

REGULAR COUNCIL MEETING

AGENDA



AUGUST 28, 2017 - 7:30 P.M.

**CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA, DOVER, DELAWARE**

OPEN FORUM - 30 MINUTES PRIOR TO OFFICIAL MEETING (7:30 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.

INVOCATION BY CHAPLAIN WALLACE DIXON

PLEDGE OF ALLEGIANCE LED BY COUNCILMAN POLCE

AGENDA ADDITIONS/DELETIONS

*** CONSENT AGENDA**

THOSE ITEMS ON THE COUNCIL AGENDA WHICH ARE CONSIDERED ROUTINE AND NON-CONTROVERSIAL SHALL BE MARKED WITH AN ASTERISK (*) 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.

*** 1. ADOPTION OF MINUTES**

- A. SPECIAL COUNCIL MEETING OF AUGUST 7, 2017**
- B. SPECIAL COUNCIL MEETING OF AUGUST 14, 2017**
- C. REGULAR COUNCIL MEETING OF AUGUST 14, 2017**

2. PROCLAMATION - NATIONAL PREPAREDNESS MONTH

3. PRESENTATION - RECOGNITION OF SERVICE - JOHN TINSLEY - DOWNTOWN DOVER PARTNERSHIP BOARD OF DIRECTORS (JULY 2014 THROUGH MAY 2017)

*** 4. SPECIAL DOVER HUMAN RELATIONS COMMISSION REPORT - JULY 27, 2017**

- A. ELECTION OF COMMITTEE CHAIR - EDUCATION COMMITTEE**
(COMMISSION ELECTED MR. PAUL FLEMING TO SERVE AS CHAIR OF THE EDUCATION COMMITTEE)
- B. DHRC COMMITTEE UPDATES**
 - (1) GOVERNMENT POLICY, PROGRAMS, AND PRACTICES COMMITTEE (GADDIS)**
 - (2) COMMUNITY ENGAGEMENT COMMITTEE (MULLEN)**
 - (3) EDUCATION COMMITTEE**
 - (4) COMMUNICATIONS COMMITTEE (PAIGE)**

- * 4. **SPECIAL DOVER HUMAN RELATIONS COMMISSION REPORT - JULY 27, 2017 (CONTINUED)**
- C. LIAISON TO STATE HUMAN RELATIONS COMMISSION**
(COMMISSION ELECTED MRS. SARA HERBERT TO SERVE AS LIAISON TO THE STATE HUMAN RELATIONS COMMISSION)
- D. DHRC PARTICIPATION IN RADIO SEGMENT**
(COMMISSION DEFERRED THIS ITEM)
- E. DEVELOPMENT OF DHRC BROCHURE**
(COMMISSION RECOMMENDED THAT REVEREND PAIGE AND MR. OFFREDO WORK ON THE BROCHURE, AS WELL AS ANYONE ELSE WHO WANTS TO DO SO)
- F. UPDATE OF DHRC WEBPAGE**
(DUE TO TIME CONSTRAINTS, THIS ITEM WAS DEFERRED)
- G. SPONSORSHIP OF EDUCATIONAL SYMPOSIUM**
(DUE TO TIME CONSTRAINTS, THIS ITEM WAS DEFERRED)
- H. DHRC VACANCIES**
(DUE TO TIME CONSTRAINTS, THIS ITEM WAS DEFERRED)
5. **COUNCIL COMMITTEE OF THE WHOLE REPORT - AUGUST 15, 2017**
- * **A. UTILITY COMMITTEE**
- (1) **ALTERNATIVE SOLAR ENERGY ANNOUNCEMENT BY DSU AND EASTERN WOODLAND HOLDINGS LLC., FOR POTENTIAL PUBLIC PRIVATE PARTNERSHIP OPPORTUNITY SPONSORED BY COUNCILMAN ROY SUDLER, JR. 4TH DISTRICT AND BRIAN LEWIS 2ND DISTRICT COUNCILPERSONS**
(COMMITTEE ACTION NOT REQUIRED)
- (2) **CONWELL STREET DISCUSSION**
(COMMITTEE RECOMMENDED THAT A LEGAL OPINION REGARDING THE OWNERSHIP OF CONWELL STREET AND THE CITY'S LEGAL OPTIONS IN REGARD TO THIS MATTER BE PROVIDED AT THE NEXT UTILITY COMMITTEE MEETING)
- (3) **ANNUAL REVIEW AND APPROVAL OF GOVERNING POLICY FOR ENERGY COMMODITY RISK MANAGEMENT**
(COMMITTEE RECOMMENDED APPROVAL OF THE PROPOSED AMENDMENTS TO THE GOVERNING POLICY FOR ENERGY COMMODITY RISK MANAGEMENT, INCLUDING THE NEW TABLE)
- (4) **REVIEW OF CUSTOMER SERVICE DEPARTMENT SHUT-OFF PROCEDURES (2017 BUDGET REVIEW - HARE)**
(COMMITTEE ACTION NOT REQUIRED)
- * **B. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE**
- * (1) **EVALUATION OF PROPOSALS - BANKING AND MERCHANT SERVICES**
(COMMITTEE RECOMMENDED AWARDED THE CITY'S BANKING SERVICES TO WSFS BANK AND MERCHANT SERVICES CONTRACT TO TSYS)
- * (2) **ACCESSIBILITY EVALUATION REPORT**
(COMMITTEE RECOMMENDED MAKING MINOR IMPROVEMENTS IN THE CURRENT YEAR AND BUDGETING FOR MAJOR IMPROVEMENTS IN FY19)
- * (3) **PROPOSED ORDINANCE #2017-12 AMENDING APPENDIX B - ZONING, ARTICLE 5 - SUPPLEMENTARY REGULATIONS, AND ARTICLE 6 - OFF-STREET PARKING, DRIVEWAYS AND LOADING FACILITIES (SPONSORS: HARE AND SLAVIN)(SEE ITEM #8-A)**
(COMMITTEE RECOMMENDED ADOPTION OF PROPOSED ORDINANCE #2017-12)

5. COUNCIL COMMITTEE OF THE WHOLE REPORT - AUGUST 15, 2017 (CONTINUED)**B. LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE (CONTINUED)****(4) PROPOSED AMENDMENT TO COMMITTEES, COMMISSIONS, AND BOARDS APPOINTMENT PROCESS**

(COMMITTEE SENT THIS MATTER TO COUNCIL WITH NO RECOMMENDATION)

6. EVALUATION OF BIDS - TELEPHONE SYSTEM UPGRADE

(STAFF RECOMMENDS APPROVAL OF THE TELEPHONE SYSTEM UPGRADE FOR \$48,566.47)

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7. APPOINTMENT OF DELAWARE MUNICIPAL ELECTRIC CORPORATION (DEMEC) ALTERNATE DIRECTOR (LORI PEDDICORD, ACTING CONTROLLER/TREASURER)**8. FIRST READING - PROPOSED ORDINANCE #2017-12**

THE FIRST READING IS OFFERED ON THE PROPOSED ORDINANCE. AMENDMENTS TO APPENDIX B - ZONING REQUIRE A PUBLIC HEARING. IT IS RECOMMENDED FOR REFERRAL TO THE PLANNING COMMISSION ON SEPTEMBER 18, 2017, AND THAT A PUBLIC HEARING BE SET FOR OCTOBER 9, 2017 AT 7:30 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 736-7008 OR CITYCLERK@DOVER.DE.US.

A. AMENDING APPENDIX B - ZONING, ARTICLE 5 - SUPPLEMENTARY REGULATIONS, AND ARTICLE 6 - OFF-STREET PARKING, DRIVEWAYS AND LOADING FACILITIES (LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE)**9. ACTING CITY MANAGER'S ANNOUNCEMENTS****10. COUNCIL MEMBERS' ANNOUNCEMENTS****11. ADJOURNMENT**

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EXECUTIVE SESSION PURSUANT TO:

29 DEL. C. §10004(B)(2) - PRELIMINARY DISCUSSIONS ON SITE ACQUISITIONS FOR ANY PUBLICLY FUNDED CAPITAL IMPROVEMENTS, OR SALES OR LEASES OF REAL PROPERTY;

29 DEL. C. §10004(B)(4) - STRATEGY SESSIONS, INCLUDING THOSE INVOLVING LEGAL ADVICE OR OPINION FROM AN ATTORNEY-AT-LAW, WITH RESPECT TO COLLECTIVE BARGAINING OR PENDING OR POTENTIAL LITIGATION, BUT ONLY WHEN AN OPEN MEETING WOULD HAVE AN ADVERSE EFFECT ON THE BARGAINING OR LITIGATION POSITION OF THE PUBLIC BODY;

29 DEL. C. §10004(B)(6) - DISCUSSION OF THE CONTENT OF DOCUMENTS, EXCLUDED FROM THE DEFINITION OF "PUBLIC RECORD" IN §10002 OF THIS TITLE WHERE SUCH DISCUSSION MAY DISCLOSE THE CONTENTS OF SUCH DOCUMENTS;

29 DEL. C. §10004(B)(9) - PERSONNEL MATTERS IN WHICH THE NAMES, COMPETENCY AND ABILITIES OF INDIVIDUAL EMPLOYEES ARE DISCUSSED, UNLESS THE EMPLOYEE REQUESTS THAT SUCH A MEETING BE OPEN

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.

SPECIAL COUNCIL MEETING

A Special Council Meeting was held on August 7, 2017 at 6:01 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson (arrived at 6:09 p.m.), Mr. Sudler, Mr. Neil, Mr. Polce, and Mr. Hare. Mr. Lewis, Mr. Cole, and Mr. Lindell were absent. Mayor Christiansen was also absent.

Council staff members present were Mr. Hugg, Mrs. McDowell, and Mr. Pepper.

ADOPTION OF AGENDA

Mr. Sudler moved for approval of the agenda, seconded by Mr. Hare and unanimously carried.

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE - PROPERTY LOCATED AT 803 WESTVIEW TERRACE, OWNED BY WILLIAM R. MASTEN

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Building Ordinance at 803 Westview Terrace, owned by William R. Masten.

Mr. David Hugg, Acting Director of Planning and Community Development, advised that the structure is an in-ground concrete pool with a vinyl liner and there is a concrete walkway around the top of the pool. The dwelling where the pool is located has been vacant since March of 2013, and is currently registered with the City as a Vacant Building. On June 9, 2017, City Staff condemned the in-ground pool as an unsafe structure due to it being dangerous to the life, health, and safety of the public due to the deterioration of the wood pool cover and open access to the pool. Recently, the two (2) four-foot gates have been secured along with the gate along the alley. City Staff found, on July 28, 2017, that the wood pool cover had been removed and replaced with a standard mesh pool tarp. Currently the principle structure is vacant with no active utilities and the pool remains covered. Mr. Hugg reviewed a presentation depicting the condition of the property (*Exhibit #1*).

Staff recommended: 1) declaring the in-ground concrete pool and pump on this property dangerous; 2) ordering the in-ground concrete pool and pump demolished by September 7, 2017, by the owners or equity owners at their own risk; 3) ordering the Building Inspector to cause the demolition of the in-ground pool and pump if not completed by the owners within 10 days of the date established by City Council; and 4) ordering the City Manager, with the assistance of the City Solicitor, to cause the cost of demolition to be charged against the lands on which the in-ground concrete pool and pump exist 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, or to be recovered in a suit at law against the owners.

Referring to a photo depicting the standard mesh pool tarp which staff found to be covering the pool on July 28, 2017, Mr. Hare noted that the tarp was not secured down, it had two (2) planks of wood holding it down and one (1) of them had blown off the tarp, and the front side of the pool had started to come in. He stated that the wooden fence was falling apart and, from the neighbor's yard, you can look right through the fence, explaining that the woman who lives next door allowed him to go into her yard and look through. Mr. Hare noted that the siding was also falling off the house.

Council President Slavin declared the public hearing open.

There being no one present wishing to speak, Council President Slavin declared the public hearing closed.

Mr. Hare moved to accept staff's recommendation to: 1) declare the in-ground concrete pool and pump on this property dangerous; 2) order the in-ground concrete pool and pump demolished by September 7, 2017, by the owners or equity owners at their own risk; 3) order the Building Inspector to cause the demolition of the in-ground pool and pump if not completed by the owners within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of demolition to be charged against the lands on which the in-ground concrete pool and pump exist 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, or to be recovered in a suit at law against the owners. The motion was seconded by Mr. Anderson.

Mr. Hare asked what would happen if, after the meeting, the property owner called to say they were going to fix the problems. Responding, Mr. William Pepper, Deputy City Solicitor, advised that, in the past, the City has allowed that to be done; however, he has generally opposed it because, having seen this process work through for the last 15 years, the City does not make much progress. He stated that he always takes the position that the property owner has until the date specified in the motion to take care of it.

Mr. Hare asked if they would have to demolish it and Mr. Pepper indicated that they would. Mr. Hare stated his understanding that the property was owned by Bank of America and asked if they would have to come back to Council if they were going to oppose Council's action. Responding, Mr. Pepper advised that he did not think that the property was yet owned by Bank of America, explaining that they may have a mortgage and it may be in foreclosure; however, it had apparently not gone to a foreclosure sale since Kent County Property Information (P.R.I.D.E.) was still showing William Masten as the owner. Mr. Hare stated that the property had gone to sheriff's sale and the bank had either bought it back or not let it be sold. In response, Mr. Pepper indicated that, if the property had gone to sheriff's sale, it could be that Bank of America had not placed the title in their name by recording the sheriff's deed.

Responding to Mr. Sudler, Mr. Pepper advised that if the bank were to prove that they had placed a title in their name prior to Council taking a vote, it would not cause Council to have to come back and provide the bank an opportunity to speak and it would not start the process all over again because they got notice by sending it to their foreclosure counsel.

The motion to accept staff's recommendation to: 1) declare the in-ground concrete pool and pump on this property dangerous; 2) order the in-ground concrete pool and pump demolished by September 7, 2017, by the owners or equity owners at their own risk; 3) order the Building Inspector to cause the demolition of the in-ground pool and pump if not completed by the owners within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of demolition to be charged against the lands on which the in-ground concrete pool and pump exist 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, or

to be recovered in a suit at law against the owners was carried by a unanimous roll call vote (Mr. Lewis, Mr. Cole, and Mr. Lindell absent).

PUBLIC HEARING - VIOLATION OF THE DANGEROUS BUILDING ORDINANCE - PROPERTY LOCATED AT 2292 WHITE OAK ROAD, OWNED BY RUTH GLOBE

A public hearing was duly advertised for this time and place to consider a violation of the Dangerous Building Ordinance at 2292 White Oak Road, owned by Ruth Globe.

Mr. David Hugg, Acting Director of Planning and Community Development, advised that the property is a two-story, wood-framed single-family home. The house has been vacant since November of 2016, and is registered with the City as a Vacant Building. Utilities were terminated on October 31, 2016. On April 12, 2017, City Staff from the Planning and Inspections Department condemned the structure as unfit for human occupancy due to no active utilities and outstanding code violations. Currently the home is still vacant with numerous outstanding code violations. Mr. Hugg reviewed a presentation depicting the condition of the property (*Exhibit #2*).

Staff recommended: 1) declaring this building and all accessory structures on this property dangerous; 2) ordering the property demolished by September 7, 2017, by the owners or equity owners at their own risk; 3) ordering the Building Inspector to cause the demolition of the structures if not completed by the owners within 10 days of the date established by City Council; and 4) ordering the City Manager, with the assistance of the City Solicitor, to cause the cost of demolition to be charged against the lands on which the buildings exist as municipal liens or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owners.

Council President Slavin declared the public hearing open.

There being no one present wishing to speak, Council President Slavin declared the public hearing closed.

Mr. Hare moved to accept staff's recommendation to: 1) declare this building and all accessory structures on this property dangerous; 2) order the property demolished by September 7, 2017, by the owners or equity owners at their own risk; 3) order the Building Inspector to cause the demolition of the structures if not completed by the owners within 10 days of the date established by City Council; and 4) order the City Manager, with the assistance of the City Solicitor, to cause the cost of demolition to be charged against the lands on which the buildings exist as municipal liens or cause such costs to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owners. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis, Mr. Cole, and Mr. Lindell absent).

Mr. Neil moved for adjournment, seconded by Mr. Hare and unanimously carried.

Meeting adjourned at 6:21 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Special Meeting of August 7, 2017, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

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Exhibits

Exhibit #1 - Presentation - Violation of Dangerous Building Ordinance - 803 Westview Terrace

Exhibit #2 - Presentation - Violation of Dangerous Building Ordinance - 2292 White Oak Road

Violation of Dangerous Building Ordinance 803 Westview Terrace

Planning & Inspections Department
Dover, Delaware
August 7, 2017



803 Westview Terrace

Case History

- The dwelling was registered vacant by the City on April 1, 2013
- The utilities were terminated on December 2, 2012.
- The pool was condemned on June 6, 2014, as an unsafe structure. At that time, the mortgage company made repairs to the pool and covered it with a wood framed structure, and the case was closed as compliance.
- On June 9, 2017, the side gate was found unsecured with the wood pool cover being found in a dilapidated condition. The pool was condemned as an unsafe structure and notice was sent to the owner and lien holder.



803 Westview Terrace

Case History

- On July 28, 2017, City Staff that the side and rear gates to the pool have been secured and locked, along with the wooden pool structure being removed from the property. The pool currently has a blue pool tarp on it.
- Taxes and utilities are paid in full
- All Vacant Building Fees have been paid including 5th year registration fee
- Only owed fee is a \$50.00 grass citation from a June code enforcement case for tall grass























NO
TRESPASSING

















Recommended Council Action

- Declare the in-ground concrete pool and pump on this property dangerous.
- Order the in-ground concrete pool and pump demolished by **September 7, 2017** by the owner or equity owner at their own risk.
- Order the Building Inspector to cause demolition of the in-ground concrete pool and pump if not completed by the owner **within 10 days of the date established by City Council.**
- Order the City Manager with the assistance of the City Solicitor to cause the cost of demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.



Violation of Dangerous Building Ordinance 2292 White Oak Road

Planning & Inspections Department
Dover, Delaware
August 7, 2017



2292 White Oak Road

Case History

- 4 code enforcement cases since 2016
 - Exterior code violations – Grass violations
 - Vehicles parked in the yard – Junk and Debris
- The utilities were terminated on October 31, 2016
- Registered as vacant by the city on February 9, 2017
- Condemned as unfit for human occupancy on April 12, 2017
- Outstanding Charges
 - \$1,250.00 in outstanding Code Citations
 - Utilities and taxes are paid
 - Current Vacant Building Fee has been paid



2292 White Oak Road

Current Condition

- *Deterioration of the roof*
- *Mold and deterioration of interior due to water intrusion*
- *Deterioration of siding*
- *Partial addition built without required permits*
- *Overall deterioration and lack of maintenance*



Dangerous Building Code – Chapter 22 Article XI, Sec. 22-381

- (5) *Unfit for habitation.*
- (9) *General welfare.*
- (10) *Code violations.*
- (12) *Unoccupied buildings.*















DANGER
This property is under construction.
No trespassing. No parking.
No smoking. No drinking.
No dogs. No children.
No vehicles.
No vehicles.
No vehicles.







2017/01/23 11:29













Recommended Council Action

- Declare this building and all accessory structures on this property dangerous.
- Order the property demolished by **September 7, 2017** by the owner or equity owner at their own risk.
- Order the Building Inspector to cause the demolition of the structures if not completed by the owner **within 10 days of the date established by City Council.**
- Order the City Manager with the assistance of the City Solicitor to cause the cost of demolition to be charged against the land on which the building exists as a municipal lien or cause such cost to be added to the tax duplicate as an assessment, or to be levied as a special tax, or to be recovered in a suit at law against the owner.



SPECIAL COUNCIL MEETING

A Special Council Meeting was held on August 14, 2017 at 5:30 p.m. with Council President Slavin presiding. Members present were Mr. Anderson, Mr. Neil, Mr. Cole, Mr. Polce (departed at 5:59 p.m. and returned at 6:00 p.m.), Mr. Hare, and Mr. Lindell. Mr. Sudler and Mr. Lewis were absent. Mayor Christiansen was also present.

Council staff members present were Mrs. Mitchell and Mrs. McDowell. Other staff members present were Mr. Hudson. Others present were Senator Colin Bonini (departed at 5:56 p.m. and returned at 6:08 p.m.).

ADOPTION OF AGENDA

Mr. Neil moved for approval of the agenda, seconded by Mr. Anderson and unanimously carried.

Mr. Hare moved to recess into Executive Session pursuant to pursuant to 29 Del. C.§10004 (b)(2) - Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property. The motion was seconded by Mr. Lindell and unanimously carried.

The Special Council Meeting recessed into Executive Session at 5:31 p.m.

The Executive Session adjourned at 6:08 p.m.

ACTION RESULTING FROM THE EXECUTIVE SESSION

Potential Land Acquisition

During the executive session, members of Council considered a potential land acquisition.

Mr. Hare moved that the City Manager's Office and the Mayor proceed with negotiations for the property discussed in the executive session. The motion was seconded by Mr. Neil and unanimously carried.

Mr. Lindell moved to agree with the conceptual approach regarding the repairs and improvements to Weyandt Hall via a CIP (Capital Investment Project) for Fiscal 2019. The motion was seconded by Mr. Cole and unanimously carried.

Potential Disposal of Property

During the executive session, members of Council considered the potential disposal of property.

Mr. Polce moved that the City of Dover sell the old library building to Wesley College for \$1, the sale contingent upon a commitment of Community Transportation Funds from Senator Bonini of \$500,000 in Fiscal 18, \$125,000 in Fiscal 19, \$125,000 in Fiscal 20 based upon available funds, and \$300,000 from Representative Lynn in Fiscal 18; that there be a clawback option in which the City of Dover would be offered the right of first refusal in the event that Wesley College no longer wishes to use the building for educational purposes; and that Council direct the City Manager to proceed with the negotiations. The motion was seconded by Mr. Anderson.

Mr. Anderson stated that he thought that the motion was one that was fiscally prudent, consistent with the Comprehensive Plan of the City of Dover to bring educational institutions in and more

economic development foot traffic, and will expand the safety footprint by bringing Wesley College security as an extra set of eyes downtown; therefore, it is something he believes is in the public interest.

The motion that the City of Dover sell the old library building to Wesley College for \$1, the sale contingent upon a commitment of Community Transportation Funds from Senator Bonini of \$500,000 in Fiscal 18, \$125,000 in Fiscal 19, \$125,000 in Fiscal 20 based upon available funds, and \$300,000 from Representative Lynn in Fiscal 18; that there be a clawback option in which the City of Dover would be offered the right of first refusal in the event that Wesley College no longer wishes to use the building for educational purposes; and that Council direct the City Manager to proceed with the negotiations was unanimously carried.

Mr. Hare moved for adjournment, seconded by Mr. Neil and unanimously carried.

The Special Council Meeting adjourned at 6:12 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Special Meeting of August 14, 2017 are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

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REGULAR COUNCIL MEETING

The Regular Council Meeting was held on August 14, 2017 at 7:41 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Lindell. Mr. Lewis was absent.

Staff members present were Police Chief Mailey, Ms. Peddicord, Mrs. Mitchell, Mr. Hugg, Fire Chief Carey, City Solicitor Rodriguez, and Mrs. McDowell. Mayor Christiansen was also present.

OPEN FORUM

The Open Forum was held at 7:00 p.m., prior to commencement of the Official Council Meeting. Council President Slavin declared the Open Forum in session and reminded those present that Council was not in official session and could not take formal action.

Council President Slavin advised that many worked through the Code Purple issue through the weekend and throughout the day. He stated that he was happy to report that they have a solution that gets everybody where they need to be. Mr. Slavin noted that they will have the Code Purple shelters open for business throughout the City this winter. He advised that Dover is a better City with Code Purple in it and he thanked them for their efforts.

Mr. Steven French advised that the homeless are having a hard time because the police are trying to stop them from sleeping in the bushes and he thought this was rude.

Mr. Steven Hall advised that, prior to the meeting, he submitted information that he had distributed to other government officials (*Exhibit #1*), including Governor John Carney, who was supposed to meet with him the week before but canceled, and even President Donald Trump. Mr. Hall asked why it was so hard for people to accept the fact that homelessness is a problem in Delaware. He noted that there are so many homeless people in Sussex, Kent, and New Castle counties, and all they want is a place to live and to live like everyone else. Mr. Hall advised that he sees homes and buildings going up, but no one cares about those who are sleeping in the streets, bus shuttles, abandoned houses, or buildings. He stated that people are being arrested for trying to find a place to sleep. Mr. Hall asked what the State of Delaware was going to do about homelessness.

Mr. Jamier Grubbs asked why the homeless do not get a place to live. He stated that they need to get off the streets and it is not right for everybody else to get a place to live and they cannot. Mr. Grubbs noted that it would be nice to get the people off the street and for them to have a warm bed, warm house, food, and clothes.

Ms. Precious Tolson advised that she was homeless at one time, and she finally got help from Mr. Sudler. She noted that if it were not for Mr. Sudler, she would probably still be on the street. Ms. Tolson stated that they have had a home for a year and love it, but a lot of people are not as lucky. She stated that she thought there should be some way they can get help finding a job and getting themselves straight, noting that they turn to alcohol and drugs.

Mr. Lewis C. Jackson stated that he has been homeless and it is not good. He advised that he has had to eat out of trash cans and sleep in the snow because he did not have a roof over his head. Mr. Jackson noted that it was not because he did not try to do better, but when you do not have a decent place to wash up and decent clothes to put on, you look like a dirt bag and nobody is going

to want to hire you. He stated that Code Purple was good, but they are full a lot of the time, and he noted that they needed to get to the bottom of helping some of these people out; otherwise, they would find a lot of dead people out there this winter.

Ms. Elizabeth Jones advised that this was her fourth time at the Open Forum and she was tired of coming there. She stated that when Code Purple is full, people have nowhere to go. Ms. Jones indicated that, with the changes that they are making to the library, people cannot go there to get warm anymore, and the hospital is not going to let them in there anymore, so they have to sit out in the cold without blankets and the proper clothing. She stated that she had been told to watch where she sleeps because she could go to jail for sleeping in the wrong place. Ms. Jones advised that she asked a couple of the police officers where they could sleep and got different answers from them. She noted that she had been told that there are two (2) tent cities; however, she did not know where they were. Ms. Jones stated that some people had their tents and all of their personal property stolen within the last couple of days, someone set her mat on fire, and two (2) people were riding around town stealing bicycles and carrying guns.

Mr. Eric Abernathy stated that he was present to speak about homelessness, which is still a problem. He noted that he heard there was a blue ribbon council on the homeless issue, and that the Library Director was on the council. Mr. Abernathy stated that, apparently, she has a lot to do with the changes at the library. He advised that they are trying to require you to have to a library card to be in the library and that they have taken out the seats and the vending machines. Mr. Abernathy noted that they are also taking out the chairs and the tables underneath the steps, and if you are sleeping they wake you up and ask you to leave. He asked where people would go if they were pushed out of the library and suggested that they need to work together to get people off the streets.

Ms. Sue Harris advised that they had been attending meetings for a year and provided a handout of transcripts of all the information that they had shared with the City in the past year (*Exhibit #2*). She stated that she felt it was important for everyone to know all the information that had already been presented to the Mayor and Council. Ms. Harris noted that she was happy that the task force was being developed; however, she was not so happy about it taking over a year just to make a determination that one needs to be appointed. She stated that most, if not all, of the research and information presented to Council by Dr. Abrams, Chair of the Blue Ribbon Panel, was research and information that they had been presenting to Council since the beginning of August of 2016.

Ms. Harris also provided a listing of some of the properties that are held by the City of Dover (*Exhibit #3*). She noted that it seemed that quite a few properties had been turned over, whether sold or donated, to entities in the area for the purpose of rehab and resale. Ms. Harris stated that Habitat for Humanity, NCALL, and Milford Housing Development Corporation have received at least 14 properties with a tax appraised value of over \$250,000 that, just months ago, were listed as City of Dover properties. She suggested that the organizations have certainly benefitted nicely from an arrangement with the City to take over vacant and abandoned properties to renovate and resell, and a handful of families who will be able to secure those mortgages will most certainly make the most use of this wonderful opportunity. Ms. Harris asked if these properties were sold and, if they were sold, where the income from the sales went. She asked, if they were donated instead of sold, how a non-profit qualifies for such a nice opportunity. Ms. Harris noted that she saw that one of these properties was sold by the Milford Housing Development Corporation for \$165,000 and stated that it would be informative for the community to understand how these deals are made, who is

profiting, and why some are not being made available to increase the affordable housing stock for very low income renters. She asked how providing these properties for the purpose of resale is fulfilling the CBDG grant requirements of providing affordable rental units and assistance to chronically homeless people. Ms. Harris asked what opportunities there had been to increase the affordable housing stock for renters, noting the need to increase affordable rental units as well as affordable mortgage offers. She asked the City to look again through their inventory of surplus, noting that she thought that establishing a nice community that would include a village, a main center, and some housing out on the Garrison Tract would be really nice to look at. Ms. Harris noted that it had been for sale for a few years and it is a nice property that they could make use of.

Ms. Harris provided a listing of tiny house villages across the country (*Exhibit #4*) that are successful and excerpts from the City's Comprehensive Plan (*Exhibit #5*).

Ms. Teri Staub, 198 Haman Drive, advised that she had been attending the Open Forum for the last year. She stated that she looked over the listings of properties that were disposed of and, assuming that the figures are the assessments for taxation, one would have to assume that the City of Dover either received \$254,700 or donated the property to those entities. Ms. Staub asked how a citizen of Dover would find out the answer to that question and where those dollars, or the value of the donation, would have been documented in the budget. She asked if the properties were related to the 46.8% increase, or \$68,720, in the miscellaneous revenue as of May 2017.

Ms. Staub stated that she looked at the budget for 2017/2018 and asked what City Council uses their discretionary funds for, noting that it was increased from \$22,000 last year to \$25,000 this year. She also noted that the City budget includes a line item for consulting services for a \$10,000 diversity study; the Mayor's budget shows an additional \$45,000 for economic development; and the budget for 2017/18 shows CDBG funds received as \$218,800 when Resolution #2017-08, adopted on June 26, 2017, approved the CDBG action plan funding for \$230,289. She asked which one was correct, noting a difference of \$11,489.

Ms. Staub noted that they have all agreed that Dover needs affordable housing and the listing of 12 properties that they provided are locations that are worth looking at with open minds and innovative ideas. She stated, for instance, that 401 and 405 West Water Street, across from the bus stop and next door to the police station, would be a perfect site for a village of tiny homes. Ms. Staub suggested that it would be better to make the national news for an innovative and caring solution for the homeless in the great City of Dover rather than making the national news for demonstrations and protests because the City has turned their back on their most vulnerable citizens. She asked what was happening with the task force and stated that if the City continues to put up roadblocks and stop them from what they are doing, their movement is just going to get a lot bigger and be a lot bigger headache. Ms. Staub advised that they would rather work together with the City.

Mr. Swann Twitty stated that his concern was jobs for the homeless, the number of young homeless people, and the lack of programs. He noted that it is difficult for anyone with a record to get a job. Mr. Twitty also advised that some people have qualified for Section 8 housing and other benefits, yet they have to wait five (5) to ten years in order to get a roof over their heads.

Ms. Cynthia Fay Quevedo advised that she had been homeless for almost two (2) years and that she knew that the City did not really care about what happens to them. She thanked God and Victory

Church for helping her and her daughter, because they are out on the street. Ms. Quevedo stated that younger kids are homeless and looking for help.

Ms. Carolyn Grier stated that she was standing in solidarity with Pastor Appling and Victory Church and with Port of Hope to help the homeless in their neighborhood. She noted that she volunteers at the church on a regular basis and they are really, really great people. Ms. Grier stated that they all deserve a place to live. She advised that she was a single parent of two (2) children; her daughter is in college and her son is going into the fifth grade. Ms. Grier advised that she currently lives with her grandmother and that she had never experienced homelessness. She noted that she is ready to move out on her own and the Dover Housing Authority has given her a voucher for a place to live. Ms. Grier stated that, for the amount of money allotted to her, she cannot find a place where she feels comfortable raising her son. Ms. Grier stated that if the City would just allow Victory Church to have a piece of property where they can house the homeless, it would be fantastic.

Ms. Bonnie Pennington thanked Councilmen Anderson and Sudler for doing a good job with the Elks Lodge. She advised that the street is quiet and calm and there have only been four (4) or five (5) calls to the police, which were not related to gunshots and people screaming. Ms. Pennington stated that she would really love to keep the club shut down.

The invocation was given by Bishop Thomas L. Holsey, followed by the Pledge of Allegiance.

Mayor Christiansen read the following statement into the record:

“Mr. President, members of Council, citizens of Dover,

Today as Mayor of the city of Dover, I am calling upon our citizens with a simple request that we join together in condemning the recent senseless violence which occurred in Charlottesville, Virginia this past weekend. I ask each of you, as our residents, to join with me in re-affirming the principles of our Constitution of liberty and justice for all.

This most sacred document was ratified in our city on December 7, 1787, establishing a new order of civility and a constructive debate to address our concerns and disagreements through peaceful discussions and dialogue for the common good of all. This city, this county, this state and our country must officially go on record that hatred and violence of any kind is not to be tolerated or condemned in any way. And that the principles of mutual respect and the diversity of our citizens has been the strength of our nation in the past and will be the guiding light for future generations of Americans.

We, as individuals, as citizens of the city of Dover, where this great nation began, must strongly denounce racism of any kind in any shape or any form. Or any platform of hate, veiled or masked in deception. That message must be clearly heard and loudly heard for all to hear. Thank you.”

AGENDA ADDITIONS/DELETIONS

Mr. Sudler moved for approval of the agenda, seconded by Mr. Neil and unanimously carried.

Mr. Slavin requested that item #5C3 - Council Committee of the Whole Report - July 25, 2017; Legislative, Finance, and Administration Committee Report; Healthcare Summary of Proposals, be removed from the Consent Agenda.

Mr. Anderson moved for approval of the Consent Agenda, as amended, seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

ADOPTION OF MINUTES - OPEN TOWN MEETING OF JUNE 28, 2017

The Minutes of the Open Town Meeting of June 28, 2017 were unanimously approved by motion of Mr. Anderson, seconded by Mr. Neil and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - SPECIAL COUNCIL MEETING OF JULY 24, 2017

The Minutes of the Special Council Meeting of July 24, 2017 were unanimously approved by motion of Mr. Anderson, seconded by Mr. Neil and bore the written approval of Mayor Christiansen.

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF JULY 24, 2017

The Minutes of the Regular Council Meeting of July 24, 2017 were unanimously approved by motion of Mr. Anderson, seconded by Mr. Neil and bore the written approval of Mayor Christiansen.

PRESENTATION - RECOGNITION OF SERVICE - LESTER L. BLAKEMAN, SR. - UTILITY COMMITTEE (MAY 2011 - JUNE 2017)

On behalf of members of Council, Mayor Christiansen and Councilman Cole, Chair of the Utility Committee, presented Mr. Lester L. Blakeman with a Dover Cup in recognition of his years of service on the Utility Committee.

Mr. Blakeman stated that he appreciated being able to serve on the Utility Committee, noting that he served 33 years with the City, serving on the Committee was a new experience, and he learned a lot about the process of how the City works. Mr. Blakeman advised that he would continue to keep members in his prayers as they move forward.

PRESENTATION BY COUNCILMAN SUDLER - COMMUNITY ENHANCEMENT FUND DONATIONS - MT. ZION AME CHURCH

On behalf of the Fourth District and Councilman Anderson, Councilman Sudler thanked the members of the Mt. Zion AME Church soup kitchen and their supporters for all of their hard work helping the homeless. Mr. Sudler presented a \$500 check from his Community Enhancement Funds for the soup kitchen.

Ms. Hamilton, on behalf of Reverend Ellis B. Loudon and the members of Mt. Zion AME Church, thanked Mr. Sudler for his donation to the soup kitchen. She advised that they feed the homeless every Tuesday and a diverse population of people comes. Ms. Hamilton stated that the only requirement is that they need to come for a good meal. She noted that she about eight (8) people

work with her during the soup kitchen time on Tuesdays, and their wonderful assistant pastor, Reverend Sudler, counsels them. Ms. Hamilton advised that if anyone needs to talk to someone, they have people who have been subject to addiction and homelessness.

PRESENTATION BY COUNCILMAN SUDLER - COMMUNITY ENHANCEMENT FUND DONATIONS - NORTHNODE COUNSELING GROUP

On behalf of City Council and the Fourth District, Councilman Sudler stated that they appreciate all the help, professionalism, and everything that NorthNode Counseling Group provides. Mr. Sudler presented Ms. Toni Jordan, Managing Partner and Community Liaison for NorthNode Group Counseling; Ms. Jewel Albury, Masters Level Social Worker; Steve Franklin, Managing Partner; Kenyatta Luke, Office and Building Manager; and Carla Banks, Marketing, with a \$500 donation from his Community Enhancement Funds.

On behalf of NorthNode, Ms. Jordan thanked Councilman Sudler and City Council for the donation. She noted that the donation will go a long way in helping them to expand their group counseling programs intended for children in kindergarten through 12th grades. Ms. Jordan advised that their programs are focused on emotional regulation skills, coping skills, and social skills. She noted that NorthNode was founded with the understanding that low income youth and their families are disproportionately affected by mental health challenges. Ms. Jordan advised that they go out into the community and are partners with various organizations, such as Campus Community School, the Solid Rock Outreach Community Center, and Shepherd's Place.

PRESENTATION BY COUNCILMAN SUDLER - COMMUNITY ENHANCEMENT FUND DONATIONS - VICTORY CHURCH

On behalf of City Council, Councilman Anderson presented Pastor Aaron Appling with a \$1,000 check from his Community Enhancement Funds for the Victory Church homeless program. He noted that the donation echoes the spirit of all members of Council because they do care.

Pastor Appling thanked all members of Council for the donation and Councilman Hare for his recent significant donation at Sam's Club to their food ministry. Reverend Robert Appling thanked the Mayor and Council for everything that they have done to move them forward. He noted that they were still feeding between 35,000 and 50,000 meals each year, twice a day, 365 days a year, and could not do that without the help of the people in the community and without their prayers.

PRESENTATION - NCALL (NATIONAL COUNCIL ON AGRICULTURAL LIFE & LABOR RESEARCH FUND, INC.)/RESTORING CENTRAL DOVER - HOUSING PLAN

Mr. Joe Myer, Executive Director of NCALL and Chair of the Restoring Central Dover Program, reviewed the NCALL Restoring Central Dover Housing Plan (*Exhibit #6*).

Mr. Myer thanked Council for its support of Restoring Central Dover's work over the past couple of years, noting that their steering committee and work groups are hard at work thinking creatively and carrying out the strategies of their plan. Mr. Myer also expressed appreciation to the Mayor, Council, the Help Initiative, and Delaware State University for their assistance with the Lights on Dover Strong initiative, which had really been welcomed by downtown residents.

Mr. Myer advised that NCALL received a reservation of \$1M from the Strong Neighborhood Housing Fund in February 2017, which would allow NCALL and Central Delaware Habitat for

Humanity to build 20 “for sale” homes in central Dover over the next two (2) years and leverage an additional \$4M in housing in central Dover. Mr. Myer advised that these resources cannot be fully deployed and additional new homes cannot be built and sold until safety and blight issues are dealt with. He stated that they cannot build a quality new home next to a boarded up home and expect it to sell, and they cannot expect a family to prosper in that home. Mr. Myer, noting that the City is a good partner, requested City Council to make removal of blighted, boarded up, vacant, substandard properties a top priority of the City in order to foster quality investment in new homes and developments, as well as to help the business and commercial sector downtown.

Mr. Neil advised that he regularly attends the events held by both NCALL and Habitat for Humanity. He noted that they had been roundly criticized earlier in the evening for doing what NCALL had proposed and requested Mr. Myer to give them an idea of who actually purchased these homes and how they are vetted. Responding, Mr. Myer stated that the families typically have to be of a low or moderate income status, typically 80% of median income and in some cases 100% of median. He advised that the families that are moving into their two (2) homes have to get a standard mortgage and, in some cases, may receive down payment and settlement help. Mr. Myer advised that participants go through NCALL's home ownership counseling education program to be considered. He assured members that these families have met the test and seem like they will be great additions to central Dover.

Mr. Neil, referring to Habitat for Humanity homes, noted that the people buying these homes contribute a lot of elbow grease and asked Mr. Myer what happens to their profits. Responding, Mr. Myer advised that the homes cost more to build than they sell them for, and this happens through funding that they receive from the Delaware State Housing Authority, either through the Strong Neighborhood Housing Fund or their Housing Development Fund, which provides assistance or a subsidy that brings the price down to an affordable amount. Mr. Myer noted that there is no profit in that sense.

Mr. Slavin stated that there were some rather reckless accusations made earlier that the City had concocted some scheme for profiteering and he was glad that Mr. Myer was able to provide them with a dispassionate explanation that the accusations were false and based on false information.

Mr. Sudler asked if, in the future, they could consider Lights On Dover Strong outside of the targeted area. He noted that he had received input from the First District and the outskirts of the Fourth District indicating that they would like the program in those areas as well.

Mr. Anderson asked how the properties are obtained from the City. Responding, Mr. Myer advised that the properties are not obtained from the City. He noted that they talk to the property owners and purchase the properties from them. Mr. Myer stated that 212 North Governors Avenue was a foreclosed, defaulted property that they bought at a monition sale.

Mr. Anderson thanked Mr. Myer for the work that NCALL has done and noted that there had been a number of families that had been coming up block by block, and there had been a coordinated effort with public safety, lighting, infrastructure, and home ownership. Mr. Anderson stated that there had been a marked improvement in the Kirkwood and Queen Street area and it was moving forward toward new and other areas. He encouraged Mr. Myer to keep moving forward and advised that he would work toward resource cooperation.

COUNCIL COMMITTEE OF THE WHOLE REPORT - JULY 25, 2017

The Council Committee of the Whole met on July 25, 2017 at 6:02 p.m., with Council President Slavin presiding. Members of Council present were Mr. Anderson (departed at 6:07 p.m. and returned at 6:11 p.m.), Mr. Sudler, Mr. Neil, Mr. Lewis (departed at 7:34 p.m. and returned at 7:36 p.m.), Mr. Polce (departed at 7:11 p.m. and returned at 7:13 p.m.), Mr. Hare, and Mr. Lindell. Mr. Cole was absent. Mayor Christiansen was also present (departed at 7:44 p.m.). Civilian members present for their Committee meetings were Mr. Garfinkel and Mr. Shelton (*Safety Advisory and Transportation*) and Mr. Shevock and Dr. Stewart (*Legislative, Finance, and Administration*). Mr. Caldwell and Mrs. Horsey (*Parks, Recreation, and Community Enhancement*) were absent.

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

The Parks, Recreation, and Community Enhancement Committee met with Chairman Sudler presiding.

Request for Letter of Introduction to the State Secretary of Agriculture to Request an Assessment of Continental Park (Thomas Dix)

Colonel Thomas J. Dix, 664 Independence Boulevard, advised that he lives near Continental Park and is a master gardener. He explained that he would like to approach Mr. Michael Scuse, the Delaware Secretary of Agriculture, to request assistance from the Office of Urban Forestry regarding Continental Park. Colonel Dix noted that he had previously dealt with a woman in the Office of Urban Forestry named Kesha and was very impressed. He stated that Continental Park has a two-acre forest that had been abandoned for over 40 years and that he would like to request an assessment of the park from the Office of Urban Forestry.

Mr. Hare asked if this was something that members must approve or if Colonel Dix could request the assessment on his own.

Responding to Mr. Slavin, Colonel Dix confirmed that he wanted the letter requesting assistance to be sent to Secretary Scuse from Council on behalf of the City as the property owner. Mr. Slavin requested that Mr. Mike Valenti, Delaware State Forester and a Dover resident, also be included. Colonel Dix agreed, stating that he had read about Mr. Valenti, who had been in forestry for many years, and he believed that Mr. Valenti worked directly with the Office of Urban Forestry.

Mr. Neil thanked Colonel Dix for bringing this matter to the attention of Mr. Sudler, stating that he thought it was a terrific idea. He indicated that he favored sending the letter, for both the City and its citizens.

Colonel Dix stated that, based on the value of his own property, he calculated the value of Continental Park at \$1M. He noted that the park is 2.95 acres in size and the front third of the property is being used sometimes. Colonel Dix stated that the

park was often used previously for football practice; however, Redner's is now used for football practice because there is too much dog excrement on the park property.

In response to Mr. Slavin, Colonel Dix clarified that he was asking for a letter of technical assistance and an assessment of any assistance the Department of Agriculture could offer. He stated that he was not qualified to say whether the park is good, bad, or indifferent, noting that he is just a master gardener. Colonel Dix explained that the Department of Agriculture has professional staff that could evaluate the forest and advise the City regarding what is right and wrong about it.

The Committee recommended assisting Colonel Dix with a letter of technical assistance from the City on his behalf.

By consent agenda, Mr. Anderson moved for approval of the Committee's recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

Discussion Concerning Safety and Vandalism Issues at City Parks

Mr. Sudler reviewed the Park Issues Reported to the Safety Advisory and Transportation Committee regarding safety and vandalism issues at City parks. He noted that Mrs. Sharon Duca, Director of Public Works had advised Council about graffiti at the pavilions at Dover Park and Mr. Lindell had reported graffiti at Silver Lake Park. He stated that gangs or posses are defacing park amenities and as soon as they are cleaned up and the area is power washed, they come back again and tag them to show that they are not going anywhere. Mr. Sudler advised that the Public Works Department had done a great job in moving forward and cleaning up after them again, and methods were now being reviewed to deter them from tagging park facilities. He thanked Police Chief Marvin Mailey for quickly responding to the concerns by increasing patrols in this area.

Mr. Sudler advised that he had purchased and donated imitation security cameras and warning security signs to be installed inside park pavilions to help deter graffiti tagging, smoking, and other unlawful activities at the City's parks. He stated that these inexpensive tools could be used to measure if imitation cameras could help deter this type of activity and secure City parks from vandalism. Mr. Sudler advised that the cost of these two (2) items combined was less than \$20. He submit the imitation cameras and signs to the City Clerk, noting that he would email Mrs. Duca to ask her to retrieve them.

Continental Park's Workshop Update

Mr. Sudler reviewed the July 2017 Chair's Report. He noted that a workshop was held to raise awareness regarding the types of amenities that the City provides and to get community feedback regarding the location in Bicentennial Village where park amenities should be implemented or installed. Mr. Sudler stated that he, Mayor Christiansen, Mr. Lindell, Mr. Polce and City staff attended the workshop.

Mr. David Hugg, Acting Director of Planning and Community Development, noted that he also serves as Director of Parks and Recreation. He advised that a very

successful workshop was held at Continental Park, noting that at least 31 or 32 people signed the attendance sheet and there were probably more than that present. Mr. Hugg indicated that a number of comments were left, and opinions were divided regarding whether or not park benches were favored. He stated that some people advised that benches attract undesirables; however, others expressed the need for benches to sit on, particularly young mothers who watch their kids play in the park. Mr. Hugg indicated that there were fairly universal recommendations that the City look at having an active playground on Colony Drive, near the wetland drainage area, instead of having something more intense at Continental Park. He stated that the recommendations received were for the City to look at Continental Park as a more passive activity area and concentrate more active use in an area that is out of the range of traffic and where there are more families. Mr. Hugg indicated that there were some comments about making Continental Park more family friendly, with benches and picnic tables. He noted that a number of comments were received indicating that the parks need serious attention in terms of maintenance, in particular that some equipment and facilities were aging and not in the best condition. Mr. Hugg advised that park maintenance was something that needed to be considered.

Mr. Hugg stated that other items mentioned were a splash pad and swings. He indicated that safety was a real concern, and some people wanted safe places for children to play, particularly in the Colony Drive area because it is somewhat isolated from the major thoroughfare. Mr. Hugg advised that the comments had been synthesized, and the conclusion was that a modest investment would be made in Continental Park as it stands currently, possibly in some benches and trash cans. He noted that one (1) individual mentioned that there were no dog waste pick-up bags or signs. Mr. Hugg advised that bags and signs were relatively inexpensive and would be a useful addition to the City's parks. He noted that if signs were installed asking people to clean up after their dogs, something should be placed there to give them that opportunity.

In regard to Colony Park, Mr. Hugg stated that staff was trying to develop ideas for what could be done right now, noting that the City was in the process of thinking through what the next steps might be. He noted that there were funds in the Capital Improvement Program (CIP) for small park improvements, rather than the massive improvements that would occur at Schutte Park or Dover Park, and Mrs. Donna Mitchell, Acting City Manager, had assured him that some of these funds could be spent. Mr. Hugg indicated that he thought the City could invest in a couple of parks and make a difference.

Mr. Anderson moved to suspend the rules to allow the public to comment, seconded by Mr. Neil and unanimously carried.

In response to Mr. Hugg's comments regarding dog waste pick-up bags and signs, Colonel Thomas J. Dix, 664 Independence Boulevard, stated that three (3) parks currently had dog waste signs, kits, and wastebaskets, noting that he had previously provided pictures of them.

The Committee recommended acceptance of the report.

By consent agenda, Mr. Anderson moved for approval of the Committee's recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

Back to School Giveaway and Rib-Off Fundraiser Initiative

Mr. Sudler reviewed information regarding a Back-to-School Supply Giveaway and Rib-Off Contest fundraiser for Dover Park and Continental Park. He noted that a proposal had been developed to obtain input and buy-in from the community. Mr. Sudler indicated that a concrete date had not yet been set and details would have to be worked out before everything is finalized.

Mrs. Donna Mitchell, Acting City Manager, commended Mr. Sudler for trying to put together the Back to School Giveaway and Rib-Off Fundraiser Initiative community event. She noted that needs regarding the proposed event had been discussed and a meeting would be held on August 8, 2017 to determine if health inspections, or similar items would be required and to try to get details ironed out to move forward with the event.

In response to Mr. Hare, Mrs. Mitchell advised that this was not a City-sponsored event or a Parks and Recreation Department planned program at this time, stating that Mr. David Hugg, Acting Director of Planning and Community Development, could validate that. She indicated that Mr. Sudler was trying to pull the event together for the parks. Responding to Mr. Hare, Mrs. Mitchell stated that Mr. Sudler would have to obtain permits and the approval of food inspectors unless Council made the fundraiser a City-sponsored event.

Mr. Sudler stated, for clarification, that he was seeking Council's approval for the event and, if Council deemed it not necessary to approve or support the event, he would take the necessary steps to hold the event.

Responding to Mr. Anderson, Mr. Sudler stated that he was seeking a motion to endorse and approve the event. Mr. Anderson indicated that the event would benefit the City without cost to the City and was a good idea. Mr. Hare stated that he disagreed and that he thought there would be costs involved. Responding to Mr. Hare, Mrs. Mitchell advised that, if the event was sponsored by the City, expenses would be incurred for labor, possibly for cleanup after the event, and to pay staff for their time at the event if staff was involved. She indicated that if Mr. Sudler wanted to hold this special event outside of Council approval and obtain a permit for it, there would still be labor costs, etc.; however, there would be a permit fee to help recoup the cost. In response to Mr. Hare, Mrs. Mitchell stated that the money raised would offset some of the expense, whether or not the event was sponsored by the City.

Mr. Hare advised that he would like to see a proposal and a breakdown of the expenses before saying whether or not he would support it.

Responding to Mr. Slavin, Mrs. Mitchell indicated that a special City-sponsored event would require a special insurance rider, and this would be part of the discussion during the meeting on August 8, 2017. She stated that information would be gathered regarding insurance, health issues, etc., to see what the costs would be.

Mr. Hare questioned if the Food and Drug Administration would have to be involved if the event was sponsored by the City. In response, Mrs. Mitchell indicated that she would have to obtain those details from staff. She noted that health inspectors were present for the vendors that were cooking at the Farmer's Market held on Wednesdays.

