 where one (1) member of the public spoke and no written comments were received regarding the Rezoning

application. The Planning Commission's motion to recommend approval of the proposed rezoning from C-PO/AEOZ to IPM (Industrial Park Manufacturing Zone) with the AEOZ (Airport Environs Overlay Zone) resulted in an 8-0 vote in favor (one member absent). (Draft Meeting Minutes attached.)

APPLICATION:

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Road and Adjacent Parcel at 0.509 AC North Little Creek Road, Dover DE: Rezoning C-PO/AEOZ to IPM/AEOZ

This Rezoning Application was referred to the Planning Commission as per Zoning Ordinance, Article 10 §5. The Planning Commission is required to provide a Review Report to the City Council. The following document and attachments are provided as the Review Report and Planning Commission Recommendation.

Note: This Review Report was initially prepared by Staff of the Rossi Group (under a Planning Services contract with the City of Dover). The Report was completed with additional review and editing by the City's Planning Office.

I. APPLICATION SUMMARY:

This Rezoning Application is for two parcels of land located at 1600 North Little Creek Road consisting of 1.77 acres +/- and the adjacent parcel to the east consisting of 0.52 acres +/- . 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. The properties are located on the south side of North Little Creek Road between Fairfax Lane and State Route 1. The owner of both parcels is United Worldwide Express, LLC. Property Addresses: 1600 North Little Creek Rd and one unaddressed parcel referenced as 0.509 AC North Little Creek Road. Tax Parcels: ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000. Council District 2. Ordinance #2026-07.

The First Reading of this Proposed Ordinance was scheduled for January 26, 2026 and was completed at the City Council Meeting of January 28, 2026 due to the meeting being postponed due to weather. Public Hearing before the Planning Commission is scheduled for February 17, 2026 and the Public Hearing before the City Council is set for March 9, 2026.

Existing Property:

The existing property included a building onsite that was to be demolished under Demolition Permit #24-1615. The properties are located on the south side of North Little Creek Road between Fairfax Lane and State Route 1. The applicant is seeking rezoning to allow for future development of the properties to be mini storage buildings. Any redevelopment of the site will be subject to a separate application submission for plans or permits.

Surrounding Land Uses

Parcels adjacent to the subject properties are zoned RM-1 (Medium Density Residential) along the west border. The RM-1 zoned property is associated with a subdivision known as “Rojan Meadows PND” which includes single-family residences. Land to the north is dedicated to transportation right-of-way with State Route 1 and North Little Creek Road. Adjacent to the east and south is a series of properties subject to Annexation Application AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Road and Two Parcels.

II. COMPREHENSIVE PLAN COMPLIANCE REVIEW

In the *2019 Comprehensive Plan*, the Land Development Plan (Map 12-1) recommends that this property be used for Office use. Additionally, the subject parcels are located within the zoning district AEOZ (Airport Environs Overlay Zone). The *2019 Comprehensive Plan* describes strategies and recommendations for Employment Centers, which includes office and industrial uses. It also includes strategies and recommendations related to the Dover Air Force Base. The associated goals and policies are listed in the *2019 Comprehensive Plan* excerpts presented below (pages 12-16 through 12-20); see excerpt below:

EMPLOYMENT CENTERS: OFFICE PARK AND INDUSTRIAL LAND USES

To a large extent, Dover’s character has been set by the historic location of key uses throughout the City, from the governmental complexes in the center, to rail dominate uses along the railroad right-of-way, to military uses at Dover Air Force Base (DAFB). Today, office parks and industrial land uses are areas partially or completely occupied by existing industrial and/or manufacturing uses. A large area of vacant developable land north of and adjoining Dover Air Force Base has been designated for industrial and manufacturing uses. Such uses are generally more compatible with military operations and seem to be less effected by noise associated with military overflights. Other areas for employment centers are adjacent to transportation routes (vehicle and rail). See Chapter 10 – Economic Development) for a more detailed discussion of Dover’s economic opportunities.

Assumptions: Employment Centers

1. The Dover community is fortunate to harbor several regional, national and international industry leaders within the City limits. Dover intends to accommodate the reasonable aspirations and expectations of its industrial and manufacturing community to support the vitality of these precious resources.
2. A healthy and well-rounded local economy will depend upon diversity in business and employment opportunities.
3. Opportunities exist to build on Dover’s regional proximity for warehousing and distribution and its access to Dover Air Force Base (DAFB) for expansion of civilian air transportation and aviation related manufacturing, service and repair functions.

Goal: Employment Centers

Create a more vibrant, growing economy with a broader range of job opportunities through collaborative efforts to market the region, identify potential targets, and respond to opportunities to foster an increase in office and industrial development in appropriate and designated areas.

Policies: Employment Centers

1. Protect existing industrial, office park and manufacturing establishments from encroachment by incompatible land uses which could result in nuisance complaints, hazardous situations, and human conflict.
2. Provide sufficient land area for industrial purposes to enable the expansion of existing industries, the establishments of new facilities, and revitalization of underutilized older industrial sites.
3. Provide for a variety of office park and industrial development opportunities through the designation of areas for small, medium and large establishments within planned industrial parks.
4. Promote alternative modes of accessibility including pedestrian and bicycle facilities, bus shelters and transit stops, and provide incentives for car and van pooling of employees.
5. Create flexible and contemporary industrial zoning provisions that reflect emerging trends in uses, facilities, and business opportunities to meet future needs.

Recommendations: Employment Centers

The City is committed to fostering a strong, vibrant, and balanced local economy built on existing and new business locations. This initiative requires close coordination with state and county economic development entities. It also requires continuous attention to the needs of existing businesses, efforts to promote a skilled workforce, a comprehensive marketing and promotional strategy, and land use and development regulations that are efficient and contemporary. The Comprehensive Plan designates areas throughout the City where job growth and opportunities are encouraged. Plan Chapter 10 – Economic Development lays out a set of goals and actions designed to reinforce this commitment.

Office Parks

The Land Development Plan designates specific tracts of land of various sizes for Office and Office Park land uses. Office Park development involves an integrated development of office buildings with shared entrances, driveways and parking. The majority of uses permitted within an Office Park are generally weekday professional office uses involving very little or no activity at night or on weekends. For this reason, the Office Park designation may be viewed as a transitional use category when situated between more intense commercial and industrial land uses

and residential land uses. This designation usually involves the C-PO (Commercial/Professional Office Zone) zoning district.

These areas are located throughout the City with established office concentrations in the Enterprise Business Park, along Silver Lake Boulevard, on College Park Drive, along Old Rudnick Lane, the Northgate Center, and elsewhere. Scattered office uses are also located along Saulsbury/McKee Road and within designated “Mixed Use” areas in the Eden Hill Farm Traditional Neighborhood Design (TND). Smaller scale areas for office parks are the Woodbrook complex on South Governors Avenue, office complexes along Walker Road, and areas along Route 8.

Large Scale Industry

The Land Development Plan designates all existing major industrial facilities and associated vacant lands for Industrial use. These properties include the manufacturing facilities of Kraft Heinz Foods, Proctor & Gamble, Edgewell Personal Products, PPG Industries, General Metalcraft and others.

Industrial Parks

Several planned industrial parks have been initiated since 1986 which offer industrial development potential. The Land Development Plan designates these sites for continued Industrial use. These sites include Kent County Aero Park/Air Cargo Terminal, Enterprise Business Park, College Business Park, and McKee Business Park. The City purchased and has developed the Garrison Oak Business and Technology Center (formerly the Garrison Oak Technical Park) in 1999-2000. It now houses a solar electric facility, an electric generating facility, a flooring products manufacturer, and a security firm with ten shovel ready lots remaining available.

Planning is underway to extend the Joint Use Agreement with Dover Air Force Base to allow expansion of the Kent County Aero Park into a regional facility. The Central Delaware Aviation Complex will facilitate aviation uses including air cargo, aircraft maintenance and repair, and related uses as part of a newly designated “Employment Center.”

DOVER AIR FORCE BASE

Although Dover Air Force Base (DAFB) is within the City limits, as a land holding of the Federal government it is not subject to municipal regulation. In recognition of the strategic importance of DAFB with respect to the national interest, as well as the contributions of DAFB to the local economy and overall image of Dover, it is essential that the Comprehensive Plan support and protect the vital interests of Dover Air Force Base as an integral part of Dover.

A majority of the land area surrounding DAFB is within the City limits. Much of this land is impacted by noise associated with base operations and specific locations in close proximity to aircraft runways have been identified by the Department of Defense as accident potential zones. It is within these areas that Dover can play an important role in protecting the mission of DAFB by restricting development within

these areas to uses that would be relatively compatible with military operations. The Airport Environs Overlay Zone (AEOZ) was adopted in 2001 and revised in 2013 following the *Air Installation Compatible Use Zone Study Update* from August 2010.

By virtue of a Joint Use Agreement and a dedicated taxiway access to the base runway and air traffic control capabilities, a connection to the Base for civilian aircraft use is available. Operated by the Delaware River and Bay Authority on behalf of DelDOT and adjacent to the Kent County Aeropark, the Civil Air Terminal represents a significant resource for future development of aviation and aeronautic business opportunities.

Assumptions: Dover Air Force Base

1. Dover Air Force Base influences the Dover community in many positive ways. Its benefits include positive economic impacts through employment and commerce. Skilled military personnel and their families from all over the country come to Dover and become an important part of our community. Dover residents also take great pride in the important role Dover Air Force Base plays in the defense of our nation and its peacekeeping and emergency relief efforts.
2. The connection to the Base for expansion of adjacent public and private air-related uses is an important, long-term opportunity for the City and Kent County.

Goal: Dover Air Force Base

Create a favorable and compatible environment for Dover Air Force Base through a resolute commitment to provide all reasonable planning accommodations to protect the Base.

Policies: Dover Air Force Base

1. Restrict land uses surrounding Dover Air Force Base to uses defined in the most current edition of the Air Installation Compatible Use Zone (AICUZ) document produced by the United States Department of Defense.
2. Require special noise attenuation measures to be incorporated within plans for the construction of new buildings in the vicinity of Dover Air Force Base.
3. Maintain the designated Airport Environs Overlay Zone (AEOZ) which includes the Accident Potential Zones and Noise Zones as defined by the Air Installation Compatible Use Zone (AICUZ) document. This ordinance sets forth regulations within the *Zoning Ordinance* governing land use and development within these areas (Article 3 Section 22). The boundaries of the AEOZ may be updated in the future to coincide with the most current edition of the AICUZ document.
4. Ensure cooperative planning to facilitate joint use activities in a manner that protects the Base operations while achieving associated economic benefits.

Recommendations: Dover Air Force Base

The Land Development Plan reflects the existing limits of Dover Air Force Base for location purposes. No enlargement of the land use area associated with DAFB is proposed at this time. Areas immediately north of DAFB within the City limits have been designated for Industrial uses, focused on air cargo and other aviation-based uses. A few small pockets of existing residential development exist north of DAFB along Horsepond Road and Lafferty Lane. The Land Development Plan shows this area as Industrial, primarily because the AEOZ (Airport Environs Overlay Zone) prohibits new residential uses in this area. The City will not rezone active residential properties until or unless the residential use ceases on that property. Portions of the adjacent industrial lands and other lands will be considered for rezoning to a newly established IPM3 (Industrial Park Manufacturing – Industrial Aviation and Aeronautics Center) zone as master planning for the area continues.

As part of the Land Development Plan, Table 12-1: Land Use and Zoning Matrix specifies that the following zones are compatible with this land use classification of Office and Office Parks.

Office and Office Parks	CPO (Commercial and Professional Office) IO (Institutional and Office) IPM (Industrial Park Manufacturing) RGO (General Residence and Office)
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III. ZONING REVIEW

Request for IPM (Industrial Park Manufacturing Zone) Zoning

The following code excerpt of the IPM zoning district is provided from Article 3 §20 of the *Zoning Ordinance*.

Article 3 Section 20. Industrial park manufacturing zone (IPM).

20.1 *Uses permitted.* No building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except the following, and in accordance with performance standards procedure as set forth in [article 5](#), section 8, and subject to site development plan approval as set forth in [article 10](#), section 2:

20.11 Manufacturing, assembling, converting, altering, finishing, cleaning, cooking, baking or any other type of manufacturing or industrial processing of any goods, materials, products, instruments, appliances and devices, provided that the fuel used shall be oil, gas or electricity; together with incidental clinics, cafeterias and recreational facilities for the exclusive use of employees of the concern engaged in such undertaking.

20.12 Research, design, testing and development laboratories.

20.13 Printing, publishing, binding, packaging, storage, warehousing, transshipment and distribution, and trucking terminals.

20.14 Business, professional or administrative offices; banks and financial institutions; hotels, motels and restaurants; public parks, playgrounds, and recreational facilities; and public utility uses, provided that these uses shall only be located upon a thoroughfare, arterial street or access highway with[in] the IPM zone. Retail sales and service establishments within planned industrial parks for local needs and local consumption of the employees and customers of the other permitted uses within the planned industrial park.

- 20.15 Signs shall meet the regulations found in [article 5](#), section 4, supplementary sign regulations.
- 20.16 Agricultural or farm uses as defined and permitted in [article 3](#), section 1.11.
- 20.17 The following uses may be permitted as conditional uses if approved by the planning commission in accordance with the provisions and procedures set forth in [article 10](#), section 1 and any specified requirements set forth below:
- (a) Associated retail uses in conjunction with and accessory to a permitted use, provided that the associated retail use does not occupy more than 30 percent of the gross floor area of the building or group of buildings on a lot. Parking shall be provided at a rate of one parking space per 300 square feet of retail space for the exclusive use of retail customers in addition to the bulk parking requirements of this zoning district for a particular use.
- 20.18 Mini-storage facilities, subject to the following regulations:
- (a) No unit shall be placed within 30 feet of any other structure on the lot or a residential property line.
 - (b) No outside storage [is allowed], except for recreational vehicles, boats or personal automobiles when completely screened from view and parked in specifically approved locations. Parking for these vehicles shall not count toward the required parking set forth in subsection (e) below.
 - (c) No individual unit may be used for retail, garage sale or any other commercial activities.
 - (d) No storage of flammable, explosive, corrosive or other hazardous products may occur in the individual unit.
 - (e) Parking must be provided at a ratio of one space for each 25 rental units, plus a minimum of three spaces for an office outside of the enclosure. One row of parallel parking is permitted between buildings at a ratio of one space per 25 feet.
 - (f) All other bulk requirements of this ordinance are met.
- 20.19 Marijuana cultivation facilities, marijuana manufacturing facilities, and marijuana testing facilities, subject to the requirements outlined in [article 5](#), section 24.
- 20.2 *Uses prohibited.* The following uses are specifically prohibited:
- 20.21 Residences, except those existing at the time of adoption of this amendment.
- 20.22 Manufacturing uses involving primary production of the following products from raw materials: asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, and carbon black and bone black, creosote, hydrogen and oxygen, industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosives; fertilizers; glue, and size (animal); linoleum and oil cloth; matches; paint, varnishes, and turpentine; rubber (natural or synthetic); [and] soaps, including fat rendering.
- 20.23 The following processes: nitrating of cotton or other materials; magnesium foundry; reduction, refining, smelting, and alloying of metal or metal ores; refining secondary aluminum; refining petroleum products, such as gasoline, kerosene, naphtha, [and] lubricating oil; distillation of wood or bones; [and] reduction and processing of wood pulp and fiber, including papermill operations.
- 20.24 Operations involving stockyards, slaughterhouses, and slag piles.
- 20.25 Storage of explosives, [and] bulk or wholesale storage of gasoline above [the] ground.
- 20.26 Dumps.
- 20.27 Quarries, stone crushers, screening plants, and storage of quarry screenings, accessory to such uses.
- 20.28 Junkyards, automobile dismantling plants or storage of used parts of automobiles or other machines or vehicles or of dismantled or junked automobiles.

AEOZ (Airport Environs Overlay Zone)

The property is located within the AEOZ – APZ-II (Accident Potential Zone II) found in Article 3 §22.3 of the *Zoning Ordinance*. The AEOZ includes prohibition of certain uses that are incompatible with the Dover Air Force Base operations, specifically regarding noise and accident potential; see *Zoning Ordinance*, Article 3 §22.6.

IV. RECOMMENDATION OF THE PLANNING STAFF:

This Request is to rezone lands from C-PO (Commercial and Professional Office Zone) to IPM (Industrial Park Manufacturing Zone) and to remain within the AEOZ (Airport Environs Overlay Zone). The current C-PO zone allows for business, governmental, medical, and financial uses, as well as a series of accessory uses subject to conditional use review. The C-PO zone does not permit mini-storage facilities. See *Zoning Ordinance*, Article 3 §26.

The IPM Zone allows many of the uses permitted within the C-PO Zone, but it also allows for other uses, including manufacturing and mini-storage facilities. The AEOZ further restricts uses in the areas surrounding the Dover Air Force Base to protect public health, safety, and welfare by identifying areas impacted by high levels of aircraft noise and the potential for aircraft accidents associated with airport operations.

As part of the process to change the zoning district of a property outlined in *Zoning Ordinance*, Article 10 Section 5, the City Planner must evaluate the following factors when considering the request:

Article 10 § 5.22 *City planner report*. For each proposed zoning text amendment, the city planner shall issue a report to the planning commission and city council, including comments from other reviewing agencies, that evaluates the following factors:

(A) Whether such change is consistent with the aims and principles embodied in the ordinance as to the particular zones concerned; and

(B) Whether such proposed amendment is consistent with the aims of the comprehensive plan of the city.

Staff recommends that the Rezoning of the two properties (parcels 61.00 and 62.00) be granted to IPM (Industrial Park Manufacturing Zone). The proposed zoning is consistent with the *Comprehensive Plan* for the Office Land Use Category classification. Rezoning to IPM is one of the zoning districts eligible for consideration in this Land Use Category classification. The IPM zone permits the mini-storage facility use desired by the applicant.

Staff also recommends that the properties remain subject to the AEOZ (Airport Environs Overlay Zone). The purpose of the AEOZ is to ensure uses within this area are compatible with operations of the Air Force Base.

The Rezoning Request, including the retention of the AEOZ, is consistent with policies set forth in the *2019 Comprehensive Plan* related to Employment Centers and the Dover Air Force Base.

This Rezoning Request does not grant approval of a specific use for the property but makes its land use subject to a listing of uses permitted and potential conditional uses as allowed in IPM

(Industrial Park Manufacturing Zone) zoning district and the Land Use Compatibility Table of the AEOZ found in *Zoning Ordinance*, Article 3 Section 22.6. If the application for Rezoning is recommended by the Planning Commission and subsequently approved by the City Council, the applicant will still have to submit plans and/or permits for review for certain uses or redevelopment of the site.

This recommendation is being made without the benefit of hearing the comments of surrounding landowners and residents. A public hearing is required on this matter and the Planning Commission should give those comments consideration.

V. PLANNING COMMISSION REVIEW FOR RECOMMENDATION

This Rezoning Application is a request for a zoning map amendment which changes the zoning district of a property(s). The Planning Commission as part of their public hearing and review process will provide a recommendation on the Rezoning Request to City Council. As part of the process outlined in *Zoning Ordinance*, Article 10 Section 5, the Planning Commission must evaluate the following factors when considering the request:

Article 10 § 5.36 *Report of the planning commission.* Regarding each application for a zoning map amendment, the planning commission shall provide a report to the city council stating a recommended action with regards to the proposed amendment, along with the commission's evaluation of the following factors:

(A) Whether the uses permitted by the proposed change would be compatible with the existing uses and zones in the area concerned;

(B) Whether adequate public services and infrastructure exist or can be created or expanded to serve the needs of any additional demand as a result of such change; and

(C) Whether the proposed change is in accordance with the city's current comprehensive plan.

A Recommendation Report from the Planning Commission will be forwarded to City Council for their consideration of the Rezoning Application.

RECOMMENDATION OF THE PLANNING COMMISSION:

At the Hybrid (In-Person and Virtual) Planning Commission Meeting of February 17, 2026, the Rezoning Application Z-26-01 was represented by Mr. Richard Sinegar of Scott Engineering on behalf of the property owner. During the Public Hearing, one member of the public spoke, and no written comments were received.

The Planning Commission's motion was to recommend approval for Rezoning Application Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Road from C-PO (Commercial and Professional Office Zone) and AEOZ (Airport Environs Overlay Zone) to IPM (Industrial Park Manufacturing Zone) and remaining subject to the AEOZ (Airport Environs Overlay Zone): Accident Potential Zone II (APZ II) and resulted in a vote of 8-0 in favor of rezoning (one member absent). The reasons cited for the recommendation of approval include the Rezoning's compatibility with the zoning in the area; sufficient infrastructure exists; consistency with the City's 2019 Comprehensive Plan; the applicant's

acknowledgement of the comments regarding the interchange potential in the area; and with reference to the Development Advisory Committee Report/Comments which included the Planning Staff's recommendations of approval (noting uses of the zoning district, compatibility with Comprehensive Plan, and presence of existing infrastructure).

See also the included excerpt of the DRAFT Meeting Minutes of the February 17, 2026 Planning Commission Meeting. The comments received from the other member agencies of the Development Advisory Committee (D.A.C.) are also provided.

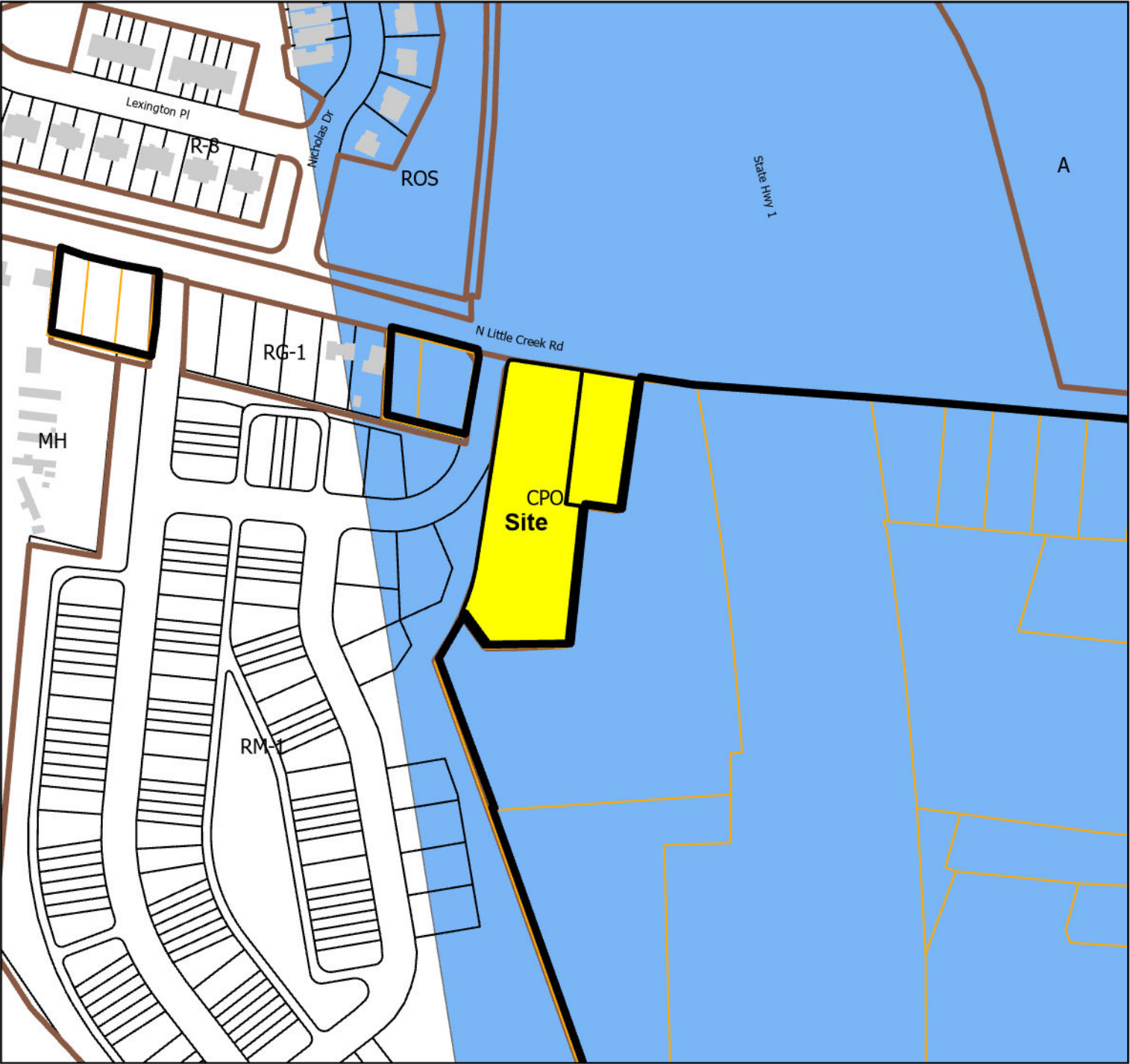
VI. ADVISORY COMMENTS TO THE APPLICANT:

- 1) The Planning Staff advises the applicant that this general location in the vicinity of the existing partial interchange of State Route 1 and Route 8 (North Little Creek Road) has been mentioned in several studies for potential expansion of the interchange/road network to allow additional access to State Route 1 and related improvements to freight movement conditions in this eastern part of the City. These potential transportation improvements were identified in the *East/West Freight Routes Phase 2 Study (2025)*, the *Dover Air Cargo Freight Access Study (2021)*, and the *Dover Freight Plan (2025)*. See the comments provided by the Dover/Kent County MPO for information and references to these studies.
- 2) The applicant shall be aware that approval of any Rezoning application does not represent Site Development Plan or Subdivision Plan. Following any decision made by City Council regarding this Rezoning, an application for a Site Plan, Subdivision Plan, and/or appropriate Building Permits must be submitted to the Planning Department prior to the establishment of a new use, redevelopment activity, or any construction activity on the site. The applicant should contact the Planning Staff to determine the appropriate review process for any proposed projects.
- 3) The properties are subject to the requirements of the AEOZ (Airport Environs Overlay Zone) related to development. Future plan submission must reflect this zoning classification on the plan sheets.
- 4) The applicant shall be aware that approval of any Rezoning application does not represent a Building Permit, Demolition Permit, Sign Permit, or other construction activity permit approval. A separate application submission is required before issuance of permits by the City of Dover.
- 5) The applicant shall be aware that any future use and/or buildings may be subject to separate permitting or licensing processes through the City of Dover Licensing and Permitting Division. All businesses operating in the City of Dover are required to obtain a City of Dover Business License. Certain types of uses also require a Public Occupancy Permit or Rental Dwelling Permits.

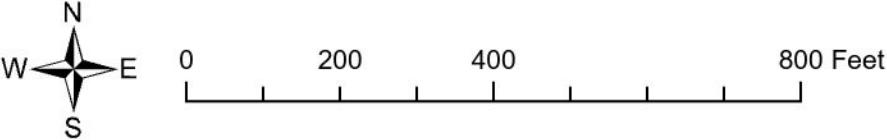
ATTACHMENTS:

- Zoning Map Exhibit
- Application Z-26-01 Submission: Plan Sheet

- Development Advisory Committee Comments from City of Dover Departments of Public Works and Water & Wastewater, Electric Department, City Office of the Fire Marshal, DelDOT, Kent Conservation District, and Dover/Kent County MPO
- Excerpt from DRAFT Planning Commission Meeting Minutes of February 17, 2026
- Proposed Ordinance #2026-07



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



Legend



Subject Property



Dover Boundary



Zoning



Kent County Parcels



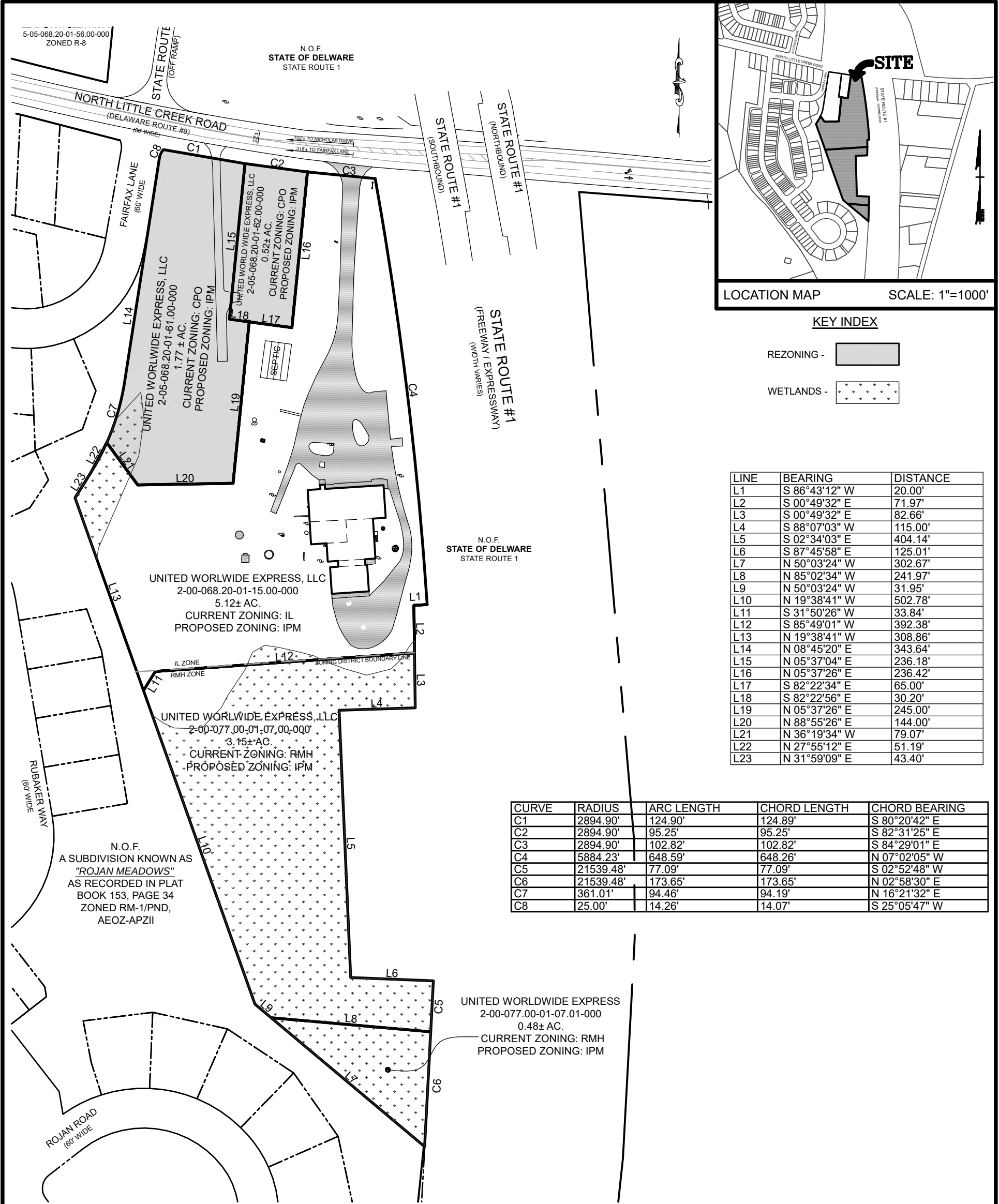
Building Footprints



Dover Parcels



AEOZ: APZ II



NOTES

CURRENT OWNER OF RECORD: UNITED WORLDWIDE EXPRESS, LLC
605 INTERCHANGE BOULEVARD
NEWARK, DE 19711

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 & REAR 40' (100' ADJOINING RESIDENTIAL ZONE)

REZONING PLAN
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



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

22 Old Rudnick Lane, Suite 2
Dover, DE 19901302-736-3058

DRAWING NO.	3220	SCALE:	1"=150'
DRAWN BY.	S.E.I.	RZ-1	

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JANUARY 28, 2026

APPLICATION: Lands of United Worldwide Express, LLC at 1600 North Little Creek Road and Adjacent Parcel at 0.509 AC North Little Creek Road

FILE #: Z-26-01

REVIEWING AGENCY: City of Dover Department of Public Works and Water & Wastewater

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

CONTACT PHONE #: 302-736-7025

CONTACT EMAIL #: jlyon@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS**SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL**

1. Our office has no objections to the proposed rezoning of tax parcels ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000. Any redevelopment shall adhere to the City of Dover Water/Wastewater Handbook and the Specifications, Standards & Procedures for Public Works Construction. Impact fees may be applied to this property. Future development shall comply with all aspects of the City of Dover's Cross Connection Control Program.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES**SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL**

1. None

ADVISORY COMMENTS TO THE APPLICANT**SANITATION / STREETS / STORMWATER / WATER / WASTEWATER / GENERAL**

1. None

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

STAFF D.A.C. MEETING DATE: JAN 28, 2026

APPLICATION: Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and adjacent Parcel at .509 AC North Little Creek Road

FILE #: Z-26-01

REVIEWING AGENCY: City of Dover Electric Department

CONTACT PERSON: Shawn Burgett, Engineering Services & System Ops Superintendent

CONTACT PHONE #: 302-674-7568

CONTACT EMAIL #: sburgett@dover.de.us

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS

ELECTRIC

Our office has no objection to the rezoning of: ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000.

RECOMMENDATIONS SUGGESTED AS CONDITIONS OF APPROVAL TO MEET CODE OBJECTIVES

ELECTRIC

1. Should this site be redeveloped, which includes modifications to the use, the applicant / developer will be responsible for all costs associated with providing the appropriate meter / service to this site based upon the use including any necessary system upgrades or extensions. The appropriateness and adequacy of electric and meters will be assessed at that time.
2. Any redevelopment shall adhere to the City of Dover's Electric Service Handbook.
<https://evogov.s3.amazonaws.com/media/27/media/13108.pdf>.

ADVISORY COMMENTS TO THE APPLICANT

ELECTRIC

1. None.

IF YOU HAVE ANY QUESTIONS OR NEED TO DISCUSS ANY OF THE ABOVE COMMENTS, PLEASE CALL THE ABOVE CONTACT PERSON AND THE PLANNING DEPARTMENT AS SOON AS POSSIBLE.

CITY OF DOVER

DEVELOPMENT ADVISORY COMMITTEE

APPLICATION REVIEW COMMENTARY

D.A.C. MEETING DATE: 01/28/26

APPLICATION: Lands of United Worldwide Express at 1600 N Little Creek Rd

FILE #: Z-26-01 REVIEWING AGENCY: City of Dover, Office of the Fire MarshalCONTACT PERSON: Jason Osika, Fire Marshal
josika@dover.de.usPHONE #: (302) 736-4457

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY, AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE.

THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESS BY THE APPLICANT:

CITY AND STATE CODE REQUIREMENTS:

1. Proposal is a rezoning request for two parcels. This office has no objections.
2. Every house, building or structure used or intended for use as living quarters or as a place for conducting business, and having any wall facing or abutting any public or private street or alley, shall have displayed on that wall, in legible, easily read characters which are of contrasting color to the background, the proper street number for such house, building, or structure in accordance with the following:

One-family and two-family residential structures, height, the number shall measure a minimum of four inches in height, *location*, the number shall be placed on the house above or to the left or right of the front entrance, *color*, the number shall be contrasting to the background color, *Arabic numerals*, all numbers shall be Arabic numerals.

Multiple-family dwellings, measurements, the number shall measure a minimum of six inches when identifying individual apartments with exterior doors, and 12 inches when identifying buildings with apartment complexes where there are two or more buildings not assigned street addresses. Individual buildings with street addresses shall have numbers measuring six inches, *location*, numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot, *color*, numbers shall be contrasting to the background color, *Arabic numerals*, all numbers used shall be Arabic numerals.

Commercial, industrial and office buildings, height, the numbers shall measure a minimum of 12 inches in height, *location generally,* numbers shall be placed either in the center of the building or on the street end of the building so as to be visible from either the public or private street or from the parking lot,

property line or driveway, should the building be located far enough from a public or private road so that the numbers are not clearly visible from the street, then the street address shall also be posted on the property at or near the property line or driveway to said building,

color; each building, numbers shall be contrasting to the background color and shall be placed on each building in the complex,

Arabic numerals, all numbers used shall be Arabic numerals,

Shopping centers. Shopping centers consisting of two or more stores shall have a tenant or suite number affixed to the front of the tenant space and on the outside of the rear door which corresponds with that tenant space. Numbers shall measure six inches in height.
(City of Dover Code of Ordinances, 98-344)

ADDITIONAL / SPECIFIC REQUIREMENTS TO OBTAIN APPROVAL:

1. N/A

APPLICABLE CODES LISTED BELOW (NOT LIMITED TO):

2021 NFPA 1 Fire Code (NFPA; National Fire Protection Association)
 2021 NFPA 101 Life Safety Code (NFPA; National Fire Protection Association)
 2019 NFPA 72 National Fire Alarm and Signaling Code (NFPA; National Fire Protection Association)
 2019 NFPA 13 Installation of Sprinkler Systems (NFPA; National Fire Protection Association)
 2009 IBC (International Building Code)
 Latest editions of all other NFPA Codes as defined by the Delaware State Fire Prevention Regulations
 2021 Delaware State Fire Prevention Regulations
 City of Dover Code of Ordinances

***If you have any questions or need to discuss any of the above comments, please call the above contact person listed.**

From: [Mobley, Will \(DeIDOT\)](#)
To: [Melson-Williams, Dawn](#); [Schwartz, Joshua \(DeIDOT\)](#)
Subject: EXTERNAL: DAC Comments 28 Jan 26 Staff Development Meeting
Date: Wednesday, January 28, 2026 5:04:46 PM

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

Good morning,

Here are the comments from DeIDOT for the applications discussed in the DAC Committee Meeting.

AX-26-01 Lands of Fuller at 7 Nixon Ln

No objection to annexation.

AX-26-02 Lands of United Worldwide Express, LLC at 1624 North Little Creek Rd and Adjacent Two Parcels

No objection to annexation.

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road

No objection to rezoning.

C-26-01 Bay Pointe Apartments (One Building Concept) at 1100 Bay Road

This project has an Entrance Plan Approval dated 5-10-23. Plan approval expires 5-10-26. Plans will need reapproval if no work is started before expiration date.

US-26-01 Dover Industrial Park Comprehensive Signage Plan

Ensure planned sign structure is outside of DeIDOT Right of Way. At a minimum the sign must be placed outside the clear zone of the state maintained frontage road and must not fall within the sight distance triangle located at the site entrance. Lastly Delaware Code 17 § 1108 Location and condition of advertising regulated. ---(a) Subject to subsection (c) of this section, no outdoor advertising sign, display or device, except a directional, gateway, or warning sign, official sign or notice erected by or with the approval of the Department, shall be erected subsequent to July 14, 1969, within 25 feet of the right-of-way line of any public highway if visible from any portion of the same.

Sincerely,

Will T Mobley III, PMP

Division of Economic Development, DELDOT

Interim Kent County Review Coordinator

Phone (302)-760-2409

Will.mobley@delaware.gov



KENT CONSERVATION DISTRICT

Item #10.

1679 SOUTH DUPONT HIGHWAY • DOVER, DELAWARE 19901 • (302) 608-5370 • WWW.KENTCD.ORG

**CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
APPLICATION REVIEW COMMENTARY
FEBRUARY 2026**

APPLICATION: Lands of United Worldwide Express, LLC at 1600 North Little Creek Road and
Adjacent Parcel at 0.509 AC North Little Creek Road

FILE #: Z-26-01

REVIEWING AGENCY: Kent Conservation District

CONTACT PERSON: Cullen Baker

PHONE: (302) 608 – 5370

EMAIL: stormwater@kentcd.org

THE SUBJECT PROPOSAL HAS BEEN REVIEWED FOR CODE COMPLIANCE, PLAN CONFORMITY AND COMPLETENESS IN ACCORDANCE WITH THIS AGENCY'S AUTHORITY AND AREA OF EXPERTISE. THE FOLLOWING ITEMS HAVE BEEN IDENTIFIED AS ELEMENTS WHICH NEED TO BE ADDRESSED BY THE APPLICANT:

Source: 2019 Delaware Sediment and Stormwater Regulations

CITY AND STATE CODE REQUIREMENTS:

Kent Conservation District has no objection to the proposed rezoning of the above referenced site.

ADVISORY COMMENTS TO THE APPLICANT:

Soil disturbance (e.g. clearing, grading, excavations, tree clearing, or stoning) equal to or greater than 5,000 square feet requires a Sediment and Stormwater Management Plan to be submitted and approved by the Kent Conversation District prior to the commencement of disturbance.

CITY OF DOVER
DEVELOPMENT ADVISORY COMMITTEE
ADVISORY BRIEF
D.A.C. MEETING DATE: 2/4/2026

**Dover/Kent
County
Metropolitan
Planning
Organization**

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road

FILE # Z-26-01 REVIEWING AGENCY: Dover/Kent County MPO

CONTACT PERSON: Malcolm Jacob PHONE #: (302) 387-6030

Attached, please find comments submitted by Dover Kent MPO for each of the current City of Dover Development Advisory Committee (DAC) applications. These comments are a part of the MPO's ongoing goals of promoting transportation safety and connectivity within the region. They are submitted in accordance with the support given by the MPO Council on November 6, 2024.

Issues of concern to the MPO are effective transit, reducing the amount of vehicle emissions by shortening or eliminating trips, and facilities for alternative modes of transportation, including bicycle and pedestrian access. The MPO considers the bicycle facilities required by the City of Dover to be the standard for all applications, not to be waived.

City of Dover Planning Commission
Zoning Review

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road

Although Dover Kent MPO does not have any objections to the proposed Rezoning, it is worth noting that several recent MPO studies pertain to these parcels. First, in the *East/West Freight Routes Phase 2 Study*, several new alignments were proposed in key locations across Kent County to improve freight conditions and facilitate the movement of goods. The most relevant proposal from the study is the SR 1 interchange, which would allow for direct access to SR 1 from North Little Creek Road.¹ If completed, this project would benefit the industrial sites in the area and reduce the amount of truck traffic on surrounding roadways. The project is also a potential benefit to Dover Air Force Base, and several interchange options were evaluated in the

¹ *East/West Freight Routes Phase 2 Study*. Dover/Kent County MPO (2025).
<https://doverkentmpo.delaware.gov/files/2025/07/East-West-Final-Report-with-Appendicies.pdf#page=16>.



Dover Air Cargo Freight Access Study.² However, the interchange project would significantly impact the properties being discussed through this application, as the proposed alignment would run directly through the parcels. With this in mind, the City of Dover and the applicant should review the recommendations of the *East/West Freight Routes Phase 2 Study* and discuss how the parcels can be utilized while still meeting the greater needs of the freight community in Kent County.

The second relevant study is the *Dover Freight Plan*, a document that outlines the City's freight goals and recommends a path forward to achieving them. Some of the steps listed in the document include requiring truck parking and staging areas for all freight-related site development, creating opportunities for freight-intensive development along truck routes, and increasing coordination between local and State agencies and other relevant stakeholders.³ The applicant should be aware of the City's freight goals and ensure the plans for these properties help work towards the goals' completion.

If you have any questions or need to discuss any of the above comments, please call the above contact person and the Planning Department as soon as possible.

² *Dover Air Cargo Freight Access Study - Planning and Environmental Linkage (PEL) Report*. Dover/Kent County MPO (2021). https://doverkentmpo.delaware.gov/files/2021/09/Dover-Air-Cargo-Freight-Study-PEL_final.pdf#page=25.

³ *Dover Freight Plan*. City of Dover (2025). https://doverkentmpo.delaware.gov/files/2025/04/2025-04_Dover-Freight-Plan_FINAL.pdf.



CITY OF DOVER PLANNING COMMISSION

February 17, 2026

Excerpt from Meeting Minutes – Draft

The Meeting of the City of Dover Planning Commission was held on Tuesday, February 17, 2026 at 6:00 PM as an In-Person Meeting and also using the phone/videoconferencing system Webex. The Meeting Session was conducted with Chair Mr. Witham presiding. Members present were Mrs. Denney, Mrs. Maucher, Mr. Baldwin, Dr. Jones, Mr. Roach (virtual), Mr. Reaves (virtual), Mr. Michael Lewis (virtual), and Mr. Witham. Mrs. Welsh was absent.

Staff members present were Mrs. Dawn Melson-Williams, Ms. Sharon Duca, Mrs. Kristen Mullaney, and Mr. Jason Lyon.

NEW APPLICATIONS

Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road – Public Hearing and Review for Recommendation to City Council of Rezoning Request for the two parcels of land located at 1600 North Little Creek Road consisting of 1.77 acres +/- and the adjacent parcel to the east consisting of 0.52 acres +/- . 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. The properties are located on the south side of North Little Creek Road between Fairfax Lane and State Route 1. The owner of both parcels is United Worldwide Express, LLC. Property Addresses: 1600 North Little Creek Rd and one unaddressed parcel referenced as 0.509 AC North Little Creek Road. Tax Parcels: ED-05-068.20-01-61.00-000 and ED-05-068.20-01-62.00-000. Council District 2. Ordinance #2026-07. *The First Reading of this Proposed Ordinance was completed on January 28, 2026. Public Hearing before the Planning Commission is scheduled for February 17, 2026 and the Public Hearing before the City Council on March 9, 2026.*

Representative: Mr. Richard Sinegar, Scott Engineering

Mrs. Melson-Williams stated that this is a Request for Rezoning. These two parcels are already within the City of Dover. The one that is addressed is 1600 North Little Creek Road and then its neighboring parcel is the 0.509 acres North Little Creek Road. The one that has the address of 1600 North Little Creek Road previously included a building. The other is the smaller one shown on the screen in yellow adjacent to that and it does not have any existing buildings, hence no real address other than its size. Currently, these are in the City of Dover and they are zoned CPO (Commercial Professional Office Zone) and they are subject to the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II. That is the blue shading that you see on the Zoning Map. It is kind of rectilinear off the end of runways at the Dover Air Force Base but it is part of our *Zoning Ordinance*. They are requesting that these two parcels of land go to the zoning classification of IPM (Industrial Park Manufacturing Zone) and remain subject to the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II. With the two parcels, we already noted that one of them previously did include a building that has since been demolished. These are the two parcels shaded in the darker gray in the upper left corner of this image. The

property is adjacent to the Rojan Meadows Subdivision which is under construction now and its east side is the series of three parcels that you just considered for Annexation into the City. With the *Comprehensive Plan* for any Rezoning, we again are looking at the Land Use Categories. This is the Office and Office Park Land Use Category, which the IPM (Industrial Park Manufacturing Zone) is an eligible zoning classification. The CPO (Commercial Professional Office Zone) which is the current zoning of the property also was compliant with that Land Use Category. The *Comprehensive Plan* excerpts were included in your Report and we also included the text of the IPM (Industrial Park Manufacturing Zone) giving the types of uses that would be allowed and prohibited, as well as a reference to the AEOZ (Airport Environs Overlay Zone) which she previously noted includes information that also pertains to zoning of properties in those areas. The Planning Staff is recommending approval of the Rezoning to the IPM (Industrial Park Manufacturing Zone) finding it compliant with the *Comprehensive Plan* and it would fit that IPM (Industrial Park Manufacturing Zone) description as well. Again, this is just focusing on zoning of the property. Any redevelopment would subject to separate future Site Development Plans before the Commission. The Planning Commission, in looking at a Rezoning as noted, has three factors that you need to evaluate: whether the use is permitted by the proposed change would be compatible to that existing area, whether there is adequate public services and infrastructure to serve or can be created to serve that area, and whether the proposed change is compatible with the City's *Comprehensive Plan*. The Planning Office, again with this application is also providing the advisory comment that this is in the vicinity of what is an existing partial interchange of State Route 1 and Route 8 (which is North Little Creek Road) in this area that has been mentioned in several studies about the expansion of that interchange or road network to address freight movement conditions in the area. There are specifically at least three studies that talk about future potential for transportation improvements. These same comments were referenced in the Dover/Kent County MPO comments received as part of the Development Advisory Committee's Comments. The other Departments really have no objection to the Rezoning of these two parcels here. They may have provided some Advisory Comments related to future development on those sites but that is not one of your considerations tonight. You are looking at Rezoning of this property from CPO (Commercial Professional Office Zone) to IPM (Industrial Park Manufacturing Zone) with the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II remaining in place.

Mr. Sinegar stated that they agree with all of the DAC comments as all of the other parcels that were presented tonight fit into all of this.

Mr. Witham opened the public hearing.

Mr. Zach Prebula – Kent Economic Partnership – 555 Bay Road Dover DE 19901

Mr. Prebula stated that he would just like to reiterate the comments made to the previous application for this one as well regarding the *East West Freight Study*.

[Mr. Prebula stated that they are the economic development organization for Kent County. We focus on business retention and attraction. These properties along the North Little Creek Road adjacent to the State Route 1 were identified in the Dover/Kent MPO *East West Freight Study* as an essential location for future southbound SR1 Interchange. The Study evaluated freight mobility, industrial access, and long-term infrastructure needs to support economic growth in this

corridor. The potential for a southbound interchange in this area is significant, improves access to and from SR1, and would strengthen our freight movement, enhance connectivity to industrial complexes in the area, and will increase our long-term economic competitiveness in this corridor. Access is one of the most critical factors industrial site selection and business expansion users have in their decision making. We simply want to make sure that these findings of the *East West Freight Study* and the potential long-term importance of the interchange are part of the public record as discussions about the land use area continue.]

Mr. Witham closed the public hearing.

Mrs. Maucher moved to recommend approval to City Council for Application Z-26-01 Lands of United Worldwide Express, LLC at 1600 North Little Creek Rd and Adjacent Parcel at 0.509 AC North Little Creek Road from C-PO (Commercial and Professional Office Zone) to IPM (Industrial Park Manufacturing Zone) and retain the AEOZ (Airport Environs Overlay Zone): APZ II – Accident Potential Zone II. She further recommends that we inform City Council that the Rezoning is consistent with the surrounding zonings and sufficient infrastructure exists to service the facilities, and that it's consistent with the Comprehensive Plan, seconded by Dr. Jones and the motion was carried 8-0 by roll call vote with Mrs. Welsh absent. Mrs. Maucher voting yes; based on the DAC Comments and the applicant's acknowledgement and recognition of the comments made regarding the interchange potential. Mr. Baldwin voting yes; based on DAC comments and Staff recommendation. Dr. Jones voting yes; based upon previous statements. Mr. Reaves voting yes. Mr. Lewis voting yes. Mr. Roach voting yes. Mrs. Denney voting yes; based on the recommendations of the Planning Office as well as the DAC. Mr. Witham voting yes; based upon the comments of the Commissioners and the Planning Office as well as the DAC comments.



FINAL READING

PROPOSED ORDINANCE #2026-07

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

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

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

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

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

(Tax Parcel: 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)

ADOPTED: *

Action History

05/11/2026 – Scheduled for Final Reading – City Council

03/09/2026 – Public Hearing – City Council – Deferred for 30 days

02/17/2026 – Public Hearing – Planning Commission

DRAFT

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on April 27, 2026, at 7:00 p.m. with Council President Neil presiding. Council members present were Ms. Hall (in at 6:22 p.m.), Mr. Boggerty, Mr. Anderson (in at 6:20 p.m.), Dr. Pillsbury (via Webex in at 6:44 p.m.), Ms. Arndt, Mr. Rocha, Dr. Sudler (in at 6:20 p.m.), and Mr. Lewis (left at 9:55 p.m.).

Staff members present were Police Chief Johnson, Ms. Marney, Ms. Duca, Fire Chief Carey, Mr. Griffith, and Ms. Rivera. Ms. Melson-Williams was absent. Mayor Christiansen was also present.

OPEN FORUM

The Open Forum was held at 6:18 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, Jr., 136 Orchard Avenue, expressed concerns with Item #36, which was Mr. Anderson's proposed Ordinance #2025-21 that was placed at the bottom of the agenda. He believed that the issue deserved proper attention and should be investigated further. He requested that the Mayor and Council move Item #36 to the top of the agenda rather than placing it at the end, where it may not receive full attention. He pointed out that the State News published an article about the budget meeting that included comments made by Mr. Anderson, stating that the city was not currently in a deficit. He further noted that Mr. Anderson had projected a \$7 million shortfall in the next budget. He questioned the Mayor and Council and asked how, if they were facing a \$7 million deficit, they were not already in a deficit. He stated the only way to balance the budget was through major cuts and by shifting costs onto residents, which would hurt the most vulnerable people, those on Section Eight (8), seniors, and low-income individuals, the most.

Dr. Joseph Zingaro, a Dover resident, a member of People's Church, and on the Board of the People's Community Church, read his statement into the record (**Exhibit #1**).

Yolande Jackson, a Magnolia resident and a volunteer at the People's Community Center, read her statement into the record (**Exhibit #2**).

Pastor G.D. Hodge, President of the Board of Directors of People's Community Center, stated his concern was not the funding decision, since council had the right to decide how City funds were spent, but how the People's Church was treated. He expressed frustration with Mr. Neil's inaccurate and offensive remarks, including calling the organization a "mess downtown that needed to be cleaned up" and relying on questionable claims, such as false accusations of fraud and misleading statements about homelessness and drug use. He also noted that complaints were mentioned but not shared and later appeared unreliable. He stated that the People's Church is willing to offer a truce: if the city stops pursuing unfounded code violations, they can all focus on helping Dover residents in need of jobs, housing, and support services.

Broncea Jackson, 30 North Governors Avenue, expressed her support for the People's Church.

She emphasized that the problems were coming from the Dover Police Department getting the individuals who were coming from out of town coming into Dover.

Sue Harris, 241 Pine Street, read her statement into the record (**Exhibit #3**).

Chelle Paul, 501 Silverside Drive, expressed that the city was experiencing several issues, especially a projected \$7 million deficit. Regardless of what Mr. Anderson had previously stated, a deficit is a deficit. She explained that even if there was once a surplus, the city was now in a financial shortfall, and it needed to be addressed. Ignoring or downplaying it did not help, and they could not pass a budget without dealing with the gap, which meant cuts would be necessary. She directed her comment to Chief Johnson and stated that they needed more officers on the street. Regardless of rank, she noted that every officer had a duty to act when they saw a crime. She stated that officers assigned to the academy could be better used in the community at the moment and that funding should be prioritized for visible policing to protect residents. She understood that grant funding existed, but the priority should be reducing crime. The community has stepped up when asked, but there is frustration when reports are made and not acted upon. She emphasized that stronger direction and accountability were needed to ensure officers were doing their jobs and addressing crime effectively. At this time, she stated that resources should be redirected from the academy to place more officers on the street to improve public safety.

Cleveland Wilson, 234 North Kirkwood Street, expressed concerns that questions from the community were not being answered by the council. He stated that if the setting was not right, then council needed to set up a proper community meeting where residents could get those answers. He emphasized that residents were frustrated and that their frustrations would only grow if concerns continued to go unanswered. He further stated that if the city does not organize a meeting, the community would. He noted that he reviewed parts of the budget and was concerned about raising electric rates when several residents could not afford them. He suggested that before increasing costs, all non-essential programs should be temporarily frozen. He stated that the city needed a full audit of all departments. Residents, including council members, have been asking questions but not getting clear answers, and that needs to change. He further stated that questions about the budget should be answered clearly, including how much the city is behind and how it plans to fix it. He stated he had limited interaction with the People's Church but believed they were helping people. He added that if that support was taken away without alternatives, it would make things worse, and that individuals needed hope and opportunity.

Jill Quinn, 26 Split Rail Road, Smyrna, read her statement into the record (**Exhibit #4**).

Melinda Weber, a Dover resident, spoke on behalf of her daughter, who has lived on South Bradford Street near the People's Church. She explained that her daughter had been unable to feel safe or comfortable on her porch or street because of the activity connected to individuals coming from the People's Church. The issue was not just homelessness, but individuals struggling with addiction who were causing disturbances, including sleeping on porches, overdosing nearby, and damaging property. She questioned why the needs of People's Church attendees were being prioritized over the safety of her daughter and neighbors. She also expressed concern about funding, stating her daughter was not receiving funding while the church was. She mentioned that some children had stopped going to the church because it felt

unsafe. While she believed the church was trying to help, she felt it was not addressing the negative impact happening around it.

CERTIFICATE OF RECOGNITION – DOVER HIGH SCHOOL – UNIFIED 2025-2026 BASKETBALL TEAM

The City Clerk read the following Certificate of Recognition into the record:

CERTIFICATE OF RECOGNITION

Presented to

The Dover High School Unified 2025 Basketball Team

In recognition of an outstanding season filled with dedication, teamwork, and sportsmanship. Your hard work, perseverance, and unity on and off the court have made the entire Dover community proud.

Players:

Ramsey Robinson
Ah'tari Sample
Tyson Fenderson

Jordan Baker-McCollister
Lawrence McGuire
Dustin Suessegger

Michael Danley
Kaleb Atkins
Carl Phillips

Coaches:

Andi Woolley (Head Coach), Kim Johnson (Assistant Coach), Katie Simonetti (Assistant Coach)

Your commitment to excellence has not gone unnoticed. Keep striving, keep growing, and keep playing with heart.

On behalf of the Mayor and Council, Mayor Christiansen presented the Certificates of Recognition to the Dover High School Unified 2025 Basketball Team and Coaches.

INVOCATION

The invocation was given by Mayor Robin R. Christiansen.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council President Neil.

ADOPTION OF AGENDA

Mr. Anderson requested that Item #36, Ratification of Vote of Ordinance #2025-21 from February 25, 2026, be removed from the agenda.

Mr. Anderson moved for adoption of the agenda, with the removal of Item #36, Ratification of Vote of Ordinance #2025-21 from February 25, 2026, seconded by Mr. Rocha.

Mr. Lewis stated that he objected to removing Item #36, Ratification of Vote of Ordinance #2025-21 from February 25, 2026, from the agenda. He explained that a legal opinion from the

CITY COUNCIL MEETING OF APRIL 27, 2026

PAGE 4

Delaware Attorney General indicated the item needed to be ratified at the next Regular City Council meeting to comply with Freedom of Information Act (FOIA) open meeting requirements. He also stated that FOIA had been violated regarding Item #36 and that the item should remain on the agenda for a required Council vote. He noted that he had a copy available for anyone who wished to review the document.

Responding to Mr. Lewis, Mr. Griffith stated that the remedy was for someone to challenge the action that council took at the February 25, 2026, Regular Council Meeting. He explained that because the action violated FOIA, it was considered voidable, not void. He stated that if someone wanted to file an action in the Court of Chancery and argued that the Pedestrian Safety Ordinance should not have been voted down, that individual could challenge the council's decision as void because it was not in compliance with FOIA.

Responding to Mr. Lewis, Mr. Griffith stated that the parties would file the action and that those who wanted the Pedestrian Safety Ordinance upheld would seek a revote.

Mr. Lewis stated that he would not violate the Attorney General's directive and would vote on Item #36 as they were instructed to do.

Mr. Anderson stated that they were not instructed to vote on Item #36. He explained that the item had been placed on the agenda like any other item had become part of the regular order of business, and could therefore be removed. He stated that any action the council took would be in compliance.

Responding to Dr. Sudler, Mr. Griffith stated that Item #36 was placed on the agenda at his request, using language from the Attorney General's opinion. He noted that the opinion recommended the City Council discuss the ordinance and ratify its vote at the next regular meeting in compliance with FOIA's open meeting requirements, and he suggested following that recommendation. He stated that Mr. Anderson was correct and that any future challenge was unlikely to succeed. He added that it was simply a minor housekeeping matter to follow the recommendation.

Dr. Sudler stated that clarity was better than confusion and ambiguity. He was in favor of voting on Item #36 for minor housekeeping.

Responding to Mr. Rocha, Mr. Neil clarified that the request to approve the agenda also included removing Item #36.

Mr. Rocha retracted his second because he wanted to vote on the item and do the housekeeping as recommended by the City Solicitor.

Ms. Hall moved for adoption of the agenda as written, seconded by Mr. Rocha, and unanimously carried, with Mr. Anderson voting no.

Mr. Lewis called for a Point of Order.

Mr. Lewis moved to have Item #36, Ratification of Vote of Ordinance #2025-21 from February 25, 2026, be moved and placed after Item #7, Dover Police Department 2025 Annual Report. The motion was seconded by Ms. Arndt and unanimously carried, with Mr. Anderson voting no.

ADOPTION OF CONSENT AGENDA

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

Dr. Sudler requested that Item #28, The Mayor's Blue Ribbon Opioid Use Disorder (OUD) Taskforce Committees Recommendations, and Item #29, City of Dover Municipal Police Academy Cost Review, be removed from the consent agenda.

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

PROCLAMATION – COMMUNITY ACTION MONTH 2026

The City Clerk read the following Proclamation into the record:

WHEREAS, Community Action Month is observed annually in April to recognize the vital work of community action agencies and partners dedicated to helping individuals and families overcome barriers to economic stability and self-sufficiency; and

WHEREAS, Community Action programs were established to provide services and opportunities that help residents achieve greater independence through education, workforce development, housing support, and community resources; and

WHEREAS, these organizations and their dedicated staff, volunteers, and partners work diligently to empower residents, strengthen families, and promote opportunity throughout our community; and

WHEREAS, the City of Dover recognizes the important role that community organizations, nonprofit partners, and local leaders play in addressing the needs of our residents and building stronger neighborhoods; and

WHEREAS, Community Action Month serves as a reminder that when communities work together to support those in need, we strengthen the social and economic fabric of our city;

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim April 2026 as **Community Action Month** in the City of Dover and encourage all residents to recognize the contributions of community action organizations and to support efforts that promote opportunity, self-sufficiency, and a brighter future for all members of our community.

On behalf of the Mayor and Council, Mayor Christiansen presented the proclamation to Bruce Wright, First State Community Action Agency Community Development Program Manager.

Mr. Wright expressed gratitude towards the proclamation and for the strong partnership they have with the City of Dover.

PROCLAMATION – YOUTH WEEK 2026

The City Clerk read the following Proclamation into the record:

WHEREAS, the young people of the City of Dover represent the promise, energy, and future leadership of our community; and

WHEREAS, Youth Week provides an opportunity to recognize the achievements, talents, and contributions of Dover's youth in education, community service, athletics, arts, leadership, and civic engagement; and

WHEREAS, the City of Dover is committed to supporting programs and organizations that empower young people to develop confidence, responsibility, and a lifelong commitment to service; and

WHEREAS, the guidance of parents, guardians, educators, mentors, and community leaders plays a vital role in nurturing the character and potential of our youth; and

WHEREAS, encouraging youth participation in community activities strengthens the social fabric of Dover and helps build a brighter, more inclusive future for all residents; and

WHEREAS, Youth Week serves as a time for the citizens of Dover to celebrate the accomplishments of our young people and to reaffirm our commitment to supporting opportunities that allow them to grow and succeed.

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 4-10, 2026, as **Youth Week** in the City of Dover and encourage all residents to recognize and celebrate the outstanding contributions and bright future of our youth.

On behalf of the Mayor and Council, Mayor Christiansen presented the proclamation to Jourdan Wright.

Mr. Wright thanked the City of Dover for the proclamation and stated it has been his honor to serve the community and the citizens of Dover.

PROCLAMATION – DRINKING WATER WEEK

The City Clerk read the following Proclamation into the record:

WHEREAS, clean and safe drinking water is essential to the health, safety, and well-being of the residents of the City of Dover; and

WHEREAS, the City of Dover is committed to providing a reliable supply of high-quality

drinking water through the dedication and expertise of the professionals who operate, maintain, and protect our water system; and

WHEREAS, the observance of Drinking Water Week provides an opportunity to recognize the vital role that drinking water plays in our daily lives and to acknowledge the importance of protecting our water resources for present and future generations; and

WHEREAS, the City of Dover Water Department works diligently to ensure that our community receives safe and dependable drinking water through ongoing maintenance, testing, infrastructure improvements, and adherence to strict state and federal standards; and

WHEREAS, public awareness and responsible stewardship of water resources help ensure the continued availability of safe drinking water for the citizens of Dover; and

WHEREAS, Drinking Water Week is celebrated nationwide to recognize the vital importance of water to our community and to honor the dedicated individuals who safeguard this essential resource.

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 3-9, 2026, as **Drinking Water Week** in the City of Dover and encourage all residents to recognize the importance of protecting our drinking water and to thank those who work to provide this vital service.

On behalf of the Mayor and Council, Mayor Christiansen presented the proclamation to Jason Lyon, Director of Water and Wastewater.

Mr. Lyon expressed gratitude for the proclamation and noted that this was the sixth time their team had been recognized. He stated that they had 42 dedicated professionals working behind the scenes to keep operations running smoothly. He emphasized that water was a vital resource and stated that they followed strict regulations and worked daily to meet required standards. He also noted that they ensured wastewater was properly collected and treated to support public health and the environment.

PROCLAMATION – MILITARY SPOUSE APPRECIATION WEEK

The City Clerk read the following Proclamation into the record:

WHEREAS, the City of Dover proudly recognizes the courageous men and women of the United States Armed Forces who defend the freedoms we cherish; and

WHEREAS, military spouses provide unwavering support to their service members and families, often facing unique challenges including frequent relocations, extended separations, and the responsibilities of maintaining households during deployments; and

WHEREAS, the strength, resilience, and sacrifice of military spouses contribute greatly to the readiness and morale of our Armed Forces; and

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WHEREAS, the City of Dover is honored to be home to many military families, including those connected to Dover Air Force Base, whose dedication and service strengthen our community; and

WHEREAS, Military Spouse Appreciation Day provides an opportunity for citizens to recognize and express gratitude for the commitment, patriotism, and sacrifices made by military spouses on behalf of our nation; and

WHEREAS, the City of Dover joins communities across the country in honoring military spouses for their vital role in supporting our service members and preserving the freedoms we hold dear.

NOW, THEREFORE, I, Robin R. Christiansen, Mayor of the City of Dover, Delaware, do hereby proclaim May 8, 2026, as **Military Spouse Appreciation Day** in the City of Dover and encourage all residents to recognize and honor the dedication and sacrifices of military spouses in our community.

On behalf of the Mayor and Council, Mayor Christiansen presented the proclamation to Dede Musa and Colonel Jamil I. Musa.

Mrs. Musa was honored to accept the proclamation on behalf of military spouses at Dover Air Force Base. She explained that many spouses continued their daily routines, jobs, and family responsibilities while their loved ones were deployed on missions. She stated that it was important to recognize their sacrifices and also their strength, wisdom, creativity, and empathy. She encouraged the community to include military spouses in social activities, church, playgroups, and sports teams, and to consider hiring them. She also encouraged everyone to simply thank them for their service.

Colonel Musa thanked the Mayor, council, and the City of Dover and stated that one (1) of his privileges as wing commander at Dover Air Force Base was being able to meet and speak with everyone who came onto the installation. He noted that their priorities were airmen, mission, and community, not necessarily in that order. He stated the community was important because individuals came from all over the world and, regardless of how long they stayed in Dover, it would be a meaningful part of their lives. He encouraged everyone to embrace that experience and emphasized the importance of human connection at all levels, from squadrons to the installation, and in relationships with the mayor, the city, and the broader community.

CERTIFICATE OF RECOGNITION – DOVER HIGH SCHOOL – VARSITY BOYS’ 2025-2026

The City Clerk read the following Certificate of Recognition into the record:

CERTIFICATE OF RECOGNITION

Presented to

The Dover High School Varsity Boys 2025 Basketball Team

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In recognition of an outstanding season filled with dedication, teamwork, and sportsmanship. Your hard work, perseverance, and unity on and off the court have made the entire Dover community proud.

Players:

Braylon Williams
Troy Spencer
Chance Fagan
Kareem King

X'Zavior Walters
JayVion Denis
Chase Little
Tarrance Williams

Joseph Taylor
Kameron Jackson-Dickson
Myaire Wright

Managers:

Sanai Bethea Desiree Ingram Aalyah Robinson Serena Rodrigue

Coaches:

Stephen Wilson (Head Coach), Randal Fogan (JV Head Coach),
Jakai Simmons (Head Freshman Coach), Jason Woolford (Assistant Coach),
Darrien Robinson (Assistant Coach), Ty Joyner (Assistant Coach),
Jordan Allen (Volunteer Coach), Kendal Williams (Volunteer Coach),
Ann Devine (Statistician)

Your commitment to excellence has not gone unnoticed. Keep striving, keep growing, and keep playing with heart.

On behalf of the Mayor and Council, Mayor Christiansen presented the certificates to the Dover High School Varsity Boys 2025 Basketball Team and Coaches.

Mr. Stephen Wilson, Head Coach, thanked the mayor, city council, parents, players, and managers. He expressed appreciation for everyone's support of the team and coaches.

ANNUAL REPORT – DOVER POLICE DEPARTMENT 2025 ANNUAL REPORT

Chief of Police Thomas A. Johnson, Jr., reviewed the Dover Police Department 2025 Annual Report.

