

REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting was held on September 8, 2025, at 6:44 p.m. with Council President Neil presiding. Council members present were Ms. Hall, Mr. Boggerty, Mr. Anderson, Dr. Pillsbury, Ms. Arndt, Mr. Rocha, Dr. Sudler, and Mr. Lewis.

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

OPEN FORUM

The Open Forum was held at 6:20 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 G. Faust, Jr., 136 Orchard Avenue, emphasized his support for the police and the officers, noting that his comments were not intended to be unsupportive. He referenced an article about improving security for City Hall, stating that he was not opposed to improvements but emphasized the need for public transparency and answers to questions. He asked how security would be funded beyond the first year, noting that ongoing costs would come from the general fund. He suggested reviewing what other municipalities use for security to ensure the city adopts the best possible approach. He stressed that if time, energy, and resources are to be invested, the plan must be effective in protecting council, the mayor, citizens, and police officers. He added that any proposal should be both functional and practical, reminding everyone that it was their collective responsibility to diffuse situations and work as a team to ensure safe and productive meetings.

Faye White, 101 Babb Drive, yielded her three (3) minutes to Mr. Faust.

William G. Faust, Jr., 136 Orchard Avenue, stated that he was representing the Dover Human Relations Commission (DHRC). He noted that Dr. Travis Sudler had asked him to speak. He highlighted the presentation that Ms. Helena Rose was going to give regarding her daughters' lemonade stand for Lemonade Day. He believed that it was a worthwhile event and that it should be something that was supported by the Mayor and Council. He noted that he would like to include the flyer for the record, as well as asked council to give due consideration to the information that was being presented to them. (**Exhibit #1**)

LaChelle Paul, a Dover resident, expressed concern over a lack of faith in local government, stating that the Mayor and Council were not operating in accordance with the City Charter. She emphasized that officials must uphold their oath, review the budget, and enforce the Code, and concluded that the city is in turmoil because council is not fulfilling its duties.

Martha Wright, a Dover resident, stated that it had been 127 days since her son was killed at McGlynn's Pub and emphasized that no one (1) had been charged. She asked Police Chief Johnson, Mayor Christiansen, or other officials how they could ensure her safety while she sought justice in her son's case. She noted that she had been told to wait for the Attorney

General's Office, but stressed the length of time that had passed. She asked whether relocation assistance or other measures could be provided to ensure the safety of her and her children.

Belinda Main, 142 Reese Street, expressed concern about the speed in her neighborhood. She noted that she had brought up putting in speed bumps, but was told by council members that it was against the Delaware Code, when it is not. She stressed that if council would read it, learn it, and study it, to bring it back to council and realize that speed bumps were not against the state law or the city law. It all depended on whether the speed bumps were being placed.

She expressed serious concern about public safety in her neighborhood, citing speeding, gun violence, and unsafe conditions for her children playing outside. She noted incidents where there was high speed down the street, gun shootings in the neighborhood, could not have gatherings outside the houses without crime happening. She urged Police Chief Johnson, Mayor Christiansen, and council to prioritize addressing crime in the community, listen to the concerns of all constituents, and take action to ensure neighborhoods are safe. She also encouraged council to consider the perspectives of residents across all districts when making decisions.

Rachael Bryant, a Dover resident, stated that they have attended Lemonade Day at Ms. Helena Rose's personal stand for three consecutive years and observed her growth as a young entrepreneur. She highlighted that Ms. Rose started with lemonade, later added cookies, and aspired to expand further, including merchandise and potentially a brick-and-mortar store. She emphasized the importance of providing similar opportunities for other children to develop social skills, money management, and community service, noting that these experiences help young people build skills for their future.

INVOCATION

The invocation was given by Elder Ellis B. Loudon.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council President Neil.

ADOPTION OF AGENDA

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

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. Pillsbury moved for adoption of the consent agenda, seconded by Ms. Arndt and carried by a unanimous roll call vote.

PROCLAMATION – LITERACY MONTH

The City Clerk read the following Proclamation into the record:

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

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

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

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

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

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

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

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim the week of September 14 through 20, 2025, as **ADULT EDUCATION AND FAMILY LITERACY WEEK** in the City of Dover, and I encourage all citizens to support the Polytech Adult Education for all their literacy efforts in our community.

On behalf of the Mayor and Council, Mayor Christiansen presented the proclamation to Dr. Betsy Jones and Joyce Warrington.

Ms. Warrington expressed gratitude for the recognition, noting that it honors the hard work of students and serves as a reminder to the community of the importance of education for all generations. On behalf of students and staff, she thanked Council for highlighting Adult Education and Family Literacy Week in Delaware.