Mr. Hare, referring to the event information provided by Mr. Sudler, noted that people would have to sign a waiver and questioned whether people would have to sign a waiver if the event was sponsored by the City. Mr. Hare reiterated that he thought it was premature to say yes or no until members have all of the information following the meeting scheduled for August 8, 2017. Mrs. Mitchell advised that staff would have all of the information when this matter is considered by Council during their meeting scheduled for August 14, 2017.

Mr. Sudler suggested that a motion could be made to move this item forward to Council pending the receipt of criteria and information following the final discussion meeting.

Mr. Lindell stated that he agreed with the concept but shared Mr. Hare's concerns regarding the need for a detailed plan regarding the associated costs.

Mr. Polce asked if members of the Fraternal Order of Police (FOP) and the Police Athletic League (PAL) would be at the August 8th meeting. Responding, Mrs. Mitchell stated that Police Chief Marvin Mailey would be present, along with any representatives that he feels necessary.

Mr. Anderson suggested moving this item forward with no recommendation. He explained that when the information is provided during the August 14, 2017 Council meeting, members will be able to make the appropriate motion, and this matter will not be delayed. Mr. Anderson stated that he would be willing to provide \$250 from his City Council Community Enhancement funds toward the proposed event.

Responding to Mr. Polce, Mr. Anderson clarified that the motion was to move this item forward with no recommendation, which would allow members to vote on the item on the Council floor when they receive additional information. Mr. Anderson stated that Committee members would not be recommending that the proposal be approved or fail but just moving it forward.

The Committee recommended moving the Back to School Giveaway and Rib-Off Fundraiser Initiative forward without a recommendation.

Councilman Sudler, Chair of the Parks, Recreation, and Community Enhancement Committee, advised that this item had been forwarded by the Committee to City Council without a recommendation in order to gather additional information. Mr. Sudler reviewed "Proposal for Council's Approval of Reclamation of Dover Park and Recreational Center Day! September 9, 2017" (*Exhibit #7*).

Mr. Sudler requested Mr. Hugg, Mrs. Duca, and Mrs. Mitchell to provide additional comments.

Mr. Dave Hugg, Acting Director of Parks and Recreation, stated that there had been an active and ongoing group with a very large number of residents of the east Dover community that had met three (3) or four (4) times, including socially last week, to take back ownership of Dover Park, to recognize the value of that park as an anchor park, to identify what needs to be done to bring that park back to its one-time premier status, and to encourage the local residents to take ownership so that the people who do not use the park for its proper purposes are aware that they are not going to be tolerated anymore.

Mr. Hugg advised that, with Mr. Sudler's direction, they had put together an activity-based family program for September 9, 2017 with food and games. He noted that some of the Parks and Recreation staff and the Public Works staff had been asked to participate if this is a City-sponsored and City endorsed event. Mr. Hugg advised that they are very enthusiastic about being a part of this event and they had already found a few things that they can do to make the park safer, such as relocating one of the gates to make it much more difficult to drive into the park, as well as reaching out to the Dover Housing Authority about a main gate that lacks the proper locking apparatus and allows access to the park at night. Mr. Hugg noted that a lot of positive things are already happening as part of this initiative, and the people who said they wanted to volunteer had been back at every meeting and had been signing up to be a part of this process.

Mrs. Donna Mitchell, Acting City Manager, concurred with Mr. Hugg's comments. She advised that the labor and the cost of the overtime for the event would be approximately \$1,300.

Mr. Sudler moved to endorse this project and make it a City-sponsored event. The motion was seconded by Mr. Anderson.

Mr. Hare asked where the money raised from the event would go. Responding, Mr. Sudler stated that half of the money raised would go toward the First District Continental Park amenities and the other half would go toward Dover Park in the Third District. He noted that the money that they already raised, which is close to \$3,000, would be put toward the cost for the staff overtime and the remaining balance would go toward what they had raised as a fundraiser.

Mr. Hare clarified that this is not a Dover Park fundraiser, but a City-sponsored event to raise money for different parks. Mr. Sudler confirmed that the fundraiser was for Dover Park and Continental Park specifically.

Mr. Neil asked what activities were planned for this event to raise additional funds. Responding, Mrs. Mitchell stated that they were going to have a chess tournament, checkers, a K9 demonstration, Police Athletic League (PAL) officers, school backpack giveaways, horseshoes, and a rib-off, with prizes for the best ribs. She also noted that Mr. Sudler had celebrity judges lined up for the rib-off.

Mr. Sudler noted that the Fraternal Order of Police would be doing the back to school giveaway and the PAL program would be holding a three-on-three basketball tournament.

Mr. Neil asked if any of those events were going to raise funds. Responding, Mr. Sudler advised that funds would be raised through donations and there was no specific item or event that they would pay for. He noted that there would be an informational station at the pavilion with a donation bucket. Mr. Sudler stated that this was a grassroots initiative where the community comes in, buys in, and donates money.

Mrs. Mitchell advised that the City would pay for materials and supplies for the event and any additional proceeds, such as the commitments that Mr. Sudler already has, would go to the Parkland Reserve account and would be earmarked for Continental Park and Dover Park. Mr. Sudler stated that they may not need a lot of money for Sam's Club separate from the \$3,000 that they had already been promised. He advised that the City would be responsible for hot dogs and hamburgers and the individual rib-off participants would provide their own ribs. Mr. Sudler stated that the winner of the rib-off would receive a trophy. He noted that they had been negotiating with Sam's Club to provide some food and items, if this event was approved by Council. Mr. Hugg advised that he and Mr. Sudler went to Sam's Club Friday morning and met with the manager of membership services and marketing and asked Sam's Club to be a co-sponsor of this event. He noted that they asked for a contribution of hamburgers, hot dogs, condiments, rolls, and anything else that Sam's Club felt inclined to provide. Mr. Hugg advised that they received very positive feedback and, as requested, he and Mr. Sudler drafted a letter officially asking Sam's Club for their support, which Mr. Sudler will be mailing once Council endorses the event.

Councilman Cole asked what the time line or structure of the day was. Responding, Mr. Hugg stated that they were in the process of finalizing those details, but the event would officially run from 12 noon to 5:00 p.m. He noted that, during that time period, there would be programs or activities going on throughout the park and the rib-off would be around 1:00 p.m. Mr. Hugg advised that the food would be available from the time they open until 5:00 p.m., and it is a free event. He stated that they want a large number of people to come out and enjoy themselves who want to take their park back and say "This is our park. This is our community and we want this park to be safe, and we want it to be attractive and we want it to be a real anchor in our park system."

Mr. Sudler thanked everyone for considering this proposal and stated that he thought that this would be a great opportunity to show all of their constituents that they support them and are very appreciative of them supporting the City.

The motion to endorse this project and make it a City-sponsored event was unanimously carried.

Meeting at Grottos Pizzeria to Update Community Volunteers on Future Activities and Events for City Park Programs

Mr. Sudler advised that a social meeting for volunteers on future activities and events for City park programs would be held at Grotto Pizza on August 9, 2017 from 6:00 p.m. until 8:00 p.m. and invited all Committee and Council members to attend.

Mr. Sudler informed members that some of the volunteers were individuals who attended a Dover Park community meeting held on May 25, 2017 regarding Dover Park programs and activities. He noted that these individuals had signed up to indicate that they wanted to play a significant role in the proposed Back to School Giveaway and Rib-Off Fundraiser Initiative and in anything that the City was doing regarding activities and events for the parks, and he advised that they would be contacted.

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

The Safety Advisory and Transportation Committee met with Chairman Lewis presiding.

AGENDA ADDITIONS/DELETIONS

Mr. Anderson expressed concern regarding shootings in the City of Dover and stated his belief that members should discuss this matter very soon. He thanked Mr. Lewis for committing to place this item on the next Safety Advisory and Transportation Committee meeting agenda and indicated that, because of that commitment, he would move to approve the agenda as presented.

Mr. Anderson moved for approval of the agenda, seconded by Mr. Neil and unanimously carried.

Debriefing/Post-Mortem on Firefly Music Festival (Presentations by the Department of Planning and Inspections and the Dover Police Department)

Mr. David Hugg, Acting Director of Planning and Community Development, referred to his memorandum dated July 14, 2017 regarding the Debriefing/Post-Mortem Report on 2017 Firefly Music Festival. He informed members that the Firefly Music Festival went very well and there were very few incidents at the festival with relation to the Fire Marshal's Office and the Planning and Inspections Department. Mr. Hugg noted that some of the items that were highlighted in the Fire Marshal's report would be discussed with Red Frog Events, Dover Downs, and Dover International Speedway in preparation for next year's festival. He stated that most of those items were relatively minor, such as clarification of parking, incidents involving people who were injured while cooking onsite, and fencing. Mr. Hugg advised that a list of vendors was not received until the last minute, which caused some issues. He noted that the event was enjoyed by several thousand people.

Mr. Sudler noted that a total of 169.5 hours of staff time was expended at the event and asked how much the City made from participating and providing staff. Responding, Mr. Hugg advised that the only information he had was the actual revenue received by the City from fees, which was approximately \$5,000. Mr. Matthew Brown, Deputy Fire Marshal, stated that the City does not receive reimbursement for the Fire Marshal's Office at an hourly rate but does receive the permit, fireworks, and those types of fees.

Mr. Sudler expressed his understanding that the City expends a lot of staff time in support of the event but does not receive much monetary return. Responding, Mr. Hugg explained that the City provides a lot of staff time, and the fees, permits, and license charges do not cover those costs; however, he stated the need to look beyond this fact to the economic impact of the Firefly Music Festival on the City. He stated that the City and all of the businesses in Dover benefit immensely from this activity. Mr. Hugg advised that the fee structure is not designed to cover the City's costs, unless Council was to direct otherwise.

Mr. Slavin stated that Council had asked for debriefings after the event, not for the purpose of trying to calculate potential lost revenue to the City, but to make sure that the City was business-friendly and was keeping the festival a viable event for the City, and to know what could be expected the following year and if any trends were developing. Mr. Slavin stated that knowledge about the event had leveled off, and the event had also leveled off in its numbers. He indicated that Firefly had not become an easy event but was now a regular feature to manage, similar to the way in which NASCAR races are managed. Mr. Slavin stated that he agreed 100% with Mr. Hugg that members should look at the benefit of having more than 80,000 people who willingly spend their money over approximately five (5) days, as well as the impact to the City's businesses.

Mr. Neil asked if the City receives recompense for event coverage by the Dover Police, and Mr. Hugg suggested addressing this question to Police Chief Marvin Mailey. Mr. Neil expressed his belief that the City receives compensation for police coverage, and he noted that this is a major State event and the City is assisted by many police departments, fire departments, and ambulance companies. He stated that a change had been made and the complete festival area, including The Woodlands, was placed under the City. Mr. Neil indicated that the City's Police Department was put in charge, which he stated was worthwhile.

Mr. Neil explained that there had been neighborhood issues, noting that the community where he resides, Wild Meadows, is in the area of the event. He indicated that the pedestrian traffic was less than in previous years, perhaps because the crowd was not as large. Mr. Neil advised that Persimmon Park Place had some problems regarding turnarounds and other things that affected their community. He indicated that Dover Downs and Dover Motorsports are very receptive and reach out to communities to ask what kind of problems they are experiencing, if any. Mr. Neil stated that it was important to take care of the problems related to many people coming through neighborhoods. He complimented Dover Speedway, the host of Red Frog Events' Firefly Music Festival, for being cognizant of the problems and helpful.

In response to Mr. Hugg, Mr. Brown stated that the Fire Marshal's staff begins the pre-planning and planning for the Firefly Music Festival six (6) months in advance. Mr. Hugg stated that Dover Speedway and Red Frog Events are very accommodating and interested in making sure that the event is safe and enjoyable with minimal problems.

Mr. Neil indicated that it was also helpful that former Dover City Councilman and former Police Chief James Hosfelt is in charge of security for Dover Speedway. He noted that Mr. Hosfelt understands the problems and had been terrific in working with the City and the community.

Mayor Christiansen questioned if Mr. Hugg and Mr. Brown believed that anything needed to be improved regarding the festival in the future. Responding, Mr. Hugg stated that the Fire Marshal had outlined items to be addressed, noting that there were parking concerns and miscellaneous things, such as a vendor list, but no major items. Mr. Brown advised that there was nothing major to address; however, staff was working with Dover Downs and Red Frog on several issues. He noted that Dover Downs is very accommodating regarding staff requests and had provided a lot of additional security to assist staff during the camper load-in period and in monitoring the campgrounds. Mr. Brown advised that any issues that came up onsite were immediately addressed by Dover Downs. He indicated that Red Frog is out of State and is hard to deal with prior to the Festival; however, once they are in Dover they are attentive. Mr. Brown stated that staff tries to work with Red Frog and give them a lot of notice on major issues. He noted that the campgrounds had previously had only grass lanes and fire trucks drive between the rows; however, a three-year progressive stony pavement plan had been developed. Mr. Brown advised that this was the first year of the plan, and it had lived up to expectations. He indicated that concerns that arise are dealt with onsite, pre-planning with Dover Downs had always occurred, and there had been no issues whatsoever.

Mr. Brown stated that he wished to caution members with respect to previous comments about financial reimbursement for staff time at the event. He explained that if staff was being paid to be at the festival and was also performing enforcement, this could create an awkward situation. Mr. Brown suggested, if members wished to address reimbursement, that they continue to use campground fees, special event fees, etc., rather than charging for staff hours. In response to Mr. Sudler, Mr. Brown clarified that staff may have to address violations at the festival, which may cause tension and friction. He advised that if staff was being reimbursed for their hours, they would be receiving pay to be at the festival, which would create a difficult situation if they had to enforce something, impose a fine, or close a structure down because it was in violation.

Mr. Sudler asked if someone is onsite at the festival to address violations and hazards that City staff point out. Responding, Mr. Brown advised that City staff have a great working relationship with Mr. Hosfelt and Mr. Mark Hostetter, Fire Protection and Life Safety Technician, Dover Motorsports, Inc., and staff are in communication with them by phone and radio. He stated that several incidents had come up; however, onsite meetings are held and incidents are addressed immediately. Mr. Brown indicated that City staff had never had an issue with Dover Downs not complying onsite.

Lieutenant Christopher Hermance, Special Enforcement Unit Commander, Dover Police Department, stated that he is responsible for large-scale event coordination

and planning and tends to the races at Dover Downs as well as the Firefly Music Festival. He reviewed the 2017 Dover Police Department Firefly Music Festival After Action Report.

Lieutenant Hermance advised that Route 1 is used as a dividing line for the festival grounds, and the festival area and the camping area on the west side of the roadway are monitored by the Dover Police Department. He indicated that the festival area is broken into Divisions 1, 2, and 3, and Lot 18. Lieutenant Hermance stated that Lot 18, when filled, has a larger population than the City. He stated that Lot 18 is under the Dover Police Department's jurisdiction; however, there are agreements with the Delaware State Police to take control of that area and to assist in other areas in Division 3. Lieutenant Hermance advised that changes had been made and the City had started working a little better with the Delaware State Police, in terms of incorporating State Police forces into some areas that the Dover Police Department would normally cover, which allowed the City to allocate its resources to other areas of the event. Lieutenant Hermance stated that group dynamics, flow, and communication were good and everything went very well, with significant improvements over last year.

Lieutenant Hermance advised that, according to Red Frog Events, approximately 90,000 people attended the festival daily and approximately 40,000 of them camped in campgrounds in the festival area. He stated that the load-in to the campsites began at 8:00 a.m. on Wednesday, June 14, 2017, noting that vehicles are loaded in from Lot 18 and moved west. Lieutenant Hermance indicated that there was a lot of coordination and monitoring via technology, cameras, and Unmanned Aerial Vehicles (UAVs) with the Delaware Department of Transportation (DelDOT) controlling traffic, and everything went smoothly, with only the typical minor difficulties.

Lieutenant Hermance informed members that there were numerous private security agencies under the command of Dover International Speedway that the Department liaised with, including 13 outside agencies in law enforcement alone. He stated that these agencies worked in areas from festival row positions to campground row positions and checkpoints. Lieutenant Hermance expressed the need to react to world events and noted that procedures are evaluated for improvement every year. He stated that a serpentine-type barrier consisting of numerous 80,000 pound dump trucks was set up as a checkpoint and as protection for vehicle-borne threats. Lieutenant Hermance advised that this barrier was being reassessed for improvement next year, noting that DelDOT provides the vehicles and drivers with 24-hour coverage in case the vehicles need to be removed.

Lieutenant Hermance noted that the command post was manned 21 hours per day and there was an on-scene commander 24 hours a day. He advised that the command post was in an idle state between 3:00 a.m. and 6:00 a.m. and he, as the on-scene commander, usually lived out of the post. Lieutenant Hermance stated that the Delaware Information and Analysis Center (DIAC) and Delaware's Fusion Center were used to gather information about potential threats and intelligence coming into

the area in regard to things like drug activity coming to and from the festival to other events.

Lieutenant Hermance informed members that 42 complaints were received between Wednesday, June 14, 2017 at 6:00 a.m. through 11:00 a.m. on Monday, June 19, 2017 in the specific area of the event. He noted that there were zero (0) DUI complaints. Lieutenant Hermance stated that a DUI offender had gotten up onto a bridge last year, and this incident was one (1) of the things that set in motion a truck barrier for 2017 to prevent this type of activity. Lieutenant Hermance advised that some major drug arrests had been made by undercover officers in the Drug, Vice, and Organized Crime (DVOC) Unit. He indicated that some of these arrests were extremely large, with significant numbers in terms of ecstasy, marijuana, MDMA, LSD, cash seizures, etc. Lieutenant Hermance advised that police patrols were not funded by Dover International Speedway or Red Frog but through Dover Police Department grant funding for patrols. He explained that officers were conducting these types of arrests through foot patrols, which may not be possible next year, depending upon funding. Lieutenant Hermance advised that this matter was something that needed to be looked at and the Department was continuing to work with Dover International Speedway in this regard. He noted that foot patrols made a very significant impact on the drug activity coming into the event, which made the event safer and worked for the Police Department.

Lieutenant Hermance stated that he worked closely with Mr. Hosfelt on the event, which had been a pleasure, and there were open communications between Lieutenant Hermance, Mr. Hosfelt, DelDOT, and the Delaware State Police. He noted that they were able to resolve issues as they came up. Lieutenant Hermance noted that meetings would begin in the next couple of weeks to present and discuss the small issues that had come up.

Lieutenant Hermance indicated that one (1) of the biggest changes was the consolidation of command posts. He explained that previously there were two (2) command posts, the Joint Operations Command (JOC), on the west side of Route 1, and the Festival Command. Lieutenant Hermance explained that these two (2) facilities had been combined at the JOC, which was better in terms of incident command, fusion, and operation of the overall event. He expressed the need to acquire technology to allow dispatchers to use headsets because it becomes loud in the command post. Lieutenant Hermance stated that numerous links in the chain had been removed, which shortened it to provide a better response and better transfer of communication.

Lieutenant Hermance advised that there had been numerous discussions last year regarding signage on the roadways and in the festival. He indicated that improvements were seen; however, more improvements were needed. Lieutenant Hermance stated that he had scheduled approximately 4,000 hours of commitment for law enforcement, noting that these funds are not paid by the City but by Red Frog Events and Dover International Speedway. He stated that there were almost 640 hours from municipal agencies alone, and without their help and Dover Police

Department's outstanding relationships with these agencies, the Dover Police Department would not be able to support the event as they do not have enough people. Lieutenant Hermance advised that police presence is key for the event. He stated that there were no major issues. Lieutenant Hermance explained that the festival is a living thing that is always changing, and the Police Department changes and adapts to it. He stated that everyone involved had gotten good at what they do and is open to new ideas.

Mr. Anderson stated that it was amazing that there were 90,000 people and only minor incidents, with the exception of two (2) incidents. In response to Mr. Anderson, Lieutenant Hermance stated that he was not aware of any noise complaints outside the event.

Mr. Neil indicated that he usually hears noise complaints. He noted that a private event called Afterfly is held on the Kent County side of Persimmon Tree Lane; however, this year it was not bad. Mr. Neil advised that, in the past, crowds of kids came in and blocked traffic, which did not occur this year. He stated that traffic was slow due to checkpoints for turning into the campgrounds, but it was easy enough to get in and out. Mr. Neil stated that the noise level was controlled, noting that this was previously a problem because the area was in the County and the City could not get involved. He advised that, in the past, offenders had been warned and the noise would then flare up again. Mr. Neil indicated that the sound technicians had done a marvelous job of channeling the sound.

Lieutenant Hermance stated that improvements had been made in bus transportation routes throughout the facility. He explained that a lot of planning was done that incorporated Dover Area Rapid Transit (DART) in bringing people to and from the event. Lieutenant Hermance advised that DART was running bus transportation to Wawa stores in the City, noting that bus transportation reduces the number of feet on the ground outside of the controlled area. He noted that one (1) change this year that the Mayor had encountered was the hard closure of the bridge. Lieutenant Hermance stated that, due to the number of pedestrians crossing the bridge, the bridge was fully closed at approximately 10:00 p.m. on Thursday, and no motor vehicles, including golf carts, could cross it for any reason. He advised that different access points were used via Route 1 and other detour roads. Lieutenant Hermance informed members that next year police motorcycles will be allowed to cross the bridge. He explained that having the bridge closed works out very well when 30,000 people come out of the festival area at 1:00 a.m. or 2:00 a.m. because they are able to get where they need to go to bed down for the night in a quick, orderly manner.

Responding to Mr. Anderson, Lieutenant Hermance explained that the reference in the report to opening the bridge part-time to motors in item #11, Items Requiring Improvement, on page 10 of the report referred to the motorcycle unit. He indicated that this measure would allow for motorcycles to provide rapid response, noting that motorcycles have a smaller footprint than golf carts and the path is established there for them to traverse.

Review of Chapter 59 of the Dover Code - Juvenile Curfew (Sudler)

Mr. Sudler informed members that, due to recent shootings, he had looked for tools in the Dover Code to help deter gang initiative, activities, and criminal enterprises. He noted that Chapter 59, Juvenile Curfew, was adopted after Mr. Hare had participated in a ride-along with the Dover Police Department in 2011 or 2012. Mr. Sudler expressed his opinion that this was a good ordinance; however, he noted that the ordinance stated that the Chief of Police would provide an update within six (6) months after its implementation to allow for Council to assess its effectiveness. He indicated that he was interested in knowing some of the challenges that police officers encounter as they enforce Chapter 59.

Police Chief Marvin Mailey informed members that the ordinance seemed well written; however, it posed some challenges from an enforcement standpoint. He stated that the first time an offender is encountered for a curfew violation, the offender would be given a warning and told to go home. Chief Mailey indicated that in a second encounter, an officer is supposed to take the youth into custody, write them up, and take them to a parent. Chief Mailey explained that, in his 24 years of experience as a law enforcement officer, there is always an issue with taking juveniles into custody. He explained that this type of encounter would be considered a non-custodial encounter; therefore, when a youth is taken into custody, the officer must return the child to a parent or someone in the neighborhood, which had always been problematic for law enforcement. Chief Mailey advised, for example, that the Department responded to a complaint earlier in the day regarding an unattended four-year-old and was still trying to find a family member to pick the child up. He stated that the child was still at the Police Department with staff from the Department of Services for Children, Youth and their Families, Division of Family Services (DFS). Chief Mailey advised that if DFS does not respond to this type of situation, an officer would be tasked to babysit, and he noted that there is an issue with turning over juveniles anytime there is a juvenile encounter.

Chief Mailey stated that the curfew was a very good idea and a tool for law enforcement and he was not suggesting that the City get rid of it. He indicated that other enforcement tools are used when officers encounter juveniles after hours, such as ordinances regarding loitering, criminal trespass, and disorderly conduct. Chief Mailey explained that when an officer comes upon juveniles and tells them to leave an area or disperse and they do not, they can be charged with loitering, which is a full custody arrest. He stated that these juveniles can then be taken into custody, taken to the station, and put into a cell until their parents can be contacted. He noted that federal guidelines mandate that a juvenile cannot be kept for longer than six (6) hours and, at the end of the detention, they must be turned over to a parent or DFS, whose typical response time is approximately two (2) hours. Chief Mailey advised that every time a juvenile is contacted, the steps he outlined are performed, which takes an officer off the street. He informed members that the Department was currently staffed with 99 officers, was down two (2) officers, and there are frequent retirements. Chief Mailey estimated that 10 to 12 officers are routinely on patrol at night, and they run out of officers quickly with the influx of normal criminal complaints, accidents, arrests, fights, etc. He stated that the additional component

of taking an officer away every time they run into juveniles who are out on the street would present a significant manpower problem for the Department and its sergeants who work at night, since there is a limited number of staff to begin with.

Chief Mailey reiterated that the ordinance is another good enforcement tool; however, there are other tools in the toolbox that are more effective. He stated that the Department deals with enforcement of youth after hours by arresting many juveniles for loitering, criminal trespass, and disorderly conduct. Chief Mailey also indicated that the Department had plans for a program with juvenile probation starting in August and he thought this would help tremendously.

Mr. Sudler stated that the ordinance included accountability, not only for the juvenile but also for the parent and the establishment where a juvenile may be loitering. He asked what measures are taken with establishments who do not report juveniles loitering. Responding, Chief Mailey indicated that this depends on what the officer thinks about a situation. He explained that if it is known that an establishment has stayed open and allowed juveniles to congregate or stay, the curfew ordinance can be applied and a violation can be issued to the business. Chief Mailey stated that the ordinance is an enforcement tool that can be used to hold businesses accountable for stimulating that kind of activity; however, the City does not have any businesses open after midnight that want juveniles frequenting them, unless they are paying customers. He informed members that the Police Department receives phone calls from local businesses asking for squad cars to come and move juveniles out.

Mr. Sudler asked if Chief Mailey could submit past reports regarding the ordinance to the Safety Advisory and Transportation Committee for review and discussion. Responding, Chief Mailey referred to correspondence dated October 18, 2012 from former Police Chief James Hosfelt, stating that this was the only report regarding the curfew ordinance. He stated that this assessment was completed after the first six (6) months of implementation of the ordinance and stated that the rate of violation had decreased approximately 7% in one (1) year. Chief Mailey noted that the ordinance mandated that Council receive informal updates, which he stated he could provide regarding the number of juveniles the Department is contacting and what staff is experiencing. He indicated that they could let the curfew ordinance constantly grow, mature, and become more effective. Chief Mailey stated that he could do a more formal report if members prefer and asked members to let him know what they need.

Mr. Lewis indicated that members received a copy of the five (5) questions that Mr. Sudler asked Chief Mailey regarding the juvenile curfew ordinance with the answers provided by the Chief.

Mr. Neil stated his belief that Chief Mailey had indicated that an officer may have to sit with a juvenile for six (6) hours, followed by an additional two (2) hours before the juvenile is turned over. He asked if it would help if an agency served as the juvenile's custodian if the Police Department is unable to contact the parents. Mr. Neil indicated that lack of a parental guidance system is a societal problem, and parents may be working or a single-parent family may be involved. He questioned

if a custodial situation could be found for juveniles so that the officers could get back on the street. Responding, Chief Mailey indicated that DFS is the custodial branch that takes custody and watches children whose parents cannot be found until they can locate a family member. He noted that the Department works with DFS and contacts them when they cannot find a family member or locate a neighbor to take custody of the child. Chief Mailey explained that if they cannot find anyone in the first hour or two (2), they typically activate DFS, and there is a two-hour response time for DFS on average. He noted that, when holding someone's child, a certain amount of liability is incurred in regard to whom the child is turned over to. Chief Mailey indicated that the City is responsible for whatever happens as a result of releasing a child to a family member or neighbor; therefore, officers typically do not turn over children to other residents. He stated that they would rather turn a child over to a State organization who is responsible and has been proven in child welfare and their treatment of children.

Mr. Neil asked if there could be a policy to automatically call DFS as soon as a youngster is in custody so that an officer can be freed up more quickly. He stated his understanding that the Department might have a juvenile for six (6) hours before that occurs. In response, Chief Mailey explained that federal guidelines state that the Department cannot hold a juvenile for longer than six (6) hours but does not usually hold them that long because they immediately start calling the parents, caregiver, or party who is responsible for the child. Chief Mailey indicated that if they cannot reach them, they try to knock on the door of at the residence. He noted that if this is unsuccessful and they do not get a response in a reasonable amount of time, they contact DFS.

Mr. Anderson asked if the Juvenile Curfew Ordinance Employment Certificate could be posted to the website so that parents and employers would have easy access to it. Responding, Chief Mailey advised that he could ask Mr. Andy Siegel, IT Director, to post it to the City's website, or staff could make it available on the Dover Police Department's website. Chief Mailey advised that, during his experience as Deputy Chief and his few months of experience as Chief of Police, no certificates had been received by the Department. He stated that officers apply sound judgment when they encounter juveniles after hours, explaining that if a young male or female is stopped for a traffic stop or while walking and advises an officer that they are on their way home from work, the officer checks into it. He stated that an officer is typically able to substantiate the juvenile's employment by how they are dressed, for example if they work at Hardee's, or they may have seen the juvenile in their place of employment. Chief Mailey advised that if the officer believes the juvenile is stating the truth, the juvenile is allowed to go. He noted that officers were not stopping people and issuing tickets to those who do not have work permits. Chief Mailey informed members that no certificates had been submitted; therefore, staff knew there were no existing permits.

Mr. Sudler asked how the community is made aware that they need to submit a Juvenile Curfew Ordinance Employment Certificate if it is not on the website and how this could be made more user friendly. In response, Chief Mailey advised that

the quickest way to publicize the ordinance would be through social media, explaining that the bullet points of the curfew could be advertised and the exceptions could be listed as well. He stated that a certificate could be attached in pdf format or returned by email. Chief Mailey indicated that certificates could be submitted to his office and he could approve them on an as-needed basis.

Mr. Sudler suggested a press release to get the word out so that people would be made aware of the ordinance and that they could contact Chief Mailey, rather than possibly being surprised.

Mr. Lindell stated his understanding that, in Chief Mailey's experience, juveniles who are approached after curfew that are causing issues are usually charged with something else, and breaking the curfew is secondary. Chief Mailey advised that this was the case, depending on the juvenile's behavior. He stated that the ordinance is one (1) of many tools in the toolbox and a nice option for officers to use; however, they would rather use a criminal charge if the individual's behavior rises to that level. Chief Mailey stated that typically youths who are congregating are told by officers to move on and usually comply. He explained that if they put up resistance, a criminal charge can be applied. Chief Mailey noted that when an officer makes an arrest, the youth can be put in a cell and staff can try to contact their parents, rather than issuing a curfew violation under the City's ordinance. He noted that the curfew violation results in non-custodial custody; therefore, if the child cannot be turned over to a family member, they cannot be put in a cell for the violation and must be put in a non-secure facility. Chief Mailey stated that a non-secure facility cannot be locked or restricted, and the juvenile cannot be handcuffed to a wall or anything like that, so an officer has to sit with them until the Department can turn the juvenile over.

Mr. Lindell noted that he had been on a police ride-along but did not deal with many juveniles. In response to Mr. Lindell, Chief Mailey advised that the number of juveniles approached by officers on an average night depends on the time of year, noting that there are more in the summer when school is out. He stated that juveniles are out doing what juveniles do, such as vandalizing parks, as indicated by Mr. Sudler, and if officers see them acting in a suspicious nature, there are many mechanisms within Title 11 that allow juveniles to be detained until it can be determined what they are doing. Chief Mailey explained, for example, that it is a violation to be in a park after hours; therefore, juveniles who are present then can be detained and arrested for loitering, trespassing, or something similar. He noted that officers have many options available.

Mr. Lindell noted, having been on patrol during the ride-along on Friday, July 21, 2017, that approximately five (5) or six (6) officers were taken off the road due to other duties, leaving five (5) or six (6) on the road. He indicated the difficulty of attending to every juvenile. Chief Mailey advised that attending to every juvenile would leave the Department very short staffed, stating that if he was the desk sergeant he would have to keep one (1) officer back to watch all the juveniles. He

explained that the other four (4) officers would have to handle the rest of the complaints for the night, or until the juveniles could be released.

Mr. Lindell suggested allowing the officers to use their common sense and do their jobs as professionals.

Mr. Polce asked what percentage of juveniles receive a plea deal for a lesser offense. In response, Chief Mailey estimated that this would apply to approximately 70% - 80% of first time offenders, depending on the offense. He explained that there is probation before judgment for offenses such as disorderly conduct or loitering, which means that an offender who is arrested would go before a judge or master. Chief Mailey advised that a juvenile would go before a master in Family Court and would be offered probation before judgment and the offense would go away if the offender does not get into trouble for the next six (6) months. He stated that the prison systems are full, which is a problem at both the juvenile and adult levels, so they do not want to bring nonviolent offenders into a confinement type of situation, and in the court's eyes, this is a nonviolent offense.

Responding to Mr. Polce, Chief Mailey confirmed that recidivism is very high.

In response to Mr. Sudler, Chief Mailey stated that a juvenile is absolutely as capable as an adult of committing a serious or violent crime. Mr. Lewis indicated that he could attest to the fact that a juvenile is just as capable as an adult of committing a serious or violent crime, since he works for the Department of Corrections. He informed members that there were currently 25 juveniles at the Sussex Correctional Institution (SCI), whereas last year there were only five (5), and SCI has the worst of the worst. Mr. Lewis stated that juveniles definitely commit crimes.

Traffic Safety Issue on Kenton Road (Fox Hall and Fox Hall West Area)
(Lindell and Polce)

Mr. Lindell advised that Mr. James Hosfelt, Kent County Commissioner and former member of City Council, had brought a traffic safety issue on Kenton Road, in the area of Fox Hall and Fox Hall West, to his and Mr. Polce's attention.

Mr. James Hosfelt, 303 Pebble Valley Road, informed members that a significant accident occurred on Kenton Road when his daughter, who was traveling northbound on Kenton Road, was run off the road by an aggressive driver, struck a tree, and ran into a backyard fence in the Fox Hall development. Mr. Hosfelt advised that in mid-April, he was approached by a resident of Fox Hall West, who noted that if the accident had occurred on the other side of the roadway while his child was playing in the backyard, the vehicle could have gone through the fence, struck his child, and caused the child's death. Mr. Hosfelt stated that, following the spring 2017 elections, he reached out to Councilmen Lindell and Polce, and the three (3) of them worked together on this matter as a City/County issue. He advised that they thought that this matter should be brought to the attention of the Committee and possibly also to the Delaware Department of Transportation (DelDOT). Mr. Hosfelt stated his belief that DelDOT had done a traffic study review regarding what they planned to

do in the Dover High School area. He advised that he did not know what the answer was, stating that he, Mr. Lindell, and Mr. Polce thought that a guardrail on both the east and west side of the roadway would be a simple solution. Mr. Hosfelt noted that, in viewing the area from Google Earth, the area extended 200 yards from Kenton Road to the entrance of Fox Hall and Fox Hall West. He stated that he, Mr. Polce, and Mr. Lindell were going in different directions to see what could be accomplished, and he was unsure if there were other ideas. Mr. Hosfelt indicated that they were looking for the endorsement of City Council to refer this matter to DelDOT for consideration and to get suggestions or ideas for going in another direction.

Mr. Lewis indicated his belief that the area being discussed was located in Representative Sean Lynn's district and asked if anyone had reached out to him. In response, Mr. Hosfelt advised that the area being discussed was in Representative Lynn's and Senator Brian Bushweller's districts. Mr. Lewis asked if public safety funds could assist in placing a guardrail. Responding, Mr. Polce indicated that Representative Lynn and Senator Bushweller were in the loop regarding the situation. He stated that DelDOT was doing an initial study specific to potentially widening the road and their feedback and study results were expected in early August. Mr. Polce noted that he thought the study would outline tangible action items and expressed his hope that Senator Bushweller and Representative Lynn would be gracious enough to discuss it.

In response to Mr. Sudler, Mr. Polce advised that the DelDOT study had not yet been completed. He indicated that DelDOT had done an initial phase and they had requested DelDOT to look into widening a berm and potential safety options. Mr. Polce stated that once the report is released, it will be made available to all members.

Mr. Sudler stated that College Road, where he resides, is as much a danger as Kenton Road, explaining that both roads are similar in size and prone to the same kinds of accidents. He noted that College Road connects to Kenton Road. Mr. Sudler asked if College Road could be included in this initiative, noting that College Road borders on both the First and Fourth Council Districts. He suggested that members partner in their efforts, in order to strengthen their position on this request, stating that he and Mr. Anderson, as Fourth District representatives, would love to partake.

Mr. Sudler noted that Mr. Shelton resides off College Road, in the First District, and asked for his input. Responding, Mr. Shelton explained that he resides in Hidden Oaks, across from the Jehovah Witnesses Dover Congregation building. He noted that the houses on the right side of College Road, when heading west toward Kenton Road, are vulnerable to accidents and estimated that they are only an arm's length from the road. Mr. Shelton indicated that this area needed shoring up, possibly through some type of safety device. He stated that he agreed that the area on Kenton Road near the entrances to Fox Hall and Fox Hall West should be improved and noted that an accident at that location a couple of weeks ago had backed traffic up past the firehouse to McKee Road. Mr. Shelton suggested that an engineer may need

to review this area. He advised that the fences in this area were not strong enough to withstand a vehicle going through, which could potentially cause a death, and noted that there are children in the area. Mr. Shelton indicated that the entire area needed to be included.

Mr. Sudler expressed his sorrow about Mr. Hosfelt's daughter's accident and stated that he looked forward to working with him.

Mr. Lewis informed members that he had an issue with people driving on the grass on the side of his house a couple of years ago. He noted that his home is at the end before a townhouse development row starts and there is a service road that comes around it. Mr. Lewis advised that, at that time, Mr. Scott Koenig, former City Manager, had arranged for the placement of a barrier of old telephone poles at this location to stop people from coming in, and this had worked. He suggested that this could be done until a guardrail is installed and asked Mrs. Donna Mitchell, Acting City Manager, to review this possibility. Mr. Hosfelt indicated that this could be a stopgap measure, stating that anything would be appreciated. He stated that he agreed with Mr. Shelton and Mr. Sudler that College Road was also in need.

Mr. Lindell stated that Police Chief Marvin Mailey had been asked for accident data for Kenton Road in the area of Fox Hall and asked if this could also be obtained for College Road in front of Hidden Oaks and the other side of the Fourth District. Responding to Mr. Lewis, Chief Mailey indicated that he could provide this information. *(City Clerk's Office Note: Subsequent to the meeting, Chief Mailey provided a Report of Collisions on College Road - July 2012 to July 2017.)*

Mr. Neil stated that he did not think that members could take any action until the reports were received.

Mr. Sudler moved to recommend that Police Chief Mailey provide the reports that Mr. Lindell had mentioned, including the safety impact indicators and how much traffic there is on College and Kenton Roads. The motion failed for lack of a second.

In response to Mr. Lewis, Mr. Hosfelt advised that he was looking for Council to endorse or support the project.

Mayor Christiansen asked if it would be prudent to contact Ms. Jennifer Cohan, Secretary of Transportation, via the Kent County Metropolitan Planning Organization (MPO) to find out the priority of the Kenton and College Road projects with respect to DecisionLens. He noted that basic engineering work was being done on Kenton Road. Mayor Christiansen stated that such a written request would memorialize that Secretary Cohan is aware that the City would like these projects to be moved higher on the list. He explained that there was a project proposed to have a suicide lane constructed on Kenton Road, along with the necessary improvements.

Mr. Slavin advised that he had been informed by Mrs. Traci McDowell, City Clerk, that a typical agenda item for the August meeting of the Safety Advisory and

Transportation Committee is to set the priorities for transportation improvements that the City hopes to see from DelDOT. He indicated that gathering the information discussed and bringing it back for the August meeting would be the perfect timing to slot this matter as a high priority.

Responding to Mr. Lewis, Mr. Slavin stated that he did not believe any action would be required at this time. Mr. Slavin thanked Mr. Hosfelt for his work on this matter and his previous work on Council.

Colonel Thomas Dix, 664 Independence Boulevard, noted that he frequently sees pedestrians along the road in this area. Responding, Mr. Lewis indicated that pedestrians would be included. Mr. Polce stated that one (1) of the specific requests to Secretary Cohan was to extend the roadway to make it pedestrian and bicycle safe and friendly.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

Proposed Resolution No. 2017-10 - Establishing the “Making Dover Prosper” Initiative (Anderson)

Mr. Anderson thanked Mr. Neil and Mr. Cole for co-sponsoring Proposed Resolution No. 2017-10. He also expressed thanks to Mr. David Hugg, Acting Director of Planning and Community Development, for his work on this matter, and to friends in the business community, including the Chamber of Commerce.

Mr. Anderson stated that, during the Council Retreat of January 6, 2017, members discussed items that they wanted to accomplish this year. He indicated that Proposed Resolution No. 2017-10 would put into writing the remaining items that would make Dover a business-friendly environment so that Council memorializes that these items are accomplished. Mr. Anderson reminded members that Council had heard about Vision 2020 during the Council Retreat and he thought that most members agreed with it. He advised that there had been discussion about the need for a road map to City services that would make it easier for people to know where to go one (1) step at a time. Mr. Anderson stated that Mr. Hugg was working on initiatives to make the City more 21st century friendly, with the ability to track permits and similar items. He advised that Mr. Hugg had indicated that it would be helpful to have the endorsement of Council for these initiatives.

Mr. Anderson noted that Dover is a business friendly city and Proposed Resolution No. 2017-10 looks at what can be done to remove existing barriers and the perception that the City is not business friendly. He stated that the best way to change this perception would be to make sure that there is no basis in reality for it. Mr. Anderson advised that the Proposed Resolution would allow those who have to deal with City regulations and are affected by them to have a voice in making sure that regulations are modernized and work as they are supposed to. He indicated that

the resolution would eliminate some of the unintended consequences of ordinances and rules that were passed 50 or 60 years ago and do not apply in the same way today. Mr. Anderson noted that the City had the good fortune of having Mr. Hugg, who was an expert who had already accomplished similar measures in another area. He indicated that he thought that Council needed to give Mr. Hugg the tools he needs and the endorsement of Council in a formal fashion. Mr. Anderson stated that he thought Council also needed to back the Chamber of Commerce in their Vision 2020. He stated that members can make Dover prosper by freeing the engine of free markets in a responsible way that recognizes appropriate regulation, but making sure that it works the way it is supposed to, to fulfill the purpose that is intended, without being duplicative and getting in the way of legitimate business activities.

Mayor Christiansen stated that he thought Mr. Anderson had brought the Proposed Resolution forward in good faith and that it was the intention of members of Council to follow through on it, noting that he thought members had realized that the City had been a bit behind the times. Mayor Christiansen advised that he and Mr. Hugg had met with the County and other entities, who were also in agreement that it was time to move forward into the 21st century. He stated that he applauded Mr. Anderson for presenting the Proposed Resolution and that he thought it would behoove members of Council to adopt it to say to the world that the City is in business to do business and come to Dover.

Mr. Slavin expressed appreciation to Mr. Anderson for bringing the Proposed Resolution forward. He indicated that he was feeling unsettled that, as politicians, members were taking credit for other people's work. Mr. Slavin stated that this initiative was not an original idea of any one (1) person on Council but had come from staff, and the work that had been done to achieve what had been seen so far was done by staff, and not Council. He cautioned members about posting things on Facebook that state, "This was my initiative." Mr. Slavin asked members to have humility and give credit where it is due, rather than using it for political purposes.

Mr. Hare stated that Mr. Hugg and his staff did a great job putting this initiative together, noting that he received numerous emails with changes that had been discussed.

Mr. Lindell stated that he agreed with the comments in the Proposed Resolution. He noted that, because a conglomeration of staff and other individuals were involved, he wanted to make sure that the initiative is followed through on rather than just paid lip service. Mr. Lindell also stated his hope that members would not micromanage or Monday morning quarterback staff but allow them to do what they need to do to get the job done.

Mr. Anderson pointed out that this concept was brought up before current staff had been hired; however, things had been brought together and staff was doing a tremendous job. He noted that a lot of the concepts were already being implemented, which he stated was tremendous.

Mr. Anderson requested an opportunity for one (1) of the authors of Vision 2020 and a representative of the Chamber of Commerce to comment.

Ms. Judy Diogo, Central Delaware Chamber of Commerce, 435 North Dupont Highway, expressed appreciation for Proposed Resolution No. 2017-10 being brought forward. She reminded members that the Chamber's Vision 2020 had nine (9) different points and estimated that the Proposed Resolution addressed five (5) of them. Ms. Diogo advised that the Chamber was excited that a committee would be formed, which would allow for feedback and the business community to work with Mr. Hugg and the Planning Department. She indicated that this would allow everyone to come together and identify the issues that are slowing things down. Ms. Diogo stated that once the issues are identified, solutions can be developed. She expressed thanks and stated that the Chamber was looking forward to working with the City to move the initiative and the City forward.

The Committee recommended adoption of Proposed Resolution No. 2017-10.

By consent agenda, Mr. Anderson moved for approval of the Committee's recommendation, seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

Strengthening of the Tax Exemption Review Process (2017 Budget Review - Hare)

During the Special Council Meeting - Budget Review of May 30, 2017 discussion regarding the Public Safety Fee Recommendation, Mr. Hare noted that many properties had been exempt for many years and suggested that there be a better review. He suggested that there were properties that should justify why they are tax exempt and that, once the public safety measure is approved, tax exempt status should be reviewed and it should not all be the responsibility of Mrs. Cheryl Bundeck, Tax Assessor. Mr. Hare requested that consideration of strengthening the tax-exempt review process be placed on a future Council Committee of the Whole/Legislative, Finance, and Administration Committee agenda.

During the Council Committee of the Whole/Legislative, Finance, and Administration Committee meeting, Mr. Hare expressed his belief that there were some properties in the City that should not be tax exempt and that the review process by the Board of Assessment Appeals should be stronger. He indicated that he had discussed this matter with Mrs. Bundeck. Mr. Hare indicated that he was bringing this matter to members' attention so that they could begin their own reviews, noting that they could provide their lists to Mrs. Bundeck and should feel free to meet with her or give her a call.

Mr. Lewis stated that he concurred with Mr. Hare with respect to this matter.

Healthcare Summary of Proposals

During the Special Council Meeting - Budget Review Meeting of May 24, 25, and 26, 2016, members moved that the City Manager conduct a Request for Proposals (RFP) pertaining to health insurance coverage for City employees, and that the RFP

be issued by no later than December 31, 2016. Mrs. Donna Mitchell, Acting City Manager, indicated that Mrs. Kim Hawkins, Human Resources Director, advertised for an RFP for health/medical care and prescription insurance benefit for the employees, retirees, and dependents of the City of Dover. She explained that, prior to 1999, the City had a self-insured plan with a deficit of over \$2M. Mrs. Mitchell advised that the City reached out to the State to try to join their healthcare program, and they allowed the City to join in 1999. She noted that the City has been on the State program since that time. Mrs. Mitchell indicated that the State charges the City a 5% risk assessment fee and \$2.70 for every contract to be part of that program.

Referring to her memorandum dated July 19, 2017 regarding Health and Prescription Request for Proposals, Mrs. Mitchell indicated that the City asked for comparative coverage that would not be less than current coverage, and proposals were received for Blue Cross/Blue Shield coverage from L & W Insurance and Still Insurance Agency. She explained that both proposals had the same rates, and the only difference between the two (2) proposals was the broker's fees. Mrs. Mitchell stated that L & W Insurance wanted a \$50,000 flat fee and Still Insurance Agency wanted \$19 per contract for participants under age 65 and \$5 per contract for those over age 65.

Mrs. Mitchell advised that the results reflected an annualized savings to the City of \$1.1M in premiums based on the FY 17 budget, without the broker's fees. She stated that, of this \$1.1M, the employer would pay approximately \$961,000 and the employee would pay approximately \$150,000. Mrs. Mitchell indicated that in FY 18, the savings would equate to \$803,000, noting that there would be a 4.75% rate increase in January 2018. She stated that this would equate to almost \$695,000 in savings for the employer and \$108,000 for the employee. Mrs. Mitchell stated that the broker's fee would not be part of this and would be \$50,000 for L & W and \$115,000 for Still Insurance Agency.

Mrs. Mitchell advised that staff had provided a memo and was not presenting a recommendation at this time because, if the City wishes to exit the plan, notice must be given to the State by April 1st for a termination date of June 30th. She noted that the first time the City could exit the State plan would be June 30, 2018. Mrs. Mitchell explained that if the City found that the new plan was not working, it would have to wait three (3) years to re-enter the State plan, and the State would not pick up the City's retirees upon re-entry. She stated that retirees were placed on the State plan in 1999 through a mistake made by the State and, because it was their mistake, they allowed the City's retirees to remain on the plan. Mrs. Mitchell noted that if the City went back to the State plan, active employees would be placed on it; however, retirees would be placed on their own individual plan. She advised that the retirees' experience and premiums would be rated on the group of retirees at that time, and the City would have to pay their employer cost.

Mrs. Mitchell noted that a lot of money was being discussed; however, she expressed concern regarding the risk of being in the State pool versus the City having its own health care as a smaller group. For example, she noted that the City has 340 active

employees and 263 retirees, for a total of 603 participants in the pool with their experience rate, which could have catastrophic claims, low claims, etc. Mrs. Mitchell indicated that the State's pool has 20,970 retired and 36,748 active participants, for a total of 57,718, and this is the City's risk exposure in its current pool. She stated that members would have to consider where this risk would lead if the City comes off the State plan, stating that the City is paying the State for that risk; however, the City is part of a much bigger pool.

Mrs. Mitchell advised, that if Council wished to move forward in the direction of leaving the State plan, many meetings must be held with groups of employees to explain where the City is going with this. She stated that she did not want to have these meetings and disturb employees unless members wanted to make this change.

In response to Mr. Shevock, Mrs. Mitchell stated that the City's retirees and active employees are currently on the State plan. She explained that retirees under the old plan contribute a percentage toward the shared cost of family coverage, for example a retiree may pay 25% and the City may pay 75%. Mrs. Mitchell advised that the City has new employees who contribute 15% or 20% of the cost and the City contributes the remaining 85% or 80%, respectively. She stated that the City pays 100% of the health care contribution for many retirees who were grandfathered in under the City's prior cost-sharing allocation, when no employee contribution was required for individual coverage.

Responding to Mr. Shevock, Mrs. Mitchell stated that current retirees are on the State plan, and if the City pulled them off the State plan they would be unable to go back on the plan. She noted that this was a risk of pulling all City participants out of the State plan. Mrs. Mitchell explained that if an employee retired tomorrow, they would stay on the State plan, unless the City decides to buy its own insurance and remove everyone from the State plan. Mrs. Mitchell advised that the City would have to make this decision; however, the change could not be made earlier than June 2018.

Mr. Anderson thanked Mrs. Mitchell for looking into this matter, stating that he was intrigued and that the savings merited a closer look. He advised that \$800,000 or possibly \$1M in savings would be worth paying attention to because the State cost would probably increase. Mr. Anderson noted that coverage under both proposals would be through Highmark and asked if the types and levels of benefits would change and if the participants' choices would remain the same. Responding, Mrs. Mitchell advised that the premiums mirrored what the City currently has under the State plan and employees could keep their choices and doctors. She indicated, however, that the State's Aetna plan was not included in the proposals, only Blue Cross/Blue Shield.

Mr. Slavin stated that the risk assessment was especially troublesome for him and that he would like to know more about this as the dialogue progressed. He asked if a dispassionate third party could be obtained to review and quantify the risk. Responding, Mrs. Mitchell stated that she could do that now, noting that she could

also have the City's actuary look at it. She advised that when this matter had been discussed previously some time ago, the City's experience was compared from one year to the next, and this information was obtained from the State. Mrs. Mitchell stated that one year the City's experience showed a benefit of approximately \$300,000 and the next year it showed a loss that was approximately \$300,000; therefore, the results almost washed out. She indicated that when the actuary opined at that time, they felt that, because of the size of the State pool, the City was better off without making a change, noting the possible effects of a catastrophic claim, and Mr. Slavin stated that this is what he expected.