~~the~~ property crimes were still up. He explained that the state had not yet finalized the audit of the crime numbers, so the exact figures were not available. He noted that shoplifting, petty theft, and other low-level offenses were still occurring based on current information from records staff.

Responding to Mr. Neil, Chief Johnson stated that most individuals removed from areas of concern and involved in serious offenses were processed through the judiciary's matrix, which was used to determine who was held in custody. He explained that the judicial system had two options for individuals. An unsecured bond allowed a person to sign a document and be released with a promise to appear in court. A secured bond required posting a percentage of the total bail amount, and if the person failed to appear in court, they would owe the remaining balance. He stated that in both cases, there was a significant number of individuals that they take off the street. He complained about the effectiveness of prosecution and the effectiveness of the court follow-through.

Ms. Chelle Paul, 501 Silverside Drive, stated that when discussing crime and arrests, the judicial system was a judicial system all throughout the country. She explained that there was a process when an individual was arrested and committed offenses; depending on the offense, there were certain rights that an individual had within the judicial system. With regards to safety and arrests that have to be done, regardless of how many times individuals commit offenses, officers need to make those arrests. She emphasized that it was a process, so they could not make excuses as to why they were not making those arrests. She also added that they needed feedback on the questions that they had asked questions about.

Chief Johnson explained that he did not state he was not going to stop making arrests; he was expressing his disappointment that the delayed justice was creating more potential victims in the community. He expressed frustration that there was a significant crime problem and that officers could only arrest individuals so many times. He noted that when individuals resisted arrest, officers sometimes had to use force and were then subject to greater scrutiny for doing so. He emphasized that they would continue to make arrests and continue to do their due diligence. He further added that they would follow through and do what they could do until the rest of the system figured it out.

Responding to Ms. Paul, Chief Johnson stated that there was a protocol for what they were allowed to publicize on their website and a protocol for their low-level offenses when an individual's face goes on the internet. He noted that once a mugshot goes on the internet, that photo stays on the internet forever, so he was trying to make sure that individuals did not have to chase their own image off the internet for the rest of their lives. He reported that in the first 90 days of 2026, there were 140 enforcement actions, with some involving the same individuals but most involving different individuals. He noted that those included drug offenses, violent offenses, and warrant arrests, and that officers focused on areas of community concern.

Responding to Chief Johnson, Ms. Paul stated that when discussing gang-related activity and individuals, there needed to be a more proactive approach rather than a reactive one. She emphasized the importance of guiding and supporting children in the right direction.

William Faust, Jr., 136 Orchard Avenue, emphasized that Chief Johnson was doing a great job and stated that some individuals were being released before paperwork was fully processed. He stated that the Mayor and Council needed to raise the issue to the Attorney General and Governor's Office, noting that "a bullet does not discriminate." He argued that they should push for stronger prosecution of repeat offenders and keep them in jail until they go to court.

Responding to Dr. Sudler, Chief Johnson stated that shootings do not fit in the Uniform Crime Reports.

Responding to Dr. Sudler, Chief Johnson stated that crime reporting data went through multiple stages. He explained that crime reporting began in the 911 system, then moved into a statewide reporting system. He noted that the detectives, the Records Unit, and the state all used the information for various purposes. He noted that they tracked their local shootings in the Investigative Unit before they were officially disposed of in the Uniform Crime Report. He explained that the numbers were reviewed by the State Bureau of Identification (SBI), which

finalized the crime reports. He noted that if an incident did not involve a victim, it might be classified as a shooting but would not meet the criteria for reporting and would be set aside.

Bonnie Pennington, a Dover resident, stated that she understood both the situation in Dover and Chief Johnson's perspective. She stated that police could make arrests repeatedly, but judges often released individuals, and prisons were already overcrowded. She added that the issue required collaboration, stating that everyone needed to come and work together rather than placing blame.

Mr. Neil stated that they had previously written about the issue and discussed the four (4) pillars of justice, noting where the system was failing. He further stated that without action at the state legislature, meaningful change would not occur, as laws were needed to support enforcement, incarceration, and access to treatment programs.

Cleveland Wilson, 234 North Kirkwood Street, stated that, after listening to the report, he expected more detailed information, including statistics, budget details, shortcomings, and plans for the future. He mentioned that he wanted answers and solutions rather than general discussion. He further mentioned that the community was divided and emphasized the need for the community to work together. He urged officials to listen to residents and provide answers and conclusions, but instead, he was getting politics.

Faye White, a Dover resident, believed the issue began at the top of the judicial system, specifically with the Attorney General. She stated that when she sought help, she was told the police had limitations, and she felt the Attorney General's office refused to prosecute. She stated that Chief Johnson could only act within what the Attorney General allowed and described the system as a "revolving door" for crime.

Responding to Ms. White, Chief Johnson clarified that the Attorney General was the Chief Prosecuting Law Enforcement Officer of Delaware, and that she was not a Judicial Officer.

Ms. White suggested inviting the Attorney General to come speak locally. She stated she had already mentioned sending an invitation to one of her Deputies, but she would like to send an invitation to come visit the Dover Human Relations Commission. She noted she has yet to receive an answer.

Ms. Arndt moved for acceptance of the Dover Police Department 2025 Annual Report. The motion was seconded by Ms. Hall and unanimously carried.

RATIFICATION OF VOTE OF ORDINANCE #2025-21 FROM FEBRUARY 25, 2026

Dan Griffith, City Solicitor, briefed council members on why Ratification of Vote on Ordinance #2026-21, from February 25, 2026, was necessary per Attorney General Opinion No. 26IB15.

Mr. Lewis moved to ratify council's vote on Ordinance #2025-21 from February 25, 2026. The motion was seconded by Mr. Boggerty.

Responding to Mr. Rocha, Mr. Griffith clarified that council could vote yes to ratify and that

they did not have to vote the same as they voted on February 25, 2026. He stated that what council would be explaining on why they were in favor of ratifying the Ordinance was because it would be in accordance with the Attorney General's recommendation.

Mr. Lewis moved to ratify council's vote on Ordinance #2025-21 from February 25, 2026. The motion was seconded by Mr. Boggerty, carried by a roll call vote of eight (8) yes (Hall, Boggerty, Pillsbury, Arndt, Rocha, Sudler, Lewis, Anderson), and one (1) no (Neil).

Mr. Anderson moved to reconsider and have the motion entered on the minutes. The motion was seconded by Dr. Pillsbury.

Mr. Anderson stated that according to Robert's Rules of Order Newly Revised (RDNR), Section 37-47, they continue with the meeting because they were not allowed to consider that motion until a future meeting.

Responding to Dr. Sudler, Mr. Anderson clarified that there was no discussion regarding reconsideration to the minutes.

Mr. Anderson clarified that reconsideration and entering on the minutes were two (2) separate motions.

Responding to Mr. Griffith, Mr. Anderson clarified that the motion was for the reconsideration and entering on the minutes of the vote that was just taken. He noted that information was in Robert's Rules of Order Newly Revised (RDNR), Section 37-46. He explained that it was a motion that could be made by any member of the majority and seconded by any member to allow reconsideration at a later time. He stated that it was not voted on or debated at that time, and that any discussion would occur when the item was brought back later.

Responding to Mr. Griffith, Mr. Anderson stated that he wanted to bring back the roll call motion.

Responding to Mr. Griffith, Mr. Anderson stated that he wanted council to reconsider the decision they had just made on the ratification at a future meeting.

Mr. Griffith stated that Section 37-46, council would reconsider the motion that was just decided at some point in the future.

Mr. Boggerty questioned the reasoning for continuing to revisit the same issue, stating that it was dragging down morale. He stated that there were already enough issues to address, including the budget. He further stated that some issues should be allowed to end rather than be continued, and added that he was becoming frustrated with the repeated discussion.

Responding to Mr. Griffith, Mr. Anderson clarified that the motion to reconsider had been made and entered on the minutes. He stated that Dr. Pillsbury has seconded the motion.

Responding to Dr. Sudler, Mr. Griffith stated that the motion that the reconsideration was being

made tonight would be under the current Robert's Rules of Order Newly Revised (RDNR).

Dr Sudler stated for the record that he concurred with the sentiment of the constituents and understood their frustrations because they had discussed healing, the community moving forward, and working together. He expressed frustration as this was a move to undermine the city council, the majority of which wishes as a whole. He stated that he did not see what purpose it served other than to give more time for individuals to come and change other individuals and council members minds to get a more favorable response.

Mayor Christiansen stated that the issue should be let go, noting he had been told the motion was moot because the seconder was part of the prevailing vote. He further stated repeated votes on the measure were damaging public confidence in the council and urged members to focus on more important upcoming decisions. He shared his experience of losing elections but continuing to move forward, and noted that council should accept outcomes and focus on the public's business in a more effective, business-like manner. He apologized for speaking but urged everyone to focus on priorities and do their homework.

Mr. Anderson stated that several individuals had requested the matter be reconsidered and that it was not his idea to challenge the February 25th vote, but rather the opponents'. He further stated that they brought the issue back forward. He added that those who requested to speak, including members of the business community and the public, had a right to be heard. He noted that many emails and petitions had been ignored, so an opinion was requested, and those individuals would now have the opportunity to speak and be heard.

Mr. Griffith explained that he reviewed what a motion to reconsider and enter on the minutes meant under Robert's Rules. The purpose was to prevent a temporary majority from taking advantage of unrepresentative attendance to pass an action that was opposed by the overall membership. He noted that if the motion was made on the same day as the original vote, it could not be taken up until a later day. He clarified that its purpose was to ensure that decisions were made with a more representative majority.

Responding to Mr. Neil, Mr. Griffith clarified that the motion does need a second and a vote.

Responding to Mr. Neil, Dr. Sudler stated that he did not second the motion.

Responding to Mr. Neil, Dr. Pillsbury stated that she seconded the motion.

Responding to Mr. Boggerty, Mr. Griffith stated that under Section 37-48, once a motion to reconsider and enter on the minutes was called up, it was treated the same as a regular motion to reconsider.

Responding to Mr. Boggerty, Mr. Griffith explained that a motion to reconsider and enter on the minutes could be made on the same day as the original vote, but it could not be taken up until a later date, even if another meeting was held that same day.

Responding to Mr. Boggerty, Mr. Griffith explained that "object" referred to the purpose of the

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motion, stating that the purpose of a motion to reconsider was for the body that voted on a motion to revisit and potentially change its vote.

Responding to Mr. Boggerty, Mr. Griffith explained that “different” referred to the purpose of a motion to reconsider and enter on the minutes was in those situations where the person or people moving believe that the people at the meeting at the moment do not represent the majority view of the issue.

Responding to Mr. Boggerty, Mr. Griffith clarified that “different object” meant a different goal and explained that a regular motion to reconsider was intended for the same body to revisit and possibly change its decision.

Responding to Dr. Sudler, Mr. Griffith explained that an example would be a situation where only a portion of the full council was present and voted in favor of a measure, but it was believed that the full body might not support it if all members were present.

Responding to Dr. Sudler, Mr. Griffith clarified that reconsideration would require members who previously voted in favor to change their votes.

Mr. Anderson called for a Point of Order and noted that it was time to move to the next item.

Mr. Griffith stated that the effect of the form of the motion arose from the fact that when it was moved, so long as it was the same day on the vote that was to be reconsidered, it could not be called up until another day, even if another meeting was held on the same day. He noted that the motion could not be taken up on the same day.

Mr. Rocha stated that one (1) of the key procedures required a two (2) thirds vote to close debate immediately. He asked if that matched what was being found in the research and noted that, if the matter came up again, it would require a two (2) thirds vote.

Ret. Lt. Timothy Mullaney, Sr. stated that only someone who voted on the prevailing side, the winning side, was allowed to make a motion to reconsider.

Responding to Mr. Rocha, Mr. Griffith stated that he did not see a two (2) thirds requirement.

Mr. Anderson stated that he voted in favor.

Mr. Rocha stated that he would retract his previous statement.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF APRIL 13, 2026

The Minutes of the Regular Council Meeting of April 13, 2026, were unanimously approved by motion of Dr. Sudler, seconded by Mr. Rocha, and bore the written approval of Mayor Christiansen (Pillsbury absent).

COUNCIL COMMITTEE OF THE WHOLE REPORT OF APRIL 14, 2026

The Council Committee of the Whole met on April 14, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr.

Anderson, Ms. Arndt, Ms. Hall, Mr. Lewis (out at 10:04 p.m.), Dr. Pillsbury (arrived at 6:17 p.m.), Mr. Rocha (via WebEx), and Dr. Sudler (via WebEx). Mr. Boggerty was absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Cunningham and Mr. Lewis (*Parks, Recreation, and Community Enhancement*), Mr. Wilson (*Utility*), Mr. Garfinkel, and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration*). Dr. Iriowen was absent. (*Utility*)

ADOPTION OF AGENDA

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

Council Reports – March 2026

First District

Mr. Rocha reported that he participated in the Delaware Scripps Regional Spelling Bee and attended a ribbon-cutting for IQ Fiber, a company that is bringing a new option of high-speed internet at a fair cost to Dover. He also emceed the St. Patrick's Day Parade and participated in the Delaware Laborers Local 199 workforce recruitment open house. Mr. Rocha further reported that he fielded a constituent complaint off Mifflin Road about trash on the city sidewalk that leads to the Village of Westover.

Dr. Pillsbury was absent; no report was given.

Second District

Ms. Hall reported that last month she participated in the Vietnam Board of Veterans Memorial Service for the memory of the men and women who made the ultimate sacrifice and served as a panelist with the local Eunity Day Program and was asked to speak on a panel at the Eunity Event this upcoming weekend. Ms. Hall also reported that she and Mr. Lewis fielded several constituent complaints regarding various issues in the second district.

Mr. Lewis reported that he attended the ribbon-cutting of the YMCA and attended the 50th anniversary of Dover Pools, supporting the Central Delaware Chamber of Commerce. Mr. Lewis held a meeting in coordination with Ms. Hall concerning crime in the Stoney Creek development with resident Larry Arellano. Mr. Lewis reported the meeting included Eddie Kopp, Chief Code Enforcement Officer, Ms. Duca, Acting City Manager, and Captain Roswell, Dover Police Department, to resolve some of the issues in Stoney Creek. He further explained they are trying to obtain a camera for placement in an alleyway due to the drug transactions and illicit activity going on in the area. He stated that Ms. Duca, Acting City Manager, is working on funding the camera. Mr. Lewis stated that he addressed issues with resident William Faust pertaining to the city not picking up shrubbery in his area. Mr. Lewis reported that he has been appointed as Honorary

Commander at the Dover Air Force Base in the medical group and is excited to be a community liaison at the base.

Third District

Ms. Arndt reported that her interaction this month with the residents of the third district have been positive. She has had several conversations with neighbors and constituents who have stated that they are pleased with the look of the city, commenting that the tulips are blooming and the trees look great. She thanked the public works department for addressing concerns that were addressed swiftly and completely. She attended a DDP Board meeting, and she is meeting with a constituent tomorrow evening to discuss youth opportunities at city parks.

Fourth District

Dr. Sudler reported that he spoke to residents who reside on Bradford Street regarding the activity in the alleyway behind the People's Church. Dr. Sudler reported that he was able to observe the activity and witness some of the undesirable behavior, and has been working with the residents, church staff members, and pastor to come up with a solution. Dr. Sudler stated that he is working with Mr. Anderson to conduct an ADR/mediation process between the community, as well as the People's Church, to attempt to come up with a mutual agreement moving forward with benchmarks. Dr. Sudler and Mr. Anderson will be facilitating the meeting. Reverend Rita Mishoe Paige will be the mediator and will be working together to come up with a solution using a proactive collective approach. Dr. Sudler reported that he met with Dr. Allen, Delaware State University's president, who inquired about the process of having a utility easement being dedicated to the city of Dover. Dr. Sudler lastly reported that he is joining with Ms. Hall and Mr. Lewis to assist in facilitating the safety concerns meeting that has been scheduled.

Mr. Anderson confirmed that he and Dr. Sudler are working together on several issues and will be working on a couple of other forthcoming issues. He explained that he appreciates the partnership that they have had over many years. Mr. Anderson reported that there have been many events mentioned, but he added attending the prayer breakfast. Mr. Anderson thanked the city crews for some of the great work they have done repairing different items around the city, whether it is in the parks or over on the green, where they repaired sidewalks in preparation for Delaware's 250th. He reported that Silver Lake Boulevard and the barrier are getting very high marks. Mr. Anderson thanked Senator Paradee and Representative Lynn for the community transportation funding. He stated he is also thankful for their cooperation in dealing with the Lincoln Park speeding issues. Mr. Anderson reported that he will be submitting a list of potholes from around the fourth district.

At-Large

Mr. Boggerty was absent; no report was given.

Council President Neil

Mr. Neil reported that he attended the Construction and Property Maintenance Code Board of Appeals meeting on April 9, 2026, with Chairman Boggerty. Mr. Neil reported attending funeral services for former Council President Bill Hare on Friday, April 10, 2026, with council colleagues. Mr. Neil reported that he responded to numerous email inquiries regarding the People's Community Center, as well as media inquiries on the mayor's illness. Mr. Neil reported that he responded to a constituent complaint about painted markings for a 5K charity run in the Town Point community. A resident was concerned about the upcoming race and whether the painted markings would result in a form of street graffiti. Mr. Neil thanked Mark Nowak, Public Works Director, who swiftly resolved the issue. Mr. Neil explained that the sidewalk replacement that has been reported was the result of a petition signed by citizens in the area. Mr. Neil gave kudos to Sharon Duca and Mark Nowak for making it happen swiftly. Mr. Neil reported receiving a third district complaint about pallet damage that was swiftly handled by Jeff Dill.

PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

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

Adoption of Agenda

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

Annual Report from the Silver Lake Commission (Kathy Doyle, Chair)

Ms. Kathy Doyle, Silver Lake Commission Chair, reviewed the annual report for the Silver Lake Commission

Staff recommended acceptance of the Silver Lake Commission annual report.

Mr. Michael Lewis stated that as a fellow Silver Lake Commission member, he commented that Kathy's knowledge and passion on these issues are unmatched, and the city is lucky to have her in this position, and thanked her.

Mrs. Arndt thanked Ms. Doyle for her interest in the master plan and for helping to push it forward. She stated that the Silver Lake Commission is going to be great in terms of public outreach with the master plan. Ms. Arndt asked that when DNREC presents water quality at the May meeting of the Silver Lake Commission, she would like to be invited and have the invite extended to all council members.

Dr. Sudler moved to recommend acceptance of the annual report. The motion was seconded by Mr. Anderson and unanimously carried.

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

Input Discussion on the Future Planning for Silver Lake Park (Councilwoman Arndt and Roger Ridgeway, Director of Parks and Recreation)

Mr. Roger Ridgeway, Director of Parks and Recreation, reviewed the proposed survey and master plan regarding Silver Lake Park.

This item was informational; committee action was not required.

Ms. Arndt stated that the surveys are located in the back of the chamber and included in the packet and requested that all council members fill one out and leave them on the table so they can be collected. She further stated that, as it pertains to mailing out the surveys to residents, after seeing how much the city spends on postage, and that mailing it out may not get as many returned as we would like, maybe having QR codes at different locations, including city hall, the park, and different locations where people can take the survey online. Ms. Arndt explained that Earth Week is coming up, and there could be some opportunities to solicit feedback from people actively using the park for those events.

Responding to Ms. Arndt, Mr. Ridgeway, Parks Director, stated that in regard to a timeline for issuing the RFP and getting that process moving, he spoke to Barry Wolfgang, Procurement Manager, and was notified that it is roughly a 45 to 60-day window to get those returned and then have to review all submissions and decide which is going to be best for the city.

Responding to Mr. Anderson, Mr. Ridgeway stated that he would look into possibly having volunteers help deliver flyers to the houses around Silver Lake. Roger further explained that he will be working with Kay Sass about getting the survey onto the city's website, hopefully within 24 hours.

Responding to Mr. Anderson, Mr. Ridgeway explained that, regarding security measures at Silver Lake, they have installed cameras and are working with the police department to make sure that the gates are shut every night. He explained that gates were the biggest issue because there were cars entering the park after hours, so the gates being closed and locked every night have helped the situation, and further explained that the cameras are helping to monitor the area when staff cannot physically be present. Mr. Ridgeway stated that they have also developed a parks crew so that staff monitors the park at least twice a day.

Responding to Mr. Lewis, Mr. Ridgeway explained that there is \$75,000 in the current budget for the Silver Lake Master Plan.

Responding to Dr. Sudler, Mr. Ridgeway explained that a main concern right now is at the entrance off of Kings Highway. He further explained that there is a large

dip in the road where the stream used to run, and it is progressively getting worse over time.

Jen Rini, 44 Washington Street, spoke to share her support and excitement for the Silver Lake master plan. She explained that she has personally used the park throughout all phases of her life, and especially now, having a 2-year-old. Ms. Rini explained that she is very excited about the potential of the park and sees it as an untapped resource and gem for the city, and would love to help spread the word in her neighborhood and volunteered to help pass out the surveys.

Responding to Mr. Garfinkel, Mr. Ridgeway explained that migratory animals, specifically turtles, are an area that the city really would like to focus on and expand as much as possible. He further explained that the city is confined to where we are with Silver Lake. He stated that there is a large issue right now with geese further down the St. Jones on the Mirror Lake side. He stated that they would really like to make sure all these issues are encompassed in the scope of the work so that they can be addressed in the master plan.

Ms. Doyle stated that it is her understanding that the master plan from 2020 never went through the RFP process, and so that master plan got pushed aside, and all items that were supposed to be addressed are still being considered. She posed the question, "Is the master plan only for the park, or is it also focusing on the watershed?" She asked that it focus from Washington Street down to Loockerman Street and work in conjunction with the Downtown Dover Partnership's vision for Mirror Lake because that is considered part of the Silver Lake area. She suggested taking advantage of input from DNREC and their finances, input from folks on the county and state levels of parks and rec, because they have a lot of expertise in doing the master plans and can save time and money, rather than using the \$75,000 so consultants can interview them. She stated that \$75,000 is a small amount of money for a lot of these items, especially with no stormwater utility at this time. She stated that hopefully matching generic funds can be sought and that the master plan has plans for more native trees and plants, repairing buffers, permeable parking, land preservation along the watershed, and continued assessment of water quality.

Responding to Mr. Lewis, Mr. Ridgeway explained that the full scope of the master plan will be gauged by the survey responses from the residents and what we can get included for the amount that is budgeted.

Revisit Request for Review of Cash-in-Lieu Payment for Active Recreation Area Requirement for Cecil Street Townhouses at 207 N. West Street (Dawn Melson-Williams, Principal Planner)

Ms. Dawn Melson-Williams reviewed the background and analysis of the revisited request for a cash-in-lieu payment for the active recreation area requirement for the Cecil Street Townhouses at 207 North West Street.

Staff recommended approval of the active recreation report.

Responding to Ms. Arndt, Ms. Melson-Williams stated that there are several exemptions under which this project could be considered. She explained that there are exemptions for what are called small developments, explaining that one of them is related to acreage and number of units, and there is also one that is because of location within the downtown redevelopment target area. Ms. Melson-Williams explained that if you do the straight calculations for what the cash-in-lieu would be based on, following it under the area and number of lots versus the development in the downtown redevelopment target area, the second exemption ends up with an even bigger number of what cash-in-lieu would be. She further explained that they defaulted to the exemption of small development, which is less than five (5) acres of land and less than ten (10) dwelling units.

Responding to Ms. Arndt, Ms. Melson-Williams explained that the exemption refers to a different method of calculating the cash-in-lieu. She stated that this exemption is the five (5) acres and less than ten (10) dwelling units goes to a cash-in-lieu of 10% of the gross land area value and the other exemption is a different calculation and is based on a land area, but the minimum, while the land area is 75 square feet per dwelling unit and there is a minimum amount of land area, and that amount ends up a bigger number. Ms. Melson-Williams further explained that the determination made originally in selecting the exemption was based on land area and the number of dwelling units.

Responding to Mr. Lewis, Ms. Melson-Williams stated that Mary Street Park is located a block to the north, and there are sidewalks from the park to where the units are proposed for development.

Responding to Mr. Lewis, Ms. Melson-Williams stated that, in the past, cash-in-lieu has been used most recently for much larger projects where not all the land area could be accommodated as part of the development. She further stated there were at least two apartment projects that utilized cash-in-lieu for part of their active recreation requirement. Ms. Melson-Williams explained that The Edge at Dover, which is under construction now, while having amenities, including a dog park, clubhouse, pool, and other game court surfaces, did not include enough land areas, so they did a cash-in-lieu for part of the requirement. She confirmed those projects were much larger projects that included a cash-in-lieu payment.

Responding to Mr. Lewis, Ms. Marney stated that she would defer to the recommendation of Ms. Melson-Williams, as she is not familiar with the code in this case and will review it and respond to council via email.

Cameron Llewellyn, 117 West Reed Street, stated that they have almost put their porch back together. Mr. Llewellyn stated that this has been a process for him, and if his daughter and son-in-law were not moving into unit four (4), he would have given up the project altogether and placed them for sale. He further explained, for context, that the Raising Cane's restaurant was at the same

application meeting as the first meeting for this project, and that the whole restaurant had been built and opened, and he is still trying to get this project going. Mr. Llewellyn commended Sharon Duca, Acting City Manager, for her efforts in three (3) weeks since taking the position. He now has a recorded site plan and is really close to being able to submit for a building permit. He further explained that right now, there is the SJR8 Housing Reform Program, an initiative to figure out how to make homes more affordable in Dover, Delaware; however, it seems there isn't the ability to make a two-by-four or two-by-six cost less money at Lowe's or any supply house. He stated that when looking at affordability and homes, the only thing that can be done to make it cost less is to get to the point where the shovel is placed in the ground and pour the concrete. Mr. Llewellyn proceeded to go over the site plan of the townhomes. He further explained that they have lost buyers due to the time it has taken to go through this process. He explained that the cost has been substantial, at over \$50,000 worth of engineering costs to bring in the water, sewer, electric, and all utilities. Mr. Llewellyn explained that there is a need to figure out a way so that these homes do not take this much effort to get to the point where they can start building. Mr. Llewellyn explained that he met with Jason Lyon and Sharon Duca, and they went through the cost of what it was going to take, and they came up with alternative solutions to bring the sprinkler lines into the backyard and not have to dig up half of Cecil Street at a cost of approximately \$30,000. Mr. Llewellyn stated that this process is failed and we need to reexamine it and need to make sure that it is looked into, if nothing else, the large amount of money and time that has been spent trying to get a project approved, and make sure that it is looked at when we look at housing reform and find another way so that it doesn't take two years to get to the point that you say okay you can build.

Responding to Ms. Arndt, Ms. Melson-Williams explained her interpretation of the code is that council, as the recommending body to the Planning Commission, could say full cash-in-lieu as it is calculated out to be \$8000, or could be a lesser amount, including zero.

Responding to Mr. Neil, Ms. Melson-Williams stated that previously, there was a large single-family detached house, and it was divided into multiple units. Mr. Neil stated that there was one building that was there, and now there will be four desperately needed homes. He further stated that each will be paying property taxes annually, so to bring this down to zero, the city loses nothing because the recreation is a block away. He explained it makes sense to put people in the center of the city, where there is trouble finding housing, and get four houses for the price of one in terms of property tax for the future yield.

Responding to Dr. Pillsbury, Mr. Ridgeway explained that currently, Mary Street Park is in very good condition and that there is nothing that needs to be replaced as of right now. He further explained that the park is being looked at by NeighborGood Partners to potentially donate funds to help expand the park to the property next to the park.

Responding to Dr. Sudler, Ms. Melson-Williams explained that the zoning ordinance does not lay out specific criteria. She further explained that in the statement of reference that construction of recreation is not practical due to and then gives the list of three things; proximity to existing available recreation facilities, not feasible due to the natural characteristics of the land, such as being totally wooded or very heavily sloped, or that it will not benefit the residents of the development. Ms. Melson-Williams explained that the three criteria are subjective, and the code is set up so that the matter comes before this body as a technical review on the recreation side, and then the Planning Commission has to look at all the information on a case-by-case basis and make a decision on the matter.

Dr. Sudler stated that he was concerned about the process, specifically how to be able to withstand scrutiny moving forward, and making sure that there is some uniform criteria that is being followed in the process.

Ms. Arndt suggested the possibility of putting the \$1,000.00 towards street trees, as there is not a very strong tree canopy in that area, and that would be a benefit to the residents in the immediate area and to the purchasers of the townhomes.

Mr. Anderson moved to recommend a partial waiver of the fees down to \$1,000.00 for the cash-in-lieu. The motion was seconded by Mr. Rocha and unanimously carried.

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

Review of Active Recreation Plan – Lands of Fuller at 7 Nixon Lane (Dawn Melson-Williams)

Ms. Dawn Melson-Williams reviewed the background and analysis of the active recreation plan for the Lands of Fuller at 7 Nixon Lane.

Staff recommended approval of the active recreation report.

Responding to Dr. Pillsbury, Ms. Melson-Williams showed the proximity of the park to the project and explained that the main entrance of the park is actually from White Oak Road, which you could access from two separate roads and that there is a shoulder and sidewalk that could be used if you wanted to reach the park from the proposed properties.

Mr. Anderson agreed that when doing the revisions that are being worked on in the code, council needs to revisit what is considered a small development.

Mr. Anderson moved to recommend a partial waiver of the fees down to \$750.00. The motion was seconded by Dr. Pillsbury and unanimously carried.

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

Review of Active Recreation Plan – Bay Village Residential Planned Neighborhood Design on the south side of White Oak Road (Dawn Melson-Williams, Principal Planner)

Ms. Dawn Melson-Williams reviewed the background and analysis of the active recreation plan for the Bay Village residential planned neighborhood design.

Staff recommended approval of the Active Recreation Area Plan for the project, subject to the conditions outlined in the Active Recreation Review Report.

Responding to Ms. Arndt, Ms. Melson-Williams confirmed that the amenities proposed are just for what is on this site plan, and if the apartments are built in a separate phase, it would require additional recreational opportunities due to the calculation of the land area.

Responding to Mr. Rocha, Ms. Melson-Williams confirmed that the location of this development tract is on the south side of White Oak Road, directly opposite part of the Garrison Oak Business and Technology Center. Ms. Melson-Williams stated that the easter entrance of Garrison Oak Drive will align with the main entrance going into this neighborhood.

Dr. Pillsbury moved to recommend approval of the Active Recreation Area Plan subject to the conditions outlined in the report. The motion was seconded by Ms. Hall and unanimously carried.

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

Silver Lake Dam – Annual Inspection Review (Jason Lyon, Water & Wastewater Director)

Mr. Jason Lyon, Director of Water and Wastewater review the background and analysis of the Silver Lake Dam annual inspection.

Staff recommended acceptance of the Silver Lake Dam 2025 Dam Safety Inspection Report and the FY2026 Silver Lake Dam Inspection update memorandum.

Responding to Mr. Lewis, Mr. Lyon stated that \$22,000 to \$24,000 is the amount that is included in the annual budget for this inspection.

Responding to Mr. Lewis, Mr. Lyon explained that although he is a licensed professional engineer, he is a water/wastewater engineer, not a structural engineer. Mr. Lyon further explained that he does not have his scuba certification, which is also a part of the requirement.

Responding to Mr. Lewis, Mr. Lyon stated that they do not have estimates yet for the 22 recommendations in the report. He further stated that everything listed in the report is a non-immediate repair, so it will be part of the 2028 capital improvement program.

Responding to Mr. Lewis, Mr. Lyon stated that he appreciated Mr. Lewis providing the funding information from the federal government to potentially help cover the cost of the upcoming repairs. He explained that the deadline had passed for the FEMA grant that Mr. Lewis provided, and when they asked about future grant opportunities, they did not know at this point.

Mr. Anderson moved to recommend acceptance of the report as recommended by staff. The motion was seconded by Ms. Hall and unanimously carried.

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

Community Development Block Grant (CDBG) Proposed Grant Recommendations for 2026 (Debbie Obrien, CDBG Program Manager)

Ms. Debbie Obrien, CDBG Program Manager, reviewed the background and analysis of the proposed grant recommendation for 2026.

Staff recommended approval of the recommended funding amounts.

Responding to Ms. Arndt, Ms. Obrien explained that the information has been in the draft action plan, and she is before council to receive approval of this report to include the recommendations for the funding plans.

Responding to Mr. Anderson, Ms. Obrien explained that to remain code compliant, some items that are not a code violation, such as a window that doesn't lock from the inside, code enforcement may not enforce that unless it is a rental, but that is still a safety issue.

Mr. Anderson moved to recommend acceptance of the staff recommendation. The motion was seconded by Ms. Hall and unanimously carried.

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

Ms. Arndt moved for adjournment of the Parks, Recreation, and Community Enhancement 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 Proposals – Manganese Removal Systems for Drinking Water (Kate Mills, P.E., Assistant Director of the Department of Water & Wastewater)

Ms. Kate Mills, P.E., Assistant Director of the Department of Water & Wastewater, reviewed the evaluation of the proposal for the manganese removal systems for drinking water.

Staff recommended awarding the contract to Verdantas for the Manganese Removal Systems for Drinking Water, RFP #26-0012WW, for the amount of \$449,500.)

Responding to Mr. Lewis, Ms. Mills explained that two proposals were received and, after grading each, Verdantas was chosen. Ms. Mills further explained that their proposal was also the lowest cost between the two proposals, so that was factored into the grading.

Responding to Mr. Lewis, Ms. Mills explained that one of the items submitted with proposals is references; these are required to see if they work with other municipalities. She further explained that prior to advertising this proposal, they reached out to other municipalities or water systems to see what they had done to treat manganese, so they used that information to guide what was placed in the proposal.

Ms. Hall moved to recommend acceptance of the staff recommendation to award the contract to Verdantas for the Manganese Removal Systems for Drinking Water, RFP #26-0012WW, for the amount of \$449,500. The motion was seconded by Dr. Pillsbury and unanimously carried by a roll call vote (Boggerty and Iriowen absent).

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

Presentation – Safer Community Campaign HELP Initiative (Charles Kistler, HELP Initiative)

Mr. Harold Stafford and Ms. Rosalynd Rodriguez reviewed the Safer Community Campaign presentation.

Staff Recommended approval for the Acting City Manager to sign and submit a letter of authorization.

Responding to Mr. Anderson, Mr. Stafford explained that in order for residents to take advantage of the credit to reduce their utility bill, they would have to allow them to go inside their home to complete the home energy check-up and counseling, and they would have to have an all-encompassing assessment that includes the exterior and interior. Mr. Stafford explained that it is different than before due to a different funding source; it was 100% funded by specifically interior, now that the funding is different, the focus is different. It is necessary to have the entire project completed.

Responding to Mr. Anderson, Mr. Stafford explained it is not considered a summer jobs program, they are trying to prepare people to get careers into trades by hiring people at \$18.00 an hour and have them work with the program for at least 20 hours a week and in order for them to be able to be hired as an intern, they have to commit to pursue a trade at one of the vocational schools. Mr. Stafford further explained they have just entered into an agreement with the Carpenters Union and plan to work with all of the unions because a lot of the interns, due to a lot of the interns, have had an interest in the trades. He stated the goal is for those who meet the requirements to be referred to the unions and hopefully stay on the pathway to certification, not just a summer job, and end up with high-paying jobs. Mr. Stafford further explained that they also have funding to pay for the interns taking classes and getting their certifications.

Responding to Mr. Lewis, Mr. Stafford explained that they have started to work with Neighborhood Crime Watch programs, stating that the City of Seaford has been their concept working with Chief Craft, and would like to expand and cover more areas.

Responding to Mr. Lewis, Mr. Stafford stated that they had funding for cameras, and they purchased the first LPR device in the City of Dover with that funding. However, they do not have that funding anymore, as the original funding was through ARPA funds.

Responding to Mr. Lewis, Mr. Stafford stated that they have installed a lot of lights in Barrister's Place, and he explained that when he was approached by Councilman Boggerty for additional lights, the funding had run out, and they were not able to provide any additional resources. Mr. Stafford further explained that they have grant applications pending and are hopeful that by July 1, 2026, they will have been approved for further funding.

Responding to Ms. Hall, Mr. Stafford stated that even if they have installed exterior lighting in the area, they would still be eligible to receive the homeowner's check-up and counseling, as well as become eligible for the \$300.00 credit for their energy bill.

Responding to Mr. Neil, Mr. Stafford stated that they do not currently partner with the DEMEC Efficiency Smart Program but are open to partnering with that

program or anyone else that might be able to help with better leveraging the limited resources so that the impact is greater for the residents.

Dr. Sudler moved to recommend acceptance of the staff recommendation to approve the Acting City Manager to sign and submit a letter of authorization to the HELP Initiative. The motion was seconded by Mr. Anderson and unanimously carried.

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

Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection the meeting adjourned at 8:05 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 Mr. Shevock and unanimously carried.

Review of Snowstorm Budget Costs (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the snowstorm budget costs presentation.

This item was informational; committee action was not required.

Responding to Mr. Lewis, Ms. Duca explained that they place snow response staff up in local hotels if there is going to be difficulty with them being able to come and go from their homes, further explaining that some staff live in more rural areas and it can be challenging to get to work. Ms. Duca stated that it is only used when there are larger storms that could potentially create an issue, but they are placed so that the city can ensure there are enough personnel on duty during the storm, confirming this has been a common practice throughout the years.

Responding to Mr. Lewis, Ms. Duca explained that Kay Sass, Emergency Management Director, keeps a very close eye on what qualifies for federal assistance. Ms. Duca explained that the two storms were not bad enough this year to qualify for federal funds.

Responding to Mr. Lewis, Ms. Duca stated that, as noted during the presentation, the personnel expenses were covered with what was budgeted. Ms. Duca further stated that it is the overtime costs that the budget analyst and the finance department are working to balance out those costs. Ms. Duca explained that the

contractor's assistance came from the reserve fund and that the amount was for salt and snow melt in the grounds division and public works. Ms. Duca stated that it was due to the cost of contractors that it was necessary to find savings in other areas in the operational fund that had not been utilized in order to cover those costs. Ms. Duca further stated that there may be money left in the grounds budget to purchase more ice melt, but the funds are pretty much depleted.

Responding to Mr. Lewis, Ms. Duca explained that when the snow plan is updated in the fall, prior to the winter season, one of the tests in the plan is to call different contractors to check their availability. She further explained that they try to avoid actually having someone under contract that we have to pay regardless of what occurs; therefore, they have certain people available. Ms. Duca stated that some contractors cannot respond until 24 hours after the storm starts because they have contracts with other facilities or the state, so they make calls to follow up to see who is available.

Consideration of Restoring an Alderman's Court (Council President Neil)

Council President Neil reviewed the background and analysis regarding the restoration of an Aldermen's Court.

This item was informational; committee action was not required.

Mr. Lewis stated that he believes this matter is worth exploring; however, he has concerns about costs, as well as whether the city has sole jurisdiction over the court. Mr. Lewis also asked if the state would assist with funding to help establish the Alderman's Court. Mr. Lewis suggested conducting a feasibility study.

Dr. Sudler stated the reason he is not supportive at this time is not that he believes in the status quo; it is to be financially and fiscally responsible in making this decision. He further explained that he would like to see the financial picture before moving forward with this matter. He asked if all the Alderman's court decisions would be final, if there were an appeal process, and if appealed, would it go to the State of Delaware court system. He stated he is worried about whether this implementation will result in an increase in residents' property taxes. He stated he is ready to explore this matter; however, moving forward would be premature.

Responding to the concerns, Mr. Anderson explained that they are not looking to authorize the expenditure of any funding at this time. He further explained that it would not be a commitment of any funding; it is about getting the authorization of what other cities around the state are doing. He further explained that this doesn't have to be implemented in nine (9) to twelve (12) months; it would take two (2) to three (3) years to get set up and established.

Mr. Anderson further explained that tonight they would be authorizing the city solicitor to create a resolution and a charter amendment that would go to the state legislature and if it is not done now, there would be a waiting period of a year to have it be considered and that this is step one, with many other steps taking place in the overall discussion that will not be able to be rushed. He stated that there is no reason to rush this matter, as it is necessary to get it done correctly.

Mr. Garfinkel stated that he has a better understanding of why getting the authorization now is imperative to the process; however, he does agree that this is an incredibly complex matter, and we don't want to move along too quickly. He stated he believes that the authorization to start the process should be done immediately.

Dr. Sudler stated his concerns about staying aligned with constituents' needs due to it being they who will bear the financial brunt of the decision. He stated he is worried that he doesn't believe this is a constituent-driven matter. He explained that it is for innovative ways to deal with the problems that are plaguing the city, but believes that there needs to be data to support further discussions. He believes this matter should be community-driven.

Mr. Neil stated that this initiative is being driven by the constituents who are tired of seeing their homes and businesses destroyed due to the quality-of-life issues happening around the city. Further stating that residents are moving out of the city due to these issues. Mr. Neil further explained that there are hurdles to the process, and he has asked the acting city manager to review the budget and decide if it is possible this year, and if not, possibly next year. Mr. Neil explained that we need to raise the quality of life as the city is crumbling.

Ms. Arndt requested additional information from other municipalities that have an Alderman's Court to be able to support this matter.

Vonderlear Smack, Dover, DE, read a written statement of public comment on Alderman's Court and submitted it for the record (**Attachment #1**).

Responding to Ms. Smack, Mr. Anderson asked that she recommend someone to sit on the ad-hoc committee.

Chelle Paul stated that she has been part of the conversations regarding Alderman's Court and believes it is wonderful in concept; however, the issue is the marginalized people and communities it affects. Ms. Paul stated that if it does move forward, code enforcement violations are not brought to Alderman's Court. Ms. Paul explained that the way the council is handling matters in this chamber is creating distrust among black and brown communities. Ms. Paul has concerns that the Alderman's Court be utilized as intended, not to make money for the city. Ms. Paul explained that she is on the fence with this initiative, as it could have unintended consequences on marginalized communities.

Mr. Neil stated that he cannot support the motion to create an ad-hoc committee until there is a resolution to begin the process with the state legislature. Mr. Neil stated that he believes everyone should show a sign of faith to the people who are paying property taxes who have approached council and then work on the details as funding decisions, etc., are made. Mr. Neil stated that he has assured everyone that code enforcement items will not be considered at Alderman's Court; they will remain within the Construction and Property Maintenance Code Board of Appeals.

Responding to Ms. Hall, Mr. Anderson explained the timeline of when the resolution would need to go to the state legislature to begin the charter change to allow the discussion to begin.

Dr. Sudler stated he believes that council needs to take time and consideration of this matter prior to submitting a resolution to the state legislature.

Mr. Rocha stated that he agrees with the motion by Mr. Lewis and believes that rushing into sending a resolution to the state legislature seems premature. He stated that he believes that the concept is good and worth exploring, but there are too many details that need to be figured out. He further stated that he would not feel comfortable voting for a resolution that has not been reviewed by the council. He suggested taking the time necessary to include facts and figures needed to make an informed decision.

Mr. Shevock stated that he understood that there is a need to take the step of completing the resolution to the state legislature to then have the ability to move forward, but then it would take time to go through the process of setting up the entire process. He further explained that taking the time to go forward with the ad-hoc committee and get the ball rolling without having the resolution passed by the state legislature could end up being a waste of time if they don't approve

Mr. Lewis moved to recommend conducting a feasibility study of an Alderman's court and establishing an Ad Hoc committee to obtain input from the community. The motion was seconded by Mr. Garfinkel and passed by voice vote with one abstention (Neil).

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

Responding to Mr. Rocha, Mr. Anderson confirmed that if the charter is amended by the state legislature and it is decided that it cannot be done currently, the option will remain in the charter going forward and give the flexibility to bring the matter forward in the future.

Dr. Sudler stated that he will not be supporting the motion because he believes resolutions should come from constituents, and he does not see any constituents here in support.

Mr. Anderson stated that he has heard from approximately 200 people stating that the system is broken and the city needs to do something.

Bonnie Pennington, Dover, DE, stated that she rejects this initiative. She stated she believes it would be a waste of money on something that will not work.

Mr. Faust, Dover, DE, stated that if someone can appeal to a higher court, why is this necessary? He further stated that with the current budget concerns where the funding is going to come from. Mr. Faust explained that council needs to be realistic and practical about this matter.

Responding to Ms. Smack, Mr. Anderson explained that charter changes are normally easily passed through the state legislature, and there are elected officials willing to sponsor this initiative.

Mr. Neil moved to recommend creating a Resolution to change the charter, drafted by the City Solicitor, which would be brought back for review and discussion at the committee. The motion was seconded by Mr. Anderson and failed by a roll call vote of five yes (Anderson, Pillsbury, Neil, Shevock, Garfinkel), five no (Hall, Arndt, Rocha, Sudler, Lewis), and one absent (Boggerty).

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

Consideration of an Alderman's Court – Speed Control (Council President Neil)

Agenda Item #3, Consideration of an Alderman's Court – Speed Control, was not addressed due to the failure of Agenda Item #2, Consideration of Restoring an Alderman's Court.

The Mayor's Blue Ribbon Opioid Use Disorder (OUD) Taskforce Committee's Recommendations (Councilman Dr. Sudler)

Ms. Arielle Rivera, Assistant City Clerk, reviewed the committee's proposed recommendations.

This item was informational; committee action was not required.

Mr. Lewis moved to recommend acceptance of the report. The motion was seconded by Ms. Hall and unanimously carried.

During the council meeting, Dr. Sudler asked Mr. Neil to call for a roll call vote on Item #28, the Mayor's Blue Ribbon Opioid Use Disorder (OUD) Taskforce Committee's recommendations, to accept the report and recommendations.

Mr. Anderson stated that there was no motion, only discussion, and that the item was ready for a roll call vote.

Mr. Neil clarified that they were at the point of discussion.

Mr. Anderson thanked the Opioid Task Force for their work, noting the significant time and research they put into the recommendations. He stated the recommendations should be adopted with an amendment to include funding to expand the behavioral health unit by hiring one (1) additional individual. He further stated that this should be included in the application and that the proposed programs should be part of the amendment.

Mr. Anderson moved to amend the Mayor's Blue Ribbon Opioid Use Disorder (OUD) Taskforce Committee's recommendations to add a behavioral health individual to the Dover Police Behavioral Health Unit from the Opioid Settlement Funds, so they could expand to a second individual and have coverage for more than 40 hours a week. The motion was seconded by Mr. Neil.

Dr. Sudler stated they had already done the work and that the six (6) recommendations came from the committee. He further stated that the item was not for allocating funds to any department at that time, but was only to present the committee's findings. He disagreed with assigning funding to departments, especially the police department, before receiving the academy report and budget. He noted that the process should be allowed to continue and Mayor Christiansen should be permitted to submit applications to the state before any funding decisions were made. He argued it would be improper to decide how funds should be used in advance, stating other organizations and programs should also have the opportunity to compete for funding. He emphasized that community needs relief efforts should be considered first. He asked that the process be allowed to proceed, stating that the recommendations should be accepted without prematurely allocating funds. He also requested that Mayor Christiansen be allowed to speak and present information before any motions or funding decisions were made.

Mr. Anderson stated that the deadline to submit applications to the state was May 18th and that there was one more meeting. He further stated that he wanted the body to consider how funds were allocated, noting that it was the council's responsibility to make those decisions. He requested that a recommendation be considered, whether or not it was decided that night, and said it was important to keep it on the table. He stated the community had expressed a desire to expand the behavioral health unit and suggested it could be funded through grants or other sources. He added that he believed the expenditure was an approved use of funds.

Dr. Sudler stated that they had demonstrated that the state was eager to partner with them and referenced previous budget hearings about integrated services and partnering with the county and state. He questioned why the council should move quickly to spend money when partnership

opportunities were available. He noted that the state had resources such as a mobile unit, a registered nurse, and a mobile hospital, shown in a previous presentation. He stated that council should consider saving money by using existing services and forming partnerships instead of duplicating services that were already available.

Mr. Anderson stated that he was not going to make a motion originally because he wanted council to consider that when they meet in May, the decision has to be made and not be put off. He noted that he would withdraw the amendment if the secondary allowed. Mr. Neil withdrew his second.

Mayor Christiansen stated that, in relation to the settlement, he had previously suggested a swimming pool as a therapeutic option, but acknowledged it was not the appropriate solution. He said the opioid committee was formed to develop a plan for using the \$259,000 allocated for community use. He explained that, in his role as mayor and head of the police department, he requested \$155,000 from the county, pending approval to return to council. He noted that the request included funding for two (2) additional clinicians to provide 24/7 services and a 29-hour data collection position to track costs and funding. He added that the application also aimed to extend services to smaller communities in Kent County that lacked access to clinicians, allowing them to benefit from similar support as the city. He mentioned he would bring the proposal back to council if approved and emphasized that the funding would support expanded clinical services. He concluded that the situation was urgent and should be treated as a crisis.

Mr. Anderson voted in favor of the acceptance of the recommendations from the report, as long as they received the money for the clinicians that was needed.

Mr. Lewis moved to recommend acceptance of the report. The motion was seconded by Ms. Hall and carried by a unanimous roll call vote.

City of Dover Municipal Police Academy Cost Review (Thomas Johnson, Chief of Police)

Mr. Thomas Johnson, Chief of Police, reviewed the background behind the City of Dover Municipal Police Academy.

This item was informational; committee action was not required.

Responding to Ms. Arndt, Chief Johnson explained that the City of Dover Municipal Police Academy is the only commuter academy below the canal. He explained that Delaware State Police Academy is five (5) days a week, including overnights, and that they do accept municipal police recruits and that they are brought back to their own organization. He explained that the costs are approximately the same for either academy. He stated that he has found that most of the time, agencies prefer the City of Dover model of academy.

Responding to Dr. Sudler, Chief Johnson referred to page three (3), Item nine (9) of the binder of information that explains the return on investment of the academy and officers produced.

Responding to Dr. Sudler, Chief Johnson explained that there are three (3) officers assigned to the academy as the core instructional team, and if the supervising officer was not over the academy, he would be reassigned to another supervisory role, and that would leave two (2) corporals.

Responding to Dr. Sudler, Chief Johnson explained that they are not getting additional pay to staff the academy; that is just their assignment for the week. He further explained that they flex officers from unit to unit to solve organizational problems all year long, from motorcycles to patrol to community policing, if there is a void in a particular area. He stated they will also fill in an SRO for a school day if the assigned officers cannot be there. Chief Johnson stated they are constantly shifting staff around to whatever role they need to perform to make sure that all mission objectives are met. He further explained that it is a constant, flexible model to allow as much efficiency as possible.

Dr. Sudler stated he would like to resume the conversation about budgetary constraints of the Dover Municipal Police Academy as they work through the upcoming budget issues.

Responding to Mr. Garfinkel, Chief Johnson explained that poaching is a touchy subject in their industry. He further explained that he is militant about the idea that if another agency sends a recruit to them to be trained, that conversation does not take place. He stated that he had two officers that have been trained and then went elsewhere and then returned.

Responding to Mr. Garfinkel, Chief Johnson stated that the idea that they retain more people who are trained brings stability to the organization. He further stated that they have had turnover, as well as attrition, in the last few years. Chief Johnson explained that they are doing well at retaining officers, further explaining that trying to project as the harder to see number is economical for Dover when it comes to retention and reducing all the costs that we currently are struggling with through the hiring process and turnover. He stated that retention is paramount because recruitment is still a struggle; however, they are not going backward any longer, as they were in 2023 and 2024. He believes they are starting to see a little bit of the return and interest, not just in the profession but in Kent County as a destination.

James Overton, Delaware State University Police Superintendent, gave an overview of his experience with his recertification process, attending the City of Dover Municipal Police Academy, and gave his support.

Responding to Mr. Anderson, Chief Johnson explained that it is longer if they send recruits to another police academy and explained that a longer academy is less return on investment.

Responding to Mr. Neil, Chief Johnson explained that the State Police Academy is a live-in academy and they build troopers, not shovel-ready municipal officers.

Responding to Chelle Paul, Chief Johnson did not give the costs of the police academy. Chief Johnson stated that if the city wants enough officers on the street, training their own officers helps us achieve authorized strength and maintain it.

During the council meeting, Dr. Sudler stated that he wanted Item #29 - City of Dover Municipal Police Academy Cost Review to be removed from the consent agenda because he had wanted to ask some questions and to make a motion on the item.

Responding to Dr. Sudler, Chief Johnson stated that the city was already using lateral hiring, including hiring officers through reciprocity from in-state and out-of-state agencies. He explained that the current job market for certified officers was limited due to staffing shortages and competition from other agencies offering higher pay and signing bonuses. He added that lateral hiring remained an option, and he would continue to consider certified applicants to bring officers on duty more quickly and reduce the need for academy training.

Responding to Dr. Sudler, Chief Johnson explained that the city had a strong retention rate and did not typically see new academy graduates leaving for other agencies. It was noted that Delaware law already required a four (4) year, prorated repayment structure for training costs if officers left early. He further explained that the city had paid other agencies when hiring lateral officers with less than four (4) years of service, but did not usually experience repayment going the other way. He added that officers sometimes transferred between agencies and returned later. He also stated that, despite those costs, hiring trained officers remained beneficial because it was still less expensive than recruiting and training new officers from the academy.

Responding to Dr. Sudler, Chief Johnson explained that the situation did not happen often, occurring roughly once every 24 months and only a few times in five (5) years. He stated that when it did occur, he would inform the city manager about the cost required to hire a lateral officer under the four (4) year requirement. He noted that the city administration then handled the payment.

Responding to Chief Johnson, Dr. Sudler requested that he give that information to Ms. Duca so she could be informed of the process. He also asked for clarification on how the funds were labeled and allocated for both past and future reference to ensure proper budgeting.

Dr. Sudler moved to accept Item #29 on the consent agenda. The motion was seconded by Mr. Anderson and unanimously carried.

Mr. Anderson moved for adjournment of the Legislative, Finance, and Administration Committee meeting, hearing no objection, the meeting adjourned at 10:33 p.m.

Mr. Neil moved for adjournment of the Council Committee of the Whole meeting, hearing no objection the meeting adjourned at 10:33 p.m.

CITY COUNCIL MEETING OF APRIL 27, 2026

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

QUARTERLY REPORTS

By motion of Dr. Sudler, seconded by Mr. Rocha, the following quarterly reports were accepted by consent agenda (Pillsbury absent):

Quarterly Revenue Report as of March 31, 2026

Quarterly Report – Capital Investment Plan (CIP) (January, February, March)

SEMI-MONTHLY REPORTS

By motion of Dr. Sudler, seconded by Mr. Rocha, the following semi-monthly reports were accepted by consent agenda (Pillsbury absent):

Semi-Annual Inspection by Acting City Manager – Robbins Hose Company (Sharon J. Duca, Acting City Manager)

APPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN

By motion of Dr. Sudler, seconded by Mr. Rocha, the following appointments were accepted by consent agenda (Pillsbury absent):

Board of Adjustment – William “Bill” Holmes – Three-Year Term to Expire July 2029 (to fill the expired term of Clarence Wagner, II)

POLICE PENSION PLAN INCREASE REQUEST (RET. LT. TIMOTHY MULLANEY, SR., CHAIR)

Ret. Lt. Timothy Mullaney, Sr., Chairman of the Police Pension, reviewed the Police Pension Plan Increase Request.

Mr. Rocha moved to accept the committee recommendation for the Police Pension Plan for 5% pension increase on July 1, 2026, and an additional 5% pension increase effective on July 1, 2027. The motion was seconded by Mr. Anderson.

Responding to Mr. Anderson, Ms. Marney clarified that there would be no impact on the General Fund, as the Police Pension trust fund was fully self-funded, and no additional contributions were required through the city budget per the actuary.

Responding to Ms. Marney, Mr. Anderson stated that before voting, he wanted confirmation since this approach could not be applied to the General Employee Pension Fund, as the city did not have the funds, and could affect them by millions of dollars.

Responding to Dr. Sudler, Ms. Duca confirmed that the Police Pension Trust Fund was separate and would not impact the upcoming budget.

Mr. Rocha moved to accept the committee recommendation for the Police Pension Plan for

5% pension increase on July 1, 2026, and an additional 5% pension increase effective on July 1, 2027. The motion was seconded by Mr. Anderson and carried unanimously.

FINAL READING – PROPOSED ORDINANCE #2026-03 - AMENDING CHAPTER 22 – BUILDING AND BUILDING REGULATIONS, ARTICLE XI – DANGEROUS BUILDING (EDDIE KOPP, CHIEF CODE ENFORCEMENT OFFICER)

The First Reading of the Proposed Ordinance #2026-03 was accomplished during the Council Meeting of April 13, 2026. The ordinance is 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. Sudler, and unanimously carried.

Mr. Eddie Kopp, Chief Code Enforcement Officer, reviewed the Proposed Ordinance #2026-03, Amending Chapter 22 – Building and Building Regulations, Article XI – Dangerous Buildings.

Responding to Mr. Anderson, Mr. Kopp stated that he does not report to Mr. Todd Stonesifer, so he was unaware whether he had signed off on the changes. He noted that the Proposed Ordinance #2026-03 has been vetted and approved by the City Manager’s Office and legal counsel.

Responding to Mr. Anderson, Mr. Kopp clarified that those individuals had not contacted him, but he has received feedback on the vacant building ordinance, not on the current Proposed Ordinance #2026-03.

Responding to Dr. Sudler, Mr. Griffith clarified that the City Charter makes clear whether the Downtown Dover Partnership could authorize or sign off on council decisions; those decisions were the exclusive responsibility of the city council.

Dr. Sudler moved for adoption of Ordinance #2026-03 - Amending Chapter 22 – Building and Building Regulations, Article XI – Dangerous Buildings, seconded by Ms. Hall, and unanimously carried (Lewis absent).

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

That Chapter 22 – Buildings and Building Regulations, Article XI – Dangerous Buildings, be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikethrough as follows:

ARTICLE XI. – DANGEROUS BUILDINGS

Sec. 22-381. – Definitions.

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

Dangerous buildings mean all buildings or structures that have any of the following defects or uses:

- (1) *Leaning interior walls.* Those of which the interior walls or other vertical structural members list, lean, or buckle to such an extent that a plumb line passing through the center of gravity falls outside of the middle third of its base.
- (2) *Damaged walls, etc.* Those that exclusive of the foundation show 33 percent or more damage or deterioration of the supporting member or members, or 50 percent of damage or deterioration of the non-supporting enclosing or outside walls or covering.
- (3) *Load on roofs.* Those that have improperly distributed loads upon the floors or roofs, or that are overloaded, or that have insufficient strength to be reasonably safe for the purpose used.
- (4) *Fire damage, etc.* Those that have been damaged by fire, wind, or other causes which have become dangerous to life, safety, morals, or the general health and welfare of the occupants or the people of the city.
- (5) *Unfit for habitation.* Those that have become or are so dilapidated, decayed, unsafe, insanitary, or so utterly fail to provide the amenities to decent living that they are unfit for human habitation, or are likely to cause sickness or disease, so as to cause injury to the health, morals, safety, or general welfare of those living therein.
- (6) *Light, air, sanitation.* Those having light, air, and sanitation facilities that are inadequate to protect the health, morals, safety, or general welfare of human beings who live or may live therein.
- (7) *Fire escapes, etc.* Those having inadequate facilities in case of fire or panic, or those having sufficient stairways, elevators, fire escapes, or other means of communication.
- (8) *Loose parts.* Those that have parts thereof which are so attached that they may fall and injure members of the public or property.
- (9) *General welfare.* Those that, because of their condition or use, are unsafe, insanitary, or dangerous to the public health, morals, safety, or general welfare of the people of this city.
- (10) *Code violations.* Those existing in violation of any provisions of the adopted codes of this city, or any provision of the fire prevention code, or any other ordinances of this city.
- (11) *Drug sales, use, etc.* Those that are being used for the unlawful selling, serving, storing, giving away, or manufacturing (which includes the production, preparation, compounding, conversion, processing, packaging or repackaging) of any drug, which consists of all narcotic or psychoactive drugs, cannabis, cocaine and all controlled substances as defined in the Uniform Controlled Substances Act (16 Del. C. § 4701 et seq.).
- (12) *Unoccupied buildings.* Those that are left unoccupied and unattended for periods of three months or more, so that decay is being accelerated by natural or other causes, or which may be attracting trespassers and vagrants, increasing the probability of fire and danger to human life.
- (13) *Incomplete buildings.* Those under construction are considered incomplete if the authorized work is substantially suspended or abandoned for of three months or more.

Sec. 22-382. Standards for repair, vacation, or demolition.

The following standards shall be followed in substance by the code official in ordering the repair, vacation, or demolition of dangerous buildings:

- (1) *Repair*. If the dangerous building can reasonably be repaired so that it will no longer exist in violation of the terms of this article, it shall be ordered repaired.
- (2) *Vacation*. If the building is in such a condition or is being used to make it dangerous to the health, morals, safety, or general welfare of its occupants, it shall be ordered to be vacated and closed. Buildings ordered closed shall not be reopened until a certificate of occupancy is issued.
- (3) *Demolition*. The following shall be cause for demolition:
 - (a) In all cases where a dangerous building is 50 percent damaged, decayed, or deteriorated from its original value or structure, or
 - (b) In all cases where a building cannot be repaired so that it will no longer exist in violation of the terms of this article, or
 - (c) In all cases where a dangerous building is a fire hazard, it poses a risk to public safety as determined by the fire marshal or any code official, or
 - (d) Any existing or erected structure in violation of the terms of this article or any ordinance of the city or statute of the state.

Sec. 22-383. Nuisance declared.

All dangerous buildings within the terms of section 22-381 are hereby declared to be public nuisances, and shall be repaired, vacated, closed, or demolished as hereinbefore and hereafter provided.

Sec. 22-384. Duties of a code official.

The code official shall:

- (1) *Inspect public buildings*. Inspect or cause to be inspected semiannually all public buildings, schools, halls, churches, theaters, hotels, tenements, or commercial, manufacturing, or loft buildings to determine whether any conditions exist which render such places a dangerous building within the terms of section 22-381.
- (2) *Complaints*. Inspect any building, wall, or structure about which complaints are filed by any person to the effect that a building, wall, or structure is or may be existing in violation of this article.
- (3) *Reported violations*. Inspect any building, wall, or structure reported (as hereinafter provided for) by the fire or police departments of this city as probably existing in violation of this article.
- (4) *Dangerous buildings*. Inspect such other buildings as shall from time to time come to the inspector's attention as possibly dangerous buildings within the terms of section 22-381.
- (5) *Notice to owner*. Notify, in writing, the owner, occupant, lessee, mortgagee, agent, and all other persons having an interest in said building, as shown by the land records of the recorder of deeds of the county, of any building found by the inspector to be a dangerous building within the standards set forth in section 22-381, that:

- a. *Duties of the property owner.* The owner must vacate and close, or repair, or demolish said building in accordance with the terms of the notice and this article.
 - b. *Duties of occupant.* The occupant or lessee must vacate and close said building, or may have it repaired in accordance with the notice and remain in possession.
 - c. *Persons with interest.* The mortgagee, agent, or other persons having an interest in said building, as shown by the land records of the recorder of deeds of the county, may, at their own risk, repair, vacate and close, or demolish the said building or have such work or act done; provided that any person notified under this subsection to repair, vacate and close, or demolish any building shall be given such reasonable time, not exceeding 30 days, as may be necessary to do, or have done, the work or act required by the notice provided for herein;
 - d. *Appeal.* The person or entity receiving notice by the code official shall have the right to appeal his decision directly to the council and have a hearing conducted in accordance with the provisions of section 22-385 before the city council, provided that the notice of appeal is filed with the city clerk no later than five days after receiving notice from the code official.
- (6) *Order to remedy conditions.* Set forth in the notice provided for in subsection (5) hereof a description of the building or structure deemed unsafe, a statement of the particulars which make the building or structure a dangerous building, and an order requiring the same to be put in such condition to comply with the terms of this article within such length of time, not exceeding 30 days, as is reasonable.
 - (7) *Non-compliance with notice.* Report to the council any non-compliance with the notice provided for in subsections (5) and (6) hereof.
 - (8) *Testify at hearings.* Appear at all hearings conducted by council and testify as to the conditions of dangerous buildings.
 - (9) *Notice on buildings.* Place a notice on all dangerous buildings, reading as follows:

“ This building has been found to be a dangerous building by the code official. This notice is to remain on this building unit until it is repaired or demolished in accordance with the notice which has been given to the owner, occupant, lessee, mortgagee, or agent for this building, and all other persons having an interest in said building, as shown by the land records of the recorder of deeds of Kent County. It is unlawful to remove this notice until such notice is complied with.

- (10) *Orders of council.* Carry out all orders of the council to cause the repair, vacation, closure, or demolition of dangerous buildings pursuant to section 22-385. In causing the vacation of the dangerous building, the code official may order the city utilities to be disconnected. In causing the closure of dangerous buildings, the code official may direct the removal from the building of all furniture, equipment, and other personal property left by occupants.

Sec. 22-385. Hearing before City council.

The City council shall:

- (1) *Notice of hearing.* Upon receipt of a report of the code official as provided for in section 22-384(7), give written notice to the owner, occupant, mortgagee, lessee, agent, and all other persons having an interest in said building, as shown by the records of the recorder of deeds of the county, to appear before it on the date specified in the notice to show cause why the building or structure reported to be a dangerous building should not be repaired, or demolished in accordance with the statement of particulars set forth in the code official's notice provided for herein in section 22-384(6).
- (2) *Conduct of hearing.* Hold a hearing and hear such testimony as the code official or the owner, occupant, mortgagee, lessee, or any other person having an interest in said building, as shown by the land records of the recorder of deeds of the county, shall offer relative to the dangerous building. Hearings relative to reported dangerous buildings as defined in section 22-381(11) shall include the testimony of the city chief of police, who may submit arrest records, complaint records, and affidavits relative to the property as evidence for the hearing.
- (3) *Findings.* Make written findings of fact from the testimony offered pursuant to subsection (2) of this section as to whether ~~or not~~ the building in question is a dangerous building within the terms of section 22-381.
- (4) *Order.* Issue an order based upon findings of fact made pursuant to subsection (3) of this section, commanding the owner, occupant, mortgagee, lessee, agent and all other persons having an interest in said building, as shown on the land records of the recorder of deeds of the county, to repair, or demolish any building found to be a dangerous building within the terms of this article, setting the time not exceeding 30 days which said building shall be repaired, or demolished, and provided that any person so notified, except the owners, shall have the privilege of repairing said dangerous building; or any person not the owner of said dangerous building but having an interest in said building as shown by the land records of the recorder of deeds of the county may demolish said dangerous building at their own risk to prevent the acquiring of a lien against the land upon which said dangerous building stands by the city as provided in subsection (5) hereof.
- (5) *Failure to comply.* If the owner, occupant, mortgagee, or lessee, fails to comply with the order provided for in subsection (4) hereof within ten days, cause such building or structure to be repaired, vacated and closed, or demolished, as the facts may warrant, under the standards hereinbefore provided for in section 22-384, and shall, with the assistance of the city solicitor, cause the costs of such repair or demolition to be charged against the land on which the building existed as a municipal lien or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax against the land upon which the building stands or did stand, or to be recovered in a suit at law against the owner, provided that in cases where such procedure is desirable and any delay is thereby caused will not be dangerous to the health, morals, safety, or general welfare of the people of this city, the council shall notify the city solicitor to take legal action to force the owner to make all necessary repairs or demolish the building.
- (6) *Report to solicitor.* Report to the city solicitor the names of all persons not complying with the order provided for in subsection (4) hereof.

Sec. 22-386. Violations and penalties for disregarding notices or orders.

- (a) *Violations by the property owner.* The property owner of any dangerous building who shall fail to comply with any notice or order to repair, vacate and close, or demolish said building given by the council shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined as provided for in Appendix F – Fees and Fines.
- (b) *Violations by occupant or lessee.* The occupant or lessee in possession who fails to comply with any notice to vacate and close or who fails to repair said building in accordance with any notice given by the council as provided for in this article shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined as provided for in Appendix F – Fees and Fines.
- (c) *Removal of notice.* Any person removing the notice provided for in section 22-384(9) shall be guilty of a misdemeanor and, upon conviction, shall be fined as provided for in Appendix F – Fees and Fines.

Sec. 22-387. Duties of the city solicitor.

The city solicitor shall:

- (1) *Prosecutions.* Prosecute all persons failing to comply with the terms of the order provided for in section 22-385(4).
- (2) *Hearings.* Appear at all hearings before the council **regarding** dangerous buildings.
- (3) *Collections.* Bring suit to collect all municipal liens, assessments, or **all** costs incurred **with any abatements regarding** dangerous buildings.
- (4) *Other legal action.* Take such other legal action as is necessary to carry out the terms and provisions of this article.

