

PRESIDENT'S COUNSEL ON PUBLIC/PRIVATE PARTNERSHIPS AND THE FUTURE OF CITY HALL, WEYANDT HALL, FORMER DOVER LIBRARY, AND OTHER CITY PROPERTIES

The President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties Meeting was held on March 11, 2015 at 9:04 a.m. with Chairwoman Williams presiding. Members present were Mr. Hutchison, Mr. Perza (arrived at 9:08 a.m.), Mr. Clendaniel, Mr. McDaniel, and Mr. Mitten.

Staff members present were Mrs. Mitchell, Mr. Koenig and Mrs. McDowell.

AGENDA ADDITIONS/DELETIONS

Mr. McDaniel moved for approval of the agenda as presented, seconded by Mr. Hutchison and unanimously carried.

Review of City Properties

Mr. Scott Koenig, City Manager, stated that staff would soon be prepared to issue a Request for Proposals (RFP) for architectural services, stating that this RFP would be open to several options. He stated the need to determine the amount of square footage needed.

Mrs. Williams questioned if funds would be wasted on conceptual and architectural drawings since it had not yet been determined how a facility would be built, whether it would be built by a private contractor and leased to the City, or whether the City would float a bond to pay for it. Responding, Mr. Koenig stated that if the City leaves design up to a private company, the City may not get what it is expecting. He felt that input was needed from the President's Counsel on whether planning should be for 30 or 50 years. He stated, in reviewing the space studies done previously, some of the issues had been resolved, some were still pending, and some were no longer possible. Mr. Koenig indicated that at one point a double wing was planned for City Hall, which is no longer an option because the Dover Public Library now occupies some of the space that was discussed.

Mr. Koenig explained that the drive through at 5 East Reed Street is important to staff; however, it creates specific design challenges. He questioned if a drive through should be part of the planning. Mr. Koenig expressed a desire for more customers to conduct business electronically, noting that they must be taught how. Only a small portion of the City's 23,000 or 24,000 customers currently deal with the City electronically; however, Mr. Koenig felt that three (3) years from now that may be the only way the City does business, which would make the Customer Service area very different. Noting that the building would be expensive, he advised members that personnel costs are about one-third of the City's budget, and every position affects the bottom line. One (1) of the arguments for a central building is the expectation that resources could be better shared, which could potentially allow the workforce to contract, stay stagnant, or grow at a slower rate.

Mr. Koenig felt that facility design was an important issue. He stated that a conscious decision was made to have very wide hallways in the new Dover High School, creating a much wider building with significant square footage. He indicated that building vertically would cause construction challenges related to steel beam construction and masonry. Mr. Koenig suggested that members tour the Kent County Administration building, which had a 50-year planning horizon and also has very

wide hallways and a large rotunda area. He advised members that when dollars per square foot are discussed, this can add up quickly. Mr. Koenig indicated that the building is sparsely populated, with few people waiting in line for services, although there is occasionally a line at the planning and permitting desk similar to the line at the City's permitting area.

Mrs. Williams stated that there is waiting space in the Kent County building within some of the departments.

Mrs. Williams asked if Mr. McDaniel had any observations regarding the information provided at the previous meeting held on February 25, 2015. Responding, Mr. McDaniel stated that some of this information no longer applied since there had been changes since the information was prepared. He indicated that City Hall could not be updated to new codes without tremendous expense. Mrs. Williams stated her understanding that the City Hall building would have to be gutted.

Mrs. Mitchell stated that it would be difficult to handle the parking situation at City Hall; however, if the post office moved from its location, which is leased, this would make it easier to work with a location in the vicinity of City Hall.

Noting that the City's current drive through is attached to Weyandt Hall, Mr. McDaniel questioned if this was necessary or if it could be put in a remote location. Responding, Mr. Koenig indicated that it could be placed in a remote location, noting that Wilmington Trust M&T Bank has a remote drive through; however, visibility would be by camera. Mr. Koenig stated that if drive through lanes were built remotely and the business model changed and they were not needed anymore, they could then be disassembled.

Mr. McDaniel questioned the mindset that parking has to be right beside downtown destinations, stating that there is plenty of parking downtown, although it might be a few blocks away. Responding, Mr. Koenig stated that imagination is only limited by the amount of money the City is willing to spend.

Mr. Mitten expressed his opinion that if the City eliminates the drive through, people will have to gravitate toward what is wanted of them. He felt that the drive through should not be made the center of the whole project.

Mr. Koenig advised members that residents can pay utility bills and taxes at the drive through; however, this can be done electronically as well. He stated that bills are sent to a Wilmington lock box and are picked up daily.

Members were provided an email from Ms. Margery Cyr, Library Director, dated March 4, 2015, RE: Post Office, including two (2) concept drawings for the Dover "Anchor" Public Library, Option 2B - Phase 1 and Option 2B - Phase 2 (*Attachment #1*). Referring to the Phase 1 drawing, Mr. Koenig explained that this drawing was closest to the current site plan for the Dover Public Library. He advised members that a single row of parking had been envisioned with a one (1) way

entrance into the parking lot; however, the green area in the parking lot was reduced and parking was expanded to a double row. Mr. Koenig explained that parking in this area is now a real problem, and although there had not been many accidents, he felt this could become a significant problem. He stated that the basic configuration of the parking lot is as shown, except in the area behind the post office where there is an exit onto Innovation Way.