Mr. Slavin stated that, in his opinion, changing health plans for over 600 people would disrupt the lives of the City's workforce and every member of their families who are on these plans. He indicated that this aspect was not something that members should devalue because it does not have a dollar sign attached to it. Mr. Slavin expressed the need to consider this in terms of managing the City's workforce. In addition, he cautioned members about removing retirees from the State plan with no way to re-enter it. He noted that retirees are a big force that will come to the meeting when this is considered because they will want to know about it and will have a lot of questions. Mr. Slavin indicated that a change in the pension plan manager was considered during one of the first meetings he attended as a Councilman many years ago. He stated that he had never seen the room as full or received as many emails on a single topic and asked members to be ready if they proposed to make this change.

In response to Mr. Slavin, Mrs. Mitchell indicated that consideration of this item would have to be part of the discussions related to the next budget cycle.

Responding to Mr. Hare, Mrs. Mitchell advised that City employees pay a different allocation percentage than State employees pay and that she thought that the City employees' percentage was higher.

Mr. Hare indicated that he had requested this health care information a few years ago and it had finally been received. He stated that he had spoken to other people in the insurance field who advised that the City should not discuss changing health care further unless there was a \$2M - \$4M difference. Mr. Hare indicated that these individuals had stated that it would not be worth the disruption for under \$1M. He noted that Mrs. Mitchell had stated the difference next year would be only approximately \$800,000.

Mrs. Donna Mitchell, Acting City Manager, advised that the original memo that was reviewed by the Legislative, Finance, and Administration Committee during their meeting of July 25, 2017 did not include the Fraternal Order of Police (FOP) union. She advised that the memo had since been revised (*Exhibit #8*).

Mr. Hare moved for acceptance of the amendment to the original memo, seconded by Mr. Neil and unanimously carried.

Mr. Hare moved for acceptance of the Council Committee of the Whole Report, seconded by Mr. Anderson and unanimously carried.

MONTHLY REPORTS - JUNE 2017

By motion of Mr. Anderson, seconded by Mr. Neil, the following monthly reports were accepted by consent agenda:

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

QUARTERLY REVIEW OF CAPITAL INVESTMENT PLAN (CIP) (APRIL, MAY, AND JUNE) (PRE-AUDIT)

Members were provided the Quarterly Report for the Capital Investment Plan (CIP) as of June 31, 2017.

By consent agenda, Mr. Anderson moved for acceptance of the Quarterly Report for the Capital Investment Plan (CIP) as of June 31, 2017. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

QUARTERLY REVIEW OF OPERATIONS/REVENUES - PASSPORT ACCEPTANCE FACILITY

Members were provided the Quarterly Operations/Revenues for the Passport Acceptance Facility Report as of July 30, 2017.

By consent agenda, Mr. Anderson moved for acceptance of the Quarterly Operations/Revenues for the Passport Acceptance Facility Report. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

LIMITED PROFESSIONAL SERVICES CONTRACT FOR ELECTRIC UTILITY

Mrs. Donna Mitchell, Acting City Manager, requested authorization to sign a limited service contract for Mr. Steve Sax (Utility Management Partners, LLC), the former Electric Director, to provide assistance, oversight, and advisement on several issues and projects related to the electric utility that she is working on.

Mrs. Mitchell stated that the limited professional services contract is for \$75 an hour for in-office time and \$50 an hour for travel time.

Responding to Mr. Anderson, Mrs. Mitchell stated that the contract had been reviewed by Deputy City Solicitor Pepper.

Responding to Mr. Hare, Mrs. Mitchell stated that Mr. Sax lives in Murfreesboro, Tennessee, so if it is necessary for him to travel to Dover for issues that cannot be handled by phone or

teleconference, he has asked to be reimbursed for his travel time. She also noted that Mr. Sax would be reimbursed for his actual expenses.

Staff recommended authorizing the Acting City Manager to sign a limited service contract with Utility Management Partners, LLC.

Mr. Sudler moved for approval of Staff's recommendation, seconded by Mr. Cole and carried by a unanimous roll call vote (Mr. Lewis absent).

APPOINTMENT OF ACTING CONTROLLER/TREASURER

By Consent Agenda, Mr. Anderson moved for the appointment of Lori Peddicord as the Acting Controller/Treasurer. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

APPOINTMENTS RECOMMENDED BY MAYOR CHRISTIANSEN

Mayor Christiansen recommended the following appointments:

Ethics Commission - Lisa M. Enright - Five Year Term to Expire July 31, 2022 (to fill the expired term of Andrew S. Moreland)

Public Advisory Committee of the Dover/Kent County MPO - C. David Jamison - Two-Year Term to Expire July 2019 (to fill the expired term of Karen McGloughlin (At-Large Alternate))

By consent agenda, Mr. Anderson moved for approval of the appointments, as recommended by Mayor Christiansen. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

2017/18 ANNUAL APPOINTMENT RECOMMENDED BY COMMITTEE CHAIR (DEFERRED DURING THE ANNUAL MEETING OF MAY 8, 2017)

Chairman Sudler recommended the appointment of Dr. Kim Warfield to the Parks, Recreation, and Community Enhancement Subcommittee for a one-year term to expire May 14, 2018 (to fill the expired term of Ann Baker Horsey).

By consent agenda, Mr. Anderson moved for approval of the appointment, as recommended by Chairman Sudler. The motion was seconded by Mr. Neil and carried by a unanimous roll call vote (Mr. Lewis absent).

FINAL READING - PROPOSED ORDINANCE #2017-09

The First Reading of the Proposed Ordinance was accomplished during the Council Meeting of July 24, 2017. Council President Slavin reminded members of the public that copies of the ordinance were available at the entrance of the Council Chambers or on the City's website at www.cityofdover.com under "Government."

Mr. Sudler moved that the Final Reading of the proposed ordinance be acknowledged by title only, seconded by Mr. Neil and unanimously carried.

PROPOSED ORDINANCE #2017-09 AMENDING CHAPTER 2 - ADMINISTRATION, ARTICLE IV - OFFICERS AND EMPLOYEES, DIVISION 1 - GENERALLY, SECTION 2-201 - COMPENSATION AND EXPENSES FOR MAYOR, COUNCIL, EMPLOYEES AND OTHER ELECTED OR APPOINTED OFFICIALS

By motion of Mr. Neil seconded by Mr. Anderson Council, by a unanimous roll call vote (Mr. Lewis absent), adopted Ordinance #2017-09, 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, Employees and Other Elected or Appointed Officials, of the Dover Code, be amended to read as follows:

DIVISION 1. - GENERALLY

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, councilmembers, and other elected or appointed officials, the following fees are hereby established:
- (1) *Mayor.* The mayor shall receive an annual salary of \$45,000.00. 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) *Councilmembers generally.* Each councilmember shall receive an annual salary of \$7,416.00, to be paid monthly. The council president shall receive an annual salary of \$8,652.00, to be paid monthly. Councilmembers 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 \$200.00 for per diem reimbursement for each election attended. Each person chosen to serve as a clerical assistant for any municipal election shall receive \$150.00 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 \$150.00 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.
- (b) *Compensation commission.* There is hereby created a compensation commission to consider compensation for the mayor, city council, and paid members of city committees and commissions. The compensation commission shall consist of five members, one member appointed by the mayor, one member appointed by the council president, and three members appointed by city council during the annual meeting. Members shall be city residents who are registered to vote in city elections. Members shall serve four-year terms and cannot be reappointed within the next four years. The controller/treasurer and human resources director shall serve as ex-officio, nonvoting members.

The compensation commission shall meet at least once a year, with a written report due to council on or before the first regular council meeting in November. Prior to submitting a resolution to council which proposes a change in compensation, one public hearing must be held. Upon receiving the resolution of the commission, the city council may reduce or reject the commission's recommendation, but it may not increase any item in the resolution. The recommendations contained in the resolution, and any permitted changes to such recommendations, shall not become effective unless adopted by ordinance enacted at least three months prior to the elections of the next succeeding mayor and council, and shall take effect only for the next succeeding terms of office of the mayor and council.

ADOPTED: AUGUST 14, 2017

ACTING CITY MANAGER'S ANNOUNCEMENTS

Mrs. Donna Mitchell, Acting City Manager, announced that Comic Con would be held on Saturday, August 19, 2017 from 10:00 a.m. to 5:00 p.m. She also announced that the Dover Air Force Base Air Show and open house would be held on Saturday and Sunday, August 26th and 27th. Mrs. Mitchell advised that both events were free.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Sudler reiterated his thanks to Council members for approving the Dover Park special event.

Mr. Anderson congratulated the members of Council on making a wise decision for downtown earlier in the evening regarding the proper disposal of the library.

Council President Slavin noted that they returned to television for this meeting, and he thanked Mrs. Kay Dietz-Sass, Public Affairs and Emergency Management Officer, and the City Clerk's Office for the extra work they put in on the project and expressed his appreciation for those efforts and for the ability to have the meetings broadcast. Mr. Slavin stated that he hoped that all the viewers at home enjoy the new equipment and hopefully the broadcast is much improved.

Mr. Neil moved for adjournment, seconded by Mr. Hare and unanimously carried.

Meeting adjourned at 8:44 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of August 14, 2017, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM

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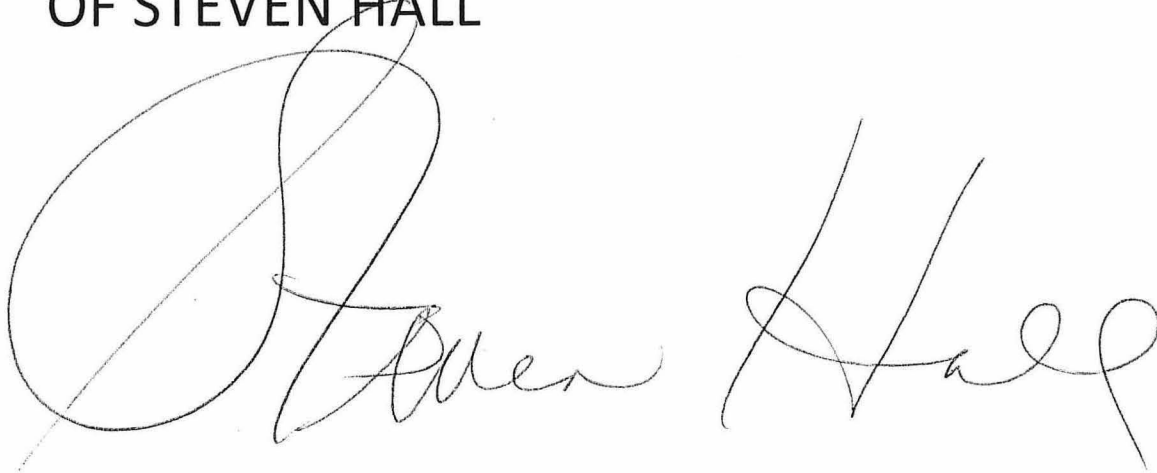
Exhibits

- Exhibit #1 - Information provided by Mr. Steven Hall
- Exhibit #2 - Excerpts from Council Minutes, provided by Ms. Sue Harris
- Exhibit #3 - Listings of Properties, provided by Ms. Sue Harris
- Exhibit #4 - Tiny House Community Listing, provided by Ms. Sue Harris
- Exhibit #5 - Excerpts from Consolidated Plan, provided by Ms. Sue Harris
- Exhibit #6 - NCALL Restoring Central Dover Housing Plan, provided by Mr. Joe Myer
- Exhibit #7 - Proposal for Council's Approval of Reclamation of Dover Park and Recreational Center Day! September 9, 2017, provided by Mr. Sudler
- Exhibit #8 - Memorandum from Kim Hawkins and Donna Mitchell dated July 19, 2017 Regarding Health and Prescription Request for Proposals

August 7, 2017

WHY IS IT SO HARD FOR PEOPLE TO ACCEPT
THE FACT THAT HOMELESSNESS IS A
PROBLEM IN THIS STATE? I CAN'T
BELIEVE THE INCONSIDERATION OF THE
PEOPLE. THERE ARE SO MANY
HOMELESS PEOPLE IN SUSSEX, KENT;
AND NEW CASTLE COUNTIES. WHY IS IT
SO HARD FOR PEOPLE TO UNDERSTAND
THAT ALL WE WANT IS A PLACE TO LIVE...
A PLACE THAT WE CAN CALL HOME!!! ALL
WE WANT TO DO IS LIVE LIKE
EVERYONE ELSE !!!! IS THAT TOO HARD
TO ASK? EVERY DAY; I SEE HOMES;
BUILDINGS ECT; GOING UP; BUT NO ONE
CARES ABOUT THOSE WHO ARE SLEEPING
IN THE STREETS; BUS SHUTTLES AND
ABANDONED HOUSES OR BUILDINGS ?
PEOPLE ARE BEING ARRESTED FOR

TRYING TO FIND A PLACE TO SLEEP? WHAT
ARE YOU AS A STATE GOING TO DO
ABOUT THIS MATTER? IT'S ABOUT TO GET
COLD! FROM THE DESK
OF STEVEN HALL

A handwritten signature in cursive script that reads "Steven Hall". The signature is written in black ink and is positioned below the typed name "OF STEVEN HALL".

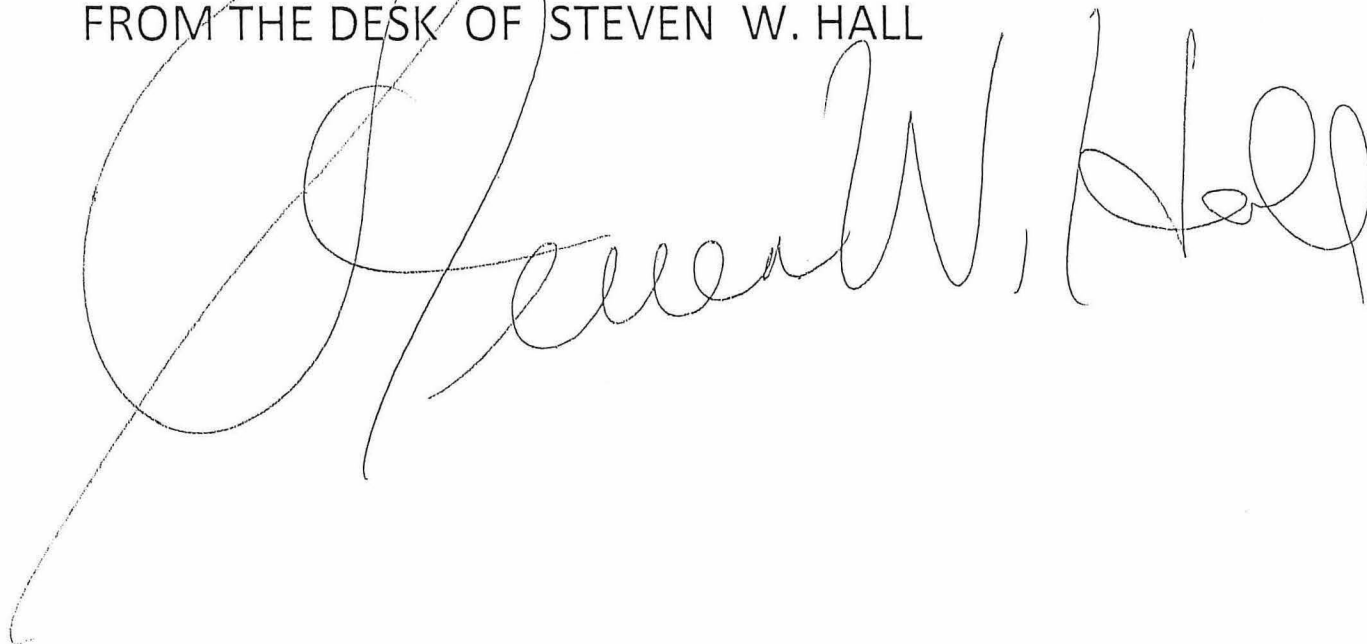
AUGUST 01, 2017,2017.

WHAT DOES IT TAKE TO FIND IT IN THE HEARTS OF MEN TO WANT TO HELP PEOPLE? IF A FAMILY MEMBER OF YOURS FELL ON HARD TIMES, AND LOST EVERYTHING THAT THEY EVER OWNED AND WAS GIVEN A CHOICE TO SLEEP IN A TENT OR ON THE STREETS WOULD YOU HELP? EVERYONE TELLS YOU TO REACH OUT TO CHURCHES; SOCIAL SERVICES AND OTHER RESOURCES THAT ARE SUPPOSED TO HELP; YET, I'M STILL IN A TENT ON SOUTH LITTLE CREEK ROAD IN DOVER, DELAWARE! DO YOU KNOW WHAT IT'S LIKE TO WAKE UP EVERY MORNING IN A TENT IN THE WOODS? CAN YOU EVEN IMAGINE? SERIOUSLY; WHAT DOES IT TAKE TO BRING ABOUT CHANGE? I'M NOT SPEAKING FOR THE OTHER HOME LESS PEOPLE HERE IN DOVER; I'M SPEAKING FOR MYSELF!!!!!! IF YOU READ IN THE PAPER THAT I HAD GOTTEN ATTACKED WHILE SLEEPING IN MY TENT; AND WAS KILLED; WOULD YOU BE THE LEAST BIT CONCERNED? OR WOULD YOU GO ON WITH YOUR EVERYDAY LIFE ; BECAUSE IT DID'NT HAPPEN TO ANY ONE THAT'S CLOSE TO YOU? WHEN ARE WE GOING TO COME TO THE REALIZATION THAT WE ARE HELPERS

ONE OF ANOTHER?

I PRAY THAT ONE DAY YOU SEE HOMELESSNESS AS
A PROBLEM THAT NEEDS TO BE SOLVED AND WON'T
MIND JUMPING IN AND BEING A PART OF THE
SOLUTION..

FROM THE DESK OF STEVEN W. HALL

A large, stylized handwritten signature in black ink, which appears to read "Steven W. Hall". The signature is written in a cursive style with large, sweeping loops and is positioned below the typed name.

JUNE 8, 2017

WHAT DO YOU DO? PLEASE TELL ME, WHAT DO YOU DO WHEN YOU FALL FROM THE STATUS OF A JUNIOR HIGH SCHOOL BASIC ENGLISH TEACHER IN SUSSEX COUNTY, TO A HOMELESS INDIVIDUAL THAT LIVES IN THE WOODS IN A TENT IN DOVER? PLEASE, TELL ME WHAT DO YOU DO, WHEN YOU ARE AT THE DEPARTMENT OF LABOR LOOKING FOR A JOB DAILY ALONG WITH BEING AT THE DOVER PUBLIC LIBRARY'S JOB CENTER EACH DAY IT'S OPEN LOOKING FOR A JOB, BUT YOUR BACKGROUND PREVENTS YOU FROM BEING HIRED? PLEASE, TAKE ABOUT 5 MINUTES AND PLACE YOURSELF IN MY SHOES. WHAT DO YOU DO, WHEN YOU CAN'T AFFORD TO PAY TO HAVE YOUR RECORD EXPUNGED, BECAUSE YOU HAVE NO INCOME COMING IN AT ALL? WHAT DO YOU DO WHEN THE PRESSURE OF LIFE PRESSES ON YOU SO, UNTIL YOU FEEL LIKE GIVING UP AND ENDING IT ALL? (NO, I'M NOT A SUICIDLE CASE!) I DON'T CUSS, I DON'T DRINK, PARTYING ISN'T A PART OF MY AGENDA ANYMORE AND I HATE DRUGS! WITH TRYING TO DO THE RIGHT THING, YOU GET NOWHERE!! PLEASE, TELL ME, WHAT DO YOU DO? CAN YOU EVEN IMAGINE LIVING LIFE THIS WAY? I'VE BEEN IN THE SHELTER, I'VE CHECKED OUT SOCIAL SERVICES AND OTHER RESOURCES AND GOT NOWHERE! YOU EITHER HAVE TO BE A FEMALE WITH CHILDREN, NOT KNOWING WHO THE CHILDREN'S FATHERS ARE, OR YOU HAVE TO BE AN ADDICT OR A RECOVERING ADDICT TO GET HELP? PLEASE, TELL ME, WHAT DO YOU DO??

STEVEN W. HALL

JUNE 28, 2017

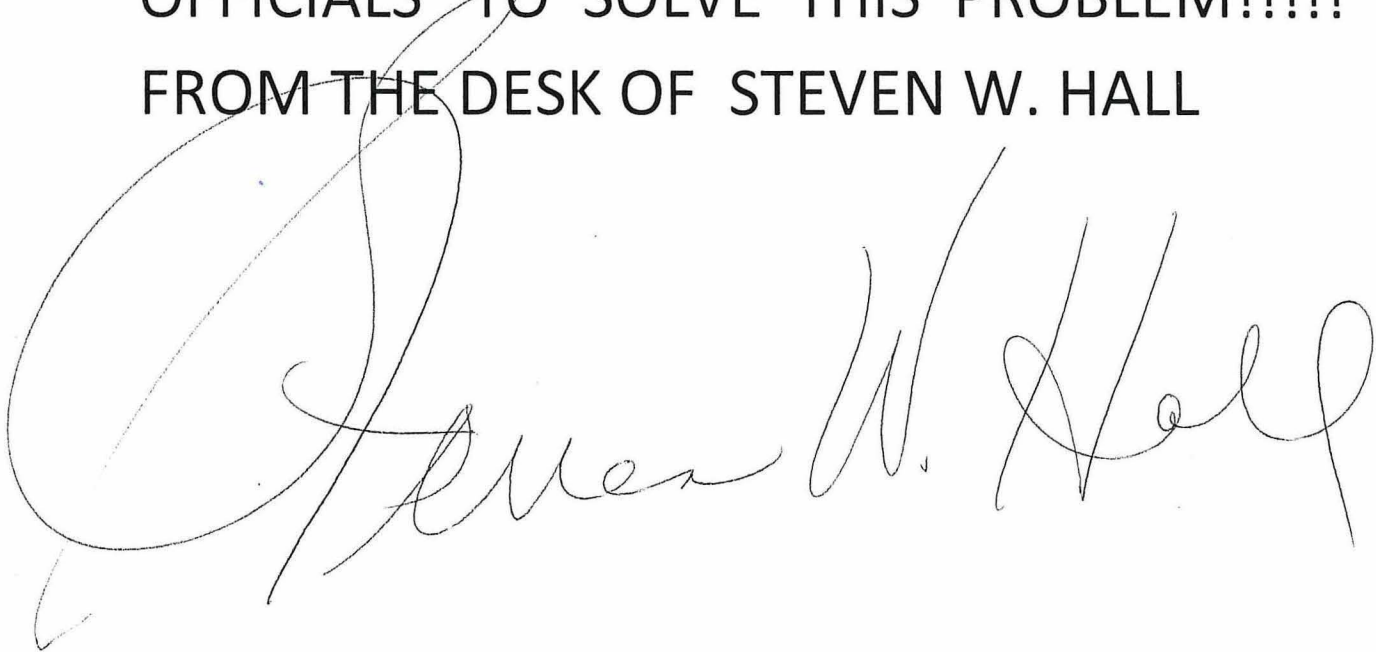
TO: WHOM THIS MAY CONCERN: HELLO, MY NAME IS STEVEN HALL; IN JULY 1998, I WAS ACCUSED OF MESSING WITH A 13 YEAR OLD BOY, I WAS CHARGED WITH UNLAWFUL SEXUAL CONDUCT, BECAUSE THEY KNEW THAT THEY COULDN'T PROVE THAT I HAD SEX WITH THIS BOY! BECAUSE I KNEW NOTHING ABOUT THE LAW, AND WAS TOO POOR TO AFFORD TO HIRE A LAWYER, I WAS COAXED INTO HIRING A PUBLIC PRETENDER. WE USE THIS TERMINOLOGY, BECAUSE OF THE FACT THAT THEY PRETEND AND ASSURE YOU THAT THEY ARE GOING TO DO AS WELL AS A PAID LAWYER, WHEN IN FACT, THEY REALLY DON'T CARE!! THEY'RE GOING TO GET A STATE OF DELAWARE PAYCHECK WHETHER WE ARE CONVICTED OR NOT!!!!!! I'M TIRED!!!!!! FOR THE LAST 20 YEARS, I'VE BEEN TORMENTED, I'VE BEEN EVICTED FROM HOUSING, I'M CURRENTLY HOMELESS LIVING IN A TENT IN DOVER NOW!!! I'M SICK OF THIS CRAP!!!! BECAUSE OF BEING A REGISTERED SEX OFFENDER FOR THE LAST 20 YEARS, I CAN'T GET A JOB! JOBS THAT I'M WELL QUALIFIED FOR!!!!!! I WANT OFF!!!!!! IT'S BEEN 20 YEARS!!!!!! I KNOW OF MEN THAT HAVE RAPED AND ANNIALATED

CHILDREN, AND THEY'RE DOING BETTER THAN ME! THIS IS PROPESTEROUS!!!!!! AND I'M STUDYING THE LAW AND SEEKING A LAW FIRM THAT WILL HELP ME WITH MY LAW SUIT!!!! UNLESS, YOU CAN COME UP WITH A WAY TO HELP ME GET BACK ON MY FEET?, I'M GOING TO SLAP PROBATION AND PAROLE AND EVERYONE ELSE INCLUDING THE MEDIA THAT HAS CAUSED ME AND MY FAMILY ALL THE PAIN AND SUFFERRING AND HUMILIATION THAT WE'VE GONE THROUGH IN THE LAST 20 YEARS!!! PLEASE , HELP ME!!!! FROM THE DESK OF STEVEN W. HALL

A handwritten signature in cursive script, reading "Steven W. Hall". The signature is written in black ink and is positioned below the typed text. The first letter "S" is large and loops around the first part of the name. The "W" and "H" are also prominent, with the "H" having a large loop at the end.

August 7, 2017

TO WHOM THIS MAY CONCERN: WHY IS IT
THAT EVERY TIME I ASK YOU TO PRINT
SOMETHING IN YOUR LETTERS OR
EDITORIAL SECTION YOU DON'T PRINT
IT?? WILL YOU PLEASE ; PLEASE PRINT
THIS ARTICLE FOR ME??? I AM TRYING TO
GET HELP FROM STATE AND CITY
OFFICIALS TO SOLVE THIS PROBLEM!!!!
FROM THE DESK OF STEVEN W. HALL

A handwritten signature in cursive script that reads "Steven W. Hall". The signature is written in dark ink and is positioned below the typed text.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **August 22, 2016** at 7:44 p.m. with Councilman Hare presiding in the absence of Council President Slavin. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis (departed at 7:43 p.m., and returned at 7:58 p.m.), Mr. Cole, Mr. Hosfelt, and Mr. Hutchison.

Pastor Aaron Appling, Victory Church, called on the audience to raise their hands if they were homeless, or had recently been homeless, and many people raised their hands. He explained that he was representing a group of people that he had gotten to know deeply over the past six (6) months.

Pastor Appling acknowledged that some would ask why he was addressing City Council when his problem with the homeless was related to Kent County. In response to this, he stated that most of the homeless he had encountered live in the City. Pastor Appling advised that they had been on the streets feeding the homeless seven (7) days a week for the past six (6) months with no riots, problems, or violence. He referred to a homeless awareness event that was held about a month ago, where they camped out in tents set up at the corner of Division and State Streets for six (6) days and asked lovingly and kindly for help. Pastor Appling mentioned that Councilmen Sudler and Anderson came by the event; however, other than a few, the highest ranking officials in the community never even said hello, which disturbed him morally. He felt that those who are given a responsibility are supposed to do certain things and, although some things had been done, there was more to do, stating that there was very little outreach from the officials who work for the taxpayers. Pastor Appling noted that the County had advised them that it was illegal to house homeless people where their church is because the soil was not good enough, due to zoning laws, etc. He stated that he did not care about these issues because he was coming from a moral standpoint and believed it was morally wrong for the homeless to be on the streets. Pastor Appling advised that some of the homeless sleep in front of City Hall every night and asked that they be given access to the dozens of abandoned houses around the City so they could fix them up and put people in them within a month or two (2).

Pastor Appling advised that they were not asking for money but just for red tape to be removed. He asked for those present who agreed with his comments to respond by saying "aye", and many of those present did so.

Ms. Sue Harris, Chair and Co-Founder of Port Delaware, Inc. and Tiny House Villages for Homeless, informed members that she was present to make plea for help. She wanted it to be understood that they would never criticize the efforts of the City or any other caretaker on behalf of the homeless up to this point or into the future. Ms. Harris asked members to listen and really hear what they were saying, noting that it was an understatement to say that the homeless population in the area was becoming overwhelming. She stated that each day the homeless providers and service organizations in Kent County go above and beyond to try to accommodate and deal with this growing problem. Ms. Harris indicated that non-profits search for solutions to serve a growing population with dwindling dollars. Churches and citizens take to the streets to bring food and water to increasing numbers of people who wait for welcome relief of sustenance and love, and efforts still fall far short of solving the problem. Ms. Harris advised that, report after report, research and case studies show that, without all the pieces to the puzzle, the cycle of homelessness will continue. She acknowledged that Code Purple provides help for cold weather emergencies and year-round assistance with needs, resources, and housing when they can. Ms. Harris noted that the Dover Interfaith Mission for Housing, Shepherd's Place, and Whatcoat are good providers that take people in and give them the opportunity to feel secure for a month or

two (2) to get started on the right path. She explained that there are a few transitional beds to move men from shelters into the next level of self-support, but it seemed that there was a missing piece of the puzzle. Ms. Harris felt that those who can be taken out of the State system and moved to permanent housing are unable to do so because there is nothing available that is affordable. She explained that if there was affordable housing available, these people would no longer cost taxpayers thousands of dollars to house, would finally be able to take care of themselves, and in doing so would make room for someone else in a shelter bed so that they, too, could begin to end their cycle of homelessness. Instead, Ms. Harris stated that these individuals return to the streets or to housing that is unsafe, and to situations that threaten their new-found independence, since the need for affordable housing far exceeds the availability. Ms. Harris indicated that those individuals speaking on behalf of the homeless were present to encourage the City, as well as the County, to help them with their piece to the puzzle. She noted that the City had made efforts to help, as was obvious in the City's annual action plan, which highlighted the need for affordable housing. Ms. Harris stated that the problem of affordable housing was not close to being solved, and they desired to help the City to solve it. She advised members that advocates had beaten their heads against walls researching properties in the area and looking over coding and zoning laws, when the officials already had all those answers. Ms. Harris indicated that they spend endless hours reading articles, news stories, white papers, and testimonials of the experiences of other tiny house villages throughout the country. Ms. Harris provided a written statement on tiny house communities, a handout including information on homelessness in Delaware, as well as a binder containing research regarding tiny house communities *(as on file in the Office of the City Clerk)*.

Ms. Harris felt that the most frustrating part of this issue was that only one (1) piece of this puzzle was needed to move forward with putting these villages together, and this was the piece that the County and/or City could provide. She advised that they had the support, volunteers, and donations to make this happen, but continued to look for an opportunity for a site from the City or the County. She noted that Kent County could presently provide this by granting a permit for the Village of Victory. Ms. Harris informed members that they would continue to advocate and encourage innovative solutions for affordable housing for those most in need to provide a smoother path for villages in the near future. She asked members to consider putting some thought into how to make this happen together instead of concentrating on convincing them why it should not and would not work. Ms. Harris stated that this concept had worked in many places throughout the country and would work here if given a fair opportunity. She felt that efforts being put forth in the community to support the homeless each and every day with food and water were unmatched, stating that their dedication was humbling and showed what they could put into this village. Ms. Harris hoped to hear from Council and to feel their support through action, especially help with locating a site. She indicated that they would continue to plead for the City to help in their search for answers to this complicated and diverse problem. Ms. Harris expressed the desire to work together with every homeless organization, stating that there was much that could be done if it did not matter who gets the credit.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **September 12, 2016** at 8:00 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Pastor Robert Appling, Victory Church, 2648 Sharon Hill Road, informed members that he was representing those who have no voice: the homeless. He stated that he came to Dover 38 years ago, had built three (3) churches and two (2) parsonages, and had owned property on the corner of Division Street and Governors Avenue, as well as two (2) other properties in Dover, which he believed gave him the right to speak about the needs of the community. Pastor Appling expressed deep concern about housing the homeless for the upcoming winter, and felt this need could be alleviated by renovating, restoring, and utilizing abandoned buildings downtown and empty businesses all around town. He felt that this is an important item that City Council and citizens of Dover and Kent County need to address. Pastor Appling informed members that some people think of the homeless as criminals, drug addicts, and drunks; however, many are educated and looking for jobs, and his church had been working with other churches to feed and house as many as they could.

He requested that Council put the needs of the homeless on their agenda in the near future. Mr. EShed Alston advised members that he had been a resident of Dover for 42 years, and he supported this community and Pastor Appling, whom he had known since they were both young men. He stated that he had done some research prior to the meeting and found that the federal government spent \$114B to settle illegal aliens into the country last year. Mr. Alston felt that if the government could spend that much money on people who are here illegally, they should be able to spend as much on the people who are here legally. He believed that the City needs to have compassion for the poor and homeless, and homelessness can happen to anyone if misfortune befalls them. Mr. Alston advised Council members that if this happened to them, they would better understand the plight of the homeless. He also stated that citizens should not have to ask, but that they have a right to demand that the government help them because the government works for the citizens. Ms. Marla Purvis, 9 Par Haven Drive, Apartment C-34, shared that she had been homeless for four and-a-half-years while living in Prince George's County, Maryland; Atlanta, Georgia; and Orlando, Florida. She stated that she spent most of her time on the streets, but was in and out of homeless shelters during that time. Ms. Purvis explained that government officials had directed her to resources that were specific to her situation and, ultimately, this assistance was what she needed to overcome homelessness. She felt that a person needs a safe, secure place to sleep and take a bath before they can concentrate on setting goals, making plans, and executing them. Ms. Purvis was very grateful for all of the help that she received and wanted to share her story to encourage the community to continue to provide the resources that the homeless need. Pastor Aaron Appling, Victory Church, 2648 Sharon Hill Road, called on the audience to raise their hands if they were homeless or had recently been homeless, and many people raised their hands. He stated that he was a native of Dover and a descendent from the Nanticoke bloodline that dates back further than most people in the room. Pastor Appling wanted to remind members that the homeless men and women are here, they are real, and this is a real problem. He recalled a speech given by Martin Luther King, Jr., where he told a story about a rich man and a poor man named Lazarus, who was at the rich man's gate every day begging for crumbs. Pastor Appling found it interesting that he sees people sleeping in front of the gates of City Hall every night. He stated that the passion and emotion coming from people in this room was not anger but a peaceful expression, and reminded those

present that this country was founded by people who came to places like this and communicated their passion and desires for government. Pastor Appling provided information regarding properties in the City of Dover that were vacant or in disrepair, as well as a binder containing a brochure on Port Hope Delaware, Inc. and a petition signed by those in support of their efforts for the homeless (*as on file in the Office of the City Clerk*). He indicated that he had a list of properties that the City owns, noting his belief that those properties are owned by the community, not the people who are elected. Pastor Appling believed that the City could house the homeless in some of these buildings, including the old Dover Public Library. He noted that the petition contained over 5,000 signatures supporting what they were doing here in the City. Pastor Appling felt that most of Council's constituents want the homeless off the streets before winter and, by coming peacefully to the meetings, they were exercising the rights that many people have given their lives to protect. He compared this to the founding of our country and the Civil Rights movement, saying that they were very loving and passionate about what they were doing, and they would not leave people on the streets this winter without a voice. Pastor Appling stated that every day they will camp out somewhere in the City, and they will be at the next couple of City Council meetings and Kent County meetings as well. He asked for those present who agreed with his comments to respond by saying "aye," and many of those present did so.

Mr. Steven Hall, 684 Forest Street, stated that he was born and raised in Sussex County, Delaware. He explained that he felt compelled to speak because he taught seventh, eighth and ninth graders how to read, write, and spell for eight years. Mr. Hall informed members that he earned a bachelor's degree in elementary education, and once had two (2) cars and a nice home, but now had none of those. He stated that he wanted to show appreciation for the Dover Interfaith Mission for Housing and all that Pastor Appling and Victory Church were doing for the homeless. Mr. Hall reiterated that they were just voicing their opinion and that this situation could happen to anyone. He informed members of all the meetings that Pastor Appling and he had attended to try to bring light to this issue in Sussex County and in Dover. Mr. Hall requested consideration for their proposal and asked for the City to help give people a home.

Mr. Mike Reyes, Smyrna, stated that he was representing a pastors' association with more than 25 members in Wilmington and Chester and was in support of what Victory Church and its ministers were doing because they had applied for the same thing in their areas. He noted that the difference between the two (2) regions was that the Wilmington and Chester governments welcomed what Victory Church was doing, but there were not enough churches getting involved in feeding and helping the homeless. Mr. Reyes emphasized that his city would love for a church to be as involved and willing to do the work repairing houses as Victory Church had been. He felt that this would City.

Ms. Marisa Costello, Smyrna, Delaware offered her support to Victory Church and the tiny houses; however, she explained that she had come to the meeting for a totally different topic. She displayed a photograph of her 14-year-old daughter and informed members that her daughter was currently missing in the City of Wilmington, and she was trying to get help through the New Castle County Police Department. Ms. Costello stated that on June 21st, her daughter was a victim of rape in Dover. She explained that she had been trying to contact the detective assigned to the case, and her phone calls had not been returned. Ms. Costello stated that detectives told her that they were following their protocol and they refused to put it on the news because her daughter had not been abducted.

She explained that her daughter was in a group home called The Terry Shelter, which is an unsecured facility, when four (4) girls ran away in one (1) week. Ms. Costello expressed frustration that the shelter was unable to do anything to help the parents of the girls who ran away, and agreed with Ms. Chantell Scott that there was nothing for kids to do around here. Ms. Costello stated that she has three (3) daughters, and she has put aside her own safety to find her daughter. She asked if anyone could tell her how to get help. Mayor Christiansen offered to speak with Ms. Costello in the hall.

Councilman Neil welcomed the people who came to speak about the issue of homelessness and assured them that City Council was working on all areas of the issue. He noted that there are certain rules that they have to follow, and that the City cannot just take someone's property and give it to the homeless. Mr. Neil advised that another way to make a difference is to talk to the people who are going to vote so they can elect the people who will be able to do something about it. He acknowledged that this is not just a problem in the City of Dover, but is a universal problem in the State and the country, and he welcomed them back.

Ms. Janetta Guinn, 749 Slaughter Street, informed members that three (3) years ago, she would have been homeless if it were not for her landlord, Mr. Joe Burden, who allowed her extra time to pay him. She expressed frustration that Mr. Burden tries to fix up houses to get the homeless off the street but the City keeps tearing them down because they are not up to code.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **September 26, 2016** at 7:36 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison (departed at 8:57 p.m.).

Ms. Alexis Simms informed members that she was currently homeless and is a 21-year-old, visually impaired, pregnant female who is suffering from lupus. She stated that she had tried calling every social system she knew of in an attempt to find housing, but there was no help available for her. Ms. Simms asked who the system could help if there was no help for someone in her situation. She indicated that the systems are not helping anyone who cannot help themselves. Ms. Simms believed that being homeless should not be thought of as a disease, noting that the homeless want and need help. She stated that one person she had called raised the price of a one-bedroom residence from \$500 to \$850 when they found out that she was homeless. Ms. Simms informed members that she only makes \$700 per month. She noted that the waiting list for public housing is three (3) years and asked how anyone could survive three (3) years of the winters here. Ms. Simms believed that the City had millions of dollars, but instead of helping people, they were helping themselves. She indicated that those present were going to keep coming to the meetings, whether they were homeless or not, and that all they want is a place to stay. Ms. Simms pointed out that members are warm at night, and if they were to step into the shoes of the homeless, they would not survive. Pastor Aaron Appling, Victory Church, 2736 Forrest Avenue, thanked Ms. Simms for her bravery in speaking in her condition. He reiterated the severity of her condition, being pregnant and blind due to lupus. Pastor Appling also pointed out that Ms. Simms has a two-year-old daughter, making it even more important to find her a place to stay. He indicated that they had been working desperately for the last week to help her, but every call had been a dead end.

Pastor Appling referred to a homeless man who came to them after he had a stroke and was released from the hospital. He indicated that there are no resources for people in these situations, and they look towards the pastors and the community members. Pastor Appling stated that they are not equipped for this purpose, and sometimes have to break laws in order to help people because they feel it is morally wrong to see them living on the streets. He expressed frustration that some of the homeless people were told that they could not walk through the downtown market, and wanted to know whether this came from the Planning Department, Council, or the Mayor. He felt that this was discrimination because they have a right to walk where anyone else is allowed to walk. Pastor Appling was also concerned that some of his associates were repeatedly told that they were not allowed to feed the homeless at the library, but they were not given an alternate place to go to feed them. Referring to recent events around the country, specifically Charlotte, North Carolina, Pastor Appling believed that this kind of thing was what was pushing people to violence, and that they were trying to stop those things from happening here. He stated that they were a peaceful and respectful organization, but they need help. Pastor Appling indicated that there are people in the City that desperately need help, stating that his organization needs opportunities opened up in order to help them. He explained that it is getting cold outside and there are many other churches and groups involved with their organization, and they are not going to let people be on the streets by themselves this winter. Pastor Appling advised members that they will either be out there with the homeless or they will find a place to be with them indoors. He urged members to put this item on their agenda before it starts getting cold, and reminded them that they are running out of time.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **October 10, 2016** at 8:12 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare (arrived at 8:15 p.m.), and Mr. Hutchison (departed at 8:36 p.m., and returned at 8:39 p.m.).

Mr. Eric Abernathy, 436 West Duck Creek Road, Clayton, Delaware stated that he is a strong advocate for homelessness and the building of tiny homes. He stated that he had been homeless in the past and knew the plight of homeless people. Mr. Abernathy stated that help had been requested at each of the Open Forums he had attended. He believed that homelessness in Delaware and in the area was getting out of hand. Mr. Abernathy expressed frustration that there were people with nowhere to go, and when they found somewhere, these places were being taken away from them and they had to move elsewhere. He felt that the homeless were being pushed away from the downtown area, stating this was also a problem in the County. Mr. Abernathy indicated that advocates for the homeless were trying to find help and had already been able to do things that people had said could not be done. He stated that they would continue pushing forward because they were doing God's work, were working seven (7) days a week to help those in need, even though they did not have all the resources they needed. Mr. Abernathy stated that there were people present who were willing to help the homeless, and some were even taking them into their homes, but he wanted to know when they were going to get some help.

Ms. Alexis Simms stated that she is a resident of Dover and advised members that the homeless and their advocates would continue to come to these meetings. She asked why the City was trying to fine Victory Church \$100 for helping the homeless. Ms. Simms expressed frustration that the City would not give the homeless a place to stay but did not want her to live in a camper. Mr. Slavin clarified that the City was not the source of the \$100 fine that Ms. Simms referenced. Responding, Ms. Simms stated that, regardless, Victory Church was being fined \$100. She advised members that it was 62 degrees that day and there were millions of homeless people. Ms. Simms doubted that those present would go home, turn their heat off, and lie on the floor with a blanket, but if they did, she felt they might change their minds about the homeless. She stated that although the City receives millions of dollars, nothing was being done for the homeless. Ms. Simms stated that they would keep coming back to every meeting until something was done.

Mr. Richard Harmond, Dover, stated that he had been actively homeless for six (6) years and, although he had recently obtained a better support system, he needed more help. He indicated that he had been in and out of the hospital due to health problems, and other homeless people were going through the same thing. Mr. Harmond explained that, while living on the street, he had been beaten up, was unable to get the rest he needed, and became unable to focus. He stated that this led to depression and weight gain, noting that he now weighs 510 lbs. Mr. Harmond explained that it was difficult to find help when he was smaller, but now it is even more difficult. He indicated that he was speaking for other people, as well as himself, noting that homeless people have died from exposure. Mr. Harmond agreed with Ms. Simms that members had nice homes to go to and could take showers, noting that he had gone days, weeks, and years without taking a shower. He felt that if members were in the shoes of the homeless, they would view this situation differently. Mr. Harmond expressed frustration when people say that there is help out there, since he had been calling the Delaware Help Line (2-1-1) for three (3) months straight; however, they were doing nothing for him. He indicated that Pastor Aaron Appling's mother was

his advocate and had been helping him to fill out paperwork, go to various doctors, and try to get help from the State, but they had not been able to find help. Mr. Harmond stated that without Pastor Appling, he probably would have died, since he was on his last bit of breath when he went to Pastor Appling's church. With Pastor Appling's assistance, Mr. Harmond was admitted to the hospital. He informed members that homeless people are often put out of hospitals because it is believed that they are just going there to sleep; however, this is not the case. He advised that the homeless are human and belong in a nice house, acknowledging that some of them make mistakes. Mr. Harmond believed that members were aware of systems and resources to help fix the homeless. He stated that there were a million excuses not to help someone, but felt that we could all do better by trying to fix the situation.

Pastor Aaron Appling, Victory Church, 2648 Sharon Hill Road, called on those present to raise their hands if they were homeless or had recently been homeless, and many people raised their hands. He thanked Ms. Simms and Mr. Harmon for their bravery in speaking about their situations. Pastor Appling noted that Ms. Simms is blind, suffering from lupus, pregnant, and homeless, and Mr. Harmon has a medical condition and weighs 510 lbs. He stated that they had been tirelessly working to find them help and had been unable to do so, having called a number that they were provided for three (3) months without finding a place for Mr. Harmond. Pastor Appling stated that they had been helping Mr. Harmon in the back of their church for the last three-and-a-half months because they feared his death, but were not staffed or capable of doing this and were only doing so because he had no place to go. They were desperately trying to find a place and were now starting to have a little success. Pastor Appling indicated that they were also trying to find a suitable place for Ms. Simms, who has an income of \$700 per month, but there was no affordable housing in the City or County. He advised that, if help was not received, Ms. Simms would be sheltered at one place or another by the State, who would send Child Services out and split the family up, but they would not provide adequate help to keep the family together. Speaking as a pastor and on behalf of his church, Pastor Appling indicated that they were 100% on the side of those in the community who were suffering most. He advised that, as a community leader, he represented over 1,000 members of the community, and informed members that over 5,000 people had signed a petition on behalf of the homeless. Pastor Appling felt that the moral compass was broken since people who were suffering drastically in the City were being pushed aside. He stated that the time had come to not just say what is politically correct, but to actually start helping them. Pastor Appling informed members that for the last six (6) months to a year, his church had worked seven (7) days per week and provided over 150 meals every day. He advised that they provide meals twice per day and also pick up 14 to 40 people every night and take them back to the church for showers, food, and community. Pastor Appling advised that they receive no State, federal, or City funding for these efforts, and they were not asking for money but were performing a civil service. He asked what would happen to those people if the church stopped helping them, noting that if they were left in dire straits, there could be an uprising. Pastor Appling informed members that they were asking for more from the City's leaders, stating that members' responsibility was to not just to those who have money. He indicated that he had seen members ask questions of organizations that have money and pay taxes, but no questions were being asked of Mr. Harmond and Ms. Simms, who represent a real constituency. Pastor Appling commended Councilmen Anderson and Slavin for having reached out to them, but he indicated that if members were unable to represent the least in the community, then they were unfit to represent anyone.

Dr. Patricia Morris stated that she is a new resident of Dover, having only been here for six (6) months, and she almost became homeless, but by the grace of God, she did not. She explained that she had been homeless in San Diego after losing her son to heart failure, her house to a fire, and being forced from a job making \$80,000 per year. Dr. Morris stated that she is now earning minimum wage, and had seen how much Victory Church was doing to help the homeless. Dr. Morris pointed out that there are many megachurches that do not do as much for the homeless as this church did. She advised that she had called some of the help numbers that Pastor Appling had referred to because she was trying to get help when she first moved here. Dr. Morris applied for jobs for a year and had never gotten an interview in her field at the various colleges in the community. Dr. Morris advised members that people become homeless when there is no help, and noted that others had joined the church to provide help. She indicated that there should be more avenues to assist churches to get through to facilities and places for the homeless. Dr. Morris believed that the church was doing the work that the Lord had for them to do and the work of the kingdom that other churches were not doing. She was unsure if members would pay attention if all of these churches informed members that she was working at Royal Farms, when she had a degree in education and 25 years' experience. She believed that Dover has little cliques that only want to hire their people, stating that she was told by an institution that they only hire their kind, although she did not know what this meant. Dr. Morris indicated that she was present to support helping the homeless in the community.

Mr. Hutchison asked if funding was available from the State of Delaware to address the issue of the homeless. Responding, Mayor Christiansen stated that, although the State of Delaware does have funds, the City of Dover does not receive this funding. He indicated that the 2-1-1 system, through the Department of Health and Social Services, is the repository of those funds, which to his knowledge; go mostly to New Castle County. Mr. Hutchison questioned if the City of Dover receives anything to address this issue. In response, Mayor Christiansen advised that the programs in place in the City, such as the Mayor's Challenge to End Veterans Homelessness, Code Purple, individual church programs, and the Dover Interfaith Mission for Housing, operate through their own funding and grants. He indicated that homelessness was not a new issue. Mayor Christiansen stated that he understood the concerns of Pastor Appling and the speakers; however, he felt that it was not correct to say that the City of Dover was not doing anything to help the homeless. He noted many members of this Council had participated in helping the homeless, and continued to do so through serving meals and giving to the individual mechanisms in place.

Mayor Christiansen believed that the real issue that Ms. Simms and Pastor Appling had was with Kent County, who was levying the fines, and he suggested taking this issue to the County. He felt that the City was well aware of the plight of the homeless in the community. Mayor Christiansen stated that the Salvation Army and many churches throughout the City were taking this issue very seriously and had been in the trenches for longer than the last six (6) to nine (9) months, and he felt compelled to stand in their defense.

Mayor Christiansen expressed the desire to speak with Dr. Morris following the Open Forum, stating that he would like to find out which institution told her that they only hire their own and why this was said to her. Responding to Councilman Sudler's question regarding what financial support the City of Dover provides from the budget to Code Purple and the concerns of the homeless, Mayor Christiansen advised that the City of Dover expends no taxpayer dollars toward Code Purple. He explained that there had been individual support and the mustering of support

from churches throughout the community, who had opened up their churches as sanctuaries on evenings when the temperature goes below 32 degrees, serving hot meals and a place to stay for the 12 or 13 hours that they are able to staff. He reiterated that no City of Dover monies go into any of the operations that take care of the homeless.

Mr. Anderson agreed with the Mayor that there were no direct City funds for homelessness; however, funds in excess of \$30,000 were directed by the City through Community Development Block Grant (CDBG) funding to help with this situation. He acknowledged that the problem is huge. Unfortunately, the City is limited to expending only 15% of what the City receives in CDBG funding.

Mr. Anderson agreed that, as Ms. Simms had stated, there was a severe shortage of housing for the disabled. He had noticed that the waiting lists now seemed worse than ever before, and he felt that this matter definitely needed to be included in comprehensive planning.