Sec. 22-388. Emergency cases.

In cases where it reasonably appears that there is an immediate danger to the life or safety of any person, unless a dangerous building is immediately repaired, vacated, and closed, or demolished, the code official shall report such facts to the council, which may cause the immediate repair or demolition of such dangerous building. The costs of such emergency repair or demolition of such dangerous building shall be collected in the same manner as provided in section 22-385(5).

Sec. 22-389. Procedure when the property owner is absent from the city.

In cases, except emergency cases, where the owner, occupant, lessee, or mortgagee is absent from the city, all notices or orders provided for herein shall be sent by registered or certified mail to the owner, occupant, mortgagee, lessee and all other persons having an interest in said building, as shown by the land records of the recorder of deeds of the county, to the last known address of each, and a copy of such notice shall be posted in a conspicuous place on the

dangerous building to which it relates. Such mailing and posting shall be deemed adequate service.

Sec.22-390. Administrative liability.

No officer, agent, or employee of the city shall be held personally liable for any damage that may accrue to persons or property as the result of any act required or permitted in the discharge of official duties under this article. Any suit against any officer, agent, or employee of the city as a result of any act required or permitted in the discharge of **such** duties under this article shall be defended by the city solicitor until the final determination of the proceedings therein.

Sec. 22-391. Duties of the fire marshal and city employees.

The fire marshal, all members of the fire department, all officers of the police department, and all other employees of the city shall report, in writing, to the Division of Code Enforcement all buildings or structures within the city which shall come to their knowledge or attention as being dangerous buildings within the terms of this article.

Secs. 22-391-22-399. Reserved.

ADOPTED: April, 27, 2026

ACTING CITY MANAGER'S ANNOUNCEMENTS

Ms. Duca announced that she wanted to share that the FY26 Street program began last week on Bicentennial Boulevard. She noted that this year's Water Quality Improvement Program started this week on Queen Street, and the regular flushing program is ongoing through May 1, 2026.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen announced that the 93rd Annual Dover Days Festival would begin on May 1, 2026, at 6:00 p.m. with events on the Green and Legislative Mall. The train from Winter Fest would return, which many of the kids enjoyed. He explained that there were food trucks, a concert, and fireworks featured on Friday evening to kick off Dover Days. day. On May 2, 2026, Wesley Methodist Church would host a pancake breakfast at 7:00 a.m., followed by a downtown Dover parade featuring Maypole dancing, historic reenactors, Native American drummers and dancers, along with food and activities throughout the day. He noted that it was always a great celebration of everything that makes the City of Dover special.

COUNCIL MEMBERS' ANNOUNCEMENTS

Council members had nothing to report.

The meeting adjourned at 10:00 p.m.

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ANDRIA L. BENNETT, CMC
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by the City Council during their Regular Meeting of April 27, 2026, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/AB

Exhibits

Exhibit #1 – Dr. Joseph Zingaro Statement
Exhibit #2 – Yolande Jackson Statement
Exhibit #3 – Sue Harris Statement
Exhibit #4 – Jill Quinn Statement

Member - People's Church

Board Member - PCC

Union hat Psych on the Bradford St

Regular Council Meeting

Exhibit #1

Item #11.

26

guy

Good evening. My name is Dr. Joseph Zingaro. I am retired but worked as a psychologist for 42 years. I moved to Dover in 1984. I often told my patients that feelings are not facts. But sticking to the facts is sometimes hard. As I'm sure members of the Council can agree, our emotions affect our perceptions. And perceptions aren't facts either.

There was an observation made that a school bus was bringing people to the Peoples Community Center for drug treatment services. The school bus brings 18-21-year-olds who participate in the Strive program. This is a program for young adults with autism to help them with job skills and socialization opportunities. They help prepare meals.

How you define a problem has a direct effect on the solutions you consider. You are not likely to be open to or even consider solutions that are outside the problem as you defined it.

Please don't raise your hand, but have any of you been speeding in your car and not gotten caught? When did you speed? When you were being followed by a police car? How about when you saw a police car parked on the side of the road? A cop on the corner is a better strategy to prevent criminal behavior than a cop who is in the police station, ready as ever to respond to a call.

As I understand it, the Chief of police has stated he needs more individuals on his police force. The Fire Chief is asking for over a quarter of a million dollars (\$299,600 to be exact) for a fence around the fire department parking lot to prevent individuals who have no business being in the parking lot from entering it. How long before someone spray paints the fence? How many police officers could the city hire for a quarter of a million dollars? Could this put more cops on the corner to prevent problems?

Eddie Kopp, the Chief Code Enforcement Officer, spoke at the Council Committee of the Whole meeting in March of this year, that there were 145 vacant building cases, 22 were vacant for 5 years and 2 of buildings for 14 years. In 2025, there were 1,700 inspections in reference to vacant sites. Does the City just tolerate vacant buildings with no recourse? Vacant sites might be pretty tempting for individuals to use for nefarious activities, don't you think? Ask the Fire Chief if vacant buildings increase the risk of arson.

In a Bay-to-Bay Newspaper article, dated April 18, 2026, it was reported that "a multi-law enforcement agency human trafficking operation in Kent County on April -brought the arrests of three men...Authorities said the operation was conducted in Kent County, with a focus in Dover. The men were all charged with patronizing a prostitute and released. Dover Police said they partnered with the FBI's Delaware Violent Crime and Safe Streets Task Force, Delaware Probation and Parole, and the Smyrna Police Department. During the operation, police said, investigators contacted 13 females engaged in commercial sex work. Each individual was offered various support services through FBI Victim

From: Yolande Jackson yolande_jackson@progressive.com
Subject: Dover City Council meeting public comment
Date: Apr 24, 2026 at 7:56:14 AM
To: Yolande Jackson yolande1965@comcast.net

I'm following up on my prior comments regarding the potential closure of PCC. I speak as a volunteer who prepares and serves meals at the shelter.

When I serve meals, I'm not serving a problem to be managed—I'm serving people. Seniors. Veterans. Individuals who are polite, grateful, and trying to survive a difficult chapter of their lives. For many of the people I serve, that meal is the only hot food they will receive that day, and PCC is the only place where they feel safe and treated with dignity.

Through my service, I see firsthand how essential this shelter is for people who truly have nowhere else to go. Closing PCC does not mean fewer people in need. It means fewer places for them to go. It means people eating outside, sleeping in unsafe conditions, and losing what little stability they have.

I understand concerns related to resources, regulation, and neighborhood impact. Those concerns deserve thoughtful solutions. But from what I see every time I serve a meal, shutting this shelter down does not resolve those issues—it shifts the burden elsewhere and makes the situation worse, not better.

I also want to reiterate a concern I raised previously—one I believe the community deserves clear answers to. There are members of this council who are closely affiliated with other shelters serving the same community and who are not speaking in support of PCC.

This raises reasonable questions about transparency. When council members openly support or are connected to other service providers but remain silent or adverse toward PCC, the public deserves clarity on how those affiliations are being managed and whether potential conflicts of interest are being disclosed and addressed.

This is not about questioning intentions. It is about ensuring that decisions affecting vulnerable people are made openly, fairly, and in the best interest of the entire community. Public trust depends on transparency, especially when the outcome of this decision directly impacts people who have the least ability to advocate for themselves.

How we treat people when they are hungry says something about who we are as a community. For me, serving meals is an act of care and dignity.

I respectfully ask this council to slow down this decision and work with service providers, volunteers, neighbors, and those who rely on PCC to find a solution that preserves safety, transparency, dignity, and care.

Yolande Jackson
Progressive Insurance Claims
Sr. Multi-Line Rep
(302)222-3495
Yolande_Jackson@progressive.com

Letter # in list	Letter dated	Addressed to	Common 1 st para	Common last para
1 st letter	02/04/2026	Dear Mayor Christiansen and Members of the City Council	We understand that the PPC, is currently proposing to add workforce development service	We request that Dover City Council follow the present zoning regulations and not grant the PPC's request for expanded services
2 nd letter	02/04/2025	To Whom it May Concern	I understand that they are proposing to add workforce assistance at their community center	
3 rd letter	02/04/2026	_____ "sent me this email to answer the request for a letter from the neighbors/owners around People's Church"		
4 th and 5 th	9/11/2025 And 10/8/2024	letters are jumbled together, and they are from prior years complaining about crime in general appear to be sent to Roy Sudler		
6 th letter	02/03/2026	Dover City Council	I am aware that the Peoples Community Center currently is seeking to expand its services to include workforce development programs	I respectfully urge the Dover City Council to uphold current zoning laws and deny approval for the expansion of services at this location
7 th letter	01/30/2026	The Honorable Mayor and Members of Dover City Council		As you consider possible grant funding and expansion of social services on offer at the People's Community Center (PCC), an enterprise sponsored by the People's Community Church
8 th letter	02/03/2026	City of Dover	People's church is looking to expand their operations into new services	This is why I encourage you to resist the temptation to give them even more flexibility
9 th letter	02/04/2026	Honorable Mayor Christiansen and Members of Dover City Council	This on has some CRAZY accusations about us.	
10 th letter	12/02/2025	Failure to respond Email		
11 th letter	02/04/2026	unequal enforcement	This is confusing	
12 th letter	02/12/2026	Mayor Christiansen and Members of Council	GREAT letter	
13 th letter	02/06/2026	Mr. Mayor & City Council persons	It has been brought to my attention that People's is proposing to add workforce development services	I ask that the City Council enforce the existing zoning regulations and deny any request for expanding services at the PCC,

14 th letter	02/04/2026	Honorable Mayor and Members of Dover City Council	I understand the People's Community Center is proposing to add workforce development services	I ask the City Council to enforce the existing zoning regulations and deny any requests for expanding services at the Peoples Community Center
15 th letter	02/04/2026	Honorable Mayor Christiansen and Members of Dover City Council		I respectfully urge City Council to enforce existing zoning, occupancy, and operational requirements, and to deny any further expansion of services
16 th letter	5/13/2024	Mayor, City Council, City Manager, Downtown Dover Partnership Board		
17 th letter	02/06/2026	Letter directed to Mr Neil regarding firehouse funding request for a fence		
18 th letter	02/03/2026	Members of the Dover City Council	I am fully aware that the People's Community Center (PCC) is currently operating in our residential zone and is seeking to expand its services to include workforce development	I respectfully ask the Dover City Council to prioritize the safety of our families and the integrity of our residential zoning. Please deny the request for expanded services
19 th letter	02/03/2026	Honorable Mayor Christiansen and Members of Dover City Council		We respectfully ask City Council to deny any further expansion of services at this location and to enforce existing zoning
20 th letter	02/01/2026	City of Dover City Council	I understand that Peoples Community Center expansion into workforce development programming is coming in the near future.	Please deny approval for expanded services at Peoples Community Center and enforce existing zoning regulations
21 st letter	02/02/2026		Adding more programs will only increase the extent of the problems on our street	I respectfully request that Dover City Council enforce existing zoning regulations and deny approval for expanded services at this location
22 nd letter		Dover City Council	I understand that the People's Community Center, operating out of People's Church, is proposing to add workforce development services to the already extensive range of services	I respectfully request that Dover City Council enforce existing zoning regulations and deny the People's Church's request for further expansion

Letter #1 The problems they lay out are valid the only problem is this isn't our problem to address. These are crimes in the streets on our block, that doesn't mean we caused them. They have migrated from nearby streets and the city is well aware of the history of this

the neighboring area. We agree with this statement and really don't have any else to add to that "complaint". "In closing, our ^{low to middle} income diverse neighborhood should not have to bare the brunt of this problem. We dare say that if these same circumstances existed in other residentially zoned areas of the city, say in Fox Hall, Pennwood, or other areas, the outcry would have been louder and come much sooner. Why should downtown Dover have to tolerate all of this with no relief?

Letter #2 "I am extremely disappointed in the handling of trespassing issues on police department. The ongoing violations have become unbelievable. Trespassers have been making camp on my porch, having dinner, using drugs, and leaving behind trash, needles, drug bag and even unconscious and inebriated individuals, all at my place of business. "

Letter #3 , "sent me this email to answer the request for a letter from the neighbors/owners around People's Church I will put a letter together" Not sure what this means????

Letter #4 dated 09/11/2025 "The continuous violations on my properties is unbelievable. They are making camp on my porch, having dinner, getting high, leaving trash, needles, drug bags and all sorts of undesirable items at my active place of business"

Letter #5, dated 10/2024 "This past weekend and two times yesterday, we had to encounter perpetrators on the property, on the deck and behind structures engaging in public lewdness, acts of prostitution, public defecation & urination, destruction of our properties, to na a few. We called the City of Dover police to handle the situation. To our disappointment, the individuals were not arrested but allowed to leave. " **from Sudler** "I am forwarding your subject matter to the Mayor and Safety Advisory and Transportation Committee Chairperso (At-Large Councilman Boggerty) so that you can present your concerns to the City Council Committee as a Whole. I will also forward yc concerns to District 4 Councilman/Vice-Mayor/Council-President Anderson. "

Letter #6... the same continuous complaints that are not our responsibility "continuous violations on my properties is unbelievable. They are making camp on my porch, having dinner, getting high, leaving trash, needles, drug bags, and all sorts of undesirable items" "open drug use, suspected drug transactions, overdoses, prostitution, and behaviors that suggest human trafficking. There has also been a noticeable increase in police and emergency medical responses, as well as other forms of criminal or disruptive conduct. These events have occurred at various times and locations throughout the neighborhood." "I am deeply concerned that, given the current direction of downtown Dover this possibility is slipping away. I respectfully ask for your help in restoring our community to the vibrant and safe place it once was, so that future generations can thrive here as my family has for decades"

letter #7 "The empty tiny plastic zip-locs and the empty single-ounce plastic liquor bottles are a feature of every-morning clean-up. Shouting bursts at all hours. Parked cars linger like old-fashioned market wagons on the street, with various decibels of sound, with arrivals and departures of various persons, until the car moves on. Prostitutes claim their corners, with their pimps keeping an eye on them." "It's part of the outdoor circus of despair in which trespassing, littering, mobile drug markets, drug dealing, crack lighting, shooting up, loud shouts and garbled utterances from fast walkers going... somewhere, the overdosed splayed on the ground and on stair steps of homes"

Letter #8 "The most obvious activity is the constant and unapologetic open-air drug use. I constantly find used needles all over my property at least once a week. Most of this activity can be seen in the old Wells Fargo Parking lot. I have personally had to call 9-1-1 services on 10 or so occasions for persons that are unresponsive and barely alive. I have also found 3 individuals who were shivering from either an overdose or going through withdrawals. I have also witnessed on many occasions, women engaging in what I can only imagine is prostitution. These are women who I see frequently walking aimlessly in the street, having conversations with people from the window of the car, and ending up inside the vehicle, only to be dropped back off later."

Letter #9 This is most disturbing. We have no idea what they are talking about. None of this involves us!!!! "On a routine basis, we observe two to five individuals per day, often young women, being dropped off at or near People's Community Church carrying luggage or personal belongings. We have spoken with many of them directly. They frequently state they were brought to Dover under the belief they would enter some form of rehabilitation or recovery program. In practice, there is no such program available to them at that location. Within days, many of these individuals are back on the street experiencing withdrawal symptoms. At that point, drug dealers are visibly present nearby. These individuals are then exploited-told they can avoid withdrawal by earning money through sexual acts and returning it for drugs. This pattern is repeated frequently and openly. At a minimum, this demonstrates a dangerous lack of supervision, structure, and accountability surrounding the concentration of vulnerable individuals."

Letter #10 and #11 old things blended together confusing nothing to do with us

Letter #12 Great letter We agree with most all of this letter

Letter #13 "The increased amount of homelessness, prostitution, drug use, panhandling, etc. in Dover, Delaware is outrageous. Our office now has a security guard come" "Attempts to make the Downtown Dover area more attractive and bring businesses back to the area are in the works through the Downtown Dover Partnership, but it feels like they take one step forward and then are pushed three steps back with the inability to control the vagrant behavior"

Letter #14 "It is not a surprise to have individuals near death of consuming drugs, we've had our building back door used as a bathroom facility numerous times, needles and drug paraphernalia laying around our parking; a view of a certain area at where individuals camp, exchange drugs and use them in groups. I have also had to go out to the front of the building where one of our clients could not get out of his car as a young woman became aggressive and would not remove herself from his car door unless he would give her money" "I used to treasure events downtown, eating at restaurants, taking walks during lunch times but the last time

letter #15 " On one occasion, as I was getting into my truck to leave for a meeting, approximately 15 rounds were fired on Governor's Avenue in plain sight of our parking area. The very next day, there was another shooting at Reed and New Street, both incidents widely understood to be drug-related." ". I have repeatedly encountered human feces in our flower beds, as well as on our siding, porch *floor*, and front steps. There have been countless instances of people sleeping on our porch, side entry, and in our flower beds." "Despite repeated efforts to protect our property, enforcement has been inconsistent. We have submitted "No Trespass" authorization forms to the Dover Police Department on multiple occasions, yet when we call to report trespassing, we are repeatedly told the forms cannot be located" "a man was attacked with a piece of metal fencing material. Officers responded to the scene, but the individuals present did not appear to be Dover Police officers. To my knowledge, no related arrests or public incident information have been made available, and **there** has been no follow-up guidance provided to us regarding ongoing risk or precautions we should take to protect our staff and tenants."

Letter #16 dated 5/13/2024 "The issues we once saw occasionally, became nightly activities and now, those issues are taking place during the day as well. The homelessness, loitering, drug activity, prostitution, shootings, and trash in general is deteriorating the area. "

Letter #17 funding request from firehouse for fence

Letter #18 "Over the last five years, I have watched this area spiral downward. My property is subject to near-constant trespassing, loitering, and open-air drug use. The lack of basic decency has reached an untenable level; I have personally witnessed and documented individuals urinating and defecating on my building nearly a dozen times. Even more disturbing, I have caught multiple people engaging in sexual acts and oral sex in broad daylight-"

Letter #19 "As the environment around our building deteriorated, we began experiencing daily situations that made operating a traditional walk-in business unrealistic. Individuals regularly lingered outside our storefront, and we frequently encountered

behavior related to drug use, sexual solicitation, and visible mental instability". "On one occasion, witnessed a man attempting to coerce a clearly impaired woman to leave with him outside our building. When intervened and told the woman she did not need to go with him, the man became aggressive, cursed at her, and told her to "mind your own business." back inside, locked the door, and remained there until the situation passed."

Letter #20 "there were prostitutes on all four corners of Bradford and Reed, and two of them refused to move out of the street so I could get by. Rather than mow them down, I turned my car around to go the other way, only to witness another girl bending over the Peoples Church fence with her skirt pulled up and absolutely nothing underneath. I have gone out to take my garbage to my cans in the alley behind my house, and there were numerous people sleeping in the space behind my garage, despite No Trespassing signs. I opened my front door recently to find human blood smeared all over my porch

Letter #21 "I have observed multiple, daily, instances of prostitution, drug use, individuals unconscious on the sidewalks, stairs and porches of private homes and businesses, as well as probable criminal activity. I have witnessed the constant traffic from vehicles trolling for prostitutes to the point I can identify several of them. They continually circle Bradford St from Loockerman St to Reed St to Governors Ave. Many of them pick up and drop off the prostitutes near our homes, increasing both vehicular and pedestrian traffic." "Seeing the prostitution, drug use and loitering, is unavoidable. We shouldn't have to be apprehensive about walking around our own neighborhood. It is also very embarrassing to me for family and guests visiting my home to see the drug abusers and prostitutes all over our street."

Letter #22

"Prostitution, sex work, and human trafficking: These activities now occur daily and openly. Individuals frequently loiter across from the church, trespass on nearby properties, and engage in disturbing behavior. Recently, a young woman arrived at in the middle of winter during the day without pants or underwear, appearing to have been ejected from a vehicle"

Drug overdoses and medical emergencies: There have been multiple overdose deaths and countless ambulance visits on this block in recent years, including incidents at the church itself. Drug addiction and severe mental illness are pervasive. Individuals often receive services and then circulate between South Bradford Street and Governor's Avenue, which has become an increasingly open-air drug market. In summer months, people routinely wander around like zombie ragdolls into traffic or collapse in public spaces

Litter and drug paraphernalia: I regularly pick up trash and can fill multiple large bags in a single evening, only to see the street return to its prior state by the next morning. Shopping carts are constantly being discarded in the middle of the sidewalk. At one point I had 7 shopping carts in my backyard that I had collected that were strewn

Good evening. I am here representing the People's Church Center for Neighbors in Need.

My name is Jill Quinn, and I volunteer at the Center, helping to prepare and serve meals. Although I am not a resident of Dover, I felt it was important to share my firsthand experience because I believe this program provides meaningful value to the community.

During my time volunteering, I have not observed illegal activity, loitering, or other disruptive behavior in or around the facility. The Center maintains clear expectations: guests must treat one another and volunteers with respect, and any inappropriate behavior is not tolerated. In my experience, guests have consistently been polite, cooperative, and genuinely appreciative of the support they receive.

I understand that nearby residents may have concerns. However, the challenges of homelessness and substance use are complex issues that exist independently of the services provided by the Church. The Center is not creating these problems—it is responding to them with compassion and structure, offering support that helps individuals stabilize and work toward better circumstances.

There is also concern that services like these may attract individuals from outside the area. Practically speaking, individuals experiencing homelessness or extreme hardship often lack the resources for long-distance travel. More importantly, even if there were an increase in need, reducing services would not resolve the underlying issues—it would only make them less visible and more difficult to manage.

If anything, expanding access to support services across multiple locations would reduce concentration in any one area and allow for more effective, balanced assistance throughout the community. Addressing these challenges requires thoughtful solutions, not the removal of resources.

Ultimately, the individuals served by the Center are members of our broader community who are facing difficult circumstances. In today's economic climate, many people are closer to hardship than they might expect. Providing support is not only compassionate—it is practical and responsible.

Thank you for your time and consideration.

COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on April 28, 2026, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Mr. Boggerty, Ms. Hall, Mr. Lewis (arrived at 7:04 p.m.), Dr. Pillsbury, and Mr. Rocha. Ms. Arndt and Dr. Sudler were absent. Mayor Christiansen was also present. Civilian members present for their committee meetings were Dr. Jackson, Ms. Smack (*Safety, Advisory, Transportation*), Dr. Iriowen, Mr. Wilson (via WebEx) (*Utility*), Mr. Garfinkel (via WebEx), and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration*).

ADOPTION OF AGENDA

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

SAFETY, ADVISORY, AND TRANSPORTATION COMMITTEE

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

Adoption of Agenda

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

Group Violence Intervention (GVI) Presentation (Councilman Boggerty and GVI Delaware Members)

Mr. Corey Priest, Group Violence Intervention (GVI), reviewed the presentation Strategy 101 – Group Violence Intervention.

This item was informational; committee action was not required.

Mr. Neil thanked the GVI members for their attendance and for doing life-changing work in the communities.

Responding to Mr. Neil, Mr. Boggerty explained that this is the type of thing that you can't overly publicize because of the nature of the function. He further explained that it is a trust thing, and there is not always interaction at the level they wish.

Responding to Mr. Rocha, Mr. Ford, a GVI member, explained that every identified group or gang individual on probation is assigned to a specialized caseload or a GVI caseload. He further explained that when they say the program is voluntary, that is on the social service side; the law enforcement side is not voluntary. He stated that when someone continues to engage in gun violence and the message has been delivered, which is done for every single person whose involvement is validated, they are considered a GVI individual and receive the highest level of law enforcement attention if the violence continues. He explained that the law enforcement component is not optional; it's optional for them to accept the services.

Responding to Mr. Rocha, Mr. Ford stated that they started in Wilmington, have expanded to Kent County, and will continue into Sussex County in June. He stated that, after speaking with Mr. Cook, they believe the next step is to start a very strong facility-prison in-reach program. Mr. Ford explained that they do a good job in the continual engagement of those who have been released and then reincarcerated because they have established strong community ties. He further explained that the next phase is to identify those who haven't had the message yet and try to intercede before they are released. He stated that it will be the next phase after Sussex opening.

Responding to Mr. Boggerty, Mr. Cook stated that one of the great things about the Group Violence Intervention program is that before they began to implement services, they sat before the Cabinet Council, and that meant all the cabinet secretaries were adhering to us building people back. He explained that they are rebuilding people who feel like their lives are in disarray. He further explained that one of the pieces of building back is housing. He stated that Delaware State Housing Authority has been a part of GVI since its inception in 2019, and since then, they have housed over 50 individuals with 24-month vouchers. He further stated that they follow a strategic process. If you live in Dover and you have been part of a gang organization, they attempt to change the environment in which someone lives, so that they can see things a little more clearly. He explained that they typically utilize a 24-month voucher and typically take someone from one area and place them into another area. Mr. Cook stated that if someone has housing available and would like to be part of GVI's housing coordination, they do extensive case management, assist with increasing the person's FICO score, assist with bank accounts, and place them into a credit mediation program. He further explained that they place them in a program called Stand By Me so that they can focus on home ownership. Mr. Cook stated one of the biggest things in the world to recognize is that someone no longer wants to be a gang member who has a 730-credit score and a bond for the first-time home buyers' program.

Responding to Cleveland Wilson, City of Dover resident, Mr. Cook stated that one of the things they do is targeted-based intervention. He further stated that it is specific to those who have been in the system and that they now have a violent propensity. He expanded to say that he continues to think about how they could expand the scope of their work and do more prevention. Mr. Cook stated that recently they have been transitioning into schools where the superintendents and principals may identify those children who are having problems and then sit down and give some preventative methods, as well as using their leaders in transition to work within the school for those needing services.

Responding to Mr. Faust, Mr. Priest stated that he has been incarcerated and feels that he is the beacon of hope for these guys that are coming through GVI, and that they can be successful because they see it happen with him, and now, they are closely connected to the work that he is doing. He stated he feels it gives them extra motivation to say I am not going back to level five (5). He further stated that that is the prime reason he stays in the role is that he wants them to know that you can have setbacks in life and still bounce back.

Discussion on the Annexation/Rezoning Request of Property Lands of United Worldwide Express, LLC at 1624 N. Little Creek Road and the Rezoning Request of Property Lands of United Worldwide Express, LLC at 1600 N. Little Creek Road and an Adjacent Parcel at 0.509 AC N. Little Creek Road

Ms. Linda Parkowski, Executive Director, Kent Economic Partnership, reviewed the letter from Scott Engineering. Drew Boyce, Century Engineering, LLC., contributed to the discussion about this item.

This item was informational; committee action was not required.

Responding to Mr. Lewis, Ms. Parkowski stated that they have completed a concept plan, but it is still considered exploratory because it has not been submitted to DelDOT CTP due to the study not being completed last summer, so they cannot add it to the DelDOT CTP for two years.

Responding to Mr. Lewis, Mr. Boyce stated that there are some low-lying areas within the footprint of the ramp location in the study, and it was identified that there would need to be mitigation for those impacts. Mr. Boyce further stated that there are a lot of things that get worked out in the final design that are identified through a high-level planning study that was done, but those aren't fully vetted yet. He stated that they identified and noted that when the project moves to the next phase, which would be project development and detailed design through DelDOT, and then those items will be analyzed in more detail, and then mitigation measures will be put in place.

Responding to Mr. Lewis, Mr. Boyce stated that the impacts of properties on that side would have to be mitigated and minimized, and based on the design, there will need to be some relocations associated with the project. Mr. Boyce further stated that it is not a small project by any means. Mr. Boyce explained that all those issues get worked out through the project development preliminary engineering design in the next phase. He stated that a community coming on board next to the area is looking at vertical alignments of how the ramp is coming in and how it fits into the terrain.

Responding to Mr. Rocha, Ms. Parkowski confirmed that they heard council's request at the last meeting and were able to meet with the owner of the property and work with DelDOT to move everything forward.

Mr. Neil stated that this is where the future of the growth of this city lies, and where the property taxes are going to come from in the future that we do not have and desperately need. Mr. Neil further stated that we need to approve this item in order to open up the chances for development that will occur in the future.

Responding to Belinda Main, Dover resident, Ms. Parkowski stated that this project is still in the concept phase and not close to the Kenton Road Project.

Responding to Belinda Main, Mr. Boyce stated that, as part of the process of putting in a new road or private property, there are rules that DelDOT must follow. He further stated that what they are asking the developer to do in this case is reserve and preserve the ability for the ramps to be put in in the future. Mr. Boyce explained that when this project hits CTP level and project development

happens, and the design is finalized, the limits of right of way are determined, and that is another entire process of securing the right of way through an offer package prepared for the property to compensate for fair market value. He further explained that active negotiations must happen and a settlement must occur. He stated that all those things happen as part of that process. He further stated that a very high-level concept design is to try to minimize the impact on any individual property owners associated with any new development.

Loockerman Plaza Pedestrian / Bicycle Lane Improvement Project (Jason Lyon, Water/Wastewater Director, and Paul Moser, Delaware Department of Transportation, Program Manager I)

Mr. Jason Lyon, Water/Wastewater Director, introduced Mr. Paul Moser, who reviewed the presentation entitled “Loockerman Plaza Sidewalk and Crosswalk”.

This item was informational; committee action was not required.

Responding to Mr. Rocha, Mr. Moser stated that they can look into another crosswalk. He further stated that they are doing a traffic study, and due to it being a state-maintained road, it will need the DelDOT traffic section review, so it will be up to their approval process.

Responding to Mr. Lewis, Mr. Moser stated that he had concerns about whether the bike lane area is a good fit for this particular project due to it being a constrained area. He further stated that it could be a nice improvement, but he struggles to see that fitting in a meaningful way. Mr. Moser stated that there is a cross-section proposed that they call a protected bike lane. He further stated that it is a question that comes down to whether it is something that the city wants to maintain. Mr. Moser stated that they would come up with a stable and sustainable solution if it were something that everyone really wanted to do.

Responding to Mr. Lewis’ concerns about the road not being wide enough for a bike lane, Mr. Moser stated that Mr. Lyon had stated early on in the process that parking is a big concern in Dover, so he assured everyone that they will be mindful of that issue during the process.

Mr. Anderson stated that he agrees with Mr. Lewis and that, due to the speed of that road, bike lanes don’t make sense, and it is not something the city would want to maintain.

Responding to Mayor Christiansen, Mr. Moser stated that they could review the area where patrons come out of the bank and cross Loockerman Street for safety concerns.

Mr. Boggerty moved for adjournment of the Safety Advisory and Transportation Committee meeting, hearing no objection the meeting adjourned at 7:34 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.

FY 24 Inflow & Infiltration Rehabilitation Project – Change Order (Jason Lyon, Water/Wastewater Director)

Mr. Jason Lyon, Water/Wastewater Director, reviewed the background and analysis of the change order for the FY 24 inflow and infiltration rehabilitation project.

Staff recommended approval of the change order request from Insituform Technologies, LLC, for up to \$402,300, in accordance with the City of Dover Purchasing Policy and Procedures.

Responding to Mr. Lewis, Mr. Lyon explained that they are using money from the same fund to cover the shortfall. He further explained that when they construct a capital improvement plan, they separate it into projects. He stated, as an example, there is one for I&I, Inflow and Infiltration removal, and there is one for sanitary sewer upgrades. Mr. Lyon stated that the money is coming out of the enterprise fund for wastewater. He further stated that instead of utilizing the funds for the project, which was discouraged by DelDOT because of the infrastructure improvements, they are just going to use that money to backfill the current project. He then explained that the silver lining of the entire situation is that there was more infrastructure improved, and it is not coming from the general fund, water fund, or the electric fund.

Dr. Pillsbury moved to recommend acceptance of the change order, as recommended by staff. The motion was seconded by Mr. Lewis and carried by a unanimous roll call vote.

Mr. Rocha moved for adjournment of the Utility Committee meeting, hearing no objection the meeting adjourned at 7:40 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

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

Silver Lake Dam Emergency Action Plan – Change Order (Jason Lyon, Water/Wastewater Director)

Mr. Jason Lyon, Water/Wastewater Director, reviewed the background and analysis of the change order for the Silver Lake Dam emergency action plan.

Staff recommended approval of the change order request from Remington & Vernick Engineers for \$21,067, in accordance with the City of Dover Purchasing Policy and Procedures.

Mr. Shevock moved to recommend acceptance of the staff recommendation. The motion was seconded by Mr. Rocha and unanimously carried.

Proposed Dual Employment Policy (Naomi Poole, Human Resources Director)

Ms. Naomi Poole, Human Resources Director, reviewed the Proposed Dual Employment Policy.

This item was informational; committee action was not required.

Responding to Mr. Lewis, Ms. Poole explained that UKG is an all-inclusive human resources and payroll processing system. Mr. Poole further explained that UKG has a payroll timekeeping module that employees use to clock in and out and tracks hours that are worked from a city standpoint, and it would account for hours to ensure that hours don't overlap and, in the event of an audit, show proof that the employee was working their job as normal and that the hours don't conflict.

Responding to Mr. Lewis, Ms. Poole explained that there is no policy in place as of now, which is the purpose of this policy. Ms. Poole stated that they still need to figure out what it looks like if you need to take vacation or comp time to work the other job, and that the city needs to be careful, there are no implications from the city standpoint for someone working their second job and utilizing sick or vacation time to work that second job.

Responding to Mr. Lewis, Ms. Poole explained that there is a form included with the policy that she suggested Mr. Lewis review, and it could be the same thing he is referring to in regard to what the state uses.

Responding to Mr. Rocha, Ms. Poole stated that once this form is implemented, employees who are currently working will need to fill it out. Ms. Poole explained that currently, there are no employees who work two positions within the City of Dover; however, she wanted to capture all possibilities on the form. Ms. Poole further explained that there is an approval process that needs to happen to ensure that the second job does not conflict with the city job. She stated that it could be considered as an approval form and a full disclosure form, as well. She agreed with Mr. Rocha that it is more likely that the second job would be part-time, rather than two full-time positions.

Mr. Anderson stated that he doesn't believe that the city should be asking how much someone is making in the second job. He stated he doesn't believe the state or federal government asks for that information.

Review of Council President Duties (Councilman Lewis and Councilman Anderson)

Mr. Lewis and Mr. Anderson reviewed the history surrounding the Council President's duties.

This item was informational; committee action was not required.

Mr. Lewis discussed why he brought this item forward for discussion and that the charter should be looked at for possible revisions. Mr. Lewis stated that he is open to comments and possible suggestions if anyone would like to add anything. Mr. Lewis stated that moving forward, as stated

in the charter that council president should not make any decisions unilaterally. He stated that all decisions come from the legislative body.

Responding to Mr. Lewis, Mr. Anderson stated that he agrees with 95% of what has been said. Mr. Anderson further stated that the position has evolved over 37 years, and there needs to be an understanding of what it is and how it operates, and if there are changes that need to be made, they can make them, but there needs to be a discussion. Mr. Anderson explained that the main functions that are important ministerial functions include leave and travel. Mr. Anderson further explained that the council president does not make policy; the council president only makes sure the policies that council votes on are carried out, and then if there is a problem, it needs to come back to council.

Mr. Lewis shared that he was able to share with the assistant city clerk the council president's duties from the city of Newark (**Attachment #1**), as well as another city, for observational purposes. Mr. Lewis stated that he thinks council president needs to inform the body of what's going on, or any decisions that are being made that are not unilateral to the body. Mr. Lewis referred to the charter and explained council works as a body and that there are nine (9) people who administer the city.

Mr. Lewis stated that moving forward, he would like to see whoever the city council president is that they make sure that they are keeping the body abreast of anything that is going on.

Responding to Mr. Lewis, Mr. Anderson explained that when he was council president, he tried to make sure things were passed on, informing the body because it is vital to the operation of the city. Mr. Anderson stated that the council president is not the ruler.

Responding to Mr. Lewis, Mr. Neil stated if it isn't broken, don't fix it. Mr. Neil further stated that if it is not broken and you are doing what you are supposed to be doing, then it is not broken. Mr. Neil explained that no one has come up and told him it is a problem or that it is a problem with him. Mr. Neil further explained that he is following exactly what is required in the code. Mr. Neil stated that he has not heard that someone is suggesting that there is something broken.

Responding to Mr. Lewis, Mr. Anderson stated that whoever is council president needs to understand what is going on and the responsibilities and functions. Mr. Anderson stated that the document from the city of Newark is actually very similar to our council president's functions. Mr. Anderson explained that the code is very vague and doesn't say a lot or reflect a lot of the ministerial function of the daily operations of all the stuff that you sign. Mr. Anderson further stated that it is not something that should be brought to full council because council already approved that ministerial function.

Responding to Mr. Anderson, Mr. Lewis stated that council president is not king and that whoever may be council president needs to inform the body of what is going on. Mr. Lewis further stated that as far as personnel matters are concerned, he believes that it is something that all of council should be apprised of and take into consideration and vote. He explained that if it is taking a vacation day, he has no objection to that, but if it's a major or other personnel matter, he believes it needs to be brought to the full council because there is a limited number of employees that work for council and they work for all nine of us, not just one.

Responding to Mr. Lewis, Mr. Anderson stated that if it is an issue that is covered by the handbook, then that doesn't come back, and that's just done. Mr. Anderson further stated that if it is a change of policy, then that would require council action.

Responding to Mr. Lewis, Mr. Rocha stated that the staff council supervises and makes personnel decisions, and he finds it difficult on their behalf that nine individuals are bosses to an individual staff member. Mr. Rocha further stated that if it needs to be put into writing and if we have a problem with a member of staff, that council should have a conversation with the council president and empower that person to handle the situation. Mr. Rocha stated he does not think that council should be scolding an individual who is part of the staff, possibly nine different times. Mr. Rocha explained that he thinks if there is a grievance, it should be taken to the council president to handle, because there should be some form of structure between our staff and our council president, who represents council and is elected to represent the body.

Responding to Mr. Rocha, Mr. Lewis stated that he agrees with Mr. Rocha, but the problem is that the council president has to let the body know and schedule an executive session so that the body can direct him or her on how to proceed. Mr. Lewis stated that there was a previous instance where a council member addressed staff and did not have the authority to do so. Mr. Lewis suggested that a meeting should be called and council should do it collectively, not just have the council president address items on his own. Mr. Lewis stated that council president should address items based on what the group wants collectively.

Responding to Mr. Lewis, Mr. Rocha stated that in certain circumstances, he does agree; however, as far as day-to-day, he does not agree with it. Mr. Rocha stated that if the council president does not supervise staff day to day, then who is going to do it? Mr. Rocha stated that the city manager doesn't supervise council appointees' day-to-day, so provisions are put in place to empower the council president.

Responding to Mr. Rocha, Mr. Lewis stated that someone needs to supervise day to day, and it is the duty of the city manager, which is why we pay the city manager.

Responding to Mr. Lewis, Mr. Rocha explained that the three (3) employees who report directly to council do not fall under the city manager.

Responding to Mr. Rocha, Mr. Lewis stated that if council needs to take disciplinary action, it should be done as a collective group, not just the council president. Mr. Lewis stated that if one (1) of the five (5) that reports to council wants to take a vacation day or some minuscule issue arises, that is fine; if there is a personnel matter, that should come before the entire body. Mr. Lewis stated there are no kings here.

Responding to Mr. Lewis, Mr. Rocha stated that he agrees, but stated that those instances have been few and far between since he has been on council, but understands his perspective.

Responding to Mr. Rocha, Mr. Lewis stated that he has experienced it.

Mayor Christiansen stated that he was the first council president, served as the longest council president for 11 years, and it was a job that was a work in progress. Mayor Christiansen stated that he took the opportunity to lead people where they did not want to go, and they followed willingly. He further explained that his management style was that he worked with the council appointees daily and kept council abreast of what they needed to know, other than the minuscule staff day to day. Mayor Christiansen further stated that anybody you elect as council president will have a different management style, as everyone does across the board. Mayor Christiansen explained that if you elect someone as council president, you are expressing your confidence in that person and that they will do the right thing, even when nobody is watching. Mayor Christiansen further explained that you elect a council president who will always work in the best interest of council, but moreover, which is in the best interest of the city.

Mayor Christiansen stated that he always looks back on that as his success in working with many council and staff members. He further stated that if you elect someone council president, you should have the confidence that they will do and keep you in the loop on anything that you need to know when it is pertinent for you to know, and the issues that arise. He explained the council president should be the visual face and leader of the council, but also remember where the power that they have originates.

Belinda Main, City of Dover, stated that she understands the responsibilities of council president, but also stated that the council president is like the football coach, and everyone is on one team. Ms. Main further stated that the council president can not coach if the council members can not pull themselves together as a team and communicate. She explained that members of council argue and fight, and the constituents are the team cheerleaders on the sidelines, asking council to listen to them. Ms. Main stated that if constituents bring issues to the council president, that person should bring them to the team to find a solution. Ms. Main further stated that a lot of council are not doing their jobs, so how can council president do the job? She stated everyone needs to pull together.

Project Authorizations and Budget Amendments – Stoney Creek Alley Camera Installation, Floor Scrubber Replacement, and Library Green Roof Replacement (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the background and analysis regarding the project authorizations and budget amendments for the Stoney Creek alley camera installation, a floor scrubber replacement, and the library green roof replacement.

Staff recommended authorizing the projects and associated budget amendment totaling \$127,500, in accordance with the Budget Administration – Guidelines for Operating Departments Procedure.

Mr. Lewis moved to recommend acceptance of the staff recommendation. The motion was seconded by Ms. Hall and carried by a unanimous roll call vote.

Proposed Ordinance #2026-09 – Amending Chapter 102 – Taxation, Article I. – In General, Sec. 102-1 – Valuation and assessment (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed Proposed Ordinance #2026-09.

Staff recommended forwarding Proposed Ordinance #2026-09 to council for approval.

Dr. Pillsbury moved to recommend acceptance of the staff recommendation. The motion was seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2026-10 – Amending Appendix B – Zoning, Article 3 – District Regulations, Section 19 – Manufacturing zone (M), Section 20 – Industrial park manufacturing zone (IPM), Section 20A – Industrial park manufacturing zone – Business and Technology Center (IPM2), Section 20B – Industrial park manufacturing zone – Industrial aviation and aeronautics center (IPM3), and Article 12 – Definitions regarding Clean Hydrogen (Sharon Duca, Acting City Manager and Dawn Melson-Williams, Principal Planner)

Ms. Sharon Duca, Acting City Manager, reviewed Proposed Ordinance #2026-10.

Staff recommended forwarding Proposed Ordinance #2026-10 to council for approval.

Responding to Mr. Rocha, Dr. Andrew Cottone, hydrogen technical expert, stated that these institutions are safe, but they need to be managed within the strict regulations that already exist. He further stated our nation and our region know how to handle hydrogen, and Dover and Delaware should follow the hydrogen standards that already exist. He explained that anything natural gas can do, hydrogen can do, and in a lot of ways, it is safer because it can disperse faster. He further concluded that Dover should make sure any company running that type of business is following existing safety standards.

Responding to Mr. Rocha, Dr. Cottone stated that he could not speak to the standards adopted by the state, but that he knows the industry standards are largely wider than governmental standards.

Responding to Mr. Rocha, Ms. Duca stated that there are national industry standards, and the state of Delaware is looking at this technology coming into the state. Ms. Duca further stated that the state climatology report has been looking at this, and there is support for clean hydrogen. Ms. Duca explained that working with the state is going to be key in the path moving forward. Ms. Duca further explained that it will likely be working on a state level as opposed to a city level moving forward.

Responding to Mr. Anderson, Dr. Cottone confirmed that there is not going to be a large storage of hydrogen on the site, so that would mitigate the risk for residents or people outside the area. He stated that Delaware can generate hydrogen, and companies would export it immediately, so there would not be a need to store it. He explained that Delaware has a major advantage and the ability to capitalize.

Responding to Mr. Lewis, Dr. Cottone explained that in Delaware, because of the advantages, hydrogen can be produced and sold for \$5 a kilo. He further explained that how hydrogen is used today, it is critical to semiconductors, in cellphones, and coating the chips, and the clean hydrogen default gives off high-purity hydrogen that is just about ready to go into the semiconductor industry. Dr. Cottone explained that there is no such thing as energy transition, only energy addition. He further explained that if Delaware wants to capture this hydrogen transition, they are

going to have to get ahead of it today so that in 5 or 10 years, when engineering catches up, Delaware will be positioned to lead the hydrogen economy. He stated that Delaware has an opportunity to lead the United States.

Ms. Hall moved to recommend acceptance of the staff recommendation to forward Proposed Ordinance #2026-10 to council for approval. The motion was seconded by Mr. Rocha and unanimously carried.

FY26 Weyandt Hall Stairwells/Basement Flooring Project – Change Order (Sharon Duca, Acting City Manager)

Ms. Sharon Duca, Acting City Manager, reviewed the background and analysis regarding the FY26 Weyandt Hall stairwells and basement flooring project change order.

Staff recommended approval of the budget amendment request for the \$13,500, in accordance with the City of Dover Purchasing Policy.

Responding to Mr. Lewis, Ms. Duca explained that this funding will not affect the budget this year or next year in any way because it comes from an existing project that will no longer need the funding this year.

Mr. Lewis moved to recommend approval of the FY26 Weyandt Hall stairwell and basement flooring project change order as recommended by staff. The motion was seconded by Ms. Hall and unanimously carried.

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 8:52 p.m.

Fred A. Neil
Council President

Attachments

Attachment #1 - Council President Information Provided by Mr. Lewis

Duties of the Newark, DE City Council President

The **Newark City Council President** is a key leadership role within the city's council structure, serving as the presiding officer of the council and helping to guide its legislative and administrative functions.

1. Presiding Over Council Meetings

The president chairs the City Council meetings, which are held every second, third, and fourth Monday of the month at 7 p.m. in the Municipal Building council chamber Newark, DE. This includes setting up the agenda, calling meetings to order, recognizing members to speak, and ensuring that all procedural rules are followed.

2. Legislative Leadership

The president helps lead the council in enacting ordinances, approving budgets, and making policy decisions. Under the Newark City Charter, the council has broad powers, including the authority to pass ordinances, raise revenue, borrow money, acquire property, and oversee city services. The president plays a central role in shaping and advancing these initiatives.

3. Representing the Council

The president acts as the council's public face, representing its positions in community forums, with other local governments, and in intergovernmental relations. This includes engaging with residents, businesses, and other stakeholders to promote the city's goals.

4. Coordinating Council Operations

The president works with council members to ensure smooth operation of the council, including managing the council docket, coordinating committee assignments, and facilitating communication between members and the city manager.

5. Adhering to Charter and Rules of Procedure

The president must follow the Newark City Charter and the council's rules of procedure, ensuring that all actions are conducted in accordance with legal and procedural standards.

In summary, the Newark City Council President is both a **procedural leader**—ensuring meetings run efficiently—and a **policy leader**—helping set the city's legislative and strategic direction. This role blends administrative oversight with public representation, making it central to Newark's governance.

What the Council President *Can* Do

The Council president is chosen by fellow council members to lead their meetings and help coordinate the work of the elected body. Their responsibilities include:

Preside over Council meetings

Runs meetings like a chairperson

Helps manage the agenda, recognize speakers, and guide discussion

Calls for votes, but has *only one vote*, like any other member

Assign Council members to committees

Appoints members to areas such as public safety, finance, policy & ordinance, and parks

Helps shape discussion priorities, **but committee decisions still require full Council action**

Represent the Council publicly

May act as a spokesperson for Council-approved decisions

Cannot speak for the Borough or residents without official Council backing

Coordinate with staff

Works with the Manager or Secretary to prepare agendas

Does not supervise, direct, or evaluate staff — that is the Manager's job

What the Council President *Cannot* Do

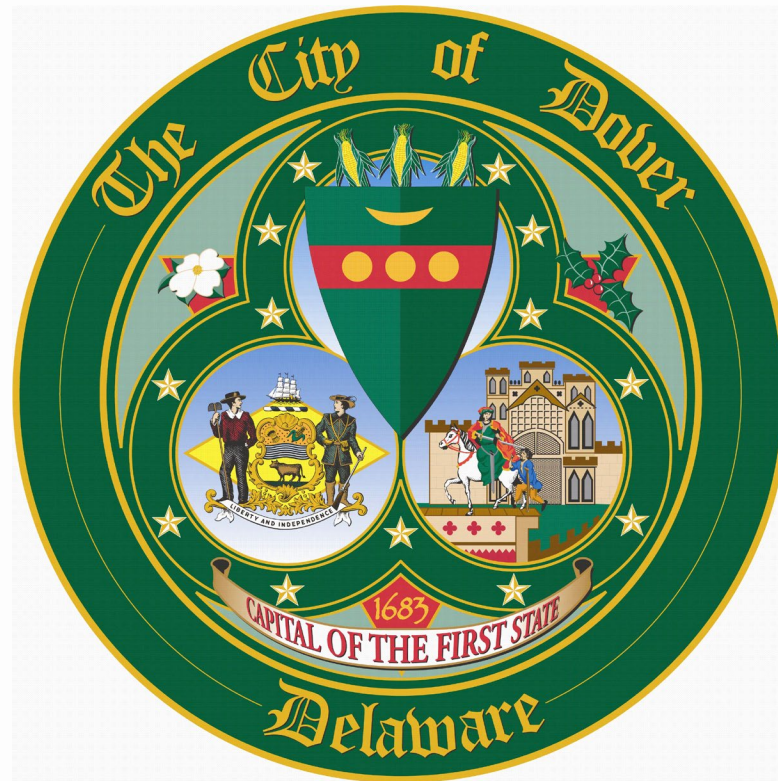
The Council president cannot act as the Manager

They cannot supervise staff or run day-to-day operations

They cannot spend city money or sign contracts without a Council vote

They cannot override the will of Council or make unilateral decisions

CITY COUNCIL COMMUNITY ENHANCEMENT FUND REPORT



MARCH 2026

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

Current Balance - \$ 10,650.00

BUDGETED AMOUNT								\$25,000.00
COMMUNITY ENHANCEMENT FUND - \$2,500 FOR EACH COUNCIL MEMBER PER DISTRICT AND \$5,000 FOR THE AT-LARGE COUNCIL MEMBER. THE PURPOSE OF THE FUND IS TO ALLOW MEMBERS TO CONTRIBUTE FUNDS TO A SMALL PROJECT OR COMMUNITY NEEDS IN EACH DISTRICT.								
Total								\$25,000.00
Date	COUNCIL SPONSOR	Vendor	Description	P.O. #/INVOICE #	BATCH#	TOTAL CHARGES	YEAR TO DATE	BALANCE
7/1/2025	Anderson	Hispanic Organization of Latin Americans (HOLA)	Councilman Anderson authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from David Anderson dated 06/02/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 06/02/2025	6577	\$ 500.00	\$ 500.00	\$ 24,500.00
7/3/2025	Sudler	Holy Trinity UAME Church	Councilman Sudler authorized the designation of \$1,000 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Roy Sudler, Jr dated 07/03/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 1,000.00	\$ 1,500.00	\$ 23,500.00
7/5/2025	Rocha	Holy Trinity UAME Church	Councilman Rocha authorized the designation of \$200 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Gerald Rocha, Sr. dated 07/05/2025 and an email from Pastor Sheila Lomax dated 07/04/2025	6577	\$ 200.00	\$ 1,700.00	\$ 23,300.00
7/7/2025	Anderson	Holy Trinity UAME Church	Councilman Anderson authorized the designation of \$200 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from David Anderson dated 07/07/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 200.00	\$ 1,900.00	\$ 23,100.00
7/7/2025	Lewis	Holy Trinity UAME Church	Councilman Lewis authorized the designation of \$400 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Brian Lewis dated 07/07/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6577	\$ 400.00	\$ 2,300.00	\$ 22,700.00
7/9/2025	Boggerty	Holy Trinity UAME Church	Councilman Boggerty authorized the designation of \$150 of his community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Andre Boggerty dated 07/09/2025 and a letter from Pastor Sheila Lomax dated 06/20/2025	6656	\$ 150.00	\$ 2,450.00	\$ 22,550.00
7/14/2025	Pillsbury	Holy Trinity UAME Church	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Julia Pillsbury dated 07/11/2025 and an email from Pastor Sheila Lomax dated 07/04/2025	6656	\$ 200.00	\$ 2,650.00	\$ 22,350.00
7/14/2025	Pillsbury	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Julia Pillsbury dated 07/11/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 07/11/2025	6656	\$ 200.00	\$ 2,850.00	\$ 22,150.00
7/14/2025	Boggerty	Hispanic Organization of Latin Americans (HOLA)	Councilman Boggerty authorized the designation of \$200 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Andre Boggerty dated 07/14/2025 and an email from Anthony (Tony) Velazquez Founder/CEO dated 07/11/2025	6656	\$ 200.00	\$ 3,050.00	\$ 21,950.00
7/17/2025	Hall	Holy Trinity UAME Church	Councilwoman Hall authorized the designation of \$200 of her community enhancement funds to Holy Trinity UAME Church for their Youth Empowerment event.	Email from Donyale Hall dated 07/11/2025 and an email from Pastor Sheila Lomax dated 06/20/25	6764	\$ 200.00	\$ 3,250.00	\$ 21,750.00
7/29/2025	Rocha	Hispanic Organization of Latin Americans (HOLA)	Councilman Rocha authorized the designation of \$250 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Gerald Rocha dated 07/28/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 07/11/2025	6854	\$ 250.00	\$ 3,500.00	\$ 21,500.00
7/31/2025	Lewis	Hispanic Organization of Latin Americans (HOLA)	Councilman Lewis authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Brian Lewis dated 07/31/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 07/30/2025	6906	\$ 500.00	\$ 4,000.00	\$ 21,000.00
8/1/2025	Lewis	Caribbean Culture Awareness Inc.	Councilman Lewis authorized designation of \$300 of his community enhancement funds to the Caribbean Culture Awareness Inc. for their 2nd Annual Delaware Caribbean Carnival.	Email from Brian Lewis dated 08/11/2025 and an email from Eveann Fenty-Marsell dated 8/09/2025	6959	\$ 300.00	\$ 4,300.00	\$ 20,700.00
8/12/2025	Rocha	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Rocha authorized the designation of \$500 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from Gerald Rocha dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 500.00	\$ 4,800.00	\$ 20,200.00
8/12/2025	Neil	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Neil authorized the designation of \$100 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from Fred Neil dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 100.00	\$ 4,900.00	\$ 20,100.00
8/12/2025	Anderson	A 2nd Chance A Haven for Abused and Battered Woman and Children	Councilman Anderson authorized the designation of \$200 of his community enhancement funds to Ms. Faye White at A 2nd Chance, for their Annual Veterans Honorary Dinner	Email from David Anderson dated 08/12/2025 and email from City Clerk's Office dated 08/12/2025	6959	\$ 200.00	\$ 5,100.00	\$ 19,900.00
8/15/2025	Sudler	Hispanic Organization of Latin Americans (HOLA)	Councilman Sudler authorized the designation of \$500 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Roy Sudler dated 08/15/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 06/06/2025	7002	\$ 500.00	\$ 5,600.00	\$ 19,400.00
8/19/2025	Anderson	Holy Trinity UAME Church	Councilman Anderson authorized the designation of \$750 of his community enhancement funds to Holy Trinity UAME Church for their Back to School Book Bag Drive	Email from David Anderson dated 08/19/2025 and an email from Pastor Sheila Lomax dated 08/19/25	7002	\$ 750.00	\$ 6,350.00	\$ 18,650.00
9/8/2025	Pillsbury	I Am My Sister's Keeper (MSK)	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to I Am My Sister's Keeper (MSK) for their Founders Day	Email from Julia Pillsbury dated 09/4/2025 and an email from Marcille Sewell-Liningham dated 09/4/25	7165	\$ 200.00	\$ 6,550.00	\$ 18,450.00
9/8/2025	Boggerty	I Am My Sister's Keeper (MSK)	Councilman Boggerty authorized the designation of \$250 of his community enhancement funds to I Am My Sister's Keeper (MSK) for their Founders Day	Email from Andre Boggerty dated 09/4/2025 and an email from Marcille Sewell-Liningham dated 09/4/25	7165	\$ 250.00	\$ 6,800.00	\$ 18,200.00
9/8/2025	Neil	I Am My Sister's Keeper (MSK)	Councilman Neil authorized the designation of \$50 of his community enhancement funds to I Am My Sister's Keeper (MSK) for their Founders Day	Email from Fred Neil dated 09/4/2025 and an email from Marcille Sewell-Liningham dated 09/4/25	7165	\$ 50.00	\$ 6,850.00	\$ 18,150.00
9/8/2025	Rocha	1NA Foundation	Councilman Rocha authorized the designation of \$200 of his community enhancement funds to 1NA Foundation for their 2nd Annual 1NA Day of Giving Back	Email from Gerald Rocha dated 09/4/2025 and an email from Deanna Wright dated 09/4/25	7165	\$ 200.00	\$ 7,050.00	\$ 17,950.00
9/8/2025	Pillsbury	1NA Foundation	Councilwoman Pillsbury authorized the designation of \$200 of her community enhancement funds to 1NA Foundation for their 2nd Annual 1NA Day of Giving Back	Email from Julia Pillsbury dated 09/4/2025 and an email from Deanna Wright dated 09/4/25	7165	\$ 200.00	\$ 7,250.00	\$ 17,750.00
9/16/2025	Boggerty	1NA Foundation	Councilman Boggerty authorized the designation of \$300 of his community enhancement funds to 1NA Foundation for their 2nd Annual 1NA Day of Giving Back	Email from Andre Boggerty dated 09/12/2025 and an email from Deanna Wright dated 09/12/25	7121	\$ 300.00	\$ 7,550.00	\$ 17,450.00
9/17/2025	Hall	The Veterans Awareness Center Foundation Stand-Down	Councilwoman Hall authorized the designation of \$500 of her community enhancement funds to The Veterans Awareness Center Foundation Stand-Down for their Delaware 2025 Veterans' Stand Down	Email from Donyale Hall dated 09/17/2025	7263	\$ 500.00	\$ 8,050.00	\$ 16,950.00

10/16/2025	Anderson	Inner City Cultural League	Councilman Anderson authorized the designation of \$500 of his community enhancement funds to the Inner City Cultural League for their Martin Luther King Jr. National Holiday Celebration	Email from David Anderson dated 10/16/2025 and a letter from Reuben Salters dated 10/13/2025	7504	\$ 500.00	\$ 8,550.00	\$ 16,450.00
11/10/2025	Lewis	Hispanic Organization of Latin Americans (HOLA)	Councilman Lewis authorized the designation of \$200 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Winter Wonderland Extravaganza Holiday Coat & Toy Giveaway	Email from Brian Lewis dated 11/10/2025 and an email from Anthony (Tony) Velazquez, Founder/CEO, dated 11/06/2025	7602	\$ 200.00	\$ 8,750.00	\$ 16,250.00
1/6/2026	Sudler	Inner City Cultural League	Councilman Sudler authorized designation of \$500 of his community enhancement funds to the Inner City Cultural League for their Martin Luther King Jr. National Holiday Celebration	Verbal phone call by Dr. Sudler 1/6/2026, will be sending an email and letter from Reuben Salters dated 11/25/2025	7914	\$ 500.00	\$ 9,250.00	\$ 15,750.00
1/6/2026	Boggerty	Zeta Phi Beta Sorority, Inc., Theta Zeta Zeta Chapter	Councilman Boggerty authorized designation of \$100 of his community enhancement funds to the Zeta Phi Beta Sorority, Inc. for their 19th Annual Prayer Breakfast and Scholarship Fundraiser	Email from Andre Boggerty dated 1/6/2026 and an email from Soror Karen Drummond and Soror Jermain Bell dated 12/31/2025	7914	\$ 100.00	\$ 9,350.00	\$ 15,650.00
1/7/2026	Lewis	Inner City Cultural League	Councilman Lewis authorized designation of \$500 of his community enhancement funds to the Inner City Cultural League for their Martin Luther King Jr. National Holiday celebration	Verbal conversation with Mr. Lewis 1/7/2026 and an email from Reuben Salters dated 1/7/2026	7930	\$ 500.00	\$ 9,850.00	\$ 15,150.00
1/9/2026	Hall	Inner City Cultural League	Councilwoman Hall authorized designation of \$250 of her community enhancement funds to the Inner City Cultural League for their Martin Luther King Jr. National Holiday Celebration	Email from Donyale Hall dated 1/9/2026 and an email and letter from Reuben Salters dated 11/30/2025	7930	\$ 250.00	\$ 10,100.00	\$ 14,900.00
1/13/2026	Boggerty	H.O.P.E Foundation	Councilman Boggerty authorized designation of \$750 of his community enhancement funds to the H.O.P.E Foundation for their Youth Leadership Conference	Email from Andre Boggerty dated 12/8/2025 and a letter from Gregory Bunkley dated 12/8/2025	7930	\$ 750.00	\$ 10,850.00	\$ 14,150.00
3/3/2026	Lewis	Tracy Palmer Ministries	Councilman Lewis authorized the designation of \$300.00 of his community enhancement funds to the Easter Egg Hunt at the Elizabeth W. Murphey School.	Email from Brian Lewis dated 02-26-2026 and flyers from the Tracy Palmer Ministries	8265	\$ 300.00	\$ 11,150.00	\$ 13,850.00
3/10/2026	Boggerty	Eunify Solutions	Councilman Boggerty authorized the designation of \$750 of his community enhancement funds to Eunify Solutions for their CDTD Day.	Email from Andre Boggerty dated 03/03/2026 and an email from Eunify Solutions dated 02/23/26	8312	\$ 750.00	\$ 11,900.00	\$ 13,100.00
4/21/2026	Neil	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Neil authorized the designation of \$100 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from Fred Neil dated 04/14/2026 and an email from Anthony (Tony) Velazquez Founder/CEO dated 04/13/2026	8590	\$ 100.00	\$ 12,000.00	\$ 13,000.00
4/21/2026	Boggerty	Network Connect	Councilman Boggerty authorized designation of \$1000 of his community enhancement funds to Network Connect for the Dover Community Well-Being Ambassador Program.	Email from Andre Boggerty dated 4/16/2026 and a letter from Nathan McAlister dated 4/14/2026	8590	\$ 1,000.00	\$ 13,000.00	\$ 12,000.00
4/21/2026	Boggerty	Big Brother/Big Sisters	Councilman Boggerty authorized designation of \$1000 of his community enhancement funds to the Big Brothers / Big Sisters program for the Youth Enrichment Center.	Email from Andre Boggerty dated 4/16/2026 and a letter from Vilicia Cade dated 4/13/2026	8590	\$ 1,000.00	\$ 14,000.00	\$ 11,000.00
4/28/2026	Anderson	Hispanic Organization of Latin Americans (HOLA)	Councilwoman Neil authorized the designation of \$250 of his community enhancement funds to the Hispanic Organization of Latin Americans (HOLA) for their Baila Con Dover Festival.	Email from David Anderson dated 04/24/2026 and an email from Anthony (Tony) Velazquez Founder/CEO dated 04/13/2026	8632	\$ 250.00	\$ 14,250.00	\$ 10,750.00
5/5/2026	Anderson	Inner City Cultural League	Councilman Anderson authorized the designation of \$100 of his community enhancement funds to the Inner City Cultural League for their 2026 Mens Event.	Email from David Anderson dated 04/30/2026 and an email from Sankofa City Cultural League dated 04/29/2026	8675	\$ 100.00	\$ 14,350.00	\$ 10,650.00
TOTALS						\$ 14,350.00		\$ 10,650.00

BUDGETED AMOUNT	DISTRICT	COUNCIL SPONSOR	YTD EXPENDITURES	BALANCE
\$ 5,000.00	At-Large	Boggerty	\$ 4,500.00	\$ 500.00
\$ 2,500.00	1st District	Pillsbury	\$ 800.00	\$ 1,700.00
\$ 2,500.00	1st District	Rocha	\$ 1,150.00	\$ 1,350.00
\$ 2,500.00	2nd District	Hall	\$ 950.00	\$ 1,550.00
\$ 2,500.00	2nd District	Lewis	\$ 2,200.00	\$ 300.00
\$ 2,500.00	3rd District	Arndt	\$ -	\$ 2,500.00
\$ 2,500.00	3rd District	Neil	\$ 250.00	\$ 2,250.00
\$ 2,500.00	4th District	Anderson	\$ 2,500.00	\$ -
\$ 2,500.00	4th District	Sudler	\$ 2,000.00	\$ 500.00
	TOTAL		\$ 14,350.00	\$ 10,650.00

CITY MANAGER'S MONTHLY REPORT



March 2026

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May 4, 2026

Honorable Mayor & Members of City Council
Dover, DE 19901

RE: CITY MANAGER'S OFFICE MONTHLY REPORT – MARCH 2026

Dear Mayor & Members of City Council:

The City Manager's Office is pleased to present our monthly report for the month of March 2026. Included are the monthly reports from Departments directly reporting to the City Manager. Tasks performed by the Acting City Manager include the following:

- Attended monthly City Council, Council Committee of the Whole and Special Council meetings.
- Attended the Dover Human Relations Commission meeting and prepared for discussion on vacant buildings.
- Researched requests from Council members and constituents and addressed concerns.
- Attended meetings with the Council President.
- Attended weekly staff meetings associated with the Department of Planning, Inspections and Community Development. Performed administrative duties for the Department including budgetary reviews, payroll approvals, invoice reviews, monthly reports, meetings with constituents and developers regarding questions and concerns, resolving issues and addressing personnel concerns. Conducted interviews for Chief Building Inspector, Planner and Director. Reviewed proposed ordinance revisions. Continued to review the needs of the Department in relation to staffing vacancies utilizing consultant assistance as an intermediate solution to meet critical needs while looking for long-term solutions.
- Conducted individual meetings with Department Heads as needed. Conducted bimonthly Department Head meetings.
- Conducted FY27 budget meetings including strategic requests review with Budget Team and Departments.
- Participated in meetings regarding DelDOT improvement projects, the HELP Initiative, Dover TAP application, Holmes Street activity, PFML, the incorporation of Kent County assessment values and FY27 tax billing, a data center energy ordinance, Library repairs, Police Department IT matters, S Bradford Street parking concerns, and personnel matters.
- Attended the Management Committee and Risk Management Committee meetings regarding electric (TEA). Participated in Electric Purchase Power budget with TEA.

- Attended DDP and CCTA meetings. Attended the CDCC Legislative Luncheon. Attended the Delaware League of Local Governments dinner meeting.
- Coordinated with City Solicitor on pending legal matters. Continued meetings with outside counsel on legal matters. Continued FOP negotiations.

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

Most respectfully,



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

CENTRAL SERVICES MONTHLY REPORT March 2026

PROCUREMENT & INVENTORY DIVISION		
Purchase Orders for Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$741,322.08	-252.2%
Water	\$88,517.00	41.5%
Wastewater	\$2,487.18	-96.4%
General	\$118,073.81	43.1%
Total	\$950,400.07	-187.7%
Issues from Stock by Fund		
	FY 2026 to Date	Difference from FY 2025
Electric	\$975,319.68	-43.2%
Water	\$106,756.47	17.8%
Wastewater	\$2,487.18	-51.6%
General	\$100,655.96	1.2%
Total	\$1,185,219.29	-33.9%
Bids/RFPs Solicited		
	FY 2026 to Date	Difference from FY 2025
	27	-3.7%
Money Spent for Postal Services		
	FY 2026 to Date	FY 2025 to Date
	\$148,613.20	\$159,052.15

Fuel Usage		
Type	FY 2026 to Date	FY 2025 to Date
Unleaded	113,627	112,963
Diesel	57,028	60,503
Dollars Spent	\$404,038.21	\$417,720.56

Warehouse Stock Value		
FY 2026		FY 2025
	\$5,520,804.91	\$5,232,693.97

Purchase Orders for Stock are down 187.7% compared to this time last year.

Issues from Stock are down 33.9% compared to this time last year.

Bids/RFP's are down 3.7% compared to this time last year.

Postal Expenses are down 7.0% compared to this time last year.

Fuel Costs are down 3.4% compared to this time last year.

Overall warehouse value is up 5.2% compared to this time last year.

FLEET DIVISION		
PM Work Orders Scheduled: 35	PM Work Orders Completed: 57	Total Work Orders PM & Repair: 106
Total Hours Turned: 301	Excess Hours Turned: 0	Uncaptured Time: 211.5
MEASURE	March 2026	March 2025
Completed PM's	62	57

DIFFERENCE -8.06%

There were 35 PM's scheduled for this month. A total of 57 PM's were completed along with 49 repair work orders. There were a total of 106 work orders completed.