In reference to Option 2B - Phase 2, Mr. Koenig indicated that this was a projected site plan for the year 2020. He advised members that a State formula indicated that the library should have been built to approximately 52,000 sq. ft.; however, it was built 10,000 sq. ft. smaller than the formula indicated. He stated that the Phase 2 plan contemplated keeping the entire center median, access to Legislative Avenue and Innovation Way, removal of the current post office and inclusion of a shared building that would potentially include a retail post office without the current postal truck traffic. Mr. Koenig explained that the City has a lease with the post office, stating that he had not read the 150-page document in its entirety. It was his recollection that the lease would expire in approximately 2020. Mr. Koenig noted that this plan also contemplated a new building and parking garage east of Innovation Way; however, he stated that this area is in a flood plain and expressed doubt that this would happen. In response to Mr. McDaniel, he stated that the new building depicted in the plan is in the Treadway Towers location, which is not owned or controlled by the City. He was unsure why this was included on the plan.

Mr. Koenig stated that it was unknown what customer interaction would be at City Hall and whether it would be related to paying bills or doing business. He stated that there is a lot of traffic currently at City Hall related to business licenses, building permits, etc.; however, the City had not reached a position of conducting the majority of business electronically or making it a requirement. Mr. Koenig stated that there was an issue of equity, since not everyone has electronic access. Although the City could indicate a preference for doing business this way, it would be difficult to require it, and this issue should be considered as part of the planning process.

Mr. Koenig stated, from an ownership standpoint, that the 5 East Reed Street and the Loockerman Plaza locations were attractive for the City. In regard to the Downtown Development District discussion, he stated that available property was being identified and at some point members may want to include a discussion regarding whether a different location should be considered. He suggested that this would be an opportunity to put these pieces of property into the private market, or into some type of partnership market.

Responding to Mrs. Williams, Mr. Koenig stated that he had no information from the U.S. Postal Service regarding their plans for the post office and that the City would have to reinstate discussions with them.

Mrs. Williams suggested that if the Postal Service wanted to maintain their position with a whole new building, their funds could be captured for purchasing any kind of building desired or for rehabilitating current buildings. Mr. Koenig stated his opinion that these funds would offset the cost, but not capture the entire cost. He expressed his belief that the current post office building is at the

end of its useful life and will need complete and total renovation, or some type of demolition and rebuilding.

Mr. Hutchison stated that when he was serving as Mayor, a serious conversation was held with congressional leaders regarding the post office. It was always the intent to relocate the major operations of the post office, including trucks, vehicles, and personnel, to west Dover, and allow use of the downtown location for local mail delivery and for the local business community. The only thing that stopped that project was finances.

Mr. Koenig noted that the properties at 5 East Reed Street and the former library are attractive in terms of location; however, somewhat constrained in regard to parking. He felt that multiple deck parking would be required there and might be required at any location, depending on the square footage of the building. Mr. Koenig advised members that there had been a fear that there would not be enough parking when the library was built; however, this had not been the case since it opened. He indicated that there may be one (1) or two (2) days per month when finding a parking place is difficult, and these are not multiple days in a row.

Mr. Mitten asked if a portion of the City Hall area could be used for parking if the City's administration was moved to 5 East Reed Street. Mr. Koenig stated that the eastern portion of City Hall could potentially be remodeled for some type of office space, and the rest of the building could be converted to parking, depending on the cost of renovation or demolition. He indicated that free parking would always be a prime issue.

Mr. Mitten asked how many customers currently use the drive through. Responding, Mr. Koenig referred to the City Manager's Monthly Report - January 2015, Customer Services - Customer Payment Usage (**Attachment #2**). He explained that these year-to-date statistics revealed that approximately 16,000 customers, or a little over 2,200 per month, had utilized the drive through in the past seven (7) months, from July 1, 2014 through the present, which he stated was a substantial number. Mr. Koenig advised members that many people pay the bill over the counter and, in some cases, these are the more difficult customers who have to come in. He stated that staff would like to see bank drafts increase substantially since this would be more economical, and he felt that customers should be pushed to become accustomed to this. He explained that payments can be made by automatic draft or by customer-initiated draft. These are the lowest-cost transactions.

Mrs. Mitchell explained that credit card statistics were down because these payments were set up to go through the lock box, like electronic payments.

Mrs. Williams noted that Treadway Towers is located in a flood plain and there is flooding when it rains. She questioned what would happen when a vertical building with compression is placed on or near a flood plain and if this would cause trouble for City buildings located across the street.

Responding, Mr. Koenig stated that these variables must be taken into account in the geo-technical and engineering design of the building and that soil borings are taken for this reason.

Mrs. Williams felt it unlikely that a big, heavy, vertical building could be constructed on that site. Mr. Koenig advised members that a large, heavy, six (6) story building could be constructed here if the right engineering decisions were made. He indicated that the zoning ordinance may allow for a building of up to 10 stories, noting that there were no buildings in the City over 10 stories.

Noting that the land in the area was formerly used as a dump site, Mrs. Williams questioned if the same physics would apply. Responding, Mr. Koenig confirmed that the soil and all variables underground would have to be evaluated because the failure of a foundation would be as problematic as the failure of a roof.