Ms. Vanell Dodd informed members that she had lived in the State for over 30 years and was a homeless mother of three (3), with grandchildren, etc. Since Ms. Dodd had been in Dover, there had not been any help for the homeless at all. Referring to previous comments, she stated that people could call 2-1-1 all day, and sometimes they respond, sometimes they do not. Ms. Dodd stated that there was only one (1) homeless shelter in Dover for women and asked where they were supposed to go. Referring to several other homeless individuals present, including her niece, Ms. Simms, she indicated that she calls these individuals her kids. She indicated that she had sat in front of City Hall and the Mayor's Office many nights in the freezing rain with some of these kids, who had nowhere to go. Ms. Dodd explained that she had laid on the ground with them just to make sure that they felt safe and had someone that knew how it was to be homeless. She advised members that if they stood outside in her shoes for just one (1) night to understand how cold it is or watch those kids cry or try to figure out what kind of meals they were going to have that day, members would understand what it is to be homeless. Ms. Dodd thanked the Mayor, Mr. Anderson, Pastor Applling and everyone for all that they were doing, indicating that there was nothing that the homeless can do for themselves, since they do not have homes. She stated that some of these individuals do not choose to be homeless, but there are no jobs and the rent is a little too high. Ms. Dodd advised members that she had worked with Mr. Burden on fixing up some of the houses in Dover, and still nothing had been done. She believed that houses could be made into homeless shelters or rented to some of the people who were trying to work, noting that some of the homeless are educated. Ms. Dodd felt that we all share and bleed the same blood and are supposed to be family. She questioned why there were so many problems with homelessness, stating that she felt like crying because she believed that everybody in America should have a home and a place to stay. Ms. Dodd questioned why there is no help where we live and why help is offered to other states.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **October 24, 2016** at 7:51 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Ms. Jeanine Kleimo, Chair, Dover Interfaith Mission for Housing (DIMH), 684 Forest Street, advised members that DIMH had operated a 36-bed shelter for homeless men since 2008 and had served more than 1,800 men in this period of time. She thanked the City for the support that had provided through block grant funding. In addition, Ms. Kleimo explained that DIMH's cooperation with the Downtown Dover Partnership (DDP) had also permitted them to erect a daytime resource center for homeless adults to avail themselves of shower and laundry facilities and mail, and also to get assistance with jobs and public benefits. Ms. Kleimo indicated that one of the most important things that DIMH had learned in their years of assisting the homeless is that it takes more than housing. She stated that their success in putting more than 1,000 of 1,800 men back to work was the result of a very serious volunteer effort to interact with the business community, and to entice or encourage employers to take a risk on those who are not necessarily the most traditional candidates for employment. Mrs. Kleimo advised that this resulted in a great deal of success and a great number of men who are now productive citizens of the community. She stated that DIMH estimates that in a year they put about \$3M back into the local economy, which is about 10 times what it costs them to operate, including case management and assistance. Ms. Kleimo indicated that assisting the homeless is good business and strengthens the community as a whole. She encouraged those City Council members who had not already been to the shelter to come and visit them and see what they do firsthand. Ms. Kleimo explained that the DIMH daytime resource center assists between 100 and 200 people a week and more in cold weather, noting that the demand is great for services among the homeless members of the community. She stated that DIMH is grateful to the community as a whole for the service they provide in the form of volunteerism. Ms. Kleimo advised that their most notable statistic reflects that, as a community, more than 12,000 plates of dinner a year are provided on a food budget of \$0. She expressed hope that the City would continue to collaborate to expand the supply of affordable housing in the community, which is severely needed by those whom they help to get employment. Ms. Kleimo thanked members for the support given to date and looked forward to working with the City in the future.

Ms. Lisa Lambert, 2443 Chestnut Grove Road, advised members that, several weeks ago, the Governor put on his website the need to always be prepared for disasters. She stated that there is a outside and if the grid went down people would stay anywhere and no one would say anything about where they stayed. She stated that people were now saying things about where people stay, which was not right. Ms. Lambert advised that something needed to be set in place, noting that individuals had been coming for months and stating their plea. She indicated that there was word that homeless people could no longer go to places like the library and the bus station. Ms. Lambert advised that these people would not disappear, but they have no place to go. She noted that they were being told that places that were being made for the homeless were not in the code; however, there was no code when people are staying on the ground or sleeping in a dumpster. Ms. Lambert advised that a building would be a little more safe and secure, and if someone was willing to provide one, she did not understand the negativity. She indicated that each day it would start getting colder with winter coming. Ms. Lambert stated that she did not want to stand outside now and could not imagine spending the night out when it is cold. She noted that it was wonderful that there were places that take people in when it is freezing and below; however, she

would not want to stay out when it is 58 degrees. Ms. Lambert stated that something must be done or people would die.

Ms. Lambert explained that she hates to call individuals homeless because this is where they are but not who they are, and they are humans just like everyone else. She advised that they need a place to go to the bathroom and sleep, food to eat, and shelter. Ms. Lambert stated that something must be provided for them or it would be on everyone's heads. She indicated that people were making arrangements that were being denied. Ms. Lambert advised that something would be done if there were a natural disaster, and she stated that there was a disaster since nature was hitting everyone with winter.

Mr. Steven Hall informed members that he does not have an address. He stated that he had come to speak previously when he was a resident of DIMH and stood as an advocate for the homeless people in this community. Mr. Hall advised that he was now one of these individuals. He explained that he had walked away from DIMH on Monday thinking he had a guarantee of housing; however, everything crumbled and he stated that it felt like the world came tumbling down. Mr. Hall stated that this had been a very rough week, noting that many of those who have fought this fight had grown weary and some had given up. Mr. Hall stated that he understood from the last meeting that the City was supporting them and thanked members for their support. He asked members to pass the word along, stating that he would not stop faxing government officials, such as the governor and the county. Mr. Hall advised that he would not give up or grow weary, noting that he would like to have Thanksgiving dinner in his own home, and it was his goal that he and the rest of the community would be placed by Thanksgiving Day. Mr. Hall thanked members for their support and stated that he was praying that they would continue their support. He indicated that the individuals who were present would not go anywhere, leave, or disappear but would rejoice when given the keys to a home they could call their own.

Ms. Alexis Simms, Dover, informed members that the homeless are still out there. She stated that she did not understand why people were not given a place to stay when the City does not want them at the library, bus stop, or on the streets. She advised that this made no sense and noted that all they were asking for was somewhere warm. Ms. Simms stated she could guarantee that members had not tried to sleep on their floors or miss a day of eating, noting that some people depend on Victory Church just to eat every day and they need help. She indicated that they would not stop coming back do so because they were comfortable. Ms. Simms challenged members to step out and help, stating that they would rather see people die than help, which was not right. Ms. Simms advised that members would either help or God would move them out of the way, stating that the homeless have the ultimate God.

Mr. Richard Harmon stated that he was homeless and oversized. He indicated that the point was about life and death. Noting that Ms. Kleimo had referred to business, he stated that this was about more than business and was about the lives of real people, just like members of Council. Mr. Harmon stated his belief that members had gotten their jobs by doing things and talking to people, and they had promised to do their jobs to the best of their capability. He noted that there were people there that needed help and if members could not help them, they probably knew someone who could. Mr. Harmon stated that one door can open another and lead to opportunities for people like himself and others to get help. He explained that he was in a life and death situation now, stating that he had thought he weighed 510 pounds but he weighs 610 pounds, which puts him at 400 pounds away from 1,000 pounds. Mr. Harmon indicated that this was not

the fault of the City but was the life situation he was going through from being homeless. He stated that he is not able to care for himself the right way because he is not stable and cannot eat the things he needs to eat. Mr. Harmon explained that those who are outside must eat whatever they can. He indicated that this was just like being an animal and that it was not right for a human to live like this, no matter what mistakes he had made. Mr. Harmon stated that the support system is slim to none and was more like none. He asked members to find some ears, noting that the homeless were fighting. Mr. Harmon stated that Pastor Aaron Appling, Victory Chapel Church, was only one man and could not do this all by himself. He stated that DIMH has grants daily and receives checks, and that they were not doing their job properly. Mr. Harmon questioned how people that go to DIMH and are told they can get housing, yet leave without it. He advised that those who leave DIMH are supposed to be in some kind of program and that DIMH has money for. Mr. Harmon stated that Pastor Appling was just one man with a non-profit who was trying to help the homeless. He advised that more help was needed and that people and the government have money. Mr. Harmon stated that he did not want to die like this and needed a second chance in life and something better. He reiterated that they all needed help.

Ms. Sue Harris, 241 Pine Street, stated that unclear information was offered at the last meeting and it was important to make clear that they had not come to any of these meetings asking for money. She explained that they had asked through their voice at meetings and in writing twice with specifics for abandoned properties, open lots, and vacant buildings. Ms. Harris stated that these were things within the City's possession. She noted that she understood the process of writing and getting grants and how money must be requested; however, she stated that money is not always the answer without the cooperation of the municipality. Ms. Harris advised that she had pulled from the City's own reports what had been presented in order to apply and be approved as a designated district, as well as a recipient of Community Development Block Grant (CDBG) funds. She reminded members that these words were from the City's own plans and what had been submitted.

Ms. Harris indicated that the Restoring Central Dover Plan included a plan that identified a number of goals to be included, such as strengthening existing housing stock and supporting new housing and mixed use development. She stated that the Central Dover area has enough vacant land to comprise 25 football fields. Ms. Harris advised that removing regulatory barriers and exploring land with NCALL, received a grant from Wells Fargo for \$750,000 last year that will be distributed over a five-year period, providing NCALL the opportunity to hire two (2) full-time employees, a neighborhood revitalization coordinator and a community organizer. Ms. Harris stated that it was odd and convenient that one of the members of the steering committee that suggested the grant had been hired as the community organizer.

Ms. Harris indicated that in NCALL's report of the work completed and underway, the only mention of housing was new home construction by NCALL, Central Delaware Habitat, and MDHC. She stated that this was great and had nothing bad to say about it; however, it would not help anyone present as home ownership was way outside of the realm of conversation for those there. She noted that they were looking for low-income rentals. Ms. Harris stated that, according to the 2010 census, 15.3% of the housing units in the blocks comprising this district are vacant. In addition, she noted that the district includes 49 registered vacant buildings and 25 lots where buildings had been demolished by either the City or homeowners since 2008. Ms. Harris advised that the City of Dover invested CDBG funds to improve the downtown area through housing rehabilitation and support of the DIMH men's shelter. She stated that the planning documents

that comprise the City of Dover's district plan include encouraging mixed-use development, providing additional transitional housing, and encouraging greater zoning flexibility to enable infill housing developments.

Ms. Harris advised that in 2014, DSHA announced that \$2.5M would be divided amongst the municipalities of Kent and Sussex County for housing rehabilitation. She indicated that in the executive summary of the Consolidated Plan that the city of Dover is mandated to submit to HUD for 2015 to 2019, affordable housing is wonderfully included, noting that page #1 of the plan identifies specific needs concerning affordable housing. Ms. Harris noted that page 3 indicates that the priority needs for the City of Dover include initiatives to assist the homeless and rehabilitation activities involving rental housing units. She advised that the plan states that the City of Dover fully supports the Homeless Planning Council's initiative to end chronic homelessness in Delaware by 2017, and that there is still a lack of affordable housing and emergency shelters. Ms. Harris indicated that it was stated that over the next five (5) years the City will provide CDGB assistance to homeless providers to assist in reducing chronic homelessness in Dover and specifically mentions persons with alcohol and drug addiction. Ms. Harris stated that the City's funds facilitate serving the needs of the population for just these things. Ms. Harris noted that there are currently 116 shelter beds, 30 transitional beds, and 10 permanent supportive beds. She stated that it did not make sense to have so many emergency shelter beds and only 10 permanent spots to put people in, and that it should be turned around. Ms. Harris indicated that more affordable housing was needed. She reiterated that they had not asked the City for money, stating that she understands how grants are written, having worked 30 years for the State spending grant money. However, she noted that the City had vacant properties. Ms. Harris indicated that, according to the City's action plan, 10 units were rehabbed. She asked what 10 homeless people were put into those 10 rehabbed positions. Ms. Harris stated that she was disappointed that members had not told them the truth two (2) weeks ago. She stated that

Mr. Hutchison had asked Mayor Christiansen if money was provided to the City to help the homeless. Ms. Harris advised that it was stated in the plan how the City does help, and noted that her group wanted to be one (1) of the partners that the City can help. She stated that her father would be embarrassed and ashamed at the fact that members would lead them astray. Ms. Harris stated that the meeting held on Thursday the 14th was the last opportunity for the public to have input for the 2017 plan. She reminded members that they had been present on Monday and no one mentioned the meeting. Ms. Harris advised members that she had looked everywhere to try to be up to date on things. She stated that, instead of lying, members could have told her that if she went to the meeting on Thursday, she might learn how to find the opportunities that are coming up in the next CDBG round.

Mr. Anderson requested that a written copy of Ms. Harris' statement be submitted for the record (*Exhibit #1*).

Mr. Eric Abernathy, 436 West Duck Creek Road, Clayton, Delaware, stated that he was speaking as an advocate for the homeless and that there was a very serious issue regarding a homeless individual who was missing. He explained that he had visited Mr. Arthur Gibbs at the hospital on Wednesday. Mr. Gibbs had been discharged and refused to leave and sign the discharge papers after he talked to his doctor. Mr. Gibbs was still there when Mr. Abernathy left, but when Mr. Abernathy went back to check on him a few days later, they told him that Mr. Gibbs was discharged on the 19th and was not in the hospital. Mr. Abernathy told them that they were lying. He questioned how he could have sat and talked with Mr. Gibbs for an hour-and-a-half if Mr. Gibbs was discharged and left the hospital on the 19th. He indicated that he had gone to Mr.

Gibbs' temporary residence and Mr. Gibbs' cousins had not seen him and did not know where he was. Mr. Abernathy had advised his pastor that he would file a missing persons report on Mr. Gibbs but could not do so because he was not a blood relative but just someone who knows him, had been looking out for him, and had been his transportation. Mr. Abernathy told Mr. Gibbs' cousin to file a report. She indicated that there was one (1) more place to check, and if Mr. Gibbs was not found, they would file a missing persons report the next day. Mr. Abernathy stated that it was a shame that someone was homeless and was now missing.

Pastor Robert Appling, 2648 Sharon Hill Road, stated that he lives outside of Dover and owns property in Dover. Mr. Appling indicated that, approximately a month-and-a-half ago, he requested Council to take up his proposition to either sell or give them vacant property so they could start working with the homeless. He explained that there was a little confusion during the last meeting regarding tiny houses at Victory Church and Dover, Delaware. Pastor Appling informed members that all of the homeless that they work with have come out of the City of Dover. In the last two (2) weeks, a husband and wife who lived on their property for approximately six (6) to eight (8) months had gotten jobs. They had found a place to move to with their two (2) children, and Pastor Appling indicated that he and others felt good about that. He advised that there was a lady present at the meeting named Sonya who slept on the seats of the church for maybe a month or so, and she had found a job and a temporary place to live; however, at the end of the month she would be homeless again. Pastor Appling indicated that they were working with another gentleman from the City of Dover who found a job and a room in Dover to live. He stated that they were trying to build tiny homes to help get some of these homeless out of the City or find them places in the City. Pastor Appling advised that they were feeding between 100 and 150 people every single day, noting that in a year's time their church would be providing 50,000 to 54,000 meals for the homeless. He informed members that they had received no grants and no money from anyone other than their helping to provide food, and he was asking again for help finding something in the City of Dover. He advised that they were looking at a couple of properties to perhaps buy as temporary transitional places to help them help the homeless spiritually, physically, mentally, and emotionally and get them back on their feet so that they can become good citizens of the State, and of the City of Dover if they are living in the City. Pastor Appling stated that they had been able to help a number of people and they felt good about that. He asked members to consider some of the empty properties to help them work with the homeless of Dover and get them back on their feet.

Pastor Aaron Appling, Victory Church, 2736 Forrest Avenue, advised that he lives right outside the City but has some properties in the City as well. He reminded members that there was discussion about finances and money at the last meeting. Pastor Appling indicated that they were told by the Mayor and some others that the City gets no money to help the homeless. After doing some research, he indicated that the information was false and he was unsure whether this had been the intent. Pastor Appling stated that the City does get money and that either those representing the homeless, or the federal government, or both were being lied to or somebody did not understand. He noted that Mr. Harmon has a medical condition and cannot find help. Pastor Appling stated that they had other people in their church with obvious medical disabilities and they had been turned down for Social Security. He advised that they are discovering that the system as a whole is broken. Pastor Appling stated that everyone should come together and say that the homeless are real people, such as the children or grandchildren of members, who did not have the privileges that many people had experienced while growing up or in life. He indicated that people would continue to put blind eyes on and keep walking around this issue if they do not

look at the homeless as real people. Mr. Appling noted that the library was on Council's agenda. He indicated that the City would try to sell it to make money for the City and questioned where the money would go. Mr. Appling stated that in his research he found a Martin Luther King institution that had a proposal for a resource center. He indicated that the community needs more resources. Pastor Appling questioned what better person the library could be given to, if they had a proposal. He stated that his group could use those resources as well, noting that they were feeding people and going to places every single day.

Pastor Appling provided information regarding the Community Voice Coalition Identity (*Exhibit #2*), which he stated would give a comprehensive look at what they had been doing for the last seven (7) months. He advised that they were not playing politics or asking members to somehow come up with money and give it to them. Pastor Appling noted that none of those on staff with the church get paid to help the homeless, stating that he has a wife and a two-year-old daughter. He indicated that he does not get paid and his wife would probably desert him if she was not a good woman. Pastor Appling stated that his wife had asked if she had to be homeless to get some food. He reiterated that they need help since there are not enough resources for people who are dedicating their time and energy. Pastor Appling informed members that he is a very talented person who had done mission work overseas. He stated that he can sing and preach and could be getting paid to go places but was choosing to do this because it is his heart's desire to do so, and this is how their organization operates. Pastor Appling advised that if they had half the resources that some of the other organizations have, they would get 10 times as much done. He indicated that they were already proving this because they have nothing and are getting a lot done with nothing. Pastor Appling asked members to consider the need to team together.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **November 14, 2016** at 7:42 p.m. with Council President

Slavin presiding. Council members present were Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison. Mr. Anderson was absent.

Mr. Stephan Hill, 38 Bertrand Drive, Dover, advised that his parents are in their eighties and someone was recently being chased through their yard. He stated that there was shooting and a bullet came through the window of his parents' house. Mr. Hill noted that he has been in that community from February 1969 to the present day and they have been law abiding citizens, but people are coming in that do not live in their neighborhood. He stated that homelessness is a problem because they come through his neighborhood every morning and drop trash. Mr. Hill also stated that there have been break-ins and he feels that enough is enough and something has to be done. Mr. Hill stated that the only time he sees the police is when something happens and he would like to see more of a police presence to maybe curb the criminal activity, noting that the people have no reverence for the law.

Mr. Steven Hall of Dover read the following statement:

"November the 14th, 2016, this is addressed to the state, county, and government officials, along with the governor, and the city officials of Dover. As the winter months approach us, and temperatures continually drop, it saddens me to know that out of all the crying out and pleading that we have done, ignoring our cry for help has been your solution. I'm not asking you to take money out of your personal account. I'm not asking you to take food from your family. Neither am I asking you to take clothes that you're wearing to give to me. What I'm asking you is, "Who cares enough to meet me after this city council meeting in the vestibule and step up and say, 'Steve, I'm here to help.'" As I represent the rest of the homeless people that I know my time is preceding me, I want you to know that I do thank you for listening to us. I realize that it is out of your hands. I'm not here to impress you with fancy words. I'm here for help. I'm tired. I'm oppressed. I know many people that if they were at the point that I'm at, they would consider taking their life to keep from enduring this trauma. It's nice that you listen. Now it's time for you to get out of your chair, and do something and help me. I had said at the last meeting that when your carve your turkey on Thanksgiving day, and I'm closing with this, I would like to have keys in my hand to a home that I can call my own, to carve one as well. Thank you for listening to me."

Ms. Ruth Ann Purchase, 3796 Seven Hickories Road, stated that she has been helping an elderly man who is very generous and who wants to spend his retirement years helping other people. She noted that he has often volunteered at the men's homeless shelter and he offered to take a fellow home who had used up his allotted time in the homeless shelter. Ms. Purchase stated that he took him home for just a couple weeks, saying, "Until you get your feet on the ground." She advised that he would drive him to little jobs that he had. Ms. Purchase stated that eventually the man put a lock on the bedroom door and, three years later, her elderly friend has not been in that room since and that man now has the keys to her friend's car and he is in control of her friend's life. Ms. Purchase advised that the elderly man has been a resident in Dover for decades and he is currently in Silver Lake with an injury. She stated that she goes to visit him almost every day and she can do nothing to help him because she is not a family member. Ms. Purchase stated that the homeless man needed help, more help than an elderly man with Asperger's Syndrome could give him. Ms. Purchase stated that there are very generous people in Dover and in the United States in general. She noted that United States citizens give, and give, and give, and it is statistically

proven that they are philanthropists. Ms. Purchase asked for help to know how to help. She stated that we need strategic thinking, we need very clear long-term thinking, and we need not just social services in an office somewhere, but training for every citizen who wants to help. Ms. Purchase encouraged learning more and looking at examples where human citizens of a town are all learning together how to bring peace, how to build up their neighbors, and how to close the technology gap, the financial economic gap, and the skill-set gap. She stated that they could all work together, but they need permission and encouragement to make it happen.

Ms. Teri Staub, 198 Hammond Drive and Wedgewood in South Dover, stated that she and/or her parents have lived at that address for over 48 years consecutively. She stated that Dover is her home, she votes in every city, state, and federal election and she thought that her government was there to represent the interests and concerns of its citizens. Ms. Staub stated that they have been coming to the meeting for months to bring their plans for affordable housing to Council's attention and have asked them to meet and work with them to help house the homeless in their community. She advised that they have wonderful, doable solutions, and are ready to implement them with armies of people waiting to help them with time, resources, money, and supplies. Ms. Staub stated that men and children die in the streets from problems that can be traced to their homelessness while they are waiting for their chance to begin. She asked for bravery, compassion, and for affordable housing to be a priority to address their needs. Ms. Staub stated that they wanted a definitive answer as to whether or not they would ever be put on the agenda. Mr. Richard Harmon, speaking on the behalf of homeless people, stated that he is 25 years old and has been homeless for quite a while. He stated that he gets help from Victory Church. Mr. Harmon stated that winter is coming and people are sleeping on the ground. Mr. Harmon advised that they need more resources and that people have been leaving the Whatcoat and Interfaith shelters without the things they have been promised, such as affordable housing, or an apartment. He advised that they need more advocates and more programs to teach them financial, stable things.

Ms. Alexis Simms, on behalf of the homeless, stated that all homeless people are not criminals or animals, they are people in need of help. She advised that they were asking for affordable housing, noting that full disability is \$733 and a one-bedroom apartment is \$650, which would leave \$88 to pay an electric bill. Ms. Simms stated that they were asking for the old Dover library or different types of housing.

Mr. Aaron Appling, Pastor at Victory Church, 2660 Forest Avenue, stated that he wanted to speak on a moral issue of ignoring things. He spoke of the history of ignoring the Native Americans, of the ignorance of them being real people, and now there are barely any Native Americans anywhere in this land. It was almost completely genocide. Mr. Appling spoke about ignoring black people as being a real people in times of Martin Luther King. He stated that he thought they were running the risk of ignoring poor people and just going on with daily business, as if somehow they are a sub-par group and they are not real. Mr. Appling stated that the homeless are real people and, although they might act, dress, or think differently, it may be because their ancestors acted, thought, and dressed differently. He said that maybe they do not fit into this system of things and maybe this system is not good for everybody. Mr. Appling stated that when you have a great amount of wealth, resources, or power and you don't use it to do anything to help, that's a responsibility that's being neglected.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **November 28, 2016** at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison. Mr. Anderson was absent.

Ms. Alexis Simms, homeless, stated that she was present on behalf of the homeless again, not to put members down but to beg them to give the homeless something. She indicated that it would be a really cold winter, the old Dover Public Library was still empty, and there were plenty of buildings on Loockerman and Division Streets that were still empty and could be used. Ms. Simms advised that they could clean buildings up themselves if they were given to them and were just asking for somewhere and for members to have kind hearts. She stated that members were not out in the cold so they did not know how she felt; however, she guaranteed if this was somebody in members' families, one of their kids or grandkids, they would not want them out in the street. Ms. Simms stated that they were people, not animals that have fur when wintertime comes, but humans that have skin and get cold fast.

Mr. Eric Abernathy, 436 West Duck Creek Road, Clayton, stated that he had read in the paper and heard on the news that veteran homelessness had been ended in the State of Delaware and he wanted to let people know that it had not ended. He advised that he was a veteran and had a place to stay; however, technically he was homeless because he did not have his own address and he knew that there were other veterans out on the street that still had no place to stay. Mr. Abernathy indicated that they were getting no help and nothing was being done for them, noting that if things were going to be put in the paper or on the news, they should be telling the truth. He stated that the truth was that there are still veterans in this state that do not have a place to stay and are homeless, and this needed to be addressed.

Ms. Khadija Gray, Kent Budget Inn, stated that she and Mr. Derrick Gray were part of a homeless family who works and lives in a budget motel paying \$300 per week. She advised that it is hard not knowing where you are going to live and noted that they have no convictions or evictions. Ms. Gray stated that their place was condemned by the City of Dover and they were left out in the cold with no place to go, and if it were not for Pastor Appling and the other people there, they did not know where they might wind up. She indicated that nobody was listening to them and that Mr. Gray had had full custody of Alexis since she was born and was asked by the State why he did not receive child support. Ms. Gray advised that this was all that the State had said, but they wanted to call the Division of Child and Family Services (DCF) and remove their child from them. Ms. Gray stated that this was unfair, when all they were asking for was a hand up, not a handout. She explained that they were in support of tiny housing or any kind of housing that is available and needed. Ms. Gray stated that there are a lot more people who work hard for everything and are not homeless by choice, noting that a lot of them do not have an option to go home and lie down. She requested that when members go home, they think about the homeless because they are people too.

Mr. Timothy Lee Tague stated that he was present on behalf of the homeless, noting that he had just found a place in a trailer park in Hartly. He indicated that he was helping out other people so they do not go out into the cold. Mr. Tague asked how City sidewalks could be raised up to where people can trip, noting that his girlfriend was on crutches because of the sidewalks. He

stated that something must be done with these sidewalks before somebody else hurts themselves, noting that they could sue the City for a sidewalk not being fixed.

Mr. Aaron Appling, Pastor at Victory Church, 2660 Forest Avenue, informed members that a place had finally been found in Delmar Pediatric Center for Mr. Richard Harmon, the 600 lb. man who had been coming to the Open Forum. He stated that Mr. Harmon could legally go there after being housed for six (6) months at their church, which according to the County was illegal, although it was okay for him to be on the street. Pastor Appling stated that getting Mr. Harmon a place was a blessing; however, they had to do that almost entirely on their own without real help from any agencies, although there were a few that did help once they really dug really deep. In addition, he noted that Mr. Abernathy, who had just spoken, was a senior citizen and a Vietnam War veteran who spends six (6) days a week taking food to the homeless on the streets. He stated that Mr. Abernathy had been asked repeatedly at the library to stop giving sandwiches out for people to eat, which Pastor Appling stated he thought was discriminatory, noting that if anybody else was eating at the library, the homeless people had a right to eat as well and could not be discriminated against. He indicated that this was unjust and if it were to continue, they would definitely have a problem with that as an organization and a civil rights group. He stated that if members wanted to give them a facility to use to feed the homeless downtown, they would be happy to take that anytime, and the homeless would then be in that facility. Pastor Appling advised that they would run it eight (8) hours per day if they had to and had the manpower to do so. Pastor Appling explained that in recent times they had been told that no other organizations had been helped by the City, or that monies were not available in the City to go toward this issue; however, their lawyers looked into it, and the City does get money and has helped Interfaith and Code Purple, in some way or another, even if it was not direct financial money, they purchased a building. Pastor Appling stated that they knew that there were other things that could be done to help, noting that the streets were getting cold outside and the number of homeless people was increasing. He stated that families were brought up here, not just the stereotypical people, and he had received six (6) or seven (7) calls in the last two (2) weeks from homeless mothers who were getting ready to be put of the motel system. Pastor Appling stated that we, as a government, are funding these motels and paying more for a room at a hotel than they would pay to live in a house, which he thought was ridiculous. He expressed the need to come up with another solution rather than giving them vouchers to motels and asked members to participate in helping them in this area.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **December 12, 2016** at 7:38 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, and Mr. Hare. Mr. Hutchison was absent.

Ms. Alysa Tosson, Dover, stated that she was present to talk about homelessness in Delaware. She stated that it was about change and chances, and that we need to help change our community. Ms. Tosson indicated that someone had given Council members a chance by voting for them and asked them to take a chance and help to change homelessness in Delaware. She indicated that not all homeless people are criminals, noting that she has two (2) jobs, works every day, and works and volunteers to help someone else. Ms. Tosson stated that God's purpose is for us to love one another and help someone else and asked members to take some time out, give the homeless a chance, and help them, noting that all they were asking for was a chance.

Mr. Steven Hall, Dover, advised members that he was standing there for five reasons: 1) the homeless were still here; 2) unfortunately they were not going anywhere; 3) there were still vacant buildings and houses in this city; 4) the homeless were not in any of them; and 5) if members were getting tired of hearing their cry, they should help the homeless and they would not have to hear it anymore. He indicated that he realized that Code Purple was available; however, Code Purple was like a band-aid and a temporary fix.

Ms. Alexis Simms, Dover, stated that she was present to speak on behalf of the homeless and that it seemed that members did not know what to do to help them. She noted that Councilman Sudler not only owns but manages Mishoe Towers. Ms. Simms indicated that not every homeless person in this crowd was broke, noting that they have funds. She advised that Mayor Christiansen had stated in the paper that he had ended veteran homelessness; however, she stated that Mr. Eric Abernathy was a veteran who was also homeless. Ms. Simms stated that her third issue was that two (2) weeks ago they were present at a Council meeting and were told that they could not clap, and noted that there was clapping for a game but they could not clap for a pastor who was helping the homeless and trying to keep them off the streets. She indicated that this was confusing and that she needed Council to help the homeless. Ms. Simms indicated that the old Dover library was still empty and that the homeless needed help.

Ms. Sue Harris stated her belief that members would not want her to talk about Code Purple and that she would not do so now; however, she explained that she was managing this site at People's Church for the next two weeks and invited members to come over, have dinner with them, take a shift, and work an overnight. Ms. Harris advised that it is hard to get volunteers to keep this going and that they are wonderful people. She stated that it would be wonderful to have members come spend some time at one of the Code Purple sites, serve and have dinner, and hang out if they had not done so. Ms. Harris stated that she was excited to hear about the blue ribbon commission that started a few months ago and it was nice to know that it was going to get rolling. She expressed her hope of seeing some familiar faces on the commission. Ms. Harris stated that both people who were newly involved and some who had been involved for many years would like to have a say.

Pastor Robert Appling, 2648 Sharon Hill Road, commended Council and the Mayor, noting that he had read an article in the paper that the Mayor was planning a council for the homeless in the City of Dover. He suggested that at least one (1) advocate for the homeless be placed on that

committee because they know what is going on. Pastor Appling thanked everyone for what they had done to help; however, he stated that more help was needed. He stated that his wife had worked hours upon hours calling every facility in the State of Delaware to help a 25-year-old, young, black gentleman who weighed 661 lbs. Pastor Appling noted that most facilities would not handle anyone over 400 lbs; however, they finally found a place in Delmar and he had been there now for about 14 days, had lost 25 lbs., and was on a mental, physical, and emotional therapy program. Pastor Appling stated that this individual was tickled to be off the streets and to be getting some physical help. He reminded members that winter was just around the corner and would officially start in a week or so, and he expressed the need to help those who have no place to go.

Mr. Aaron Appling, Pastor at Victory Church, 2736 Forrest Avenue, thanked Council President Slavin for visiting them and sharing a bit of his story, noting that this was very encouraging to a lot of the guys who had been at their service and they were very appreciative. He advised that, as his father had stated, wintertime was coming, and he thought it crucial to look at some of the vacant buildings downtown for some sort of resource centers. Pastor Appling stated that his church brings out and feeds people seven (7) days per week at great expense and already does almost eight (8) hours per day of work with their volunteers. He indicated that it would be a great help to the church if they had some facility downtown. Pastor Appling stated his understanding that people were not wanted at the library and suggested having another facility downtown where they could provide resources eight (8) hours a day to bring people in and work with them, which he thought would result in a great change in people getting housed. Pastor Appling advised that they had already housed five (5) people with absolutely no resources, noting that it is hard to find affordable housing. He stated that even Councilman Anderson had worked on affordable housing and could not find it, noting that it is a really hard thing to do without resources.

Pastor Appling stated that they had been helping people with no money who come to them seven (7) days per week for almost a year now. He informed members that they had done this with no finances, and this had cost them a great deal, as a church and individuals, noting that people do not care about the finances when they love what they are doing. Pastor Appling advised that the public was definitely in support of them, that they had gotten 8,000 signatures in support of what they were doing in the City of Dover. He stated that they now had another 1,000 signatures and counting, as well as the attention of news media and others. Pastor Appling informed members that they were present as a group that was committed to help homeless people and people suffering in poverty, and that it would behoove Council to look at the body of work that had actually been done by their group, noting that he had turned in some information about their work. Pastor Appling advised that their group was made up of professionals who had worked in life. He stated that he has a bachelor's degree and had done mission work and built orphanages overseas, while the rest of the crew included people with master's degrees and those who had been very successful in the business world. Pastor Appling indicated that they were not just a misfit group but a talented group of people who have a heart to help the very people that are suffering in our City. He encouraged members to put on an agenda at some point in time what members could do to help facilitate the group doing a greater work that would help the City and the people at the same time. Ms. Terri Staub, Dover, concurred with Pastor Appling's comments and stated that she was thrilled to hear about the blue ribbon commission and that talented minds were putting their talents to this subject. She stated that Pastor Appling was correct that they have a body of work that would save a lot of time if members would look at what had already been done. Ms. Staub stated that they are on the front lines and in the trenches, and were out at midnight, scooping people up off the street, hand feeding them when necessary, and hauling

bedding down the street and into the churches everyday so that these people have somewhere to go. She stated that having somewhere they could set up and have people come to them rather than having to go to each of them would be such a help. Ms. Staub encouraged members to be as quick as possible to come up with some sort of solution, noting that winter was coming. She advised that she takes her dog out in the middle of the night and, while standing on her back porch wrapped in a warm robe, she thinks that there is no way she could be out there for any given amount of time, yet too many people are being told that they have to stay on the street where this problem cannot be addressed. Ms. Staub asked members to do something, open a building, and give people a place to be. She stated that if this is done and it goes wrong, they could be shut down, but in the meantime some people will have had somewhere to go for a few nights, and if it works, all the better. Ms. Staub expressed appreciation for the Mayor's efforts and asked that the knowledge that they have be used, because the homeless are committees of one (1) and need to be a committee of many.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **January 9, 2017** at 7:34 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, and Mr. Hutchison. Mr. Hosfelt was absent.

Ms. Alexis Simms, 453 Newcastle Avenue, stated that she wanted to make members of Council aware of some reality points, as follows: 1) The very people standing behind her were the very people that voted them into their place and they were going to be the very people that vote them out of their place; 2) If members of Council don't want the homeless speaking at the library or being at the library at all, or the bus stop, or lingering around, why haven't they given them a place where they can help the homeless to get a place, have resources, and get jobs; and 3) The homeless will be there every other week until members of Council help them or they lose their place as Councilmen.

Mr. Timothy Lee Tague advised that he has noticed that there are sidewalks that are terrible to walk on. He suggested replacing the brick sidewalks with cement, because if somebody falls, they could sue the city.

Mr. Steven Hall asked members of Council to think about how they felt when they started their cars that morning in the frigid temperatures and how they looked out the window that past weekend and watched the snow fall and realized how cold it was. Mr. Hall stated that he had to endure that cold all weekend and it was so frigid cold that it brought him to tears. He asked members to use the resources that they have to help him and others like him to find a place so that he does not have to endure the cold again.

Mr. Alex Cropper advised that he was there to support those who are the voice of homelessness, and to offer and extend any support. He stated that he works for Connections Community Support Programs which has many different programs to help the homeless. Mr. Cropper stated that he was aware that they need more resources in the community; however, they do have some very limited programs.

Pastor Aaron Appling, 2660 Forrest Avenue, noting that the freezing weather had arrived, stated that they had found people on the streets, in the cold, that suffer from mental illness and there should be something for those that are dealing with mental illness. Pastor Appling advised that they have had to scoop them up, as well as those who were unable to get to the Code Purple shelters, and take them to their church. He stated that, even with the Code Purple shelters, the rules and regulations related to opening a shelter are becoming so stringent, so rigid, that most churches don't even qualify to open up. Pastor Appling stated that, even if they wanted to, it is against the rules because it does not have is cold like this and somebody is outside and, in those situations, churches should be able to bring people in. Pastor Appling stated that it was obviously safer inside of their church, or another church that doesn't necessarily have a sprinkler system, than it is to be outside on the streets. He noted that regulations are making it more difficult for those that are helping the homeless or trying to do these civil services.

Pastor Appling stated that it would be beneficial to have partnerships in the City or municipalities so they were not always bumping heads and fighting over helping people. He advised that it seems to be a very, very hard process to find any type of partnerships with their

government and municipalities. Pastor Appling stated that it would behoove them, and it would be a great thing, if they started looking into taking down some of the red tape so that they could help. He suggested that the rules and regulations hurt more than they help and, although these laws are meant to save or protect life, they are actually doing the very opposite. Pastor Appling added that he and his group of people support Deputy Chief Mailey being the next Police Chief.

Ms. Sue Harris stated that they need a solution to homelessness and asked what the City of Dover would do with all of the desperate people if Code Purple was not saving lives each night that they give them sanctuary from the freezing cold. She stated that people would, without a doubt, be dying out there. Ms. Harris stated that, from her perspective, Code Purple was established to be the emergency backup for those in a desperate situation and she felt as though the City had decided that Code Purple is, instead, their solution to the problem. Ms. Harris advised that Code Purple leaders and volunteers are miracle workers.

Ms. Harris stated that she prays for guidance for the City leaders to realize how vital the services of all these unpaid volunteers are and to recognize that the City has a responsibility in this problem. She noted that stretching the services offered beyond their capacity could lead to unintended consequences. Ms. Harris stated that she also prays for the strength and continued passion for all the leaders of these volunteer groups in Dover that go so far above and beyond the call to provide for their fellow man. They too have limits and capacity that can run over. Ms. Harris stated that assuming that they will just continue to do this, year after year, is not an assumption that should be made.

Ms. Harris advised that a solution is needed and everyone, including the City leaders, needs to be an active participant in finding one. She noted that she was speaking on behalf of herself and Port Hope Delaware. Ms. Harris stated that she was a proud volunteer of Code Purple, but that she had no authorization to speak on their behalf. She advised that opportunities for support of affordable, Permanent housing, is something that the City can offer through abandoned and vacant properties and land within their boundaries, whether it be property already owned by the City or property like Ms. Harris advised that she had offered many suggestions and that the main thing that 80% of these people need to begin their battle to a better life is a safe, stable, supportive home. Once they have that, all the other services that are offered can be more useful and successful. Ms. Harris stated that she looks forward to what is ahead and hopes that the commission being formed will provide a path towards viable and permanent answers to this problem.

Mr. Eric Chandler stated that he thought that drug addiction was another issue that went along with homelessness and incarceration. He also noted that there were a lot of housing foreclosures and that they have to revitalize Section 8 housing. Mr. Chandler suggested that they should all be able to work together, collectively as a group, to figure out what to do to save some of these people's lives that just fell on hard times. He stated that they have got to focus on drugs, drug addiction, and getting these people off the drugs and into drug programs instead of sending them to jail. Mr. Chandler suggested that they network and help the church write grants so that they can get some money to get these people off the street.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **January 23, 2017** at 7:53 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Mr. Steven Hall, speaking in reference to homelessness, stated that he was seriously beginning to believe that Council hears what they say and that their hearts go out for them. He stated that he believes in his heart that if they could help him, they would. Mr. Hall commended Council members for the great job they are doing and noted that he believes that someone is going to help them because it is cold, windy, and raining.

Ms. Katrina Stubbs stated that she previously had a misconception of homeless people, thinking that they were all on drugs, alcohol, or they were just lazy and did not want to work. She stated that, because of the economy, she and others like herself are not able to get jobs or afford apartments for \$800 or \$900 a month. Ms. Stubbs advised that there is low income housing; however, there is a two year waiting list. Ms. Stubbs noted that they can only stay at the shelter for 30 days and, depending on the shelter, they may be able to extend that for an additional 60 to 90 days, depending on their situation. Ms. Stubbs advised that because she is not recovering from drugs or alcohol, is not a veteran, does not have children, and is not physically or mentally disabled, she is considered able bodied. She is currently a substitute teacher and has been applying for different jobs; however, unfortunately, she has not found a full time, permanent job to be able to afford \$800 a month for rent contacted the resources for help that she could. She stated that she wanted members of Council to be aware that there are individuals like her and she is hoping that Council will build more shelters and that the existing shelters can extend the time for individuals like her. Ms. Stubbs noted that she is registered with the Department of Labor and Delaware Wonder and she has applied for different positions. She advised that she has a degree in Human Resources Management with a minor in business and has corporate experience, yet she is not able to get a job. Ms. Stubbs stated that she does not have a criminal record and has not done drugs, but she has not been able to get a full- time-permanent position.

Mr. Chip Angell stated that he has been homeless for a year and a half. He advised that, three years ago, he made \$55,000 a year as a sous-chef with a 31 year career. Mr. Angell stated that he served a year in prison when he was 18 years old and when he came back there was a change in the law and he hasn't been able to work at a restaurant since. He advised that he lost his home and his family. Mr. Angell asked Council members to allow people that are trying to help the homeless to secure a place so that people do not have to sleep in the snow and rain regardless of how they got there. He noted that if it were not for Reverend Appling and others, he may not have pulled himself out of the relapse he was in.

Ms. Elizabeth Jones stated that she was 60 years old and homeless due to losing her job. She advised that she had been to two shelters and Sheppard's Place was the last. After that, there was nowhere for her to go so she went to Code Purple and they gave her two blankets and she was sleeping on the street. Ms. Jones stated that anything could have happened to her sleeping on the street. She noted that WaWa let her sleep beside the building one night because she was scared. Ms. Jones stated that the shelters encourage people to look for jobs but they don't have money when they get into the shelters and they need bus passes to help them get around. She also

advised that some people have children and have no one to watch them while they look for a job so they get stuck in the system.

Pastor Aaron Appling stated that, on a personal level and as a community, they support Deputy Chief Mailey. He noted that they like him as an individual and would love to have him as the next Chief of Police. Pastor Appling cautioned Council to be thorough because things can get out of hand very easily if people that have been oppressed continue to feel like they are being trapped and oppressed. Pastor Appling stated that they have been studying homelessness for over a year and suggested that the solution was to build something so that they can have a roof over their heads instead of spending money studying the problem. He stated that they could work with City officials and the Planning Department to build a facility that would not cost that much money and Code Purple would not have to find churches for shelters. Pastor Appling stated that it would save the city probably millions of dollars that they spend on arresting people, or in the hospital. Pastor Robert Appling stated that they need housing for the homeless. He advised that everyone that Victory Church is working with is from the streets of Dover. Pastor Appling stated that he appreciates everything that the Council has done but they need help to find a solution. He noted that he and his son both have rental properties in Dover that they are renting to homeless people to help them out. Pastor Appling also advised that his son has taken half a salary all of this year and part of the previous year so he could help the homeless. He noted that he will be 85 in March and he has given up his retirement from the church for the last four or five months so that they can help the homeless. Pastor Appling stated that they are looking at a couple of different properties in Dover and he will be talking to the Mayor about them once they settle on one that they would like to renovate and help with the needs of the homeless. He asked that the City not throw lots of regulations and rules and slow down what they are trying to do, but help them accomplish what they are trying to do in the City of Dover.

Ms. Sue Harris, 241 Pine Street, read the following statement regarding homelessness:

"Pretty cold and nasty out there, isn't it? I hope tonight as you're running to your car to go to your warm home as I am fortunate to be able to do, as well, you'll remember these people who have nowhere to run to. No choice but to run to the refuge of a stairwell and a doorway or a soap tent with everything you own that's been drenched by the rain. There has been no Code Purple for the past week and probably not going to be any again until the end of this week. In September of 2015, the city of Dover approved a plan to purchase two properties from the House of Pride and as a part of the deal the city also received two additional vacant lots from the House of Pride. Kent County tax records show that the properties of 105, 106, 110, and 115 South New Street are now City of Dover properties. Anne Marie has quoted at Delaware State News as saying; the city will work with the Downtown Dover partnership and other community partners to ensure that the long term redevelopment of these properties is consistent with the restoring Central Dover plan. On page four of the strategic plan one of the strategies set forth is providing a range of housing opportunities that address the needs of the homeless to home owners. I have to ask, what housing opportunities have been provided to address the needs of the homeless? There seems to be opportunities for new home ownership however that doesn't address the needs of these folks here. These four lives that are owned now by the city represent an example of the opportunities that exist but for reasons yet to be provided seem to be not an option. I would like to hear what the plans are for, possibly those lives and others in the area. These could easily be used to establish unique and innovative housing solutions to house as many as 32 people, giving each person 200 square feet of personal living space.

I'm leaving with you today concept drawings of pocket neighborhood ideas (*Exhibit #3*) that could easily fit on one of our city lots and house more people at what is an affordable rate at their level of income. There are lots of lots all over the city that could be used for pocket neighborhoods established for folks left at the bottom of the economic ladder. The idea is to think out of the box and to realize that we need to do something different and more affordable for those at the very bottom of the economic ladder. The drawings that I'll present to you today represent an innovative combination of the idea of tiny houses of 200 square feet linked together, five or more, with a common overhanging roof and common porch. The linking of the houses through common roofs and porches can make services even easier. Just an example. I'd like to request that we be put on the agenda for a regular council meetings so that this proposal and others can be seriously discussed and presented. The proposal is simple, together we can provide some innovative housing solutions that can be replicated in different areas all over Kane County and bring our affordable housing inventory a little closer to what the need is. I'll repeat once again, there are things you guys can do. Making comments to people that there isn't anything we can do is simply making you all look incompetent. Everyone sees that there are things that can be done that can't be done without the support of the city. There are things that the city can actively do to help with projects and support these efforts. It's looking more and more like you don't want to do anything, not that you can't do anything. Well, and I don't pronounce this right, Maupin LLC has been approved to construct a six unit duplex on a quarter of an acre, just two blocks away from the corner of Reid and Kirk Wood, under a variance. I hope that these sorts of projects that we present would benefit people of the lower level of income that seems to be forgotten, could and would be considered in the same way. Thank you."

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **February 13, 2017** at 7:38 p.m. with Council President

Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, and Mr. Hutchison. Mr. Hosfelt was absent.

Ms. Alexis Simms informed members that she was present on behalf of the homeless and to ask for a meeting with members to come to an agreement regarding something to feed the homeless, a resource center for a few hours or a few days a week, or whatever could be agreed to. Ms. Simms stated that by not giving the homeless anything, members were putting their jobs in jeopardy, stating that the people behind her were the ones who had given members their jobs and salaries and could take them away. She noted that people were paying their taxes so that members could feed their families and asked why they could not help to feed the families of the homeless, explaining that this did not make sense. Ms. Simms stated that members had a few options and limited time, reiterating that the homeless voted them in and she guaranteed that they would vote them out when the time came to vote again if they did not provide anything.

Mr. Eric Abernathy, 436 West Duck Creek Road, Clayton, Delaware, advised that he was speaking as a homeless veteran. He stated that his homeless situation had not been satisfied, explaining that he had a place to stay; however, it was not his. Mr. Abernathy indicated that there are countless homeless people in Dover, and when counts are made they are never correct. He stated that the homeless need help and assistance so they can be out of the cold and need a building, affordable housing, or a place to go. Mr. Abernathy advised that the homeless are pushed away, and he asked where they would be pushed to. He stated that if they are pushed out of Dover, other places do not want them; however, everybody deserves to have a roof over their head, three (3) meals a day, and a place to rest their head. Mr. Abernathy advised that he considers himself homeless because, although he has a place to rest his head at night, it is not his home. He explained that every day he and others are out on the street, feeding people and helping them, but cannot get the assistance they need. Mr. Abernathy indicated that they would continue to do this and one day would get the help they need, although help is needed now. He asked members to look into their hearts and find out what is there, and what it is about being homeless that bothers people. Mr. Abernathy stated that homelessness is no respecter of persons and can happen to anyone, anywhere. He stated that he was homeless in Las Vegas and it was not fun, noting that he is not in that position anymore and is in a position to help others.

Mr. Steven Hall stated that he had been before Council time and time again. He stated that he was touched by an article that he read in the *Delaware State News* about Council looking into the issue of homelessness. He advised that he could see why many people lose hope and why many react to homelessness in the way that they do. Mr. Hall asked if members recalled meteorologists telling them to bring their pets and plants inside because of the frigid temperatures, and he asked them to imagine him trying to sleep in the midst of those frigid temperatures. He noted that many people's thoughts throughout the day are about what they will have for dinner, whether they will order out or cook, and asked members to imagine what it would be like, day after day, to question where they would sleep tonight, noting that the police make the homeless leave. Mr. Hall agreed with Mr. Abernathy that homelessness could happen to anybody. He stated that he is a former educator who taught basic English grammar for eight (8) years and was now here. Mr. Hall advised that no one deserved to be in this state. He stated that when members get out of their warm beds at night they feel heat surrounding them from floor and ceiling vents or other

sources of heat; however, when he gets up he does not feel any heat but frigid temperatures. He indicated that he was grateful to God for keeping him and noted that, if he lives to see it, he would be celebrating another birthday on Saturday and had no idea that he would be celebrating it in this state. Pastor Aaron Appling stated that those speaking on behalf of the homeless would not be going away and their numbers would probably swell when the weather gets warmer. He advised that they are diligent in their focus and could come for the next three (3) years and say the same things over and over again. Pastor Appling stated that housing is a human right and not a privilege. He noted that he had done extensive missionary work in the Philippines and in Haiti, and noticed that in incredibly poor third world nations they never tear down people's shacks. He stated that it was appalling that this is a nationwide problem and appalling that people's livelihoods are torn down and their homes taken away. Pastor Appling advised that when a homeless person has a place, such as a tent, taken down, this is the same as someone coming and burning someone's house down, noting that the homeless are then told that no one will help them. He reiterated that they would continue to keep coming since they believe that morally they are right and God is on their side because they are helping the least of those.

Pastor Appling advised that Mr. Abernathy is aged 65 and goes out twice a day every day of his life, noting that it was a privilege to work with this veteran who does not have much money or his own home. He advised that they go out into the streets every day and will be here until the end, with the goal of getting to some ground where people can work together and reconcile differences and where the homeless can learn from Council and vice versa. Pastor Appling indicated that he had been hearing stories from all over Delaware about people changing their attitudes and helping the homeless. He stated that a movement was happening, people were wanting to be compassionate, and he believed that people want their leadership to be compassionate as well. Pastor Appling referred to Mr. Jim Plaisted, a veteran, and his wife, Lisa, who are homeless, noting that Jim is a wonderful man and his wife had been denied for disability six (6) times. He suggested that the Mayor or someone have a meeting with them and their family and stated his belief that they would reach the conclusion that the Plaisted should be getting a disability check. Pastor Appling advised that Jim can work but had been hit by a Mack truck when riding his bicycle to work and was now living at the Dover Interfaith Mission for Housing.

Mr. James Plaisted, 684 Forrest Avenue, Dover Interfaith Mission for Housing, stated that he lost his home exactly one (1) month ago and had been struggling financially. He informed members that he was hit on May 23, noting that it had rained that morning and he was unable to work. Mr. Plaisted stated that he had been working at Barratt's Chapel Cemetery, was dismissed, and 10 minutes after that his life changed. He explained that he had thought his life was changing for the better; however, he stated that he had medical issues and outstanding medical and other bills, and he and his wife had given up their trailer earlier in the day, which had items in it from their marriage. Mr. Plaisted advised that he was currently attending Harris School of Business and would be pinned in 10 weeks, noting that the Lord had helped him all the way. With the Plaisted family and could speak to their character. He explained that they had struggled and tried to do everything they could do, but it had been difficult. Mayor Christiansen asked the Plaisted to meet him in the corridor after the meeting, so he could see what could be done about getting them the things that they need. Mr. Hutchison noted that Mayor Christiansen had been working on addressing concerns of the homeless and requested an update. Responding, Mayor Christiansen indicated that several weeks ago an announcement was made that a commission would be put together independent of the Mayor and Council to study the issue of homelessness in the City of Dover. He explained that the commission met one (1) or two (2) weeks ago and

would continue to do so, noting that it was under the leadership of Dr. Jerry Abrams and would be meeting in the Dover Public Library. Mayor Christiansen indicated that a number of goals had been set, and the commission would come up with some of their own goals. He advised that some of the goals were to identify who the homeless are by name, which is the template that was used in the Mayor's Challenge to End Veterans' Homelessness, and to identify the issues that have made people homeless, what we are doing as a community to properly help those who are less fortunate than we are, what we are doing wrong, other strategies that can be developed, and what resources are available throughout the entire community to help those who are less fortunate.