FACILITIES DIVISION		
Routine Work Orders Completed: 50	Emergency Work Orders Completed: 6	
City-owned Facility Work Orders: 51	Events & Support Work Orders: 5	
MEASURE	March 2026	March 2025
Completed Work Orders	56	63

DIFFERENCE -11.11%

There were 56 routine and emergency Work Orders completed during this month. The work orders consisted of 51 for maintenance and repair of City-owned facilities and 5 related to events and other support work.

Central Services Narrative

Warehousing & Procurement is operating as normal. Project CS2502 equipment on order.
Facilities is operating as normal; two positions posted.
Fleet is operating as normal. Prepping vehicles and equipment for Spring clean up.

CENTRAL SERVICES PROJECT UPDATE March 2026		
FY/PROJECT NUMBER	DEPARTMENT	STATUS
FC2601	CITY HALL FLAT ROOF	REQUEST FOR PROPOSAL POSTED
FC2600	PEAR STREET ABATEMENT	COMPLETE PENDING ENGINEERING EVAL
FC2602	CITY HALL FIRE ALARM EQUIPMENT UPGRADE	COMPLETE
EA2601	WEYANDT HALL STAIRWELL FLOORING	COMPLETE WAITING FOR STAIRWELL FLOORING
CS2502	FUEL ISLAND UPGRADE	CONTRACT AWARDED EQUIPMENT ORDERED

City of Dover

Customer Services Department

Item #25.

Major Program Updates	Mar 2026	Mar 2025	Difference	FY 2026	FY 2025
				Year-to-Date	Year-to-Date
Customers Served for Payment Processing	22,806	21,911	895	191,445	192,489
Final Bills	443	430	13	3,907	4,037
Estimated Bills	961	455	506	6,945	3,400
Penalties Posted	\$ 23,912	\$ 17,942	\$ 5,970	\$ 169,188	95,907
Extensions of Credit - Amount Extended	\$ 491,618	\$ 427,007	\$ 64,612	\$ 2,295,618	1,841,843
Balance Transfers	\$ 22,438	\$ 5,923	\$ 16,515	\$ 266,854	511,856
Utility Collections	\$ -	\$ 27,763	\$ (27,763)	\$ 248,091	231,553
Miscellaneous Bill Payments	\$ 1,427,699	\$ 1,002,827	\$ 424,872	\$ 10,643,891	19,500,179
Taxes Levied	\$ 351,333	\$ 764,897	\$ (413,564)	\$ 15,573,394	15,573,394
Billing Adjustments / Credit Balances	\$ -	\$ 48,942	\$ (48,942)	\$ 402,847	402,847
Total Taxes Collected	\$ 24,980	\$ 42,469	\$ (17,489)	\$ 15,871,647	15,871,647
Taxes Outstanding	\$ 326,353	\$ 771,370	\$ (445,017)	\$ 104,595	104,595
Write Off Request	\$ -		\$ -	\$ 171,393	154,194
Write Off Request - ICS adjustment	\$ -	\$ -	\$ -	\$ -	-

Recap of monthly activities / notations –

As of March 31, 2026, the City of Dover served 25,421 electric utility customers, an increase from 25,148 in March 2025. Water utility customers totaled 13,381 compared to 13,279 in March 2025. Data is sourced from the Monthly Utility Bill Summary Report and includes all utility rate classifications. The metering department successfully hired a new metering Supervisor to oversee and continue metering operations. Customer Services answered a total of approximately 2,400 calls during the month. We initiated turning off paper statements for customers enrolled in electronic statements to assist in cost savings for the City. The Customer Services Department remains focused on delivering service excellence, supporting the community, and strengthening daily operations through collaboration and process improvements.

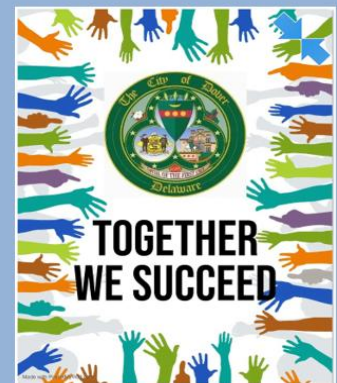
Receivable Comparison FY 2025 to FY2026 to date (March 2025) Compared to the same time last year the City had open receivables of \$8,351,898.18 vs. \$11,409,378.50.

Utility Disconnections for March 2026

333 accounts were disconnected for non-payment of service.
Total receivable collected through the disconnection process \$318,244.78.
Ending Utility Receivable Due -\$9,673,157.49.

Outstanding Receivable FYE 2026

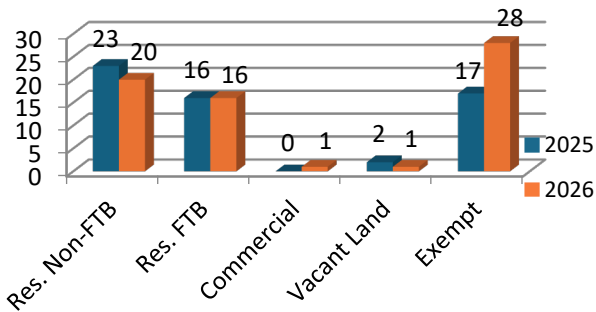
	Utility	Taxes	General Billing	Total Receivable
JULY	9,266,355.56	3,211,954.32	1,053,560.67	13,531,870.55
AUGUST	9,263,300.81	\$1,224,542.11	1,123,986.51	11,611,829.43
SEPTEMBER	8,908,826.12	677,420.22	1,780,326.13	11,366,572.47
OCTOBER	8,420,405.83	486,034.91	1,548,464.39	10,454,905.13
NOVEMBER	7,384,178.53	469,606.30	1,524,868.08	9,378,652.91
DECEMBER	7,977,928.85	462,934.55	1,520,024.33	9,960,887.73
JANUARY	9,379,888.79	399,262.30	1,272,188.45	11,051,339.54
FEBRUARY	11,252,485.08	351,333.12	1,160,650.80	12,764,469.00
MARCH	9,673,157.49	326,353.02	1,409,867.99	11,409,378.50
APRIL				-
MAY				-
JUNE				-



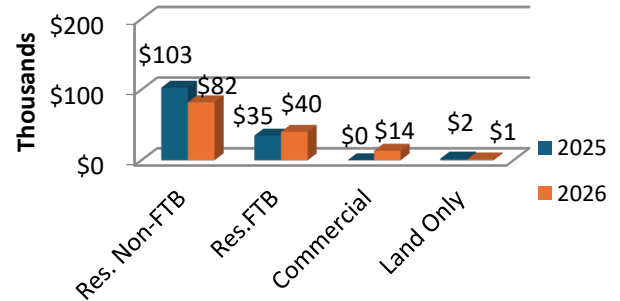
Customer Service Department Mission

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

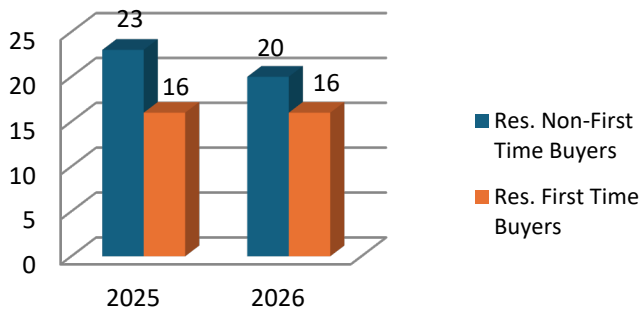
Number of Deeds Stamped for the Month of March 2025/2026



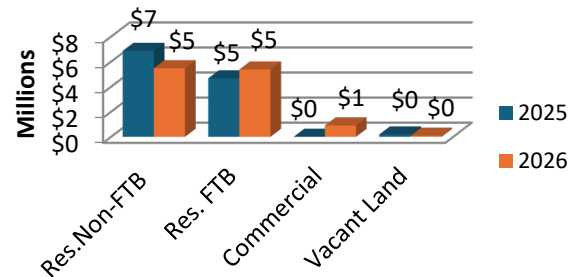
Transfer Tax Dollar Amount for the Month of March 2025/2026



First Time Buyer for the Month of March 2025/2026



March 2025/2026 Realty Property Sales in Dollars Received Prior to Recording



Major Updates

	January	February	March
Assessment Change	\$0	\$0	\$10,043,000

Residential Sales Ratio Report

Sales in Study	Total Assessed Value	Total Sale Price	Ratio	PRD
32	\$4,919,200	\$8,967,950	0.55	0.984

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

Tax Office**Wild Meadows / Persimmon Park Place Home Sales for March 2026:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Sales Price</u>
51 Karen Place	\$95,800	\$235,000
52 Karen Place	\$87,300	\$215,000

CITY OF DOVER
SALES RATIO REPORT

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLT	STORIES	SFLA	GRADE	CDU	TOTAL	APPR	SALE DT	PRICE	ASR
ED05-057.17-01-67.00	18	R10	125 MILLCREEK DR	1	5	1994	2	2118	C+	GD	214,500		26-MAR-26	365,000	.59
ED05-066.12-02-03.00	3	R0	12 BALTRAY RD	0							64,700		06-MAR-26	144,500	.45
ED05-066.16-03-01.00	3	R10	51 MAPLE DALE RD	1	13	2024	2	3775	B+	AV	317,700		27-MAR-26	474,900	.67
ED05-067.00-01-21.00	18	R10	1400 MCKEE RD	1	14	1974	1	1484	C	AV	211,000		27-MAR-26	360,000	.59
ED05-067.00-03-02.00	18	R10	4420 W DENNYS RD	1	14	1958	1	1452	C	AV	163,500		10-MAR-26	260,000	.63
ED05-067.09-01-65.00	18	R10	232 MERION RD	1	5	1977	2	2179	B-	GD	230,300		27-MAR-26	400,000	.58
ED05-067.11-01-65.00	10	R10	910 SCHOOLHOUSE LN	1	16	1971	1	1724	C	AV	164,300		23-MAR-26	290,000	.57
ED05-067.17-01-13.00	3	R10	27 N TURNBERRY DR	1	13	1978	2	1831	B-	AV	193,600		24-MAR-26	295,000	.66
ED05-068.09-02-04.00	13	R10	809 BACON AVE	1	16	1969	1	2224	C	AV	204,700		30-MAR-26	300,000	.68
ED05-068.09-02-60.00	13	R10	750 MILLER DR	1	16	1968	1	1937	C	AV	173,200		25-MAR-26	352,500	.49
ED05-068.13-01-04.30	100	R50	59 CHATHAM CT	1	13	1986	2	2204	B-	AV	137,100		26-MAR-26	268,000	.51
ED05-068.14-03-57.01	7	R10	114 SPRUANCE RD	1	14	2005	1	1012	C	AV	115,300		11-MAR-26	190,000	.61
ED05-068.14-04-14.00	7	R10	139 SPRUANCE RD	1	13	1986	2	990	C-	PR	68,000		03-MAR-26	175,000	.39
ED05-068.17-02-27.00	8	R10	335 N BRADFORD ST	1	8	1914	2	1229	C	FR	85,200		11-MAR-26	210,500	.40
ED05-068.18-03-29.00	7	R10	1014 WHITE OAK RD	1	14	1952	1	672	C-	GD	100,200		26-MAR-26	245,000	.41
ED05-068.19-02-07.00	6	R10	125 LINDEN CT	1	8	1993	2	1232	C	AV	146,100		30-MAR-26	209,000	.70
ED05-076.03-01-32.00	14	R10	104 E SHELDRAKE CIR	1	8	2006	2	1855	C+	AV	168,700		26-MAR-26	269,400	.63
ED05-076.04-02-90.00	2	R10	102 RED HAVEN WAY	1	13	2025	2	1420	C+	AV	147,300		06-MAR-26	305,000	.48
ED05-076.04-05-07.00	2	R10	706 RUTH WAY	0	8	2023	2	1400	C+	AV	161,800		31-MAR-26	295,000	.55
ED05-076.06-02-02.00-	103	R50	2 IVY HALL	1	20	1974	1	812	B	GD	57,100		27-MAR-26	139,250	.41

12

PARID	NBHD	LUC	ADDRESS	UNITS	STYLE	YRBLD	STORIES	SFLA	GRADE	CDU	TOTAL APPR	SALE DT	PRICE	ASR
911														
ED05-076.12-01-02.00	10	R10	916 FOREST ST	1	3	1957	1.5	1568	C	AV	179,500	02-MAR-26	290,000	.62
ED05-076.13-01-38.00	14	R10	114 THAMES DR	1	13	1995	2	1364	C+	AV	135,600	31-MAR-26	216,000	.63
ED05-076.13-02-07.00	14	R10	102 GAGEN CT	1	5	1995	2	2136	C+	AV	208,300	27-MAR-26	384,000	.54
ED05-076.13-02-13.00	14	R10	211 NORTHDOWN DR	1	14	1995	1	1641	C+	AV	192,400	24-MAR-26	365,000	.53
ED05-077.08-01-83.00	6	R10	101 FAIRFAX LN	1	14	2025	1	1576	B-	AV	212,000	06-MAR-26	389,900	.54
ED05-077.10-02-24.00	2	R10	601 RIVER RD	1	14	1956	1	950	C-	FR	95,400	09-MAR-26	150,000	.64
ED05-077.11-02-89.00	6	R10	972 S LITTLE CREEK RD	1	3	1960	1	900	C	AV	121,500	19-MAR-26	289,000	.42
ED05-077.17-01-22.00	5	R10	804 SUNSET TER	1	16	1959	1	1626	C+	AV	171,300	13-MAR-26	320,000	.54
ED05-077.17-04-37.00	4	R10	1023 S STATE ST	1	2	1949	1	1521	C-	AV	185,700	23-MAR-26	316,000	.59
ED05-087.06-01-26.00	4	R10	1065 JANES RD	1	14	1952	1	822	D+	FR	110,100	20-MAR-26	250,000	.44
LC05-058.18-01-02.00	1A	R10	51 KAREN PL	1	11	2007	1	1344	C-	GD	95,800	06-MAR-26	235,000	.41
LC05-058.18-01-26.00	1A	R10	23 KAREN PL	1	11	1995	1	1248	D+	AV	87,300	06-MAR-26	215,000	.41

ELECTRIC DEPARTMENT MONTHLY REPORT

Item #25.

For the month of February 2026, the Electric Department contributed to the quality of life for all our customers.

The city experienced a system peak of 101.32 megawatts, a decrease of 7.23 megawatts from last month and a 7.08 megawatt increase from the same month last year. The first quarter of this year has been the highest combined load total for the last 4 years

There was a total of 4 outages for the month, affecting a total of 87 customers with an average outage lasting 45.6 minutes (24-month SAIDI avg). Two of those outages were blown fuses, one was bad underground and the other was due to a third party causing a transformer to trip.

Project Updates:

The department continues to work on FY26 projects. Work on transmission pole replacements continues as well as the substation project.

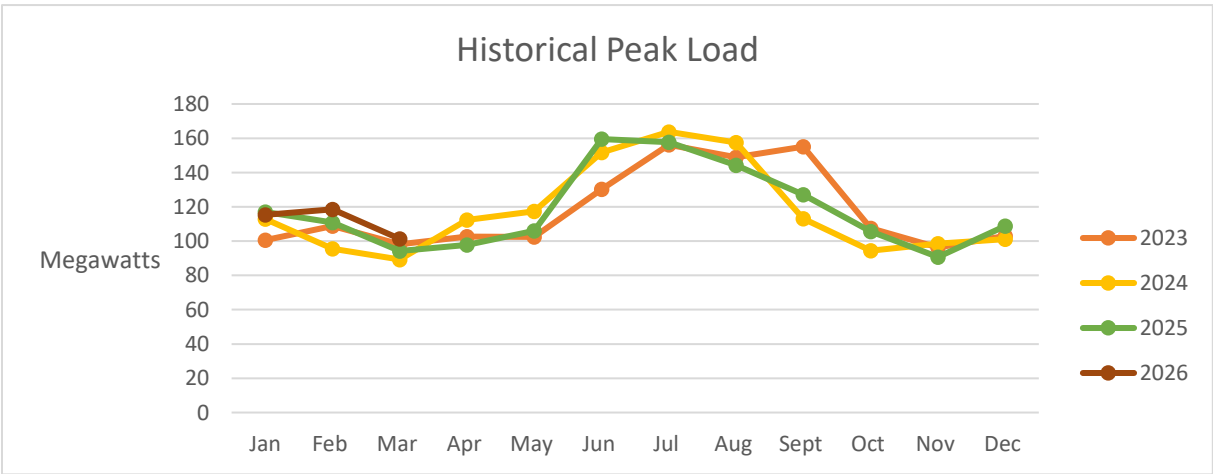
Participated in several meetings concerning large load customers, ordinances and rate structures. Coordinated with Efficiency Smart to meet with The Most Worshipful Prince Hall Grand Lodge about ways to reduce their energy costs. Completed all annual PJM certifications, reviewed and discussed FY27 power purchase budget with TEA and RMC and assisted DEC with outage support related to storm damage. Attended HELP Initiative presentation to discuss their potential assistance in Dover.

Van Sant was not dispatched by PJM in March.

FY 26 YTD Outages and Response Time:

Total – 87 Average Response Time – 26.41 minutes (Goal – Less than 30 minutes)

Lost Time Accidents – Workorders Generated –
Current Month – 0 Total FY – 0 Current Month – 166 Total FY – 1406



Emergency Management and Communications

The Department of Emergency Management and Communications is dedicated to protecting lives, property, and the well-being of our community through coordinated emergency preparedness, effective communication, and responsive public safety services.

Through transparent public information and proactive community engagement, we strive to build trust, enhance readiness, and strengthen the City's resilience before, during, and after any crisis.

We oversee and support Emergency Management, Emergency Medical Services, Public Communications, and the Office of the Fire Marshal, ensuring rapid, professional, and compassionate response to emergencies.

Director

Kay M. Sass

Deputy Director & Fire Marshal

Jason A. Osika

Deputy Fire Marshal's

FM2 Matthew C. Brown

FM3 Sean P.M. Christiansen

FM4 Phillip M. Lewis

EMS Primary Contacts:

Senior Regional Director of Operations Tyler Selak

Dover EMS Division Chief Michael Jenkins

Fire Marshal's Office—At a Glance

- The Fire Marshal's Office investigated 4 incidents during the month of March including two incidents with burn patients.
- Due to the New Years fire in Switzerland and recent issues in the City with pop up parties and going over occupant loads, staff is conducting AFI's in all occupancies serving alcohol.
- Matt Brown continues to assist with the building department as the liaison to the third party plan reviewer. This month he logged 160 hours.
- We have recorded that 178 city staff members have obtained their ICS 100 and NIMS 700 certifications. (government shutdown is delaying)



	Month	Year to Date	Previous Year to Date
Annual Fire & Life Safety Inspections	27	211	245
Deficiencies From the Above Inspections	54	210	345
Fire Code Violations/Deficiencies/Complaints	23	173	282
C/O & Fire Equipment Acceptance Tests	9	126	106
Meetings & Walk Through	38	244	145
Fire Plan Review & DAC	8	84	90

	Month	Year to Date	Previous Year to Date
Accidental	4 totaling \$60,000	31 totaling \$274,459	47 totaling \$882,602
Incendiary	0	7 totaling \$34,200	12 totaling \$256,005
Undetermined	0	8 totaling \$120,503	10 totaling \$538,100
Natural	0	1 totaling \$1,000	0
Investigation time	12 hours	110 hours	217 hours
Injuries	2	8	11
Deaths	0	1	0
Arrest Made with DPD	3	3	0

EMS MARCH 2026

Run Volume:

A total of **1,201** responses by Dover EMS for the month.

Of those, 1,201, **878** required transport (919 patients), **227** received services and did not transport and **96** were canceled or refused. Sick people were the most frequent calls, followed by MVC's, and chest pains at the time of dispatch.

Average Response Times:

State of Delaware compliance requirements are that 90% of the responses be below the response time guidelines. Dover EMS exceeded the 90% minimum in every category.

Alpha 10 min. (Low priority – ie: non-life threatening ie: non serious illness, back pain, flu-like symptoms)

Bravo 9.4 min (Moderate priority – ie: minor allergic reaction, fainted now alert)

Charlie 7.8 min. (Urgent – ie: difficulty breathing, sever abdominal pain, diabetic emergency)

Delta 5.9 min. (High Priority – ie: cardiac arrest, not breathing sever trauma or choking, childbirth complications)

Echo 4.3 min. (Highest Priority – ie: cardiac arrest confirmed, not breathing at all, mass casualty, CPR in progress)

Omega 9.81 min. (Lowest Priority – ie: Minor nosebleed, non-injury fall assists)

Additional Information:

118 total surge emergencies – Surge emergencies refer to situations where the demand for EMS exceeds normal capacity causing the implementation of a surge plan (Bringing on additional units)

18 total surge unit activations with transport

Dispatches with a 27 – Run Card (Penetrating Trauma or Assault) – 24 patients, 14 transported (ie: gunshot wound, stab wound, other types of impalements) Average response time **6 minutes**

Dover was dispatched **out of district 35 times** and transported 19 of those.

Total calls **transported by mutual aid** into Dover was 11.



HUMAN RESOURCES

MARCH 2026

City of Dover Human Resources Mission Statement:

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

City of Dover Human Resources Value Statement:

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

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

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

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

MARCH SUMMARY:

MARCH Hiring Trends FY26:

MONTH	NEW HIRE AMOUNT	STATUS
MARCH	2	2 FT

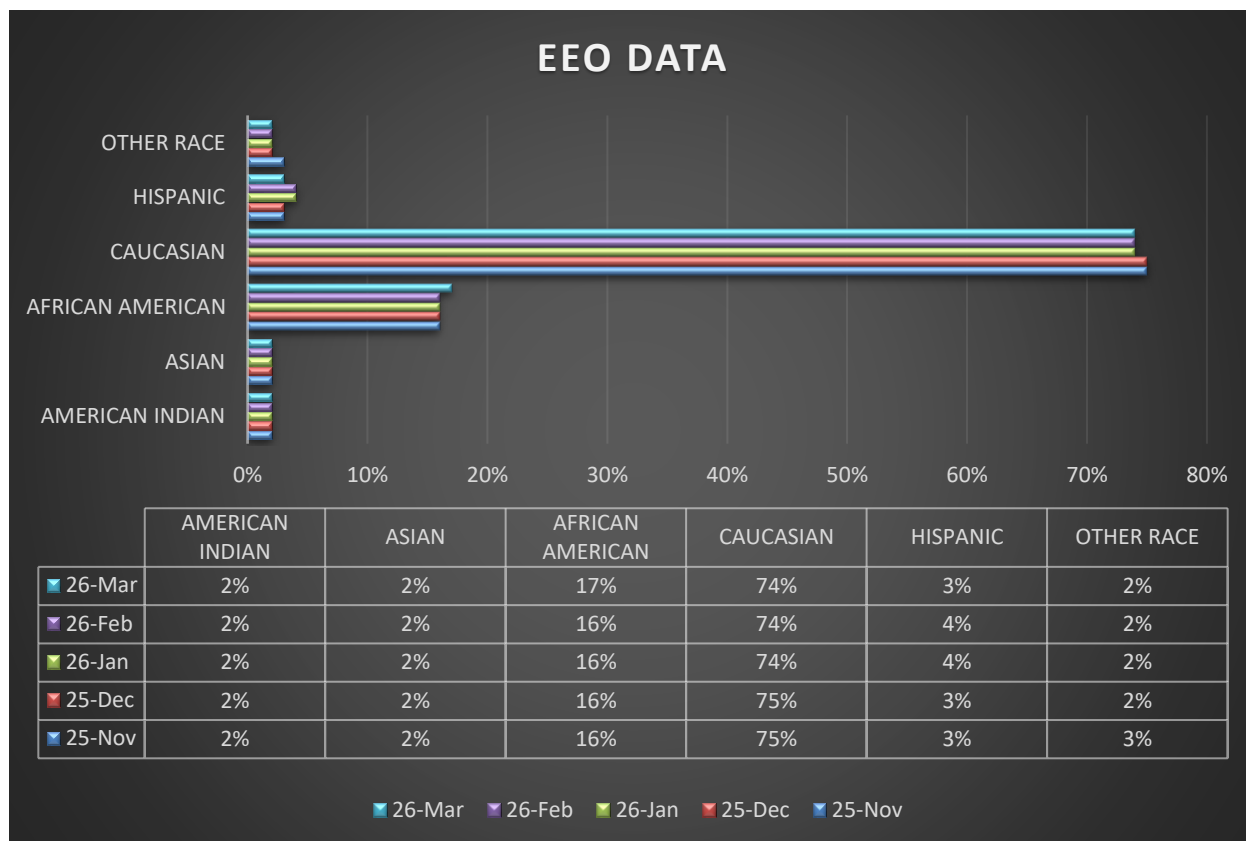
MARCH Voluntary Termination/Involuntary Termination Trends FY26:

VOLUNTARY	1 FT, 1 PT
INVOLUNTARY	1 FT
RETIREMENT	0 FT



HUMAN RESOURCES

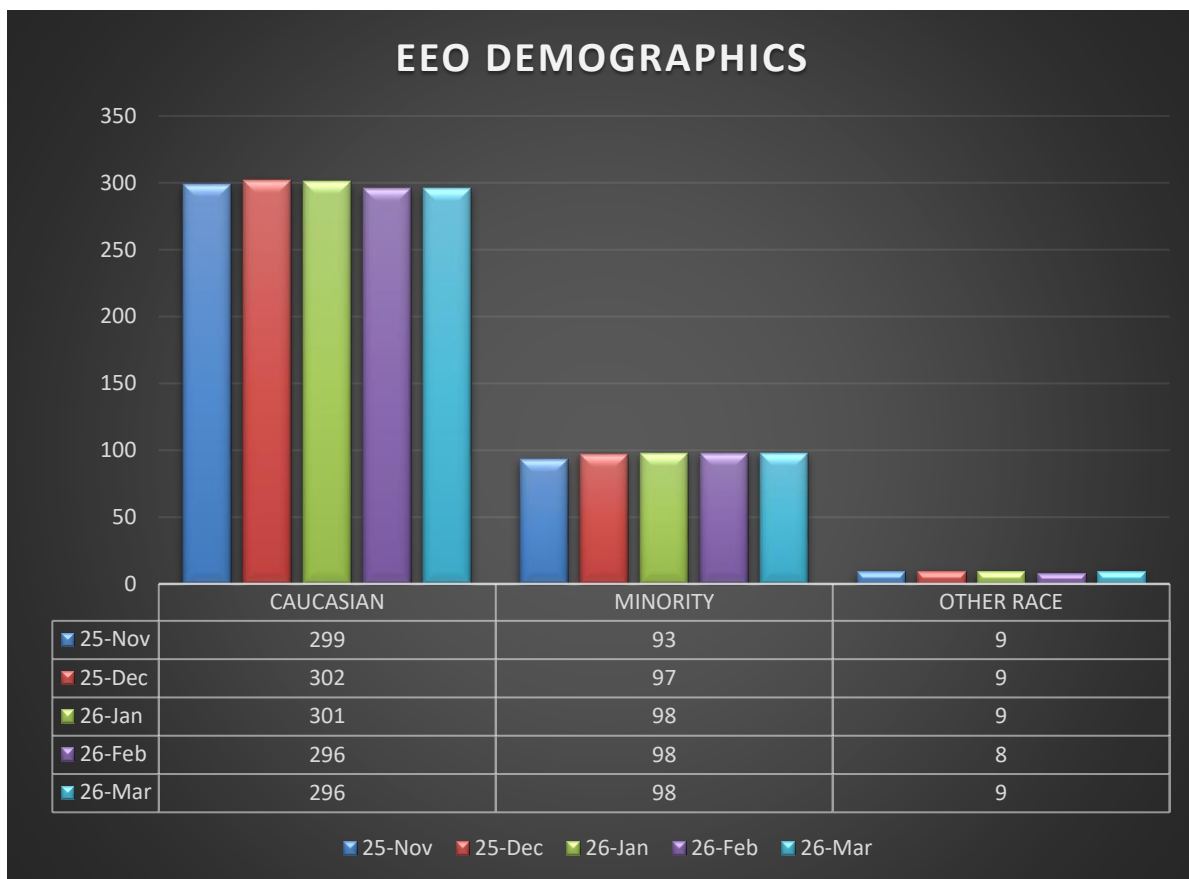
EEO DATA





HUMAN RESOURCES

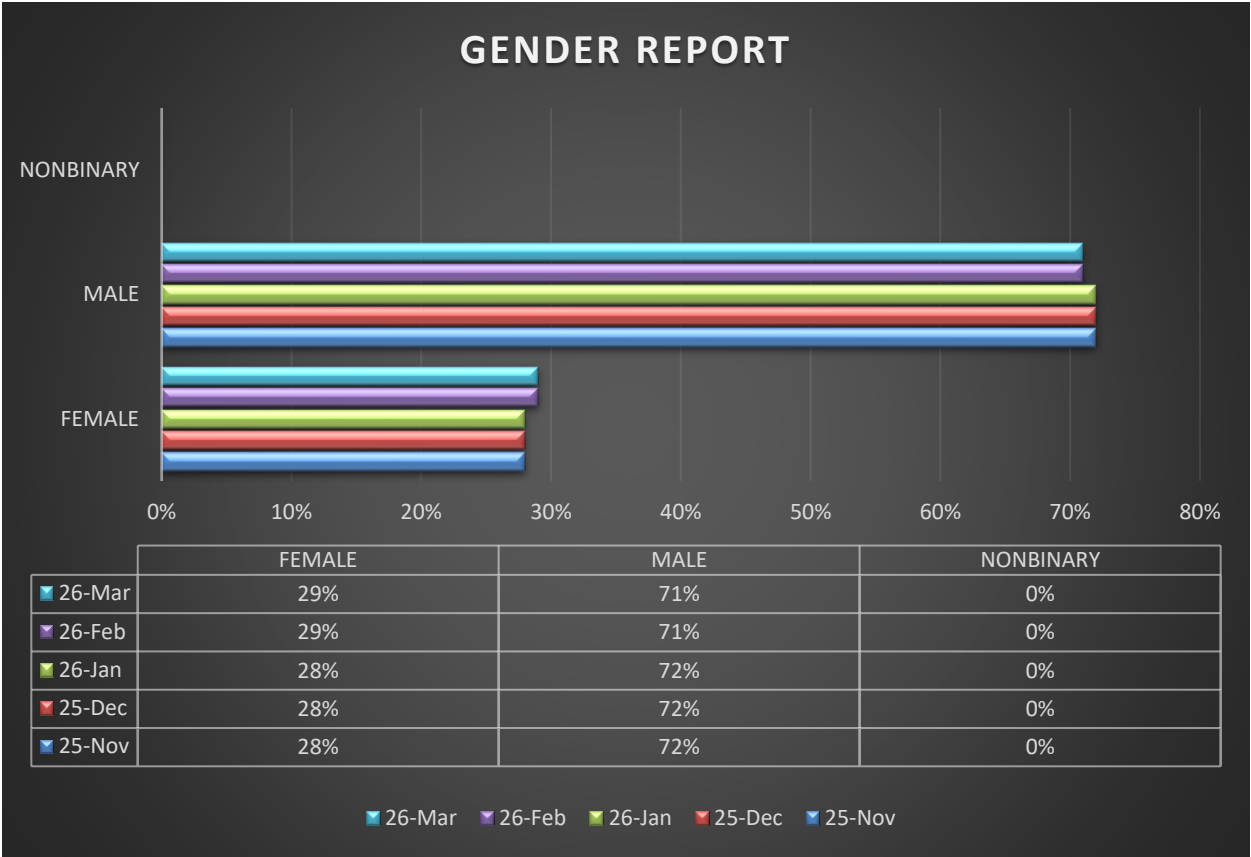
EEO DEMOGRAPHICS





HUMAN RESOURCES

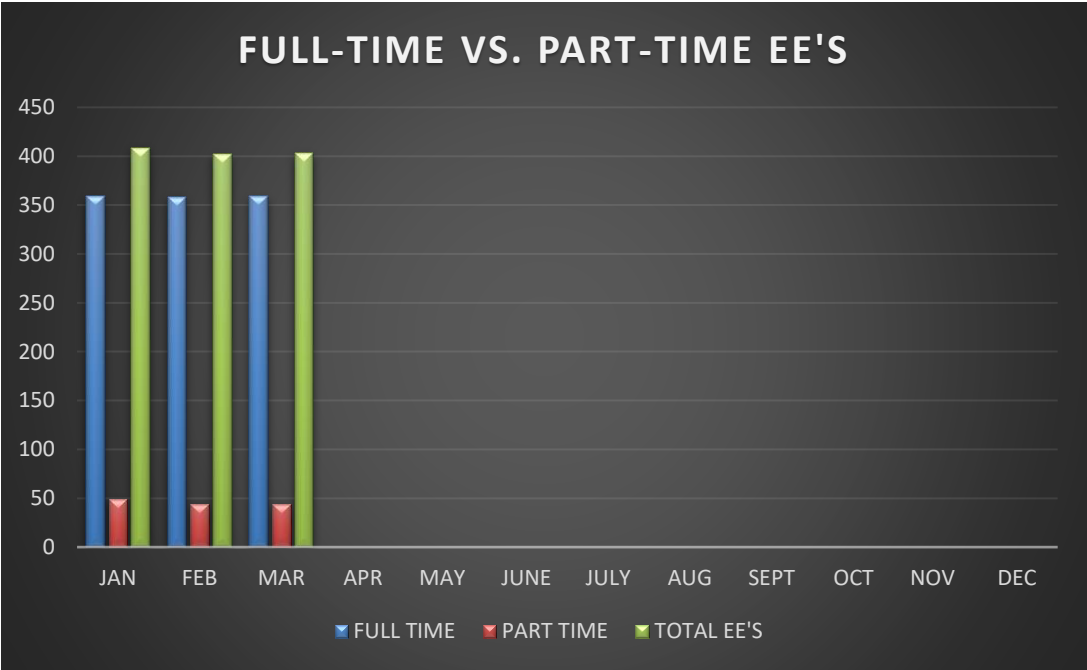
GENDER REPORT





HUMAN RESOURCES

FULL-TIME VS. PART-TIME EE’S



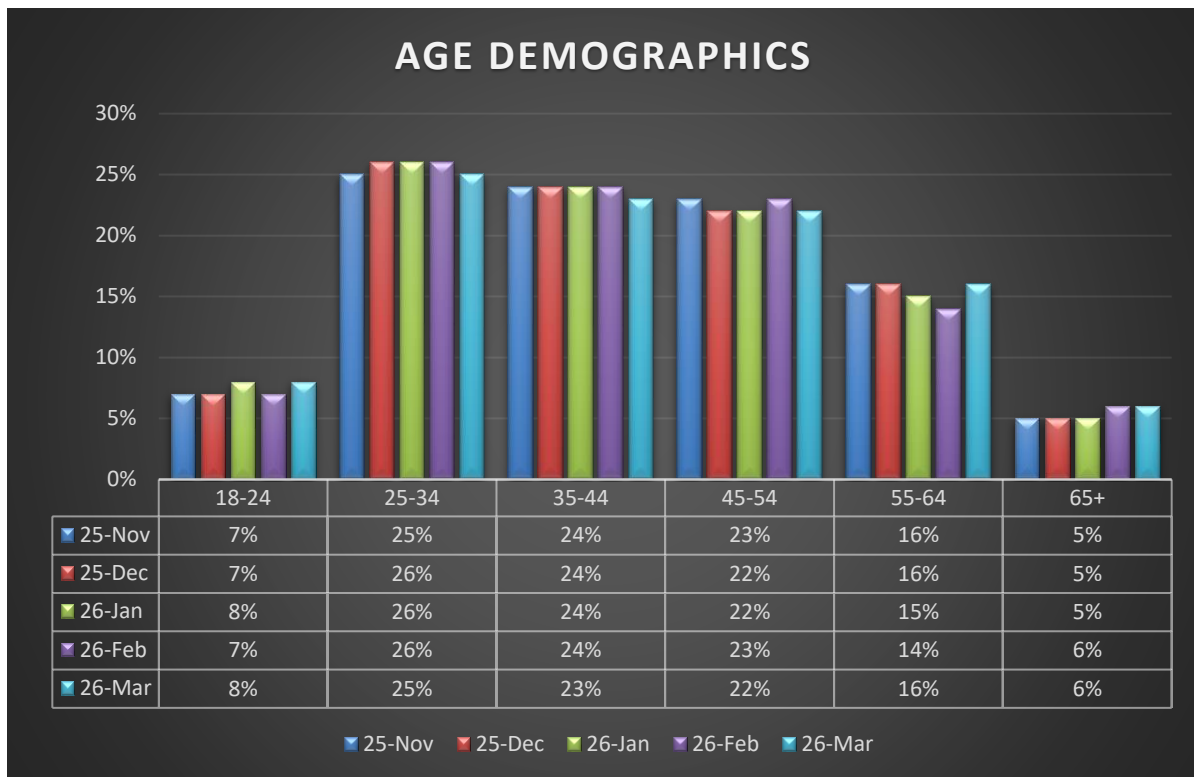
MONTH	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
FULL TIME	359	358	359									
PART TIME	49	44	44									
TOTAL EE'S	408	402	403									

Numbers do not reflect committees, or council members.
*Numbers reflect Per Diem Police Cadets



HUMAN RESOURCES

INTERNAL EE AGE DEMOGRAPHICS





HUMAN RESOURCES

HIRING DETAILS

Position Hired: LAN ANALYST, SYSTEM OPERATOR I

Position Terminated/Resigned/Retired/Other: N/A

Terminal Leave: N/A

CURRENT VACANT POSITIONS

OPEN POSITIONS	ORIGINAL POSTING DATE	STATUS
FIELD SERVICE REP I/CUSTOMER SERVICE DEPARTMENT	4/22/2026	FT
CUSTOMER SERVICE CLERK I/CUSTOMER SERVICE DEPARTMENT	4/16/2026	FT
LIBRARY PAGE/DOVER LIBRARY	4/16/2026	PT
CAMP COUNSELOR I/PARKS AND RECREATION DEPARTMENT	4/1/2026	Per Diem
MOTOR EQUIPMENT OPERATOR I-STREETS/PUBLIC WORKS DEPARTMENT	3/27/2026	FT
MOTOR EQUIPMENT OPERATOR I-SANITATION/PUBLIC WORKS DEPARTMENT	3/25/2026	FT
NETWORK ADMINISTRATOR/POLICE DEPARTMENT	12/8/2025	FT
SERVICE CENTER CLERK/PARKS AND RECREATION DEPARTMENT	9/18/2025	Per Diem
PLANNER II/PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT DEPARTMENT	8/29/2025	FT
POLICE CADET/POLICE DEPARTMENT	8/25/2025	PT
BUILDING MAINTENANCE CRAFTSPERSON III/CENTRAL SERVICES DEPARTMENT	5/23/2025	FT
BUILDING MAINTENANCE CRAFTSPERSON I/CENTRAL SERVICES DEPARTMENT	5/7/2025	FT
CHIEF BUILDING INSPECTOR/PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT	6/13/2024	FT
ACCOUNTANT II/FINANCE DEPARTMENT	5/1/2024	FT
PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT DIRECTOR/PLANNING AND INSPECTIONS DEPARTMENT	10/18/2023	FT

**Not used for Budgeting Purposes*



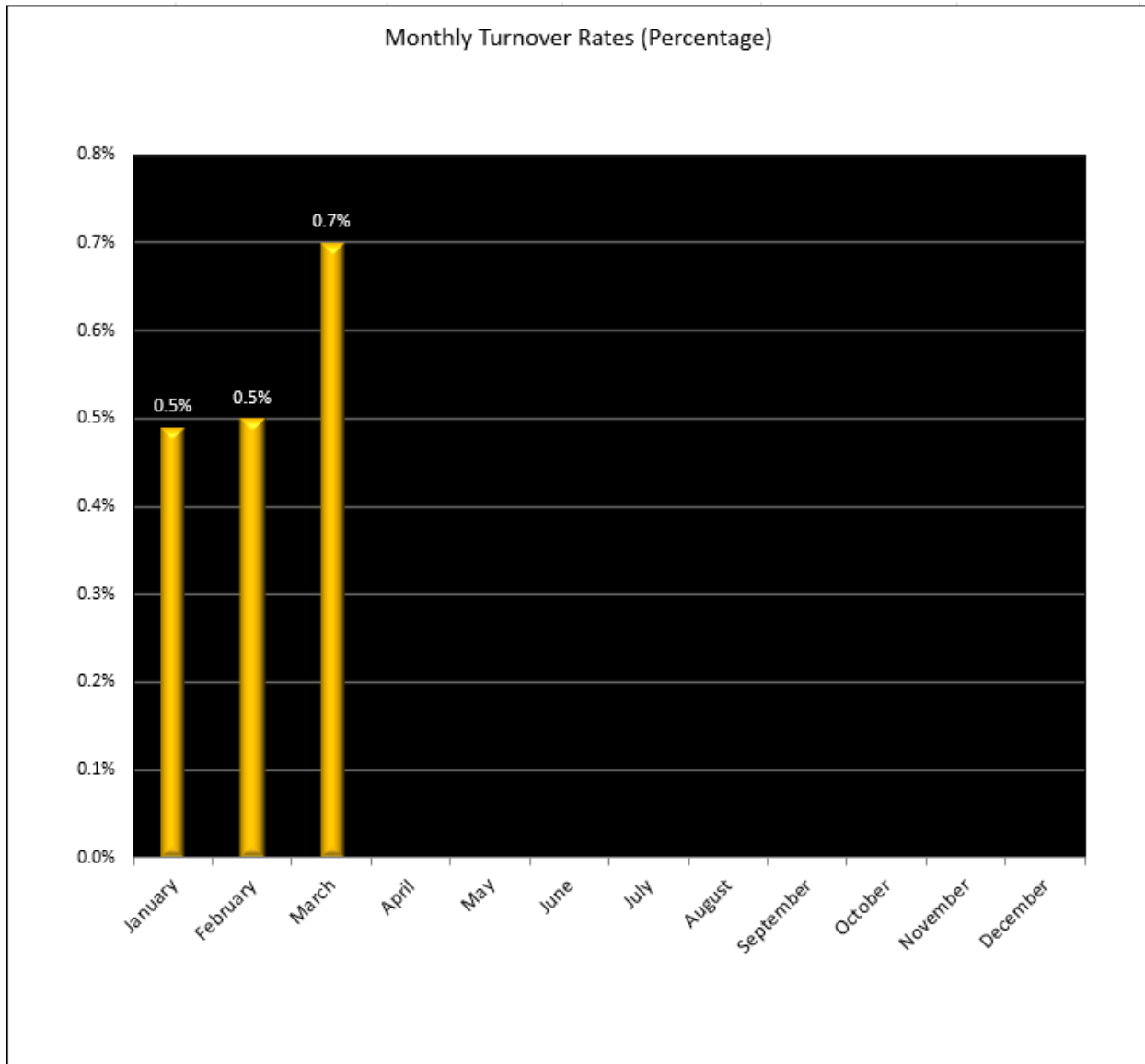
HUMAN RESOURCES

TURNOVER STATISTICS

Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	2	408	0.5%	1.7%	
February	2	402	0.5%		
March	3	403	0.7%		
April				0.0%	
May					
June					
July				0.0%	
August					
September					
October				0.0%	
November					
December					

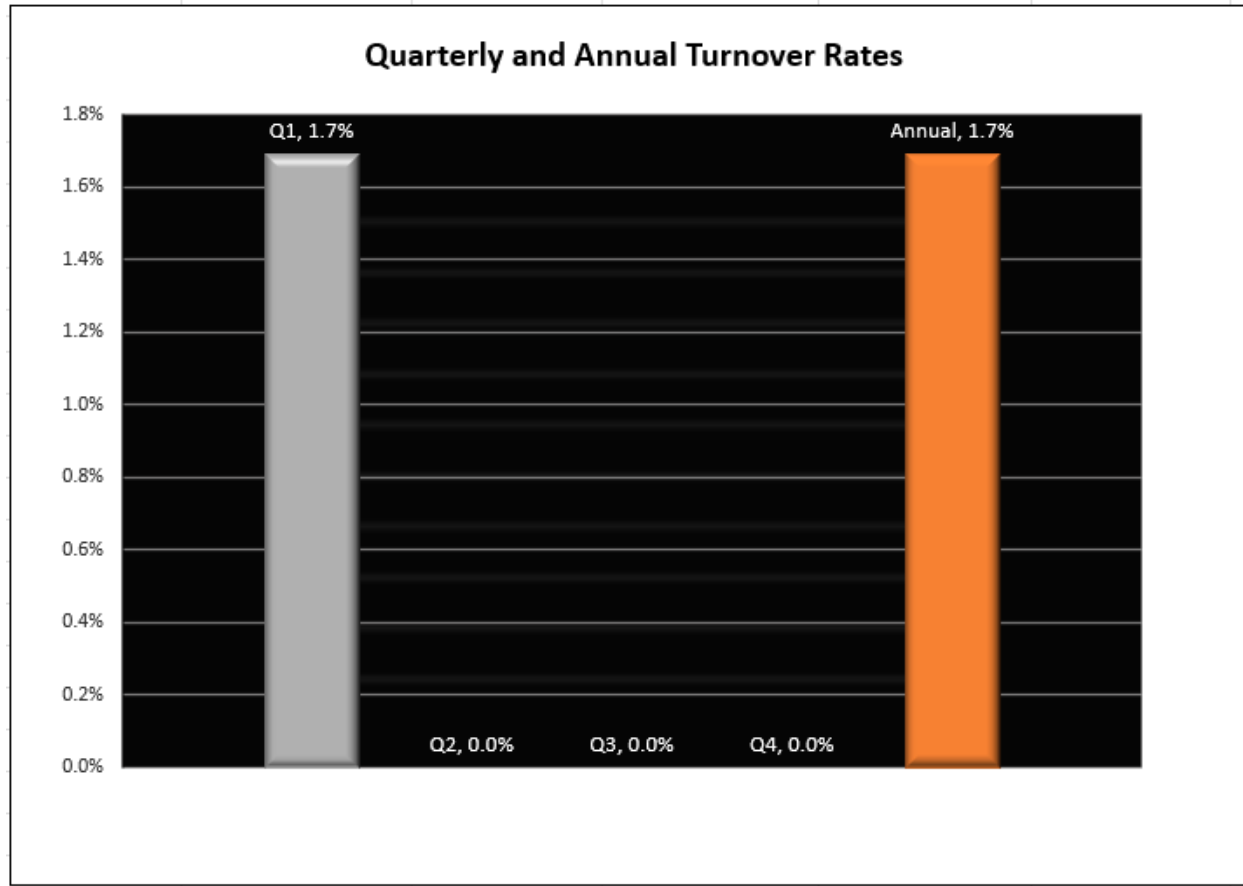


HUMAN RESOURCES





HUMAN RESOURCES





HUMAN RESOURCES

MARCH WORKER'S COMPENSATION DATA

MONTH	Feb-26	Mar-26
WORKERS COMP INJURY DETAIL	9	4



Respectfully Submitted by H. Naomi Poole

Information Technology Department March 2026 Report

IT Support:

Completed testing of a new Incident tracking system to give better insight into IT issues. Ninja One will enhance our reporting and is on target to be rolled out on April 20th 2026.



IT Resources



We're excited to announce an update to the IT Department staff, we welcome Ty Parker, our new LAN/Analyst, to our department. Ty will start on Monday April 6th, and will bring a wealth of technical knowledge to the team to support our IT operations. Ty ext. will be 5072 and will report to Will Vidal, our Network Administrator, and will work on network infrastructure and desktop support. Welcome aboard Ty!

IT is still looking to participate in the Delaware Technical College (DTCC) Summer 2026 internships for the Information Technology and Networking (ITN) and Business Administration program. While last year's DTCC interns participated at no cost because of the FY26 budget and the need for additional IT assistance during last year's recovery and DTCC FY26 needed for local employers.

The City of Dover supports the development of local IT talent while helping the City of Dover build relationships with our local institution's Information Technology programs. We will start the process of reviewing the contract with DTCC in April and look to proceed with the 2026 interns to work a maximum of 120 hours, working approximately 12-14 hrs. per week from June 8 – August 2, 2026, at a cost of no more than \$2k per intern.

This program has been a great benefit to the city and the Information Technology department while giving back to the community by utilizing low-cost resources to perform entry level IT tasks to move the IT department forward. The City of Dover Information Technology Department will host two (2), providing they meet the City of Dover's part-time seasonal employee requirements.

SUMMER INTERNSHIP PROGRAM

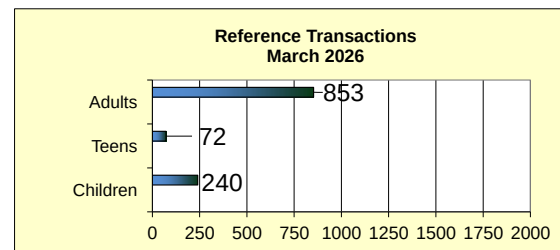
*Connecting college students
with local businesses for
career experience.*

IT Projects:

The Network modernization project IT is moving forward with the focus on replacing our outdated SAN/Servers with a redundant fail-over solution. We've are target for a mid-April SAN installation and a mid-May server installation target date for the server portion of the project.

Other IT capital projects are in the planning initiation stages.

- 1) **City Hall A/V System Upgrade** – We continue to meet with vendors to get budgetary quotes and scope of work for FY27 budget presentation to City Council. Prices and cost estimates are due prior to FY27 budget planning.
- 2) Reed Street Floor and City Hall wiring and wireless access upgrades project is moving forward with the upgrade and replacement of our wireless access point to Cisco Merika wireless AP's. Installation is expected to be completed in April 2026.
- 3) Transition to .gov domain for city email now scheduled for the first quarter of 2026.



Item #25.

Circulation	March '26	FYTD '26	March '25	FYTD '25
City of Dover Residents	11,807	84,636	11,807	91,872
Electronic Materials	8,776	75,891	7,761	65,134
Kent County Residents	10,655	88,073	10,655	92,433
Non-County Residents	1,401	11,297	1,401	11,653

New Library Registrations

City of Dover Residents	206	2,340	293	2,348
Kent County Residents	107	1,140	124	953
Non-County Residents	3	39	4	43

Registered Library Users as of 03/31/2026

City of Dover Residents	18,396
Kent County Residents	10,242
Non-County Residents	<u>653</u>
TOTAL	29,291

Registered Library Users as of 03/31/2025

City of Dover Residents	20,512
Kent County Residents	9,856
Non-County Residents	<u>715</u>
TOTAL	31,083

Other

Visitors	18,253	135,551	18,082	132,107
Meeting Room Attendance	3,957	26,431	3,111	25,957
Number of Computer Users	1,663	13,309	1,541	8,542
Number of Wireless Computer Users	1,566	13,194	1,783	13,083
Inter/Intralibrary - Loaned	33		39	
Inter/Intralibrary - Borrowed	74		69	
Holds Sent	2,540		2,456	
Holds Received	<u>1,777</u>		<u>2,024</u>	
TOTAL	4,424	39,577	4,588	38,258
Tech Services/Items Added	1,514		1,134	
Tech Services/Items Deleted	1,209		1,439	
Passport Services/Customers	275	1,939	289	2,147
Passport Services/Revenue	\$10,665	\$75,870	\$11,815	\$90,761

Monthly Highlights

- ▶ 1,126 attended 67 programs for adults.
- ▶ 271 attended 14 program for teens.
- ▶ 1,163 attended 35 programs for children.
- ▶ 0 volunteers.

Program Spotlight



Delaware Libraries / LibCal / Dover Public Library



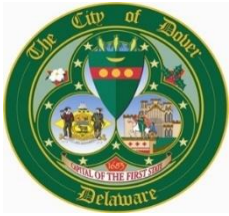
Show & Tell (Stump the Archaeologist?) - Archaeological Society of Delaware

Come join this program presented by Kent County Chapter of The Archaeological Society of Delaware. A Panel of Local, Famous, & Not-Yet-Famous Archaeologists Will Be On Hand. This program is part of the Archaeological Society of Delaware, Kent County Chapter. Program is free and open to the public.

Related LibGuide: 900-999 - General History & Geography by Delaware Libraries

Date: Saturday, March 21, 2026
Time: 10:00am - 12:00pm Eastern Time
Location: Multi-Purpose Room A
Library: Dover Public Library
Audience: All Ages
Categories: History and Genealogy

0



Parks & Recreation

Monthly Report – March 2026



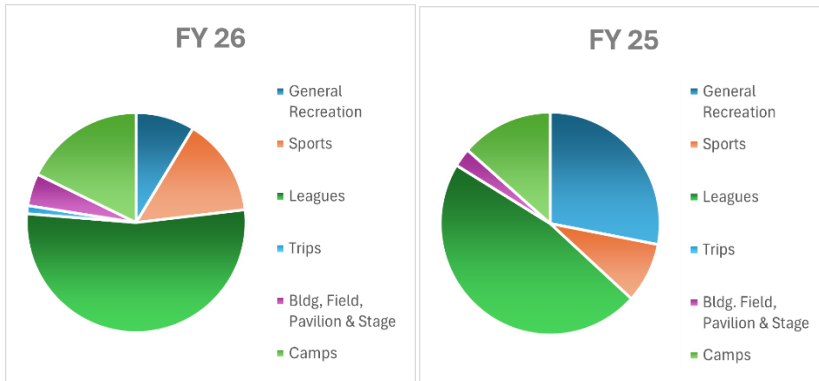
PARKS & RECREATION HIGHLIGHTS

Dover Park Building and Spray Pad: Please visit our web page for frequent updates: <https://www.cityofdover.gov/departments/ParksRecreation/Splashpadandcommunitycenter>

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

Parks & Recreation: We hosted a few softball tournaments at Schutte Park and continued with our indoor Bocce Ball League. The Pitts Center offers 2 dance classes that happen every Monday and Tuesday night and we also offer Tae Kwon Do on Tuesday and Friday nights. Parks and Rec changed thing up this year with our annual Easter egg hunt and partnered with Dover PD. We provided candy filled eggs and attended the event at Leg Mall with staffing for any help needed. The Event was a big succes.

Grounds Department: The grounds department continued with storm clean up around the city. The department planted new trees in front of City Hall and started mulching parks and playgrounds.



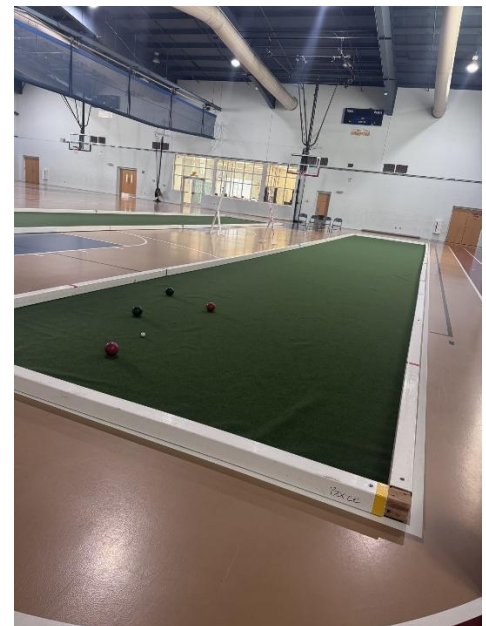
**Outdoor Sports & Leagues
Participant & Spectator Count**

Activity	Participants	Spectators	Location
Preparing for Spring Sports			

March 2026	
General Recreation	\$1050.00
Sports	\$1754.00
Leagues	\$6440.00
Trips	\$144.00
Bldg, Field Pavilion Stage Permits	\$575.00
Camps	\$2155.00

March 2025	
General Recreation	\$2595.00
Sports	\$811.00
Leagues	\$4350.00
Trips	\$0.00
Bldg, Field Pavilion Stage Permits	\$250.00
Camps	\$1255.00

Parks & Recreation Programs	Mar 26	FYTD 26	Mar 25	FYTD 25
Recreation & Enrichment Classes	5	33	5	41
Open Gym	164	724	200	834
Leagues	0	12	0	13
Bldg, Field, Facility, Stage permits	6	59	5	90
Camps and Trips	2	12	1	8



Our indoor Bocce Courts that are put up every Tuesday in the Pitts Center!

Grounds Monthly Report

March-2026

Arborist Crew:

- Removed 22 trees
- Tree clean up from storm damage
- Planted trees in front of City Hall
- Trimmed 2 trees from truck damage

Beautification Crew:

- Weeded flower beds
- Mulched plaza and City buildings
- Storm damage clean up
- Getting plants ready for spring planting

Mowing Crew:

- Started mowing areas around City
- Storm damage and tree clean up

Litter Removal:

- Litter route is being picked up on schedule
- 298 cans picked up
- Helped clean up by hand on Lookerman St.

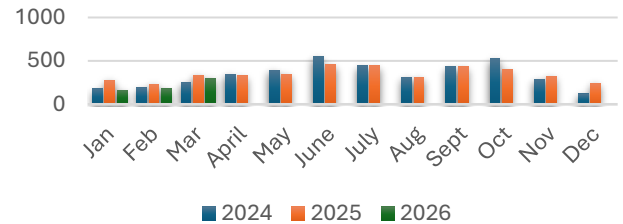
Parks Crew:

- Maintain parks, picked up litter and fallen tree limbs
- Mulched parks and playgrounds
- Prepped athletic fields
- Set up Parks events

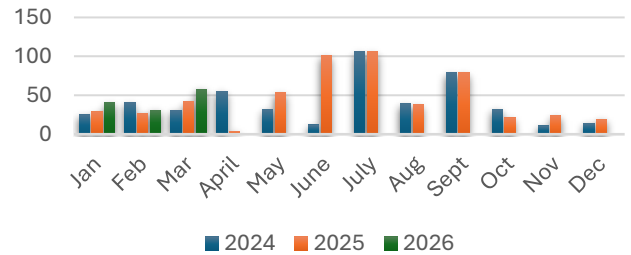


Arborist Crew	
Tree Work	Completed
Tree's Trimmed	58
Tree's Removed	22
Root Pruning	0
Stumps Removed	0
Trees Planted	3

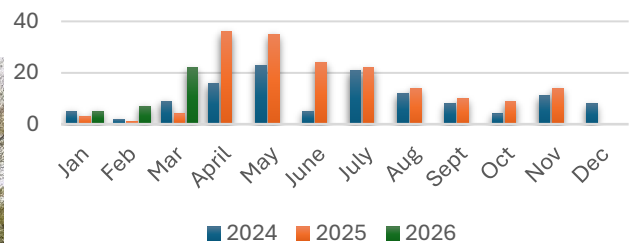
Litter Cans Collected

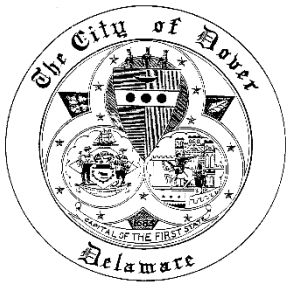


Trees Trimmed



Tree Removed





City Planner's Monthly Report

Department of Planning & Inspections

March 2026

Planning & Inspections Highlights

Some Items to Call to Your Attention

Planning Office staff reviewed 58 Building Permits and 7 Certificate of Occupancy Permits. Staff also provided support to the Planning Commission (1 application) and the Board of Adjustment (draft Rules of Procedure review and discussion). The Historic District Commission did not meet in March due to lack of agenda items. Three (3) vacancies remain including the Director, Planner II and Planner I, however, interviews were conducted. Due to these vacancies, the Department continues to utilize a consultant to assist staff in addressing the current workload.

During March, the Community Development Office provided housing assistance and supportive service initiatives, including assisting two (2) households with homeownership through CDBG-funded down payment and settlement cost assistance. ARPA-funded shelter and case management services operated by Dover Interfaith Mission for Housing remained fully utilized, serving 32 guests, onboarding 12 new participants, and helping two (2) individuals successfully transition into transitional housing. Supportive service outcomes also reflected continued movement toward self-sufficiency, with 11 guests currently employed, multiple referrals made for vocational rehabilitation and rental assistance, and transportation and social service supports provided to program participants

Construction activity in March included both residential and non-residential projects having Building Permits and Certificates of Occupancy issued. Residential development areas consisted of Eden Hill Farm TND, Rojan Meadows PND and Villages of Maple Dale PND. Non-residential development included renovations on the DSU-Downtown campus, a site work permit for the Legislative Hall Parking Garage, construction of a VIP Box at Delaware State University Stadium, multiple game courts at the YMCA Outdoor Center, and a parking lot construction project on S. Governors Avenue for Bayhealth. Overall, 166 permits were issued resulting in 205 inspections.

The Inspections Division consists of both Building Inspections and Permitting & Licensing. Within Building Inspections, two (2) vacancies remained for the Chief Building Inspector and a Building Inspector I in March, however, an interview was conducted. In order to ensure construction activity is not stalled, the Department continues to utilize a contractor to assist with Building Permit/Plan reviews as well as with Building Inspections as needed.

Code Enforcement staff conducted Annual Housing Inspections (173 cases) as part of the Rental Dwelling Permit program. Other Code Enforcement cases focused on exterior property maintenance issues/violations (76 cases), and *Dover Code of Ordinance* violations (124 cases). March ended with 145 registered vacant buildings, 72 dangerous buildings, and 7,831 active rental dwelling units. Code Enforcement's one (1) vacancy for a Code Enforcement Officer was filled in March.

Planning & Inspections Revenue			
Revenue Stream	FY 2026 Revenue Estimates from Budget	FY2026 Actual (YTD) March	% of Budget
Business License	\$1,540,000	\$ 1,550,104	101%
Manufactured Home License	\$16,000	\$ 16,377	102%
Building Permits	\$500,000	\$ 484,550	97%
Cert. of Occupancy	\$9,000	\$ 7,925	88%
Public Occupancy	\$45,000	\$ 45,926	102%
Lodging House	\$28,000	\$ 35,612	127%
Plumbing/Heating/Air	\$110,000	\$ 72,389	66%
Rental Inspection Fee	\$750,000	\$ 666,966	89%
Miscellaneous	\$21,000	\$ 17,669	84%
Fire Protection Fees	\$100,000	\$ 60,204	60%
Code Enforcement Fines	\$80,000	\$ 63,401	79%
Vacant Building Reg.	\$50,000	\$ 47,125	94%
Total P&I Revenue	\$3,249,000	\$ 3,068,248	94%

PLANNING OFFICE

Planning Office Operations

The Meetings of the Boards and Commission supported by the Planning Office are presented in the Hybrid format with both In-Person and Virtual (using Webex) meeting options for participation. Conducting Meetings and Trainings in virtual formats are also offered. Department Staff participated in several project meetings.

The Planning Consultant, the Rossi Group continues to assist with plan and permit review tasks and development inquiries.

Training: Dawn Melson-Williams attended the RASCL (Resilient and Sustainable Communities League) Summit on March 5, 2026 with presentations on Land Use Planning related to resiliency and sustainability.

The Planning Office is part of the review process for certain types of construction activity permits (Building Permits, Sign Permits, etc.) and Certificate of Occupancy permits to confirm compliance with the *Zoning Ordinance* provisions. For March 2026, Planning Staff was involved with the review of 58 Building Permits and 7 Certificates of Occupancy that were issued for a monthly total of 65 and a calendar year total of 150. The 2026 year-to-date calendar year's tally as compared to the calendar year totals of Permits and COs is less than the totals seen in 2025 at 183 and significantly less than 2024 at 208. Staff also reviews new applications for Business Licenses and Rental Dwelling Permits.

2026: Welcome to Dover!

Progress in Pictures—



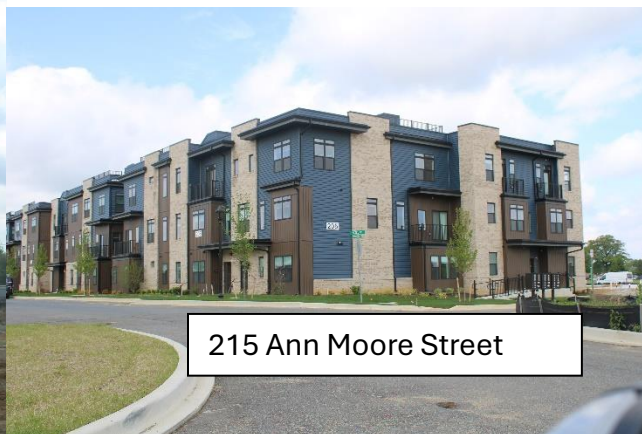
5 Valhalla Road



1508 College Road



500 Horsey Blvd



215 Ann Moore Street



205 Ann Moore Street



104 Red Haven Drive



106 Red Haven Drive

COMMUNITY DEVELOPMENT OFFICE

Community Development Monthly Report – March 2026

March reflected limited but steady activity across Community Development programs, with progress continuing in both housing assistance and supportive services.

Within the Community Development Block Grant (CDBG) program, two households successfully closed on their homes utilizing \$20,000 in down payment and settlement cost assistance. In addition, Milford Housing Development Corporation continued advancing rehabilitation efforts, with two homeowners in the process of being qualified for housing rehabilitation services. Several additional inquiries were received during the month; however, some applicants were determined ineligible due to income exceeding program thresholds or requested repairs falling outside the scope of eligible activities.

Activity under the American Rescue Plan Act (ARPA) remained consistent, with three funding draws processed for Dover Interfaith to support case worker and health care worker salaries, as well as program supplies. Dover Interfaith reported maintaining a full census of 32 guests participating in shelter and case management services. During March, 12 new guests were onboarded into the program, while two individuals successfully transitioned into transitional housing. At the end of the reporting period, 10 guests remained actively engaged in the program.

Among the guests participating, 11 individuals are currently employed. Three guests were referred to the Delaware Division of Vocational Rehabilitation (DVR) for additional employment support and job readiness services. One individual was referred to the State Rental Assistance Program (SRAP), five guests received transportation assistance through bus passes, and two individuals were supported with applications for additional social services.

Overall, while program volume was modest during the month, both housing and supportive service initiatives continue to make measurable progress in assisting Dover residents toward stable housing and self-sufficiency.

CDBG Spending		
Sub-Recipient	Sum of Amount	Comments
MHDC Emerg. HRP	15,707.50	Reported in February
MHDC Rehab	15,392.50	Reported in February
First-Time Homebuyers	40,000.00	
Grand Total	71,100.00	

ARPA Spending	
VDR NAME/ITEM DESC	PER 9
DOVER INTERFAITH	22,551.13
Grand Total	22,551.13

March 2026

CASE TYPE	MTD	MTD FY25	%	YTD FY26	YTD FY25	YTD %
No Valid Rental Permit	2	7	-71%	150	208	-28%
No Valid Building Permit	3	2	50%	21	23	-9%
Tall Grass and Weeds	0	1	-100%	200	264	-24%
Additional Tall Grass and Weeds	0	0	0%	44	36	22%
Annual Housing Inspection	173	145	19%	486	808	-40%
Property Maintenance Exterior	76	53	43%	371	399	-7%
Electric Termination	10	1	900%	75	43	74%
Dover Code of Ordinances	124	30	313%	557	271	106%
Dangerous Buildings	15	5	200%	66	115	-43%
Zoning	9	6	50%	73	86	-15%
Total Cases	446	276	62%	2,196	3,366	-35%
Total Inspections	1,019	865	18%	5,910	6,136	-4%
Total Admin Inspections	45	10	350%	139	59	136%
Total # of Violations	788	513	54%	3,279	3,670	-11%

Dangerous Buildings, Vacant Buildings, Demolitions

◆ Vacant Buildings currently registered - 145

◆ Dangerous Buildings – 72

- ❖ 301 & 303 W Division Street – Demolition completed
- ❖ 415 W Division Street - Demolition in process
- ❖ 29 S New Street - Demolition in process
- ❖ 111 S Queen Street – Demolished by owner

◆ Active Rental Dwellings – 7,831 units

Boards & Commissions

There were Meetings in March of the Boards and Commissions supported by the Planning Office.

Planning Commission: The Planning Commission met on March 16, 2026. The next Planning Commission meeting is scheduled for April 20, 2026. The following application was considered:

- Z-26-02 Lands of ASMA Property, LLC at 317, 319, and 325 W. Division Street – Planning Commission recommended approval to City Council for a Rezoning Application for three parcels of land consisting of 0.05 +/- acres, 0.13 +/- acres, and 0.08 +/- acres, for a total 0.26 +/- acres (11,628 SF +/-). The properties are zoned IO (Institutional and Office Zone). The proposed zoning for all three properties is C-1A (Limited Commercial Zone). The properties are located on the north side of West Division Street and east of North Queen Street. The owner of record for all three parcels is ASMA Property, LLC. *Previously, the Rezoning to IO was approved in November 2021 with Application Z-21-06 Lands of Ingram at 317, 319, and 325 W. Division Street (Ordinance #2021-21). The First Reading was completed at the City Council Meeting of February 25, 2026 (rescheduled to this date due to weather). Public Hearing before the Planning Commission is scheduled for March 16, 2026, and the Public Hearing before the City Council on April 13, 2026.*

Board of Adjustment: The Board of Adjustment met on March 18, 2026. The Meeting consisted of continued discussion and review of the Draft Rules of Procedure for the Board of Adjustment. The next Board of Adjustment meeting is scheduled for April 15, 2026.