Mr. Koenig reiterated the need to envision what business operations will look like going forward. He advised members that the lead-up to the drive through at 5 East Reed Street can have six (6) to seven (7) cars in line at a time, which affects Reed Street traffic. If the drive through were made internal to the site or more convenient, adjustments would need to be made for that queue. He advised members other local drive throughs, such as those at the Camden Town Center, create a massive traffic jam at certain times of the day. Mr. Koenig noted that if a mistake is made in design and longer cars or varied drivers are not afforded for, use of a site can be handicapped. He stated that a conscious decision must be made regarding whether this is a good business operation for the City or not.

Mr. Mitten indicated that he liked the idea of a remote drive through and asked if this was a possibility. Responding, Mr. Koenig stated he was unsure what the distance was; however, he felt that it could be done. Noting that the Dover Public Library is two-and-a-half to three (3) years old, Mr. Koenig advised members that advocates for the library are still thinking about that extra 10,000 square feet that was indicated by the State formula and what the next phase of the library might be.

In response to Mrs. Williams regarding what was proposed for the library, Mr. Koenig stated that there was no proposal; however, this was something that advocates had in mind.

Mr. Hutchison stated that members should consider whether anyone else was interested in the Weyandt Hall and the former Dover library buildings. He felt that a cost should be obtained for the City to bring these buildings up to code specifications and it should be determined if a long-term lease agreement was an option. Mr. Hutchison felt that this would play into the master plan if the City was looking to house operations under one (1) roof.

Although Mr. Koenig felt that this concept should be evaluated, his initial reaction was that it would not be prudent for the City to be the landlord. He stated that it was not a good idea for the City to borrow money to renovate those buildings and lease them back to the State or private sector, because the City would have to lay out funds. Mr. Koenig stated that the private sector could probably accomplish this more cheaply and in a shorter time frame because of public bidding laws, etc. Having discussed this with the State, Mr. Koenig indicated his understanding that the City would have to provide the State a price per square foot and the State could not negotiate on prices and specific needs because of their requirements to put out a competitive request. Mr. Koenig stated that

there would be intricacies involved and the City did not have the capability to provide the State a number and work backward to attain that number.

Mrs. Williams suggested that a private developer could build a building and the City could lease it.

Mr. Hutchison stated that he was very familiar with a number of sites in favorable lease agreements and expressed the need to at least determine if this would work financially. He cautioned members that the properties being discussed are prime properties and, if sold, the City would not have a second chance to use them.

Mr. Koenig stated that the City could potentially retain ownership of the ground, put the building into a partnership, allow someone to build and lease the building, and the City would have the ground lease. He indicated, however, that the City had enough difficulty now managing its own buildings that are occupied by staff and it would be very difficult to become a landlord agent and there would be a lot of potential to impact the budget negatively.

Mrs. Mitchell expressed concern that the City might negotiate a lease price before the work is done and the cost of the building might be greater than originally planned. She questioned how these funds could be recouped if a lease price had already been set. Responding, Mrs. Williams stated that this would be a different situation, noting that the scenario that Mr. Koenig had discussed would be for someone else to build the building, and the City would not have to put out any cash.

Mr. Koenig stated that this might be an avenue if the City offered only the ground lease, collected rent on it, and had a legal instrument that would protect the City from having to provide anything else. He felt it would be very difficult for the City to renovate the two (2) buildings, put them into the rental market, get tenants in, and manage them effectively over the long term, because this would put the City in a private market competition. There would also be the potential for the City to be in a negative position of having to lay out cash without having the tax write-offs and credits that the private sector people may get. Under this scenario, the City could not apply to the State for Downtown Development District funds, whereas he believed that a private sector developer may be able to apply. Mr. Koenig stated that the advantages and disadvantages of being a public entity in this regard needed to be evaluated. Mr. Hutchison stated that all the options should be explored and that this should at least be considered so that members could justify why they might not want to go in this direction.

Mr. Koenig stated that both the City Hall and 5 East Reed Street sites are attractive for those conducting business in the capital because there are downtown locations that are very visible. He felt that there were a number of City, State, and private agencies that would like those features and he was not concerned that they would be left vacant.

Responding to Mrs. Williams regarding when the conceptual drawings would be bid out, Mr. Koenig stated that he would be sending them to Mr. Pete Gregg, Procurement Manager, within the next couple of weeks and estimated that a proposal would be received by the end of April.

Mrs. Williams questioned if these concepts would work no matter which land was chosen or if they would be site specific. Responding, Mr. Koenig stated, given the constraints of the sites, they would be site specific.

In response to Mrs. Mitchell, Mr. Koenig stated that the library advocates were not expecting that the 10,000 sq. ft. of additional space for the library would come into play at the same time as the project being discussed; however, the Dover Library Foundation was very conscious of the fact that a larger building was initially recommended.

Mr. Perza recalled from the Counsel's previous meeting held on February 25, 2015 that members had proposed three (3) different options, as follows: Option A - City Hall to remain where it is; Option B - a facility at Reed Street; and Option C - building a custom facility at a third location. He stated his preference for the Post Office area. Mr. Perza indicated that he liked the downtown site because it is central and it made sense for City Hall to be downtown. Mr. Perza suggested building onto the Dover Public Library from both directions, for library and public purposes, noting that the library was designed by engineers to allow for this. The library could be used as the central asset, and everything could be constructed to match. Mr. Perza felt that this would be a good concept for Option A. He preferred this to the Reed Street concept, since it is more centrally located and has more flexibility as it is not confined to one (1) block. He indicated that a third location would allow the construction of a Kent County Administration-style building that would be custom built to meet the City's needs for the next 50 years; however, the downside would be that the downtown property would have to be liquidated or used to pay for construction. Mr. Perza felt that there were pros and cons to each approach. He suggested that a partnership approach, whereby someone else would do the work and the City would lease it, should be explored as an option for cost justification. He indicated he preferred the City Hall location to Reed Street since it is more centrally located and not confined to a block.