Mayor Christiansen stated that he is not a Pollyanna who believes those veterans' or civilians' homelessness can be ended; however, he wanted the community to know that this Mayor and Council are making an effort to address the issues of those who are less fortunate. He advised that the ultimate goal is to develop partnerships and come together with services to help. Mayor Christiansen stated that he understood the frustration, indicating his belief that he and every member of Council were frustrated that it appeared that they were sitting impassively; however, they were not. He advised that every member of Council works on a daily basis to help all of their citizens. Mayor Christiansen stated that he did not want the homeless to think they were being left behind and there were efforts being made to develop a strategy to do the best that can be done to help fellow human beings.

Mr. Lewis commended the Mayor for creating a blue ribbon commission, which he thought was a first step in the right direction, and he hoped something good would come from it. Mr. Lewis advised that he serves on this commission and stated the need to do more for the homeless men and women of the community. He indicated that he had been sitting and listening to them for the past couple of months, noting that his heart goes out to them, and he commended the initiatives being brought forth. Mr. Lewis expressed the need to do something more.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **February 27, 2017** at 7:42 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Mr. Steven French, speaking about homelessness, advised that they have a right to have a home just like everybody else and suggested that the former Library could be used for homeless people. Mr. Timothy Lee Tague advised that he was taken by ambulance from the library to the hospital that day and he was diagnosed with walking pneumonia. He also advised that he had four or five seizures after he arrived at the hospital and they still discharged him. Mr. Tague requested City Council to talk to the hospital about admitting people.

Mr. Steven Hall, speaking about homelessness, extended his deepest sympathies to the Dover Police Department and their families for the loss of the officer and the cadet killed the previous morning. He advised that Cadet Jimmy Watts was a very good friend of his and he was deeply saddened. Mr. Hall advised that he is watching, waiting, hoping, trusting, and believing that whatever decisions the City Council makes will be effective and essential to his situation. He advised that if speakers present themselves in a productive way, the results will be productive, and he requested others to stop threatening the Council.

Mr. Eric Abernathy advised that he was an advocate for the homeless and a veteran. He requested that, if City Council had it in its means, they were asking for help and assistance for a problem that was not going away.

Pastor Aaron Appling expressed his condolences for the officers and the City, noting that it was a great loss to the City. Referring to Jim, the veteran that spoke during the last meeting, Pastor Appling noted that his mother worked on Jim and Lisa's case at least 30 hours that week and had not really made any progress. He advised that Mr. Abernathy probably works 40 or more hours a week, every week, for free. Pastor Appling expressed frustration that tax dollars were not going to social services.

Mr. Jacob Romano advised that, for the past ten months, he and his wife had been dealing with Delaware Family Services (DFS) to get their five children back. He advised that the children were taken from them in July of the previous year and four of them were placed in a predator's home, where they stayed for two weeks. Mr. Romano stated that they continue to work with DFS; however advised that the Mayor would meet with him after the meeting. Mr. EShed Alston advised that he took his wife to the hospital the previous week with a gall bladder attack. He noted that they arrived at 7:00 and left at 1:00 in the morning without his wife being seen. Mr. Alston stated that six hours is long enough to wait. He noted that she was admitted the following Monday and her gall bladder was removed. Mr. Alston advised that he has noticed that every night when the Library closes, the homeless shelter of last resort becomes Kent General Bayhealth Medical Center. He stated that this is a City Council failure to act issue and asked when they were going to do something. Mr. Alston advised that he had written to City Council on February 21, 2017 (**Exhibit #1**) and had not received any responses. Ms. Denise Daniel, speaking about homelessness, advised that she was a State worker and, due to illnesses, she lost her income and her Section 8 housing. She noted that she was a diabetic and asked for assistance with keeping her insulin refrigerated. Mayor Christiansen advised that he would speak to Ms. Daniel after the meeting. Ms. Sam Wierney advised that she volunteers by making lunches at

Victory Church after she finishes her classes at Del Tech. She noted that she then goes out in the streets with Mr. Abernathy to feed the homeless people. Ms. Wierney stated that she has been a member of Victory Church since August of the previous year and she never thought that Dover had that many homeless people. She requested more help with ending homelessness in Delaware. Ms. Katrina Stubbs, speaking about the homeless situation, advised that homelessness is getting worse. She noted that these individuals are educated, hard-working people whose resources ran out and they became homeless. Ms. Stubbs asked what they could do to speed the process along and what they could do as a community to help with this homeless situation. She suggested the use of vacant homes or buildings to house some of the homeless people.

Mr. Chip Angell advised that he is homeless and sleeping in a tent because he gave up and fell back into his addictions. He stated that if it were not for the people at Victory Church, he would probably still be destroying himself. Mr. Angell noted that he has been able to cook, use his artwork, and play drums and be around a lot of positive people at Victory Church. He stated that he has never collected an unemployment check, food stamps, or any kind of public assistance and had no idea what assistance was available.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **March 13, 2017** at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison.

Ms. Katrina Stubbs, speaking about the homeless situation, advised that the process to get into a shelter or low income housing is very long, and she did not know what could be done to speed up the process. She stated that she works two part-time jobs, and she is still homeless. Ms. Stubbs advised that, because she is not recovering from drugs or alcohol and does not have children, she does not qualify because she is considered able-bodied. She stated that she has been interviewing and looking for full-time employment but she is still homeless and without full-time employment.

Council President Slavin advised that the Blue Ribbon Commission on Homelessness was looking at these situations and he requested Councilman Lewis to speak with Ms. Stubbs. Reverend Robert D. Appling advised that his son, Pastor Aaron Appling, was doing missionary work in the Philippines, feeding 300 children a day. He advised that, during the previous meeting, a homeless veteran was sitting in front of him and, when his name was called, he was too traumatized to speak. Reverend Appling noted that people like that really need help. Reverend Appling stated that his wife works about 40 or 50 hours a week transporting homeless people to various places and noted that many of these people are falling between the cracks because they cannot follow through with getting assistance. He advised that they have no transportation, and some are mentally incapable of keeping appointments at a scheduled time at a certain place. Reverend Appling suggested that homeless people need help getting to the help that they need. He also noted that his wife assisted a veteran that was going to be put in jail because he was back on his child support, and she was successful in keeping him out of jail temporarily.

Mr. Steven Hall stated that he was honored and grateful for the committee that the Mayor put together. He advised that he had a good job, a nice home, two (2) cars, and was a tax-paying citizen and somewhat of a pillar of the community. Mr. Hall stated that it was very frustrating to see people that are in addictions of various kinds who are getting housing, and that if you are not an addict of any kind, you have nothing. He advised that he had received a letter denying his disability, so he still had no income and was still waiting for people to call him for a job and asked for prayers.

Mr. Eric Abernathy stated that he was there as an advocate for the homeless and they were asking for some help. He advised that he was a veteran and was formerly homeless but now stays with family. Mr. Abernathy noted that there are many people out there in very worse condition than he is and they need help.

Mr. Steven French stated that the homeless need a home and they need it now because it is getting way too cold.

Mr. David Wilkins stated that he grew up in a Christian home, was married twice, divorced twice, lost his driving license, and ended up becoming homeless. He advised that he lived in a building owned by Reverend Appling, and he and Aaron Appling offered him work; however, he was having trouble getting work because everyone knew he was homeless. Mr. Wilkins stated

that he is back into productive society and has lived clean for five (5) years. He thanked Victory Church and the patrons of Victory Church for helping those in need.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **March 27, 2017** at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Neil, Mr. Lewis (departed at 8:50 p.m. and returned at 8:52 p.m.), Mr. Cole, Mr. Hosfelt, Mr. Hare, and Mr. Hutchison. Mr. Sudler was absent.

Mr. Steven French stated that it would soon be too hot for the homeless and that he thought they deserved a home.

Mr. Timothy Lee Tague advised that he was a fire fighter, a licensed EMT, a licensed paramedic, and a licensed fire police and stated that there were between 20 and 28 violations that the City should be looking at. Noting that most new houses have three prong plugs, Mr. Tague advised that the house he is living in only has two prong plugs. He also stated that the "post-breaker box" has four fuses. Mr. Tague suggested that some of the landlords' properties that look brand new from the outside should be inspected.

Mr. Steven Hall stated that he represented and collaborated with those that are trying to get the homeless into placement and that he supported the Mayor, City Council members, and the Committee members. Mr. Hall advised that he had an emotional breakdown the previous Monday, because homelessness is a very serious issue. He noted that some days they have the strength and the ability to endure it, but some days they are faced with obstacles that make them feel like they are at their journey's end.

Ms. Liz Jones advised that a homeless woman named Donna passed to the ground on Division Street the previous week and died. She noted how sad it was that Donna had nobody with her when she died. Ms. Jones stated that she is being buried in Milton or Milford on Saturday and, although they would all like to go, they had no way to get there. Ms. Jones noted that homelessness is not going to go away and that it would get worse as companies close down and unemployment causes people to lose their homes. She also explained the risk that she takes of being arrested for carrying 12 different pills in the same bottle in order to protect her medication and the difficulty in finding a job when the homeless have no way to shower in the morning or a way to make sure that your clothes are neatly pressed. Ms. Jones requested City Council to stand beside them and help them because they want homes instead of living on the street where they are afraid at night.

Mr. Eric Abernathy stated that Donna Stratton was not the first homeless person to die on the street and she is only the latest that they know of. He advised that Ms. Stratton had just had a stroke about three weeks before she died and, as usual at Kent General Hospital, they stabilize you and then they let you go. Mr. Abernathy noted that Ms. Stratton should not have been back out on the street but under care. He advised that she was at their church every night for service and to get a decent meal. Mr. Abernathy reiterated that homelessness is a problem and will continue to be a problem until something is done. He requested help for the homeless and noted that a homeless Navy veteran in need of help was in the audience.

Mr. Von Smith advised that he was stranded in Dover with no money and, luckily, he found the library and some of the people there told him about Victory church bringing lunch to the library and taking the homeless to the church for dinner every night. He noted that the churches and the Salvation Army feed the homeless but they do not do it every single day or for every meal.

Mr. Smith stated that the locations are spread out and it becomes confusing knowing which day to go where and when. He suggested that the churches come together as one and that the City help them.

Mr. Dean Cromer advised that he came from a good background, his father was a chemical engineer and they came to Delaware because he worked for NASA making space suits. He stated that all of his brothers and sisters were successful and that he was the black sheep of the family. Mr. Cromer noted that he was homeless because of his alcoholism and he just got out of detox that day. He advised that he almost died the previous Sunday at the bus stop because he drank too much. Mr. Cromer stated that there has got to be a solution and he is a big believer in helping those who want to help themselves. Noting that he has been homeless for a few months and had never been homeless before in his life, Mr. Cromer stated that he has met a lot of people and some of these people that are homeless do not want any help or to be proactive about their situation. Mr. Cromer advised that the resource center is a decent place, but it could be more education workshops such as filling out a resume on a computer. He advised that he was fortunate enough to get into Whatcoat immediately after being released from detox. Mr. Cromer stated that he was going to try to come up with a solution by the next City Council meeting, noting that there are definitely those that are trying to help themselves, those that really want to get out of this situation and be employed. He also noted that there are those that just want to walk around the streets and complain.

Ms. Sue Harris advised that, in preparation for the consolidated plan for the State of Delaware, Delaware State Housing Authority commissioned a needs assessment which was intended to frame the current housing needs within the State of Delaware, while examining the significant trends in the housing issues that will dictate housing policy over the years of 2015 to 2019. Primary housing needs identified in this assessment included, among others, permanent supportive housing for people with extremely low income and special needs. Ms. Harris stated that HUD defines special needs as populations to include frail and non-frail elderly, homeless persons and persons at risk of becoming homeless, persons with HIV/AIDS, persons with physical disabilities, persons with mental and behavioral disabilities, and persons with alcohol and drug addictions. Special need housing provides an alternative living arrangement for individuals who are unable to live independently without care, supervision, or support because of age, disability, substance abuse, mental illness, chronic homelessness, or other circumstances and supportive housing programs assist these individuals with daily life and also offer access to case management housing support, vocational employment, and other services for clients transitioning to independent living. Regulations for the recipients of the CDBG grant money, identifies four specific goals - provide aid to special need persons with the objective being to provide support to homeless shelters and to increase support to agencies that provide rapid re-housing and rental assistance for those that are at risk of homelessness and to increase permanent supportive housing and to reduce homelessness by increasing availability. Ms. Harris stated that the City would soon be providing its report for 2016 and they would have to show how they have provided affordable housing for home ownership. She stated that, although the City has done well with Habitat, they are missing the rental housing and affordable housing for this level and would have trouble claiming that it has done anything for the homeless.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **April 10, 2017** at 7:40 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, and Mr. Hutchison.

Ms. Alexis Simms stated that she had been attending the Open Forum and speaking about homelessness for about nine months and she thought it was ridiculous that nothing had been done, although the Mayor and Council say they are working on things. She advised that the homeless gave the Mayor and Council their jobs and that they could take them away. Ms. Simms asked that they help the homeless.

Mr. Steven Hall advised that he took the time to look up the definition of the word "depressed", which means to be in a state of general unhappiness or despondency. Despondency is a state of low spirits caused by loss of hope or courage. Mr. Hall stated that you lose courage when you wake up in the morning and say, "Thank you, Lord, for letting me live to see another day" and then your eyes focus and all you see around you are trees. He noted that a hot waffle with scrambled eggs, his favorite breakfast, is just a dream, something that you wish you had, but you have no means of making or preparing that breakfast. Mr. Hall stated that living like this is enough to depress you. Mr. Hall stated that he still had hope and belief that something was going to be done; however, when he was in the state of depression, he wanted to take his life because he did not want to live another day in this world being homeless.

Mr. Eric Abernathy stated that they would continue to work for the homeless in the state of Delaware and would not stop because he was on God's side. He advised that he knew for sure that homelessness would be stopped in the state of Delaware before they are done.

Mr. Lance Moffa stated that he has been dealing with a complaint with the City of Dover since 2014, which he has documented everything, every step of the way. He also noted that he had the owner's representative with him. Mr. Moffa advised that they have suffered mental anguish, physical stress and tremendously financially due to some of the misdeeds of some at the City. Mr. Moffa requested that City Council hold an executive session so that he could speak with them professionally and privately about the matter. He stated that he intended to be indemnified. Mr. Moffa stated that Mr. Neil sits on the Board of Adjustment and presided over a formal complaint at which he was either bamboozled by some of the staff or he was in on it. Councilman Neil clarified, for the record, that he does not sit on the Board of Adjustment.

Mr. Dean Cromer advised that he attended the last Open Forum and he said he would come back with a solution. He suggested that they could start a GoFundMe account or a website to help the homeless by asking for \$1.00 to change a life. Mr. Cromer stated that they could post pictures of the people with their bios and tell their stories. He advised that, throughout the internet community and the worldwide web, they would be surprised how many people would donate \$1.00. Mr. Cromer stated that he would like to come back with a \$20,000 or \$30,000 check to help the homeless. Mr. Arthur Cunningham thanked Pastor Appling, Victory Church, and Mayor Christiansen for helping Jim and Lisa. He noted that they had been in their new home for three (3) weeks and it was a good thing.

Mr. Cunningham advised that he was a Vietnam era veteran and, if it were not for the grace of God, he would be homeless because three (3) years ago he was hurt in a car accident and he was employed at Walmart in Wilmington. He noted that he could not go back to work and, months

later, he had surgery and was going to different shelters in Wilmington. Mr. Cunningham advised that he has been in Dover for two years and it is his home. He thanked the State of Delaware and everybody for helping him out, because if he was not a veteran, he would not have any resources to work with. Mr. Cunningham stated that he was sworn to put his life in harm's way and the same people he swore to protect, he was there to support and make a way for them. He requested that something be done to support them.

Mr. Jonathan Tyler advised that he had not been homeless too long and he was not as old as most of the people out there, but he did know that his time being homeless had taught him a lot and he had seen a lot go on that should not be going on, especially with some of the people that were disabled, and they should not be homeless. Mr. Tyler stated that there was no reason for him to be homeless, other than his old ways, which have been washed away and he has been made new. He advised that he is young and can, and is willing to, work and that he does not like being on food stamps or relying on other people to do things for him, but he is in a position where he has to. Mr. Tyler asked for people that can actually do for themselves to be helped, at least a little bit, so they can stop relying on the government and start relying on them.

Mr. Steven French asked why the homeless were still out in the cold.

Pastor Aaron Appling stated that he wanted to bring a revelation about what was happening in the state. Pastor Appling advised that he had been in Dover since he was a kid, and he knew that it had been run predominantly by the elites who have been around and in power a long time. He stated that a rise up amongst the common people was happening and they understand that they are just as important as anybody else and they deserve a voice. Pastor Appling noted that he loves to see so many people come up and speak. He advised that it is not about one person or one church, it is about a group of people who have been discriminated against for a long time, who have been beat down for a long time, whether through their culture or through their race in the past years, and they are now beginning to wake up and realize that things are wrong in our city. Pastor Appling stated that he thought the gentrification that was happening in downtown Dover was wrong and asked where the people were going to go when they move them out of these houses and put other houses up. He noted that not everybody has to live the way the elites and different people want to live and many of them come from cultures that do not put money or success above everything else, but put fellow human beings above everything else. Pastor Appling advised that the people are changing in the street and before you know it, these guys are going to be a force that you are not going to want to mess with because they are getting educated, empowered, and they are getting self esteem.

Mr. Corey Berry stated that he did not know most of the people in the audience, but he respected them and cared about them just as well as they cared about him. He advised that he went beyond the call of duty and was now homeless. Mr. Berry stated that he has lost his job and his residence. He stated that he sought help at the James William Building and they told him he did not qualify for a place to rest his head.

Mr. Berry stated that he was the father of four children and two are handicapped and he gets no help. He advised that he has nothing but the clothes on his back and a book bag with powder, mouthwash, soap, and essential things that he needs. He stated that he had Medicaid and food stamps but was turned down because he did not have his children with him. Mr. Berry stated that he recently told one of his family members that he felt like hurting himself because he felt as

though there was nowhere else to turn. He advised that he is able to work, but he keeps getting turned down just like everyone else there. Mr. Berry stated that all they were asking for is was help, no more, no less.

Ms. Katrina Stubbs reminded members that the last time she came before them, she was distressed. She advised that things had turned around and she thanked her Lord and Savior, Jesus Christ, for keeping her in sound mind and protecting her in the midst of everything. Ms. Stubbs also thanked the Mayor for meeting with her and Councilman Brian Lewis for listening to what she had to say and for contacting Shepherd's Place on her behalf. She thanked Code Purple for shelter during the winter season, Christ Church, People's Church, and Wesley Church who allowed them to have showers and wash their clothes. Ms. Stubbs thanked Mrs. Prettyman who, when she went to the James Williams Building, was able to get her into People's Place. She thanked People's Place, who allowed her to stay there for 30 days and the Resource Center who allows them two showers a week. Ms. Stubbs also thanked the library for all of their resources and Ms. Janine with Interfaith Ministry for providing a house for her. She thanked Victory Church, the Pastor and his wife Sandy, and Mr. Abernathy, who picks her up and takes her to the church to take a shower, wash her clothes, and get a hot meal. Ms. Stubbs also thanked Pastor Aaron for having the drive to come out into the community and let City Council know and Mr. Mike Finney of the Delaware State News for writing the article about her because there are a group of individuals like her who have no criminal records and are not addicted to drugs or alcohol, and they are just trying to get jobs.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **April 24, 2017** at 7:38 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Hare, and Mr. Hutchison. Mr. Sudler was absent.

Mr. Steven French stated that the homeless need homes and it was time to do something about this. He noted that the library and other places were open and could be used as homes for people until they get jobs.

Mr. Steven Hall stated that he was present on behalf of the homeless, noting that when he spoke to members regarding this issue previously he was dealing with a lot of emotionalism, and noted that he had overcome an emotional breakdown because of homelessness. He advised that he was in a meeting this week where an individual informed him that there were processes underway, and this gave him hope. Mr. Hall indicated that they had come to many meetings to let members know how important it is for the homeless to have a home and expressed thanks for each of those opportunities to come before Council, stating that they had survived the winter. He indicated that he had been told that members were thinking about this issue and meetings were underway, and he stated his hope that he would be able to sit on the couch, drink iced tea, watch sports on Saturday, and enjoy the luxuries of his home. Mr. Hall expressed his understanding that members' hands were tied; however, he stated that he had faith in them and believed the process was about to end.

Ms. Katrina Stubbs stated that she is in temporary housing and had a contingent offer of a full-time, permanent position; however, there were other homeless ladies who are unable to get into a shelter or low-income housing. She advised that although tiny houses might not end homelessness, they would at least be a solution for individuals like herself, who are not able to get into low-income housing or shelters. Ms. Stubbs asked members to look into resources to help with tiny homes.

Mr. Eric Abernathy stated that he was present to advocate for the homeless and that, since they first started coming to meetings, he had been watching facial expressions and seeing caring and concern, and he knew that God was changing hearts. He stated that when they first started coming they were rejected and no one wanted to hear what they had to say; however, this had changed because God was in control, was changing hearts and minds, and had taken a hand in things. Mr. Abernathy stated that homelessness in the State of Delaware must be eliminated and that folks should be homeless only because they want to and not because they have to.

Pastor Aaron Appling concurred with Mr. Abernathy, noting that Mr. Abernathy is a retired veteran. In response to Pastor Appling, Mr. Abernathy stated that he is 65 years old. Pastor Appling informed members that Mr. Abernathy works seven (7) days per week in the City for free and is a hero of the City. He noted that he and Mr. Abernathy scramble to get gas money so they can pick people up and bring them out, and he commended Mr. Abernathy and others who work in the City. He advised members that "Hope deferred makes the heart sick," and that there was a lot of good conversation and excitement among people on the streets, which was giving life to those without a home, shelter, or anything to lean on or grasp hold of for the future. Pastor Appling indicated that if due diligence is not used to get something accomplished and the

homeless are back on the streets again with no hope, there could be a strong backlash in the opposite direction. He advised that homelessness can be ended in the State if homes are built for people at affordable rates. Pastor Appling also advised that a 19-year-old young black man from his church was pulled over and had 18 grams of marijuana on him, which he stated was a legal amount. He stated that this individual should have received a citation but was put in jail, and they tried to put distribution charges on him. Pastor Appling noted that if the law says that a person can have a legal amount of marijuana on them and young men are being arrested in our city, especially black and brown men, this would be unjust and not right, and they would start stepping up and saying something about it. Pastor Appling informed members that he had been a victim of the war on drugs and had a three-and-a-half-year sentence when he was 19 years old because of mandatory minimums for a quarter ounce of marijuana, which almost ruined his life. He noted that he was effective today in the City and State and questioned how many young men's lives would continue to be ruined because of the need to make a check mark in a quota of drug arrests. Pastor Appling encouraged members to see that the law is fairly administered.

Mr. Corey Berry stated that the last time he was present he spoke about the Constitution and he was once again speaking for everyone. He advised that he was at the unemployment office on the seventh of this month and he noted that there are significant barriers to employment for those who are members of the armed forces in transition; those who are special, disabled, or homeless; those who are recently separated and unemployed for 27 or more weeks; offenders or those currently released from incarceration; those with no high school diploma or GED; those who are low income, spouses or other caregivers of wounded, ill, or injured family members, or those who are 18 to 24 years of age. Mr. Berry stated that he was glad that he serves a higher God and that this did not apply to him. He explained that he is homeless but was thankful to have acquired two (2) part-time jobs and he stated that he wondered why the rules does not allow for change. Mr. Charles Jones stated that he was present with the church and explained that God had given each of us a soul and noted that those who think they are damned or suicidal should realize that they have a soul inside that is gifted by God. He explained that an agency called Resources for Human Development (RHD) placed him in an apartment in Towne Point when he first moved to Dover, and he was informed that the previous occupant had been smearing feces on the walls. Mr. Jones discovered immediately that he had been placed with a roommate who was a drug addict and brought drug addicts into their home, and he stated that RHD did not act when Mr. Jones informed them that there was a drug dealer living for months with another RHD patient in an apartment above him. He stated that they would not let him have a pet or allow a woman to live with him, although pets are allowed for non-disabled people in Towne Point. Mr. Jones indicated that they would not give him a key to the laundry room, he cleaned his clothes in the bathtub and smelled of mildew, and he tried to remain clean but could not. He stated that he was no longer living there; however, they would not give him a statement of his bank account and they control his money. Mr. Jones advised that they say that he is incompetent to drive a car, although he feels that he is perfectly competent, and that he is homeless and eats food out of a can.

Ms. Sue Harris stated that they would continue to come and visit Council week after week, month after month, trying to offer information, ideas, suggestions, and help, noting that they were still exactly where they were nine (9) months ago, except for the work that Victory Church had been doing. She indicated that the appointment of a blue-ribbon panel appeared to be a great step in the right direction, but until a plan was proposed and accepted by this body, they were still exactly where they were. Ms. Harris advised that Port Hope and Victory Church were

invited to the Penn's house villages, as well as Sussex County, and it was embarrassing trying to explain to other people, states, and municipalities that their own City Council was not supporting their efforts. Ms. Harris indicated that a few weeks ago a large group came from North or South Carolina to help Victory Church to feed the homeless of Dover for a week. Ms. Harris commented that it was sad that Pastor Appling travels to the Philippines to help feed and care for the poor as mission work, and another group comes to feed the homeless in Dover, Delaware. She noted that the United Nations' Feed the Children program had even acknowledged the efforts of Victory Church.

Ms. Harris stated that the Diamond State Community Land Trust and a group of 50 individuals were awarded \$750,000 in 2012 from Sussex County due to discriminatory housing practices. She indicated that those in that area did not like the kind of people being proposed for an affordable housing project and the County agreed with them but lost and, as a result, the Diamond State Community Land Trust and the 50 individuals got the affordable housing project as well as \$750,000. Ms. Harris stated that attempts to house people who, for the most part, are considered handicapped by the Fair Housing Amendment Act of 1988 and the American Disabilities Act (ADA) is protected by federal statute, and the right for churches to feed and shelter people is protected by the Religious Land Use and Institutionalized Persons Act. She indicated that they continue to walk a passive and cooperative path in the hopes that they will never have to take other paths. She expressed her wish that everyone present would think more about how to cooperatively work together to get something done, instead of trying to figure out a way to stop them. Ms. Harris advised that she had been asked to be on the blue-ribbon panel and would be present as part of this panel on the following day at the Dover Public Library to present tiny houses and to answer questions. She invited everybody to come, listen to what is said, and ask questions.

Mr. Jonathan Tyler stated that he and his girlfriend had been homeless for some time, were not in a shelter, and were denied hotel vouchers because they have no kids and are not disabled. He indicated that they qualified for the assessment for rapid rehousing when they were in a shelter; however, it had been about three (3) months and they had not heard anything, and he questioned how long they needed to wait for a third party to help them obtain a place to stay. Mr. Tyler noted that he was willing and ready to work but needed help with obtaining housing.

Ms. Cynthia Quevedo informed members that she is homeless and was 100% behind everyone who had spoken. She stated that something must be done before summer because there would be problems and more homeless people on the streets.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **May 22, 2017** at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis (departed at 7:38 p.m.; returned at 7:47 p.m.), Mr. Cole, and Mr. Polce. Mr. Hare was absent.

Ms. Katrina Stubbs reminded members that when she first came before Council she was homeless and working two (2) part-time jobs, and was excited to report that she was currently working a full-time permanent job with the State. She stated that she was currently residing at a home with Interfaith, where she is able to stay and save up until she can get her own place. Ms. Stubbs noted that she was going to the Mayor's Blue Ribbon Panel on Homelessness meeting, and was hoping that, as a result of the meeting, something will become available for women like her, who do not have any type of resources and do not fit into one of the categories. She expressed her hope that something can be set aside for women like herself, who are professional, educated women that are actually leaving the State of Delaware because they are not able to find jobs. Ms. Stubbs stated that if those women had a resource and help, they would stay here in the City of Dover. Ms. Stubbs asked members, if possible, to continue to help Victory Church and do whatever they can, noting that when she was homeless, Victory Church was the church that she went to for a shower, food, and different resources. She explained that since she did not fit into one of the categories, Victory Church was there to help her. Ms. Stubbs indicated that people sometimes say that they do not have money; however, they have money for other things, like having a video done for \$8,000, noting that she read about that in the newspaper and did not agree with it. She reiterated her hope that money can be set aside for women like herself and professional individuals who want to get back in the workforce.

Mr. Eric Abernathy, speaking about homelessness, advised that they just need help and there are quite a few success stories from people who are being assisted and getting help through his church. He stated that he hoped that everyone can all work together to continue to progress to get a home for people who need a place to stay and to get everyone off the street. Mr. Abernathy noted that he knows that it seems like nothing is being done; however he knows who his God is, what He can do, and that it's going to happen in His time. Mr. Abernathy thanked everybody for whatever they are trying to do, noting that it is going to work and he hopes he is here to see it.

Mr. Steven Hall stated that he remembered when Obama was voted in as President, he and many of his fellow African-Americans were ecstatic for having their first African-American President of the United States. He explained he knows that clapping and gestures are not really allowed during Open Forum, which he respects, and when he picked up the Delaware State News a couple of weeks ago, his first thought was that he was glad he was not in the City Council meeting because he could not help but to jump up and yell out as loud as he could with a great big smile. Mr. Hall congratulated his dear friend Sergeant Marvin Mailey for being appointed Police Chief. He stated that Chief Mailey was not only a great man but a good friend to him, and he thanked him. Mr. Hall, speaking about homelessness, explained that there were times when he came to Council meetings and he was utterly depressed but he hid it very well because of his faith. He indicated that he wanted Chief Mailey to know how happy he is that he is the Chief and that he is glad that the committee saw the potential that he sees. Mr. Hall noted that Sergeant Mailey is not only a good Chief, but had helped him many times with his talks. He explained that Chief Mailey's presence alone has been inspiring to him and that's why he is still here.

Mr. Hall advised that he looks at each member's face every time he stands before Council and God had given him the gift of discernment, so he knows when members are real and when they

are fake. He expressed his thanks to every member of Council, explaining that each time he stands before them, he sees no fakeness. Mr. Hall asked members to please continue to be supportive of him, so that he may find housing.

Pastor Robert Appling stated that he was speaking on behalf of his son, Aaron, who was now Pastor of Victory Church, noting that he was the founder. He advised members that Aaron was in the Philippines feeding 600 homeless children, explaining that his passion is not just for Dover and the homeless here, but for the homeless wherever they might be. Pastor Appling stated that because of Council, different State organizations, and Victory Church working together, Ms. Katrina Stubbs was able to give a positive report earlier in the Open Forum segment. He noted that he saw Jim sitting in the audience and that he and his wife were now in an apartment. Pastor Appling advised that his wife worked tirelessly to get them through some of the committees and furnishing transportation, and they were another success story of the Council and Victory Church working together. He also noted a young man by the name of Rodney who was present. Pastor Appling stated that Rodney was 32 years of age, a black man, married, had three (3) children, and was now residing at Victory Church for a few days until they can try to help him find a way out, find a job, get his family back together and get off the streets. He advised members that it is a continuing job. Pastor Appling stated that he knew that the Mayor and the Veterans Council had helped a number of veterans in the community, but there are still others who are warriors who have served our Country and are on the streets, homeless, and out of work. He noted that they are not all drunks and they are not all not all drug addicts, explaining that some people who are in that category have degrees and are simply in hard times at this time. Pastor Appling indicated that they are a voice for those who are voiceless. He advised members that a young man told him earlier that day that he is afraid of Council; he doesn't know them, they don't know him, and he doesn't know what to say.

Pastor Appling stated that it is a wonderful thing to be able to stand before members and praise them for what they had done and maybe chastise them a little for what they had not done. He indicated that, being able to work with the different State organizations, family organizations, and City organizations, everyone could get something else done.

Pastor Appling noted that Ms. Sue Harris was in attendance, and reminded members that she is an advocate for tiny homes, and they were still working on trying to get that through. He advised that more. Pastor Appling requested Council's consideration and help when they come before members to ask for help, and thanked Council for what they had done.

Ms. Sue Harris read the following statement regarding homelessness:

I am fighting a cold and not feeling well so, I'm going to make my presentation very short. I have made copies of some information (**Exhibit #1**) that I hope you take the time to look over and read carefully. I want to be sure that it is very clear to everyone that I'm not looking to cause trouble. I am wholly dedicated to the city that I was born and raised in. I have worked the same job at POLYTECH for 28 years and have lived in the same home on Pine Street for my entire life. I love my city and want only to find ways to help make it a beautiful and inviting environment to reside. The information that I am providing to you is for information and hopefully actionable purposes. It points out the deficiencies that have been identified but neglected to be addressed. My intentions are to share the results of my research in order to assist you to find solutions and answers to this complicated problem. You will see in this paperwork that Dover was informed and offered solutions regarding the lack of compliance with the Fair

Housing Act of 1988 years ago. You will see a couple of notations where Ann Marie addressed it in Council meetings, however, I can find no corrections ever being introduced.

I will let you digest the information that I've presented in the hopes that it will aid you in determining just how the City can help play a role in finding a solution to the homelessness in our city. In a Nutshell, as we wait for the Blue Ribbon panel to settle on a plan and make its presentation, I would like to suggest a few steps that the City could make right now that would begin opening doors and creating some possible solutions.

1.) Use the funds that seem to be in question: \$8,000 for the movie and the other additional funds that came available when the economic development office closed. Place these funds in a revolving loan fund account that is made available for 1st and last month's rents and deposits on houses to be rented for protected class citizens. This fund would be replenished with payments and therefore be available to provide funds for additional houses to open.

2.) Correct the City code to be in compliance with the Fair Housing Act of 1988 that will allow these group homes to be established and therefore creating some affordable living opportunities for some of the disabled individuals that are living in the streets. These houses would be established in the model of an "Oxford House". With these two simple steps the City of Dover would show their commitment to being innovative and compassionate to their most vulnerable citizens and quite possibly in showing this commitment other community members will follow their lead and realize the need, the importance and the credibility of this cause. I also wanted to add that the City of Dover does seem awful busy in getting rid of any property in their name.

Seems like there are at least a half dozen properties that I submitted ideas about that have been turned over or sold to: Habitat for Humanity, NCALL or Mautiste LLC. 2 lots on North Street, 3 - 4 lots on New Street, a lot on Gov Ave. Certainly begs the question: If these properties were provided to Habitat and NCALL for affordable housing purposes I'm fully supportive of that and hope that some of that will include those looking for low rent options not just purchase options. If these properties were instead sold, I would love to know how the proceeds from these sales will be used? I certainly hope that as you dispense of all these properties you might consider offering a nonprofit the same sort of lease deal that was offered to DIMH so that additional nonprofits can put their efforts into addressing this problem as well with the support of the city. I have also been reading about the Delaware Convention Center dissolution. Such a shame, my father was very involved with Al Hedgecock and Stuart Outten in the Civic Center dream and I'm sad to see the board and non profit dissolved. I think that the partnership with Del State will be a positive one that will bring about the same sort of result with their student center and am interested in seeing how the remainder of the land and assets are dissolved and distributed among non profits with the same goals as provided by the IRS dissolution terms. Please, take the time to look over the information that I am leaving with you. I know that I have provided a plethora of documentation and paperwork and I'm doubtful that any of it was even looked at, but I implore you to please read through this information and be proactive in addressing what appears to be blatant noncompliance on the cities behalf that continues to hinder the availability of housing for those most in need among us.

Thank you

Ms. Cynthia Fay Quevedo advised members that she is homeless. She stated that when she was in her tent that morning, God spoke to her to come speak and said that there are empty buildings that members can provide for the homeless and it should not cost that much to fix them up. Ms. Quevedo noted that she was also present to speak for the veterans, explaining that she had seen a lot of veterans out on the street, more than the homeless people, and they need to be taken care of

and put into housing. She asked members to take time and try to do something for them, noting that members have enough money to do so and that's what He wants everybody to do.

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on **June 12, 2017** at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Polce, Mr. Hare, and Mr. Lindell. Mr. Cole was absent.

Mr. Steven French noted that a new restaurant was being built and, in his opinion, the homeless needing homes were more important than any restaurant. He stated that he thought the old library and other buildings should be used to house the homeless.

Mr. Steven Hall recited *Jack and Jill* and noted that he was Jack and sometimes in life, no matter which you are, rich, poor, no matter what the race, nationality, they all have times in their lives where something befalls them and they fall down. He stated that he was parched and needed water, but he could not get water until he got up that hill and that he needed help getting up that hill so that he could get some water and life could go on.

Ms. Simms stated that the Dover Public Library had been open for over a year and no one had reached out. She noted that members were in a position to help the homeless and the homeless would not think twice about taking those positions from them. Ms. Simms noted that the police are patrolling for the drug dealers but not the doctors who are handing out drugs and people are getting addicted to Percocet and other prescription drugs.

Mr. Eric Abernathy reminded members that the issue of homelessness was still there and the people still need help and a place to stay. He stated that, although a lot of people and organizations have stepped up to help Victory Church with its mission and movement, he did not see any help coming from the City. Mr. Abernathy advised that regardless of whether they get help or not, they will continue doing what they are doing to end homelessness in Delaware.

Mr. Able Young stated that his biggest concern was transportation for people who leave work at 11:00 p.m. He suggested that public bus transportation should run until at least 1:00 a.m. or 2:00 a.m. Mr. Young advised that most of their day passes stop at 3:00 a.m. and they have no way to get home.

Pastor Aaron Appling recalled the help that was provided to Ms. Alexis Simms and the issues that they faced with the County when providing her with an RV on the church property. He advised that they looked at the law and found that they had every right to have an RV on their property. Pastor Appling noted that the homeless have been treated by the system in such a negative way for so long that they are going to have an attitude about it and he encouraged members to take heed to some of those things that were being said by those individuals.

The Regular Council Meeting was held on June 26, 2017 at 7:36 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson, Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Lindell.

Mr. Jamie Grubbs stated that the homeless need a place to live and it would be nice to get them off of the streets, where it is not safe. He also noted that there is nowhere for the homeless to eat.

Mr. Steven French suggested allowing the homeless to live at the former library until they get something better. He noted that winter is coming and it will be too cold out there for them.

Mr. Christopher L. Jones thanked members for the opportunity to speak and stated that the problem of homelessness is at disproportionate levels and will get worse without proper care from the City and the community. He noted that if it were not for Victory Church and what they do to help the less fortunate, he did not know where he would be. Mr. Jones advised that he recently became homeless after being kicked on the street by the Veterans Affairs in Wilmington and, before then, he did not realize how hard some people have it. He stated that he has tried to get help from every organization in Dover and the State. Mr. Jones noted that Miss Kathy took him to the pharmacy and paid for his medications out of her own pocket. He stated that, with the City of Dover's help and with Victory Church, this epidemic can be turned around to make this community a better and more loving place for everyone.

Mr. Eric Abernathy stated that there were two (2) veterans, Mr. Jones and Mr. Lawson, in the audience and they were having trouble getting assistance. He noted that both men have been coming to Victory Church and the church is doing what it can to help them so they get lunch every day and a hot meal at night. Mr. Abernathy stated that they are a poor church so there is not much more they can do. He noted that the other issue was the homeless tent city that was recently cut up by the property owner. Mr. Abernathy noted that he had heard that the owner had State officials with them. He advised that this was the third incident of tents being destroyed that he knew of. Mr. Abernathy also advised that many homeless people used to hang out at the library and now they have taken away the seating area and turned it into a passport area. He stated that they also took out the television in the back of the library where they were hanging out. Mr. Abernathy stated that he felt that something needs to be done, not yesterday, not tomorrow, but today.

Ms. Alexis Simms advised that she had been coming to testify for the homeless for a whole year. She stated that whoever cut those tents down destroyed peoples personal property and that is a charge. She noted that these people cannot afford a one bedroom for \$850.

Ms. Jasmine Boggs advised that, within the past year, she had lost her son because of being homeless. She stated that, over the past five (5) years, she had been homeless off and on. Ms. Boggs advised that two (2) people in attendance had helped her during the past year with legal matters and with her son. She noted that being homeless does not make you a bad person, no matter what other people think about you. Ms. Boggs advised that her son, who was born on August 3rd, died on November 9th because she was homeless with him. She stated that she had also had several miscarriages because she was homeless and if she had a place to live, her children would still be living.

Mr. Brandon Ricks advised that he gave up his place to live 18 or 19 months ago because he allowed homeless people to come stay with him. Mr. Ricks stated that he has had two (2) heart attacks and a stroke in the last six (6) months and every time he goes to the hospital, it is a shame because nobody cares about them. He noted that it is the other homeless people that actually come and check on you to make sure you are alright. Mr. Ricks advised that, as his wife previously stated, they lost their son in November and since then, anytime that people have needed help, every time he gets paid, he spends \$400 a week at a hotel so that people are able to have a place to eat and take showers. He noted that he cannot afford his heart pills because he makes sure people eat on a daily basis. Mr. Ricks advised that he has given up everything he had to help people. He stated that he moved to Dover four (4) years ago from Virginia and he tries to help as many people as he can.

Mr. Swann Twitty stated that they are making it hard for homeless people to get jobs, especially the ones that have charges. He stated that it is not fair for them to be homeless without a job and they have to go apply somewhere and they get turned down because of what they did 10-20 years ago.

Mr. Richard Lawson advised that he is homeless and has been in Dover for 64 days. He noted that for the first nine (9) days, he stayed at Red Roof Inn, and for 22 days he was at Kent General Hospital where he was diagnosed with a heart condition, a bad set of lungs, and diabetes. Mr. Lawson stated that for the last 33 or 34 days, he has been on the street. He advised that Victory Church and the outreach center lent a hand to help him the best that they could to try to keep a good frame of mind to not give up on things. Mr. Lawson stated that when he was discharged from the hospital, he met with several social workers, both interior and exterior, along with case workers, his chief doctor, and VA reps. He advised that he was supposed to be released into an environment for home healthcare, noting that he is supposed to be on 20 medications a day, four inhalers, a CPAP machine, and a nebulizer. Mr. Lawson noted that he is currently only able to manage nine medications, he cannot use his machine, and he only has two (2) of the inhalers because he had nowhere in the woods to plug a nebulizer in. He advised that he has exhausted every resource that he could find and asked when the City would decide that it is going to step up and do something to improve conditions for the homeless.

Mr. James Bierman stated that this was his first time attending to advocate for the homeless. He advised that he was 77 years old and, for over 50 years, he was in the construction business, 25 of which were in Dover and surrounding areas. Mr. Bierman advised that he has worked as a carpenter, a foreman, and a superintendent for some major construction companies, including Kent Construction. He noted that he has noticed empty buildings and the library is empty now. Mr. Bierman stated that these empty places could be renovated for a moderate price and made into an adequate dwelling for some of these people that are homeless.

Mr. James Plaisted advised that he was getting ready to be pinned for medical assistant and indicated that if there were a Kent County clinic for the homeless, he would assist in any way he could. Mr. Slavin announced that on Wednesday, June 28, 2017 at 6:00 p.m. in the City Council Chambers, the Mayor would be holding a meeting with the Blue Ribbon Commission on homelessness and they will be releasing and discussing their findings. He also noted that the Mayor has offered to meet with the veterans who spoke after the Open Forum, noting that the Mayor has made great efforts statewide to cure homelessness for veterans and he knows where the resources are.

Regular Council Meeting of 08/14/2017

**KENT COUNTY, DELAWARE**

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*"Serving Kent County With Pride"***PROPERTY INFORMATION**Planning and Building Permits Information

Reference #

LC LITTLE CREEK HUNDRED

Card # 1 of 1

Location ID 106791

Map

4-05-06800-02-1400-00001

Number

Tax ID 112844

Deed BVP

D 0327 0136

Parcel ID 105927

Deed BVP2

Property Code X - EXEMPT

Current Owner

Property Location

DOVER CITY OF,

600 GARRISON OAK DR

PO BOX 475

DOVER, DE 19901

DOVER, DE 19903

Zoning IPM

Acres

Additional Owner

Sub-Division GARRISON OAK TECHNICAL PARK

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment	Total Rooms		
0/00/00	0	Land	Bedrooms		
0/00/00	0	Buildings	Full Bath		
		Total	Half Bath		
Base Tax Due	.00	Last Detail	History	Farm Info	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00400	Coordinates		0475795 E 0429004 N	
Land Use		Lot Dimensions			
Living Units		School District	18	CAPITOL	
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg	0117 0098	Sewer District	00	NONE	
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	Paved	Tram District			

Fronting	Residen	Light District		
Improvement	VACANT	Compressor Dist	00	
		Tax	D029	D 029 - WHITE OAK

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Classification
MNFHMRT	Manufactured Home Retirement

Property Description
 GAI S OAK TECHNICAL PK
 LOT #14, 10.1 A.

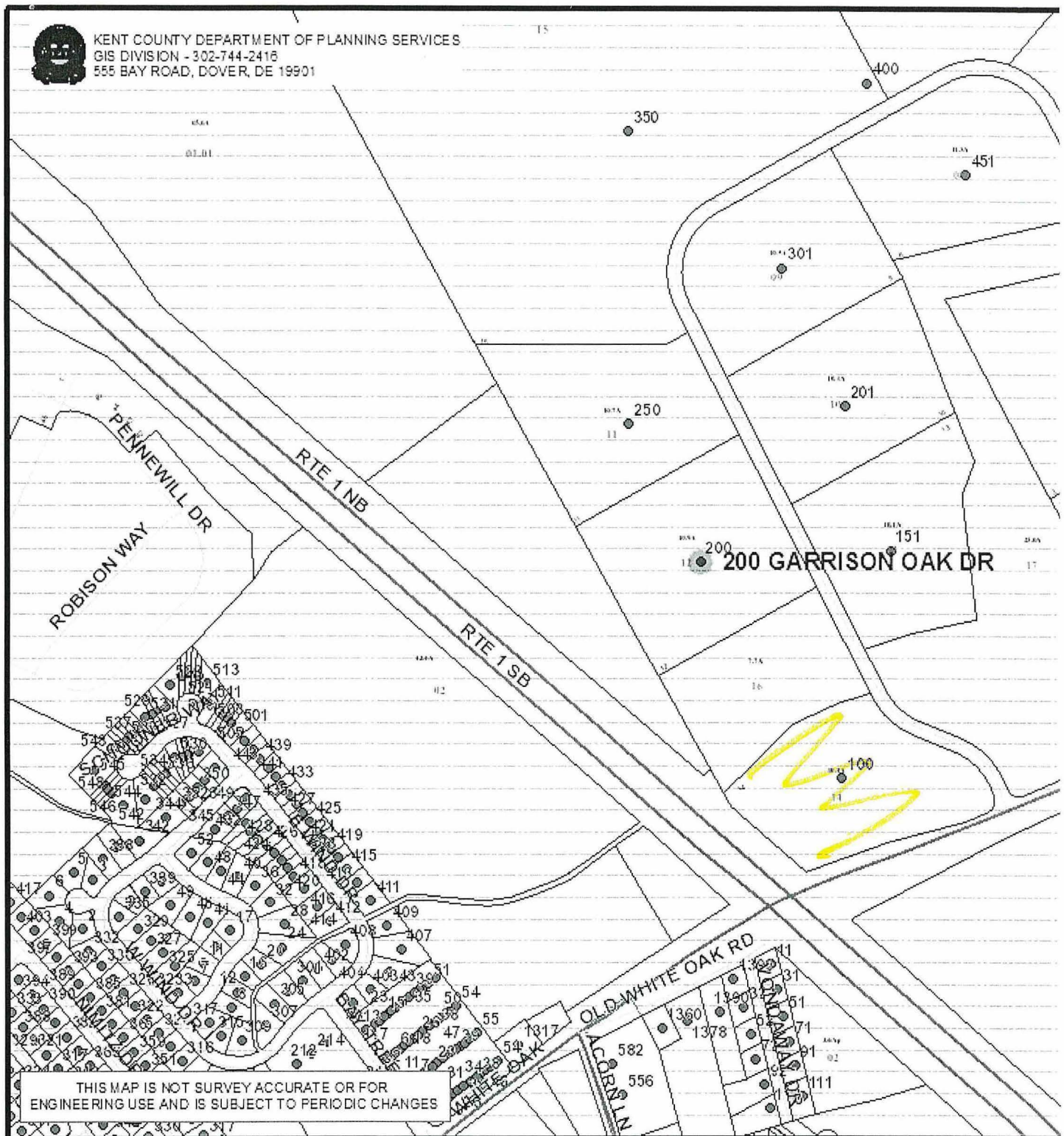
Year Built Type NO DATA Energy Adj.
 Style Fireplaces Design

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				
	Y/N	Unfinished	Basement Living Area	Rec Room
Basement			0	0
	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Back Porch		NO DATA	NO DATA	NO DATA
Perch 1	NO	AT	0	
Perch 2	NO	AT	0	

History

Dimensions 0 X 0

Skirting Type



Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 1000 ft



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 1 of 1**

Location ID 10186 **Map Number** 2-05-07612-04-3500-00001

Tax ID 10186 **Deed BVP** D 8403 0102 D 8396 0228 IS 0027 0097

Parcel ID 63051 **Deed BVP2** IS 0024 0292 L 0021 0291

Property Code X - EXEMPT

Current Owner DOVER CITY OF, THE,
PO BOX 475
DOVER, DE 19903

Property Location 415 WATER ST
DOVER, DE 19904

Zoning IO **Acres .27**

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
12/09/16	1	Land	3,800	Bedrooms	
12/06/16	0	Buildings		Full Bath	
		Total	3,800	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00214	Coordinates		0467983 E 0420167 N
Land Use		Lot Dimensions		0000060.00 0000199.00
Living Units		School District	18	CAPITOL
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	00000	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 N. SIDE W. WATER ST.,
 LOT 60' X 199',
 415 W. WATER ST.