PROCLAMATION - RECOVERY MONTH – DOVER GOES PURPLE

The City Clerk read the following Proclamation into the record:

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

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

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

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

NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE, do hereby proclaim September 2025, as RECOVERY MONTH in the City of Dover and call upon our community to observe this month with compelling programs and events that support this year's Recovery Month theme, "Every Person, Every Family, Every Community" and take a stand against substance abuse by participating in Delaware Goes Purple.

On behalf of the Mayor and Council, Mayor Christiansen and Mr. Anderson presented the proclamation to Bishop Carol Harris-Boggerty.

Bishop Boggerty thanked council for the proclamation recognizing Substance Abuse Recovery Month. She highlighted the connection between addiction, housing, and mental health, noting that many individuals in recovery face housing instability, and emphasized that access to treatment should not depend on where someone lives.

PRESENTATION – LEMONADE DAY

Ms. Helena Rose Molock and Ms. Chiara Fox-Molock briefed members on the Lemonade Day Presentation.

ADOPTION OF MINUTES – REGULAR COUNCIL MEETING OF AUGUST 11, 2025

The Minutes of the Regular Council Meeting of August 11, 2025, were unanimously approved by motion of Dr. Pillsbury, seconded by Ms. Arndt, and bore the written approval of Mayor Christiansen.

COUNCIL COMMITTEE OF THE WHOLE REPORT OF –
AUGUST 12, 2025

The Council Committee of the Whole met on August 12, 2025, at 6:00 p.m. with Council President Neil presiding. Members of Council present were Mr. Anderson, Ms. Arndt, Mr. Boggerty, Ms. Hall, Mr. Lewis (via WebEx), Dr. Pillsbury, Mr. Rocha, and Dr. Sudler (via WebEx). Mayor Christiansen was also present. Civilian members present for their Committee meetings were Mr. Cunningham, Mr. Lewis (*Parks, Recreation, and Community Enhancement*), Mr. Iriowen (via WebEx), Mr. Wilson (*Utility*), and Mr. Shevock (via WebEx) (*Legislative, Finance, and Administration*). Mr. Garfinkel (*Legislative, Finance, and Administration*) was absent.

ADOPTION OF AGENDA

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

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

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

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

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

Council Reports – July 2025

First District

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

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

Second District

Ms. Hall reported attending the City of Dover Police Department Virtra Training System demonstration. She noted that it will be a great training opportunity for the police men and women to be placed in real-life scenarios and receive cutting-edge training. She noted visiting Barrister Place to evaluate all the new lighting and other security measures that have been recently provided, and they have been actively engaged in conversations regarding the possibility of having a fence installed. She had the opportunity to meet with the mayor and a constituent regarding speeding in a community, and she looks forward to finding some opportunities to meet the constituents' needs. Lastly, she reported that the Delaware 2025 Veterans' Stand Down event will be coming to Schutte Park on September 19, 2025.

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

Third District

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

Fourth District

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

Dr. Sudler reported attending the Downtown Dover Partnership meeting, where he is joining the Parking and Safety Committee to help address some of the safety concerns of downtown and the Downtown Development District. He noted going to Lincoln Park to address concerns, which he would like to have Mr. Boggerty

add to the Safety, Advisory, and Transportation agenda. He explained that he is working with the Mayor to secure housing choice vouchers for some of the victims from the Barrister Place shooting. He stated he was also working on addressing the overgrowth of vegetation on Conwell Street that has begun to overtake the cable lines, and he is looking into having the vegetation cut back some. Lastly, he reported attending the Community Health Day at the Holy Trinity UAME Church.

At-Large

Mr. Boggerty stated that many of the events had been mentioned; however, he met with Mr. Rocha regarding senior citizens and their rent increases at one particular location, which has increased in rent by eight percent over the last three years, for a total of twenty-four percent. He attended the Central Delaware NAACP Branch's Annual Freedom Fund Banquet. He noted that he is gathering information regarding security so that they may come together for a formal introduction of the suggestions. He reported attending a demonstration of the Florida police, where he unfortunately did not shoot well, the Community Health Day at the Holy Trinity UAME Church, a meet and greet with the solicitor, and the community town hall at the Sankofa Center.