Mr. McDaniel stated that he liked Mr. Perza's ideas. He felt it important to do everything possible to keep some sort of a post office in the downtown area as a drawing card, including post office boxes and service windows. Mrs. Mitchell stated that this could be located at Weyandt Hall. Mr. Perza stated that if the City was going to be a landlord, post office space could be rented out in any building.

Mr. McDaniel stated that the City could own the land, lease out the building, such as Weyandt Hall, for an extended term, perhaps 20 or more years, and allow the lessee to make lease hold improvements. Mr. McDaniel noted that the Department of Natural Resources and Environmental Control (DNREC) would probably like to do something with the former library or Weyandt Hall, and he felt that this should be kept in mind because this would keep many workers downtown.

Mr. Koenig advised members that Mr. Harry Maloney, Electric Director, had advised him that his former place of employment in Vineland, New Jersey, had a similar situation. They split warehousing and retail mail operations and built a new building. He indicated that Mr. Maloney had sent some concepts of this project which should be reviewed. Mr. Koenig concurred with the desire

to keep the post office retail presence downtown including a counter operation, rather than a processing operation that would be better suited for warehousing.

Mr. McDaniel stated the importance of having a dialog with the appropriate person, perhaps a congressman, before the post office moves to another location.

Mrs. Williams stated the need to synthesize and stated the following options: 1) a developer buying the properties, building to the City's specifications and the City renting back; 2) the City managing construction; 3) Mr. Perza's suggestion of extending the library and combining the buildings; and 4) a different site altogether.

Mr. Koenig stated his understanding that it was the consensus of members that they would like City Hall in the downtown area, on Loockerman Plaza or within a block of it. Mr. Mitten concurred, stating that he would like to see it kept in the downtown area. Mr. Hutchison stated the need to at least explore the option of a total relocation downtown, and Mr. Koenig concurred.

Mr. McDaniel stated that he serves on the Downtown Dover Partnership (DDP) and suggested looking at all properties owned by the DDP, from Loockerman Way, to the west side of the City across the railroad tracks. Mrs. Williams suggested that members tour some of these sites before bidding the project out because a site had not yet been determined. Mr. Hutchison suggested that one (1) of these sites be Kent County Levy Court.

Referring to Mr. Koenig's comment that it would be more efficient for a private group than for a municipal group to undertake this project, Mrs. Williams advised members that someone had shown interest in building for the City and suggested that they come before the Counsel to get this idea on the table. She felt that after touring the buildings and meeting with this individual, members would be where they needed to be to make a decision about bidding out the concept.

Mrs. McDowell stated that two (2) additional firms had expressed interest in the project. Mr. Koenig stated the need to ensure that purchasing policy rules were not being violated if there was additional interest. Mrs. Williams indicated that this would be a conceptual discussion. Mr. Koenig stated that a meeting should be scheduled and all interested parties should be invited and allowed the opportunity to attend or decline.

Mr. Clendaniel questioned if the size of the building that is needed would be known before obtaining an architect. In response, Mr. Koenig stated that part of the architectural services would be assisting in determining the size of the building and planning horizon. Mr. Koenig concurred that space requirements need to be confirmed and the work would proceed from there. He felt that in some cases architects are better equipped to project the number of people in a section performing a function and calculate their square footage needs.

Mrs. Williams asked if Mr. Koenig wanted all employees in the same building. Responding, Mr. Koenig stated his personal belief that the City would be better served by having all employees

in the same complex, or as many individuals as possible. This would be an advantage from a security standpoint, and he also liked the thought of connecting those buildings because this would allow them to be used to the fullest extent. He stated that this would also help with American Disabilities Act (ADA) compliance, noting that the new library is compliant. However, he stated that there would be economic and operational challenges to accomplishing this.

Mr. Clendaniel questioned if there would have to be an agreement that buildings would all be Leadership in Energy and Environmental Design (LEED) facilities. Responding, Mr. Koenig stated that this would not be required and facilities could be conventional buildings that are extremely energy efficient. Mr. Koenig indicated that the numbers must be evaluated to determine what type of building is best for the City and that the library was built as a LEED building for a specific reason at the time it was built. He explained that the library has an underground geothermal system in the parking area; therefore, it would be necessary to be careful building next to it. The parking lot would have to be redone because new wells would have to be drilled to expand the system. Mr. Koenig felt it likely that a new building may have conventional systems that are high efficiency conventional systems versus green systems, noting that there were lot of techniques regarding lighting that could be done without extra cost.

Mrs. Williams suggested, if expanding the library came to fruition, that the exterior of all the buildings be changed to be more compatible with the Legislative Mall area.

Mrs. Mitchell stated, in regard to Mr. Perza's suggestion regarding making the current location of City Hall a parking area, that the post office could also be moved to this area to provide a downtown facility.

Mr. Koenig indicated that construction in the Loockerman Plaza area would be complex because these are active sites. He felt that space would be tight when building on these sites and it would be necessary to pay a little extra. He reiterated that this would be an attractive location, noting it is right near the State complex.