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #

ED EAST DOVER HUNDRED

Card # 1 of 1

Location ID 9876

Map

2-05-07612-04-3900-00001

Number

Tax ID 9876

Deed BVP

D 8403 0105 D 4055 0182

Parcel ID 63050

Deed BVP2

Property Code X - EXEMPT

Current Owner

DOVER CITY OF, THE,
PO BOX 475

DOVER, DE 19903

Property Location

401 WATER ST

DOVER, DE 19904

Zoning IO

Acres .76

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
12/09/16	1	Land	5,200	Bedrooms	
9/20/07	0	Buildings		Full Bath	
		Total	5,200	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00214	Coordinates		0468096 E 0420199 N
Land Use		Lot Dimensions		0000168.00 0000199.00
Living Units		School District	18	CAPITOL
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	00000	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
N. SIDE WATER ST.,
33,292 SF
401 W WATER STREET

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0

Skirting Type



Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 100 ft



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 1 of 1**

Location ID 10262 **Map Number** 2-05-07612-03-2700-00001

Tax ID 10262 **Deed BVP** D 6411 0187 G 0005 0336 D 0025 0494

Parcel ID 54401 **Deed BVP2**

Property Code X - EXEMPT

Current Owner DOVER, CITY OF,
PO BOX 475
DOVER, DE 19903

Property Location 715 SLAUGHTER ST
DOVER, DE 19904

Zoning RG1 **Acres** .11

Additional Owner

Sub-Division ACCRETIO

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
9/18/12	5,000	Land	2,000	Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total	2,000	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00214	Coordinates		0466395 E 0421092 N
Land Use		Lot Dimensions		0000030.00 0000160.00
Living Units		School District	18	CAPITOL
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	00000	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
N. SIDE OF SLAUGHTER
ST., LOT 4500 SQ.
FT., 715 SLAUGHTER

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

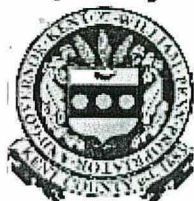
	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 1 of 1**

Location ID 16004 **Map Number** 2-05-07612-03-3300-00001

Tax ID 16004 **Deed BVP** D 7555 0066 IS 0025 0358 B 0029 0353

Parcel ID 54400 **Deed BVP2** H 0027 0394

Property Code X - EXEMPT

Current Owner DOVER CITY OF, THE,
PO BOX 475
DOVER, DE 19903

Property Location 710 SLAUGHTER ST
DOVER, DE 19904

Zoning RG1 **Acres** .17

Additional Owner

Sub-Division ACCRETIO

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
3/17/15	6,000	Land	2,600	Bedrooms	
8/26/11	0	Buildings		Full Bath	
		Total	2,600	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00214	Coordinates		0466534 E 0420916 N	
Land Use		Lot Dimensions		0000050.00 0000150.00	
Living Units		School District	18	CAPITOL	
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg	00000	Sewer District	00	NONE	
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	Paved	Trash District			

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
S SD SLAUGHTER ST
LOT 7500 SQ FT
710 SLAUGHTER STREET

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0



Google Maps



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #

ED EAST DOVER HUNDRED

Card # 1 of 1

Location ID 7532

Map

2-05-07600-01-0600-00001

Number

Tax ID 7532

Deed BVP

E 0047 0103

Parcel ID 46546

Deed BVP2

Property Code X - EXEMPT

Current Owner

DOVER, CITY OF THE,
PO BOX 475

DOVER, DE 19903

Property Location

101 ELECTRIC AVE

DOVER, DE 19904

Zoning IPM

Acres 106.80

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
0/00/00	0	Land	64,000	Bedrooms	
0/00/00	1,635,713	Buildings		Full Bath	
		Total	64,000	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00219	Coordinates		0460830 E 0416799 N	
Land Use		Lot Dimensions		0000026.80	
Living Units		School District	18	CAPITOL	
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg	00000	Sewer District	00	NONE	
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	Paved	Trash District			

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	D034	D 034 - MIFFLIN

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
S. SD. CO. RD. 73,
163.5713 A.

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

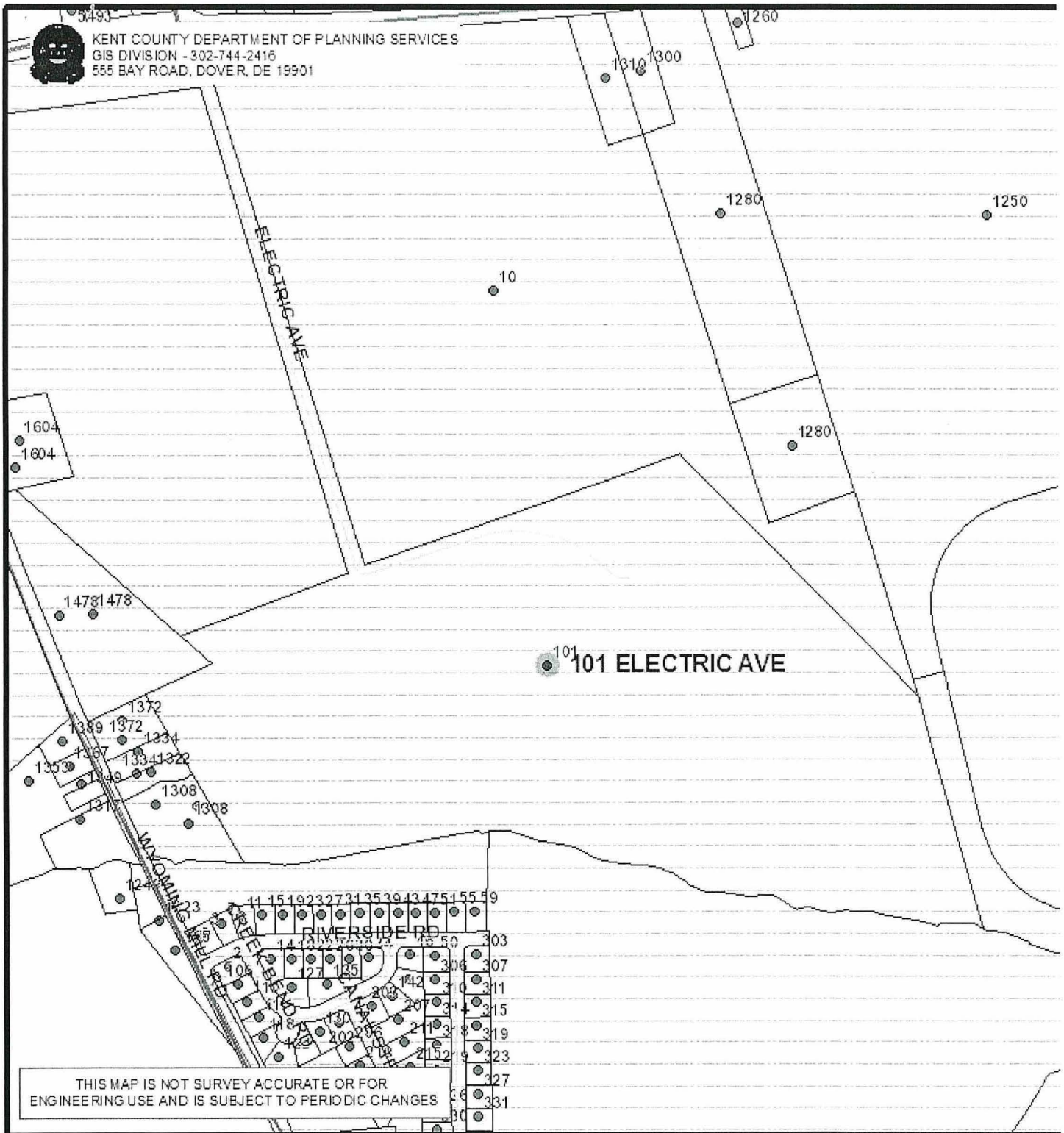
	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

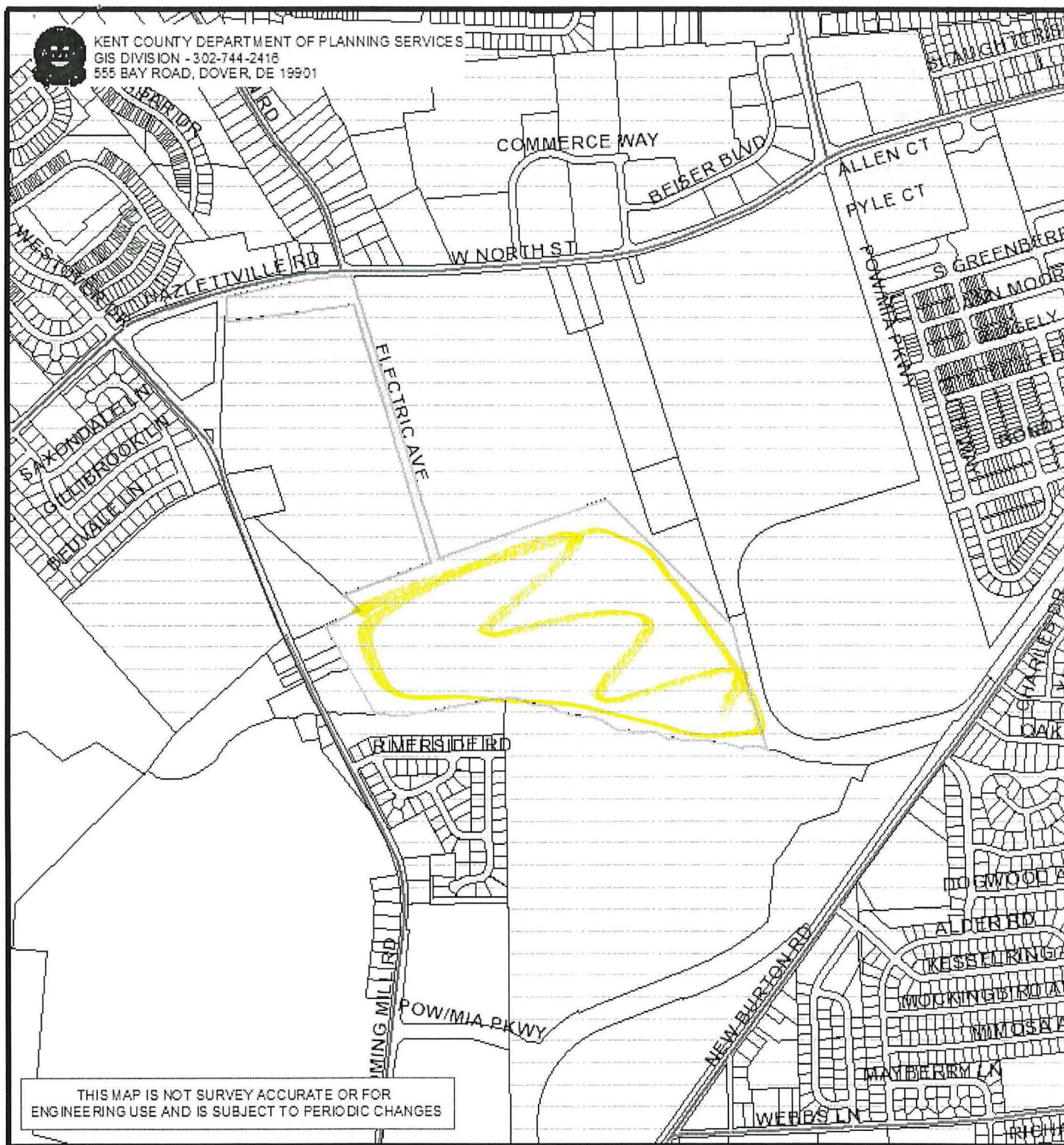
	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

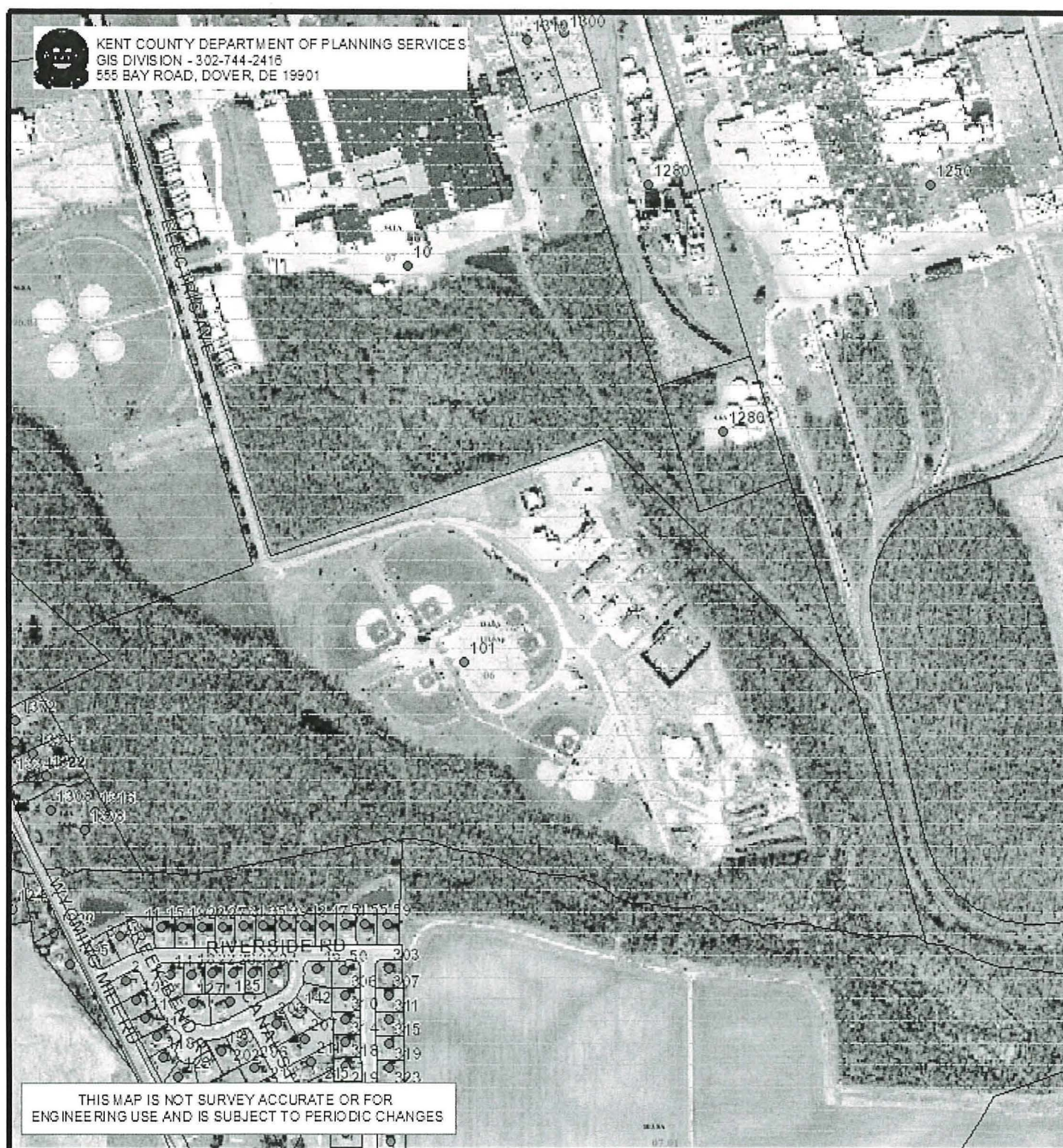
History

Dimensions 0 X 0

Skirting Type



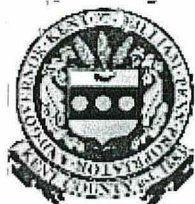




Google Maps



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #

ED EAST DOVER HUNDRED

Card # 1 of 1

Location ID 13266

Map

2-05-07709-01-3700-00001

Number

Tax ID 13266

Deed BVP

D 7920 0212 D 0442 0208

Parcel ID 35050

Deed BVP2

Property
Code

X - EXEMPT

Current Owner

DOVER CITY OF, THE,
PO BOX 475

DOVER, DE 19903

Property Location

105 NEW ST

DOVER, DE 19904

Zoning C2

Acres .10

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
12/31/15	1	Land	2,000	Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total	2,000	Half Bath	

Base Tax Due	.00	Last Billing Detail	History	Farm Info
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00214	Coordinates		0468177 E 0422070 N
Land Use		Lot Dimensions		0000000.10
Living Units		School District	18	CAPITOL
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	00000	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 E SIDE OF NEW ST
 LOT 4,473 SQ FT
 105 SOUTH NEW STREET

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0

Skirting Type

aps 105 S New St

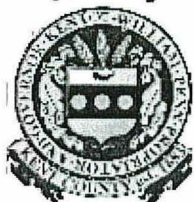


Image capture: Oct 2012 © 2016 Google

Dover, Delaware

Street View - Oct 2012





KENT COUNTY, DELAWARE

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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED Card # 1 of 1

Location ID 16617 Map Number 2-05-07709-01-4300-00001

Tax ID 16617 Deed BVP D 7920 0215 D 4739 0342 B 0044 0254

Parcel ID 35055 Deed BVP2

Property Code X - EXEMPT

Current Owner DOVER CITY OF, THE,
PO BOX 475
DOVER, DE 19903

Property Location 115 NEW ST
DOVER, DE 19904

Zoning C2 Acres .08

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
12/31/15	1	Land	5,400	Bedrooms	
12/04/08	58,218	Buildings		Full Bath	
		Total	5,400	Half Bath	

Base Tax Due	.00	Last Billing Detail	History	Farm Info	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00200	Coordinates		0468200 E 0422007 N	
Land Use		Lot Dimensions		0000033.50 0000121.00	
Living Units		School District	18	CAPITOL	
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg	00000	Sewer District	00	NONE	
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	Paved	Trash District			

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 E SD S NEW ST BETWEEN
 REED & LOOCKERMAN STS
 115 SOUTH NEW STREET

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0

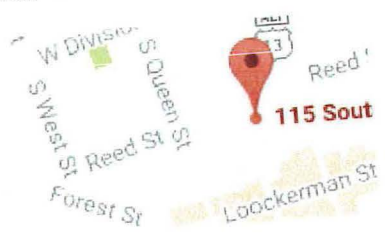


Google Maps ~~115 New St~~



Image capture: Oct 2012 © 2016 Google

Dover, Delaware
Street View - Oct 2012



115^s New St

2016-09-09

<https://www.google.com/maps/plac...>

Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 50 ft



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555 Bay Road, Dover, Delaware 19901-3615

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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #	ED EAST DOVER HUNDRED	Card # 1 of 1
Location ID	74781	Map Number 2-05-06700-03-0701-00001
Tax ID		Deed BVP O 0053 0265
Parcel ID	73861	Deed BVP2
Property Code	X - EXEMPT	
Current Owner	DOVER CITY OF, PO BOX 475 DOVER, DE 19903	Property Location 1586 MCKEE RD DOVER, DE 19904 Zoning R15
Additional Owner		Acres

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
0/00/00	0	Land		Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total		Half Bath	

Base Tax Due	.00	Last Billing Detail	History	Farm Info	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00212	Coordinates		0457585 E 0432300 N	
Land Use		Lot Dimensions			
Living Units		School District	18	CAPITOL	
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg		Sewer District	00	NONE	
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	No Data	Trash District			

Fronting	No Data	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description

W SD CO RD 156

0.620 AC

1586 MCKEE ROAD

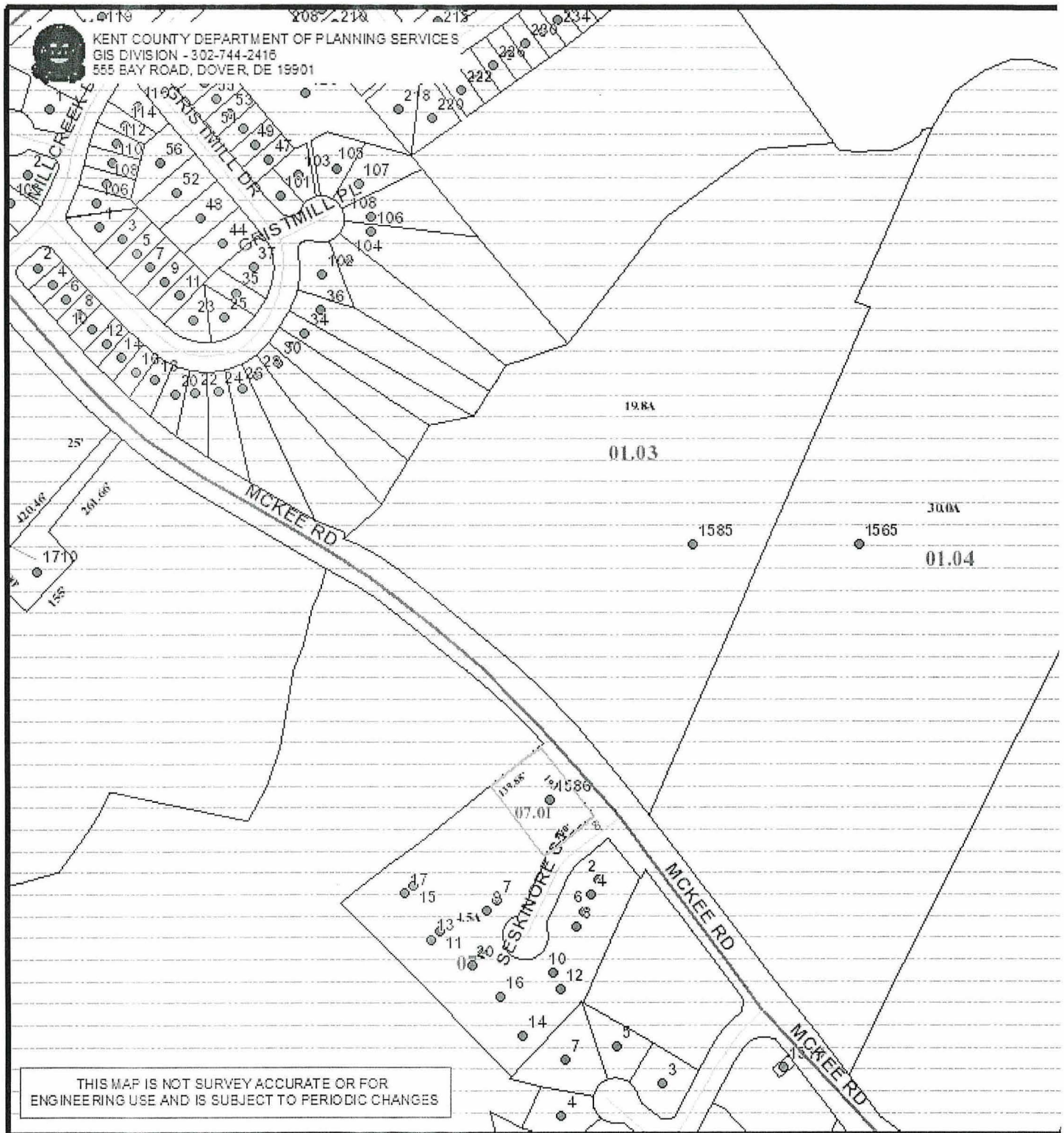
Year Built**Type**NO DATA **Energy Adj.****Style****Fire Places****Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History**Dimensions** 0 X 0**Skirting Type**



Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 100 ft



KENT COUNTY, DELAWARE

555 Bay Road, Dover, Delaware 19901-3615
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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 1 of 1**

Location ID 9217 **Map Number** 2-05-07710-02-1500-00001

Tax ID 9217 **Deed BVP** D 7527 0323 D 0508 0222

Parcel ID 8004 **Deed BVP2**

Property Code X - EXEMPT

Current Owner

DOVER CITY OF, THE,
PO BOX 475

DOVER, DE 19903

Property Location

423 COLLINS DR
DOVER, DE 19901

Zoning RG1

Acres .16

Additional Owner

Sub-Division CAPITOL GREEN

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
2/23/15	1	Land	3,200	Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total	3,200	Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00200	Coordinates		0471732 E 0420221 N
Land Use		Lot Dimensions		0000055.00 0000118.57
Living Units		School District	18	CAPITOL
Class	Residen	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	003 00124	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 CAPITOL GREEN
 SEC 2A LOT 44
 423 COLLINS DRIVE

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

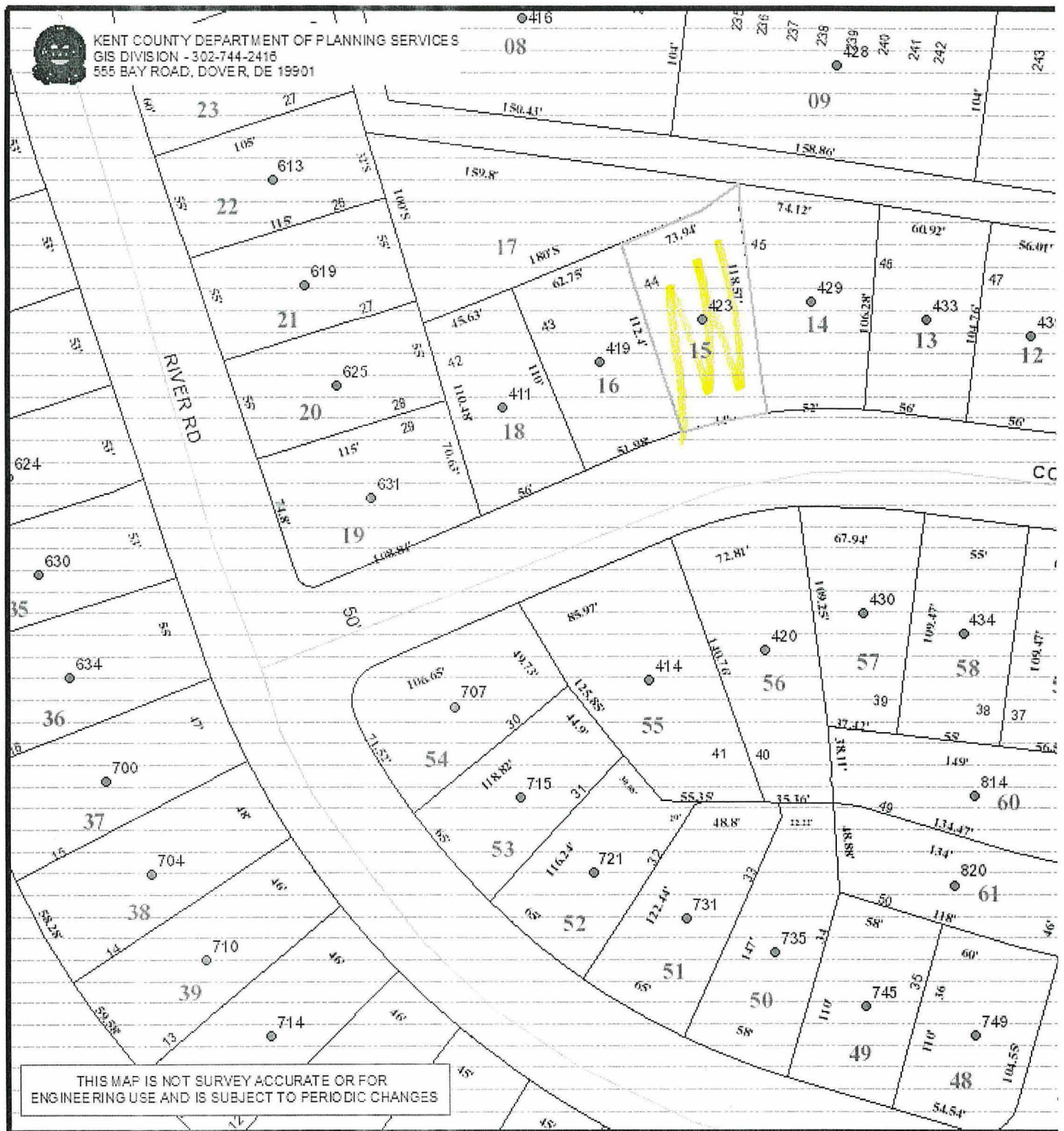
	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

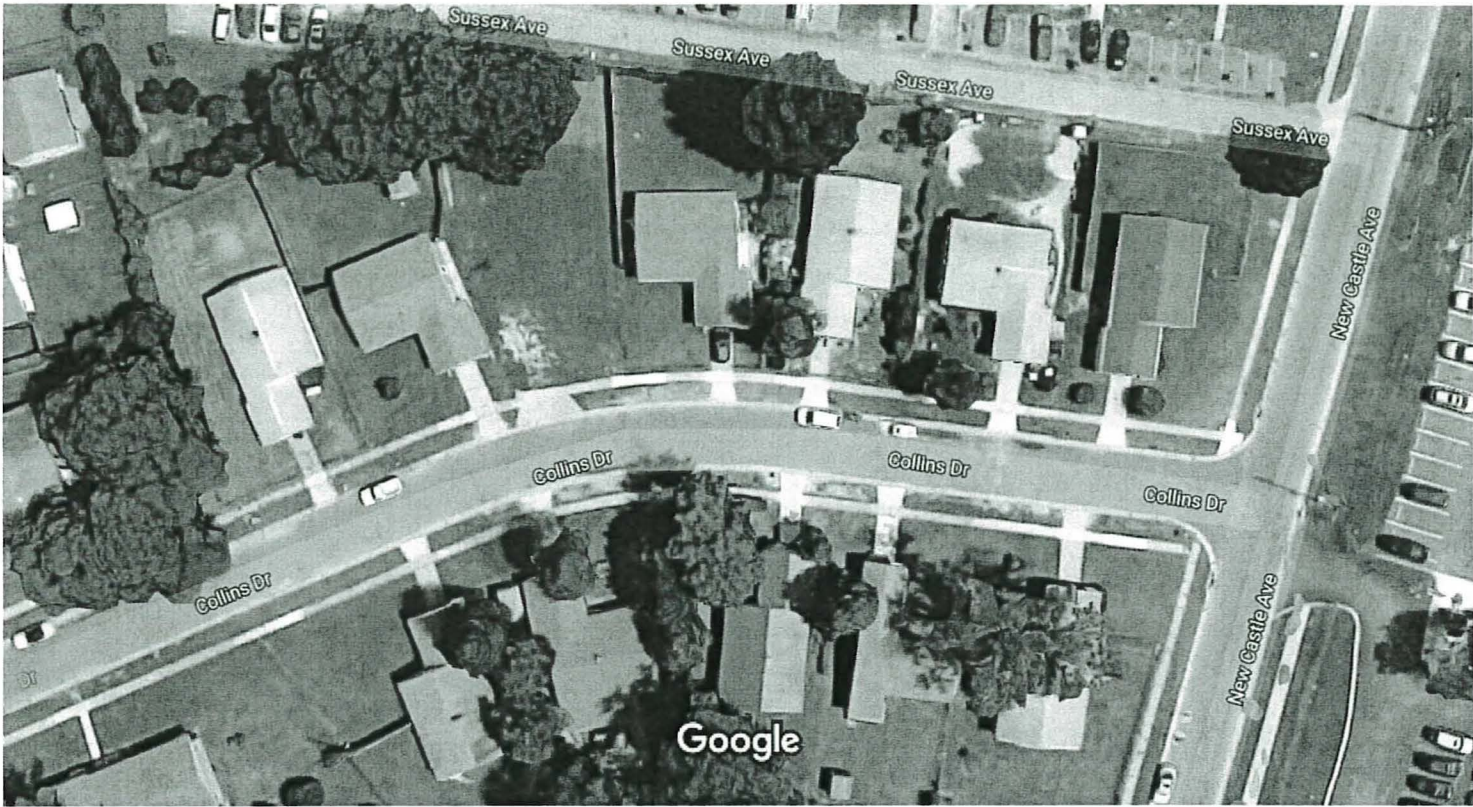
History

Dimensions 0 X 0

Skirting Type



Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 50 ft



KENT COUNTY, DELAWARE

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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #	ED EAST DOVER HUNDRED	Card # 1 of 1
Location ID	74799	Map Number 2-05-07608-06-3400-00001
Tax ID		Deed BVP A 0052 0119
Parcel ID	73879	Deed BVP2
Property Code	X - EXEMPT	
Current Owner	DOVER CITY OF, PO BOX 475 DOVER, DE 19903	Property Location 11 KIRKWOOD ST DOVER, DE 19901
Additional Owner		Zoning RG1 Acres

Sub-Division COMEGYS LOTS

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
0/00/00	0	Land		Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total		Half Bath	
Base Tax Due	.00	Last Billing Detail	History	Farm Info	
Tax Penalty	.00				
Total Tax Bal.	.00				
Sewer Balance	.00	Sewer Account #			
Neighborhood #	00214	Coordinates		0467325 E 0422400 N	
Land Use		Lot Dimensions			
Living Units		School District	18	CAPITOL	
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)	
Plat Book Pg		Sewer District	00	NONE	
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)	
Street or Road	No Data	Trash District			

Fronting	No Data	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
E. SIDE S.KIRKWOOD
ST., 6,000 SQ.FT.

Year Built **Type** **NO DATA** **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

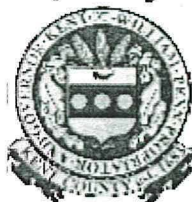
	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0

Skirting Type



KENT COUNTY, DELAWARE

555 Bay Road, Dover, Delaware 19901-3615
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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED Card # 1 of 1

Location ID 12748 Map Number 2-05-07608-06-2800-00001

Tax ID 12748 Deed BVP D 0580 0326

Parcel ID 24286 Deed BVP2

Property Code X - EXEMPT

Current Owner DOVER CITY OF, PO BOX 475 DOVER, DE 19903

Property Location 37 KIRKWOOD ST DOVER, DE 19904

Zoning RG1 Acres

Additional Owner

Sub-Division COMEGYS LOTS

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
0/00/00	0	Land		Bedrooms	
0/00/00	0	Buildings		Full Bath	
		Total		Half Bath	

Base Tax Due	.00	<u>Last Billing Detail</u>	<u>History</u>	<u>Farm Info</u>
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00214	Coordinates		0467410 E 0422207 N
Land Use		Lot Dimensions		
Living Units		School District	18	CAPITOL
Class	Exempt	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	00000	Sewer District	00	NONE
Topography	Level	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	Paved	Trash District		

Fronting	Residen	Light District		
Improvement	VACANT	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
LOT ON 37 S. KIRKWOOD
ST., DOVER

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

History

Dimensions 0 X 0

Skirting Type





Google Maps



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Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 20 ft



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PROPERTY INFORMATION

Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED Card # 1 of 4

Location ID 8638 Map Number 2-05-07612-02-3900-00001

Tax ID 8638 Deed BVP D 4987 0272 C 0047 0177

Parcel ID 14466 Deed BVP2

Property Code P - PROPERTY

Current Owner Property Location
DOWNTOWN DOVER PARTNERSHIP, CO 680 FOREST ST
15 LOOCKERMAN STREET PLAZA DOVER, DE 19904
DOVER, DE 19901 Zoning IO Acres

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
0/00/00	650,000	Land	17,800		
0/00/00	0	Buildings	163,300	FULL Bath	
		Total	188,100		
		Tax Value	188,100		

Base Tax Due		Last Billing Detail	History	
Tax Penalty	.00			
Total Tax Bal.	4,225.48			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00299	Coordinates		0466811 E 0421554 N
Fronting	No Data	Lot Dimensions		0000222.15 0000214.00
Improvement	IMPROVED	School District	18	CAPITOL
Class	Commerc	Fire District	46	ROBBINS HOSE (DOVER)
Appraised By	SR	Sewer District	00	NONE
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)

MH Model		Trash District		
MH Color		Light District		
MH Manuf.		Tax Ditches	NONE	
MH Serial #				

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment

Property Description
 INT. LINCOLN & FORREST
 STS.,#1-34,516 SQ.FT.
 #2-8,631 SQ. FT.
 680 FOREST ST

	Building 1	Building 2	Building 1	Building 2
Year Built	1978		Roof Cover	
Building Type	Commerc		Roof Type	
Building SqFt			Flooring	
Building Class			Floor Cover	
Building Perim			Fixture Ad	
Basement Type			Elevators	
Basement SqFt			Features	
Stories			Ext.Cond./B>	
Height			Int.Cond.	
Heat/Cool			Int.Finish	
Heat Fuel			Foundation	
Air Cond. %				

OUTBUILDINGS			
Type/Dimn	Description	Type/Dimn	Description
CPAVASPH 0		CFENC9WW6	
COVRDOORMT			

PROPERTY INFORMATION
Planning and Building Permits Information

Reference #	ED EAST DOVER HUNDRED	Card # 2 of 4
Location ID	8638	Map Number 2-05-07612-02-3900-00002
Tax ID	8638	Deed BVP D 4987 0272 C 0047 0177

Parcel ID 14466

Deed BVP2

Property Code P - PROPERTY

Current Owner

Property Location

DOWNTOWN DOVER PARTNERSHIP, CO 680 FOREST ST
15 LOOCKERMAN STREET PLAZA DOVER, DE 19904

DOVER, DE 19901

Zoning IO

Acres

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	4,880.0000
Date	Price	Assessment		Total Rooms	6
6/03/09	650,000	Land		Bedrooms	2
0/00/00	0	Buildings	71,800	Full Bath	3
		Total	71,800	Half Bath	2

Base Tax Due	4,225.48	Last Billing Detail	History	Farm Info
Tax Penalty	.00			
Total Tax Bal.	4,225.48			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00299	Coordinates		0466811 E 0421554 N
Land Use	0	Lot Dimensions		0000222.15 0000214.00
Living Units	NO	School District	18	CAPITOL
Class	Unassig	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg		Sewer District	00	NONE
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	No Data	Trash District		
Fronting	No Data	Light District		
Improvement	IMPROVED	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
INT. LINCOLN & FORREST

STS.,#1-34,516 SQ.FT.

#2-8,631 SQ. FT.

680 FOREST ST

Year Built 2009 Type Commerc Energy Adj. NO DATA

Style 1-Story Fire Places Design Other

	Type	Percentage	Type	Percentage
Ext. Walls	Aluminu	0	NO DATA	0
Roof Cover	NO DATA	0	NO DATA	0
Floor Cover	NO DATA	0	NO DATA	0
Heat/Cool	Air Con	0	NO DATA	0
Plaster Int.		0		
Foundation	NO DATA			
Sub-floor	NO DATA			

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement	N	0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1	NO DATA	0	000	NO DATA
Garage 2	NO DATA	0	NO DATA	NO DATA
Bas Gar	NO DATA	NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	108	NO DATA	NO DATA
Porch 2	NO DATA	0	NO DATA	NO DATA

History NO DATA

Dimensions 0 X 0

Skirting Type

Skirting Lin Ft 0

Tip Out Sq Ft 0

Serial Number

Manufacturer

Model

Color

OUTBUILDINGS			
Type/Dimn	Description	Type/Dimn	Description

PROPERTY INFORMATION
Planning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 3 of 4**

Location ID 8638 **Map Number** 2-05-07612-02-3900-00003

Tax ID 8638 **Deed BVP** D 4987 0272 C 0047 0177

Parcel ID 14466 **Deed BVP2**

Property Code P - PROPERTY

Current Owner **Property Location**
 DOWNTOWN DOVER PARTNERSHIP, CO 680 FOREST ST
 15 LOOCKERMAN STREET PLAZA DOVER, DE 19904
 DOVER, DE 19901 **Zoning** IO **Acres**

Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	4,880.0000
Date	Price	Assessment		Total Rooms	6
6/03/09	650,000	Land		Bedrooms	2
0/00/00	0	Buildings	71,800	Full Bath	3
		Total	71,800	Half Bath	2

Base Tax Due	4,225.48	Last Billing Detail	History	Farm Info
Tax Penalty	.00			
Total Tax Bal.	4,225.48			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00299	Coordinates		0466811 E 0421554 N
Land Use	0	Lot Dimensions		0000222.15 0000214.00
Living Units	NO	School District	18	CAPITOL
Class		Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg		Sewer District	00	NONE
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	No Data	Trash District		
Fronting	No Data	Light District		
Improvement	IMPROVED	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
------------------------	--

MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 INT. LINCOLN & FORREST
 STS.,#1-34,516 SQ.FT.
 #2-8,631 SQ. FT.
 680 FOREST ST

Year Built 2009 **Type** Commere **Energy Adj.** NO DATA
Style 1-Story **Fire Places** **Design** **Other**

	Type	Percentage	Type	Percentage
Ext. Walls	Aluminu	0	NO DATA	0
Roof Cover	NO DATA	0	NO DATA	0
Floor Cover	NO DATA	0	NO DATA	0
Heat/Cool	Air Con	0	NO DATA	0
Plaster Int.		0		
Foundation	NO DATA			
Sub-floor	NO DATA			

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement	N	0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1	NO DATA	0	000	NO DATA
Garage 2	NO DATA	0	NO DATA	NO DATA
Bas Gar	NO DATA	NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	108	NO DATA	NO DATA
Porch 2	NO DATA	0	NO DATA	NO DATA

History NO DATA

Dimensions 0 X 0

Skirting Type

Skirting Lin Ft 0

Tip Out Sq Ft 0

Serial Number

Manufacturer

Model

Color

OUTBUILDINGS			
Type/Dimn	Description	Type/Dimn	Description

PROPERTY INFORMATIONPlanning and Building Permits Information

Reference # ED EAST DOVER HUNDRED **Card # 4 of 4**
Location ID 8638 **Map Number** 2-05-07612-02-3900-00004
Tax ID 8638 **Deed BVP** D 4987 0272 C 0047 0177
Parcel ID 14466 **Deed BVP2**
Property Code P - PROPERTY

Current Owner **Property Location**
 DOWNTOWN DOVER PARTNERSHIP, CO 680 FOREST ST
 15 LOOCKERMAN STREET PLAZA DOVER, DE 19904
 DOVER, DE 19901 **Zoning IO** **Acres**
Additional Owner

Sub-Division

Sales History				Liv.Sq.Ft	4,880.0000
Date	Price	Assessment		Total Rooms	6
6/03/09	650,000	Land		Bedrooms	2
0/00/00	0	Buildings	71,800	Full Bath	3
		Total	71,800	Half Bath	2

Base Tax Due	4,225.48	Last Billing Detail	History	Farm Info
Tax Penalty	.00			
Total Tax Bal.	4,225.48			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00299	Coordinates		0466811 E 0421554 N
Land Use	0	Lot Dimensions		0000222.15 0000214.00
Living Units	NO	School District	18	CAPITOL
Class		Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg		Sewer District	00	NONE
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	No Data	Trash District		
Fronting	No Data	Light District		

Improvement	IMPROVED	Commissioner Dist	00	
		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
 INT. LINCOLN & FORREST
 STS.,#1-34,516 SQ.FT.
 #2-8,631 SQ. FT.
 680 FOREST ST

Year Built 2009 **Type** Commere **Energy Adj.** NO DATA
Style 1-Story **Fire Places** **Design** Other

	Type	Percentage	Type	Percentage
Ext. Walls	Aluminu	0	NO DATA	0
Roof Cover	NO DATA	0	NO DATA	0
Floor Cover	NO DATA	0	NO DATA	0
Heat/Cool	Air Con	0	NO DATA	0
Plaster Int.		0		
Foundation	NO DATA			
Sub-floor	NO DATA			

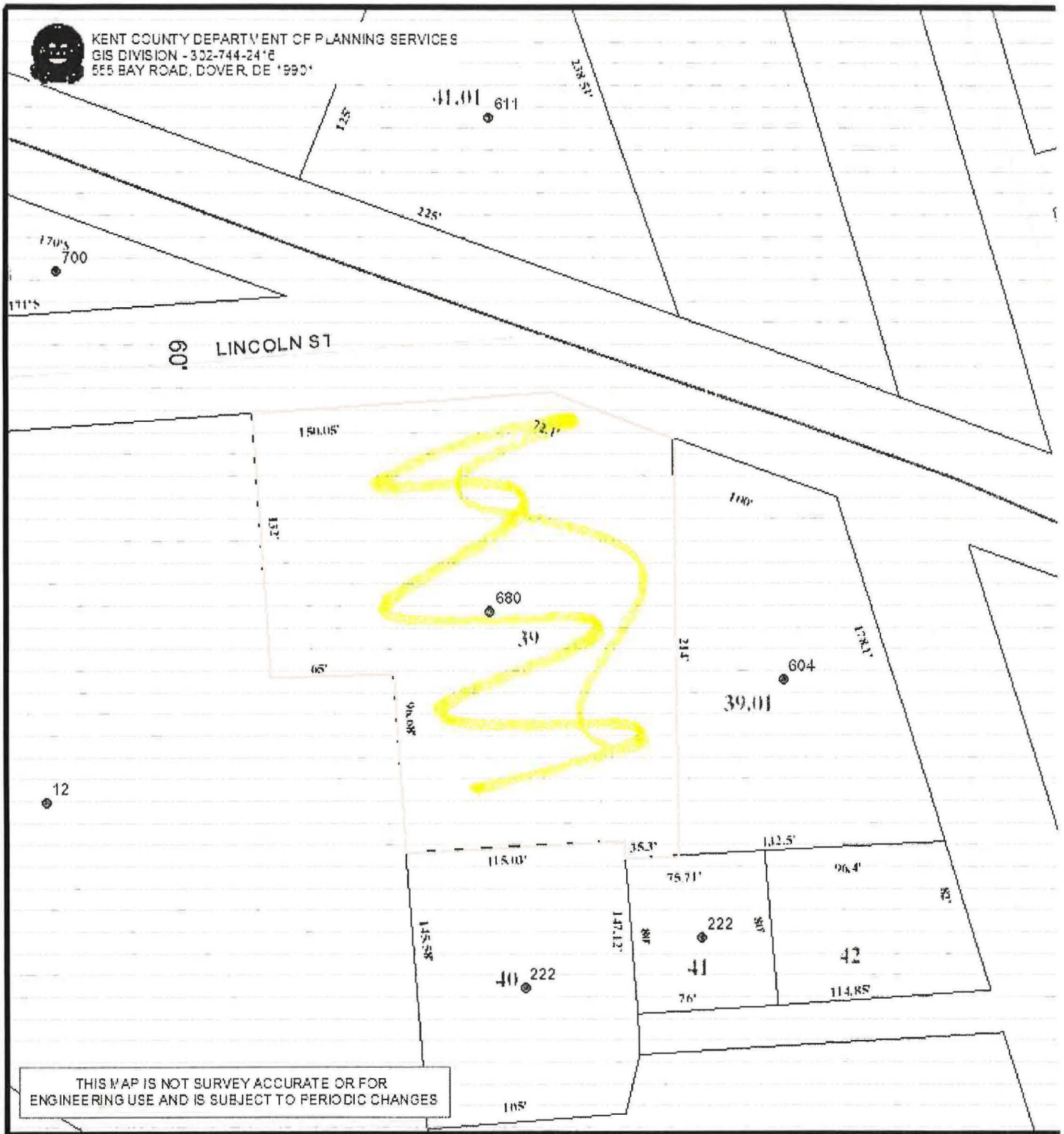
	Y/N	Unfinished	Basement Living Area	Rec Room
Basement	N	0	0	0

	Type	Sq.Feet	Wall	Floor
Garage 1	NO DATA	0	000	NO DATA
Garage 2	NO DATA	0	NO DATA	NO DATA
Bas Gar	NO DATA	NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	108	NO DATA	NO DATA
Porch 2	NO DATA	0	NO DATA	NO DATA

History NO DATA

Dimensions 0 X 0

Skirting Type





KENT COUNTY, DELAWARE

555 Bay Road, Dover, Delaware 19901-3615
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PROPERTY INFORMATION

Planning and Building Permits Information

Reference #	ED EAST DOVER HUNDRED	Card # 1 of 1
Location ID 8170	Map Number 2-05-07614-01-0700-00001	
Tax ID 8170	Deed BVP D 6098 0171 D 4421 0001 D 2207 0055	
Parcel ID 18748	Property Code P - PROPERTY	

Current Owner	Property Location
RES-DATA LLC AND SSS-DATA LLC, 150 ONIX DRIVE KENNETT SQ, PA 19348	1351 NORTH ST DOVER , DE 19904
Additional Owner	Zoning IPM

Acres 5.00

Sub-Division

Sales History				Liv.Sq.Ft	.0000
Date	Price	Assessment		Total Rooms	
2/01/12	10	Land	96,000	Bedrooms	
4/17/08	1	Buildings	22,800	Full Bath	
		Total	118,800	Half Bath	

Base Tax Due	.00	Last Billing Detail	History	Farm Info
Tax Penalty	.00			
Total Tax Bal.	.00			
Sewer Balance	.00	Sewer Account #		
Neighborhood #	00299	Coordinates		0461165 E 0419500 N
Land Use		Lot Dimensions		0000002.00
Living Units		School District	18	CAPITOL
Class	Unassig	Fire District	46	ROBBINS HOSE (DOVER)
Plat Book Pg	0122 0087	Sewer District	00	NONE
Topography	No Data	Ambulance District	46	ROBBINS HOSE (DOVER)
Street or Road	No Data	Trash District		
Fronting	No Data	Light District		
Improvement	IMPROVED	Commissioner Dist	2ND	

		Tax Ditches	NONE	

IMPROVEMENT KEY	
MANUF HM	Manufactured Home
MANUFCC	Manufactured Home Class C Assessment
MNFHMRT	Manufactured Home Retired Title

Property Description
N. SD. HAZLETTVILLE
RD., 5.0104 A.
1351 W NORTH ST

Year Built **Type** NO DATA **Energy Adj.**
Style **Fire Places** **Design**

	Type	Percentage	Type	Percentage
Ext. Walls		0		0
Roof Cover		0		0
Floor Cover		0		0
Heat/Cool		0		0
Plaster Int.		0		
Foundation				
Sub-floor				

	Y/N	Unfinished	Basement Living Area	Rec Room
Basement		0	0	0

	Type	Sq. Feet	Wall	Floor
Garage 1		0		
Garage 2		0		
Bas Gar		NO DATA	NO DATA	NO DATA
Porch 1	NO DATA	0		
Porch 2	NO DATA	0		

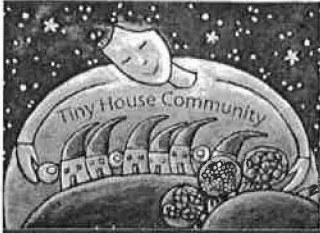
History

Dimensions 0 X 0

Skirting Type

Skirting Lin Ft 0

Tip Out Sq Ft 0



TINY HOUSE COMMUNITY

STANDARD
SCHEDULE
SCHEDULE

Places to Stay

If you're looking for tiny house parking, searching for a community, or want to try out a tiny house for a few nights, then you've come to the right place. Below are links to short-term and permanent tiny house sites. If you know of a place that isn't listed, please contact us to have it added.

If you're interested in starting a community, rather than joining one, please go to the Start a Community page.





Note: In most areas, it's against zoning regulations to live in a tiny house on its own land, either because camping on one's own land isn't permitted or because one can't have a tiny house without also having an approved primary (larger) dwelling on the property. Most readily available spots for living in a tiny home are in the backyard of larger home, in an RV park, or in an existing community or eco-village. See the lists below.

Need more details on zoning or how to find a place to park in your local area? Please see FAQ, where to live.

Tiny House Parking

Looking for a place to park your tiny house? Or do you have land to rent or a community to share? **Check out the maps!**

Complete the form for parking **wanted** or parking **offered** to add your listing - it's free. The maps are updated nightly.

Below are towns & counties that **allow living in a tiny house on wheels** (either in a backyard or on your own land). *For building a tiny house on a foundation, please see the **Zoning page**.*

- ➡ California: Several counties in California allow a tiny house on wheels in a backyard if it is a caregiver cottage.
- ➡ Fresno, CA allows a tiny house on wheels in a backyard without requiring it to be a caregiver cottage.
- ➡ Kentucky: Pulaski county allows a tiny house on wheels on your own land.



- ➡ Maine: North Yarmouth and Richmond allow a tiny house on wheels on your own land.
- ➡ Massachusetts: Nantucket voters approved tiny houses on wheels on private property. Tiny houses must conform to building code, except that they may be on trailers. The article is waiting for review by the Attorney General.
- ➡ Oklahoma: UNincorporated areas of Logan County allow a tiny house on wheels on your own land.
- ➡ South Carolina: Aiken County allows tiny houses on wheels on their own land. The lot must be at least 2 acres and 50 feet from a public road.
- ➡ Texas: Spur, TX allows tiny houses on wheels on their own land outside city limits.

Communities, USA



Searching for a specific location? Find communities on the map

1. Arizona: LuxTiny Community in Pinetop-Lakeside is on 6 acres not far from Scott's Reservoir, Rainbow Lake and Show Low Lake. There will be 45 spaces for rent for \$329-\$359 per month.
2. California: The Lavra is an international community in rural California, between San Luis Obispo and Arroyo Grande, that participates in farming activities. Monthly rent is \$450.
3. California: Lemon Cove Village in northern CA is a tiny house community that had transitioned from an RV park. Lot rent: \$450 to \$595 per month, including the common area fee.
4. California: Ingenium Expressive Arts Village is a residential property in Nevada City that will house six expressive artists and their families. Homes will be small (450 and 800 square feet) rather than tiny. Anticipated opening in the fall of 2017.
5. Colorado: Sprout Tiny Homes is developing communities in Walsenburg and Salida.
6. Colorado: Whispering Aspen Village in Fairplay is the start of a tiny house village sponsored by tiny house RV manufacturers. Lots cost \$29,900 to \$39,900. Contact Brandy Brown at 719-373-9864.
7. DC: Boneyard Studios was a tiny house showcase from 2012 to mid 2014. Currently, only one tiny house is located at the original site and is operating under the name Micro Showcase. Two of the tiny houses have retained the name, Boneyard Studios, but are living in separate locations in/around DC. The other tiny house is in Palmetto, FL.
8. Florida: A tiny house community has been approved by the city of Rockledge. Plans are underway for both tiny houses on wheels and foundations.
9. Florida: In Okeechobee, Gracious Tiny House Park is a year-round, pet-friendly, waterfront tiny house community/RV park along Lake Okeechobee. Rent is \$385/month plus electric. Includes water & sewer hookups.