Historic District Commission: The Historic District Commission did not meet on March 19, 2026. The next Historic District Commission meeting is scheduled for April 16, 2026.

COMPREHENSIVE PLAN IMPLEMENTATION

2019 Comprehensive Plan

Implementation of the *2019 Comprehensive Plan* continues as Departments citywide focus on the plan implementation items as found in Implementation Plan (Chapter 15) items such as the projects, studies, code amendments, and other activities. A copy of the Final Plan (as amended) is available on the Comprehensive Plan website:

<https://www.cityofdover.gov/2019-comprehensive-plan> .

Visit the **Dover Parcel and Zoning Viewer** on the City's website www.cityofdover.gov to see zoning information for properties located in Dover. Use the Quick Link on the GIS Division page to reach the Viewer: <https://doverde.maps.arcgis.com/home/index.html>

Other Activities

- **Downtown Dover Strategic Master Plan:** The Downtown Dover Partnership's Strategic Master Plan is known as ***"Transforming Downtown Dover: Capital City 2030"*** (January 2023). Various partners are focusing on aspects of Plan implementation. The Downtown Dover Partnership is moving forward with the development of priority project sites and other developers are working on finalizing plans for The Old Post (mixed use building including apartments). Also, the City is planning for water and sanitary sewer improvement projects for the Loockerman Street corridor. Utility relocations associated with the Dover Mobility Center project

are underway.

- **Community Assistance Visit:** As part of the National Flood Insurance Program (NFIP), staff from DNREC visited the City of Dover to complete the Community Audit Visit (CAV). The purpose of the visit is to evaluate the effectiveness of local floodplain management ordinance, permitting and enforcement practices. The visit included document reviews and site observation field visits. The City utilizes the FEMA Flood Insurance Rate Maps (FIRM) for information on the location of the Special Flood Hazard Areas (1% Annual Chance Flood/ 100-year floodplain) along with provisions of the *Zoning Ordinance*, Article 5 Section 11 and *Dover Code of Ordinances*, Chapter 50 – Floods which limit construction in the Special Flood Hazard Areas.
- **Senate Joint Resolution 8 – Land Use Reform Pilot Program:** The City of Dover is participating in the SJR8- Land Use Reform Pilot Program to support Affordable Housing. A Kick-off Meeting was held with City Staff, the assigned consultant (Rossi Group), and the Delaware State housing Authority Staff on March 23, 2026. This involved information on the schedule of the pilot program, the housing Resources Committee, and a general program schedule. The consultant is beginning the data gathering and outlining the anticipated schedule and work tasks.

Construction Activities

- In March 2026, Residential Building Permits were issued for two (2) single family detached dwellings and two (2) Duplex Units in Eden Hill Farm TND (Chatham Bay); three (3) single family detached dwellings at Rojan Meadows PND; and single-family detached dwellings on Baltray Road and W. Reed Street.
- Certificates of Occupancy were issued for four (4) Townhouse units in the Villages of Maple Dale PND and two (2) Duplex units in Eden Hill Farm TND by D.R. Horton.
- Building Permits were issued in March for renovations on the DSU-Downtown campus; the Site Work Permit for the Legislative Hall Parking Garage project (S-24-14); interior renovations at the UPS Store in Greentree Shopping Center; construction of VIP Box at Delaware state University Stadium; multiple game courts at YMCA Outdoor Center on Kenton Road (S-25-06); interior renovations at 1710 N DuPont Highway; renovations at Applebee's on N. DuPont Highway; and Parking Lot construction at 505 S. Governors Avenue for Bayhealth (S-25-09);
- A Temporary Certificate of Occupancy was issued for the renovations to the Fire & Ice Bar at Bally's Hotel and Casino.

	MARCH 2026 (FY26)	TOTAL FOR FY26
New Home Permits Issued	9	65
Value of Commercial Projects	\$2,819,638.00	\$25,098,107.00
Downtown Incentives (Fees Waived)	\$2,209.00	\$17,172.40

Building Inspections & Licensing Summary

	Current	July 2025– June 2026	March FY'25	July 2024— June 2025
PERMITTING AND LICENSING				
Permits Issued	MARCH (2026) FY 26	FYTD 26	MARCH (2025) FY25	FYTD 25
Administrative Permit	6	26	3	25
Building Addition/Renovation Permits	39	238	24	229
Building Permits	18	138	26	182
Demolition Permits	4	14	2	21
Fence Permits	8	99	15	127
Fire Prevention Permits	5	67	10	63
Mechanical Permits	27	361	31	356
Plumbing Permits	58	363	29	286
Sign Permits	0	62	11	59
Swimming Pool Permits	1	4	0	10
Wireless Communications Facilities	0	12	2	2
Subtotal		1384		1360
Business Licenses	33	1819	52	1784
Merchant Licenses	2	321	5	331
Contractor Licenses	37	1258	30	1251
Subtotal		3398		3366
Lodging House Licenses	0	52	1	29
Public Occupancy	50	506	86	427
Rental Dwelling	344	2724	381	2517
Subtotal		3282		2973
Manufactured Homes	2	358	4	311
BUILDING INSPECTIONS				
Inspections	MAR (2026) FY 26	FYTD 26	MAR (2025) FY25	FYTD 25
Building (Inspections/CBI/Site Meetings)	151	1505	122	2081
Plumbing/Mechanical	45	1002	210	2215
Certificate of Occupancy	9	70	23	131

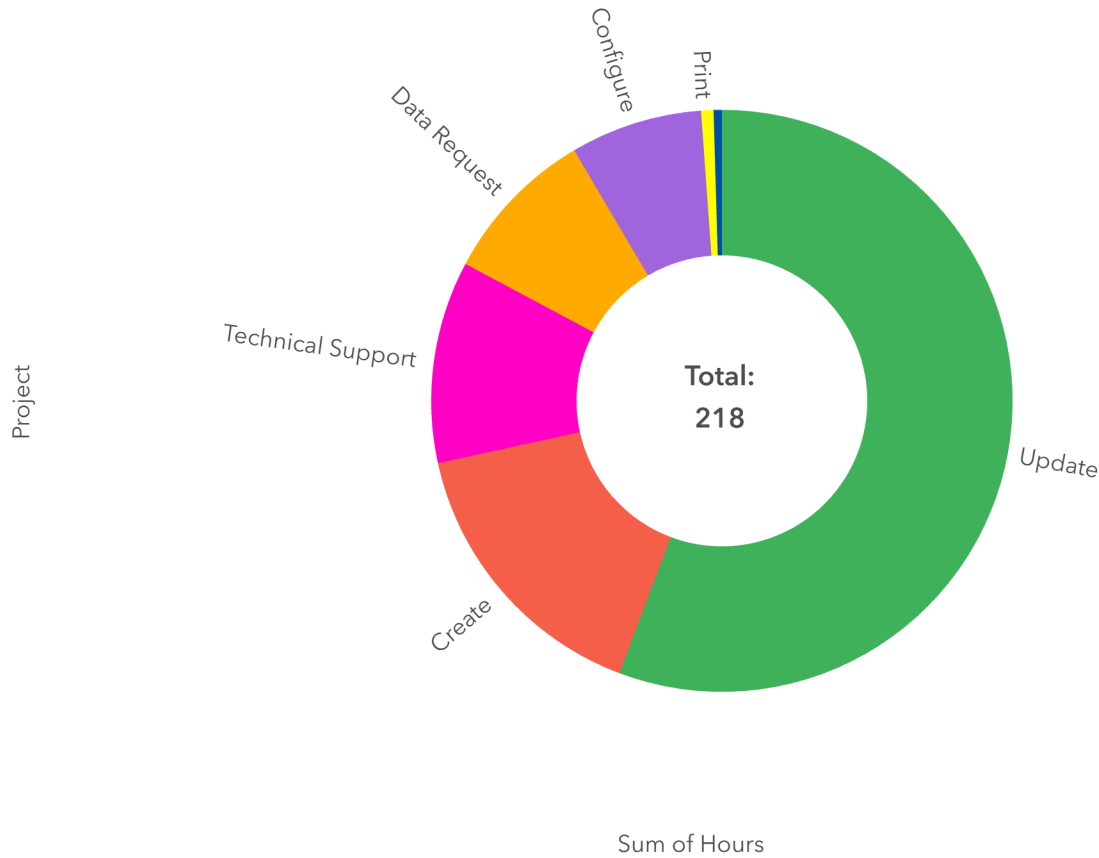


Department of Public Works

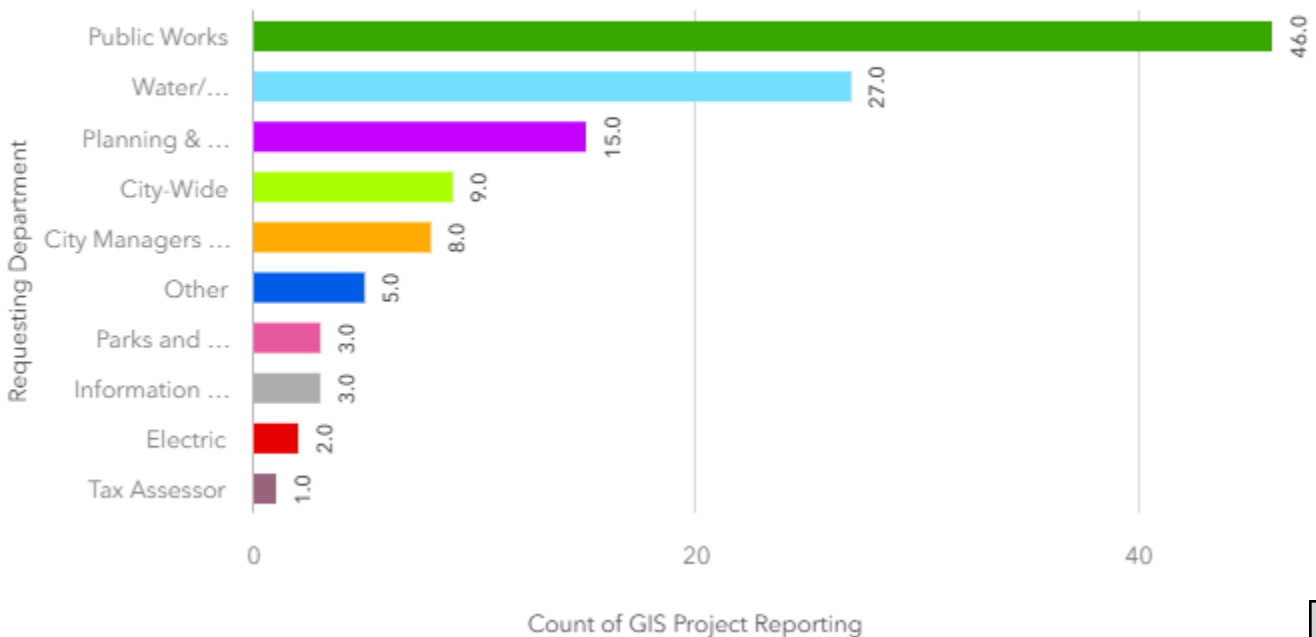
March 2026 Monthly Report



GIS Project Hours - Type



GIS Project Hours by Department



Sanitation

Item #25.

Trips to the Landfill (Mar)

244



Count of DSWA_Billing_Detail

Tonnage (Mar)

1,284



Sum of Tons

FYTD 26 - Trips to Landfill

1,856

Count of DSWA_Billing_Detail

FYTD 26 - Tonnage

10,036

Sum of Tons

FYTD 25 - Trips to Landfill

1,848

Count of DSWA_Billing_Detail

FYTD 25 - Tonnage

9,519

Sum of Tons



Sanitation Hours Breakdown

Mar. Hours - Refuse Total & Container Delivery

	RefuseCollectionHrs	RefuseHrs_FYTD	ContainerDeliveryHrs	ContainerDelHrs_FYTD
1	683	4,480	10	172

Total Records: 1

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

	BulkHrs	BulkHrs_FYTD	HandTrash	HandHrs_FYTD	YardWaste	YardWasteHrs_FYTD
1	453	3,105.5	448	3,337	0	1,198

Total Records: 1

Recycling Customers

10,430



Count of Recycling Customers

Curbside Recycling Numbers - Mar...



	Cans_Colle...	Weight_Lbs	Ave_Weigh...
1	20,362	181,840	8.9304

Total Records:

Page 186

Streets

Item #25.

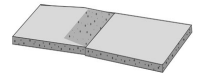
Signs Installed/Repaired

2



Concrete Repairs Mar 2026

4



Count of Streets Concrete Repair

Signs Workorders FYTD

79

Concrete Repairs FYTD

419

Count of Streets Concrete Repair

Sign FYTD 2025

190

Concrete Repairs FYTD 2025

213

Count of Streets Concrete Repair

Hot Mix Repairs in Mar. 2025

2



Potholes Filled Mar. 2026

116



Hot Mix Repairs in FYTD

38

Potholes Filled FYTD

542

Streets Panting:



3 Handicap Parking Space /
15' Yellow Curb

Catch Basins Cleaned

43 

Sum of Number of Catch Basins

Inspections

2 

Count of GISADMIN.Stormwater_Workorder_...

Stormwater Structures Repaired

5 

Count of GISADMIN.Stormwater_Workorder_Tracking

City Ditch Work - Ft Maintained

1,342.8 March / 13,117.7 FYTD



Street Sweeping Road Miles

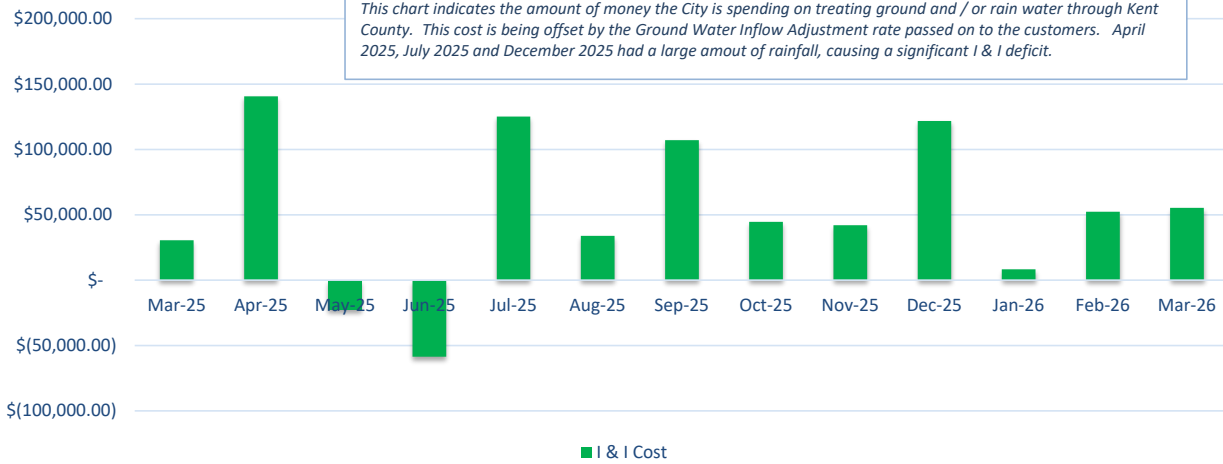
1,291 

Sum of Miles Traveled

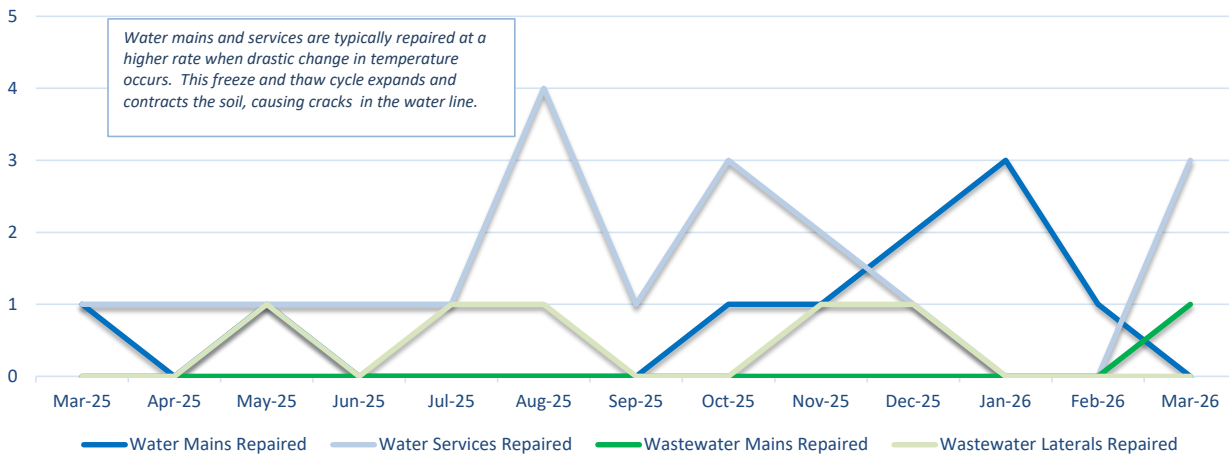


CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Mar-26

Inflow & Infiltration Costs



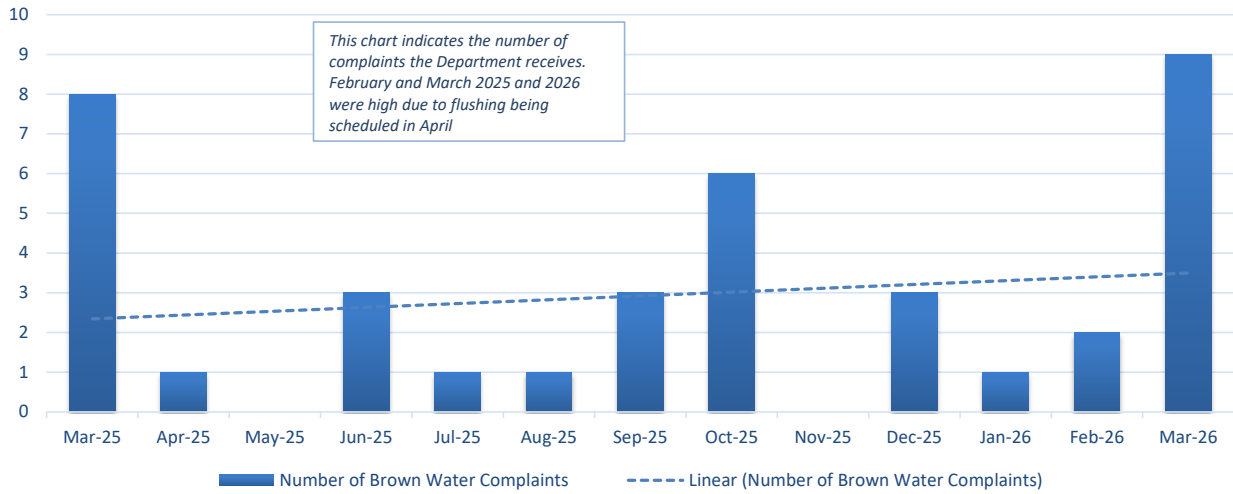
Water & Wastewater Repairs





CITY OF DOVER
DEPARTMENT OF WATER & WASTEWATER
MONTHLY REPORT
Mar-26

Number of Brown Water Complaints

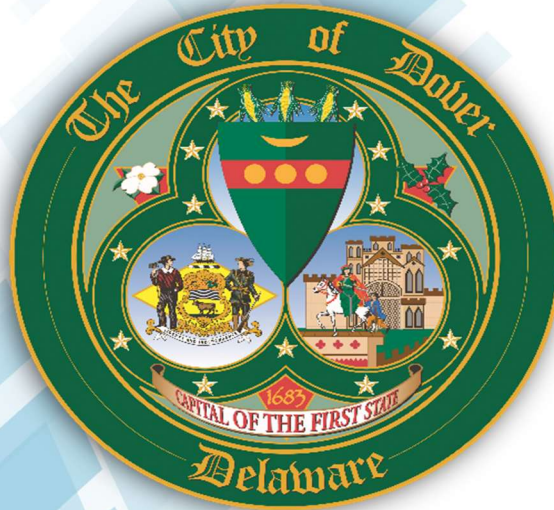


Department Spotlight - March

The Department of Water & Wastewater recently installed a generator at a water production well. This will provide a level of redundancy if there is a significant power outage.



City of Dover



Finance Department

MONTHLY REPORT

December 2025

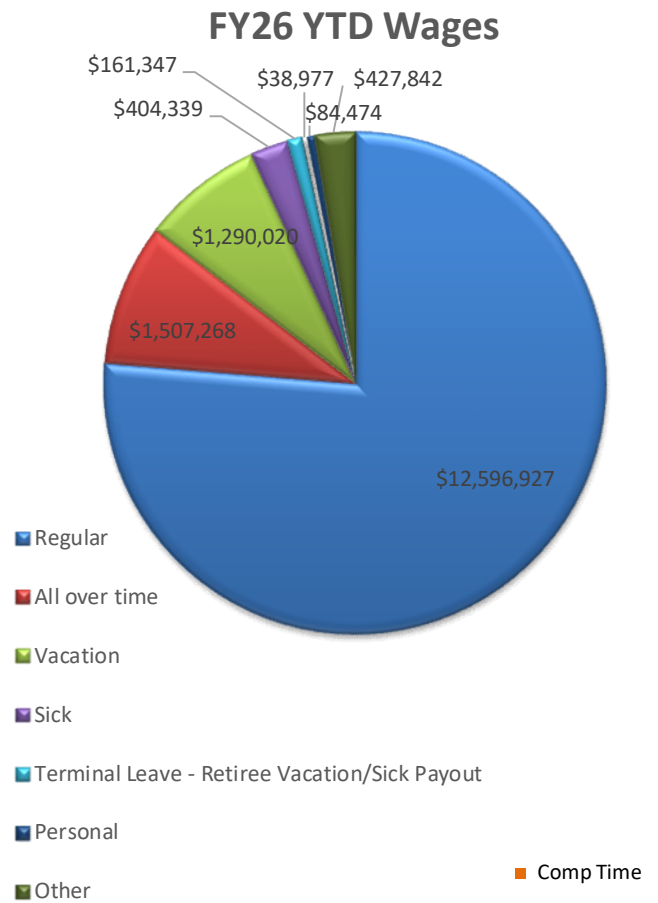
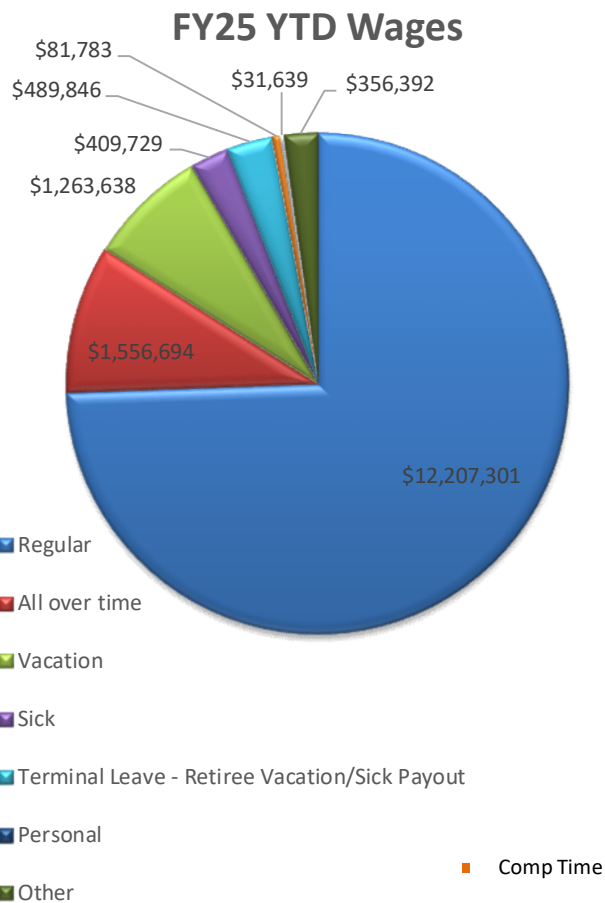
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

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CITY OF DOVER ACTIVITY REPORTS December 2025

	FY25 YTD	FY26 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	3,503	3,282
Total Amount of All Deposits	\$ 114,202,517	\$ 110,991,120
Other Activity		
Number of Pay Periods	14	13
Number of Direct Deposits Issued	5,683	5,406
Number of Pension Checks Issued	1,759	1,503
Total Pension Benefits Paid - Defined Benefit Plan	\$ 3,317,787	\$ 3,117,932

ACCOUNTS PAYABLE		
Number of Check Vouchers	2,765	2,451
Number of EFT Vouchers	1,603	1,628
Vouchers Dollar Amount Disbursed	\$ 53,328,327	\$ 56,538,508



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

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

Revenues

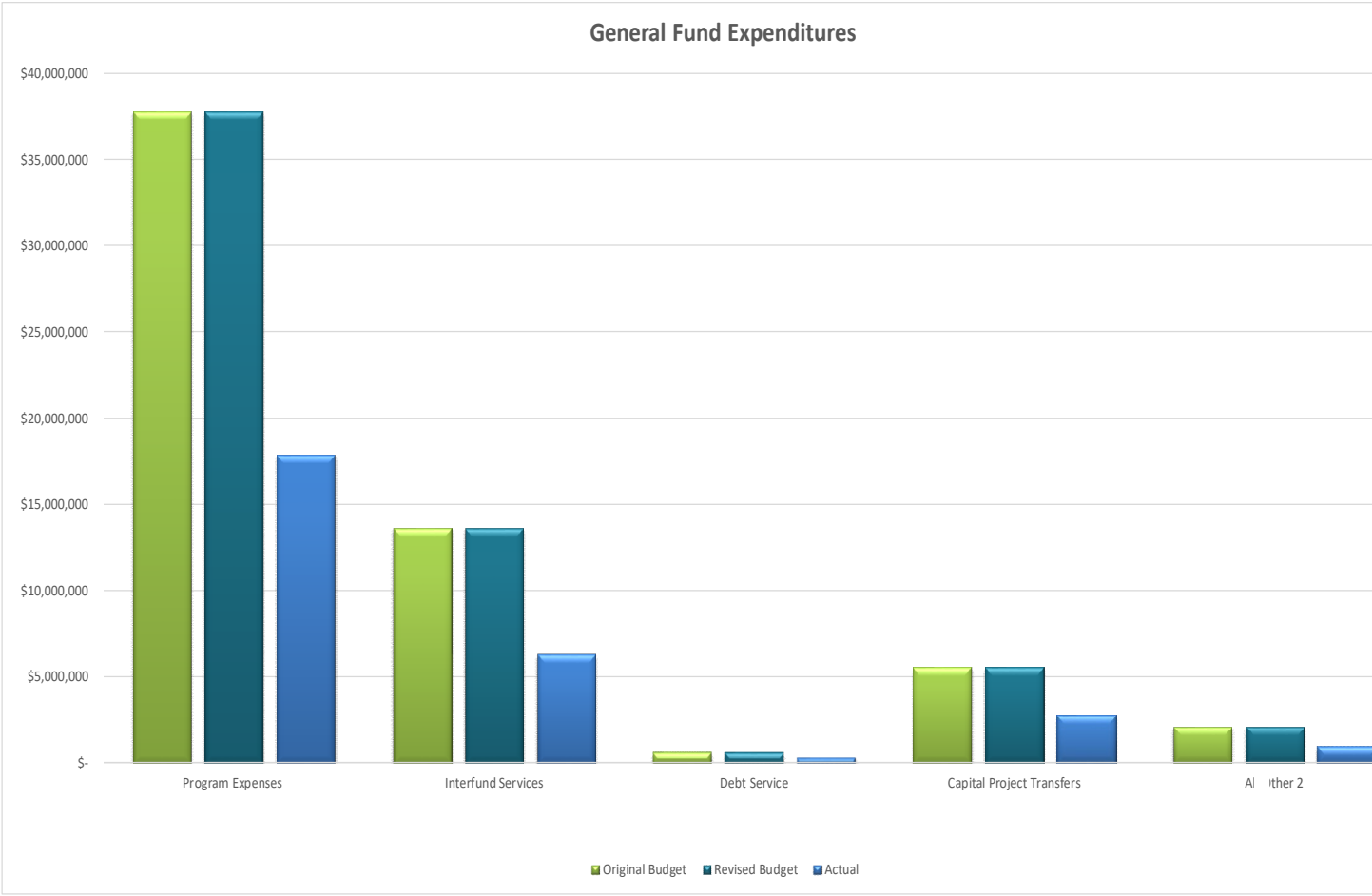
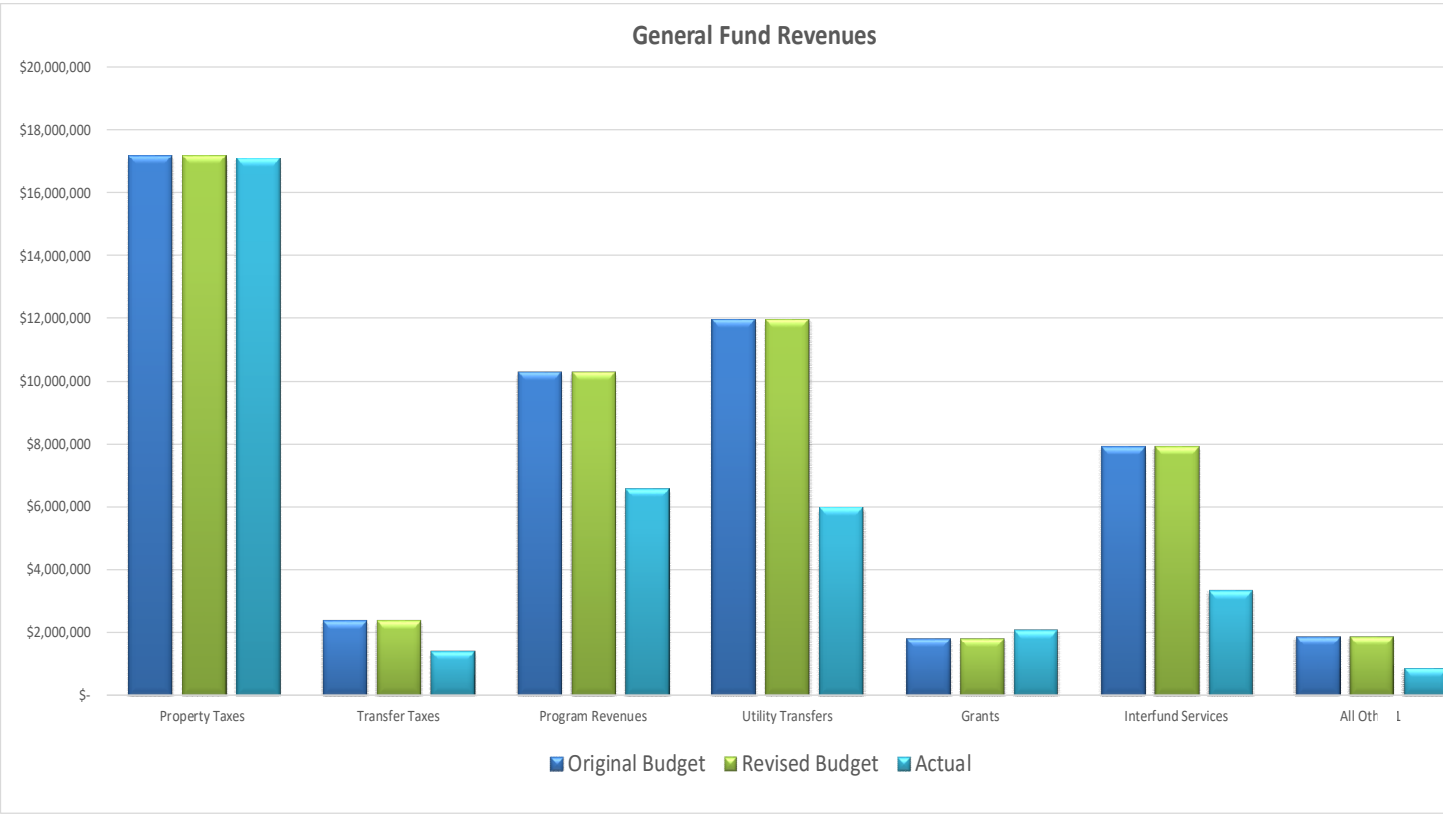
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$ 17,200,000	\$ 17,112,607	99%
Transfer Taxes	2,400,000	2,400,000	1,430,059	60%
Program Revenues	10,320,100	10,320,100	6,598,407	64%
Utility Transfers	12,000,000	12,000,000	6,000,000	50%
Grants	1,821,500	1,821,500	2,103,201	115%
Interfund Services	7,938,700	7,938,700	3,358,778	42%
All Other ¹	1,900,000	1,900,000	890,822	47%
	\$ 53,580,300	\$ 53,580,300	\$ 37,493,874	70%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$ 37,813,700	\$ 17,906,938	47%
Interfund Services	13,654,000	13,644,000	6,325,798	46%
Debt Service	625,200	625,200	314,256	50%
Capital Project Transfers	5,511,200	5,511,200	2,755,600	50%
All Other ²	2,147,800	2,147,800	975,305	45%
	\$ 59,742,000	\$ 59,741,900	\$ 28,277,898	47%

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

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



City of Dover
Water Fund Summary
Fiscal Year to Date December 2025

Revenues

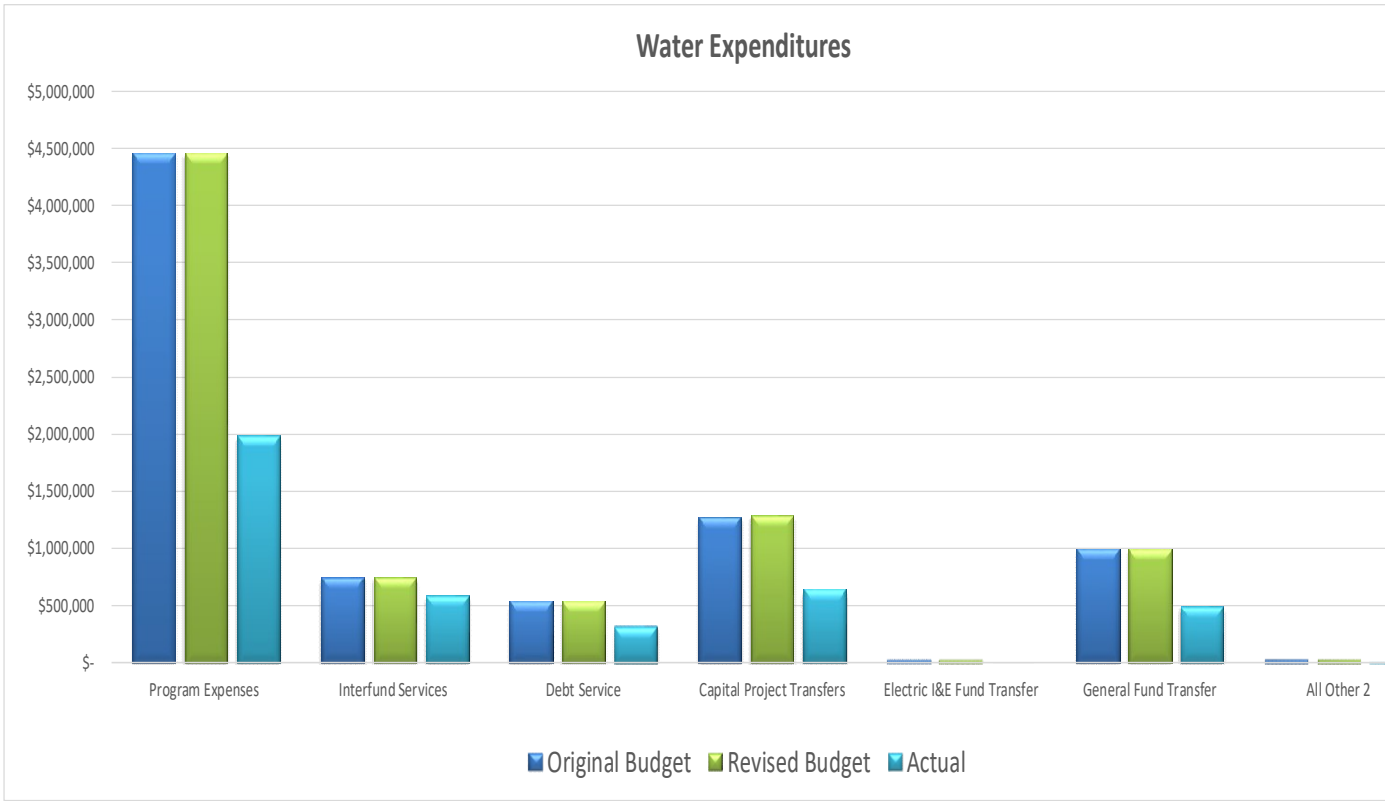
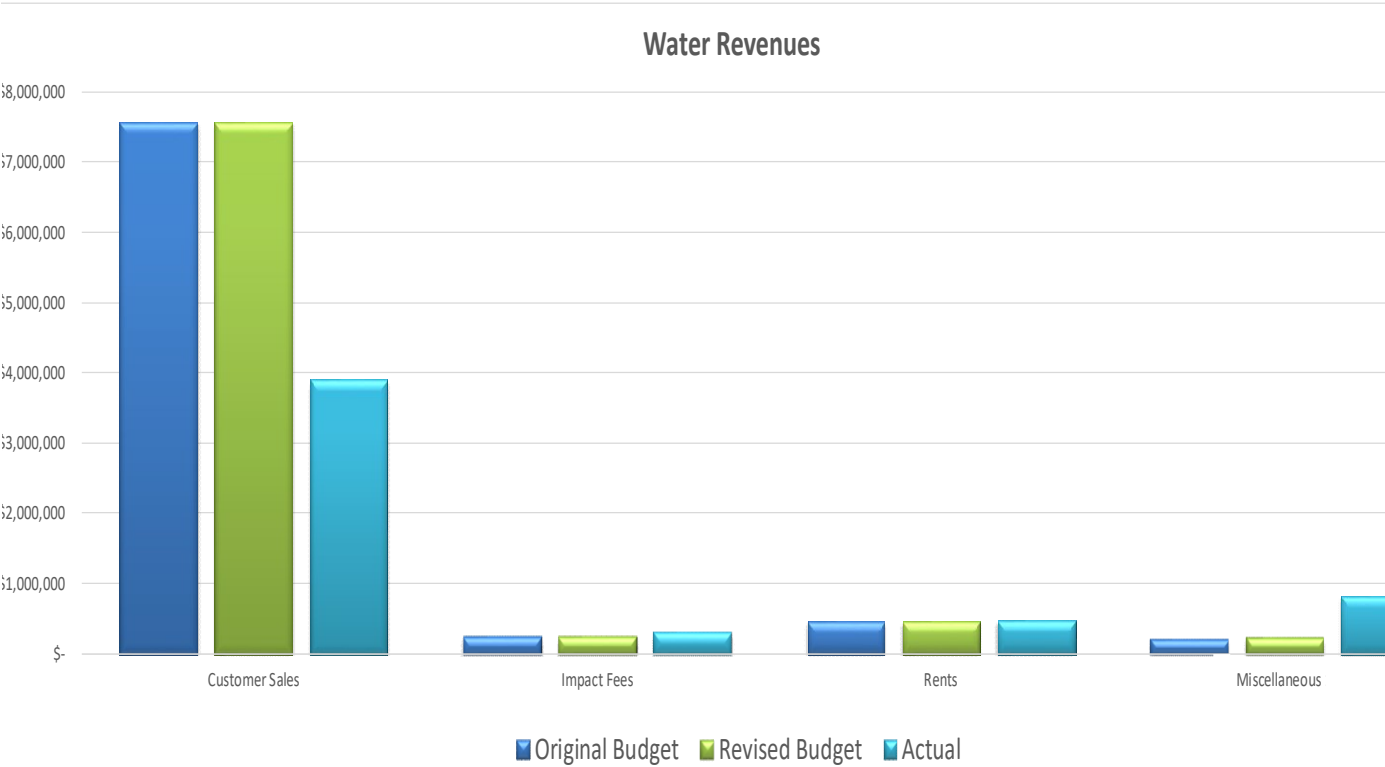
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$ 7,568,500	\$ 3,892,933	51%
Impact Fees	250,000	250,000	311,369	125%
Rents	464,000	464,000	478,686	103%
Miscellaneous ¹	215,400	224,400	833,949	372%
	<u>\$ 8,497,900</u>	<u>\$ 8,506,900</u>	<u>\$ 5,516,938</u>	<u>65%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$ 4,469,100	\$ 1,989,638	45%
Interfund Services	750,900	750,900	590,456	79%
Debt Service	543,000	543,000	315,826	58%
Capital Project Transfers	1,280,600	1,289,600	640,300	50%
Electric I&E Fund Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	500,000	50%
All Other ²	30,000	30,000	11,022	37%
	<u>\$ 8,098,600</u>	<u>\$ 8,107,600</u>	<u>\$ 4,047,241</u>	<u>50%</u>

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

² Includes Bank & CC Fees.



City of Dover
Wastewater Fund Summary
Fiscal Year to Date December 2025

Revenues

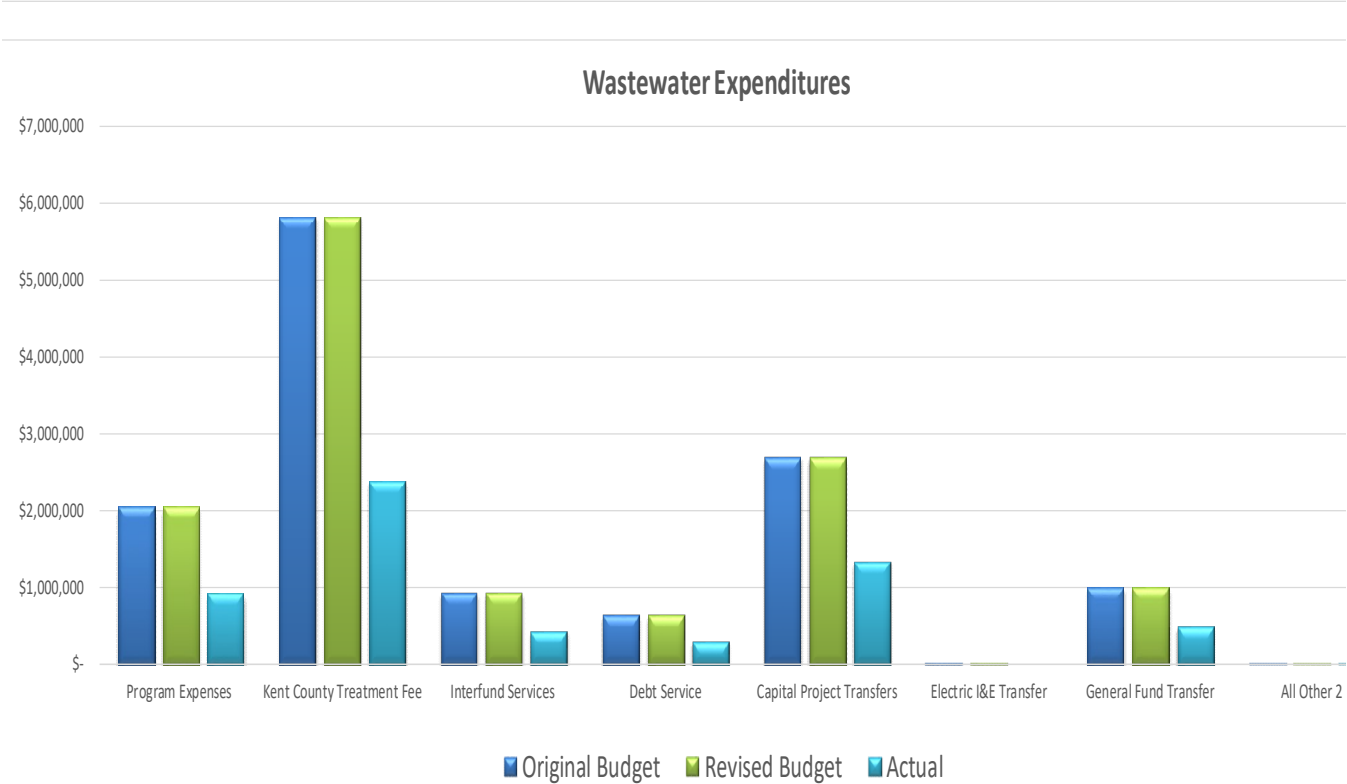
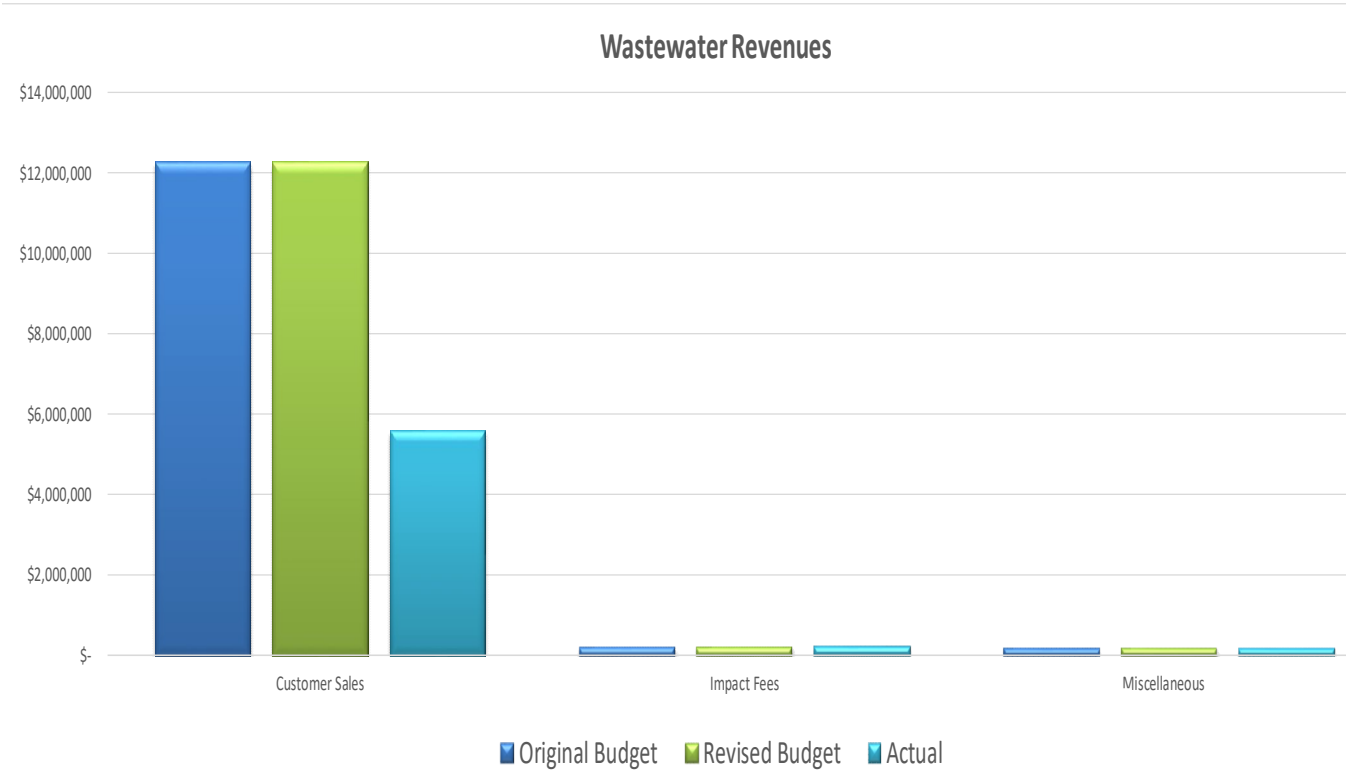
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500	\$ 12,276,500	\$ 5,600,713	46%
Impact Fees	235,000	235,000	243,198	103%
Miscellaneous ¹	200,200	200,200	186,574	93%
	<u>\$ 12,711,700</u>	<u>\$ 12,711,700</u>	<u>\$ 6,030,486</u>	<u>47%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300	\$ 2,044,300	\$ 918,955	45%
Kent County Treatment Fee	5,822,500	5,822,500	2,382,929	41%
Interfund Services	935,200	935,200	439,871	47%
Debt Service	644,000	644,000	300,483	47%
Capital Project Transfers	2,694,900	2,694,900	1,347,450	50%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	500,000	50%
All Other ²	11,000	11,000	3,564	32%
	<u>\$ 13,176,900</u>	<u>\$ 13,176,900</u>	<u>\$ 5,893,252</u>	<u>45%</u>

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

² Includes Bank & CC Fees.



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

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$ 103,145,400	\$ 50,106,624	49%
All Other ¹	3,045,000	3,045,000	1,901,953	62%
	<u>\$ 106,190,400</u>	<u>\$ 106,190,400</u>	<u>\$ 52,008,577</u>	<u>49%</u>

Expenditures

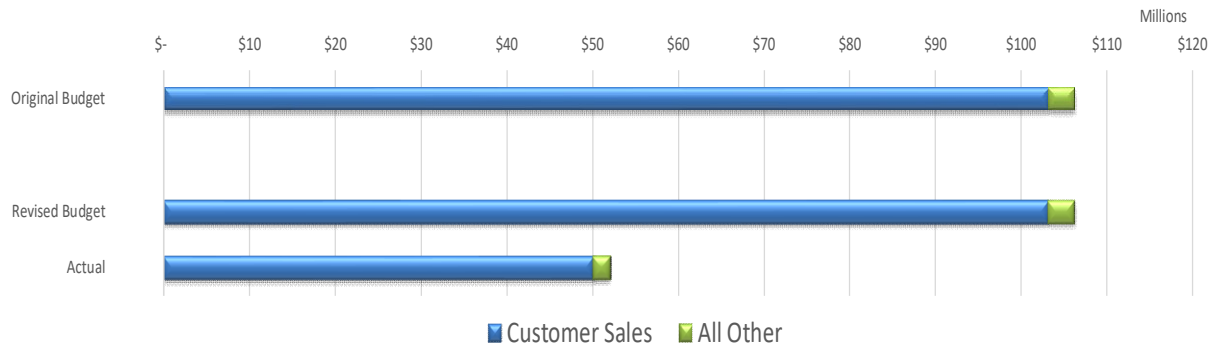
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$ 82,354,500	\$ 32,181,174	39%
Electric Operating Div. Exp.	11,276,300	11,276,300	5,265,014	47%
Interfund Services	5,123,800	5,123,800	2,328,451	45%
Debt Service	1,376,300	1,376,300	702,350	51%
Capital Project Transfers	10,538,300	10,538,300	5,269,150	0%
General Fund Transfer	10,000,000	10,000,000	5,000,000	50%
All Other ²	2,503,500	2,503,500	1,140,105	46%
	<u>\$ 123,172,700</u>	<u>\$ 123,172,700</u>	<u>\$ 51,886,243</u>	<u>42%</u>

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

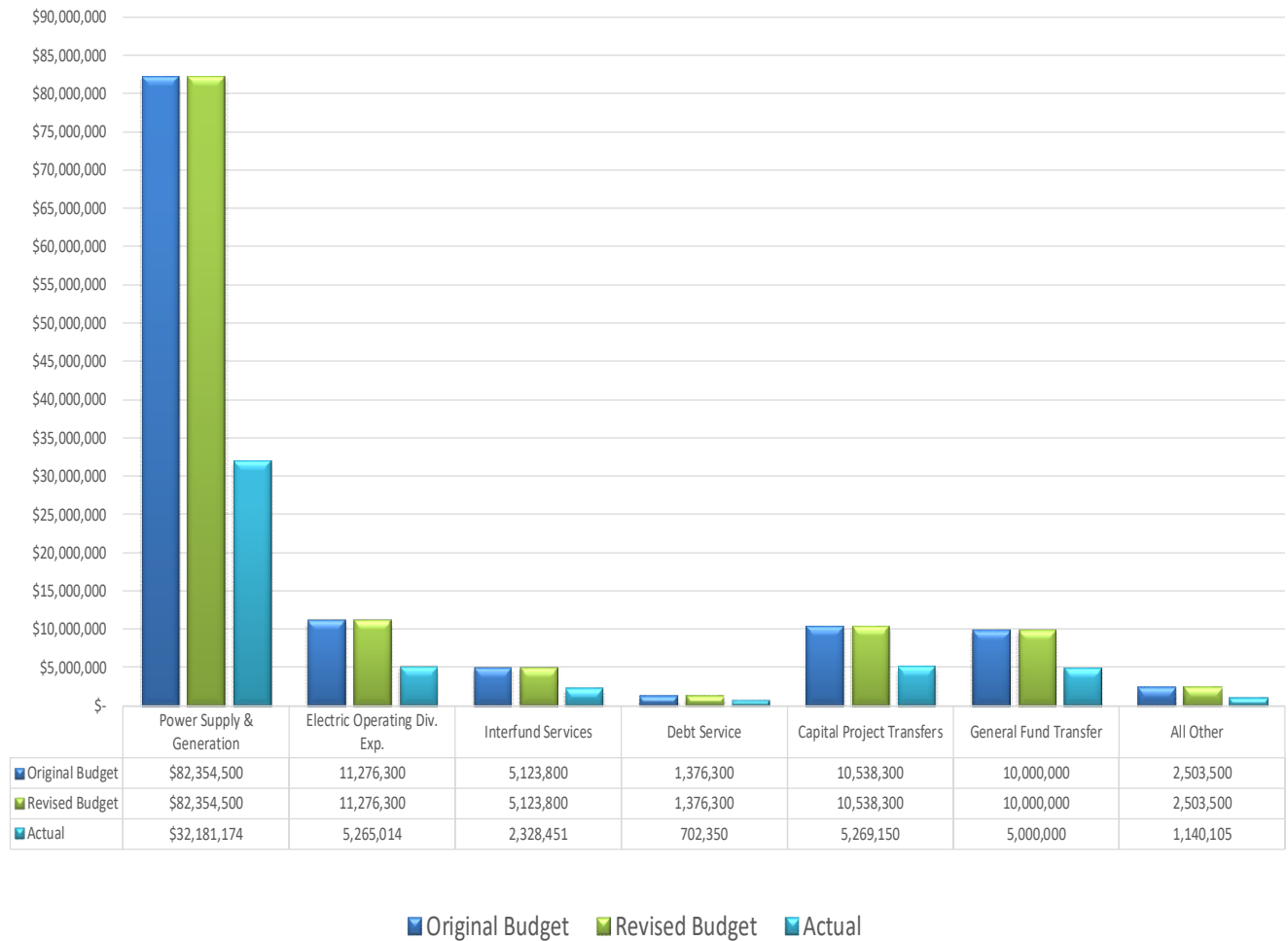
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	366,895
Sales per MWh	\$133.22	\$133.22	\$134.38
Purchased/Generated MWh	770,241	770,241	376,710
All In MWh Supply & Generation	\$106.86	\$106.86	\$85.43

Electric Fund - Revenues

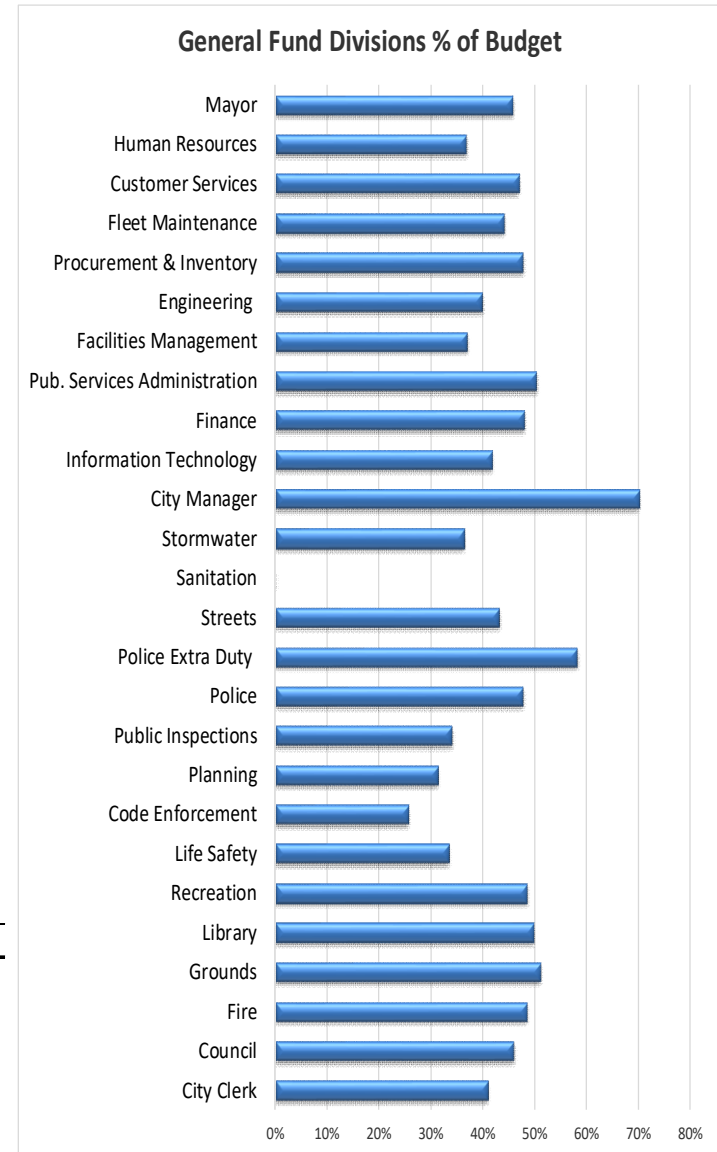


Electric Fund - Expenditures



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

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 492,900	\$ 200,771	41%
Council	276,600	276,600	126,392	46%
Fire	1,133,800	1,133,700	548,096	48%
Grounds	2,047,300	2,047,300	1,041,213	51%
Library	2,378,800	2,378,800	1,179,814	50%
Recreation	1,653,300	1,653,300	800,728	48%
Life Safety	1,664,100	1,664,100	555,209	33%
Code Enforcement	1,143,700	1,143,700	291,829	26%
Planning	1,079,800	1,089,800	339,516	31%
Public Inspections	769,100	769,100	260,618	34%
Police	24,762,300	24,762,300	11,785,048	48%
Police Extra Duty	910,700	910,700	528,176	58%
Streets	899,800	903,300	388,779	43%
Sanitation	-	-	709,930	0%
Stormwater	1,104,900	1,101,400	398,529	36%
City Manager	1,485,300	1,485,300	1,038,562	70%
Information Technology	1,045,700	1,045,700	434,499	42%
Finance	1,039,800	1,029,800	492,317	48%
Pub. Services Administration	743,500	743,500	372,762	50%
Facilities Management	807,900	807,900	296,875	37%
Engineering	303,500	303,500	120,666	40%
Procurement & Inventory	1,012,700	1,012,700	481,926	48%
Fleet Maintenance	1,139,800	1,139,800	500,452	44%
Customer Services	1,515,900	1,515,900	709,077	47%
Human Resources	529,900	529,900	193,896	37%
Mayor	316,700	316,700	144,349	46%
\$ 50,257,800	\$ 50,257,700	\$ 23,940,029	48%	



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date December 2025

Water Divison

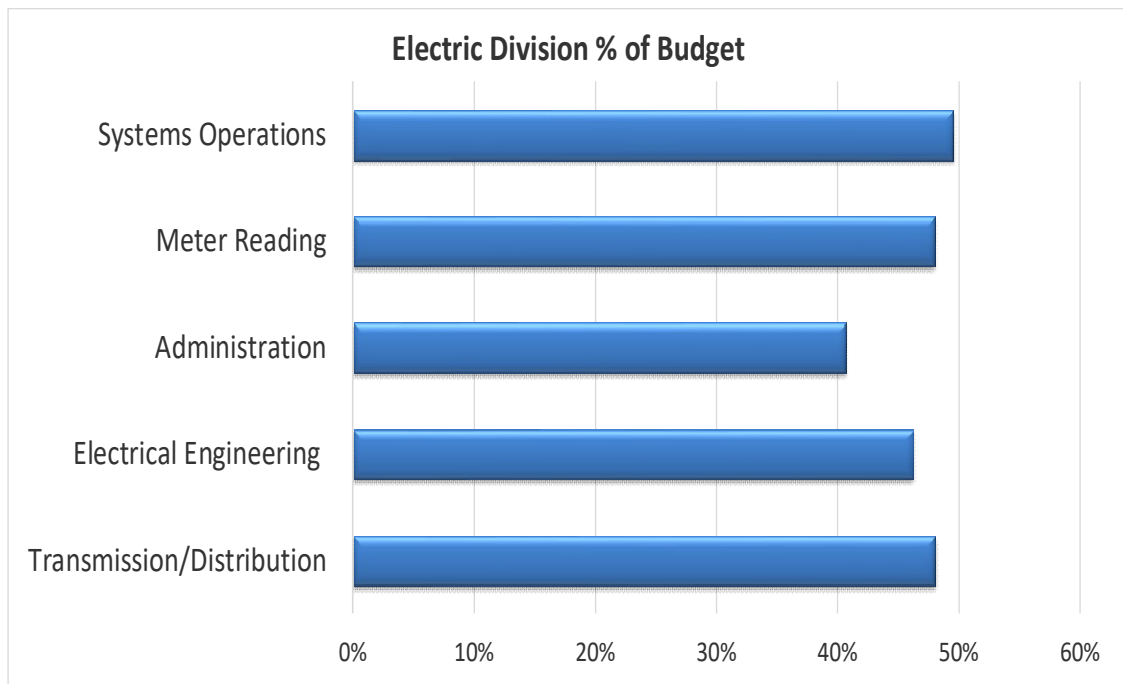
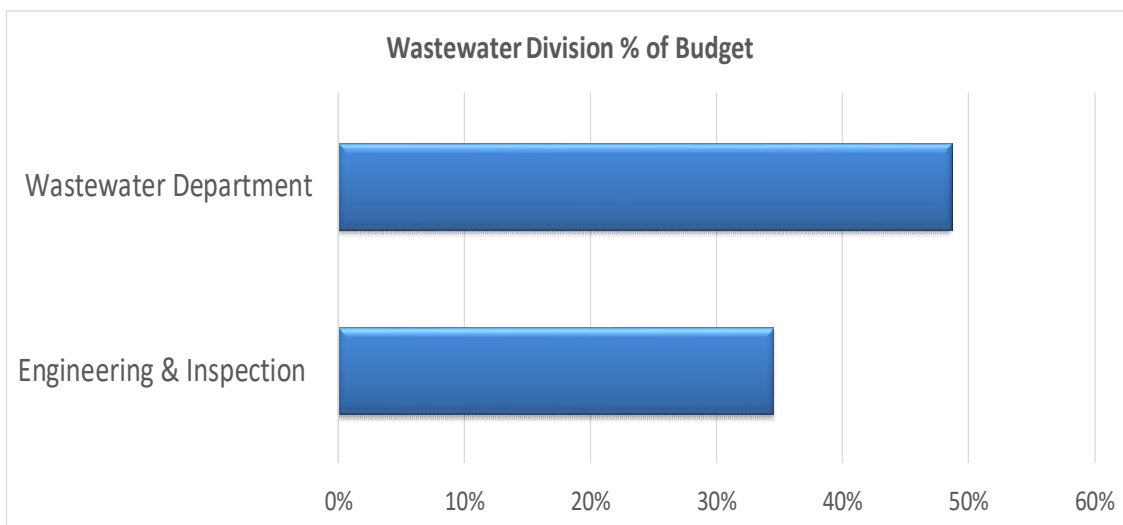
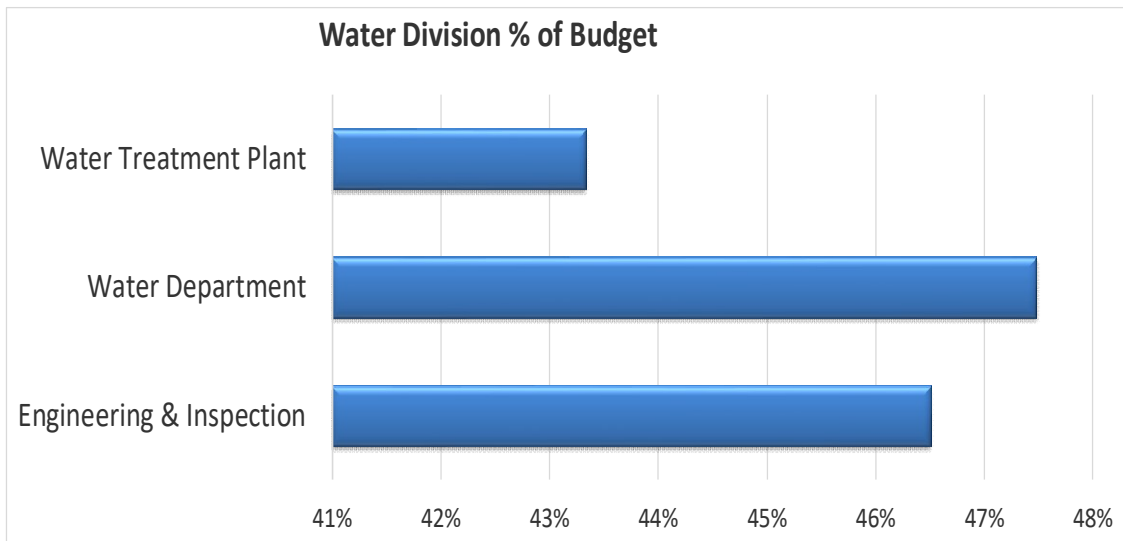
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$ 416,600	\$ 193,728	47%
Water Department	971,000	971,000	460,947	47%
Water Treatment Plant	3,081,500	3,081,500	1,334,962	43%
	<u>\$ 4,469,100</u>	<u>\$ 4,469,100</u>	<u>\$ 1,989,638</u>	<u>45%</u>

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$ 519,900	\$ 179,038	34%
Wastewater Department	1,524,400	1,524,400	739,917	49%
	<u>\$ 2,044,300</u>	<u>\$ 2,044,300</u>	<u>\$ 918,955</u>	<u>45%</u>

Electric Division

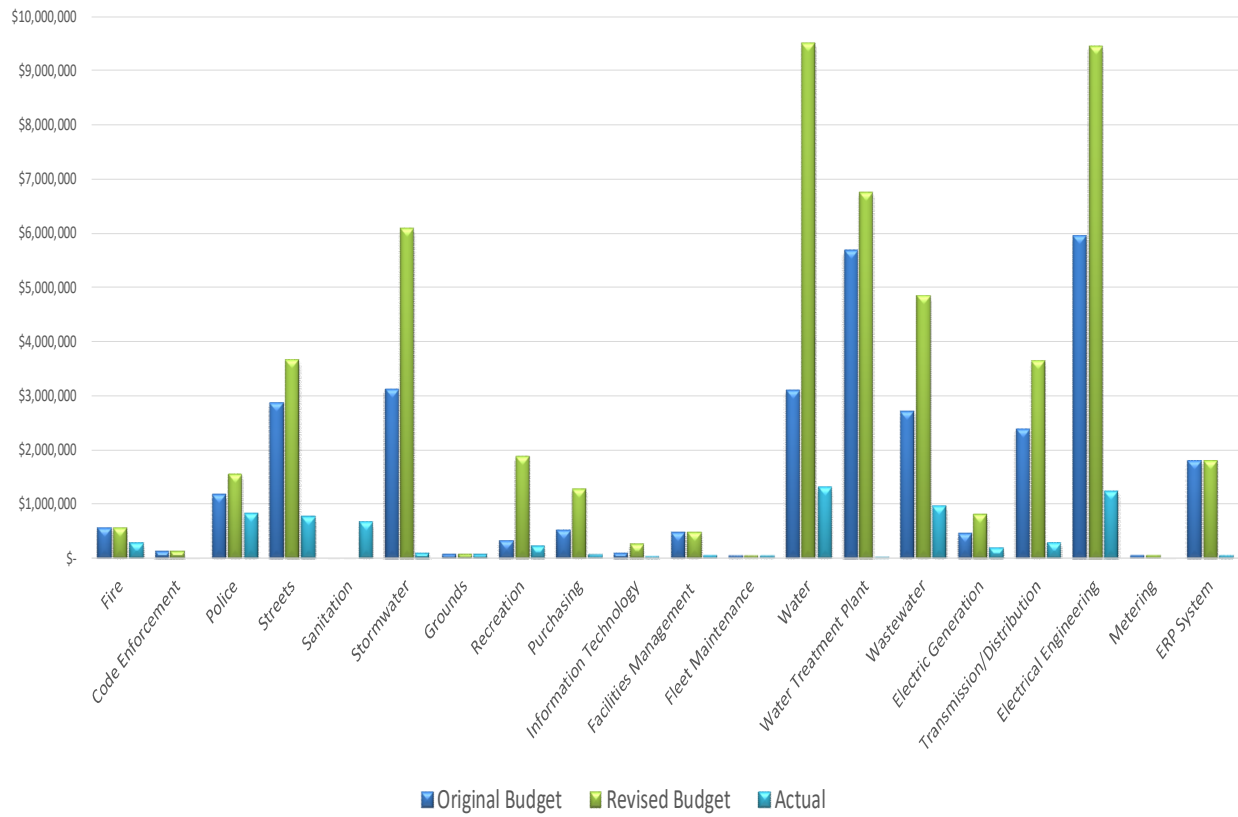
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$ 5,743,600	\$ 2,757,971	48%
Electrical Engineering	2,052,000	2,052,000	948,013	46%
Administration	1,751,900	1,751,900	711,561	41%
Meter Reading	569,400	569,400	273,085	48%
Systems Operations	1,159,400	1,159,400	574,383	50%
	<u>\$ 11,276,300</u>	<u>\$ 11,276,300</u>	<u>\$ 5,265,014</u>	<u>47%</u>