Council President Neil

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

**PARKS, RECREATION, AND COMMUNITY ENHANCEMENT
COMMITTEE**

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

Adoption of Agenda

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

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

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

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

Staff recommended authorizing the City Manager to perform the necessary budget amendments, based upon carry forward project balances, to complete the Dover Park Building Improvement project construction, the Dover Park Splash Pad project construction, and the Dover Park ADA Accessible Playground project design and construction, based upon funding from the Schutte Park Skate Project, as well as authorize the City Manager to proceed with associated change orders.

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

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

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

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

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

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

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

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

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

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

Mr. Neil moved to recommend authorizing the city manager to perform the necessary budget amendments associated with the change orders. The motion was seconded by Dr. Pillsbury and carried by a roll call vote of nine yes (Hall, Boggerty, Anderson, Pillsbury, Arndt, Rocha, Neil, Cunningham, Michael Lewis) and two no (Sudler, Lewis).

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

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

UTILITY COMMITTEE

The Utility Committee met with Chairman Rocha presiding.

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

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

Adoption of Agenda

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

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

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

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

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

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

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

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

Responding to Mr. Boggerty, Mr. Waddell stated that the handbook is mainly directed towards construction, residential, and commercial services, and the service classifications. The vendors or providers not properly hanging or burying

their wires, like at Barrister Place, are covered in the licensing and pole attachment agreements. He noted that they have Master License Agreements (MLA) with all the communication providers. He explained that some of the issues at Barrister Place lie within the spooling of the lines, as there are excess lines that are hanging down. He further noted that some of the poles are the service provider poles because there are places within the city where they own the pole lines and the city is attached to them. He stated he is unsure why in the 50's, 60's, and 70's the city did not obtain ownership of the poles.

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

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

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

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

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

By consent agenda, Dr. Pillsbury moved for approval of the Committee's recommendation, seconded by Ms. Arndt 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 6:45 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Adoption of Agenda

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

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

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

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

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

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

This item was informational; committee action was not required.

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

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

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

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

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

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

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

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

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

Staff recommended acceptance of the Audit Program.

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

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

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

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

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

By consent agenda, Dr. Pillsbury moved for acceptance of the Council Committee of the Whole Report, seconded by Ms. Arndt, and unanimously carried.

MONTHLY REPORTS – JULY 2025

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

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

**APPOINTMENTS/REAPPOINTMENTS RECOMMENDED BY MAYOR
CHRISTIANSEN**

By motion of Dr. Pillsbury, seconded by Ms. Arndt, the following appointment was accepted by consent agenda.

Board of Adjustment – Three-Year Term to Expire July 2028

A. Carylin Brinkley

**PURCHASE OF VEHICLE – WATER SERVICE PERSON (JASON LYON, DIRECTOR
WATER/WASTEWATER/ENGINEERING SERVICES**

Mr. Jason Lyon, Director of Water/Wastewater/Engineering Services, reviewed the background regarding the purchase of vehicles for the Department of Water and Wastewater.

Responding to Mr. Lewis, Mr. Lyon clarified that none of the funding would be coming out of the general fund currently, due to the money coming from the class action lawsuit. He noted that the money was unaccounted for. He also mentioned that he did not think they would be receiving funds from the class action lawsuits from the Periodic acid-Schiff (PAS) contamination.

Responding to Mr. Lewis, Mr. Lyon clarified that the funds were for a water fund vehicle, and there was no general fund involved with the purchase of the vehicle.

Responding to Mr. Lewis, Mr. Lyon stated that the original amount of money that was budgeted for the water account was \$61,000, and the vehicle price came in at under \$74,000. They were roughly \$12,000 short. He noted that the money from the class action lawsuit, the portion that they had received so far, would be using a chunk of the money and offset the shortfall.

Responding to Mr. Lewis, Mr. Lyon clarified that they would be using a portion of the money from the class action lawsuit.

Responding to Mr. Lewis, Mr. Lyon clarified that the rest of the money would stay in a water miscellaneous revenue account until it was necessary or use the money on a different project. He noted that they were still ironing that out.

Responding to Mr. Lewis, Mr. Lyon stated that the need for the vehicle was not due to a vehicle being taken out of commission, but rather because a new employee was hired and required transportation. He noted that it was necessary to purchase a vehicle to run the operations effectively, and there were no additional vehicles available.

Responding to Dr. Sudler, Mr. Lyon clarified that the projected amount from the class action lawsuit that they would be receiving was estimated at over \$300,000.

Dr. Sudler moved for acceptance of the vehicle purchase as recommended by staff, seconded by Dr. Pillsbury.

Responding to Dr. Sudler, Mr. Lyon clarified that the amount would be around \$13,000 to make up for the difference.