Mrs. Williams asked how bad the flooding was in the library parking lot the last time it flooded. Responding, Mr. Koenig explained that the storm sewer line, from the back edge of the parking lot to the river, needs to be upgraded and the estimated cost would be approximately \$0.5M.

Mrs. Williams stated that she had seen pictures of water rising halfway up car doors and this would be important if there were plans to put three (3) buildings on that site or reutilize existing buildings.

Mr. Koenig stated that the area is already paved; therefore, building to three (3) stories would not create any more storm water run off. He indicated that the pipe may need to be upgraded. Mr. Koenig advised members that the City had applied for a storm water grant for the tar ditch and there was a supplemental request at DNREC to design the upgrades to that pipe. He stated that this was not a high priority and parking was not encouraged in that area when it rains hard. Mrs. Williams noted that if the entire city system were built at this location there would have to be

parking there. Concurring, Mr. Koenig stated that if the City put all its eggs in one (1) basket at this location, the problem must be resolved or there would be complaints.

Discussion of Meeting Dates and Times

In response to Mrs. Williams regarding how soon tours could be scheduled for City Hall, the Kent County Administration building, 5 East Reed Street, and the former Dover Public Library, Mr. Koenig estimated that this could be done in two (2) weeks.

Mrs. McDowell stated that members had also mentioned consulting with the Downtown Dover Partnership (DDP). Responding, Mr. Koenig stated that this could be done; however, a list of properties needed to be developed.

Mrs. William suggested that an additional meeting be scheduled to meet with contractors who want to build for the City two (2) weeks after the tours.

By unanimous consent, members agreed to schedule subsequent meetings at 9:00 a.m. on March 25, 2015 and April 8, 2015.

Mr. McDaniel moved for adjournment, seconded by Mr. Hutchison and unanimously carried.

Meeting adjourned at 10:04 a.m.

Beverly C. Williams,
Chairwoman

BCW/TM/dd

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Attachments

- Attachment #1 - Email from Ms. Margery Cyr, dated March 4, 2015, RE: Post Office*
- Attachment #2 - City Manager's Monthly Report - January 2015 - Customer Services - Customer Payment Usage*

Stein, Jody

From: McDowell, Traci
Sent: Wednesday, May 13, 2015 9:15 AM
To: Stein, Jody
Subject: FW: Post Office
Attachments: SITE Option 2B-PHASE 1.pdf; SITE Option 2B-PHASE 2.pdf

-----Original Message-----

From: Margery Cyr [<mailto:Margery.Cyr@lib.de.us>]
Sent: Wednesday, March 04, 2015 4:28 PM
To: Koenig, Scott
Cc: McDowell, Traci; Martine, Yvonne M.
Subject: RE: Post Office

Here they are.

Site Option 2B - Phase 1 is the current site plan Site Option 2B - Phase 2 is the site plan for 2020 Questions?
Margie

Margie Cyr
Director, Dover Public Library
Phone: 302.736.7032
Fax: 302.736.5087

From: Koenig, Scott <SKoenig@doover.de.us>
Sent: Wednesday, March 4, 2015 11:26 AM
To: Margery Cyr
Cc: McDowell, Traci; Martine, Yvonne M.
Subject: Re: Post Office

If you have drawings, please send them to me.

Scott

Sent from my iPhone

On Mar 4, 2015, at 9:27 AM, Margery Cyr <Margery.Cyr@lib.de.us<<mailto:Margery.Cyr@lib.de.us>>> wrote:

Scott and Traci:

Reading through the agenda and packet for the President's Council on space, I see an agenda item about Post Office lease renewal options.

As you may or may not know, use of the property where the Post Office building stands was a big part of the new library planning and building process. The Phase Two plan for the new library was to take down the Post Office building in 2020; close off the road that exists between the PO and the Library. Expand the library into the closed road space. This was

important for two reasons: the dangerous conditions of the road between the two buildings; and the need to expand meeting room space in the library. At the time the library was built, the square footage was cut more than 10,000 SF due to site constraints (and money); and the awareness was there that the planned meeting rooms would be too small for community needs. This has proven to be true as we have used the building.

Then relocate the exit road so that it becomes a two way entrance/exit and lines up with the entry to the parking at Treadway Towers. This eases the safety issues there now; and the need to rely on M & T parking lot egress on the other side.

I have site drawings for this that need to be included in any conversation about the Post Office building.