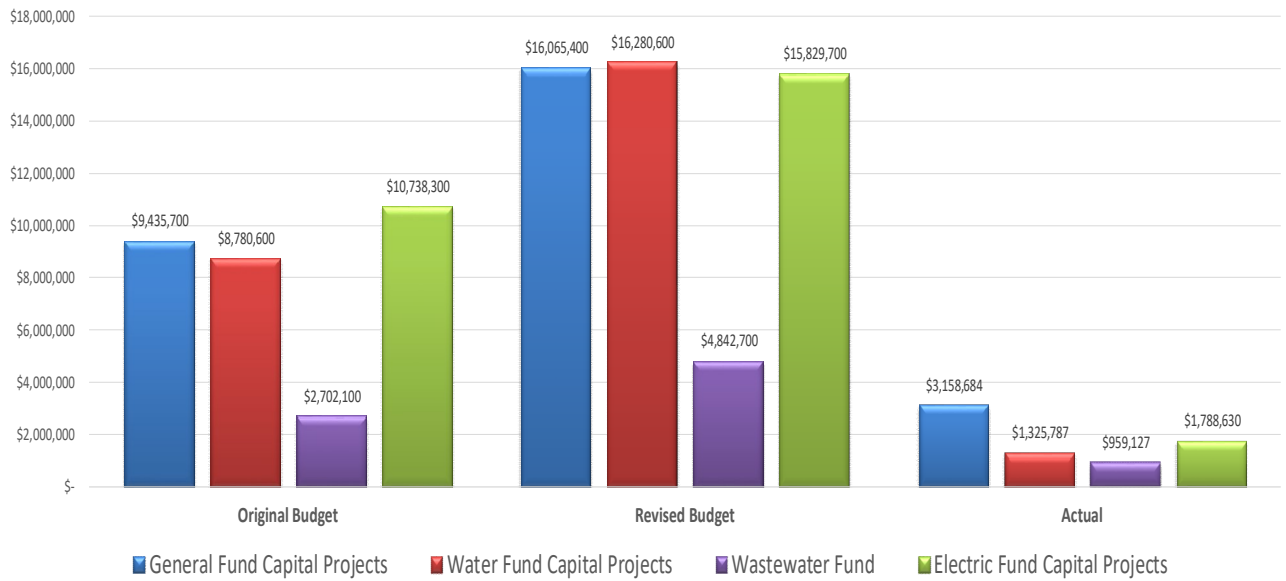
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date December 2025

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 569,500	\$ 284,693	50%
Code Enforcement	135,000	135,000	-	0%
Police	1,176,400	1,562,600	833,191	53%
Streets	2,870,000	3,667,600	767,952	21%
Sanitation	-	-	670,994	0%
Stormwater	3,124,000	6,093,700	108,393	2%
Grounds	85,000	81,900	79,154	97%
Recreation	330,000	1,890,200	229,665	12%
Purchasing	517,000	1,280,100	60,050	5%
Information Technology	110,700	263,600	31,416	12%
Facilities Management	474,000	480,100	55,370	12%
Fleet Maintenance	44,100	41,100	37,807	0%
General Fund Capital Projects	\$ 9,435,700	\$ 16,065,400	\$ 3,158,684	20%
<u>Water Fund</u>				
Water	\$ 3,098,600	\$ 9,514,400	\$ 1,307,739	14%
Water Treatment Plant	5,682,000	6,766,200	18,048	0%
Water Fund Capital Projects	\$ 8,780,600	\$ 16,280,600	\$ 1,325,787	8%
<u>Wastewater Fund</u>				
Wastewater	\$ 2,702,100	\$ 4,842,700	\$ 959,127	20%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 4,842,700	\$ 959,127	20%
<u>Sanitation Fund</u>				
Sanitation	\$ 735,000	\$ 1,474,000	\$ -	0%
Sanitation Fund Capital Projects	\$ 735,000	\$ 1,474,000	\$ -	0%
<u>Electric Fund</u>				
Electric Generation	\$ 460,000	\$ 807,800	\$ 200,580	25%
Transmission/Distribution	2,400,000	3,649,000	291,287	8%
Electrical Engineering	5,964,000	9,458,600	1,245,888	13%
Metering	50,800	50,800	-	0%
ERP System	1,803,500	1,803,500	50,875	3%
Electric Administration	60,000	60,000	-	0%
Electric Fund Capital Projects	\$ 10,738,300	\$ 15,829,700	\$ 1,788,630	11%
TOTAL CAPITAL PROJECTS	\$ 32,391,700	\$ 32,391,700	\$ 7,232,228	22%

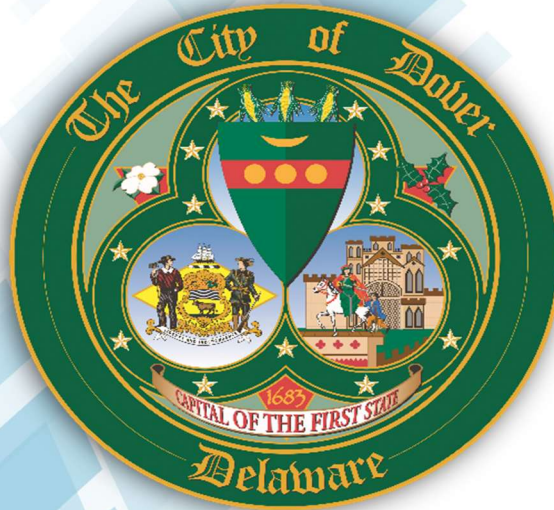
Capital Outlay - All Divisions



Capital Outlay - By Fund



City of Dover



Finance Department

MONTHLY REPORT

January 2026

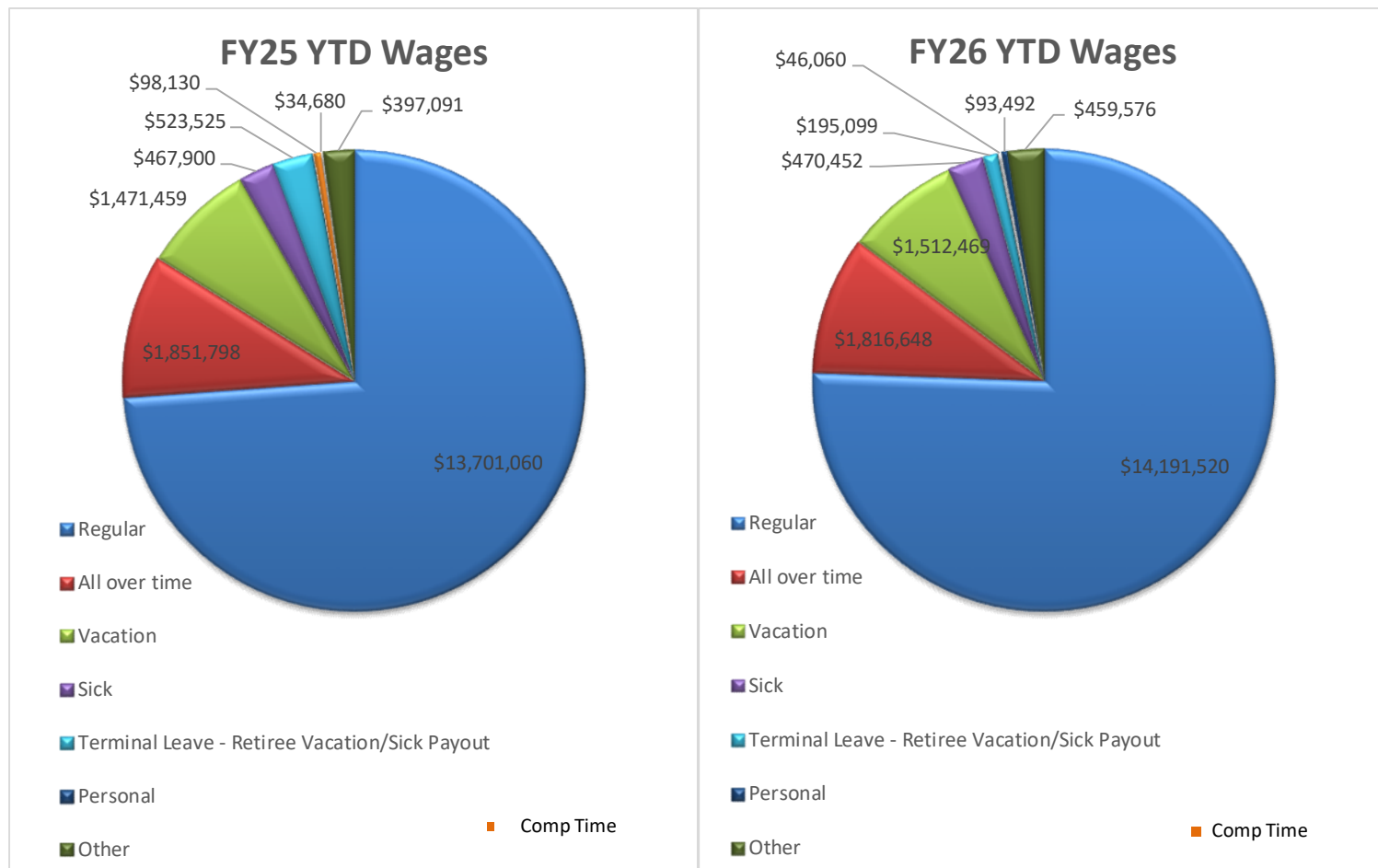
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CITY OF DOVER ACTIVITY REPORTS January 2026

	FY25 YTD	FY26 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	4,005	3,282
Total Amount of All Deposits	\$ 124,797,784	\$ 110,991,120
Other Activity		
Number of Pay Periods	16	15
Number of Direct Deposits Issued	6,502	6,226
Number of Pension Checks Issued	2,022	1,758
Total Pension Benefits Paid - Defined Benefit Plan	\$ 3,852,114	\$ 3,640,657

ACCOUNTS PAYABLE		
Number of Check Vouchers	2,996	2,451
Number of EFT Vouchers	1,780	1,628
Vouchers Dollar Amount Disbursed	\$ 61,004,818	\$ 56,538,508



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

City of Dover
General Fund Summary
Fiscal Year to Date January 2026

Revenues

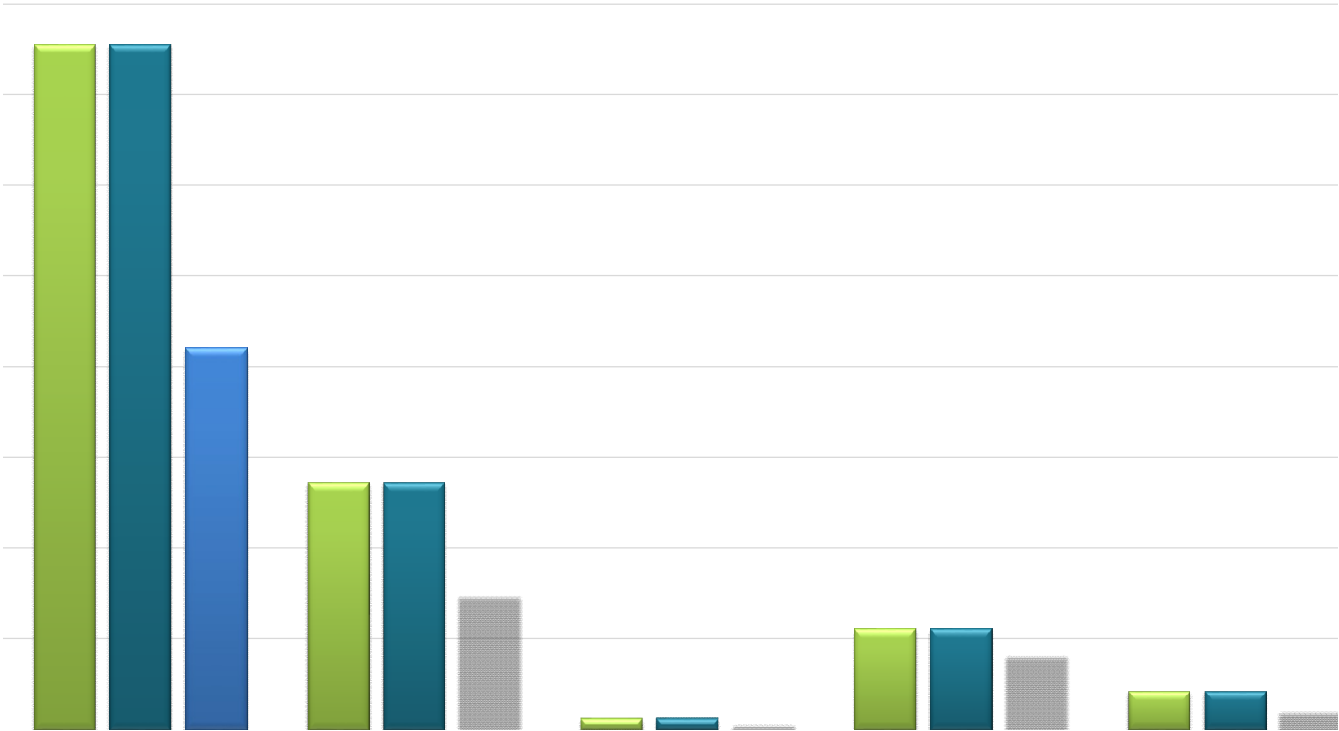
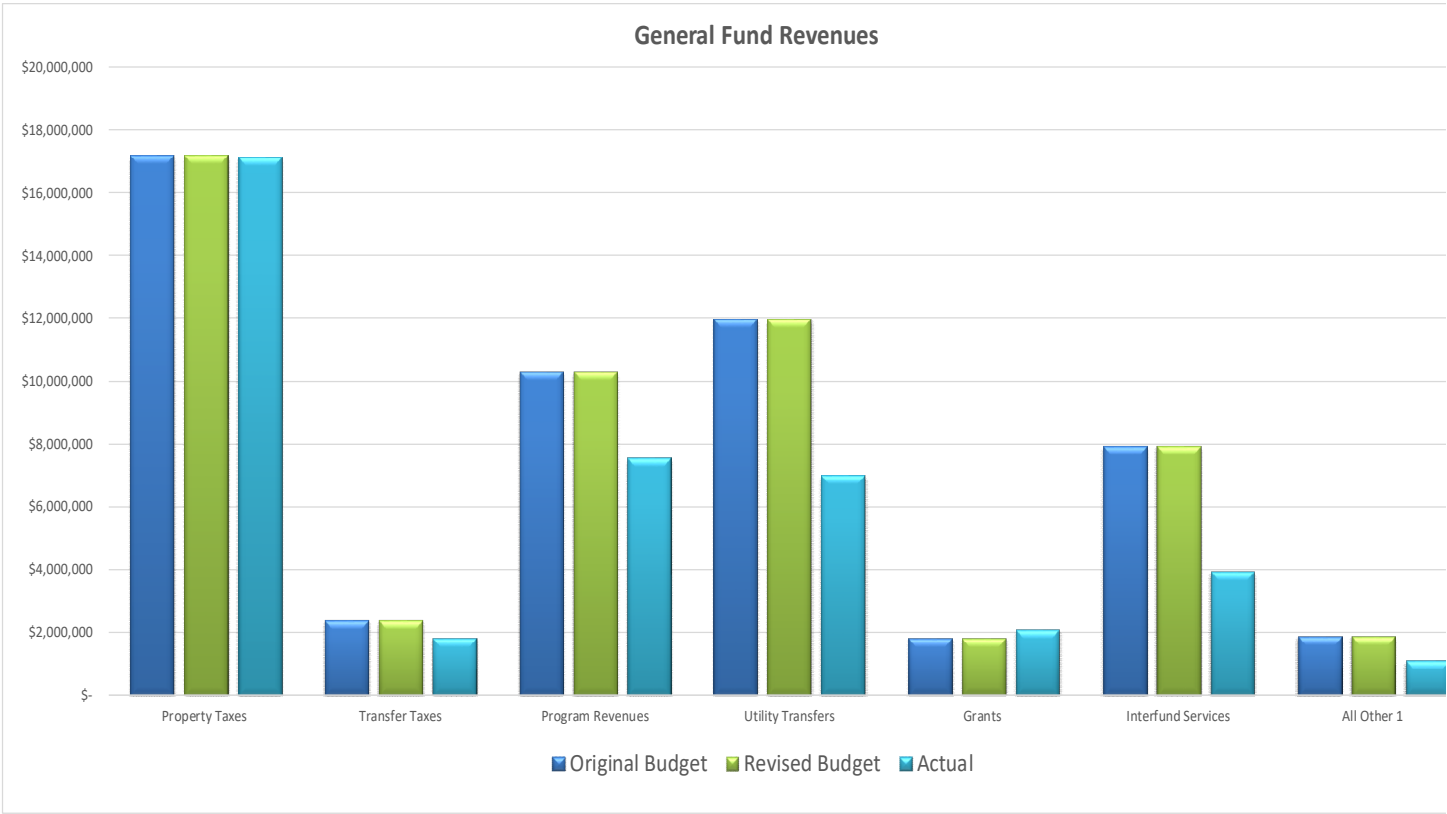
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$ 17,200,000	\$ 17,131,007	100%
Transfer Taxes	2,400,000	2,400,000	1,847,679	77%
Program Revenues	10,320,100	10,320,100	7,561,806	73%
Utility Transfers	12,000,000	12,000,000	7,000,000	58%
Grants	1,821,500	1,821,500	2,103,688	115%
Interfund Services	7,938,700	7,938,700	3,935,593	50%
All Other ¹	1,900,000	1,900,000	1,107,435	58%
	\$ 53,580,300	\$ 53,580,300	\$ 40,687,208	76%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$ 37,813,700	\$ 21,026,516	56%
Interfund Services	13,654,000	13,644,000	7,457,487	55%
Debt Service	625,200	625,200	366,946	59%
Capital Project Transfers	5,511,200	5,511,200	4,133,400	75%
All Other ²	2,147,800	2,147,800	1,083,130	50%
	\$ 59,742,000	\$ 59,741,900	\$ 34,067,479	57%

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

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



City of Dover
Water Fund Summary
Fiscal Year to Date January 2026

Revenues

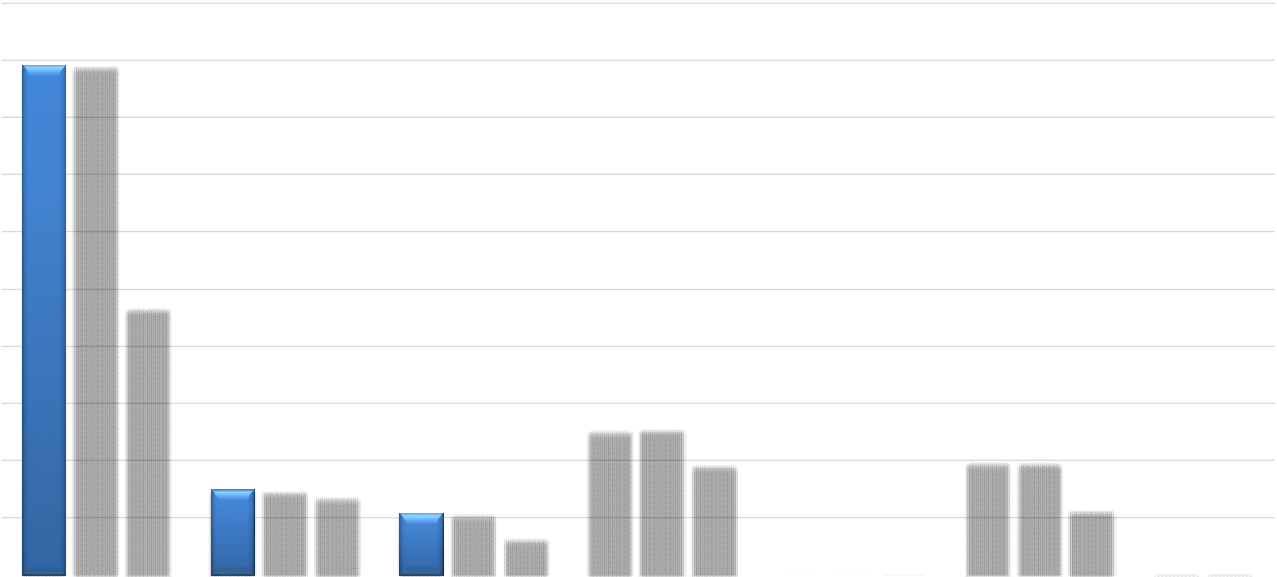
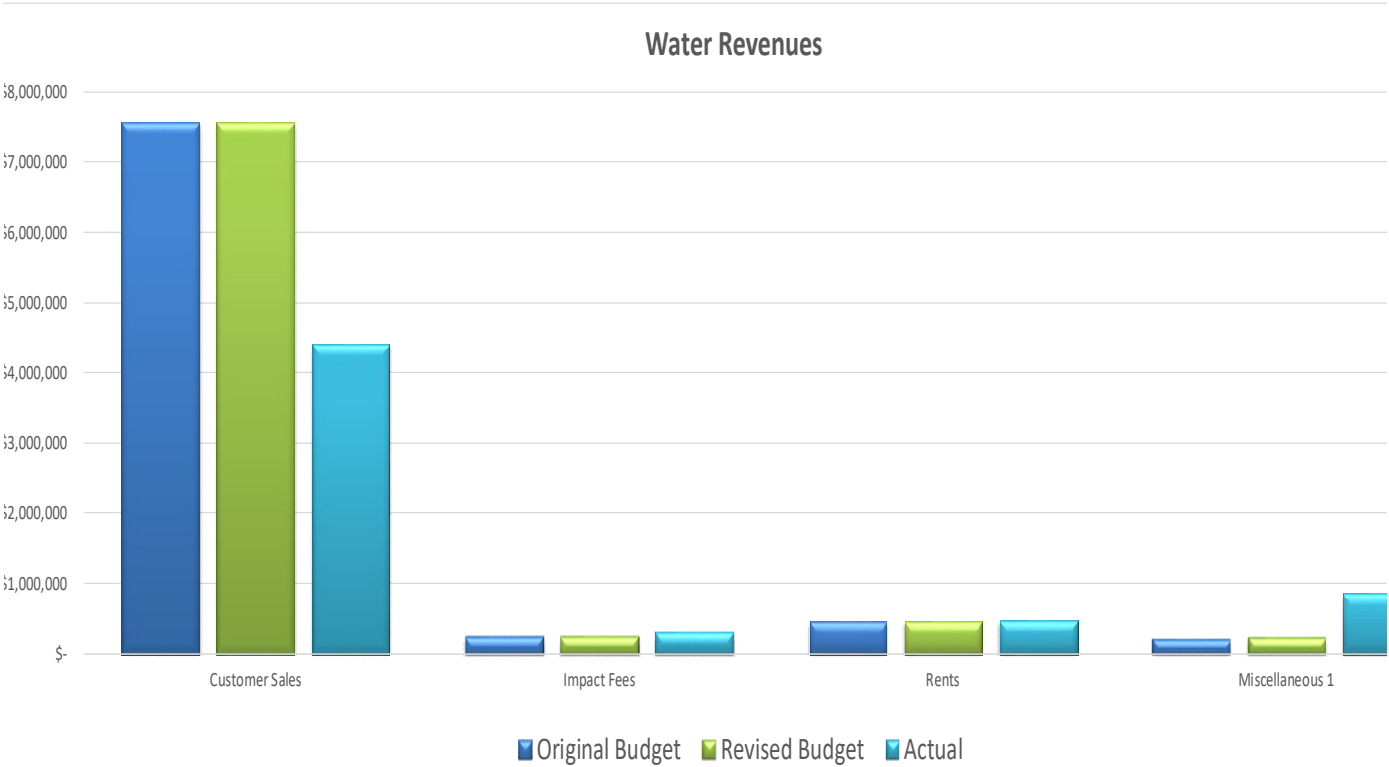
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$ 7,568,500	\$ 4,424,951	58%
Impact Fees	250,000	250,000	306,922	123%
Rents	464,000	464,000	478,686	103%
Miscellaneous ¹	215,400	224,400	859,775	383%
	<u>\$ 8,497,900</u>	<u>\$ 8,506,900</u>	<u>\$ 6,070,334</u>	<u>71%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$ 4,469,100	\$ 2,343,363	52%
Interfund Services	750,900	750,900	690,361	92%
Debt Service	543,000	543,000	333,699	61%
Capital Project Transfers	1,280,600	1,289,600	967,200	75%
Electric I&E Fund Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	583,333	58%
All Other ²	30,000	30,000	12,744	42%
	<u>\$ 8,098,600</u>	<u>\$ 8,107,600</u>	<u>\$ 4,930,700</u>	<u>61%</u>

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

² Includes Bank & CC Fees.



City of Dover
Wastewater Fund Summary
Fiscal Year to Date January 2026

Revenues

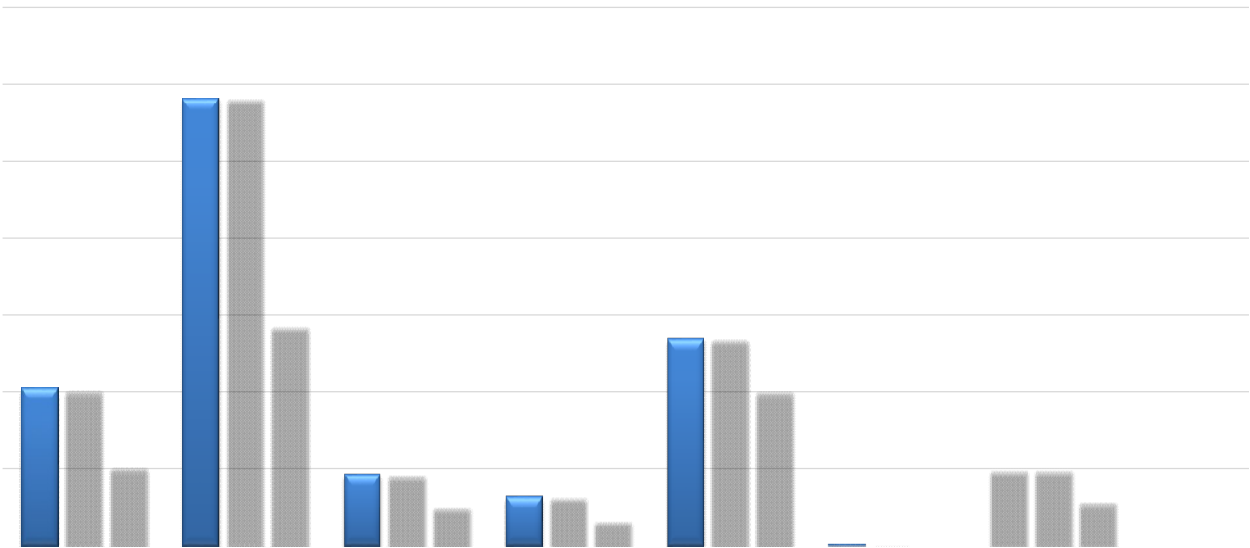
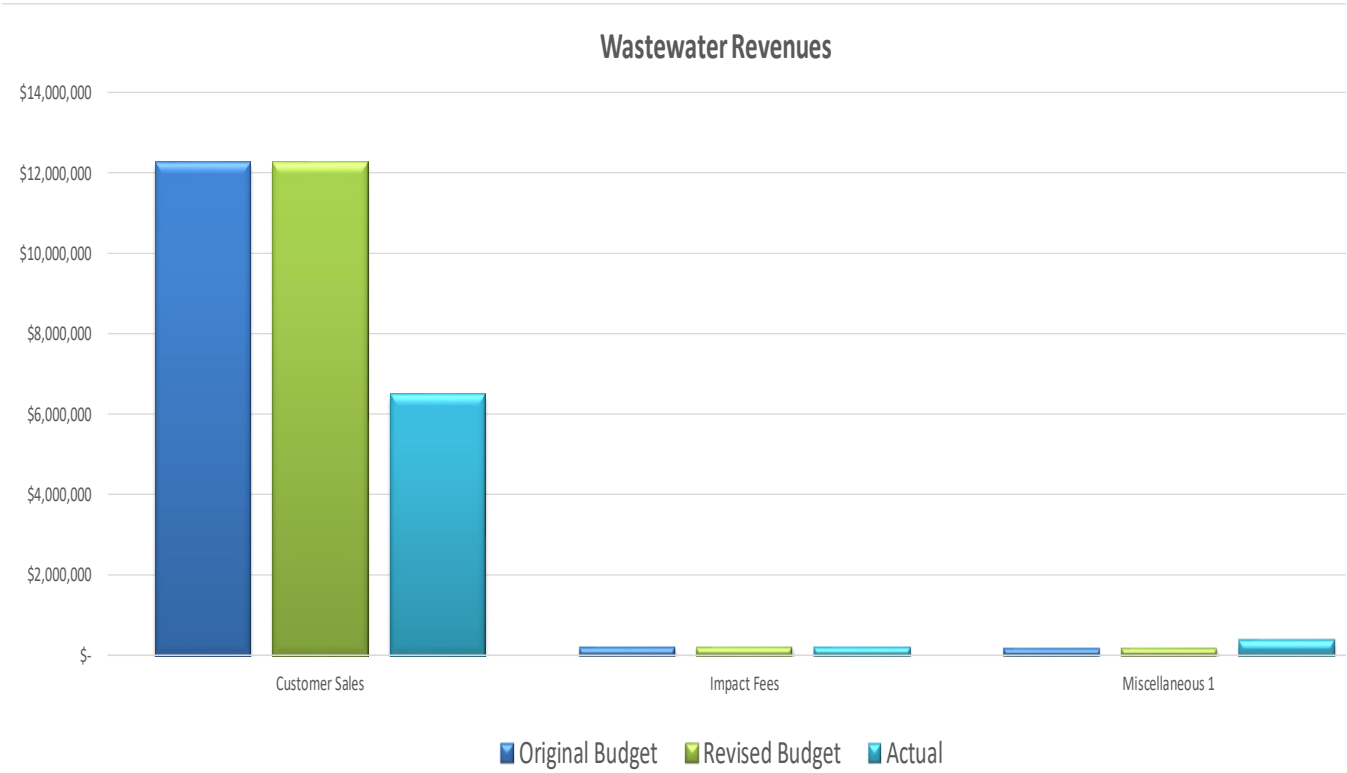
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500	\$ 12,276,500	\$ 6,516,100	53%
Impact Fees	235,000	235,000	238,655	102%
Miscellaneous ¹	200,200	200,200	403,912	202%
	<u>\$ 12,711,700</u>	<u>\$ 12,711,700</u>	<u>\$ 7,158,667</u>	<u>56%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300	\$ 2,044,300	\$ 1,037,338	51%
Kent County Treatment Fee	5,822,500	5,822,500	2,868,839	49%
Interfund Services	935,200	935,200	518,889	55%
Debt Service	644,000	644,000	331,352	51%
Capital Project Transfers	2,694,900	2,694,900	2,021,175	75%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	583,333	58%
All Other ²	11,000	11,000	4,027	37%
	<u>\$ 13,176,900</u>	<u>\$ 13,176,900</u>	<u>\$ 7,364,952</u>	<u>56%</u>

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

² Includes Bank & CC Fees.



City of Dover
Electric Fund Summary
Fiscal Year to Date January 2026

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$ 103,145,400	\$ 58,688,987	57%
All Other ¹	3,045,000	3,045,000	2,780,769	91%
	<u>\$ 106,190,400</u>	<u>\$ 106,190,400</u>	<u>\$ 61,469,757</u>	<u>58%</u>

Expenditures

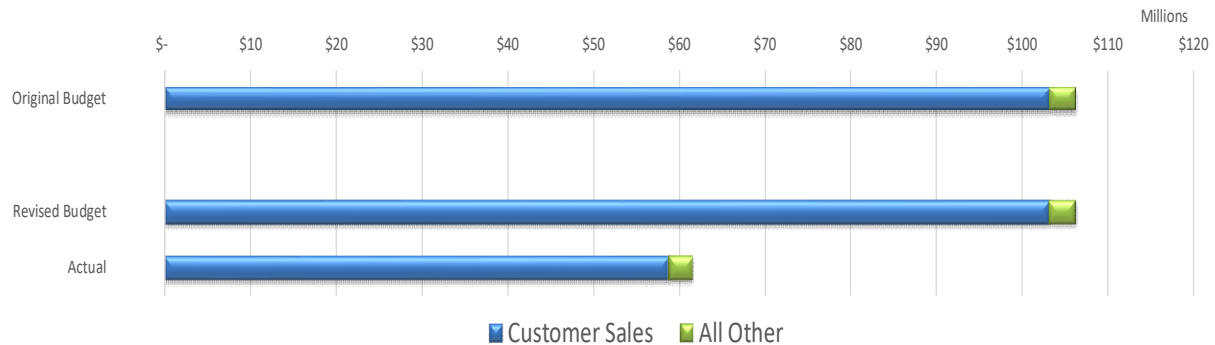
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$ 82,354,500	\$ 34,555,806	42%
Electric Operating Div. Exp.	11,276,300	11,276,300	6,081,753	54%
Interfund Services	5,123,800	5,123,800	2,726,344	53%
Debt Service	1,376,300	1,376,300	819,117	60%
Capital Project Transfers	10,538,300	10,538,300	7,903,725	0%
General Fund Transfer	10,000,000	10,000,000	5,833,333	58%
All Other ²	2,503,500	2,503,500	1,333,765	53%
	<u>\$ 123,172,700</u>	<u>\$ 123,172,700</u>	<u>\$ 59,253,842</u>	<u>48%</u>

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

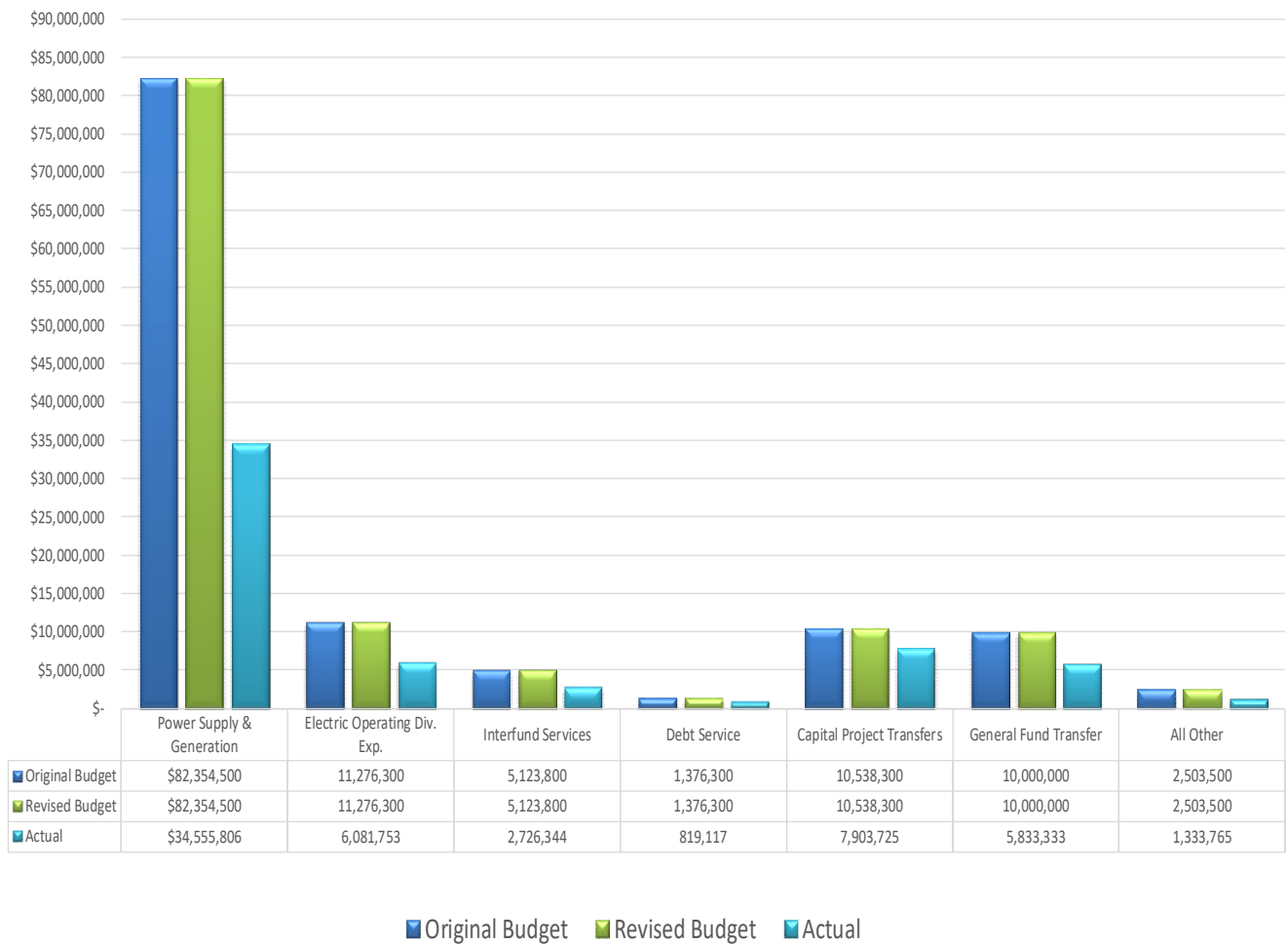
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	424,383
Sales per MWh	\$133.22	\$133.22	\$136.11
Purchased/Generated MWh	770,241	770,241	443,974
All In MWh Supply & Generation	\$106.86	\$106.86	\$77.83

Electric Fund - Revenues

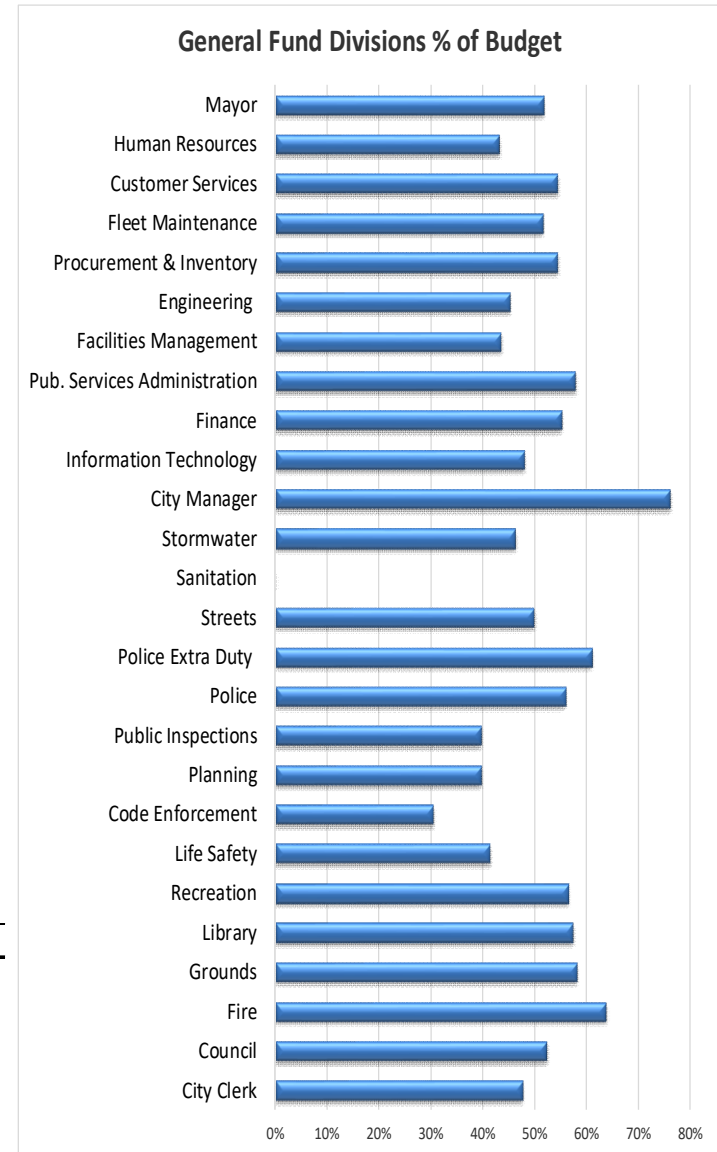


Electric Fund - Expenditures



City of Dover
Division Expense Summary (General Fund)
Fiscal Year to Date January 2026

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 492,900	\$ 234,279	48%
Council	276,600	276,600	144,317	52%
Fire	1,133,800	1,133,700	720,258	64%
Grounds	2,047,300	2,047,300	1,185,961	58%
Library	2,378,800	2,378,800	1,361,532	57%
Recreation	1,653,300	1,653,300	930,596	56%
Life Safety	1,664,100	1,664,100	684,899	41%
Code Enforcement	1,143,700	1,143,700	346,691	30%
Planning	1,079,800	1,089,800	430,729	40%
Public Inspections	769,100	769,100	303,509	39%
Police	24,762,300	24,762,300	13,792,735	56%
Police Extra Duty	910,700	910,700	553,736	61%
Streets	899,800	903,300	448,738	50%
Sanitation	-	-	809,078	0%
Stormwater	1,104,900	1,101,400	507,346	46%
City Manager	1,485,300	1,485,300	1,128,006	76%
Information Technology	1,045,700	1,045,700	500,268	48%
Finance	1,039,800	1,029,800	565,311	55%
Pub. Services Administration	743,500	743,500	428,714	58%
Facilities Management	807,900	807,900	350,291	43%
Engineering	303,500	303,500	136,669	45%
Procurement & Inventory	1,012,700	1,012,700	549,164	54%
Fleet Maintenance	1,139,800	1,139,800	585,361	51%
Customer Services	1,515,900	1,515,900	821,760	54%
Human Resources	529,900	529,900	227,970	43%
Mayor	316,700	316,700	163,415	52%
\$ 50,257,800	\$ 50,257,700	\$ 27,911,331	56%	



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date January 2026

Water Divison

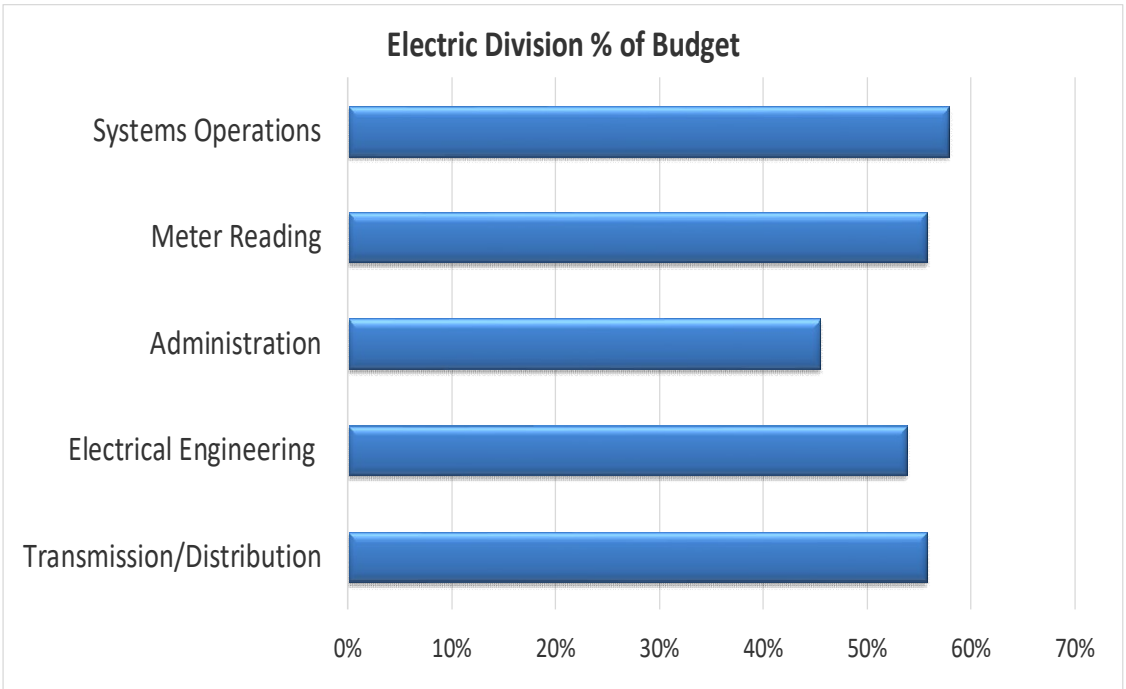
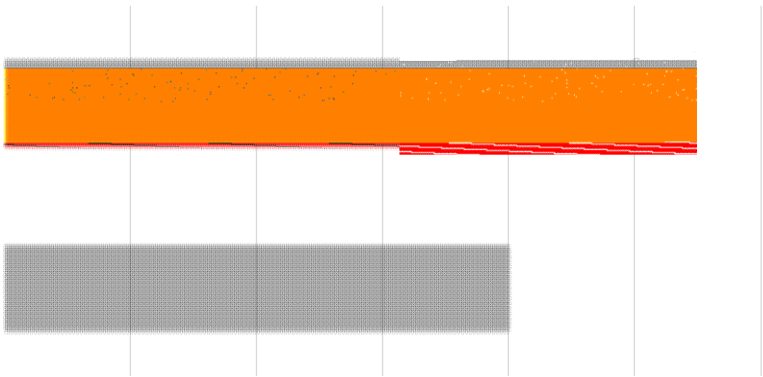
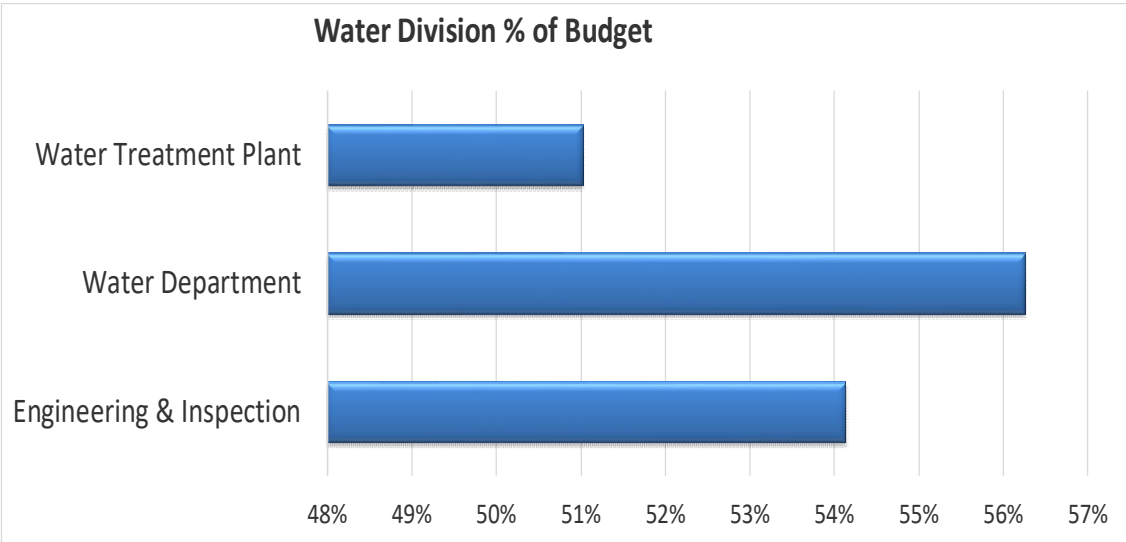
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$ 416,600	\$ 225,458	54%
Water Department	971,000	971,000	546,171	56%
Water Treatment Plant	3,081,500	3,081,500	1,571,734	51%
	<u>\$ 4,469,100</u>	<u>\$ 4,469,100</u>	<u>\$ 2,343,363</u>	<u>52%</u>

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$ 519,900	\$ 207,800	40%
Wastewater Department	1,524,400	1,524,400	829,538	54%
	<u>\$ 2,044,300</u>	<u>\$ 2,044,300</u>	<u>\$ 1,037,338</u>	<u>51%</u>

Electric Division

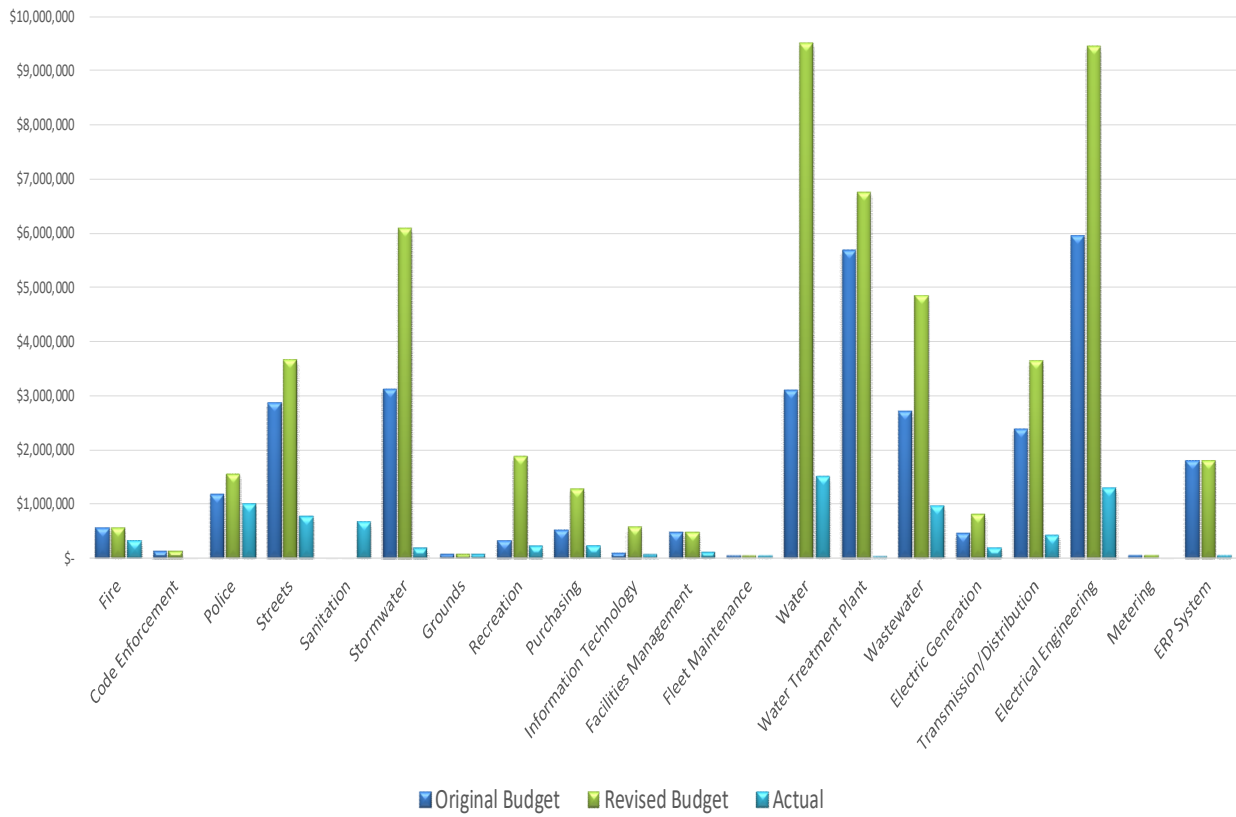
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$ 5,743,600	\$ 3,196,638	56%
Electrical Engineering	2,052,000	2,052,000	1,102,505	54%
Administration	1,751,900	1,751,900	795,103	45%
Meter Reading	569,400	569,400	317,014	56%
Systems Operations	1,159,400	1,159,400	670,492	58%
	<u>\$ 11,276,300</u>	<u>\$ 11,276,300</u>	<u>\$ 6,081,753</u>	<u>54%</u>



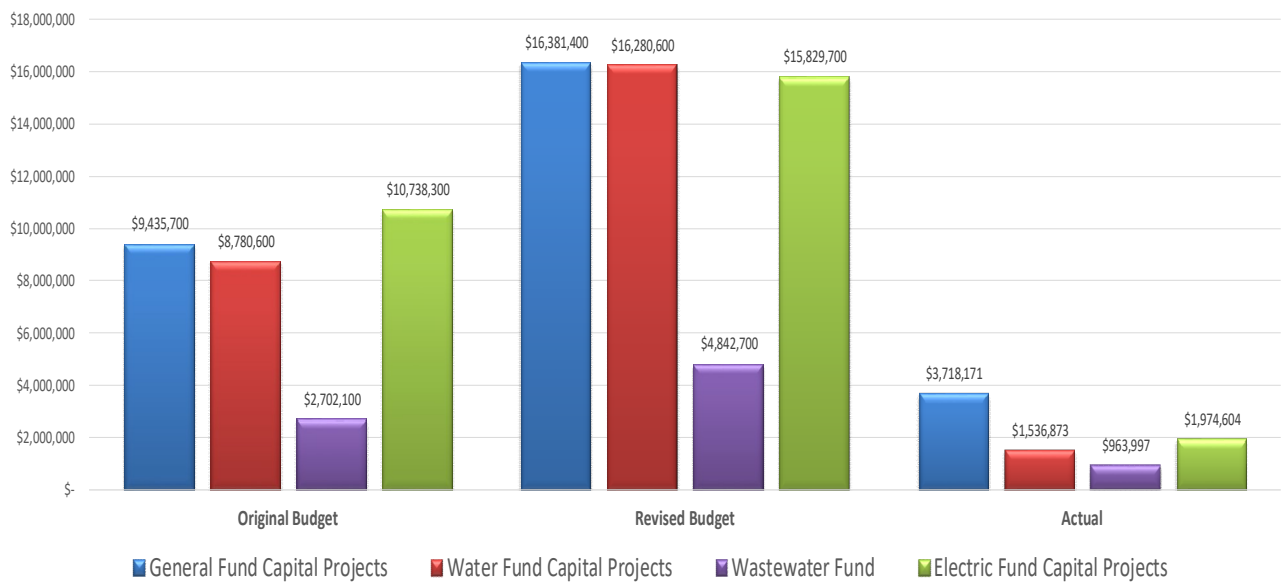
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date January 2026

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 569,500	\$ 324,354	57%
Code Enforcement	135,000	135,000	-	0%
Police	1,176,400	1,562,600	1,006,449	64%
Streets	2,870,000	3,667,600	772,323	21%
Sanitation	-	-	670,994	0%
Stormwater	3,124,000	6,093,700	187,429	3%
Grounds	85,000	81,900	79,154	97%
Recreation	330,000	1,890,200	229,665	12%
Purchasing	517,000	1,280,100	235,050	18%
Information Technology	110,700	579,600	56,548	10%
Facilities Management	474,000	480,100	118,397	25%
Fleet Maintenance	44,100	41,100	37,807	0%
General Fund Capital Projects	\$ 9,435,700	\$ 16,381,400	\$ 3,718,171	23%
<u>Water Fund</u>				
Water	\$ 3,098,600	\$ 9,514,400	\$ 1,513,578	16%
Water Treatment Plant	5,682,000	6,766,200	23,294	0%
Water Fund Capital Projects	\$ 8,780,600	\$ 16,280,600	\$ 1,536,873	9%
<u>Wastewater Fund</u>				
Wastewater	\$ 2,702,100	\$ 4,842,700	\$ 963,997	20%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 4,842,700	\$ 963,997	20%
<u>Sanitation Fund</u>				
Sanitation	\$ 735,000	\$ 1,474,000	\$ -	0%
Sanitation Fund Capital Projects	\$ 735,000	\$ 1,474,000	\$ -	0%
<u>Electric Fund</u>				
Electric Generation	\$ 460,000	\$ 807,800	\$ 200,580	25%
Transmission/Distribution	2,400,000	3,649,000	423,079	12%
Electrical Engineering	5,964,000	9,458,600	1,300,071	14%
Metering	50,800	50,800	-	0%
ERP System	1,803,500	1,803,500	50,875	3%
Electric Administration	60,000	60,000	-	0%
Electric Fund Capital Projects	\$ 10,738,300	\$ 15,829,700	\$ 1,974,604	12%
TOTAL CAPITAL PROJECTS	\$ 32,391,700	\$ 32,391,700	\$ 8,193,645	25%

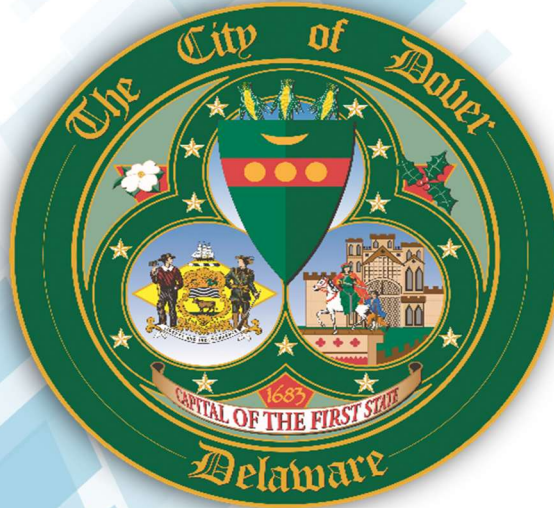
Capital Outlay - All Divisions



Capital Outlay - By Fund



City of Dover



Finance Department

MONTHLY REPORT

February 2026

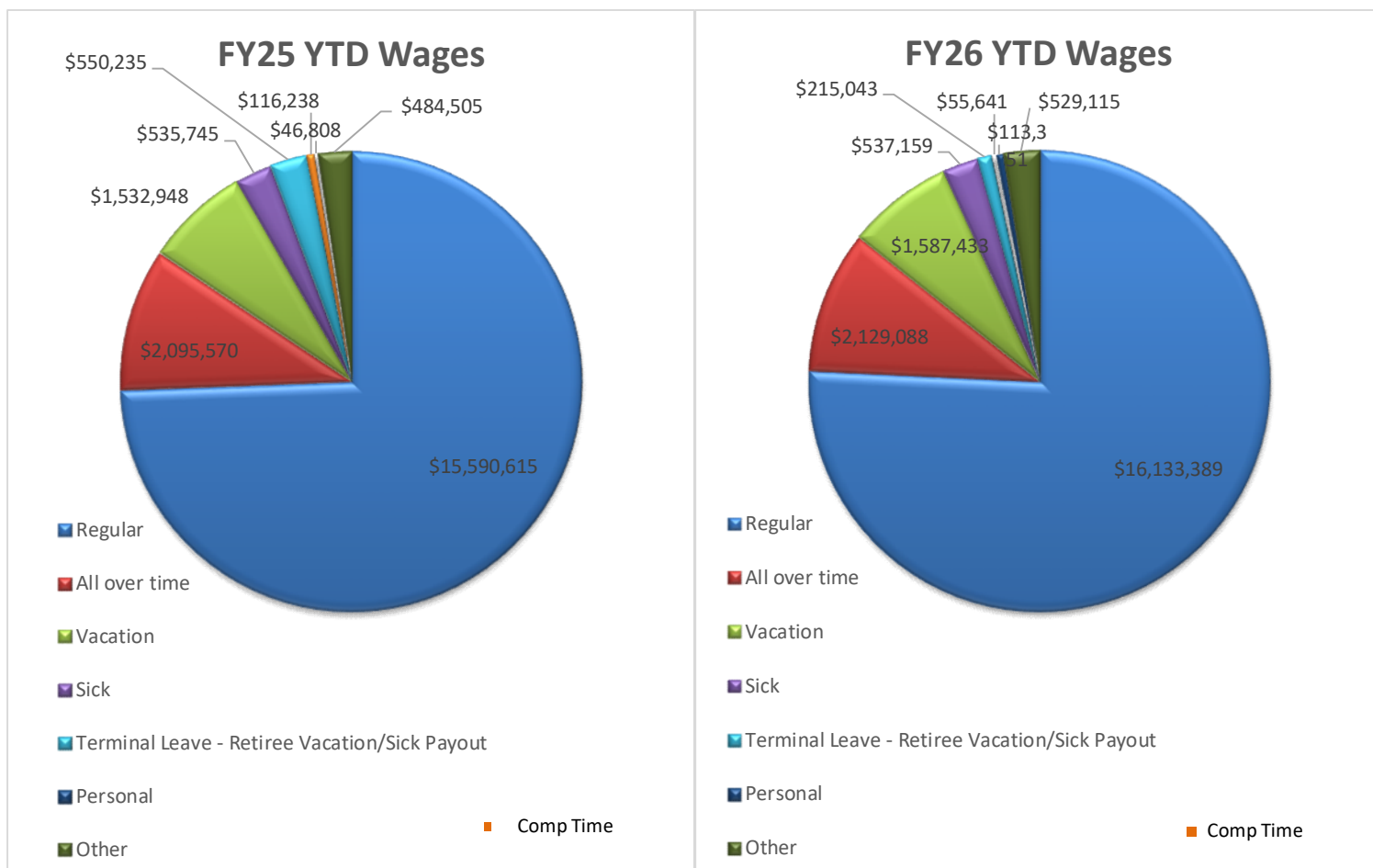
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

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CITY OF DOVER ACTIVITY REPORTS February 2026

	FY25 YTD	FY26 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	4,477	3,282
Total Amount of All Deposits	\$ 136,066,067	\$ 110,991,120
Other Activity		
Number of Pay Periods	18	17
Number of Direct Deposits Issued	7,336	7,069
Number of Pension Checks Issued	2,494	2,013
Total Pension Benefits Paid - Defined Benefit Plan	\$ 5,132,508	\$ 4,183,476

ACCOUNTS PAYABLE		
Number of Check Vouchers	3,771	2,451
Number of EFT Vouchers	2,144	1,628
Vouchers Dollar Amount Disbursed	\$ 69,627,283	\$ 56,538,508



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

City of Dover
General Fund Summary
Fiscal Year to Date February 2026

Revenues

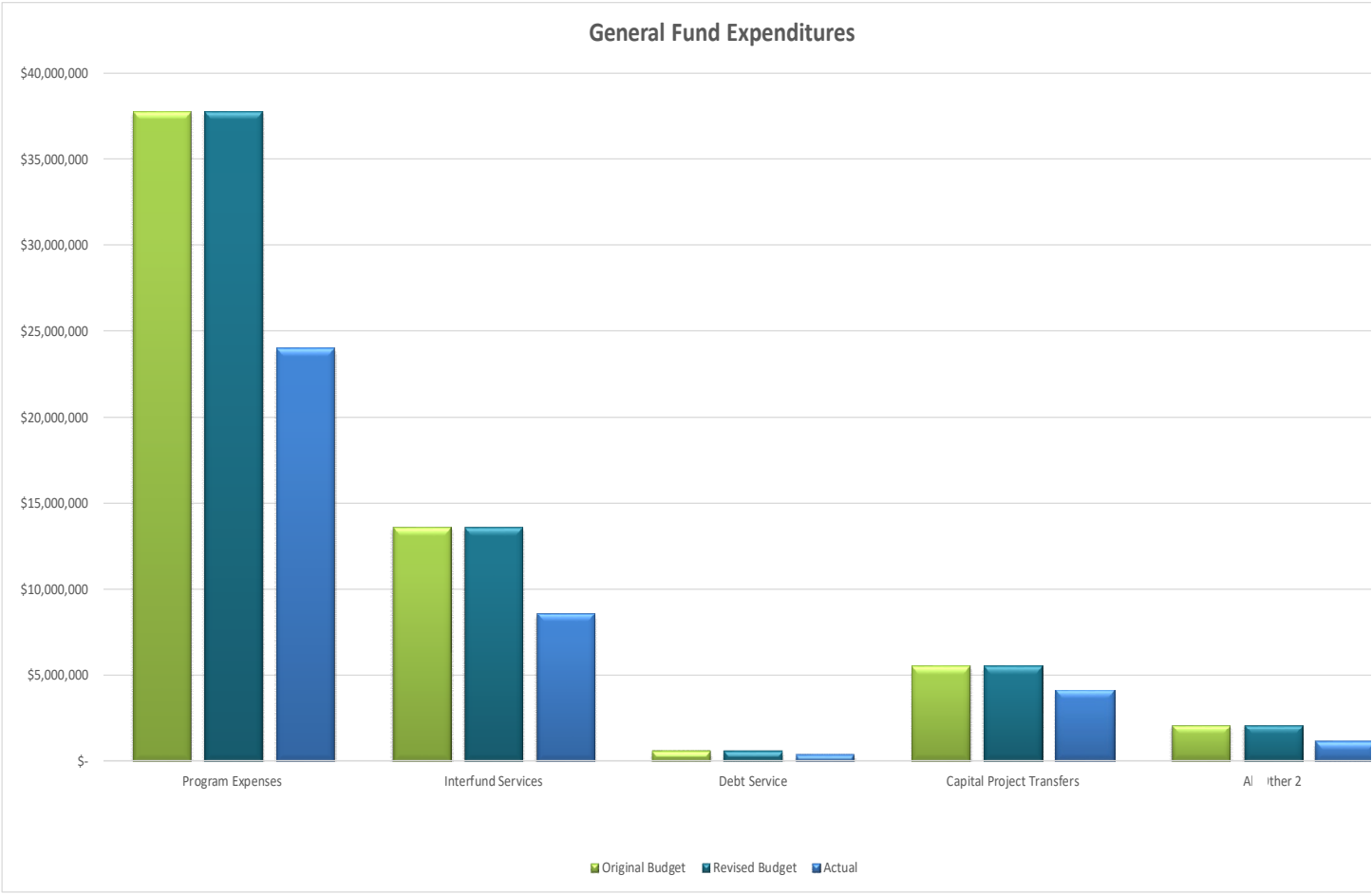
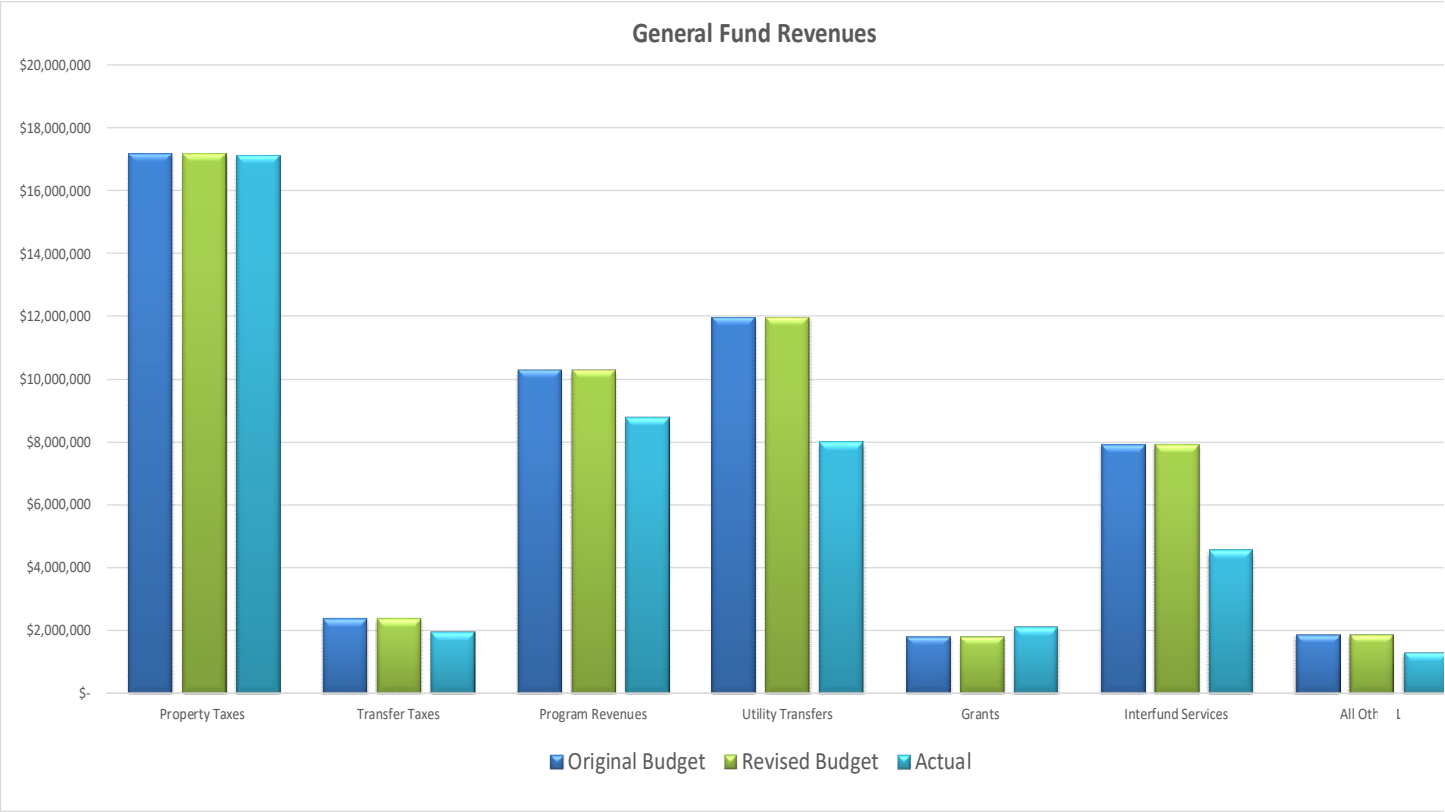
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$ 17,200,000	\$ 17,135,425	100%
Transfer Taxes	2,400,000	2,400,000	1,980,956	83%
Program Revenues	10,320,100	10,320,100	8,792,280	85%
Utility Transfers	12,000,000	12,000,000	8,000,000	67%
Grants	1,821,500	1,821,500	2,105,609	116%
Interfund Services	7,938,700	7,938,700	4,572,814	58%
All Other ¹	1,900,000	1,900,000	1,323,745	70%
	\$ 53,580,300	\$ 53,580,300	\$ 43,910,829	82%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$ 37,813,700	\$ 24,003,148	63%
Interfund Services	13,654,000	13,644,000	8,631,623	63%
Debt Service	625,200	625,200	418,727	67%
Capital Project Transfers	5,511,200	5,511,200	4,133,400	75%
All Other ²	2,147,800	2,147,800	1,183,625	55%
	\$ 59,742,000	\$ 59,741,900	\$ 38,640,848	65%

