

# PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

## A G E N D A

**February 12, 2008 - 12:00 Noon - Caucus Room - City Hall - City of Dover**  
*Public comments are welcomed on any item and will be permitted at appropriate times.  
When possible, please notify the City Clerk (736-7008 or e-mail at  
[Tmcdowell@dover.de.us](mailto:Tmcdowell@dover.de.us)) should you wish to be recognized.*

### AGENDA ADDITIONS/DELETIONS

1. Animal Care and Control Service
2. Updates
  - A. Puncheon Run Watershed Action Team Update
  - B. John W. Pitts Recreation Center
  - C. Planning and Funding for New Library
  - D. 2008 Comprehensive Plan Update









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## **Parks, Recreation, and Community Enhancement Committee**

### **Updates**

#### **John W. Pitts Recreation Center**

-  Progress meetings held on January 22<sup>nd</sup> & February 5<sup>th</sup> with architect, city staff, and contractor.
-  Interior construction such as drywall, plumbing, heating & electric is still progress.
-  Outside work such as lights, sidewalks, and gas line into building work has been completed.
-  IT Department and Facilities Management have reviewed and begun work for on the data and phone systems.
-  Basketball system & floor plates for volleyball installed.
-  Gym lights have been installed.
-  Gym floor is scheduled to be installation is slated to begin Monday, Feb. 11<sup>th</sup>
-  Grand Opening is being scheduled for March.

#### **Planning and Funding for New Library**

-  Public committee meeting participation process initiated January 29<sup>th</sup>. The intent of this project is to identify and help develop planning elements surrounding the Anchor Library Building Program within a public participatory process.
-  Subcommittees formed: public relations, building design, and fund raising.
  - Public Relations Project Definition and Planning will include:
    - Coordinating citizen input directed towards elected officials responsible for library funding
  - Building Design Project Definition and Planning includes the following concepts:
    - A Library Building Serves Many Functions:
      - Offers use spaces
      - Presents a welcoming, for customers and employees
      - Effectively uses space to support service priorities
      - Houses collections of materials in a variety of formats
      - Supports access to technology
      - Houses furnishings and equipment
      - Provides adequate work space
      - Offers meeting and gathering spaces
      - Provides easy access to the interior
      - Serves as a cultural and community connection point.
      - Serves as a community icon
  - Fund Raising Project Definition and Planning will include:
    - Directing efforts to potential Citizen, Foundation and Corporate target pool
  - Recent public media coverage has included TV coverage on WHYY and newspaper coverage in the Delaware State News.
-  RFP development to acquire “a team of consultants” to develop a “building program” as well as an RFP to acquire “professional fundraising consultants” in process.
-  Attended Kent County Library Advisory Commission (2/4/08). Reciprocal borrowing underwriting from Kent County will continue through June 30, 2009 according to Eric Buckson, Kent County Commissioner, 4<sup>th</sup> District. In addition, nothing discerned at this meeting that would lead one to conclude that there is County momentum at this time to “buy-in” as per the current library funding plan.
-  Attended JFC Budget Hearing at Legislative Hall on 2/5/08. No additional insight garnered as per future success of construction funds request.



# MEMORANDUM

Department Public Services – Planning & Inspections  
P.O. Box 475  
Dover, Delaware 19903  
Phone: 302.736.7010 Fax: 302.736.4217

**Date:** February 6, 2008  
**To:** City of Dover Parks, Recreation & Community Enhancement Committee  
**From:** Ann Marie Townshend, AICP  
**RE:** 2008 Comprehensive Plan Status Report

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The following is an update on the Comprehensive Plan development process for the 2008 Comprehensive Plan.

- On January 16, 2008, a University of Delaware graduate research assistant began working for the Planning Office to support the development of the Comprehensive Plan. She has met with staff within the Department to begin gathering background information for the Plan.
- The Planning Office has solicited quotes for a professional facilitator to facilitate the first round of public workshops planned for March 2008.
- A technical committee formed to assist with development of the Economic Development chapter of the Comprehensive Plan met on January 24, 2008 and will meet again on February 7, 2008 to work on developing the Economic Development chapter. This technical committee is being chaired by Tony DePrima, the City Manager.
- A general task timeline has been developed and shared with Planning staff and the Office of State Planning Coordination for completion of the Comprehensive Plan. This task timeline is attached and updates will be given to the Committee and to Council based on the milestones identified in the timeline.
- Staff would like to determine, with Council's concurrence, at what point during this process we would no longer accept applications to amend the current Comprehensive Plan. I would like to recommend that a deadline of May 2, 2008 be established for these applications, as this would have Council taking action on them in July, which aligns with submission of the draft to the State for review.