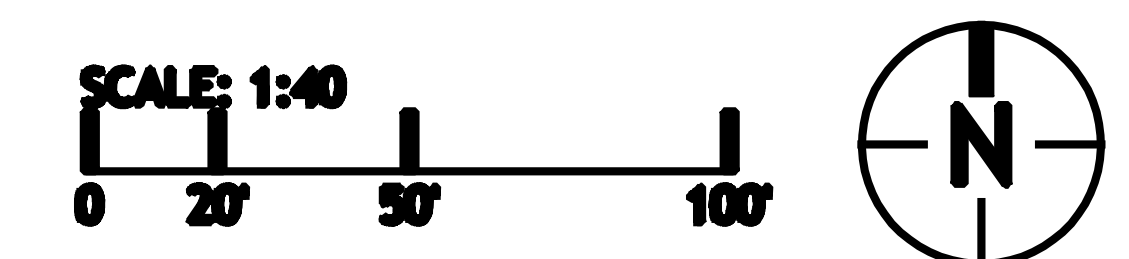
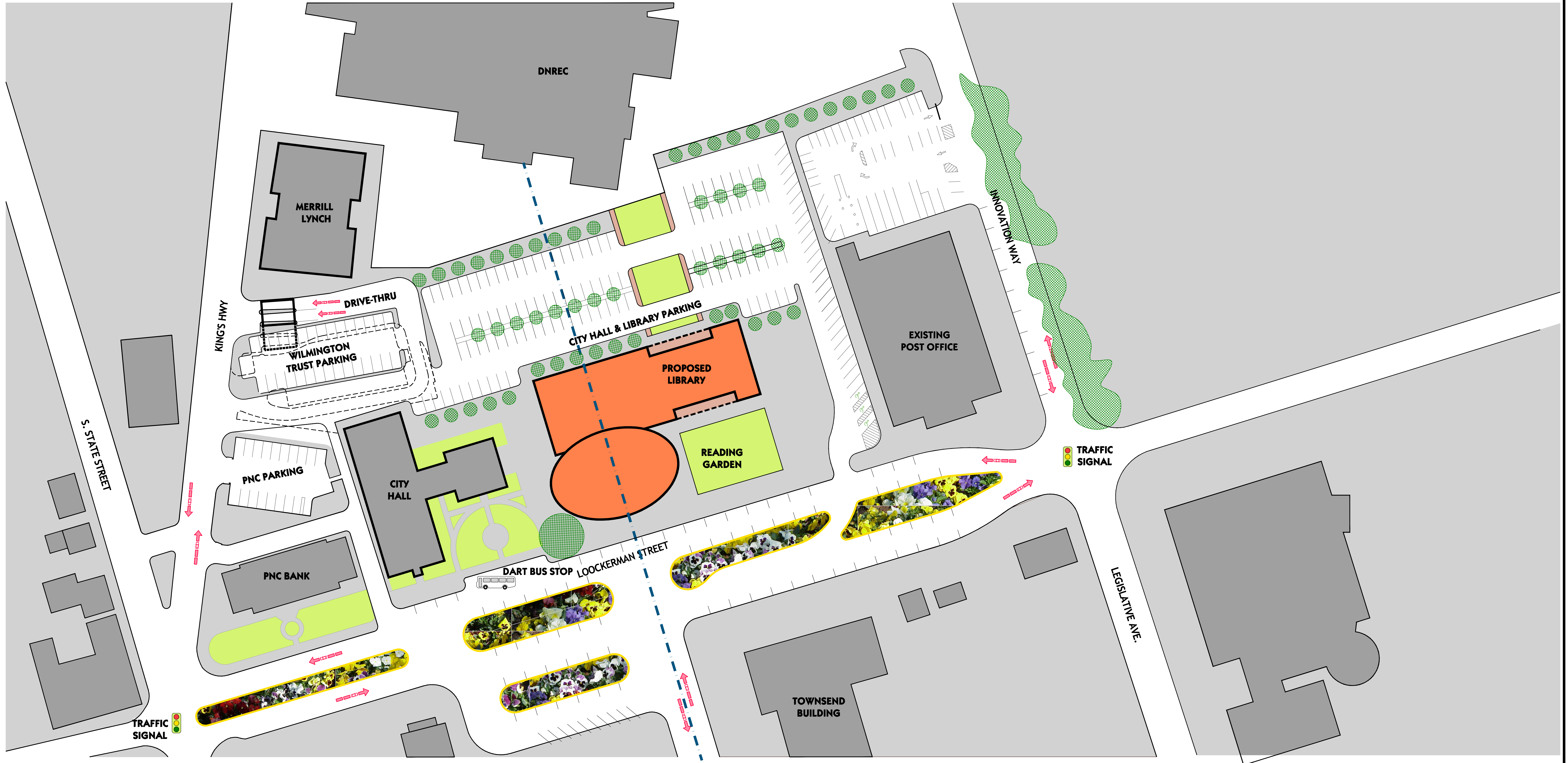
I don't know who to send this information to; but I do believe for the full picture, it is important to have this historical information.