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

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



City of Dover
Water Fund Summary
Fiscal Year to Date February 2026

Revenues

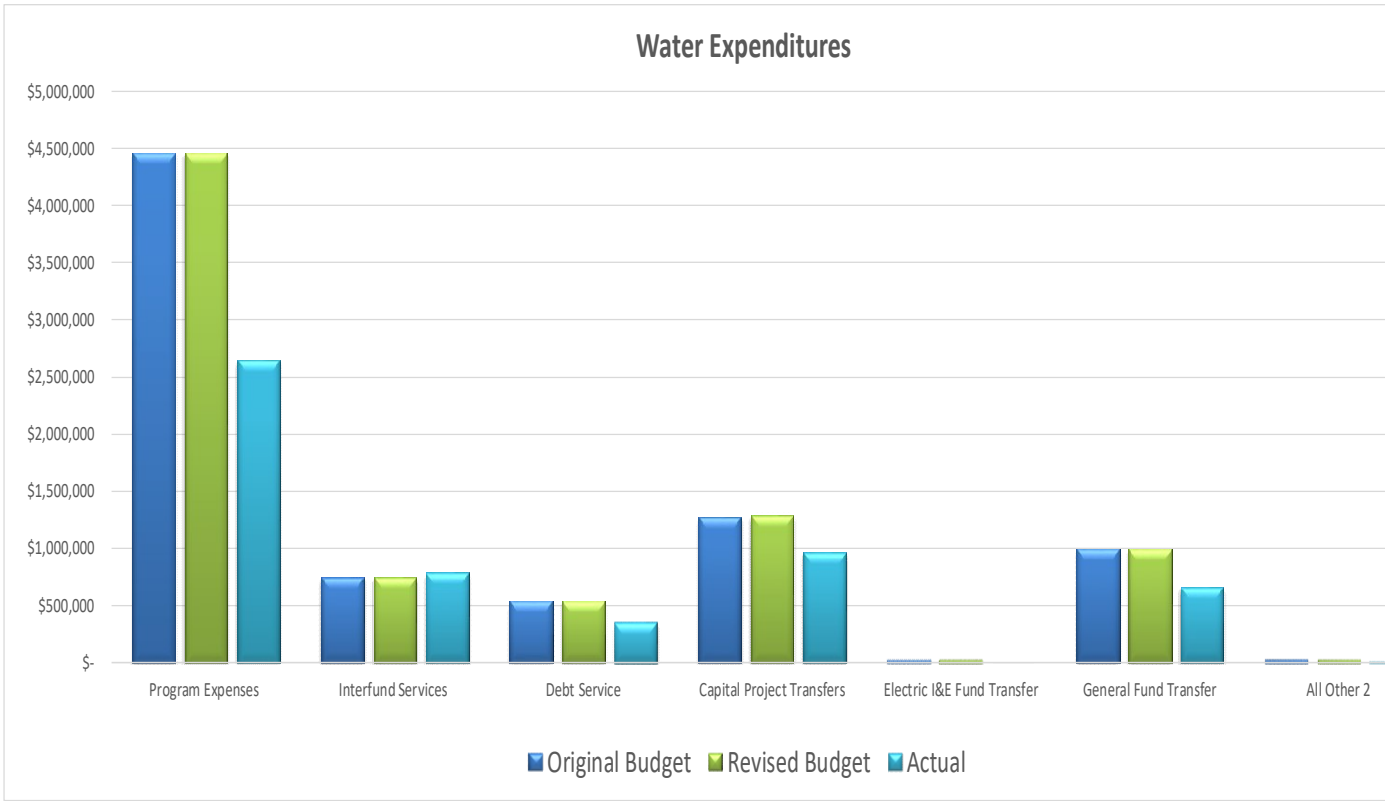
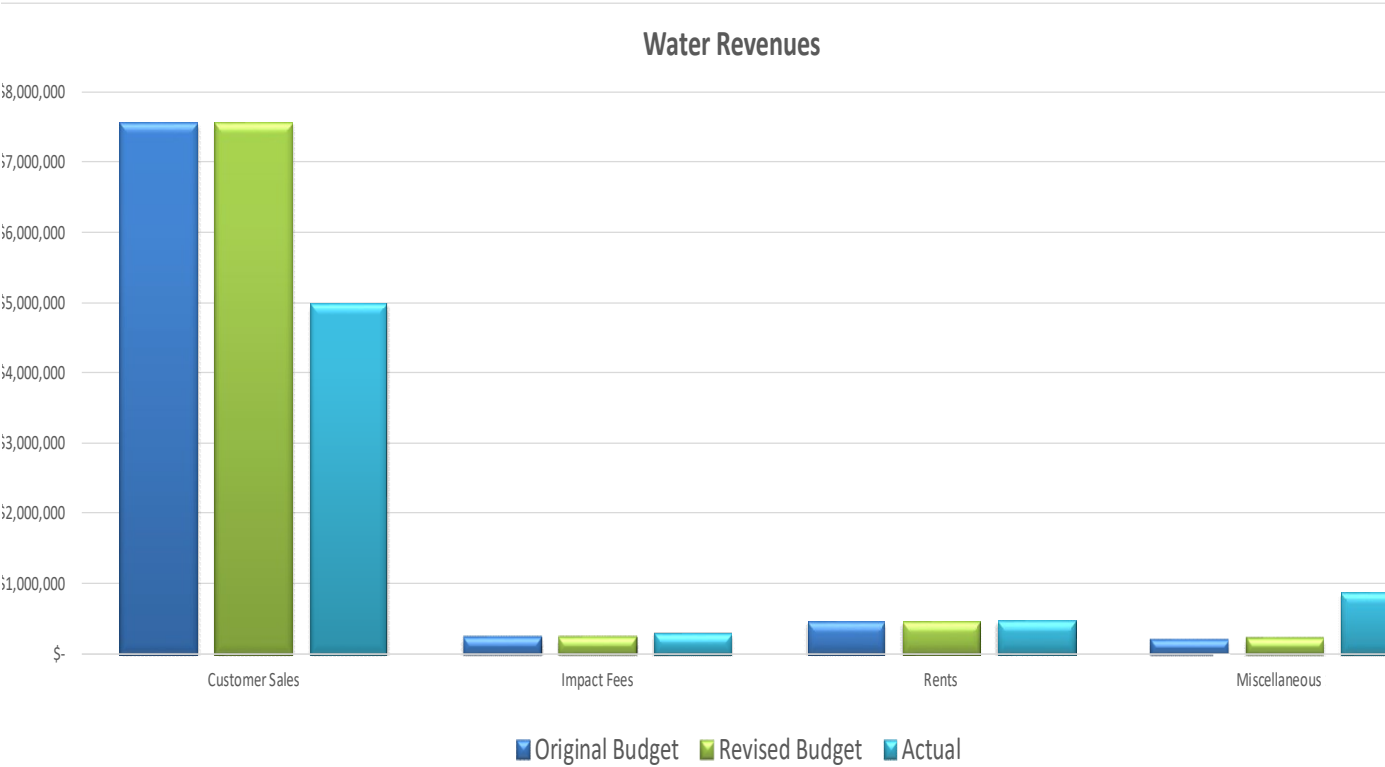
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$ 7,568,500	\$ 4,998,303	66%
Impact Fees	250,000	250,000	318,638	127%
Rents	464,000	464,000	478,686	103%
Miscellaneous ¹	215,400	224,400	880,042	392%
	<u>\$ 8,497,900</u>	<u>\$ 8,506,900</u>	<u>\$ 6,675,669</u>	<u>78%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$ 4,469,100	\$ 2,645,818	59%
Interfund Services	750,900	750,900	789,650	105%
Debt Service	543,000	543,000	351,571	65%
Capital Project Transfers	1,280,600	1,289,600	967,200	75%
Electric I&E Fund Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	666,667	67%
All Other ²	30,000	30,000	14,341	48%
	<u>\$ 8,098,600</u>	<u>\$ 8,107,600</u>	<u>\$ 5,435,247</u>	<u>67%</u>

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

² Includes Bank & CC Fees.



City of Dover
Wastewater Fund Summary
Fiscal Year to Date February 2026

Revenues

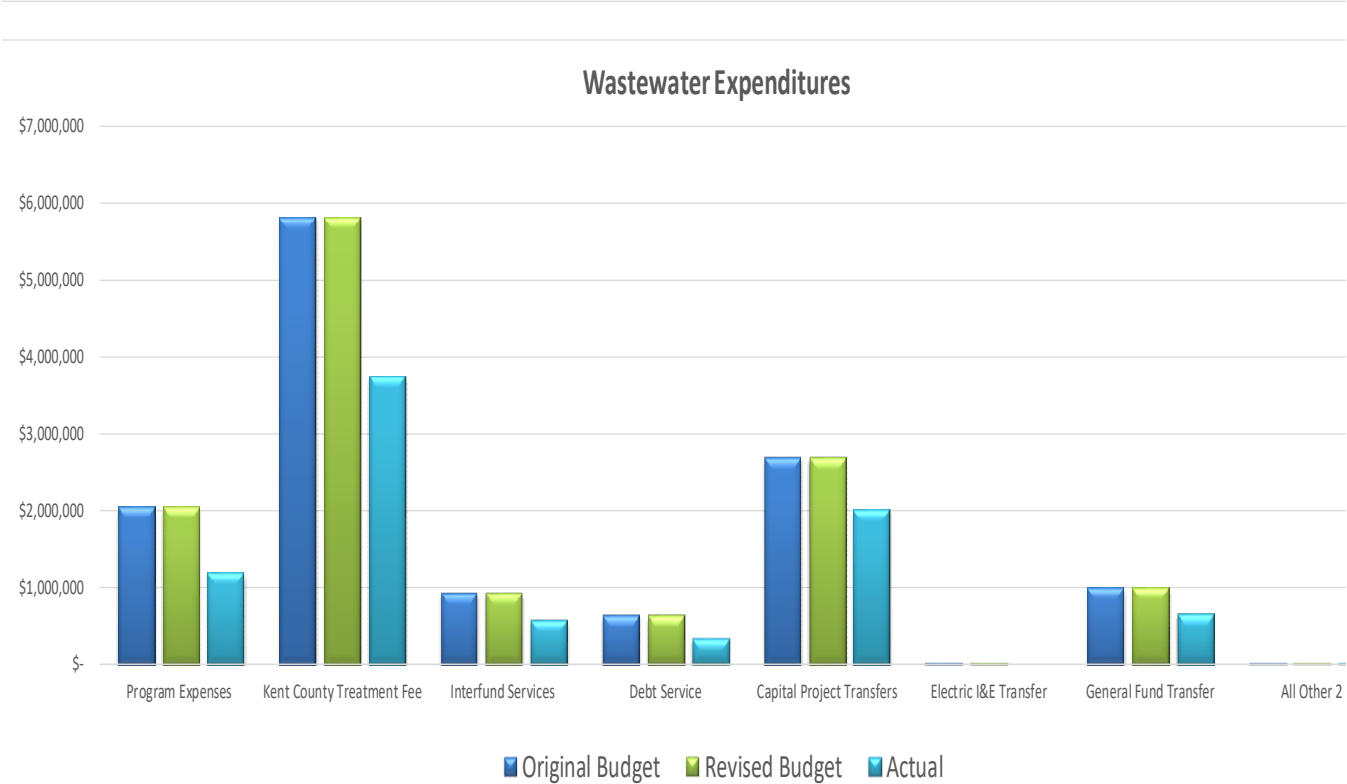
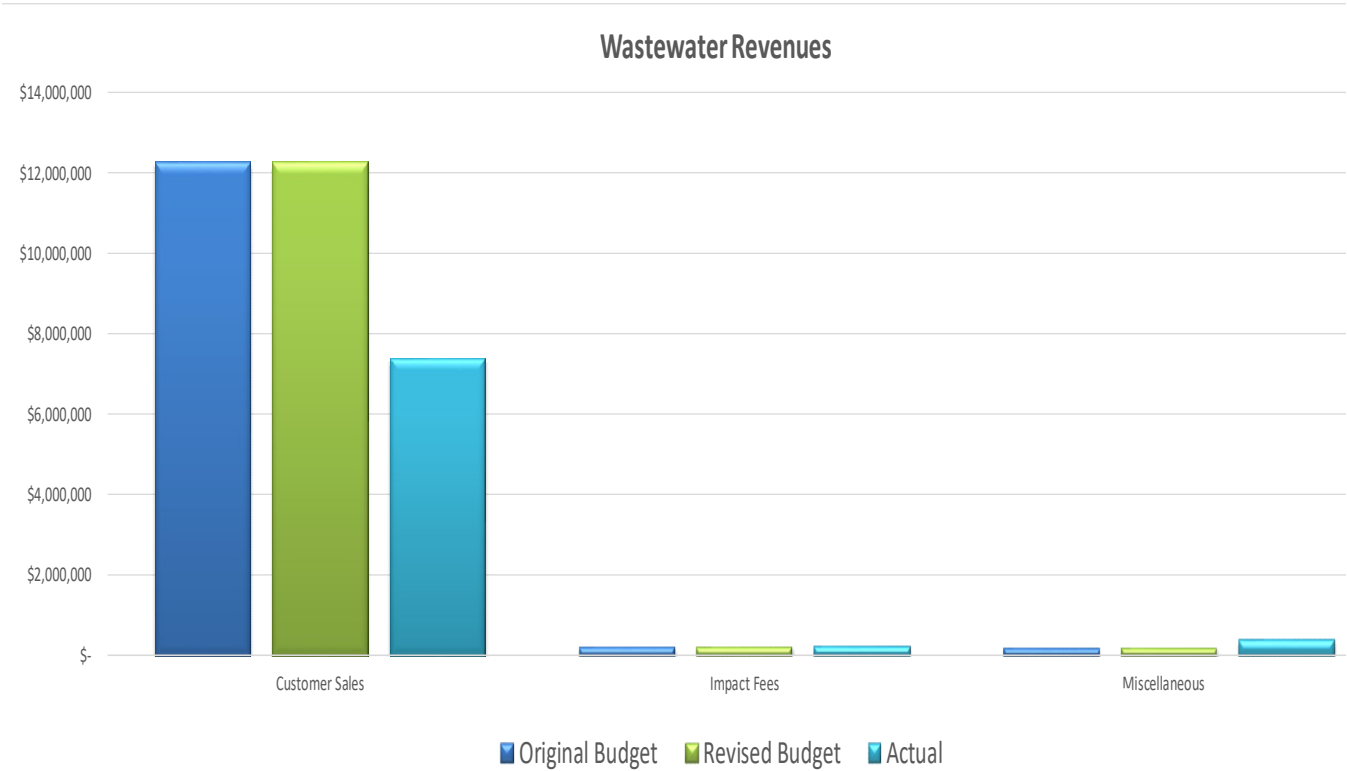
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500	\$ 12,276,500	\$ 7,408,759	60%
Impact Fees	235,000	235,000	249,729	106%
Miscellaneous ¹	200,200	200,200	415,720	208%
	<u>\$ 12,711,700</u>	<u>\$ 12,711,700</u>	<u>\$ 8,074,209</u>	<u>64%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300	\$ 2,044,300	\$ 1,209,908	59%
Kent County Treatment Fee	5,822,500	5,822,500	3,751,988	64%
Interfund Services	935,200	935,200	586,453	63%
Debt Service	644,000	644,000	338,964	53%
Capital Project Transfers	2,694,900	2,694,900	2,021,175	75%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	666,667	67%
All Other ²	11,000	11,000	4,363	40%
	<u>\$ 13,176,900</u>	<u>\$ 13,176,900</u>	<u>\$ 8,579,517</u>	<u>65%</u>

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

² Includes Bank & CC Fees.



City of Dover
Electric Fund Summary
Fiscal Year to Date February 2026

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$ 103,145,400	\$ 67,898,045	66%
All Other ¹	3,045,000	3,045,000	3,085,034	101%
	<u>\$ 106,190,400</u>	<u>\$ 106,190,400</u>	<u>\$ 70,983,079</u>	<u>67%</u>

Expenditures

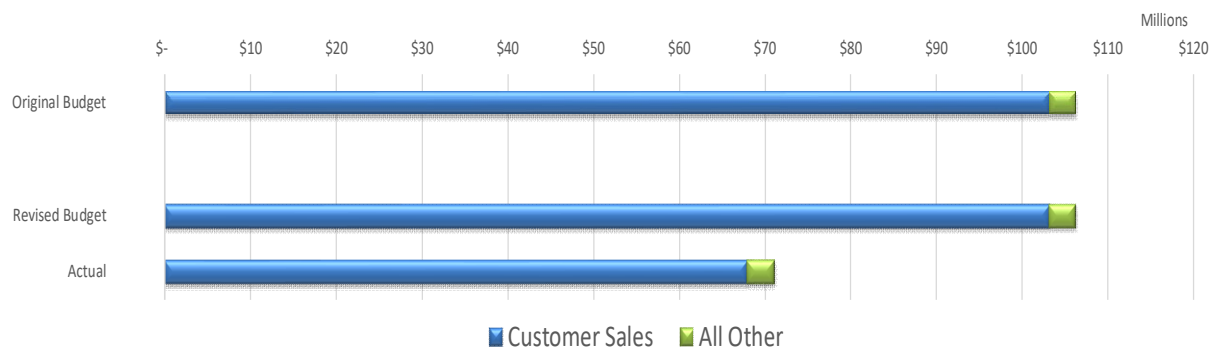
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$ 82,354,500	\$ 45,397,943	55%
Electric Operating Div. Exp.	11,276,300	11,276,300	6,894,186	61%
Interfund Services	5,123,800	5,123,800	3,196,711	62%
Debt Service	1,376,300	1,376,300	935,883	68%
Capital Project Transfers	10,538,300	10,538,300	7,903,725	0%
General Fund Transfer	10,000,000	10,000,000	6,666,667	67%
All Other ²	2,503,500	2,503,500	1,540,518	62%
	<u>\$ 123,172,700</u>	<u>\$ 123,172,700</u>	<u>\$ 72,535,633</u>	<u>59%</u>

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

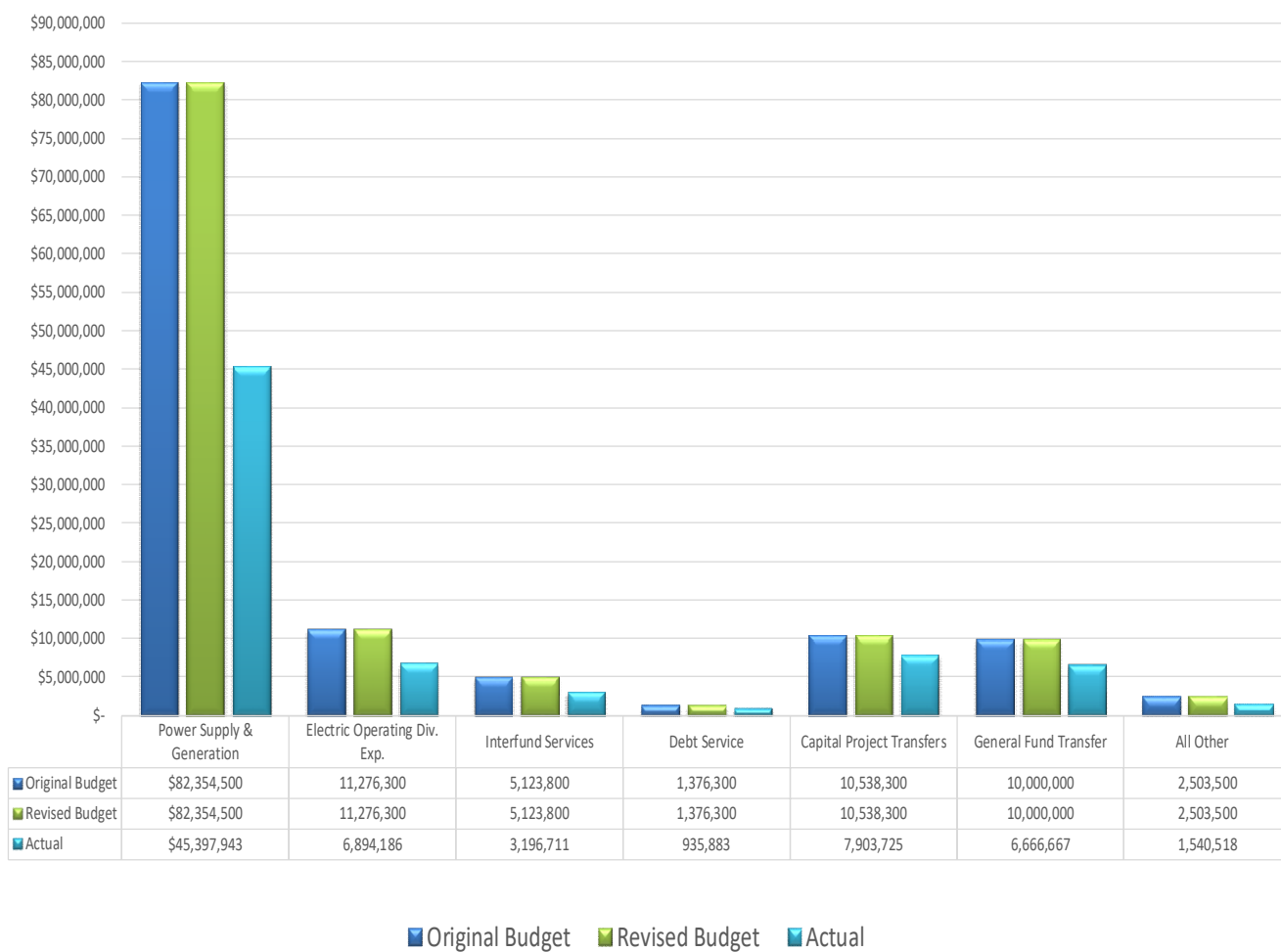
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	492,146
Sales per MWh	\$133.22	\$133.22	\$135.80
Purchased/Generated MWh	770,241	770,241	504,901
All In MWh Supply & Generation	\$106.86	\$106.86	\$89.91

Electric Fund - Revenues

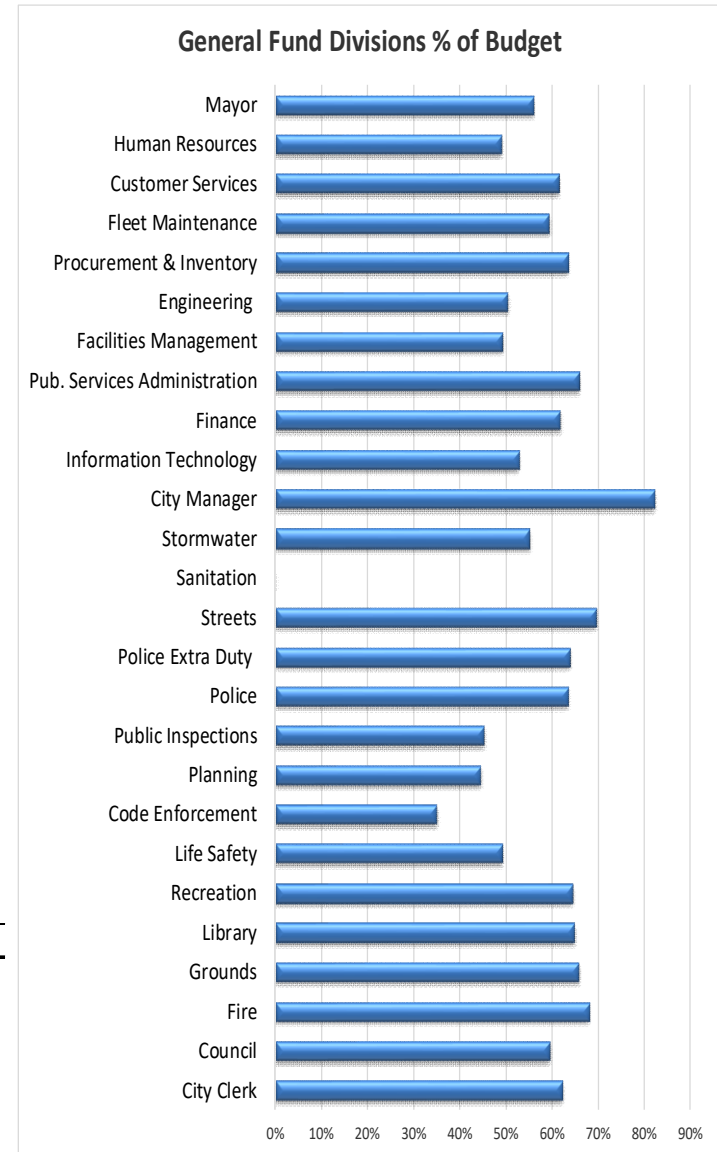


Electric Fund - Expenditures



City of Dover
Division Expense Summary (General Fund)
Fiscal Year to Date February 2026

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 492,900	\$ 305,520	62%
Council	276,600	276,600	164,106	59%
Fire	1,133,800	1,133,700	768,574	68%
Grounds	2,047,300	2,047,300	1,343,532	66%
Library	2,378,800	2,378,800	1,539,657	65%
Recreation	1,653,300	1,653,300	1,063,219	64%
Life Safety	1,664,100	1,664,100	816,234	49%
Code Enforcement	1,143,700	1,111,700	386,374	35%
Planning	1,079,800	1,089,800	483,161	44%
Public Inspections	769,100	769,100	346,689	45%
Police	24,762,300	24,762,300	15,691,453	63%
Police Extra Duty	910,700	910,700	580,165	64%
Streets	899,800	942,400	653,798	69%
Sanitation	-	-	919,559	0%
Stormwater	1,104,900	1,094,300	601,900	55%
City Manager	1,485,300	1,485,300	1,217,896	82%
Information Technology	1,045,700	1,045,700	550,089	53%
Finance	1,039,800	1,029,800	633,830	62%
Pub. Services Administration	743,500	743,500	488,147	66%
Facilities Management	807,900	807,900	396,616	49%
Engineering	303,500	303,500	152,364	50%
Procurement & Inventory	1,012,700	1,012,700	640,496	63%
Fleet Maintenance	1,139,800	1,139,800	674,617	59%
Customer Services	1,515,900	1,515,900	928,302	61%
Human Resources	529,900	529,900	258,910	49%
Mayor	316,700	316,700	176,530	56%
\$ 50,257,800	\$ 50,257,700	\$ 31,781,740	63%	



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date February 2026

Water Divison

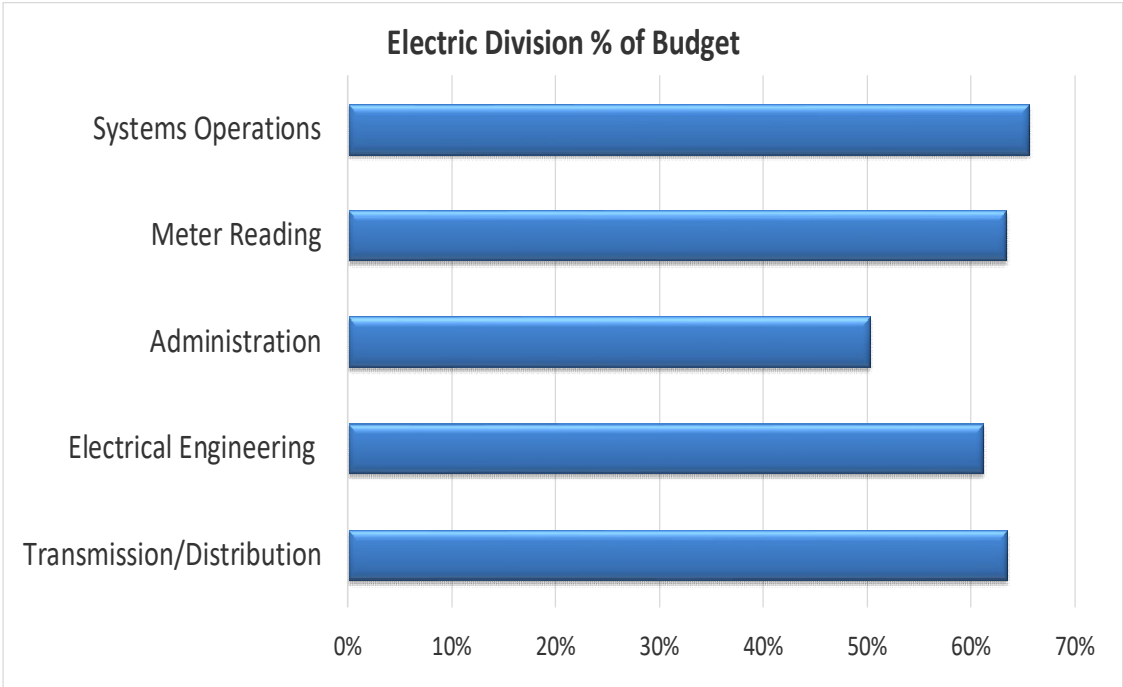
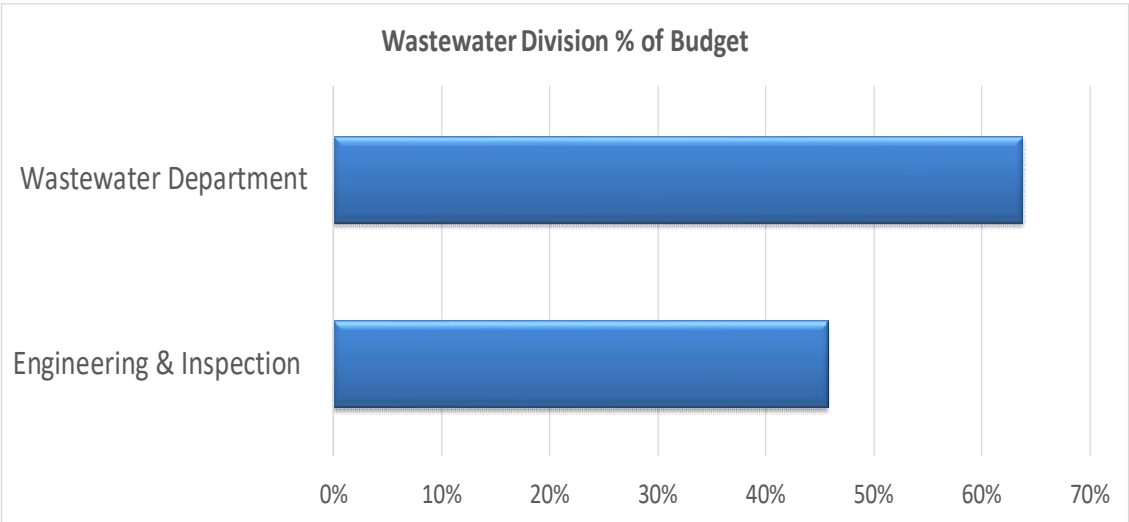
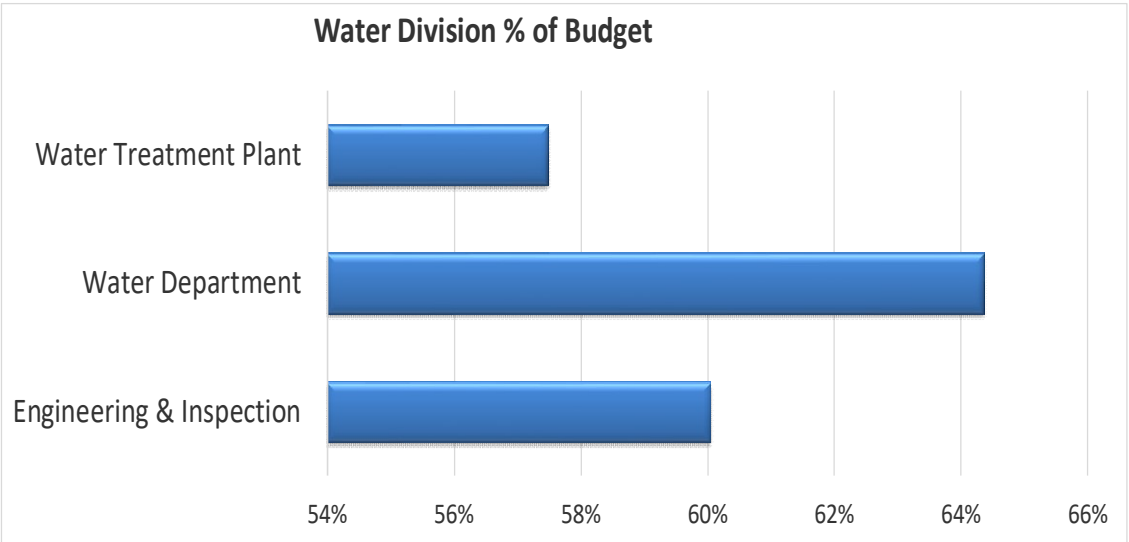
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$ 416,600	\$ 250,099	60%
Water Department	971,000	971,000	624,758	64%
Water Treatment Plant	3,081,500	3,081,500	1,770,961	57%
	<u>\$ 4,469,100</u>	<u>\$ 4,469,100</u>	<u>\$ 2,645,818</u>	<u>59%</u>

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$ 519,900	\$ 237,767	46%
Wastewater Department	1,524,400	1,524,400	972,141	64%
	<u>\$ 2,044,300</u>	<u>\$ 2,044,300</u>	<u>\$ 1,209,908</u>	<u>59%</u>

Electric Division

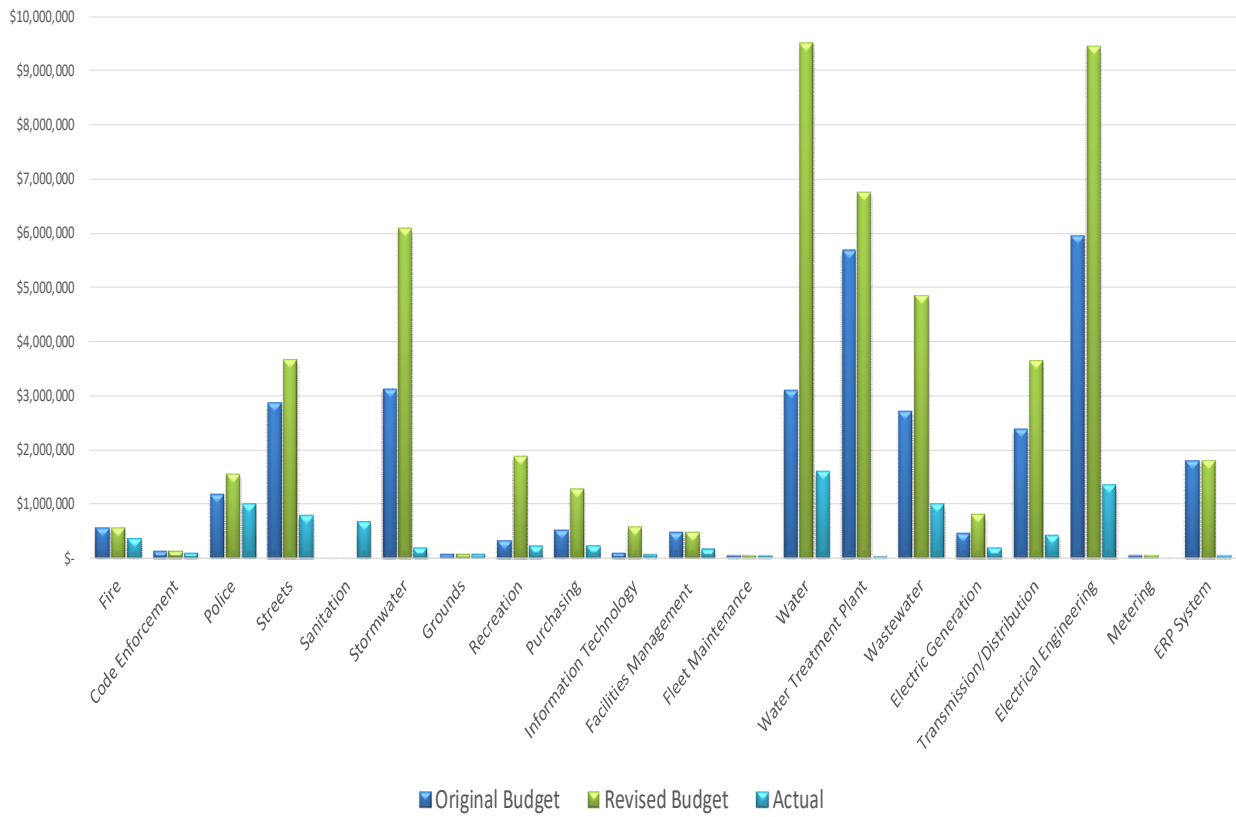
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$ 5,743,600	\$ 3,642,387	63%
Electrical Engineering	2,052,000	2,052,000	1,253,047	61%
Administration	1,751,900	1,751,900	878,829	50%
Meter Reading	569,400	569,400	360,569	63%
Systems Operations	1,159,400	1,159,400	759,353	65%
	<u>\$ 11,276,300</u>	<u>\$ 11,276,300</u>	<u>\$ 6,894,186</u>	<u>61%</u>



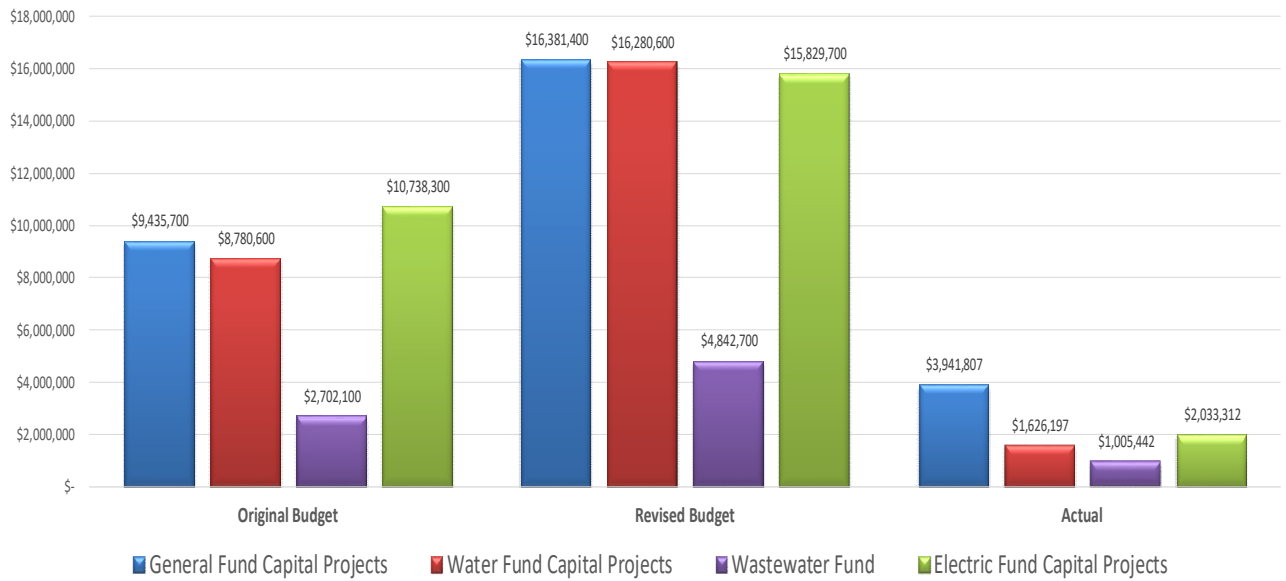
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date February 2026

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 569,500	\$ 364,016	64%
Code Enforcement	135,000	135,000	100,410	74%
Police	1,176,400	1,562,600	1,006,449	64%
Streets	2,870,000	3,667,600	790,949	22%
Sanitation	-	-	670,994	0%
Stormwater	3,124,000	6,093,700	201,547	3%
Grounds	85,000	81,900	79,154	97%
Recreation	330,000	1,890,200	229,665	12%
Purchasing	517,000	1,280,100	236,370	18%
Information Technology	110,700	579,600	56,548	10%
Facilities Management	474,000	480,100	167,897	35%
Fleet Maintenance	44,100	41,100	37,807	0%
General Fund Capital Projects	\$ 9,435,700	\$ 16,381,400	\$ 3,941,807	24%
<u>Water Fund</u>				
Water	\$ 3,098,600	\$ 9,514,400	\$ 1,600,424	17%
Water Treatment Plant	5,682,000	6,766,200	25,772	0%
Water Fund Capital Projects	\$ 8,780,600	\$ 16,280,600	\$ 1,626,197	10%
<u>Wastewater Fund</u>				
Wastewater	\$ 2,702,100	\$ 4,842,700	\$ 1,005,442	21%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 4,842,700	\$ 1,005,442	21%
<u>Sanitation Fund</u>				
Sanitation	\$ 735,000	\$ 1,474,000	\$ -	0%
Sanitation Fund Capital Projects	\$ 735,000	\$ 1,474,000	\$ -	0%
<u>Electric Fund</u>				
Electric Generation	\$ 460,000	\$ 807,800	\$ 200,580	25%
Transmission/Distribution	2,400,000	3,649,000	423,664	12%
Electrical Engineering	5,964,000	9,458,600	1,358,193	14%
Metering	50,800	50,800	-	0%
ERP System	1,803,500	1,803,500	50,875	3%
Electric Administration	60,000	60,000	-	0%
Electric Fund Capital Projects	\$ 10,738,300	\$ 15,829,700	\$ 2,033,312	13%
TOTAL CAPITAL PROJECTS	\$ 32,391,700	\$ 32,391,700	\$ 8,606,758	27%

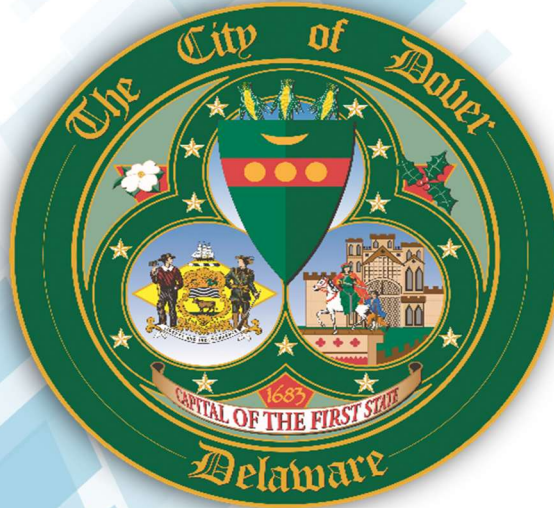
Capital Outlay - All Divisions



Capital Outlay - By Fund



City of Dover



Finance Department

MONTHLY REPORT

March 2026

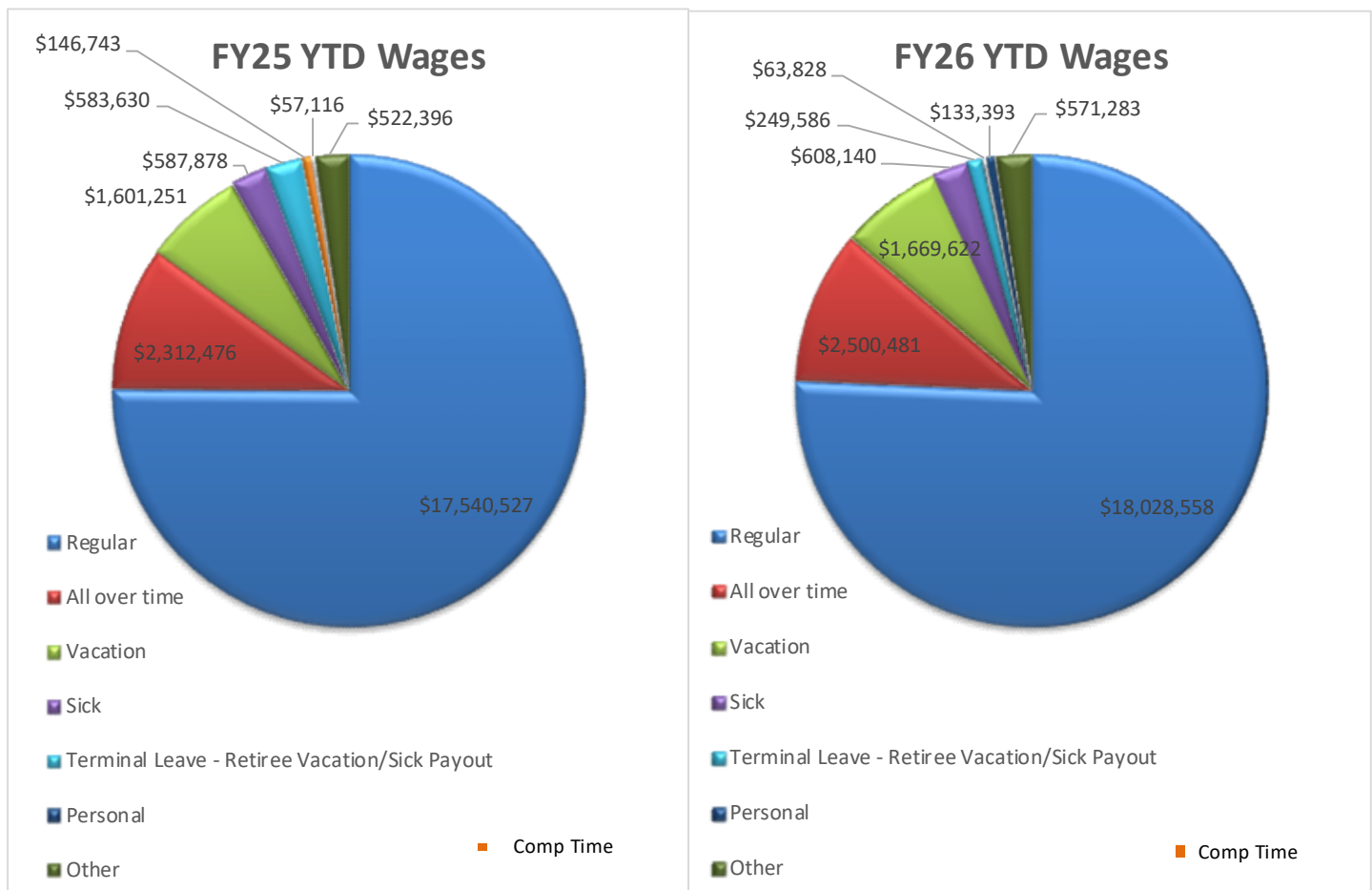
PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.

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CITY OF DOVER ACTIVITY REPORTS March 2026

	FY25 YTD	FY26 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	5,038	4,719
Total Amount of All Deposits	\$ 148,041,036	\$ 146,031,050
Other Activity		
Number of Pay Periods	20	17
Number of Direct Deposits Issued	7,336	7,915
Number of Pension Checks Issued	2,757	2,268
Total Pension Benefits Paid - Defined Benefit Plan	\$ 5,667,163	\$ 4,726,033

ACCOUNTS PAYABLE		
Number of Check Vouchers	5,042	3,587
Number of EFT Vouchers	2,400	2,438
Vouchers Dollar Amount Disbursed	\$ 78,576,145	\$ 87,822,427



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

City of Dover
General Fund Summary
Fiscal Year to Date March 2026

Revenues

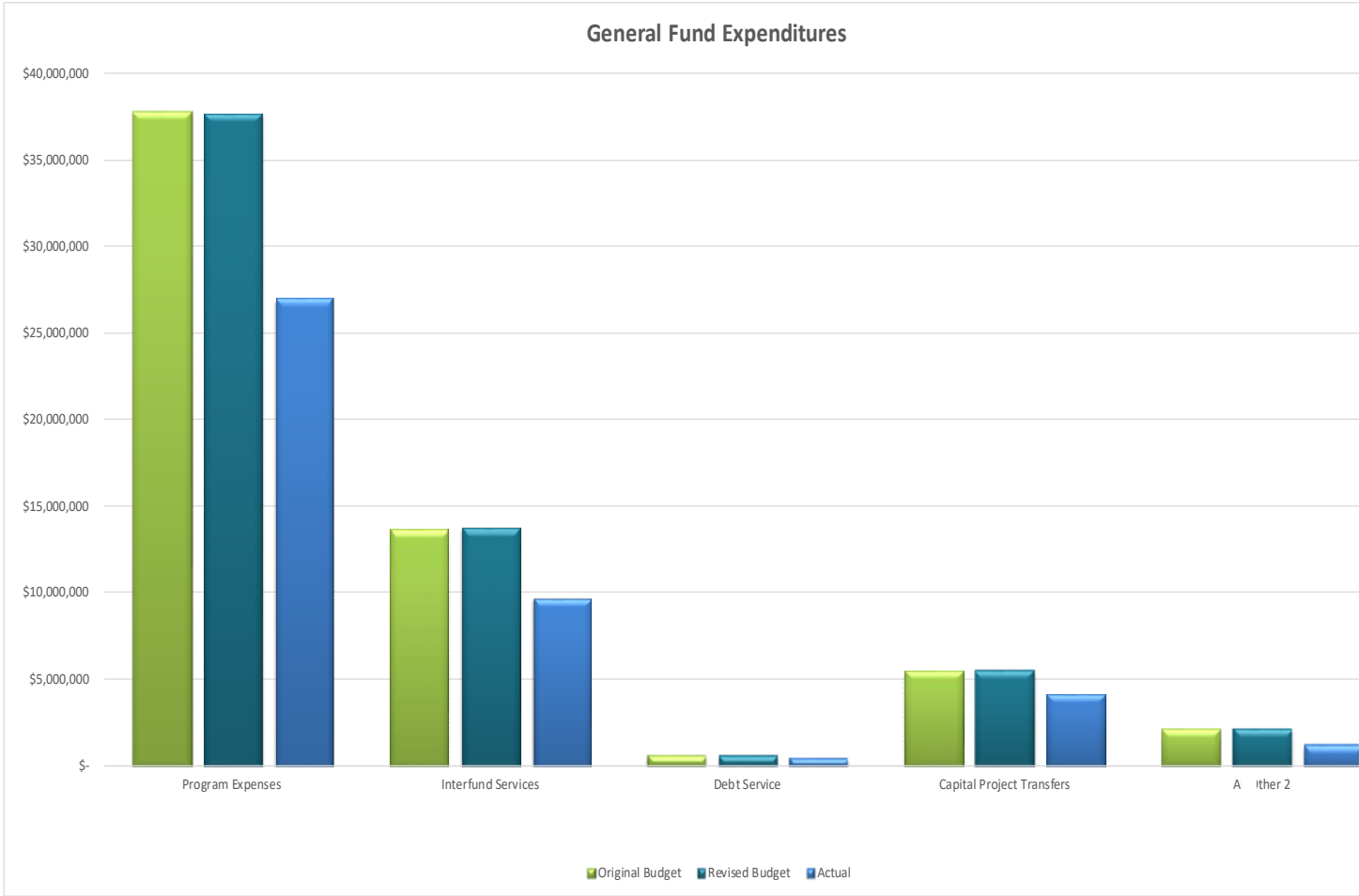
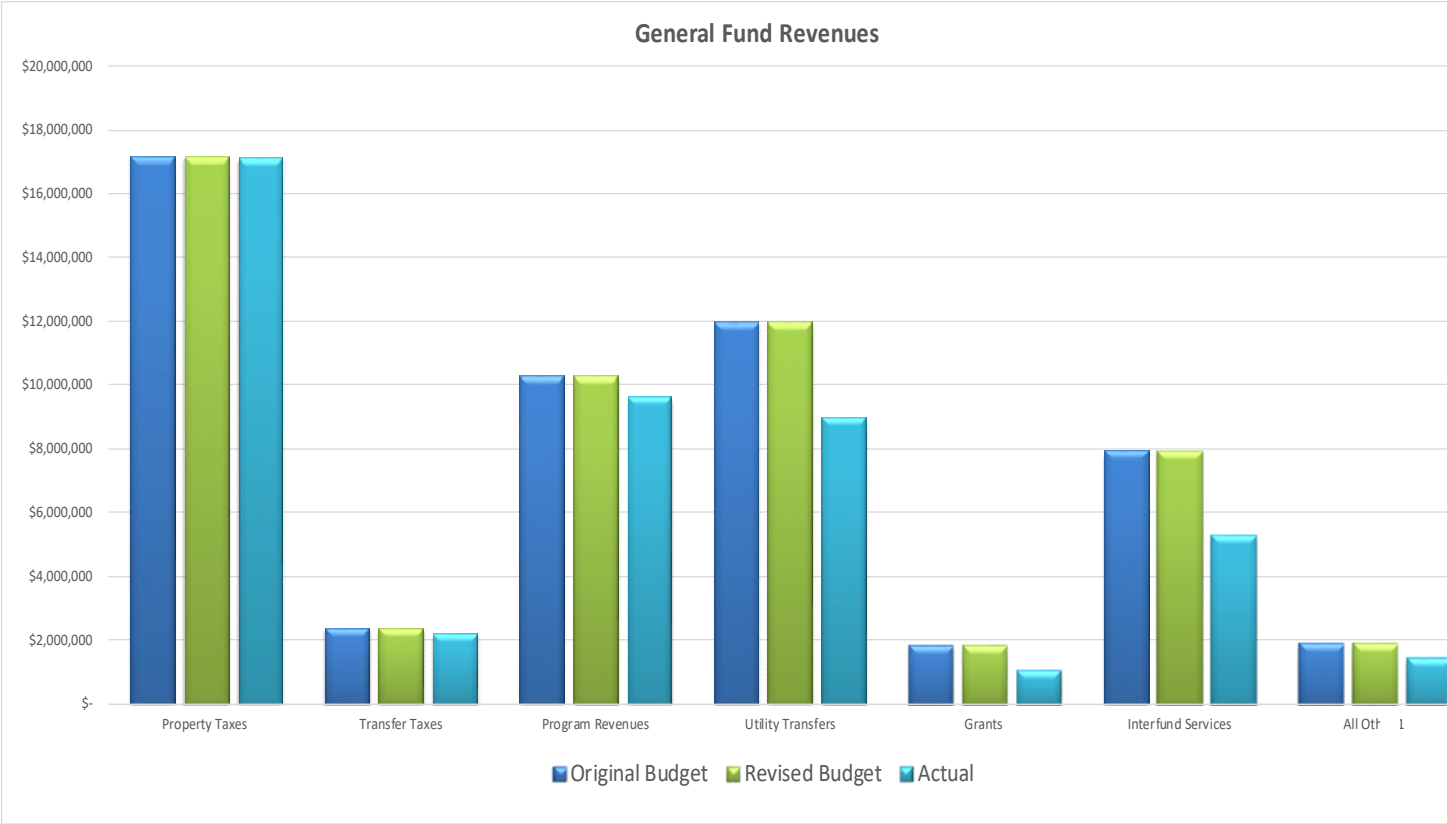
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property Taxes	\$ 17,200,000	\$ 17,200,000	\$ 17,138,551	100%
Transfer Taxes	2,400,000	2,400,000	2,213,151	92%
Program Revenues	10,320,100	10,320,100	9,619,750	93%
Utility Transfers	12,000,000	12,000,000	9,000,000	75%
Grants	1,821,500	1,821,500	1,081,589	59%
Interfund Services	7,938,700	7,938,700	5,281,953	67%
All Other ¹	1,900,000	1,900,000	1,450,141	76%
	\$ 53,580,300	\$ 53,580,300	\$ 45,785,135	85%

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 37,803,800	\$ 37,693,700	\$ 27,031,546	72%
Interfund Services	13,654,000	13,764,000	9,693,270	70%
Debt Service	625,200	625,200	469,961	75%
Capital Project Transfers	5,511,200	5,511,200	4,133,400	75%
All Other ²	2,147,800	2,147,800	1,225,696	57%
	\$ 59,742,000	\$ 59,741,900	\$ 42,553,873	71%

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

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



City of Dover
Water Fund Summary
Fiscal Year to Date March 2026

Revenues

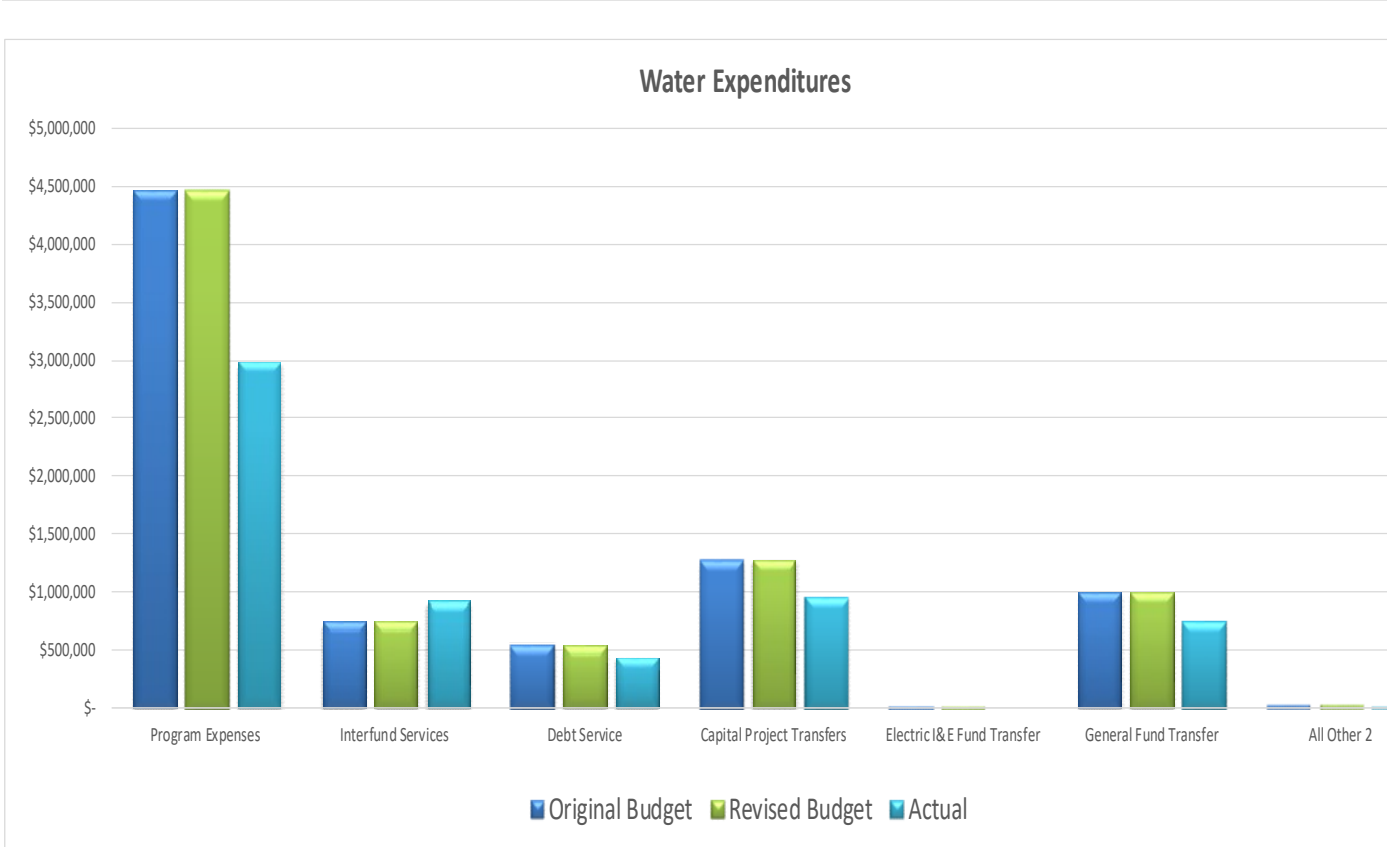
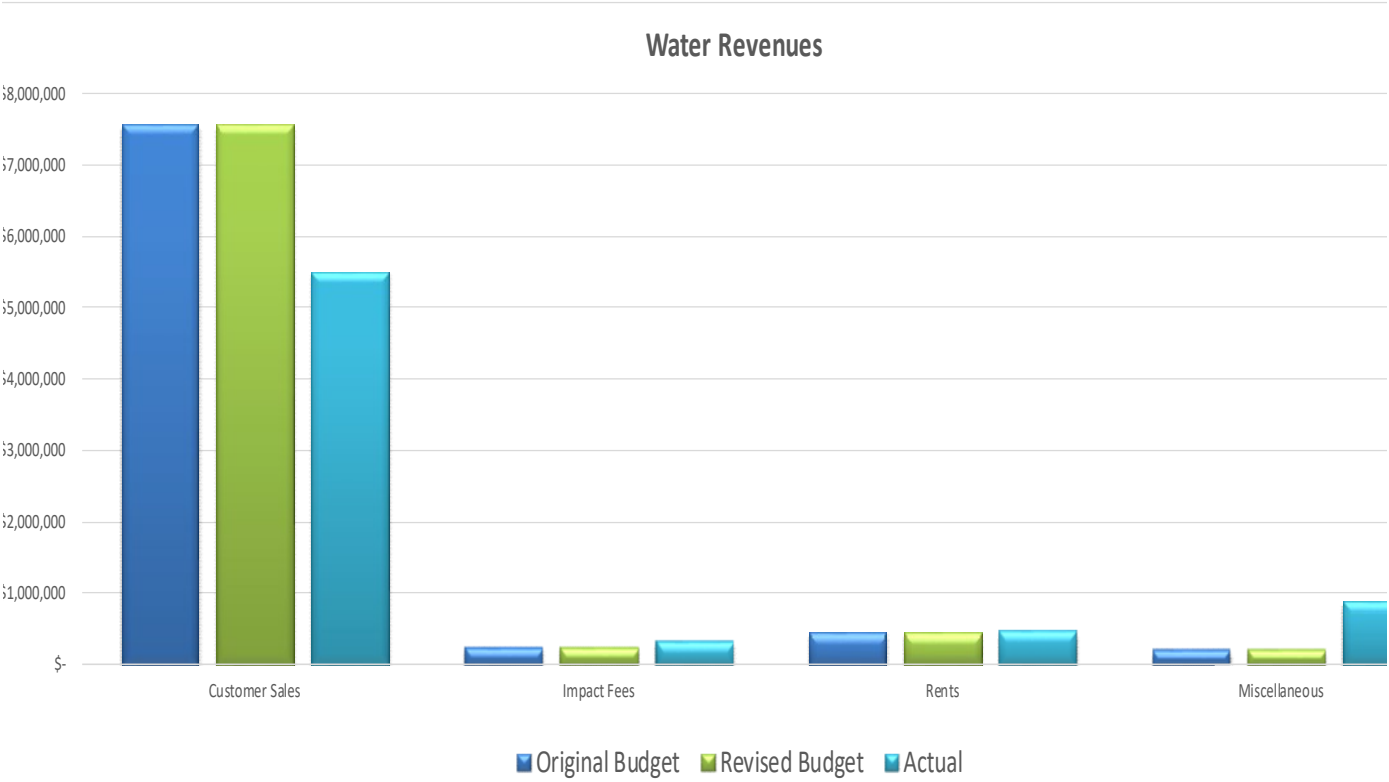
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 7,568,500	\$ 7,568,500	\$ 5,521,398	73%
Impact Fees	250,000	250,000	331,948	133%
Rents	464,000	464,000	478,686	103%
Miscellaneous ¹	215,400	224,400	883,878	394%
	<u>\$ 8,497,900</u>	<u>\$ 8,506,900</u>	<u>\$ 7,215,911</u>	<u>85%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 4,469,100	\$ 4,469,100	\$ 2,990,823	67%
Interfund Services	750,900	750,900	926,722	123%
Debt Service	543,000	543,000	450,088	83%
Capital Project Transfers	1,280,600	1,289,600	967,200	75%
Electric I&E Fund Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	750,000	75%
All Other ²	30,000	30,000	16,073	54%
	<u>\$ 8,098,600</u>	<u>\$ 8,107,600</u>	<u>\$ 6,100,906</u>	<u>75%</u>

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

² Includes Bank & CC Fees.