10. Florida: Orlando Lakefront at College Park is a lakefront, year-round tiny house community/RV park in Orlando. Elaine's tiny home was there for two years (see the picture at the top of this page). If you'd like to try tiny living there, you can reserve this AirBnB tiny house.
11. Georgia: Green Bridge Farm in Guyton, GA is a sustainable community that accepts tiny houses. A twenty year old organic farm is the center piece of the shared community space on this otherwise wooded acreage. One-acre lots are for sale for \$30,000 and \$40,000. Smaller lots are available for rent for \$300 per month plus electricity.
12. Indiana: In north west Indiana on the Kankakee River, Lomax Tiny House Community has quarter acre sites, well, septic, electric, hiking trails and more. This was designed as a high end, first class, gated community for tiny houses on wheels. Lots are for sale or rent. Call Michael Anthony 574-275-2200 or email archangelslanding@gmail.com
13. Indiana: Tiny houses are coming to Towering Pines Vineyard, an organic farm and learning center.
14. Iowa: Tom Greene, is developing an eco-village, SoFair Farms. Membership is available, starting at \$22,000.
15. Michigan: Traverse Bay RV Resort in Williamsburg is host to Cottage Estates by Wheelhaus. Lots start at \$64,900; with a cottage (400 sq ft house) \$229,000.
16. Minnesota: The Sanctuary Minnesota in Ogilvie is a tiny house community on 80 acres of woods and trails, with two permanent houses (\$400 per month) and six spots to park a tiny house on wheels (\$300 per month). In order to maintain the serenity of the property and balance with nature, The Sanctuary Minnesota is an adult only community, and cats are the only pets allowed.
17. Montana: Truly Green Energy Worker's Cooperative Village in Yaak, Montana is an ecovillage with four businesses and several tiny to almost tiny timber frame houses with a central dining hall and kitchen.
18. Missouri: Dancing Rabbit is an intentional community with some tiny houses in Rutledge.
19. New Mexico: City of the Sun, near Columbus, NM, on the Mexico border, is an intentional community that accepts tiny houses. Contact: Bob Cook at lifewithbob101@yahoo.com
20. New Mexico: A tiny house community & eco-resort, Caballos de las Estrellas, is under development in Rodeo.
21. Nevada: Llamalopolis, also known as the Airstream Park, was created in the Fremont East District of Las Vegas by Tony Hsieh, the CEO of Zappos. The community is composed of Tumbleweeds and Airstreams which are inhabited by Tony's friends. New members and visitors are by invitation only.
22. North Carolina: Wildwoods Community Mini-Farm has broken ground for tiny homes and gardens in Chapel Hill, NC.
23. North Carolina: The Village of Wildflowers in Flat Rock was founded on the belief that "smaller is better" with many certified park model tiny homes for rent or purchase.
24. North Carolina: High Cove is an eco-village in Mitchell County that welcomes small and tiny houses. The community has architectural and landscape guidelines as well as a homeowner's association. Half acre lots start at \$45,000.
25. North Carolina: Highland Lake Cove is an eco-village in Flat Rock that welcomes small and tiny houses. Land is available for lease.
26. North Carolina: John Williams is developing a tiny house community and ecovillage called Camp Tiny House of the Triad in Kernersville.
27. Ohio: Lovare Homestead in De Graff is 7 acres of communal farm and orchard with room for 6 tiny houses.



28. Oregon: Founded by Tony & Aline Diethelm, Ben Campbell, and Karin Parramore, Simply Home Community is in Portland, and is the site of the Lucky Penny, Lina Menard's (Niche Consulting) tiny house.
29. Oregon: Lakeview Tall Town Tiny Village is a tiny house community forming from an old RV park. Lots are 30x60 ft, available for purchase for \$12,500 or for rent at \$400 per month. Utilities are extra. Contact: call John Cogar at 541-417-1143 or email TallTownTinyVillage@outlook.com.
30. Pennsylvania: Sharing Paradise is a private vacation community of five friends in Hawley.
31. Texas: Austin Live|Work is an innovative mixed-use 10 acre land development, half a mile from the Circuit of the Americas, for tiny house entrepreneurs who want to live peacefully and work productively.
32. Texas: Sunconomy is building an eco-village of tiny houses in Willis, TX, at Healing Hands Ranch, which as you can see below, aims to help transition folks to better circumstances. Sunconomy's homes will be available to the general population, as well as to the residents of Healing Hands Ranch.
33. Vermont: Headwaters Garden & Learning Center in Cabot, VT, is an eco-village that welcomes tiny houses.
34. Washington: Chris and Malissa Tack have a tiny house collective centered around their larger home and land in Puget Sound. With three tiny homes, they are at capacity (no room for more, sorry).

Communities, International

1. Australia: Wurruk'an is a humble but beautiful body of land, water, and forest in the Gunai district of Gippsland, Victoria. In recent years it has become an inclusive gathering space for people seeking to pioneer and demonstrate a simpler way of living based on permaculture principles. Several tiny houses are in the community.
2. Canada: Bluegrass Meadows Micro Village near Terrace, British Columbia offers tiny houses for rent from Hummingbird Micro Homes starting at \$750 per month. For those who already own a tiny home, land rent is \$400/month.
3. Canada: Tiny Homes Simply Home Community - is in the planning stages in Abbotsford, British Columbia.
4. Canada: Folks in Ontario are gathering to form Smart Communities.
5. Canada: Andy Thomson is building a tiny house ecovillage in Mansfield, Quebec.
6. Canada: Habitat Multigenerations offers a variety of housing options in Laval, Quebec.
7. New Zealand: The eco-village Earthsong has one tiny house and may accept more.
8. United Kingdom: Tiny houses by the Wee House Company are joining the Chapelton development in Seamill.

RV Parks, Rentals and Resorts

RV Parks: Tiny houses are slowing gaining acceptance in RV parks; an RVIA decal may be required. Some parks allow year round living. However, in cold climates, RV parks close in the winter, and in some warmer states (such as CA), laws protecting tenants rights lead to RV parks limiting stays to six months. A few

communities (like Teton county, WY) restrict living in an RV to just 30 days. However, many parks in AZ, FL, NM, and NV offer annual lease or purchase options. Learn more about fulltime RVing at Escapees RV Club.

- ➡ 1. **Here's a list of RV parks** that welcome tiny houses. Orlando Lakefront at College Park is a lakefront, year-round RV Park/tiny house community in Orlando. My own tiny home was there for two years (see the picture at the top of this page).
- ➡ 2. **Purchase an RV lot:** Some RV parks have lots for purchase. Monthly homeowner association fees may apply. Be sure to explore whether there are any length of stay limits or closed seasons, as well as whether the park will accept your tiny house, before purchasing a lot.

Short Term Rentals and Resorts:

- Air BnB is a great source for tiny house overnight rentals, but finding them is easier through Google than the AirBnB site. Go to Google.com, copy this *site:airbnb.com "tiny house"* and paste into the search box.
- *House Beautiful* shares what they say are "The Cutest Tiny House Rentals in Every Single State".
- Another site for tiny house short term rentals is Tiny House Vacations.



Armadilla cabin at Lochness Glamping, UK

USA

- ➡ 1. Colorado: Garden of the God RV Resort in Colorado Springs has a couple of Tumbleweed tiny houses available for short stays. Wee Casa, a tiny house hotel in Lyons.
- ➡ 2. Florida:
 - AirBnB tiny house at the Orlando Lakefront Tiny House Community & RV park.
 - Tiny House Siesta offers vacation rentals in Sarasota off of Siesta Key (walking distance to the beach).
 Contact Jeremy Ricci via Jeremy@TinySiesta.com or call 941.4.SIESTA (941-474-3782).
- ➡ 3. Georgia: Live a Little Chatt offers four tiny houses for overnight rent in Wildwood.
- ➡ 4. Maryland: Blue Moon Rising, an eco-tourist retreat on Deep Creek Lake in western Maryland. Cabins, most built by Hobbitat, are 275 to 400 square feet and can accommodate four people.
- ➡ 5. New Hampshire: Getaway House from Harvard's Millennial Housing Lab, offers three tiny overnight cabins complete with a shower and composting toilet, plus "getaway provisions" (snacks, meals, and activities) for an additional charge. Advertised as Boston, but actually in New Hampshire.



- ➔ 6. New York: Getaway House from Harvard's Millennial Housing Lab, offers hour tiny overnight cabins complete with a shower and composting toilet, plus "getaway provisions" (snacks, meals, and activities) for an additional charge in upstate New York.
- ➔ 7. Oregon:
 - ➔ 1. Bay City: Sheltered Nook offers park model RVs for short term stays.
 - ➔ 2. Mt. Hood: Mt. Hood Village, one of the Thousand Trails RV Parks, offers a collection of five Tumbleweed tiny houses for nightly rent.
 - ➔ 3. Portland: Caravan, the original tiny house hotel
 - ➔ 4. Portland: Portland Garden Cottages, in the Mississippi Historic District of Portland, Oregon, are sometimes available for rent. There are two, each 364 square feet. Minimum stay: one month.
 - ➔ 5. Portland: Tiny Digs, another tiny house hotel
- ➔ 8. Wyoming: Fireside Resort at Jackson Hole in Wilson, Wyoming provides an opportunity to stay over in a tiny house built by Wheelhaus

International

- ➔ 1. Canada: Domaine Floravie, an offgrid resort with tiny houses on wheels in Rimouski, Québec.
- ➔ 2. Canada: Esk-et Tiny House in British Columbia.
- ➔ 3. France: La Roulotte de la Bastide de Marie, a luxurious tiny caravan
- ➔ 4. Ireland, Northern: Finn Lough offers tiny forest domes in Enniskillen, Northern Ireland.
- ➔ 5. Japan: Rainbow Serai Bungalow Inn
- ➔ 6. Mexico: Endemico
- ➔ 7. Netherlands: Strand Camping Groede, tiny, modern cabins on the beach in the Netherlands.
- ➔ 8. United Kingdom: Ecopod Holidays in Derbyshire
- ➔ 9. United Kingdom: Lochness Glamping - stay on one of the adorable Armadillas in Inverness-shire.
- ➔ 10. United Kingdom: Tinywood Homes in Warwickshire



Communities for Veterans in Need (by state)

Note: If you're interested in supporting this effort, please see the Mayors Challenge to End Veteran Homelessness for helpful resources.

1. ➤ **Alabama:** The men of Phi Kappa Psi at the University of Alabama in Huntsville have started Foundations for Tomorrow to create a tiny home village for homeless veterans.
2. ➤ **California:** Residence for Patriots has a vision of utilizing the tiny home movement to solve homelessness and bring back community in the San Diego area. Contact: gcrane@res4patriots.org.
3. ➤ **Colorado:** Heroes Home Colorado is raising funds for a community. Contact: HeroesHomeCO@gmail.com
4. ➤ **Florida:** In St. Pete, Celebrate Outreach is planning a tiny house community for veterans. Contact George Bolden via concretesolutions@celebrateoutreach.org.
5. ➤ **Georgia:** The Chatham-Savannah Homeless Authority is creating a community of 12 tiny homes for veterans along with a possible additional 60 tiny houses for other homeless folks. A three-acre plot of land was recently purchased for the community whose name is expected to be The Cove at Dundee.
6. ➤ **Illinois:** The Vets4Vets Village in rural Williamson County, Illinois, is exclusively for veterans, families of deployed troops, and families of those who lost their lives.
7. ➤ **Kentucky:** Steve O'Bryan is working toward a tiny house community for veterans in Louisville, KY.
8. ➤ **Massachusetts:** Carolyn Love Scalise is working on a tiny house community for veterans in Natick, MA. Please contact me for her email address.
9. ➤ **Missouri:** Veterans Community Project, founded by veterans Chris Stout, Kevin Jamison, and Mark Solomon, has built its first tiny house at Veterans Village, a community intended to grow to 52 tiny houses and a day outreach center on four acres of land on 89th and Troost in Kansas City. They plan to teach living skills, provide case management and PTSD treatment to veterans that do not qualify for VA services or consistently fail in other programs.
10. ➤ **New Hampshire:** Veteran Peter Macdonald is building the Veterans Resort Chapel and Tiny House Community in Lee, NH.
11. ➤ **New Jersey:** Amazing Grace Ministries in Franklinville is nearly done with the first four tiny homes in their Operation Safe Haven community for veterans.
12. ➤ **Wisconsin:** A tiny house community is under construction in Racine, sponsored by the Veterans Outreach of Wisconsin. One tiny house is completed and 14 more planned, as part of the James A. Peterson Veterans Village.

Communities for All People in Need (by country, then state, then city)



Please watch this inspirational TEDx video, "Dream Big with Tiny Homes to End Homelessness" with Rev. Dan Bryant, the executive director for Opportunity Village Eugene.

Here are tiny house communities for homeless folks, but if you're in need of shelter and none of the communities below is an option for you, please see the HUD's Homelessness Assistance page. As a last resort, if you're in a rural area in a moderate climate, you might be interested in these instructions for building a temporary shelter called a hexayurt, made from filament tape and foil faced insulation boards. However, it's not warm enough to protect you in freezing temperatures.

Australia

1. ➤ **New South Wales:** Tiny Homes Foundation - a tiny house community for the homeless is planned for Gosford.

USA

2. ➤ **California:** 14 Forward provides 20 tiny houses as temporary dwellings for people in need in Marysville, CA.
3. ➤ **California:** Cornerstone Villages, formerly known as LC Tiny Home Village, is a collaborative community that provides tiny homes for qualified homeless individuals and families in Lake County, CA.
4. ➤ **California:** Hope's Village of SLO is a non-profit group in Santa Margarita, CA, dedicated to establishing a safe, healthy, and drug-free environment where people can live in dignity and in peace. Not yet a community; they are seeking ten acres of land in San Luis Obispo County on which to build cabins on wheels.
5. ➤ **Georgia:** Cindy Murphy Kelley of the Chatham Savannah Authority for the Homeless is developing a plan for a tiny house community to address homelessness.
6. ➤ **Idaho:** Idaho Tiny House is striving to build tiny houses for the homeless in Idaho. Their mission is to provide a secure habitation where any un-housed person will have a door to lock and a bed to sleep in. Having a home is one part of feeling loved and needed in society. Not yet a community; they invite your involvement and assistance.
7. ➤ **Indiana:** Bridges Community Services has sited the first two of six tiny homes planned for the homeless in Muncie.
8. ➤ **Michigan:** Cass Community Social Services is building a tiny house community in Detroit. According to Fox News, the 24 homes being built in Detroit will be fully functioning, between 300 and 450 square feet, and located right off the Lodge near Woodrow Wilson and Elmhurst Street.
9. ➤ **Missouri:** In Springfield, the Gathering Tree is building Eden Village, a tiny house community for single adults who are disabled and homeless.
10. ➤ **New Jersey:** In response to the destruction of the tent city in Lakewood, Sherry Rubel founded Revival Village and drafted legislation for a tiny house pilot program in NJ.
11. ➤ **New Jersey:** Destiny's Bridge is an intentional community in Lakewood, NJ. Unlike a traditional "homeless shelter" which simply provides a cot and a roof over ones' head, Destiny's Bridge provides a tiny home "of their own" in which the homeless temporarily live as they begin the process of healing surrounded by a community which offers care, rehabilitation and support so they can start the process of becoming productively integrated members of society.

12. ➤ **New York:** On twelve acres of donated land near Ithaca, NY, Community Faith Partners created Second Wind Cottages, providing 320 square foot tiny houses for homeless men.
13. ➤ **New York:** A Tiny Home for Good provides tiny houses for rent at a sliding scale for single homeless men in Syracuse.
14. ➤ **North Carolina:** Located on The Farm at Penny Lane in Pittsboro, the Tiny Home Community Collaborative serves people struggling with mental illness.
15. ➤ **North Carolina:** Tiny Houses Greensboro hopes to build a tiny house community in Greensboro, NC.
16. ➤ **Oregon:** In Eugene, Oregon, Square One Villages offer transitional and permanent housing for very low income residents of Eugene via Opportunity Village and Emerald Village.
17. ➤ **Oregon:** Also in Eugene is Hospitality Village hosted by the Episcopal Church of the Resurrection.
18. ➤ **Oregon:** Hope Village in Medford will be a community of 14 tiny houses for homeless that feature case management services by Rogue Retreat. Hope Village is expected to open mid 2017.
19. ➤ **Oregon:** In Portland, Oregon, Dignity Village is a community for the homeless, supporting 60 residents.
20. ➤ **South Carolina:** The Dream Center in Easley, SC began construction of Opportunity Village, a community that will consist of 23 tiny houses.
21. ➤ **Tennessee:** We Care of Dayton, TN, has completed one tiny house and is planning on building several more, as part of Haven House. One 208 square foot house is complete and currently in use as transitional housing.
22. ➤ **Tennessee:** Green Street Church of Christ in Nashville provides a Sanctuary for the homeless, some in tents and some in tiny houses donated by Pastor Jeff Obafemi Carr of Infinity Fellowship Interfaith Gathering Church.
23. ➤ **Texas:** The Cottages at Hickory Crossing will offer permanent housing for the chronically homeless in South Dallas. The tiny house village will consist of 50 homes of 400 sq ft each.
24. ➤ **Texas:** Healing Hands Ranch in Willis, TX, provides a place for men struggling through poverty and/or addiction to develop a purpose, experience spiritual growth, receive job training, and find a path back into society, through a faith-based program. In partnership with Healing Hands Ranch, Sunconomy is building an eco-village of tiny houses, and will utilize aquaponics and permaculture designs.
25. ➤ **Texas:** Community First! Village will provide homes (tiny houses, RVs, cottages and tepees) for up to 200 disabled, chronically homeless people in central TX. The village is 27 acres with a 3 acre garden.
26. ➤ **Washington:** Quixote Village, is a community of one room cottages for homeless folks, in Olympia, WA. Currently there is a waiting list.
27. ➤ **Washington:** The Nickelsville Encampment in Seattle is transitioning to a tiny house village with the support of the Low Income Housing Institute and the Lutheran Church of the Good Shepherd.
28. ➤ **Washington:** Othello Village has formed in the Nickelsville Ballard neighborhood of Seattle.
29. ➤ **Wisconsin:** Chippewa Falls Mission Coalition is a group of 17 area churches that share hosting of tiny houses for homeless people.
30. ➤ **Wisconsin:** With Occupy Madison, future residents participate in the building of their tiny houses at OM Build.



Tiny Homes Small Spaces

15 Livable Tiny House Communities

BY DEIRDRE SULLIVAN Updated 05/02/17



01
of 16 Tiny House Communities do Exist





"The tiny house movement is growing," says Amy Turnbull, a state chapter leader and one of the directors of the American Tiny House Association. "As more people advocate their acceptance, more areas will allow them."

In fact, there are many places where micro house dwellers currently live side by side in... [MORE](#) ▼

[Continue to 2 of 16 below.](#)

02 Tiny House Community California

of 16





The pint-size village consisting of 50 dwelling with private backyards will cater to ecologically aware small space dwellers. Edible landscaping, on-site farmers market, and a glorious urban garden are just some of the green amenities one can expect.

But the sustainable goodness doesn't stop there. All homes will pack... [MORE ▼](#)

[Continue to 3 of 16 below.](#)

03 Tiny House Community Texas

of 16





While employment opportunities are sparse, local officials say self-sufficient individuals looking to set up a business will appreciate the cheap real estate. Likewise, the cost of living in Spur is 30 percent less than the national average.

But before you pack your bags, understand Spur's rules for fun-size homes: Yurts and... [MORE ▼](#)

[Continue to 4 of 16 below.](#)

04 Tiny House Community Georgia

of 16

Tinygreencabins.com

Want to join a sustainable utopia of all things bucolic and pastoral near Savannah, Georgia? Consider Green Bridge Farm.

At the center of this burgeoning community in Effingham County is an organic farm surrounded by woods. Tiny house dwellers can purchase a

<https://www.thespruce.com/livable...>

2017-08-08



05 Tiny House Community Florida

of 16

orlandolakefrontth

For a variety of reasons from zoning laws to insurance for towing, tiny houses on wheels need to meet classifications for towable recreational vehicles. The upshot? Aging R.V. parks are now drumming up new business by welcoming these roaming homes.

A good example is the Orlando Lakefront at College Park in Orlando, Florida. Built in the 1950s, it has a new life as a tiny house community after years of decline.

Currently, 13 wee abodes call the R.V. park home. We recently heard that there's... [MORE](#) ▼

[Continue to 6 of 16 below.](#)



Downtown Project

Not many tiny house dwellers have a net worth of \$840 million unless you're Zappos CEO, Tony Hsieh. He happily lives in a 240 square foot Airstream with his two pet alpacas in Las Vegas, Nevada's first tiny house community. Called Airstream Village, it's a part of a project created by Hsieh to revitalize the city's ailing downtown.

The village has around 30 dwellings, a mix of Airstream trailers and pint-size homes by Tumbleweed Tiny House Company. Monthly rent is \$1,200 including utilities and... [MORE](#) ▼

[Continue to 7 of 16 below.](#)

07 Tiny House Communities in Colorado

of 16



The tiny house movement goes suburban in two mountain towns. Sprout Tiny Homes in La Junta, Colorado is spearheading both projects.

The largest development in the works is in Salida, Colorado, also known as the "heart of the Rockies." With 200 rental homes, it will be the largest tiny house community in the nation with homes ranging in size from 260 to 760 square feet.

The second project is a subdivision in Walsenburg, Colorado with 33 micro homes ranging in size from 260 to 670 square feet. Sale... MORE ▾

Continue to 8 of 16 below.

08 of 16 Tiny House Community Near Sequoia National Park

Lemon Cove Village

You can build your small dwelling on a lot you can live on at Lemon Cove Village. It's a tiny house friendly RV community nestled in the foothills of the

<https://www.thespruce.com/livable...>

2017-08-08



Continue to 9 of 16 below.

09 of 16 Tiny House Community Michigan

Wheelhaus

Wheelhaus, a tiny home building company that specializes in luxury modular dwellings, partnered with Traverse Bay RV Resort in Acme, Michigan to create a community of pocket-size estates.

Homes average around 400 square feet with lot sizes starting at 5,000 square feet. Each dwelling features state of the art appliances, porches, and, rustic-inspired interiors decked out with reclaimed wood flooring and ceilings.

View the brochure at Traverse Bay R.V.

Related: Take a Peek at America's First... MORE ▼



Orange Splot

Accessory Dwelling Units are turning backyards in Portland, Oregon into mini tiny house communities.

Also known as a granny pad or mother-in-law flat, an ADU is an abode built on a lot of an existing home. Teensy structures like these are always a fraction of the main house's size.

Green homebuilder, Orange Splot constructed the two 526 square foot ADUs shared here in a client's backyard. Dubbed, "Ruth's Garden Cottages," each one has a porch, full bathroom and sleeping loft. The... [READ MORE +](#) [MORE ▼](#)

SHARE THIS MAP

10 tiny house villages for the homeless across the U.S.

Case studies for a trending idea

BY JENNY XIE | @CANONIND | JUL 18, 2017, 11:13AM EDT



A tiny house at Austin's Community First! Village. | Photo by Celesta Danger

Editor's Note: This post was originally published in September 2016 and has been updated with the most recent information.

Google

Map data ©2017 Google, INEGI, ZENRIN



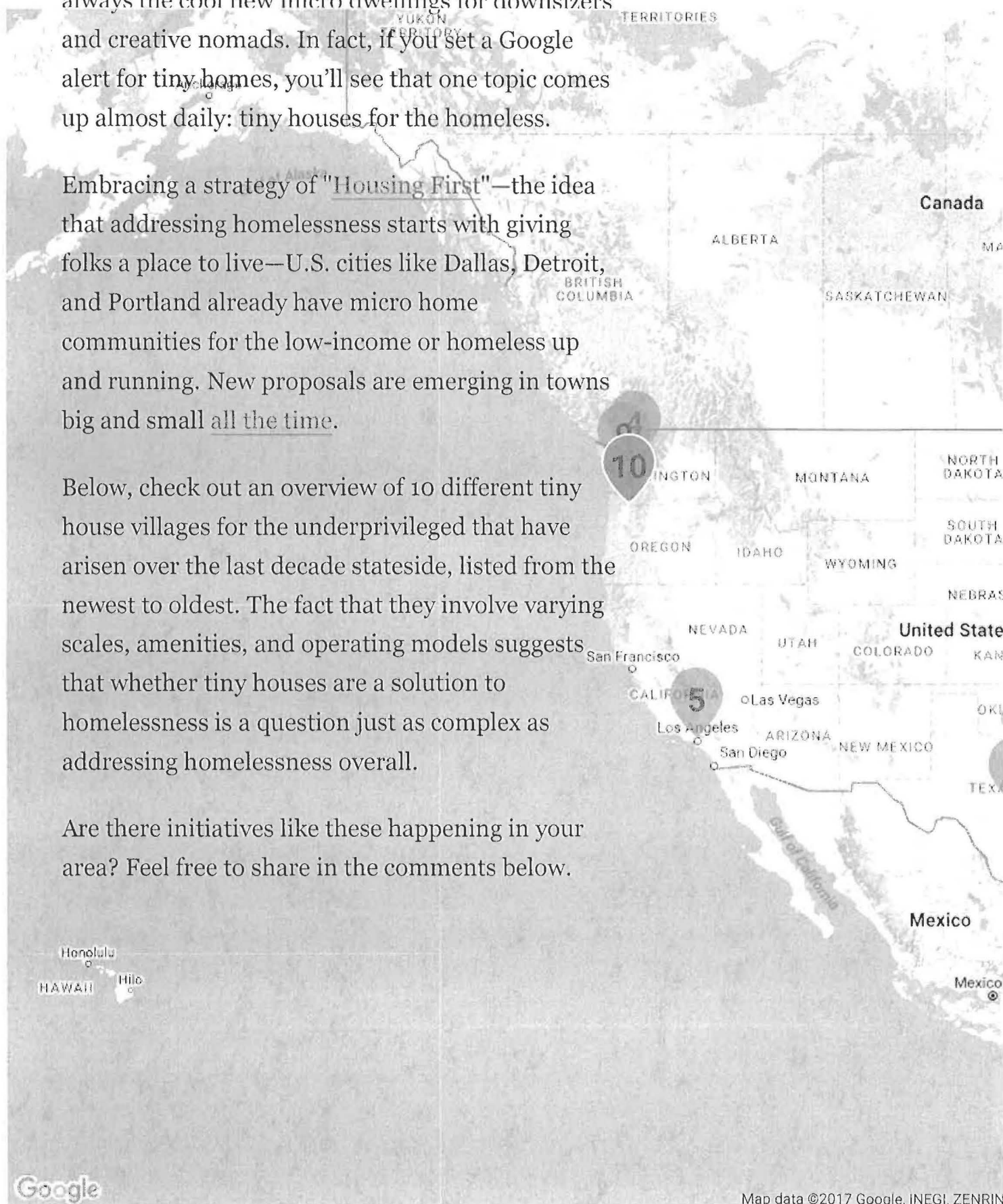
10 tiny house villages for the homeless across the...

The tiny houses making headlines today aren't always the cool new micro dwellings for downsizers and creative nomads. In fact, if you set a Google alert for tiny homes, you'll see that one topic comes up almost daily: tiny houses for the homeless.

Embracing a strategy of "Housing First"—the idea that addressing homelessness starts with giving folks a place to live—U.S. cities like Dallas, Detroit, and Portland already have micro home communities for the low-income or homeless up and running. New proposals are emerging in towns big and small all the time.

Below, check out an overview of 10 different tiny house villages for the underprivileged that have arisen over the last decade stateside, listed from the newest to oldest. The fact that they involve varying scales, amenities, and operating models suggests that whether tiny houses are a solution to homelessness is a question just as complex as addressing homelessness overall.

Are there initiatives like these happening in your area? Feel free to share in the comments below.



1 CASS Community Tiny Homes–Detroit, Michigan

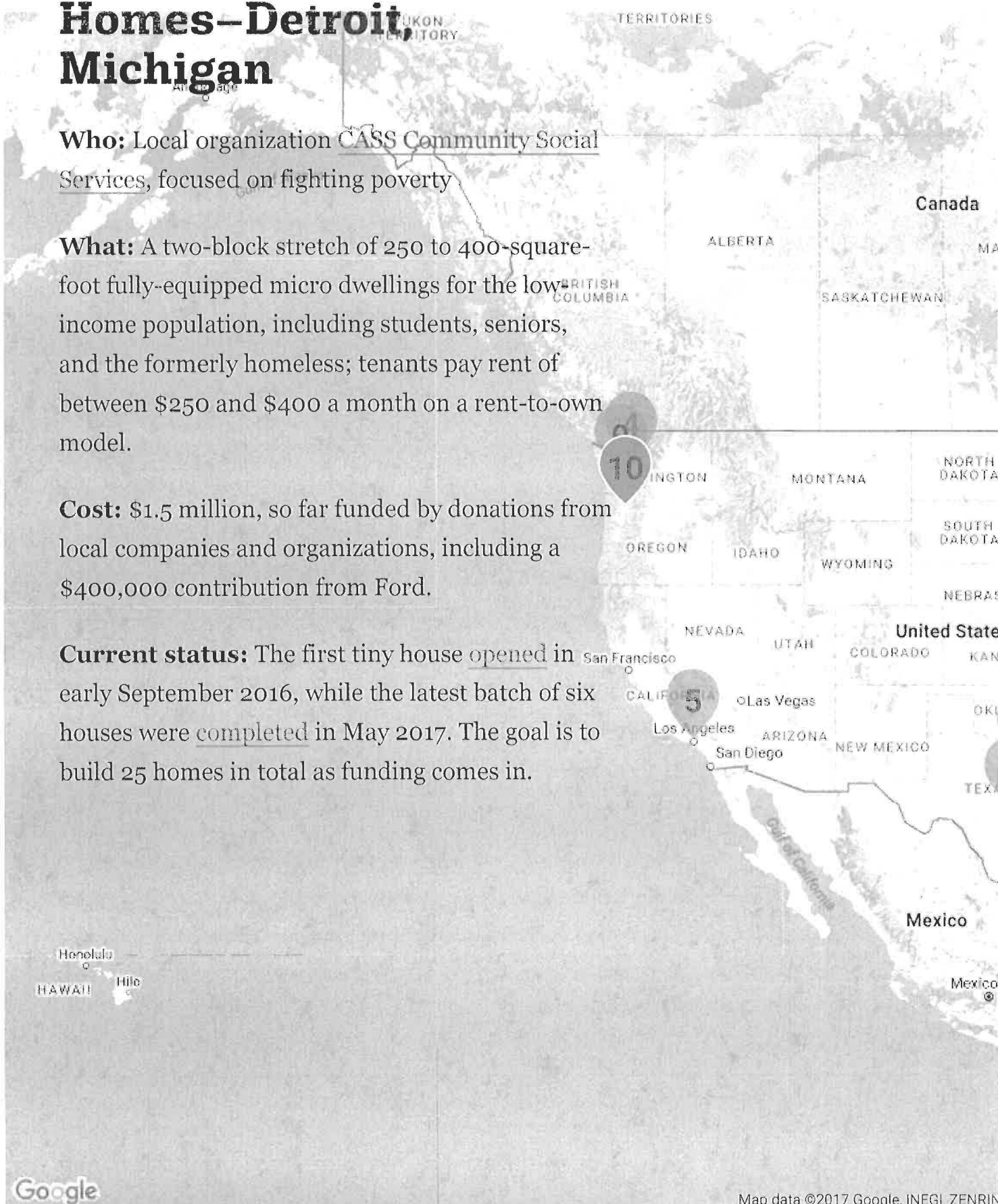
SHARE THIS MAP

Who: Local organization CASS Community Social Services, focused on fighting poverty

What: A two-block stretch of 250 to 400-square-foot fully-equipped micro dwellings for the low-income population, including students, seniors, and the formerly homeless; tenants pay rent of between \$250 and \$400 a month on a rent-to-own model.

Cost: \$1.5 million, so far funded by donations from local companies and organizations, including a \$400,000 contribution from Ford.

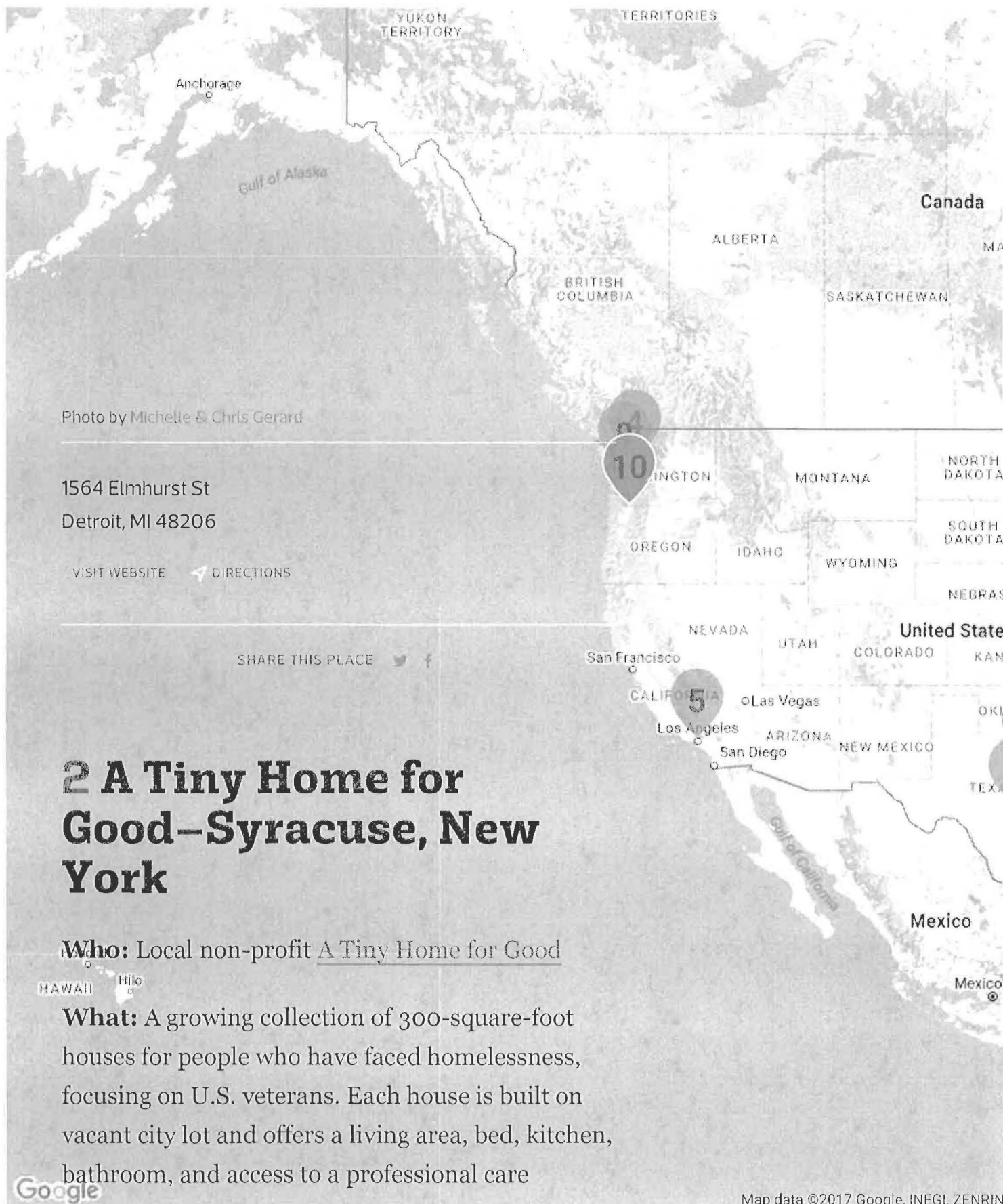
Current status: The first tiny house opened in early September 2016, while the latest batch of six houses were completed in May 2017. The goal is to build 25 homes in total as funding comes in.



Map data ©2017 Google, INEGI, ZENRIN

CURBED

SHARE THIS MAP



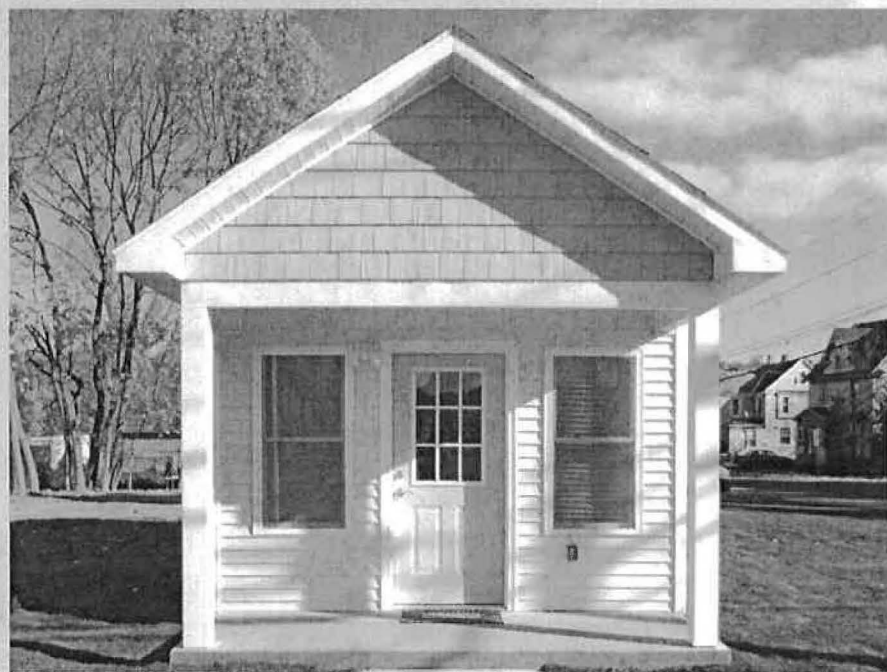
10 tiny house villages for the homeless across the...

manager; tenants pay rent determined on a sliding scale based on income.

SHARE THIS MAP

Cost: Each unit cost \$28,500 and was primarily built with volunteer labor and donated supplies. The majority of the funding comes from private donations; the rest come from grant support and resident rent (30 percent of a resident's monthly income).

Current status: Five houses completed to date, with four more slated to break ground in August 2017 and seven more in 2018 if all goes according to plan.



HAWAII Hilo
A Tiny Home for Good

112-14 Rose Ave
Syracuse, NY 13202

VISIT WEBSITE DIRECTIONS

Google

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10 tiny house villages for the homeless across the...

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3 Infinity Village—Nashville, Tennessee

Who: Rev. Jeff Obafemi Carr of interfaith group Infinity Fellowship, in collaboration with Dwayne A. Jones, owner of a construction company in Memphis

What: Six colorful 60-square-foot shelters for the homeless, housed at Nashville's Green Street Church of Christ—each unit can hold a Murphy bed, mini-fridge, microwave, hybrid heating/AC.

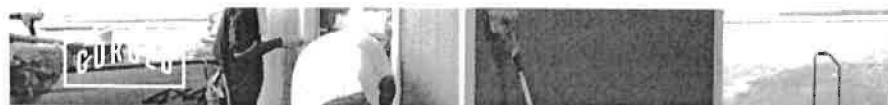
Cost: \$50,000, raised on GoFundMe

Current status: Fundraising to build out "Infinity Center," a 4,300-square-foot community space geared towards youth and families. The Infinity Village project also served as a model for a similar development at Nashville's Green St. Church, a project that has received a \$120,000 gift from the city.

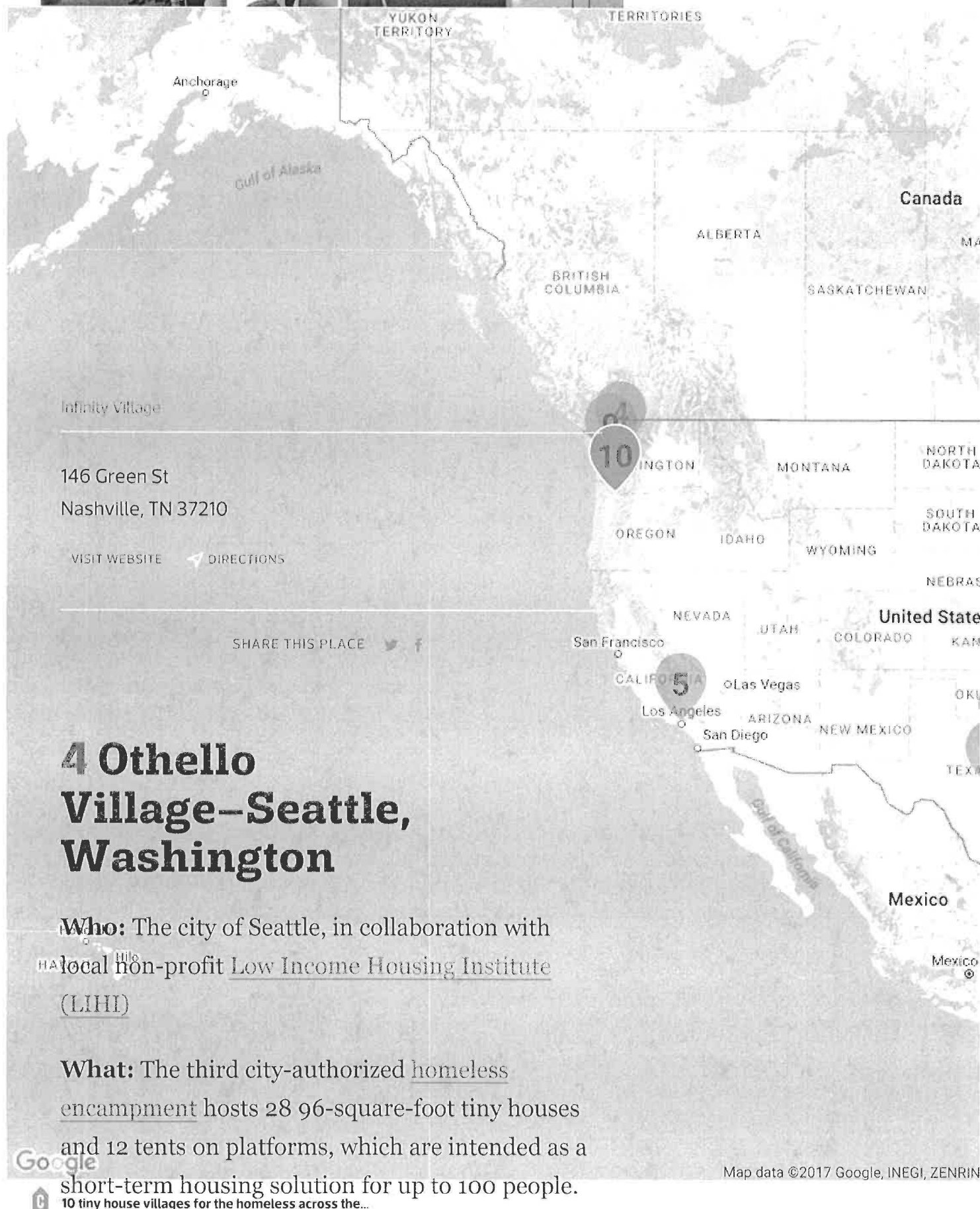
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The village shares a kitchen, shower trailer, donation hut, and security booth.

Cost: The city pays about \$160,000 per year to supply water, garbage services, and counseling on-site. Donations from individuals, foundations, and other organizations have recently allowed all Othello Village tiny houses to install heat and electricity. Donations to LIHI also fund the materials for the tiny houses, which cost about \$2,200 per house; construction is mostly courtesy of volunteers.

Current status: In December 2016, Seattle mayor Ed Murray announced three new homeless encampment sites, two will house up to 60 to 70 people in up to 50 tiny houses, while the third will have the same capacity in tents.



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5 My Tiny House Project LA—Los Angeles, California

Who: My Tiny House Project LA, a non-profit founded by South L.A. resident Elvis Summers

What: Over 40 roughly 50-square-foot micro dwellings for the homeless housed on private property, equipped with rooftop solar panels, wheels, and a portable camping toilet.

Cost: \$100,000 raised via crowdfunding

Current status: 20 new tiny homes are being built on donated land, and a mobile shower unit is under development.

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6 Second Wind Cottages–Newfield, New York

Who: Local non-profit Second Wind Cottages

What: Built on donated land, the village of 12 tiny houses so far house homeless men, who will pay rent “as they are able” for as long as they need—each structure includes a bedroom, kitchen, and bathroom.

Cost: About \$15,000 per house, completely funded by donations from individuals, businesses, organizations, and fundraising events.

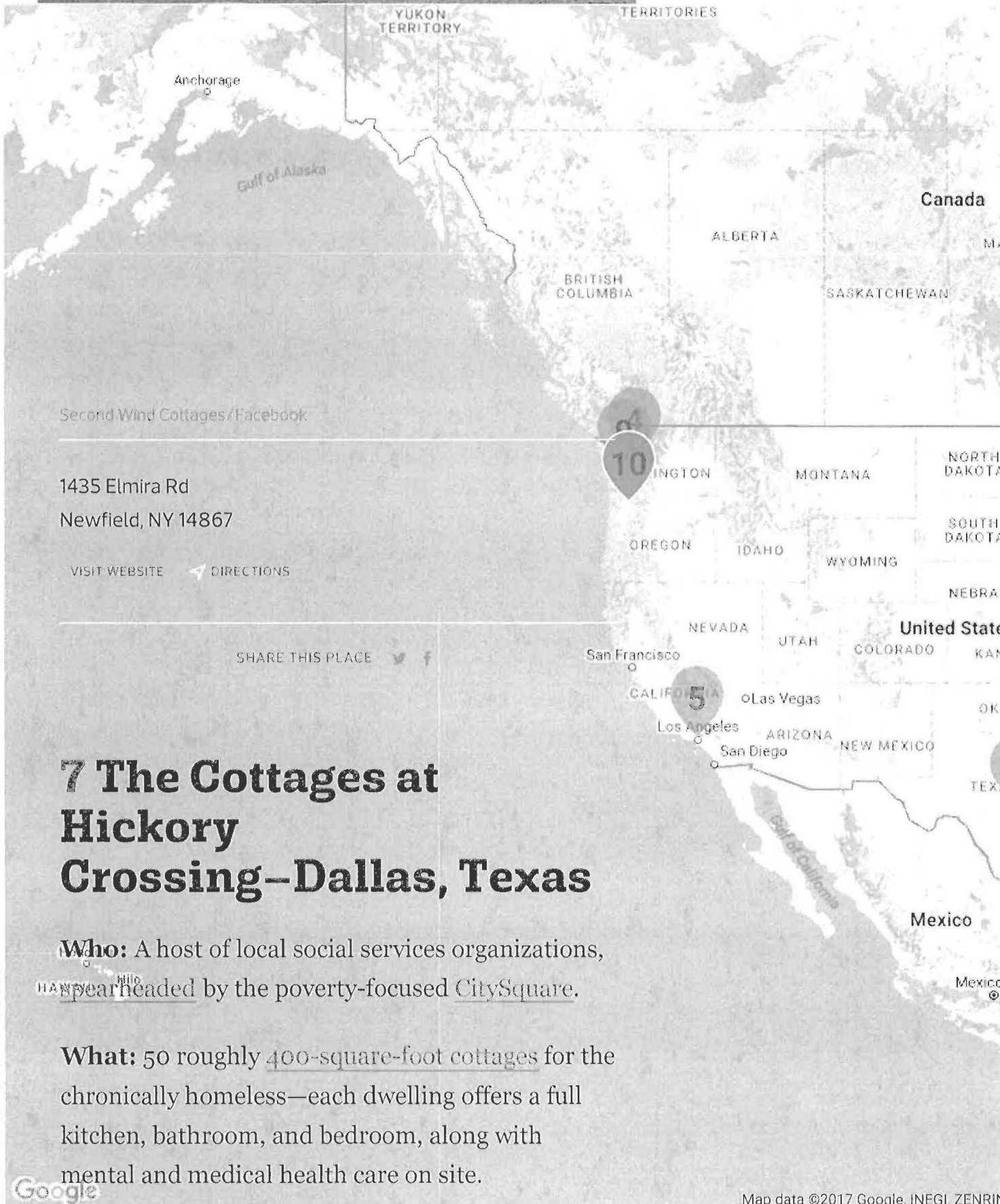
Current status: Working towards a total of 18-19 cottages, plus a larger common building on the site.

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Second Wind Cottages / Facebook

1435 Elmira Rd
Newfield, NY 14867

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7 The Cottages at Hickory Crossing—Dallas, Texas

Who: A host of local social services organizations, spearheaded by the poverty-focused CitySquare.

What: 50 roughly 400-square-foot cottages for the chronically homeless—each dwelling offers a full kitchen, bathroom, and bedroom, along with mental and medical health care on site.

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Cost: \$6.8 million, \$2.5 million of which came from the city and county, and the rest from a foundation grant, private donors, and local organizations.

Current status: All 50 homes are completed and occupied.



CitySquare

1625 S Malcolm X Blvd
Dallas, TX 75226

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8 Community First! Village—Austin, Texas

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Who: Mobile Loaves & Fishes, a local charity targeting homelessness

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What: A 27-acre master-planned village of tiny homes for the disabled, chronically homeless—including 120 micro homes, 100 RVs, and 20 "canvas-sided" homes (tents with concrete foundations). The village offers community amenities like places for worship, gardens, a medical facility, trails, outdoor movie theater, and more; rent is in the range of \$200 to \$350.

Cost: \$14.5 million privately funded—each structure is privately sponsored.

Current status: The village expects to reach full capacity of more than 200 people by mid-late 2017. Community First was recently awarded a top prize in *Engineering News Record's* residential/hospitality category.



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@mobileloaves/Instagram
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9301 Hog Eye Rd

Austin, TX 78724

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9 Quixote Village—Olympia, Washington

Who: Panza, a local non-profit comprising various faith communities

What: A community of 30 tiny dwellings—each measuring 144 square feet—for the homeless, with a shared kitchen, dining area, living room, showers, laundry, offices and meeting space. The over two acre site also includes a vegetable garden.

Cost: \$3.05 million in total, at a rate of about \$88,000 per unit taking into account donated land and services (detailed breakdown [here](#)). Funding came from a mix of state funding, community development grants, and donations from local organizations and individuals.

Current status: The village is currently full, but the organizers are in the process of developing two more similar villages in Washington's Pierce and Mason counties.