Margie

Margie Cyr
Director, Dover Public Library
Phone: 302.736.7032
Fax: 302.736.5087

OPTION 2B - PHASE 1

ON SITE PARKING SPACES:	140
STREET PARKING SPACES:	65
TOTAL PARKING SPACES:	205



01.12.09

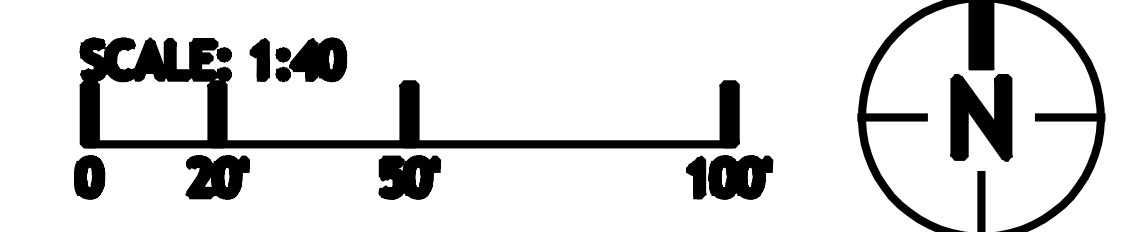
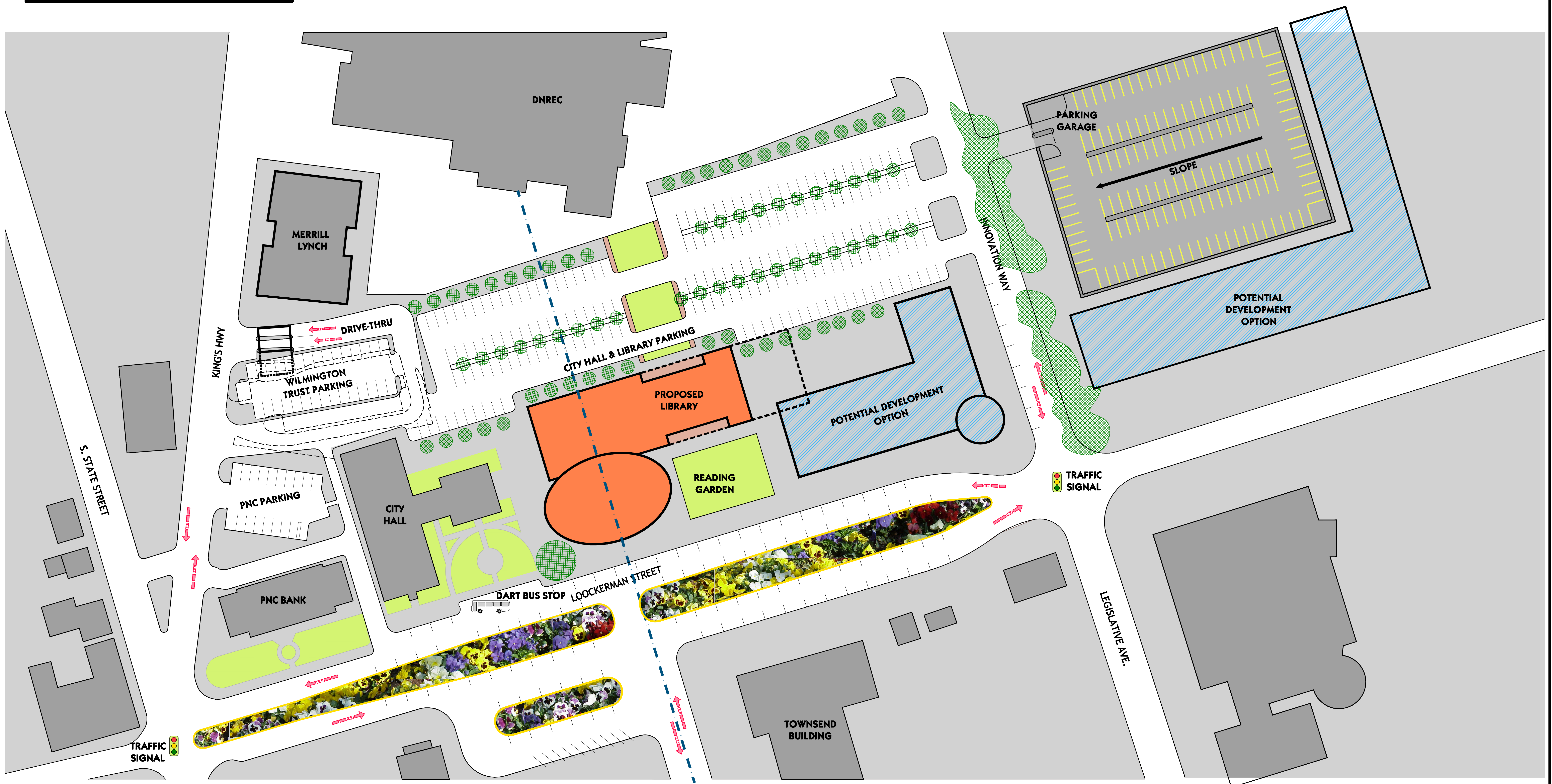
DOVER "ANCHOR" PUBLIC LIBRARY
DOVER, DELAWARE