City of Dover
Wastewater Fund Summary
Fiscal Year to Date March 2026

Revenues

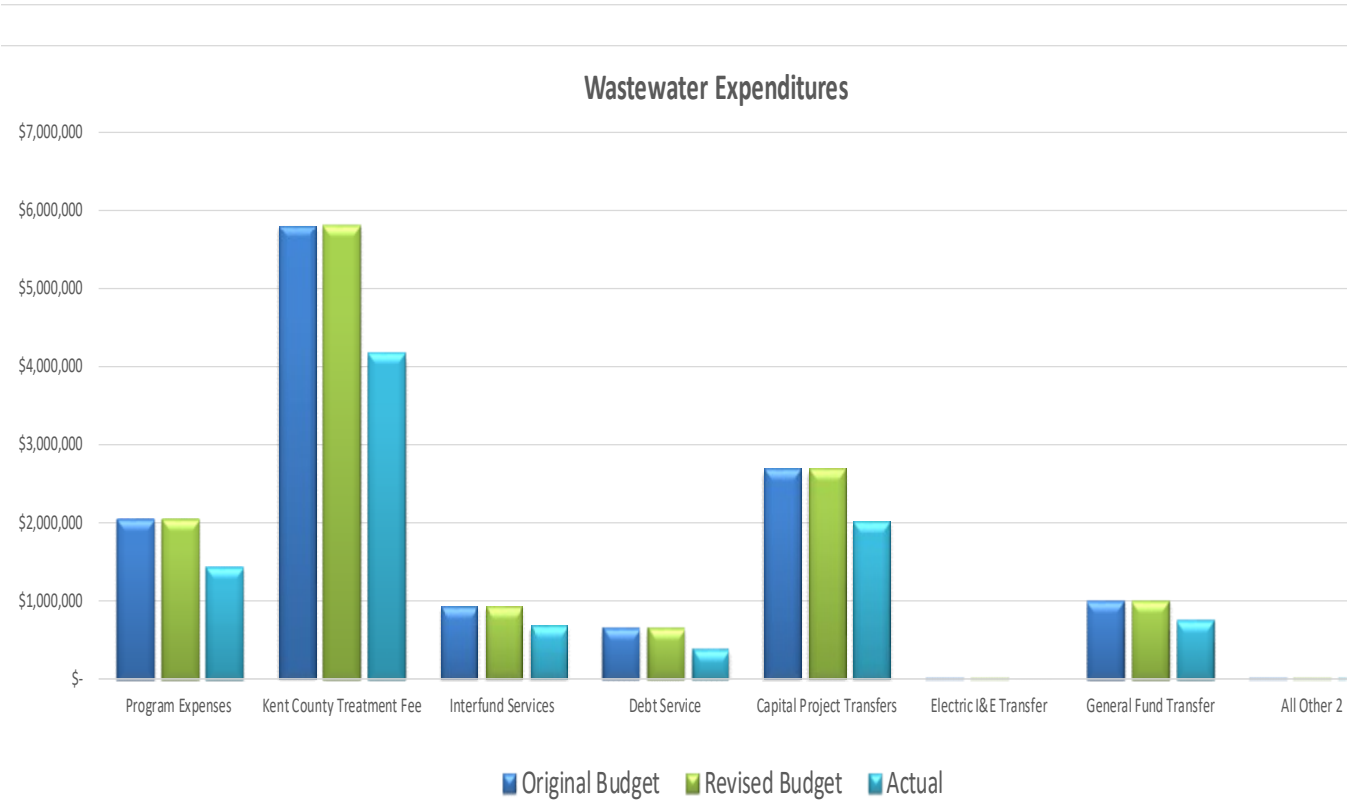
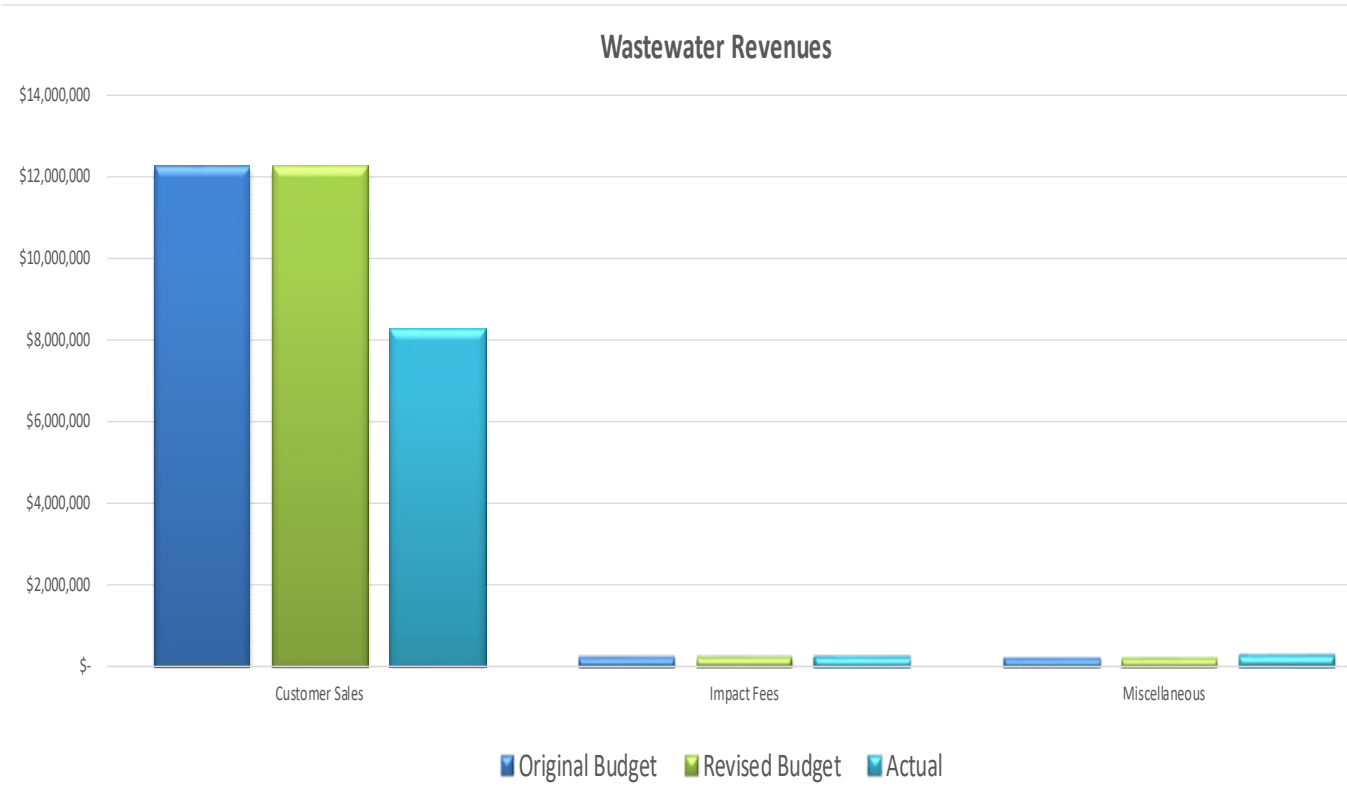
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 12,276,500	\$ 12,276,500	\$ 8,276,598	67%
Impact Fees	235,000	235,000	263,698	112%
Miscellaneous ¹	200,200	200,200	288,497	144%
	<u>\$ 12,711,700</u>	<u>\$ 12,711,700</u>	<u>\$ 8,828,793</u>	<u>69%</u>

Expenditures

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 2,044,300	\$ 2,044,300	\$ 1,437,398	70%
Kent County Treatment Fee	5,822,500	5,822,500	4,174,820	72%
Interfund Services	935,200	935,200	688,232	74%
Debt Service	644,000	644,000	375,194	58%
Capital Project Transfers	2,694,900	2,694,900	2,021,175	75%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	1,000,000	1,000,000	750,000	75%
All Other ²	11,000	11,000	4,844	44%
	<u>\$ 13,176,900</u>	<u>\$ 13,176,900</u>	<u>\$ 9,451,662</u>	<u>72%</u>

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

² Includes Bank & CC Fees.



City of Dover
Electric Fund Summary
Fiscal Year to Date March 2026

Revenues

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 103,145,400	\$ 103,145,400	\$ 75,624,191	73%
All Other ¹	3,045,000	3,045,000	3,456,461	114%
	\$ 106,190,400	\$ 106,190,400	\$ 79,080,652	74%

Expenditures

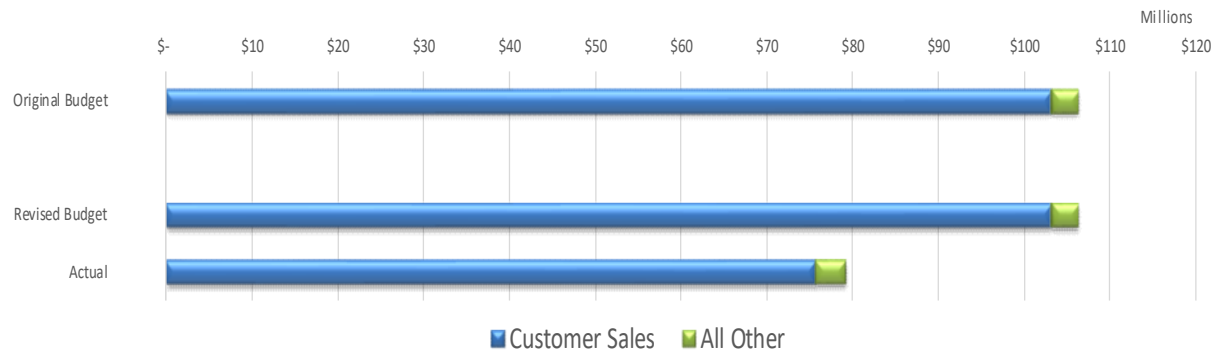
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 82,354,500	\$ 82,354,500	\$ 45,262,642	55%
Electric Operating Div. Exp.	11,276,300	11,276,300	7,802,439	69%
Interfund Services	5,123,800	5,123,800	3,666,998	72%
Debt Service	1,376,300	1,376,300	1,052,650	76%
Capital Project Transfers	10,538,300	10,538,300	7,903,725	0%
General Fund Transfer	10,000,000	10,000,000	7,500,000	75%
All Other ²	2,503,500	2,503,500	1,722,334	69%
	\$ 123,172,700	\$ 123,172,700	\$ 74,910,787	61%

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

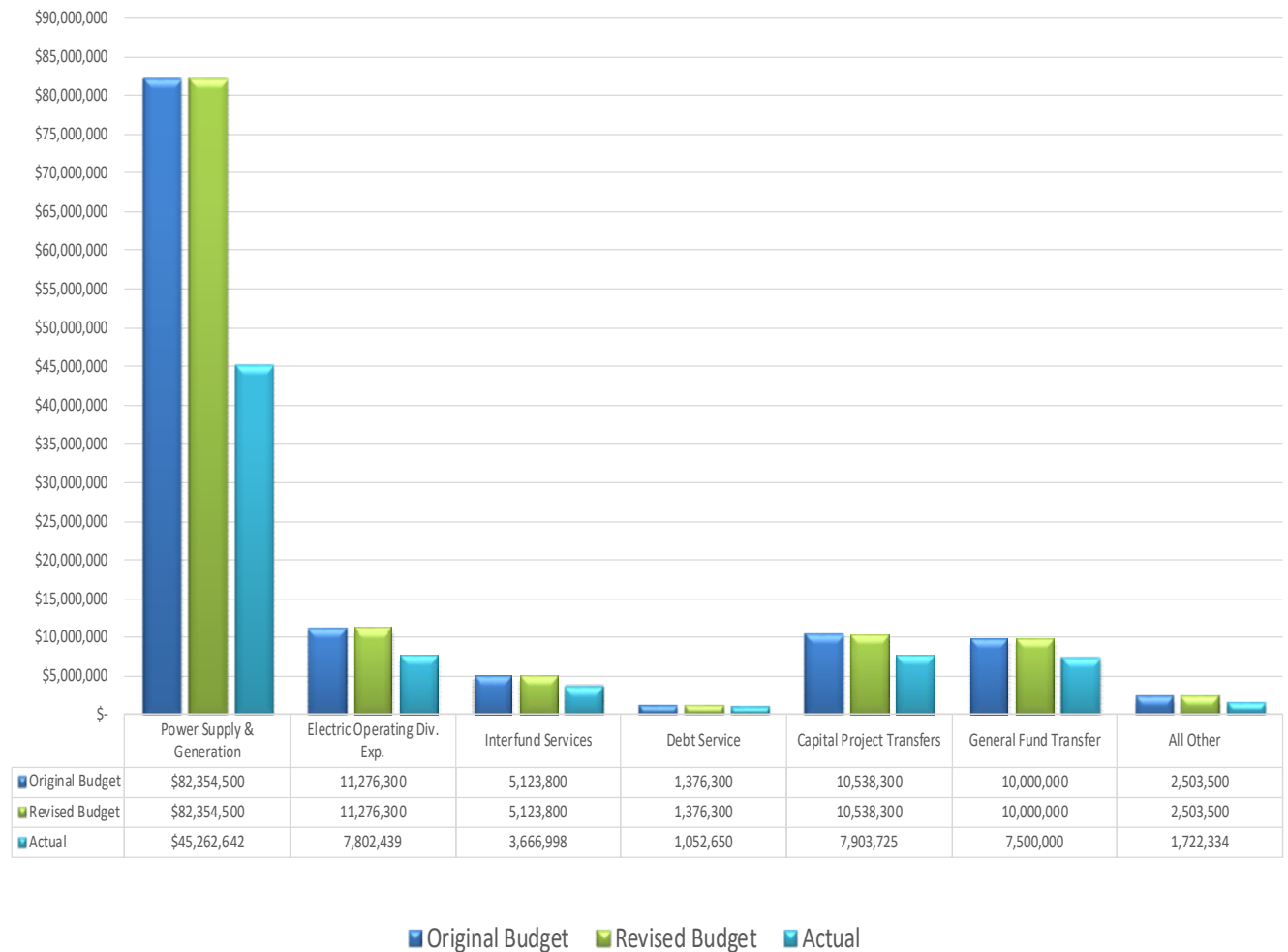
² Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Bond Issuance Costs, Transfer to Uncollectible Reserve, and Green Energy.

<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	764,148	764,148	547,610
Sales per MWh	\$133.22	\$133.22	\$135.93
Purchased/Generated MWh	770,241	770,241	562,853
All In MWh Supply & Generation	\$106.86	\$106.86	\$80.42

Electric Fund - Revenues

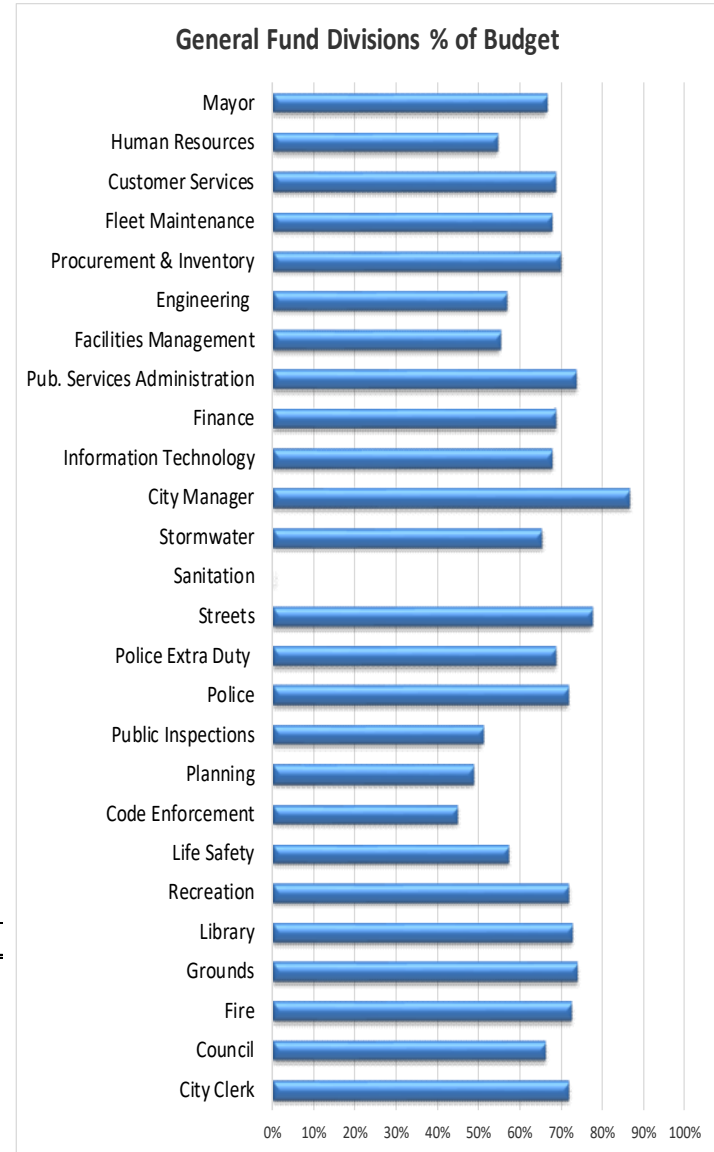


Electric Fund - Expenditures



City of Dover
Division Expense Summary (General Fund)
Fiscal Year to Date March 2026

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 492,900	\$ 492,900	\$ 353,417	72%
Council	276,600	276,600	182,780	66%
Fire	1,133,800	1,133,700	820,335	72%
Grounds	2,047,300	2,047,300	1,512,023	74%
Library	2,378,800	2,378,800	1,724,852	73%
Recreation	1,653,300	1,653,300	1,186,345	72%
Life Safety	1,664,100	1,664,100	951,219	57%
Code Enforcement	1,143,700	962,000	429,292	45%
Planning	1,079,800	1,089,800	527,947	48%
Public Inspections	769,100	768,800	390,063	51%
Police	24,762,300	24,762,300	17,704,683	71%
Police Extra Duty	910,700	910,700	623,462	68%
Streets	899,800	981,600	758,053	77%
Sanitation	-	-	1,036,731	0%
Stormwater	1,104,900	1,085,100	706,862	65%
City Manager	1,485,300	1,605,300	1,385,423	86%
Information Technology	1,045,700	1,045,700	705,637	67%
Finance	1,039,800	1,029,800	705,066	68%
Pub. Services Administration	743,500	743,500	546,354	73%
Facilities Management	807,900	807,900	443,471	55%
Engineering	303,500	303,500	171,702	57%
Procurement & Inventory	1,012,700	1,012,700	705,345	70%
Fleet Maintenance	1,139,800	1,139,800	767,296	67%
Customer Services	1,515,900	1,515,900	1,035,964	68%
Human Resources	529,900	529,900	288,036	54%
Mayor	316,700	316,700	209,425	66%
\$ 50,257,800	\$ 50,257,700	\$ 35,871,785	71%	



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date March 2026

Water Divison

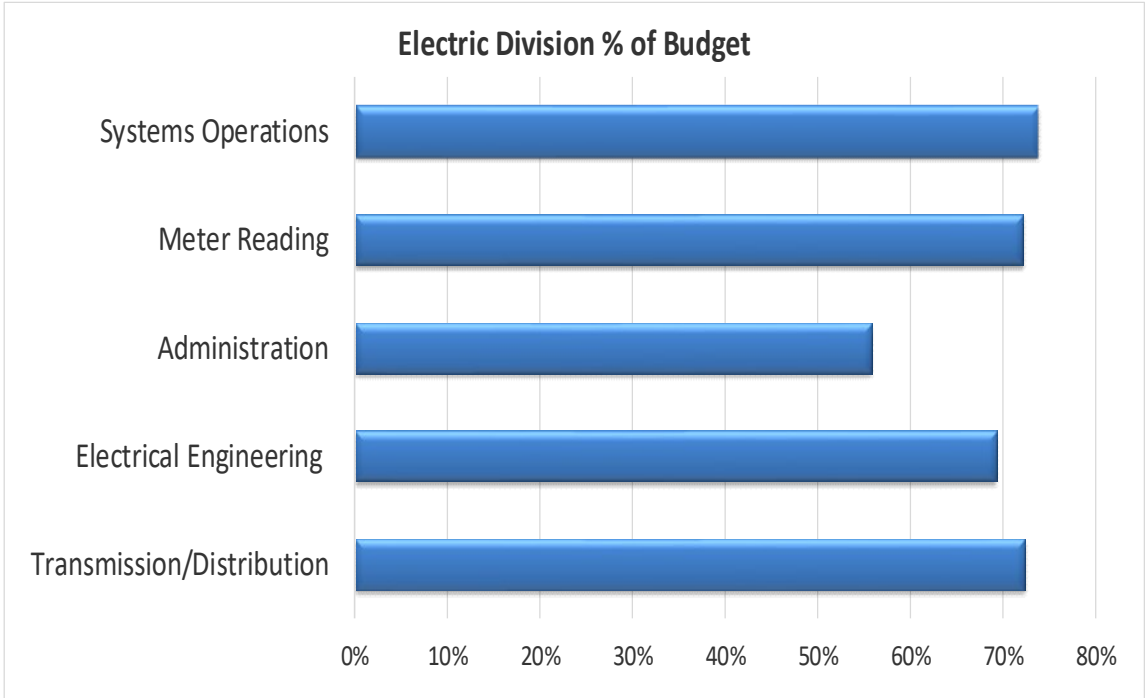
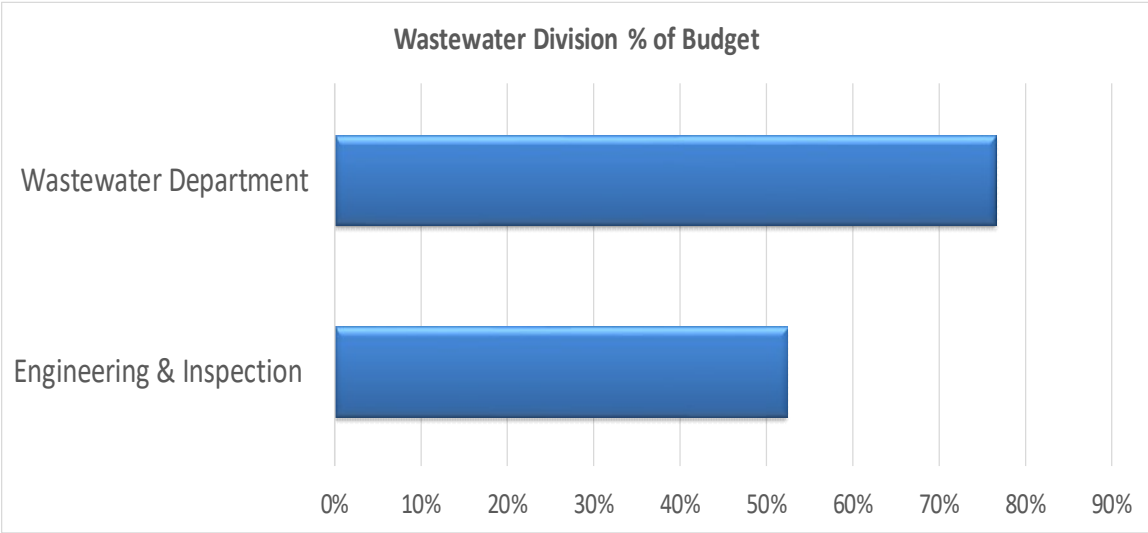
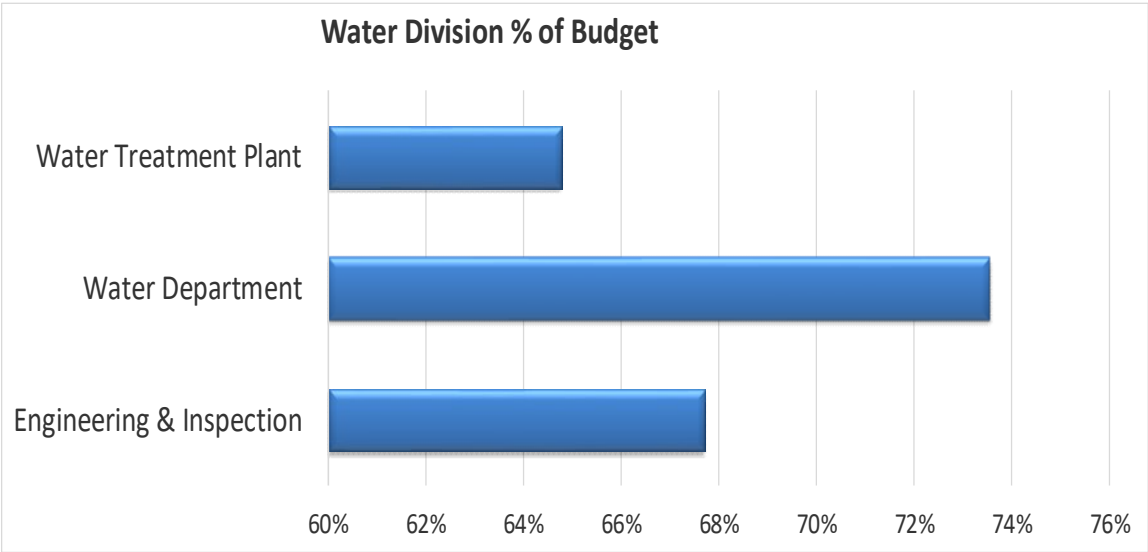
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 416,600	\$ 416,600	\$ 281,956	68%
Water Department	971,000	971,000	713,801	74%
Water Treatment Plant	3,081,500	3,081,500	1,995,066	65%
	\$ 4,469,100	\$ 4,469,100	\$ 2,990,823	67%

Wastewater Divison

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 519,900	\$ 519,900	\$ 271,836	52%
Wastewater Department	1,524,400	1,524,400	1,165,562	76%
	\$ 2,044,300	\$ 2,044,300	\$ 1,437,398	70%

Electric Division

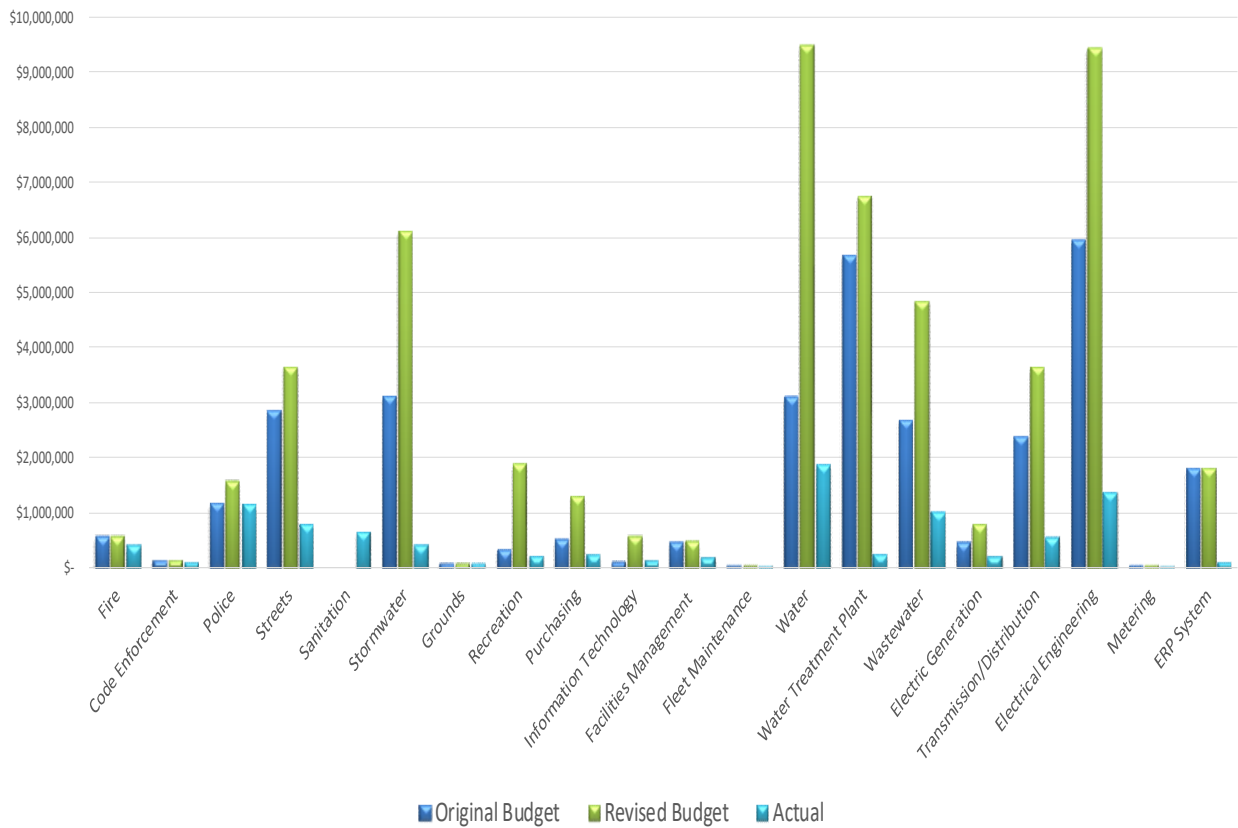
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 5,743,600	\$ 5,743,600	\$ 4,147,427	72%
Electrical Engineering	2,052,000	2,052,000	1,417,675	69%
Administration	1,751,900	1,751,900	973,797	56%
Meter Reading	569,400	569,400	410,044	72%
Systems Operations	1,159,400	1,159,400	853,496	74%
	\$ 11,276,300	\$ 11,276,300	\$ 7,802,439	69%



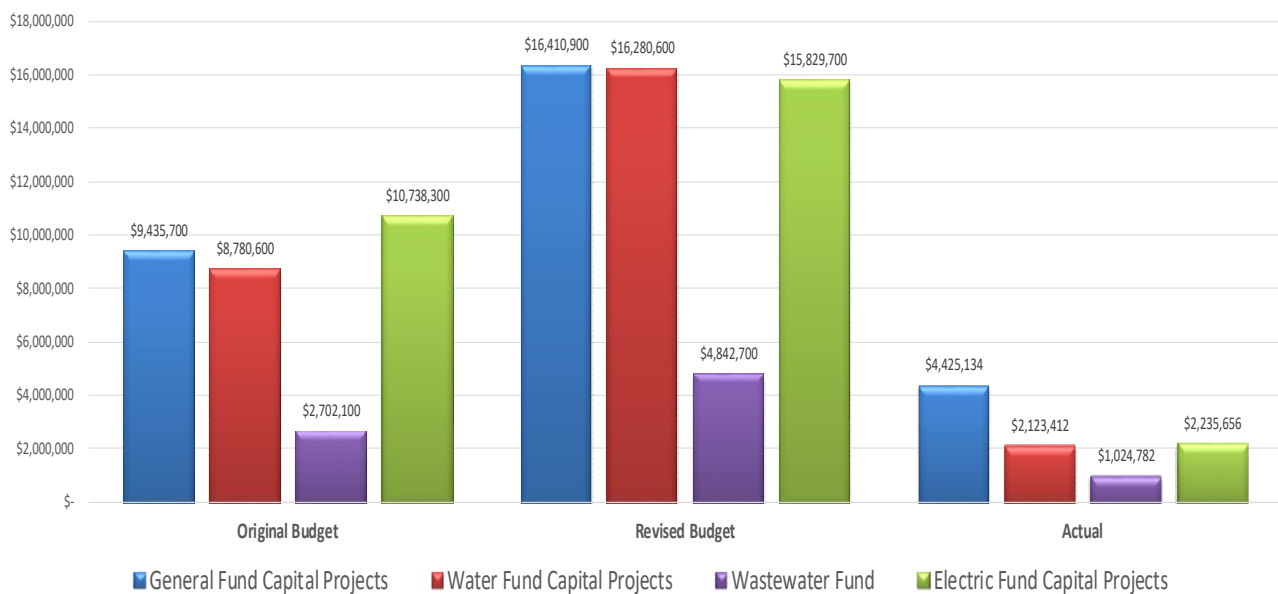
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date March 2026

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 569,500	\$ 569,500	\$ 403,677	71%
Code Enforcement	135,000	135,000	100,410	74%
Police	1,176,400	1,562,600	1,140,903	73%
Streets	2,870,000	3,654,300	798,889	22%
Sanitation	-	-	670,994	0%
Stormwater	3,124,000	6,123,200	419,008	7%
Grounds	85,000	81,900	79,154	97%
Recreation	330,000	1,890,200	229,665	12%
Purchasing	517,000	1,293,400	236,370	18%
Information Technology	110,700	579,600	127,889	22%
Facilities Management	474,000	480,100	180,367	38%
Fleet Maintenance	44,100	41,100	37,807	0%
General Fund Capital Projects	\$ 9,435,700	\$ 16,410,900	\$ 4,425,134	27%
<u>Water Fund</u>				
Water	\$ 3,098,600	\$ 9,514,400	\$ 1,865,438	20%
Water Treatment Plant	5,682,000	6,766,200	257,974	4%
Water Fund Capital Projects	\$ 8,780,600	\$ 16,280,600	\$ 2,123,412	13%
<u>Wastewater Fund</u>				
Wastewater	\$ 2,702,100	\$ 4,842,700	\$ 1,024,782	21%
Wastewater Fund Capital Projects	\$ 2,702,100	\$ 4,842,700	\$ 1,024,782	21%
<u>Sanitation Fund</u>				
Sanitation	\$ 735,000	\$ 1,474,000	\$ 675,904	46%
Sanitation Fund Capital Projects	\$ 735,000	\$ 1,474,000	\$ 675,904	46%
<u>Electric Fund</u>				
Electric Generation	\$ 460,000	\$ 807,800	\$ 207,127	26%
Transmission/Distribution	2,400,000	3,649,000	536,974	15%
Electrical Engineering	5,964,000	9,458,600	1,373,168	15%
Metering	50,800	50,800	23,513	46%
ERP System	1,803,500	1,803,500	94,875	5%
Electric Administration	60,000	60,000	-	0%
Electric Fund Capital Projects	\$ 10,738,300	\$ 15,829,700	\$ 2,235,656	14%
TOTAL CAPITAL PROJECTS	\$ 32,391,700	\$ 32,391,700	\$ 10,484,888	32%

Capital Outlay - All Divisions



Capital Outlay - By Fund



DOVER FIRE DEPARTMENT



March 2026

FIRE CHIEFS REPORT

To: Mayor and Council
From: David Carey, Fire Chief
Date: April 8, 2026
Subject: March 2026 Fire Chief's Report

Emergency Responses

The Dover Fire Department responded to 161 calls for service during the month of March.

Major Incidents:

- Trailer Fire – Riverside MHP
- 11 Fairway Lakes Country Club – Kitchen fire (extinguished)
- Cold Spring Place – Vehicle fire with injury
- 149 Front Street, Leipsic – House fire

Personnel Updates

Newly Qualified Drivers and Promotions

- Jefferson LaFontaine – Firefighter II
- Chase Christiansen, Ed Moran – Ladder 1 Driver
- Jaquan Gardley – Tower 2 Driver

Dispatch CAD updates

We are currently exploring a transition to a cloud-based server for Red Alert, as one of our existing servers are 7 and 14 years old and due for replacement. We are also working to streamline and consolidate some of our electronic applications to improve overall efficiency. This includes expanding our use of Red Alert and Chief 360.

Financial Overview

The Stipend Program continues to perform strongly. In March 61 firefighters participated in the program.

Month	Total (\$)	Members
January	\$25,830.00	53
February	\$27,280.00	55
March	\$27,660.00	61

Total Expenditure to Date: \$80,770.00

Personnel Activities

Category	Hours
Meetings	87
Training	477
Duty Crews	5,706
Incident	3,493
Total Hours	9,763

Total Calls for the month of January: 160

Average Attendance:

Closing

The Fire Department continues to operate with professionalism, adaptability, and commitment to public safety. Ongoing training, policy updates, and staffing efforts are strengthening operational readiness. The department appreciates the continued support of City Council and remains committed to transparent communication and service excellence.

Respectfully submitted,

David Carey,
Fire Chief

12:48 PM

03/29/26

Accrual Basis

Robbins Hose Company # 1, Inc.
Profit & Loss
March 2026

	Mar 26
Ordinary Income/Expense	
Expense	
Personnel & Office Expenses	
203 · Office Supplies	28.42
Total Personnel & Office Expens...	28.42
Repairs & Maintenance	
101 · Equipment Repairs	4,313.56
102 · Fuel	1,887.21
105 · Radio Repairs	450.00
106 · Program Expenses	10,005.26
107 · Small Tools	225.50
Total Repairs & Maintenance	16,881.53
Uniforms	
302 · Firefighting Gear	36.00
Total Uniforms	36.00
Utilities	
402 · Electric	4,225.09
403 · Natural Gas	4,869.49
404 · Telephone	1,519.45
405 · Water/Sewer	216.56
Total Utilities	10,830.59
Total Expense	27,776.54
Net Ordinary Income	-27,776.54
Net Income	-27,776.54

CITY OF DOVER POLICE DEPARTMENT

Item #28.



MONTHLY REPORT MARCH 2026

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CITY OF DOVER DEPARTMENT OF POLICE

Item #28.



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

May 11, 2026

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

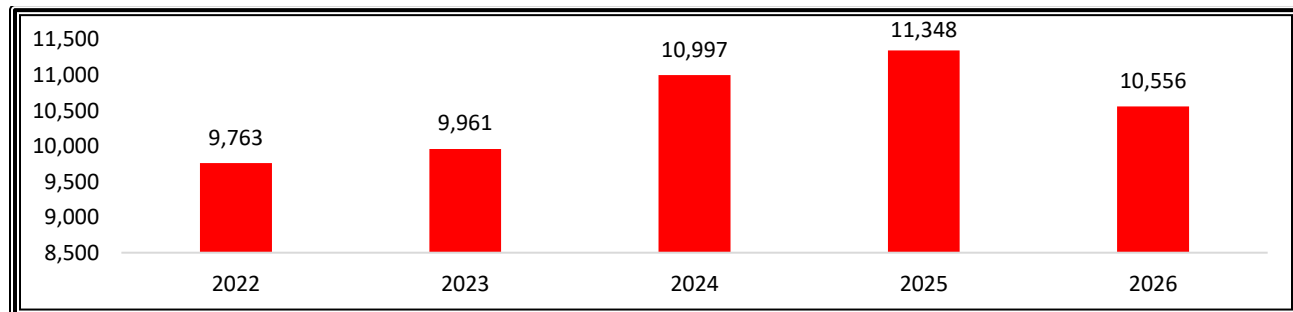
Mayor Christiansen and Council Members:

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

COMPLAINTS/EVENTS

YTD Totals compiled through March numbered 10,556.

This represents a decrease of 792 from the 11,348 reported over the same period in 2025.



CRIMINAL INVESTIGATIONS

Burglary: 7 cases reported, 5 cases cleared and 0 cases was cleared from previous months.

Robbery: 1 cases reported, 1 cases cleared and 5 cases was cleared from previous months.

Sex Assault: 4 cases reported, 1 case cleared and 1 case was cleared from previous months.

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

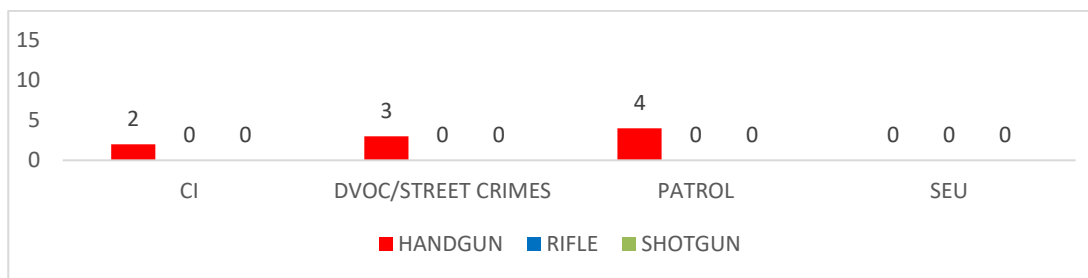
There were 3 Non-Criminal Death Investigations, 3 cases cleared and 0 cases cleared from previous months.

Item #28.

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

Marijuana: 1,122.26 grams seized
 Cocaine: 254.6 grams seized
 Ecstasy: 16 doses seized
 Prescription Pills: 87 doses seized
 Methamphetamine: 876 grams seized
 Opiates: 527.69 grams seized
 Other Rx Drugs: 100 grams/doses seized
 Drug Proceeds: \$520 seized

FIREARM SEIZURES/INSIDE CITY LIMITS

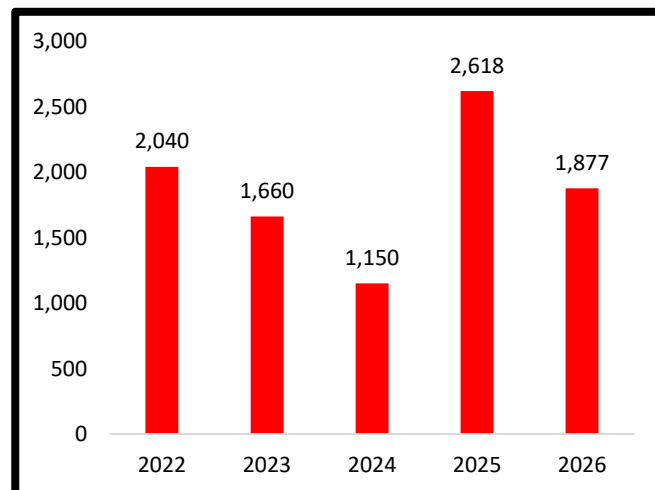


Firearms: 9 Handguns

TRAFFIC ENFORCEMENT

YTD Citation Totals compiled through March numbered 1,877.

This represents a decrease of 741 from the 2,618 reported over the same period in 2025.

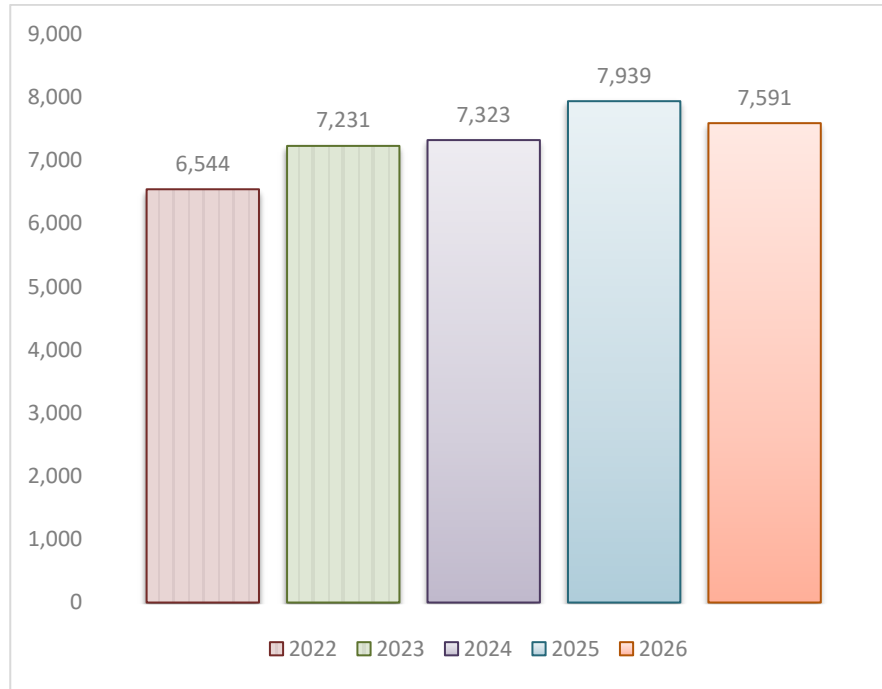


TRAFFIC CRASHES: YTD = 432

911 CENTER ACTIVITY

Total compiled during March numbered 7,591 calls.

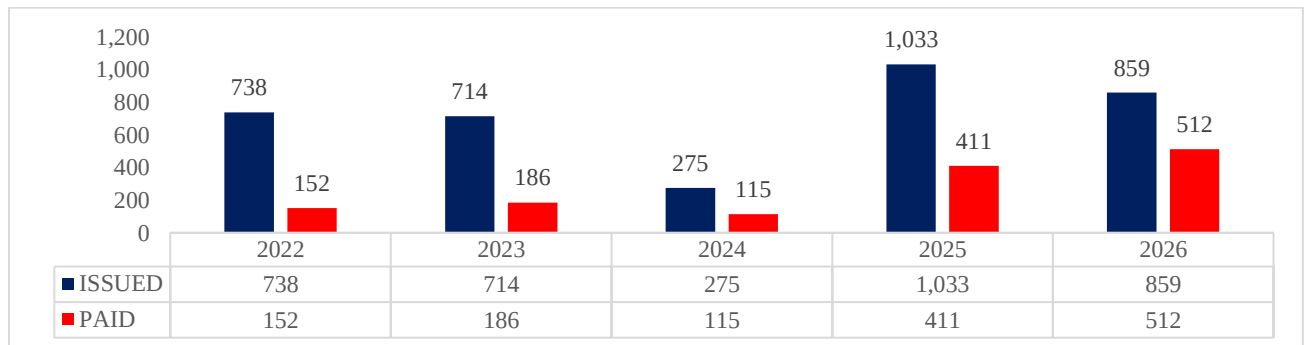
This represents a decrease of 348 from the 7,939 reported during the same period in 2025.



CITY ORDINANCE SUMMONS

YTD Totals compiled through March numbered 859.

This represents a decrease of 174 from the 1,033 reported over the same period in 2025.



COMMUNITY POLICING

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

- **Assisted Patrol** Units during major incidents, high 911 call volume and/or low staffing
- Met with **CSD & DSU officials** in reference to **mentorship program**
- Met with **property owners** in reference to multiple **Downtown Dover** locations
- Handled parking complaint at **10 S Bradford Street**
- **Conducted property checks of problem areas from community complaints:**
 - **Unit Block of South Governors Avenue**
 - **Unit Block of both North and South New Street**
 - **Dover Liquor Warehouse**
 - **Hamlet Neighborhood**
 - **1 S. Bradford Street**
 - **Islamic Society Mosque**
 - **Queen Street Synagogue**
 - **Downtown District**
- Planning for **Easter Egg Hunt, Torch Run (Special Olympics), St. Patrick's Day Parade, Summer Youth Academy [PAL], "A Day in their Boots", Franklin Institute Trip, Fall Flag Football League [PAL], Trunk or Treat**
- Participated in the **HOA meeting** – Grande Apts. – Panhandling/Vehicle Break-ins
- Participated in a meeting - **DelMarVa Shorebirds** – [PAL] night / Department night
- Participated in the **HOA Meeting** – Meadows neighborhood
- **21st Century Program** activities/meetings at the **Central Middle School [PAL]** – **Community Response Vehicle** visited the program on 3/19
- Continued work on the **Sponsored Student Athlete** program [PAL]
- Conducted the "**Easter Egg-stravaganza**" - Leg Mall – [K9 Roy] and CRV
- Secured **trespass authorization** forms from **Chipotle** and **the Vitamin Shoppe**
- Assisted BHU with a **welfare check** at 150 **Lakeview Dr.** with Clinician Heath
- Handled a **Trespass complaint** – 500 Block of S. State Street – Prosecution declined
- Handled a **Trespass complaint** – **Owens Manor** Apartments – 1 arrested
- Participated in a **Kickball** competition – **Dover Boys/Girls Club**
- Liaison with DSU athletics and **DSU Art program** in regard to future events
- Liaison **DSU basketball** coach - skills and drills program – [PAL]
- Liaison with Kyle Shaffer – **First Responder Rally** planning
- Handled **trespass/crime** situations – 32 & 41 **South Governors** – 2 arrested
- Conducted a welfare check at Mapleton SQ
- Handled a disorderly civil dispute between neighbors at 431 and 431 E. Water St.
- Assisted the **Police Academy** with **CPR / Accident Reconstruction** training
- **Community Response Vehicle - Women's Health Day** – 39 S. West Street - 3/21
- Handled a **Harassment** complaint – **Woodmill Apts.**

- Assisted Victim Services with a follow up on Aham Street
- Assisted **DelDot – White Oak Road near DE-1** – Homeless encampments
- Liaison with identified property managers for monthly statistical analysis
- Liaison with property manager at **Country Village** – Obtaining building key fobs
- Liaison with **Kings Cliff MHP Management** – ongoing situation
- Community outreach: Manchester, Capital Green, Clearfield Apts., Dover Estates II, Country Village, Woodcrest DR, Haman Dr, and Owens Manor
- Supported **DAFB** security detail for **POTUS** attending a **dignified transfer**
- Handled a fatal collision investigation on DuPont Highway
- Organized a Spring Break **training day** - D1 Sports/ baseball [**PAL**] - middle school kids
- Follow-up – Mental Health patient – **East Lake Gardens** – Code Enforcement & BHU
- Assist Patrol – 1100 Blk. S. DuPont Highway – **Homeless Camping**
- Assisted an elderly Leg Hall protestor with transportation after she lost her phone
- Assisted with a **Graffiti** problem – **Clearfield Apartments**
- Assisted the **Training Unit** with **CPR instruction** for Officers
- Attended a **Community Violence Intervention** meeting – potential Dover program

COMMUNITY POLICING – Behavioral Health

- The **Behavioral Health Unit** (BHU) responded to and/or assisted with **65 notable Calls for Service** (CFS) and **CPL Shepherd** and/or **Clinician Heath** were assigned to **65 CFS** via Computer Aided Dispatch (**CAD**).
- Of those 65 CFS, the following occurred:
 - **15** involved **transports** to the Dover Police Department, Court or Medical/Mental Health Facilities.
 - **13** involved **Mental Health** contacts and **5** involved **Substance Abuse** contacts, while **2** CFS involved a **combination of both**.
 - **65** involved **other circumstances** and/or CFS types.
 - **40** direct field contacts occurred during the 65 complaints involving Mental Health, Substance Abuse, and/or Other Circumstances.
 - BHU saved Patrol and other Units approximately 32 hours by placing other Officers back in normal service.
- BHU Meetings/Events/Community Engagement/Projects/Training:
 - **Most Notable:** CPL Shepherd completed two weeks of Dover Police Academy instruction for Tactical Medical Responses from March 2-13, 2026, followed by responding to a shooting on Thames Dr, and directly applying that instruction in the field.
 - **Notable:** CPL Shepherd co-presented to Officers at Crisis Intervention Training about Lethal Violence Protective Orders and Weapon Relinquishment Orders.
 - **Notable:** The BHU met with the City of Dover Mayor's Office in reference to the use of the City Governance Prescription Opioid Settlement Grant Funding opportunity.
 - Mental Illness and Substance Abuse Responses was instructed by the BHU to Recruits at the Dover Police Academy.
 - The BHU attended a Behavioral Health Consortium meeting and conversed with Lt Governor Kyle Evans Gay, and other politicians reference the success of the Co-Responder Model.

- The BHU met with several resource providers throughout the area in reference to services that they provide and how they can best serve the City of Dover.
- The BHU attended Kent County Mental Health Court with Probation and other resource providers in Kent County.
- The BHU continued to meet with the Prescription Opioid Settlement Distribution Commission in reference to the active grant program.
- The BHU met with FBI Victim Services in reference to an upcoming Human Trafficking Operation.
- BHU continued to assist all Units within the Department with Behavioral Health related cases or inquiries.

PROGRAMS AND INITIATIVES

- ✚ The **Group Violence Intervention (GVI)** program has **completed more than four (4) years of operational activities**. On March 4th the program team and the DPD held a meeting to review our efforts to date and plan future activities. The program is supported by academic researchers, State of Delaware officials connected to both the Department of Corrections and the Governor's Office, State subsidized contractors and participating municipal police agencies- including the Dover PD. A **full presentation to Council** is planned for late April during the CCW session.
- ✚ Our agency supported the **Dover Air Force Base** and the **United States Secret Service** on two occasions in March when the **President of the United States** was joined by many senior administration officials to attend **dignified transfer ceremonies**. Military members who were casualties in the early days of the Iran operation were flown to the **Port Mortuary** facility as is the custom and DPD did its part, along with DSP, to support our Federal partners, led by the DAFB Security Forces Police.
- ✚ The Department would like to welcome its **newest Communications Operator** to the 911 Center team. **Ms. Kayla Faggio** began her orientation on Monday, March 23, 2026. By the end of March, only one open position remains in the Center and there are background investigations in progress on multiple candidates.
- ✚ The Department **earned reaccreditation** nomination in December of 2024 by the assessment team assigned by the **Commission for the Accreditation of Law Enforcement Agencies (CALEA)**. The **formal hearing** was held on March 14, 2026 in Tucson, Arizona and following our testimony, the Commission formally granted the **9th renewal** of our **Gold Standard rating**. As will be mentioned in the annual report, **Mr. Rob Scott** deserves considerable credit for keeping us organized and compliant. Additionally, the entire Department deserves recognition for **embracing best practices** and supporting the **commitment to high standards**.
- ✚ **Master Corporal Anthony Toto** retired from the Dover PD in March. His last working day was March 31, 2026. He leaves us after **20 years of service** after working as both a Patrol Officer and Detective before finishing up as a Section Supervisor. His next stop is the **Chief of Police** position for the **Blades, DE** Police Department.
- ✚ Inspired by the past success of the event, the Department has moved and expanded the annual **Easter Egg Hunt** from the YMCA property to Legislative Mall. While briefly mentioned in the Community Policing section of this report, the success of this year's

event bears repeating. The **Community Policing Unit** coordinated the outreach event delivered on March 28th and special recognition belongs to **Corporal Melissa Ragona** for her vision and follow-through. There were many smiling faces and a whole host of participating partners.



Dover PD / PAL
2026 Easter Egg Hunt



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

Respectfully Submitted,

*Thomas A. Johnson, Jr.
Chief of Police*

NOTICE OF PUBLIC HEARING

The City of Dover Council will hold a public hearing on Monday, June 8, 2026, at 6:30 p.m. in the Council Chambers of Dover City Hall to consider adoption of the following proposed Electric Fund budgets for the fiscal year beginning July 1, 2026 to June 30, 2027. The following budgets have been submitted to the Mayor and Council for their review and consideration and the amounts are subject to change.

ELECTRIC REVENUE FUND

BEGINNING BALANCE	\$50,119,000
DISTRIBUTION OF EARNINGS - PCA CREDIT	-
BEGINNING BALANCE – ADJUSTED	\$50,119,000
BASE REVENUE:	
DIRECT SALES TO CUSTOMER	\$107,128,600
UTILITY TAX	1,356,100
MISCELLANEOUS REVENUE	800,000
RENT REVENUE	75,000
GREEN ENERGY	135,000
INTEREST EARNINGS	2,500,000
INTRAFUND SERVICE RECEIPTS W/WW	75,000
TOTAL REVENUES	\$112,069,700
TOTAL BEGINNING BALANCE & REVENUES	\$162,188,700
EXPENSES:	
POWER SUPPLY	\$22,777,200
DOVER SUN PARK ENERGY	3,097,100
SOLAR RENEWAL ENERGY CREDITS	348,200
POWER SUPPLY MANAGEMENT	759,000
REC'S (Renewable Energy Credits)	4,706,100
RGGI	96,700
PJM CHARGES - ENERGY	16,015,700
PJM CHARGES - TRANSMISSION & FEES	17,045,100
CAPACITY CHARGES	21,303,100
SUB-TOTAL POWER SUPPLY	86,148,200
PLANT OPERATIONS	2,398,600
GENERATIONS FUELS	220,000
PJM SPOT MARKET ENERGY	(816,300)
PJM CREDITS	(225,200)
CAPACITY CREDITS	(10,589,400)
GENERATION SUBTOTAL	(9,012,300)
POWER SUPPLY & GENERATION SUBTOTAL	77,135,900
DIRECT EXPENDITURES	
TRANSMISSION/DISTRIBUTION	\$5,761,100
ELECTRICAL ENGINEERING	2,333,000
ADMINISTRATION	1,544,100
METER READING	494,200
SYSTEMS OPERATIONS	1,203,500
DIRECT EXPENDITURE SUBTOTALS	11,335,900
OTHER EXPENSES:	
UTILITY TAX	\$1,356,100
ALLOW FOR UNCOLLECTIBLES	250,000
CONTRACTUAL SERVICES - RFP'S	50,000
LEGAL EXPENSES	50,000
INTERFUND SERVICE FEES	4,733,900
INTEREST ON DEPOSITS	21,000
BANK & CREDIT CARD FEES	750,000
DEBT SERVICE	1,374,800
STORM EXPENSE	100,000
OTHER EXPENSES SUBTOTAL	8,685,800
TRANSFER TO:	
IMPROVEMENT & EXTENSION	2,938,500
GENERAL FUND	11,000,000
RATE STABILIZATION RESERVE	135,000
TRANSFER TO INVENTORY WRITE-OFFS	100,000
TRANSFER TO SUBTOTAL	14,173,500
TOTAL EXPENSES	111,331,100
BUDGET BALANCE - WORKING CAPITAL	50,857,600
TOTAL BUDGET BALANCE & EXPENSES	\$162,188,700

IMPROVEMENT & EXTENSION FUND	
BEGINNING BALANCE	\$15,952,532
REVENUES	
TRANSFER FROM ELECTRIC	2,938,500
GENERAL SERVICE BILLING	1,700,000
TOTAL REVENUES	<u>5,138,500</u>
TOTALS	<u>\$21,091,032</u>
EXPENSES	
ELECTRIC ADMINISTRATION	190,000
ELECTRIC GENERATION	670,000
TRANSMISSION AND DISTRIBUTION	2,438,000
ELECTRICAL ENGINEERING	1,246,000
METER READING	94,500
TOTAL EXPENSES	<u>4,638,500</u>
BUDGET BALANCE	\$16,452,532
TOTAL BUDGET BALANCE & EXPENSES	<u>\$21,091,032</u>

City of Dover

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2026-06

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

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

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

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

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

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

Patricia M. Marney	-	Controller/Treasurer
Tammy Kelledees	-	Assistant Controller/Treasurer
Robin Dicerkson	-	Assistant Treasurer
Andria L. Bennett	-	Assistant Treasurer
Arielle M. Rivera	-	Assistant Treasurer

ADOPTED: *

ROBIN R. CHRISTIANSEN
MAYOR

FRED A. NEIL
COUNCIL PRESIDENT

Action History

05/11/2026 - Introduction – City Council

City of Dover

MAYOR AND COUNCIL

PROPOSED COUNCIL RESOLUTION NO. 2026-07

A RESOLUTION APPROVING THE 2026 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN

WHEREAS, the City of Dover is entitled to \$303,961 through the United States Department of Housing and Urban Development Community Development Block Grant program; and

WHEREAS, the City of Dover has prepared the 2026 Action Plan, in accordance with the United States Department of Housing and Urban Development guidelines, that serves as the primary planning document for identifying and meeting the housing and community development needs for the low and moderate-income residents of Dover; and

WHEREAS, the City of Dover is in favor of utilizing the Community Development Block Grant funds for community development purposes in accordance with the National Community Development objectives of benefiting low and moderate-income families, eliminating slums and blight, and meeting other community development objectives; and

WHEREAS, the United States Department of Housing and Urban Development requires the City of Dover to submit a Consolidated Plan and an Action Plan for Application for Federal Assistance, including the proposed use of funds and including certain certifications and policies to obtain its \$303,961 entitlement, for eligible activities;

NOW, THEREFORE, BE IT RESOLVED THAT THE MAYOR AND COUNCIL OF THE CITY OF DOVER approve the 2026 Community Development Block Grant Action Plan and application for Federal Assistance included in the Action Plan, along with certifications and policies attached, and authorize its forwarding to the United States Department of Housing and Urban Development for consideration.

ADOPTED: *

ROBIN R. CHRISTIANSEN
MAYOR

FRED A. NEIL
COUNCIL PRESIDENT

Action History

05/11/2026 - Introduction – City Council

ACTION FORM

Item #36.

PROCEEDING: City Council	
DEPARTMENT OF ORIGIN: Electric	DATE SUBMITTED: 04/30/2026
PREPARED BY: Paul Waddell, Electric Director	
SUBJECT: Self Build Solar, Permission to Proceed Evaluation	
REFERENCE: N/A	
RELATED PROJECT: No Related Project; Examining Feasibility	
REVIEWED BY: Patricia Marney – Treasurer; Sharon Duca – Acting City Manager	
EXHIBITS: N/A	
EXPENDITURE REQUIRED: Not to Exceed Green Energy Reserve Fund Balance AMOUNT BUDGETED: TBD	
FUNDING SOURCE: 410-00-00-00-000-24814	
TIMETABLE: Staff to proceed withing seven (7) days of Council approval	
RECOMMENDED ACTION: Staff recommends Council approval to proceed with 100 hours of construction and engineering work on a self-built solar installation at the vacant McKee Run site.	

BACKGROUND AND ANALYSIS

Staff is requesting Council's approval to pursue a self-built solar installation at the vacant McKee Run site. The 2023 Integrated Resource Plan, completed by The Energy Authority (TEA) and approved by Council on March 27, 2023, recommended that Dover secure solar generation to reduce exposure to market price volatility. However, affordable solar power purchase opportunities in the PJM region remain limited. TEA and staff evaluated City-owned properties for potential solar development, but most parcels were either too small or conflicted with public green space.

The McKee Run property presents a unique opportunity as it has been cleared to proceed with development. The site can support approximately 4 MW of solar generation, has direct access to existing transmission infrastructure, and poses no impact to public amenities. The project would be fully funded through the City's Green Energy Reserve Fund (GEF), which is supported by contributions required under **Delaware Code, Title 26 § 363**. REC prices have exceeded the statutory threshold for the past four years, enabling Dover to continue allocating these funds to the GEF.

A self-built solar installation at McKee Run would provide two primary benefits: it would supply locally generated renewable power directly to the City's electric grid, mitigating ratepayer exposure to energy price fluctuations; and it would generate Solar Renewable Energy Credits (SRECs), reducing the City's need to purchase credits to meet Delaware's Renewable Portfolio Standards.

This project has advanced far enough to where the use of funds will be required. There is a construction deadline of July 4th to take advantage of an Investment Tax Credit (ITC) on the project. This can be locked in by completing 100 hours of work on the project to include construction and engineering work. Approval from Council will allow use of the GEF to purchase minimal required work on the project until a final project can be designed and estimated to bring back to Council for approval.



PROPOSED ORDINANCE #2026-09

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

That Chapter 102 – Taxation, Article I – In General, Section 102-1 – Valuation and assessment, be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Sec. 102-1. – Valuation and assessment.

Section 47 of the Charter provides that an impartial valuation and assessment of all real property within the city may be conducted by the city assessor or assessors. The council may also direct that, in lieu of the assessment and valuation by the city assessor, a reassessment and revaluation may be done by Kent County Levy Court, the assessor or assessors, or an outside mass appraisal company or a consortium of appraisers chosen by the council. Such contractor and tax office staff will be under the supervision of the city manager or his/her designee.

Commencing with the Fiscal Year 2026 City re-assessment values from the 2020 assessment will be used to calculate the 2025 tax bills, starting in Fiscal Year ~~2027~~ **2028** the City will use the Kent County values which will be reassessed in Fiscal Year 2029 and every 5 years after, unless otherwise directed, the revaluation and reassessment of all real property may be conducted, under the supervision of the assessor or in conjunction with the assessor and/or the city manager or his/her designee, by an outside mass appraisal company or a consortium of appraisers chosen by the council or by Kent County Levy Court. The mass appraisal company or consortium of appraisers shall be licensed to conduct business in the State of Delaware and the City of Dover and shall employ appraisers who are licensed by the Delaware Division of Professional Regulations. All property shall be valued as to its status; as of its ownership; as of its current market value as of the January 1 assessment date, and shall reflect fair market value.

ADOPTED: *

SYNOPSIS

This amendment will allow staff to begin adopting Kent County's tax values starting in Fiscal Year 2028.

(SPONSORS:)

Action History

05/11/2026 – Scheduled for First Reading – City Council

04/28/2026 – Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration Committee



PROPOSED ORDINANCE #2026-10

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

That Appendix B – Zoning, Article 3 – District Regulations, Section 19 – Manufacturing zone (M) be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Section 19. – Manufacturing zone (M)

19.1 *Uses permitted.* No building or premises shall be used, and no building or part of a building shall be erected, which is arranged, intended, or designed to be used, in whole or in part, for any purposed, except the following, and in accordance with performance standards procedure as set forth in article 5, section 8 and subject to the site development plan approval as set forth in article 10, section 2:

19.191 Accessory Uses:

- (a) On-site offices, clinics, food service facilities, recreation facilities, and child day care services collocated within the permitted use and limited to exclusive use by employees, and such other accessory uses and structures clearly incidental to, and customary to, and associated with the permitted use.
- (b) The following uses may be permitted as conditional uses if approved by the planning commission in accordance with the provisions and procedures set forth in article 10, section 1, and any specified requirements set forth below:
 - (1) Associated retail uses in conjunction with and accessory to a permitted use, provided that the associated retail uses do not occupy more than 30 percent of the gross floor area of the building or group of buildings on a lot. Parking shall be provided at a rate of one parking space per 300 square feet of retail space for the exclusive use of retail customers, in addition to the bulk parking requirements of this zoning district for a particular use.
 - (2) Outside storage, which is incidental to the primary uses on the lot, within a completely enclosed and secure area appropriately screened from public view and not in any required setback from property lines.

19.192 Clean hydrogen production facilities for the production of clean hydrogen, as defined in article 12, shall be permitted, subject to compliance with article 5, section 8 (performance standards) and all applicable zoning and environmental regulations.

19.2 *Uses prohibited.* The following uses are specifically prohibited:

19.21 Residences.

19.22 Manufacturing uses involving primary production of the following products from raw materials: asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, carbon black and bone black, creosote, hydrogen and oxygen (**except as expressly permitted under section 19.192 relating to clean hydrogen production facilities**), industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, plastic materials and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke and tar products, including gas manufacturing; explosives; fertilizers; gelatin, glue and size (animal); linoleum and oil cloth; matches; paint, varnishes and turpentine; rubber (natural and synthetic); soaps, including fat rendering; [and] starch.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 3 – District Regulations, Section 20 – Industrial park manufacturing zone (IPM) by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Section 20. – Industrial park manufacturing zone (IPM).

20.1 *Uses permitted.* No building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in a whole or in part, for any purposed, except the following, and in accordance with performance standards procedure as set forth in article 5, section 8, and subject to site development plan approval as set forth in article 10, section 2:

20.191 Marijuana cultivation facilities, marijuana manufacturing facilities, and marijuana testing facilities, subject to the requirements outlined in article 5, section 24.

20.192 Clean hydrogen production facilities for the production of clean hydrogen, as defined in article 12, shall be permitted, subject to compliance with article 5, section 8 (performance standards) and all applicable zoning and environmental regulations.

20.2 *Uses prohibited.* The following uses are specifically prohibited:

20.22 Manufacturing uses involving primary production of the following products from 65 raw materials: asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline 66 dyes, ammonia, carbide, caustic soda, cellulose, chlorine, and carbon black and 67

bone black, creosote, hydrogen and oxygen (**except as expressly permitted under section 20.192 relating to clean hydrogen production facilities**), industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, plastic materials, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids: coal, coke, and tar products, including gas manufacturing; explosives; fertilizers; glue, and size (animal); linoleum and oil cloth; matches; paint, varnishes, and turpentine; rubber (natural or synthetic); [and] soaps, including fat rendering.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 3 – District Regulations, Section 20A – Industrial park manufacturing zone – Business and technology center (IPM2) be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Section 20A. – Industrial park manufacturing zone – Business and Technology Center (IPM2)

20A.1 *Uses permitted.* No building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except the following, and in accordance with performance standards procedure as set forth in article 5, section 8, and subject to site development plan approval as set forth in article 10, section 2:

20A.191 Indoor recreation and amusement establishments.

20A.192 Clean hydrogen production facilities for the production of clean hydrogen, as defined in article 12, shall be permitted, subject to compliance with article 5, section 8 (performance standards) and all applicable zoning and environmental regulations.

20A.3 *Uses prohibited.* The following uses are specifically prohibited:

20A.32 Manufacturing uses involving primary production of the following products from raw materials: Asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, and carbon black and bone black, creosote, hydrogen and oxygen (**except as expressly permitted under section 20A.192 relating to clean hydrogen production facilities**), industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosives, fertilizers, glue, and size (animal); linoleum and oil cloth; matches; paint, varnishes, and turpentine; rubber (natural or synthetic); and soaps, including fat rendering.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 3 – District Regulations, Section 20B – Industrial park manufacturing zone – Industrial aviation and aeronautics center (IPM3) be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Section 20B. – Industrial park manufacturing zone – Industrial aviation and aeronautics center (IPM3)

20B.1 *Uses permitted.* In an IPMC3 zone, no building or premises shall be used and no building or part of a building shall be erected, which is arranged, intended or designed to be used, in whole or in part, for any purpose, except the following, and in accordance with performance standards procedure as set forth in article 5, sections 8.2 and 8.6, and subject to site development plan approval as set forth in article 10, section 2:

20B.17 Clean hydrogen production facilities for the production of clean hydrogen, as defined in article 12, shall be permitted, subject to compliance with article 5, section 8 (performance standards) and all applicable zoning and environmental regulations.

20B.3 *Uses prohibited.* The following uses are specifically prohibited.

20B.32 Manufacturing uses involving primary production of the following products from raw materials: Asphalt, cement, charcoal, and fuel briquettes; chemicals: aniline dyes, ammonia, carbide, caustic soda, cellulose, chlorine, and carbon black and bone black, creosote, hydrogen and oxygen (**except as expressly permitted under section 20B.17 relating to clean hydrogen production facilities**), industrial alcohol, nitrates (manufactured and natural) of an explosive nature, potash, and synthetic resins, pyroxylin, rayon yarn, and hydrochloric, nitric, phosphoric, picric, and sulphuric acids; coal, coke, and tar products, including gas manufacturing; explosives, fertilizers, glue, and size (animal); linoleum and oil cloth; matches; paint, varnishes, and turpentine; rubber (natural or synthetic); and soaps, including fat rendering.

BE IT FURTHER ORDAINED:

That Appendix B – Zoning, Article 12 – Definitions, be amended by inserting the text indicated in bold, blue, italics, and deleting the text indicated in red strikeout as follows:

Clean hydrogen: Hydrogen gas produced on-site, generating oxygen as a byproduct through processes that do not involve the direct combustion or use of fossil fuels.

ADOPTED: *

SYNOPSIS

This ordinance amends Appendix B – Zoning of the Dover Code of Ordinances by adding a definition for “clean hydrogen” in Article 12 and amends Article 3 Sections 19, 20, 20A, and 20B to allow clean hydrogen

production facilities to operate as permitted uses in certain zones and adding supplementary regulations by which these facilities must abide. The zoning districts for clean hydrogen production facilities include the M (Manufacturing Zone), IPM (Industrial Park Manufacturing Zone), IPM2 (Industrial Park Manufacturing Zone – Business and Technology Center), and IPM3 (Industrial Park Manufacturing Zone – Industrial Aviation and Aeronautics Center).

(SPONSORS: ANDERSON, NEIL, and DUCA)

Action History

05/11/2026 – Scheduled for First Reading – City Council

04/28/2026 – Introduction – Council Committee of the Whole/ Legislative, Finance, and Administration Committee