Dr. Sudler moved for approval of the vehicle purchase as recommended by staff, seconded by Dr. Pillsbury, and carried by a unanimous roll call vote.

FINAL READING PROPOSED ORDINANCE #2025-13 – AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE IV – OFFICERS AND EMPLOYEES, DIVISION 1 – GENERALLY, SECTION 2-201-COMPENSATION AND EXPENSES FOR MAYOR, COUNCIL, AND OTHER ELECTED OR APPOINTED OFFICIALS

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of August 11, 2025. The ordinances are available at the entrance of the Council Chambers or on the City's website at www.cityofdover.com under "Government."

Ms. Arndt moved that the Final Reading of the Proposed Ordinance be acknowledged by title only, seconded by Ms. Hall, and unanimously carried.

The City Clerk read the following Ordinance into the record as follows:

ORDINANCE #2025-13 – AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE IV – OFFICERS AND EMPLOYEES, DIVISION 1 – GENERALLY, SECTION 2-201 – COMPENSATION AND EXPENSES FOR MAYOR, COUNCIL, AND OTHER ELECTED OR APPOINTED OFFICIALS.

Mr. David Anderson, Council Member, reviewed the Proposed Ordinance #2025-13 – Amending Chapter 2 – Administration, Article IV – Officers and Employees, Division 1 – Generally,

Section 2-201 – Compensation and expenses for Mayor, Council, and other elected or appointed officials.

By motion of Dr. Sudler, seconded by Mr. Anderson, Council, by a unanimous roll call vote, Council adopted Ordinance #2025-13 as follows:

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

That Chapter 2 – Administration, Article IV – Officers and Employees, Division 1. – Generally, Section 2-201 - Compensation and expenses for mayor, council, and other elected or appointed officials be amended to read as follows:

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

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

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

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

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

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

(5) Employee election officers. Employees of the city appointed to serve as election judges or officials for any municipal election shall receive an amount set by city council for

per diem reimbursement for expenses for each municipal election attended in addition to their regular salary.

(6) Appointee to council committee. Each appointed member to any city council committee, not serving an elected term to any city office, shall receive \$75.00 for preparation and attendance at each committee meeting to which the member is appointed.

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

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

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

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

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

ADOPTED: September 8, 2025

CITY MANAGER'S ANNOUNCEMENTS

Mr. Hugg had no announcements.

MAYOR'S ANNOUNCEMENTS

Mayor Christiansen announced that there would be two (2) events that were coming soon and that residents would need to check social media for more information. He noted that there will be a music festival on Legislative Mall as well as a peace march on September 14th. He further noted that details were to follow.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Anderson, referring to Mayor Christiansen's comments regarding the music festival at Legislative Mall on Sunday, noted that it could be more than just a music event. He highlighted two (2) international artists, Amillion and Jimmie Allen, both with Delaware ties, who have not only brought music but also community impact. Amillion has organized giveaways such as the

Back-to-School Drive and the Back-to-Life Drive, for which he was glad to help sponsor one (1) of those giveaways. Those efforts are meaningful for families who need school supplies, as well as for those seeking resources connected to recovery. The Back-to-Life Drive, in particular, focuses on healthcare and recovery support, including access to Narcan and other critical resources, aligning closely with National Recovery Month. He announced that on Sunday, September 14th, at Legislative Mall, from about 1:00 p.m. to 8:00 p.m., there will be live music and community activities. Additionally, as the mayor mentioned, the Peace Walk is scheduled for around 12:00 p.m. Together, these events make it not just a celebration, but also an opportunity to provide real support for people in need. Mr. Anderson also wanted to share that on an upcoming agenda, there would be a presentation from the Delaware Department of Justice. He noted that the Department of Justice would be helping the city with some of their local issues because they can only do so much, so the Department of Justice needs to be a partner as well as the community. The community has already given some very important information, and the information has been compiled into a report that the Department of Justice will be giving to council, the community, and the Council Committee of the Whole in the near future.

Ms. Hall wanted to remind everyone that the Veteran Stand Down would be on Friday, September 19th. She noted that if anyone knows a veteran, please bring them out to take advantage of the resources in Schutte Park. She also mentioned that the event was all day.

Responding to Mr. Anderson, Mr. Neil stated that the City Solicitor's statement would be deferred for an additional period of time.

The meeting adjourned at 7:19 p.m.

ANDRIA BENNETT
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by the City Council during their Regular Meeting of September 8, 2025, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/AB

Exhibits

Exhibit #1 – Helena Rose's Lemonade Stand – Lemonade Day



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