HOLZMAN MOSS
ARCHITECTURE

BECKER
MORGAN
GROUP
ARCHITECTURE
ENGINEERING

OPTION 2B - PHASE 2

ON SITE PARKING SPACES:	197
STREET PARKING SPACES:	90
TOTAL PARKING SPACES:	287



01.12.09

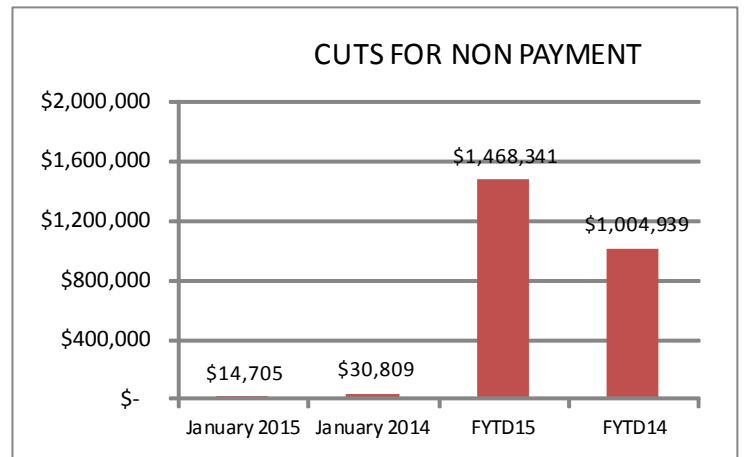
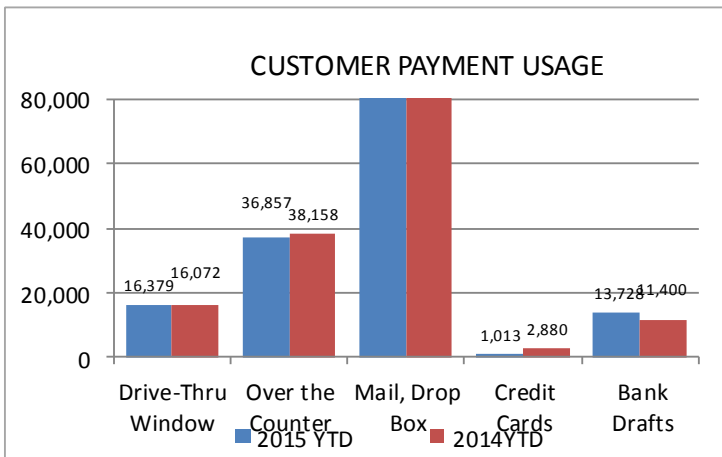
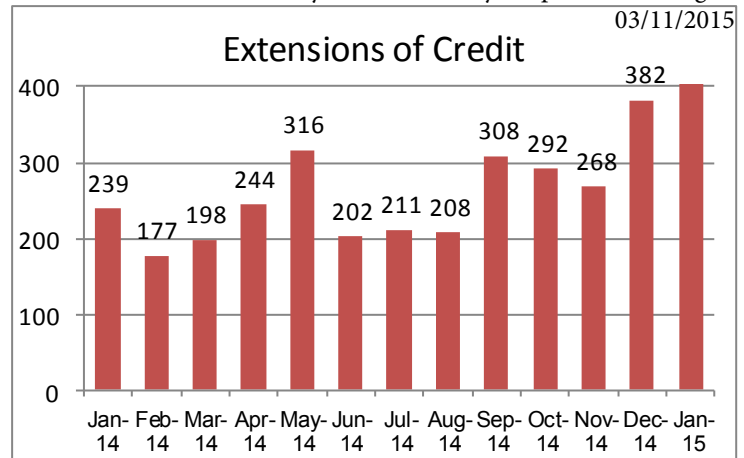
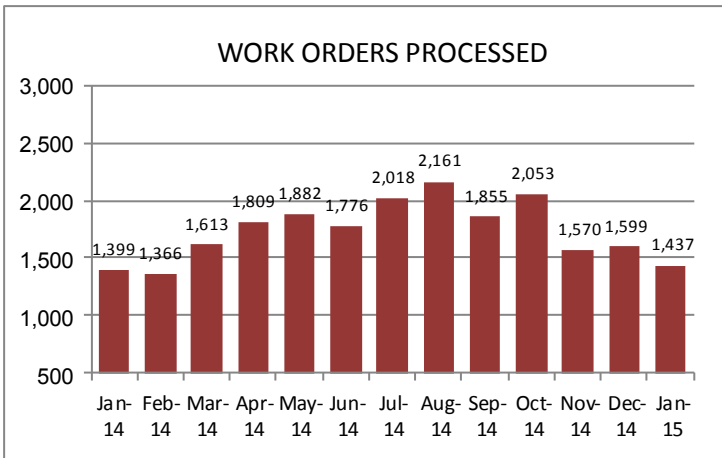
DOVER "ANCHOR" PUBLIC LIBRARY
DOVER, DELAWARE

HOLZMAN MOSS
ARCHITECTURE
BECKER MORGAN GROUP
ARCHITECTURE ENGINEERING

CUSTOMER SERVICES

President's Counsel on Public/Private Partnerships and the Future of City Hall, Weyandt Hall, Former Dover Library, and Other City Properties Meeting of

03/11/2015



Major Program Updates	Jan 2015	Jan 2014	Difference	FY 2015	FY 2014
				Year-to-Date	Year-to-Date
Number of Customers Served	19,425	20,711	(1,286)	150,221	151,317
Final Bills	500	505	(5)	4,701	4,543
Estimated Bills	163	177	(14)	1,177	1,169
Penalties Posted	\$ 16,285	\$ 18,249	(1,964)	\$ 125,899	\$ 136,762
Extensions of Credit - Amount Extended	\$ 96,169	\$ 67,712	28,457	\$ 575,382	\$ 530,538
Balance Transfers	\$ 901	\$ 3,738	(2,836)	\$ 17,642	\$ 33,447
Utility Collections	\$ 18,555	\$ 15,392	3,163	\$ 144,437	\$ 162,837
Special Assessments	\$ -	\$ -	-	\$ -	\$ -
Miscellaneous Billings	\$ 32,036	\$ 114,094	(82,058)	\$ 568,351	\$ 912,096
CNP through Disconnect Collars	\$ -	\$ 7	(7)	-	166
Court Cases	-	-	-	-	-
Tamperings	-	-	-	-	-
Taxes Levied (includes carry forward)	\$ 584,825	\$ 446,301	138,524	\$ 10,934,929	\$ 10,910,356
Billing Adjustments	\$ 4,524	\$ 2,830	1,694	\$ 285,644	\$ 9,949
Total Taxes Collected	\$ 37,370	\$ 79,642	(42,273)	\$ 10,668,593	\$ 10,550,817
Taxes Outstanding	\$ 551,979	\$ 369,488	182,490	\$ 551,979	\$ 369,488
Payments in Lieu	\$ 10,000	\$ -	10,000	\$ 330,532	\$ -