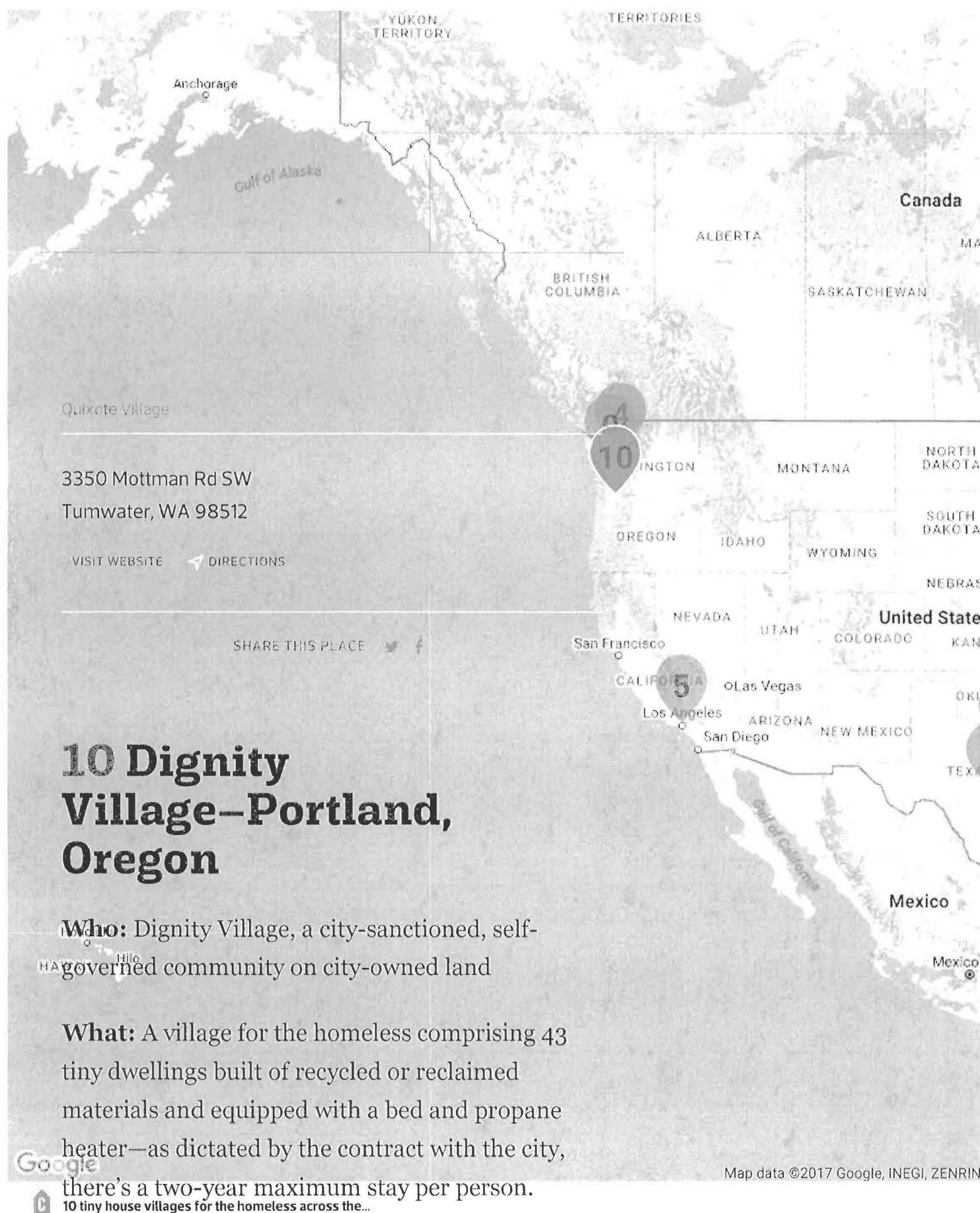
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Cost: Yearly operating costs are roughly \$28,000, covered by a \$35 a month fee from each resident, as well as micro-business revenues, and private donations.

Current status: Founded in 2000, Dignity Village is the longest-running of its kind and continues to host up to 60 people per night.



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Dandridge, TN gives initial approval to tiny houses on foundations



Dandridge Council gave first reading approval to regulations for "tiny houses" doing their regular session last Tuesday.

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The town's planning commission developed the guidelines, which regulate houses in the 100 to 300 square foot range. The tiny house trend started on the West Coast and has become popular across the country. The structures are featured on a Home and Garden television channel show and are considered a way to cut back on consumerism and wastefulness.


The new ordinance, approved unanimously following motions from Council member Ken Thornhill and Vice Mayor Mike Nelson, restricts tiny houses to the R3 (multi-family, high density) zone. They must have permanent foundations, according to the ordinance.

Planners were concerned that a developer could group a large number of tiny houses on a small area. They also wanted to restrict their mobility. Many tiny houses are built on trailers and intended to be moved around.

In the R3 zone, lot sizes are 7,500 square feet.

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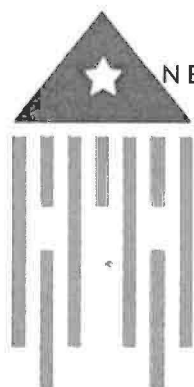
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Park County, CO allows tiny houses of about 250 sq ft



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22. What is the smallest cabin/house I can build?

Recent changes to the Park County Land Use Regulations eliminate the

previous minimum dwelling size of 600 square feet. The Building Department has been approached by a number of people inquiring as to the minimum square footage required by the adopted building code.

Our current codes do not specify a minimum square footage. However, the 2006 International Building Code does address "efficiency dwelling units" in section 1208.4. This section of the adopted code states that the dwelling shall have the following:

- 1) Living room of not less than 220 square feet with an additional 100 square feet for every occupant in excess of two people.
- 2) Separate closet.
- 3) Kitchen sink, cooking appliance and a refrigeration unit, each having a clear working space of not less than 30 inches.
- 4) Separate bathroom with a water closet, lavatory, shower and/or bathtub.
- 5) All light, ventilation and life safety requirements must be met regardless of dwelling size.

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Furthermore, in cases where the efficiency dwelling unit is not a component of a multi-unit structure, provisions for mechanical equipment (heat, hot water, pressure tank, etc) will be required as well.

As there are many ways to approach the design of a dwelling there is not a hard and fast rule on the minimum dwelling size. Please keep in mind the above requirements if attempting a minimal sized dwelling. Please note: this only applies to stick built dwellings. Modular and Manufactured dwelling still require a 600 sq. foot footprint at grade level per the Park County Land Use Regulations.

Source: <http://www.parkco.us/faq.aspx>

Information provided by DuWayne Langseth: *We sell land of all sizes in Park County including these remote properties that would be perfect for tiny homes –*

<http://www.landwatch.com/Park-County-Colorado-Land-for-sale/pid/25014910>

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Pima County, AZ adopts tiny-house-friendly zoning & building codes



Definition: A tiny house is a single family dwelling of maximum 400 square feet

Zoning Code Requirements

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Tiny houses built on permanent foundations are permitted in any zones allowing detached single family dwellings.

Tiny houses built on a chassis where the suspension/axle components have been removed and the chassis permanently attached on a permanent foundation will be treated as factory-built buildings allowable only in the following zones: CR-3, CR-4, CR-5, TR, ML, SP, CB-1 and CB-2.

Tiny houses on mobile chassis are considered trailers and are only permitted in the following zones: RH, GR-1, SH, MU, CMH1, CMH2 and IR.


Tiny houses regulated by the State of Arizona shall be permitted in zones in accordance with the Arizona defined housing category.

Building Code Requirements

Tiny houses shall be built and inspected in accordance with the Pima County adopted building code.

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The house can be partially or entirely built on-site or off-site. If built off-site, it needs to have been permitted by a recognized agency (jurisdiction with a code approval process similar to that of Pima County), or by an approved fabricator accredited by the International Accreditation Services, Inc., to build tiny houses.

The County will waive certain building code minimum standards to accommodate tiny houses in accordance with performance criteria in the ICC Performance Code. The reasoning is that certain minimum standards in the code exist to abate slum housing and to provide safe egress and ingress by fire-fighting personnel for multiple-room larger conventional structures. As these homes are tiny, they provide quicker exiting and occupants are more aware of the physical configuration of the space thereby alleviating fall and means of egress risks. As such, the following code adjustments are provided:

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- Minimum dwelling/room/ceiling height/windows/door/fixture/accessibility dimensions do not apply
- Ladders may replace stairways to loft areas
- Loft areas may have reduced fall protection
- Number of electrical circuits may be reduced to reflect loads
- Alternative compliance with NFPA 501 for mechanical/electrical systems is recognized

Source –

<http://webcms.pima.gov/cms/One.aspx?portalId=169&pageId=259596>

Read more –

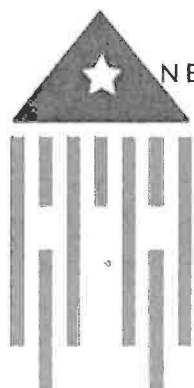
http://tucson.com/business/tucson/roomy-enough-tiny-home-movement-takes-first-steps-in-tucson/article_a623fbad-86c5-5e73-a010-cd41a0105955.html

Please note that the city of Phoenix may have requirements that are different from the county's.

By **elainelw** | June 3rd, 2016 | 1

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Fresno is the First City in the Country to Approve Tinys on Wheels in Residential Neighborhoods

Dan Fitzpatrick has over 40 years of experience in planning and development. He has served in the public sector as Fresno's Redevelopment Agency Director and has expertise in master plan and infill development. Mr. Fitzpatrick has also served as Chief Administrative Officer and Assistant CAO for the County of Fresno. Mr.

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Fitzpatrick holds a Masters in Government and lectures on government and planning issues at various colleges and universities in California.

We are fortunate to have Dan on board to help us in our advocacy work at the American Tiny House Association. Dan worked diligently to recode Fresno's secondary dwelling unit ordinance to include tiny houses on wheels as backyard cottages in all residential neighborhoods in Fresno, California. While some communities have ordinances allowing tinys on foundations, this is a first for tinys on wheels that are not required to be caregiver cottages.

California Tiny House and the City of Fresno, held a press conference in front of Fresno City Hall to publicize the recent enactment of an ordinance which permits tiny homes on wheels as 2nd dwelling units on residential lots throughout the city. The new ordinance can be found at:

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PIMA COUNTY

Permitting regulation for Tiny Houses

Definition

A tiny house is a single family dwelling of maximum 400 square feet

Zoning Code Requirements

- Tiny houses built on permanent foundations are permitted in any zones allowing detached single family dwellings
- Tiny houses built on a chassis where the suspension/axle components have been removed and the chassis permanently attached on a permanent foundation will be treated as factory-built buildings allowable only in the following zones: CR-3, CR-4, CR-5, TR, ML, SP, CB-1 and CB-2
- Tiny houses on mobile chassis are considered trailers and are only permitted in the following zones: RH, GR-1 SH, MU, CMH1, CMH2 and IR
- Tiny houses regulated by the State of Arizona shall be permitted in zones in accordance with the Arizona defined housing category

Building Code Requirements

- Tiny houses shall be built and inspected in accordance with the Pima County adopted building code.
- The house can be partially or entirely built on-site or off-site. If built off-site, it needs to have been permitted by a recognized agency (jurisdiction with a code approval process similar to that of Pima County), or by an approved tiny house fabricator accredited by the International Accreditation Services, Inc., HUD, or similar organization.
- The County will waive certain building code minimum standards to accommodate tiny houses in accordance with performance criteria in the ICC Performance Code. The reasoning is that certain minimum standards in the code exist to abate slum housing and to provide safe egress and ingress by fire-fighting personnel for multiple-room larger conventional structures. As these homes are tiny, they provide quicker exiting and occupants are more aware of the physical configuration of the space thereby alleviating fall and means of egress risks. As such, the following code adjustments are provided:
 - Minimum dwelling/room/ceiling height/windows/door/fixture/accessibility dimensions do not apply
 - Ladders may replace stairways to loft areas
 - Loft areas may have reduced fall protection
 - Number of electrical circuits may be reduced to reflect loads
 - Alternative compliance with NFPA 501 for mechanical/electrical systems is recognized

What is required for submittal?

- Follow the [Custom Home](#) process

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Briley Township, MI amends codes to welcome tiny homes on foundations

Briley Township in northern Michigan has adapted its zoning regulations to be more tiny house friendly. They have defined a new type of dwelling, an *economy efficient dwelling*.

- An Economy Efficient Dwelling is a dwelling that is more than 240 sq ft and less than 500 sq

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ft with a minimum side elevation of no less than 12 ft and no more than 20 ft, minimum length of 20 feet and a maximum length of 30 ft built to all Michigan building and sanitary codes and qualifies for a certificate of occupancy.

- An economy efficient dwelling must be placed on a permanent approved foundation.
- These homes are allowed in residential 2, forest rec, and agriculture areas.


Source:

<http://brileytownship.com/doc.zoningordinance.pdf>, page 4.

Barry Braun, the Zoning Administration & Enforcement Officer writes, "If I can be of help to you or your members, I do stand ready to answer any questions or assist them with their efforts. While we do not allow movable structures, our ordinance is friendly to smaller residential needs. Our building inspector is also pleased that we have made changes to

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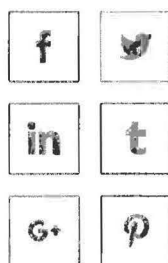


benefit this national trend.” You can call Barry at (989) 785-4624.

Atlanta (within Briley Township) is the Elk capital of Michigan and has vast amounts of public lands for hunting, fishing, snowmobiling, ATV’s and other recreation in the Great Lakes state.

By **elainelw** | October 11th, 2016 | **0 Comments**

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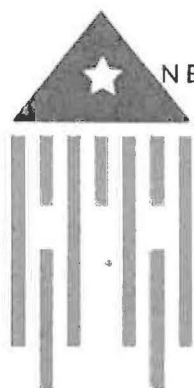
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Aiken County, SC set to allow tiny houses on wheels on their own land



tiny house in Aiken County, SC. Photo by
WFXG

Folks living in tiny homes are a step closer to permanent residence.

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Tuesday, the Aiken County Council moved forward with a reading that would allow tiny homes to stay in the county.

Tuesday's reading was the second passed in the Aiken County Council without any objections, but there is still another reading to go through at the next council meeting to make it official.

About half a dozen tiny home owners were at the council meeting Tuesday, hoping they wouldn't have to start making plans to move.

Under the current proposal that was passed unanimously, they will be able to stay.

The rules are that they must have two acres of property, 50 feet between a public road and it would only be one home on that property.

Originally, the people against the tiny homes were worried they would bring down property value. It seems this wording on the ordinance seem to quell those concerns. There was no objection at the meeting.

"I mean how many RV parks do we want in Aiken County? I get that, it's not something we would want either but the fact that it's a single campsite, there's only one tiny house on the property. I think

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that's doable for everybody," said tiny home owner Kimberly Camplatarro.

The final vote and ending to this is scheduled for the next county council meeting that's just over a month from today on September 20.

Source –

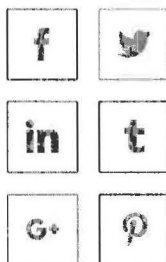
<http://www.live5news.com/story/32775713/tiny-homes-one-step-closer-to-staying-in-aiken>

Update 09/21, the change has passed!

<http://www.aikenstandard.com/20160920/160929930/aiken-county-council-oks-tiny-homes-peddlers-ordinances>

By **elaine1w** | August 17th, 2016 | 1
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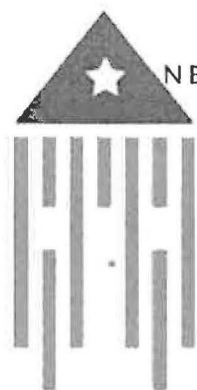


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Washington County, UT passes tiny house friendly zoning



The county has had a lot of inquiries about tiny homes, county planner Scott Messel said, which was unexpected because lots in the

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unincorporated areas of the county are typically quite large.

“We removed the square-footage requirement for single-family dwellings,” Messel said. The previous minimum size was 800 square feet. Home builders must still abide by the county building codes, he said, but that minimum is under 300 square feet.


Tiny houses are allowed in residential zones in the county as long as they are on a foundation and hooked up to utilities.

Tiny homes built to be mobile with an axle and wheels are now classified as park model recreational vehicles and are allowed as a conditional use in recreation grounds and facilities and campground projects. However they are not allowed on residential lots, Messel said.

The revised **zoning ordinance**, approved by the Washington County Commission Tuesday, amends and clarifies several zoning regulations.

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COCONINO
COUNTY ARIZONA

COMMUNITY DEVELOPMENT

Permitting Regulations for Tiny Houses in Coconino County

Draft- August 19, 2016

Definition

Coconino County Community Development defines a Tiny House as a house smaller than 400 square feet; it can be site-built, partially site-built, or on an approved trailer. Houses shall not be smaller than 200 square feet.

Zoning Code Requirements for Tiny Houses:

- Site built tiny houses built on an approved foundation system shall be permitted in zones allowing detached single family dwellings; must meet Community Development regulations for Tiny Houses
- Tiny houses built on trailers, where the suspension/axle components have been removed and the chassis permanently attached on an approved foundation shall be permitted in zones allowing detached single family dwellings; must meet Community Development regulations for Tiny Houses
- Tiny houses on mobile chassis where the suspension/axle components remain are considered semi-permanent and the chassis shall be attached on an approved foundation system, and shall be permitted in zones allowing for manufactured and mobile homes; must meet Community Development regulations for Tiny Houses
- Tiny houses licensed as Travel Vehicles by the State of Arizona are non-permanent housing and must be self-contained, these shall be permitted for uses similar to recreation vehicles; these homes fall under ADOT jurisdiction
- Site built tiny houses or tiny houses on trailers where the suspension/axle components have been removed and the chassis permanently attached on an approved foundation, and meeting all other multifamily zoning and Community Development Tiny House requirements, shall be permitted in multifamily zoning
- Site built tiny houses, or tiny houses on trailers where the suspension/axle components have been removed and the chassis permanently attached on an approved foundation, and meeting all other Accessory Dwelling Unit zoning and Community Development Tiny House requirements, shall be permitted in zones allowing for Accessory Dwelling Units

Building Code Requirements for Tiny Houses:

- Tiny houses shall be built and inspected in accordance with the Coconino County adopted building code and ordinance.
- The house can be partially or entirely built on-site or off-site. If built off-site, it needs to have been inspected and approved by a recognized agency approved by the Building Official. All Tiny Houses on Wheels (THOWs) that are built off-site and brought to Coconino County as a dwelling unit will require a plan review and special inspection by Coconino County Community Development to ensure the structural and life safety aspects of the THOW. The County can request additional remodel permits, inspections and engineering of off-site THOWs that have

not been inspected and certified by another jurisdiction or third party agency-on a case by case bases.

- The County has made the following building code adjustments to accommodate tiny houses:
 - Minimum room dimension is 6'6" with no room smaller than 65 square feet, excluding storage areas and bathrooms
 - Ceiling height is 6'4" in open livable areas, creating a non-obstructed path for egress and ingress
 - Egress and ingress must be provided in sleeping and living areas
 - Lofts built as storage shall not be permitted as bedrooms, unless meeting ceiling height and egress/ingress requirements
 - Bathroom and kitchen required, clearance in the front of the toilet needs to be no less than 15" from center of toilet to wall or cabinets
 - Ladders/ladders may replace stairways to loft areas (must have uniform run and rises, provide stair or ladder detail on plans)
 - Loft areas used for storage may have reduced fall protection
 - Number of electrical circuits may be reduced to reflect loads
 - A minimum of 60 amp electric panel required
 - Energy Code Concessions: R-15 minimum in framed floors, ceiling insulation and wall insulation
- Tiny houses built on trailers will need to have Manufacturer's Statement of Origin (MSO), or a Manufacturer's Certificate of Origin (MCO), or be registered with the Department of Motor Vehicle (DMV). Documentation must show the load capacity for the trailer. Before a Certificate of Occupancy can be issued, documentation must be provided to Coconino County Community Development verifying the load of the tiny house is within the load capacity of the trailer.
- A Certificate of Occupancy will only be issued for tiny houses set on permanent foundations. If the home is removed, the Certificate of Occupancy is no longer valid for the mobile tiny home on wheels. If the tiny home is re-set on a permanent foundation within Coconino County, a foundation permit and special inspection of the tiny house shall be required to obtain a new Certificate of Occupancy.

Wastewater Requirements:

- Tiny houses set on a permanent foundation will be required to have a wastewater system sized to accommodate the occupancy and fixture count.
- Tiny houses used as RVs and sited at an RV park must be fully self-contained
- Compost toilets need to meet ADEQ approved list
- Graywater needs to be approved for permanently sited tiny houses, to ensure no issues with wastewater system function, as well as environmental considerations like high ground water, wells, and permeability of soils.
- Tiny Houses on Wheels (THOWs) can include plumbing for graywater-but if permanently sited, the THOWs must go through an approval process

Engineering Division Requirements:

- Permanently sited Tiny Homes need to meet all Engineering requirements, including drainage, road encroachments, floodplain and roads.

Excerpts from the Consolidated plan addresses Homelessness

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The State set forth corresponding priorities, as outlined below, to address priority housing needs:

- ☒ *Preserve and expand Delaware's stock of affordable rental housing;*
- ☒ *Assist Delaware families to achieve and sustain homeownership, including homebuyer assistance and rehabilitation assistance for existing homeowners;*
- ☒ *Reduce the family and community impact of foreclosure via prevention and recovery programs;*
- ☒ *Provide resources for local communities to address community development needs; and*
- ☒ *Assist in ending homelessness and ensure that those at risk of homelessness have access to affordable, integrated, supportive housing options, including permanent supportive housing.*

The majority (66%) of Delaware households are small families or non-families (individuals or groups of non-related individuals), followed distantly by older or senior households (26% of households). Because of this, there is significant demand for affordable 1- and 2-bedroom housing units throughout the state.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

The Homeless Planning Council of Delaware's *Ten Year Plan to Prevent and End Homelessness* (updated in 2013) cites the following key contributing factors which can cause a person or family to become homeless:

- ☒ **Inadequate income.** Persons experiencing homelessness typically have incomes below half the federal poverty level. This equates to an annual income of less than \$7,300 for a family of two. Only 8% of adults reported having income from employment. 42% reported no financial resources.
- ☒ **High cost of housing.** *The lack of affordable housing is the primary cause of homelessness among families in Delaware, as it is in the U.S. This is both because there is an inadequate supply of affordable housing and because incomes are so low that families cannot pay for the housing that is available.*

The demand for rental housing is increasing and there is currently a shortage of rental housing in the state. The rental vacancy rate in Delaware is at its lowest point in the past 10 years, at 7.4%. This is due to the fact that much of the housing activity has been focused on homeownership while the renter population has been increasing.

SP-05 Overview

Strategic Plan Overview

Priority Needs

The following have been identified as priority needs for the FY2015-2019 Consolidated Plan:

- ☒ *Affordable Rental Housing*

- ☒ *Homelessness*

- ☒ *Permanent Supportive Housing Goals*

The Consolidated Plan establishes six goals for the state of Delaware that will serve as priorities for use of HUD and other resources.

Addressing the emergency and transitional housing needs of homeless persons

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

How will the proposed distribution of funds address the priority needs and specific objectives described in the Consolidated Plan?

HUD funds are being targeted to priority housing needs, including homeowner rehabilitation, *affordable rental housing, and homelessness* and rapid rehousing. These funds will be leveraged by other state and federal funds. Additionally, other state and federal funds will address foreclosure prevention, homebuyer assistance, and permanent supportive housing needs.

The Maintenance of Existing Housing priority has a set-aside of 60-90% of CDBG funds available for allocation to project activities that include: rehabilitation of substandard residential properties; housing code enforcement, demolition of substandard structures; ***construction or rehabilitation of emergency/transitional/permanent supportive housing***; relocation assistance as required under the Uniform Relocation Act, Delaware Code, and 24 CFR 570; substantial reconstruction of housing; and provision of housing-related services in conjunction with activities noted above.

The Infrastructure priority has a set-aside of 10-40% of CDBG funds available for allocation to project activities that include: infrastructure such as the installation or improvement of water systems, sewer systems, streets, storm drainage systems, sidewalks, and all related activities; architectural/engineering studies for infrastructure; preparation of grant applications to other grantor agencies; *acquisition of land for new housing development; clearance and site preparation for new housing development*; installation or improvement of infrastructure benefiting service areas of at least 51 percent low- and moderate-income persons; and planning studies.



HOUSING PLAN

Current Housing Conditions

Central Dover has a very low homeownership rate of about 25%. Many rentals need significant repair and may not be feasible to bring up to standard. There is a high incidence of boarded up and vacant properties that not only attract crime, but limit positive investment. Some landlords are not investing sufficiently in their properties. There are infrastructure needs such as street lighting, sidewalks, and curbs. Planning is necessary on down town streets to assure optimal land use and design, using a streetscape approach.

Housing Goal

To offer new homeownership opportunities with a goal of achieving a 50% rate of homeownership. Eliminate blight by rehabilitating owner-occupied and rented properties and demolishing substandard, vacant, and uninhabitable properties. Increase City code enforcement to have units repaired. City planning design downtown blocks with a goal of lessening housing density, assembling properties, and developing pleasing streetscapes. Make associated infrastructure projects a priority.

Components of the Housing Goal

- A. Judicious code enforcement to improve substandard rental properties.
- B. City action on derelict, blighted, and vacant buildings.
- C. Demolition of properties that cannot feasibly be-placed into service.
- D. Implement steeper penalties for non-compliance with building codes and ordinances within the DDD zone.
- E. Develop new homes for sale on in-fill properties.
- F. Rehabilitate owner occupied homes to bring them into code compliance.
- G. Develop a relocation plan for displaced residents.
- H. Assemble land parcels to have more frontage and less density, with new designs for entire blocks.
- I. Do an infrastructure assessment and implement improvement plan for street lighting, alley lighting, sidewalks, curbs, recreation, etc.
- J. Have all City of Dover Departments come together and focus on this goal.

The Time is Now!

Downtown Dover has deteriorated for far too long. The downtown has been designated a Downtown Development District by the state for 10 years and incentives for positive investment exist. Restoring Central Dover is finishing the 2nd year of its 5-year Implementation Plan. Neighborhood Building Blocks Fund resources are coming to the City, the Police Department, and NCALL. NCALL received \$1,000,000 in Strong Neighborhood Housing Fund assistance for NCALL and Central Delaware Habitat to build 20 for-sale homes. These resources cannot be fully deployed and additional investment secured until we make strides on the safety and deterioration issues. We have a unique opportunity to work together to make measurable and lasting change in central Dover.

BLIGHT DISCUSSION

Vacant, abandoned, boarded up buildings that are not fulfilling a productive use, constitute blight. What impact does blight have on neighborhoods?

- Blighted properties are havens for criminal activity
- Blighted properties destabilize neighborhoods
- Blighted properties are dangerous, creating safety and fire hazards
- Blighted properties drive down property values
- Blighted properties create chaos for local residents
- Blighted properties drain local tax dollars
- Blighted properties create an environment of disinvestment
- Blighted properties cause lost economic opportunities
- Blighted properties keep the City from achieving its goals

Studies show that that even one vacant home in a development or on a block can have a very negative impact on the neighborhood's sense of security, the real estate market, and its ability to attract quality investment. Central Dover has multiple vacant, blighted properties per block, within the Downtown Development District.

Kirkwood Street has 14, Queen Street has 14, New Street has 13, Governors Avenue has 10, Bradford Street has 5, and State Street has 2, for a total of 58 vacant in our downtown.

Some communities are adopting zero tolerance policies requiring owners to Fix-it-up, Pay-it-up, or Give-it-up. The number and density of blighted properties may well be Dover's greatest challenge - deserving attention, action, and resources.

Vacant Buildings within the Restoring Central Dover Boundary

- Legend**
- Vacant Buildings
 - Restoring Central Dover Boundary
 - Dover Parcels

1 inch = 200 feet

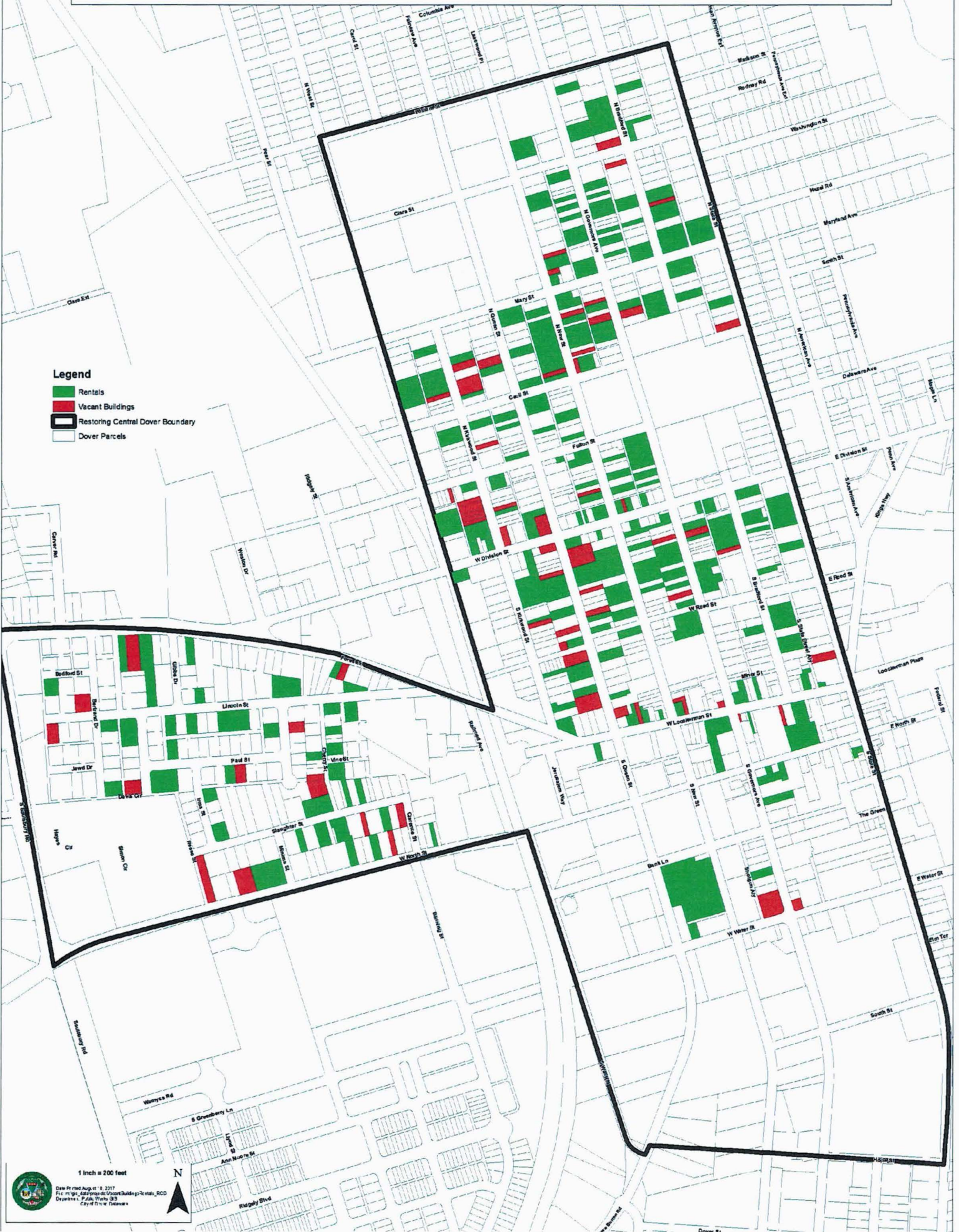
City of Dover, Delaware
Office of Planning and Development
2023

City of Dover, Delaware
Office of Planning and Development
2023

Vacant Buildings and Rentals within the Restoring Central Dover Boundary

Legend

- Rentals
- Vacant Buildings
- Restoring Central Dover Boundary
- Dover Parcels



Date Printed: Aug 11, 2017
 File: c:\gis\address\restoring central dover\buildings-rentals_RCD
 Operator: J. Public Works GIS
 City of Dover, Delaware



PLEASE CONSIDER THE FOLLOWING ACTIONS

Adopt this Housing Plan in spirit and coordinate all departments to work together and focus on this redevelopment goal within the Downtown Development District. Steps that may facilitate this are:

- Expedite the dangerous building process (assign it emergency status)
- Use the International Property Maintenance Code where possible
- Make the Code Enforcement process more timely
- Use the courts when necessary to gain compliance
- Make sure money is budgeted for city action commensurate with the need
- Pivot and make eradicating blighted, vacant properties a priority

This will allow the City to act on the many dangerous, blighted properties that exist, gain control where owners don't comply, demolish property when it is not feasible to save, and put the property into productive use, all while relieving the effects of blight and vacancy on the neighborhood, and thereby encouraging new investment and quality housing opportunities.

Thank you for your consideration,

Joe L. Myer
NCALL
Restoring Central Dover and Partners
363 Saulsbury Road
Dover, DE 19904
302-678-9400
www.ncall.org



Please Join

Joe Myer, Executive Director, NCALL

Mayor Robin R. Christiansen, City of Dover

Anas Ben Addi, Director, DSHA

Elected Officials and Partners at

Restoring Central Dover's

New Homes Celebration

Tuesday, August 15, 2017 at 1:00 pm

231 North Queen Street, Dover



Restoring Central Dover is a [comprehensive neighborhood plan](#) and collaborative for neighborhood revitalization led by [NCALL](#) and a Steering Committee comprised of community and city representatives. The focus is on community building and safety, social services, affordable housing, commercial development, and transportation with many strategies under each topic. Now in implementation, the Plan serves as a tool for local leadership to prioritize their goals and direct their efforts, increase resident involvement and, ultimately, implement positive change.

PROPOSAL FOR COUNCIL'S APPROVAL OF

RECLAMATION OF DOVER PARK
AND RECREATIONAL CENTER DAY!SEPTEMBER 9, 2017

In quest of approval from City Council for a Reclamation of Dover Park Day as a City of Dover's Special Event, I Roy Sudler, Jr. Chairman of the Parks and Recreational Enhancement Committee called to order a **Special Park's Update Committee Members Meeting on August 8, 2017.**

The Committee meeting focused on:

- A. Cost Analysis of Public Works and Parks Department's Staff needed,
- B. Permits, Fire or Food Inspections Required; and
- C. Dependencies, that aligns with our Financial Resource Model, which exemplifies various agencies that would provide monetary contributions towards upgrading park amenities and a new indoor community center for the East-Side of Dover. [3rd Council District]

DEPENDENCIES AND FINANCIAL RESOURCES

**PROPOSAL FOR COUNCIL'S APPROVAL OF
RECLAMATION OF DOVER PARK
AND RECREATIONAL CENTER DAY!**

SEPTEMBER 9, 2017

Currently, the Committee have been able to secure monetary assistance under our

Legislator's Resource Dependencies Component from:

1. Sean Lynn 31st District Delaware's House of Representatives {\$250},
2. Timothy Slavin At-Large / President of City Council –Dover {\$250},
3. Tanner Polce 1st District City Councilman-Dover {\$250},
4. Brain Lewis 2nd District City Councilman {\$250},
5. David Anderson-4th District City Councilman{\$250}; and
6. Myself Roy Sudler, Jr. 4th District City Councilman {350}

For a grand total of **\$2,100** under our Legislator's Monetary Dependency Component

Community's Resource Dependency Component from:

1. Anonymous Member of Alpha Phi Alpha Fraternity Incorporated {\$50}
2. Travis Mishoe Sudler {\$50}
3. Pilar Figueroa {\$50}
4. Chuck Jackson {\$50}

For a grand total of **\$200** under our Community's Monetary Dependency Component

Organization's Resource Dependency Component from:

1. The Apartments at Mishoe Cove, LLC. {\$250}
2. Capital Pawn, LLC. {\$300}
3. Sudler and Mishoe Contracting Builder, LLC. {\$100}

For a grand total of **\$650** under our Organization's Monetary Dependency Component

Church's Resource Dependency Component from:

1. Star Hill A.M.E. Church {\$100}

For a grand total of **\$100** under our Organization's Monetary Dependency Component

**PROPOSAL FOR COUNCIL'S APPROVAL OF
RECLAMATION OF DOVER PARK
AND RECREATIONAL CENTER DAY!**

SEPTEMBER 9, 2017

As of **August 14, 2017**, the **Special Parks Update Committee** has secured approximately **\$3,050**.

At this present moment, I will ask the Director of Parks and Recreational Center for the City of Dover; Mr. Dave Hugg, for additional comments, followed by Sharon Duca, the Director of Public Works and enclosing Mrs. Donna Mitchell for Financial and Staff Summary Overview.

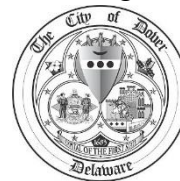
➤ Thank you for your time and consideration!

Roy Sudler, Jr.

Chairman of Parks and Recreational Enhancement Committee

4th District City Councilman

City of Dover
Human Resources Department
PO Box 475
Dover DE 19903-0475
Phone: (302) 736-7073
Email: khawkins@dover.de.us



MEMORANDUM

TO: Legislative, Finance and Administration Committee Members

CC: All Members of Council

FROM: Kim Hawkins, Human Resources Director
Donna Mitchell, Acting City Manager

DATE: July 19, 2017

RE: Health and Prescription Request for Proposals

Introduction

The Human Resources Department was charged with advertising a Request for Proposal (RFP) for health/medical care and prescription insurance benefit for the employees, retirees and dependents of the City of Dover (COD) through a fully insured format. Coverage, benefits and providers must be as good or better than current plan features. Since December 2016 the Human Resources Department has been working on the Request for Proposal (RFP). Final submissions were received on May 19, 2017. A cost analysis of the two (2) submissions was conducted and is presented here for your review and consideration. In addition, details regarding our plan and demographics as referenced in the RFP are presented.

Background

Employees and retirees have been participants in the State of Delaware group health and prescription plan since July 1, 1999. The City is permitted to participate in the State of Delaware plan per Delaware Code. Prior to July 1999, the City was self-insured using a third-party administrator. The self-insurance program experienced significant losses due to a couple of catastrophic claims and was carrying a deficit fund balance.

The City has approximately 338 full time employees, 2 part-time eligible employees and 263 retirees and spouses who are eligible to enroll in the City's insurance plans. Employees reside in the State of Delaware and Maryland. Retirees live throughout the United States, however primarily on the Delmarva Peninsula.

Except for those retirees and surviving spouses who are enrolled in Medicare Part D, when an employee enrolls in health care, enrollment in the prescription plan is automatic. Upon eligibility for Medicare Part B, retirees are required to enroll. Current coverage changes to a Medicfill plan.

Participation in the State of Delaware plan is indicated in three (3) of the four (4) collective bargaining agreements (CBA). Exhibit A provides the language that is contained in each of the collective bargaining agreements and the Personnel Policy as it relates to health care and cost sharing. Through negotiations

reference to the State plan has been removed from the FOP (police) collective bargaining agreement. IBEW and AFSCME collective bargaining agreements expired on June 30, 2017.

Active negotiations are currently occurring or will shortly. The DOE collective bargaining agreement expires on June 30, 2018. Continuing effects to remove language from the three (3) CBAs will be made.

Indicated below is the composition of each group of employees.

Employee Unit	Membership
Fraternal Order of Police Lodge 15 (FOP)	99
IBEW Local 1238 International Brotherhood of Electric Workers	34
Dover Organization of Employees (DOE)	120
AFSCME; Delaware Public Employees Council 81, AFSCME AFL-CIO on behalf of Local 2356	41
Employees not represented by a bargaining unit, including the Mayor (Non-Bargaining)	44 (full-time) 2 (part-time)

The State plan typically only provides coverage to active employees and their eligible dependents. Dover's retirees were permitted to enroll in error. Shall the decision be made to withdraw from the State plan, we would be ineligible to reapply for entrance for at least three (3) years and our retirees would not be permitted to rejoin. The City would need to maintain separate plans, non-Medicare and Medicare supplement plan, for them. This would require city staff to administer separate plans for the two (2) groups (active employees and retirees). The retirees and their eligible dependents would create their own risk pool. The would create the potential for larger than normal premium increases as premiums would be based on their loss ratios. The typical younger and healthier population would not be in this risk pool. The risk pool would be comprised of only mature individuals. Higher premiums would cause an increase in costs to retirees and the City. The current blended cost sharing for retirees is 10% retiree and 90% city. Upon re-entry into the State plan, the city would incur a set up charge of \$2,000. This is the current rate and is subject to change.

The State plan has experienced the following premium increases over the past five (5) years.

Active Employees		Retirees	
Date	Percentage	Date	Percentage
7/1/2013	6.36%	1/1/2013	(18.2%)
7/1/2014	.37%	1/1/2014	6.89%
7/1/2015*	9.74%	1/1/2015	.42%
9/1/2015*	7.1%	1/1/2016	17.36%
7/1/2016	7.67%	1/1/2017	7.6%
7/1/2017	0%		

*Two (2) increases in FY16

Request for Proposals

The two RFP proposals presented an assumption of a 4.75% rate increase from July 1, 2017 to January 1, 2018. The State's Employee Benefit Committee is having frequent and active discussions on possible forth coming changes to be effective January 2018. Changes could include, however not limited to, plan design changes, implementation of deductibles on plans currently with no deductible and premium increases.

Our intent to terminate coverage with the State requires notification to the State of Delaware by April 1 for a termination date of June 30. Based on this guideline, the earliest the City could exit the State plan would be June 30, 2018.

L&W Insurance and the Still Insurance Agency submitted a response to the RFP. Both submission presented pricing and plan designs from Highmark Delaware. The premiums and plan designs were identical. The plans were comparable to the City's current plan designs. The variation was in the administration cost. L&W's administration fee was \$50,000 per plan year. Still Insurance proposed \$19 per month for each non-Medicare plan and \$5 per month for each Medicare plan. With a monthly rate, the administration fee is subject to change based on the number of employees/retirees enrolled. L&W would administer the plan with members of their staff. Still Insurance utilized a third-party administrator (TPA), Savoy.

In June 2017 the total health care premium paid was \$640,664. Of this amount \$30,430 represents the 5% risk fee the State imposes to the City, \$1,744 in administration fee and \$608,490 in premiums. Employees and retirees contribute an average of 13.5% of the total payment while the City contributed an average of 86.5%. Please note, each year the City is responsible for a \$1,000 renewal fee. This fee is over and above the monthly administration and contract fee.

The average percentage rates for active employees is 15.7% and 84.3% for the city. The average percentage rates for retirees is 9.7% and 90.3% for the city.

The chart below demonstrates the proposed savings as a result of the RFPs.

	FY17	FY18
City Premiums	\$608,489.62	\$608,489.62
Proposed Premiums	(548,069.21)	(573,729.03)
Monthly Savings	\$60,420.41	\$34,760.59
Risk Fee & Admin	32,174.36	32,174.36
Total Savings - June	\$92,594.77	\$66,934.95
Annualized	\$1,111,137.24	\$803,219.40
Employer Estimate	\$961,355.94	\$694,945.42
Employee Estimate	\$149,781.30	\$108,273.98
Annual Broker Fees		
L & W	\$50,000.00	Flat Fee
Still	\$115,512.00	\$19 under 65; \$5 over 65

*Administrative fees are not included in the cost savings indicated in the above chart.

With a change of this magnitude, communication will be critical to employees and retirees. The administration of the plan will shift from the State to City Staff. Administration will include such activities as RFP solicitation, review and implementation of any changes and frequent stewardship meetings to determine enhancements and modification for claim/disease management to contain costs.

If the decision is made to further explore exiting the State's health insurance interviews will be held with the two (2) vendors to learn more specifics about their RFP proposals and the process involved in the transition. Management will continue to focus on removing reference to the State plan in the three (3) collective bargaining agreements.

Exhibit A

IBEW LOCAL 1238

INTERNATIONAL BROTHERHOOD OF ELECTRIC WORKERS

14. HEALTH CARE INSURANCE PAYMENTS

A. The City participates in the State of Delaware Group Health Insurance Program and employees are entitled to select their desired level of coverage from the options available thereunder.

The City will pay 100% of the monthly premium for individual employee coverage. For employees who elect dependent coverage the City will contribute 75% of the dependent premium and the employee shall pay the remaining 25%.

Effective July 1, 2014, employees will be responsible for 15% of the total monthly health care premium, regardless of plan or tier (individual, child(ren), spouse, family) selection. The City will contribute 85% towards the total monthly health care premium regardless of plan or tier (individual, child(ren), spouse, family) selection.

For employees hired on or after July 1, 2014, the City will contribute 80% towards the total monthly health care premium, regardless of plan or tier (individual, child(ren), spouse, family) selection. The employee will be responsible for the remaining 20% of the total monthly health care premium.

15. RETIREMENT HEALTH CARE

The City shall provide retirement health coverage for those employees who retire directly from the City with unreduced pension payments subject to the following:

For the City employee/retiree hired before July 1, 2014, the City will pay 100% of the individual retiree premium. For the City employee/retiree hired on or after July 1, 2014, the City will pay 80% of the individual retiree monthly premium. The employee/retiree will pay the remaining 20% of the individual monthly premium.

For retirees whose start date is prior to July 1, 1986, the City will pay 75% of the cost of insurance for dependents.

For those employees/retirees whose start date is July 1, 1986 or after, the City shall not pay any amount of dependent insurance. However, upon retirement these employees may purchase dependent coverage under the City's plan at group rates at their own expense.

A person who enrolls in the 401 pension option will have the same retirement health care and terminal leave options as granted to employees in the regular retirement plan.

DOVER ORGANIZATION OF EMPLOYEES (DOE)

21. HEALTH CARE INSURANCE PAYMENTS

The City participates in the State of Delaware Group Health Insurance Program and employees are entitled to select their desired level of coverage from the options available thereunder.

For employees who are hired prior to December 22, 2015 the City will pay 85% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 15% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage.

For employees who are hired on or after December 22, 2015 the City will pay 80% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 20% of the total monthly insurance premium.

Part-time regular employees working thirty (30) or more hours per week, shall be eligible to enroll in the City's health insurance plan. However, the City's share shall be one-half (1/2) that for full-time regular employee (full-time is defined as forty (40) hours per week). Part-time regular employees working less than the required number of hours shall not be eligible for the coverage.

24. RETIREMENT HEALTH CARE INSURANCE PAYMENTS

The City shall pay 100% of the individual employee monthly premiums and 75% of the retiree's dependent coverage for employees who retired directly from the City with an unreduced pension and retired prior to or on May 31, 2013.

Employees who are hired prior to December 22, 2015, upon direct retirement with an unreduced pension, the City will pay 85% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 15% of the total monthly insurance premium.

Employees who are hired on or after December 22, 2015, upon direct retirement with an unreduced pension, the City will pay 80% of the total monthly individual insurance premium. The City will not contribute towards dependent coverage. The employee/retiree will have the option to purchase dependent coverage under the City's group rate plan at full cost to the employee/retiree.

The City of Dover's General Employee Pension Plan ordinance as stated on July 1, 2007 shall determine retirement eligibility and qualifications for a reduced or unreduced pension for all employees who occupy a position that the DOE represents, regardless of the employee's pension plan membership (Defined Benefit or Defined Contribution).

"Retire directly from the City" shall be defined as no lapses in last date of employment and first date of retirement eligibility whether on such date employee is active or inactive. (Inactive defined as approved leave of absence or terminal leave.)

Employees not eligible for health care upon retirement shall be given the opportunity to purchase health care at the City's group rates.

If any reduction is made in the active employee's cost-sharing formula as described above, the City will give consideration to an identical change for existing retirees.

AFSCME

29. HEALTHCARE INSURANCE PAYMENTS

The City participates in the State of Delaware Group Health Insurance Program and employees are entitled to select their desired level of coverage from the options available thereunder.

Effective the first (1st) of the month following ratification by the Union and approval by City Council, health insurance cost sharing will be as follows:

For employees who are hired prior to May 20, 2014 the City will pay 85% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 15% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage.

For employees who are hired on or after May 20, 2014 the City will pay 80% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 20% of the total monthly insurance premium

30. RETIREMENT HEALTHCARE INSURANCE PAYMENTS

For employees who directly retire on or prior to June 30, 2015, the City will pay 100% of the individual coverage. For employees who elect dependent coverage, the City will pay 75% of the monthly insurance premium regardless of plan or tier (child(ren), spouse or family) coverage. The employee will pay 25% of the monthly insurance premium.

For employees hired prior to May 20, 2014, upon direct retirement, the City will pay 85% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family) coverage. The employee will pay 15% of the total monthly insurance premium.

Employees who are hired on or after May 20, 2014, upon direct retirement, the City will pay 80% of the total monthly individual insurance premium. The City will not contribute towards dependent coverage. The employee will have the option to purchase dependent coverage under the City's group rate plan at full cost to the employee.

NON-BARGAINING EMPLOYEES

The City's Personnel Policy includes the following language in reference to health/prescription coverage during active employment and during retirement.

Active Employment:

Group Hospital, Surgical and Health: The City shall pay a portion of the employee's health care up to a specific amount. The City shall provide group hospital, surgical and health insurance coverage for employees and their families. The City pays 100% of each full-time regular employee's individual coverage and 75% of the cost of dependent coverage.

Effective July 1, 2012, employees and employees who retire on or after July 1, 2012, shall be responsible for 15% of the total monthly health insurance premium.

FRATERNAL ORDER OF POLICE

3.4 Health Care Insurance

A. The City participates in a Group Health Insurance Program and employees are entitled to select their desired level of coverage from the options available thereunder.

For employees hired before October 9, 2015, the City will pay 85% of the total monthly premium, regardless of plan or tier choice. The employee will be responsible for 15% of the total monthly insurance premium, regardless of the plan or tier choice.

B. For employees who retire after July 1, 1991 and before July 1, 2012, the City shall pay 100% of individual employee monthly premium. Also, the City shall pay 75% of the retiree's dependent coverage. For employees who retire on or after July 1, 2012, the City shall pay 85% of the total monthly premium, regardless of plan or tier choice. The retiree will be responsible for 15% of the total monthly insurance premium.

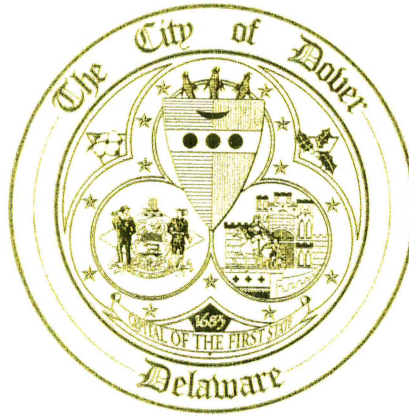
If any change is made in the active employee's cost-sharing formula as described above, the City will give consideration to an identical change for existing retirees.

For employees who are hired on or after October 9, 2015:

During active employment the City will pay 80% of the total monthly insurance premium regardless of plan or tier (employee, child(ren), spouse or family coverage. The employee will pay 20% of the total monthly insurance premium.

During retirement: The City will not contribute towards dependent coverage. The employee will have the option to purchase dependent coverage under the City's group rate plan at full cost to the employee/retirees.

Employees hired on or after October 9, 2015, must complete a minimum of twenty (20) years of service with the City of Dover in order to be eligible for retirement health care paid for by the City of Dover. Employees retiring with a disability pension as a result of a work related injury will be eligible for retirement health care per this agreement.



PROCLAMATION

***WHEREAS**, National Preparedness Month creates an important opportunity for City of Dover residents to prepare their homes, businesses, and communities for potential natural disasters or terrorist attack, and investing in emergency preparedness can reduce injuries, fatalities, and economic devastation in our community and nation; and*


***WHEREAS**, the 2017 National Preparedness Month theme "Disasters Don't Plan Ahead. You Can" emphasizes the importance that we should all take action to prepare, and the Federal Emergency Management Agency's "Ready" Campaign, Citizen Corps, and other federal, state, local, private, and volunteer agencies are working to increase public activities to prepare for emergencies and to educate individuals on how to take action; and*

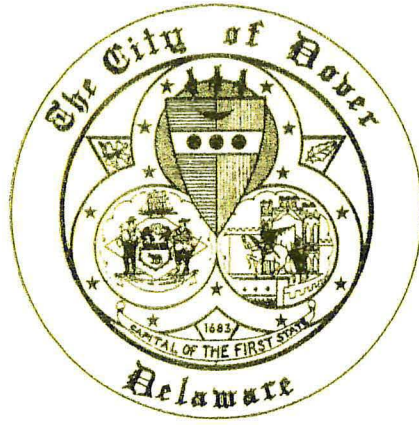
***WHEREAS**, City of Dover citizens are able to help first responders in the community by being trained on how to respond during an emergency and what to do when disaster strikes. Emergency preparedness is the responsibility of every citizen of the City of Dover, and all citizens are urged to make preparedness a priority and work together to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type. Residents are encouraged to participate in preparedness activities and to be proactive in establishing sound plans for addressing emergencies.*

***NOW, THEREFORE, I, ROBIN R. CHRISTIANSEN, MAYOR OF THE CITY OF DOVER, DELAWARE** do hereby proclaim the month of September 2017 as*

NATIONAL PREPAREDNESS MONTH

in the City of Dover, and urge all citizens, businesses, and organizations to develop their own emergency plan and work together toward creating a more prepared society.


ROBIN R. CHRISTIANSEN
MAYOR



CERTIFICATE OF APPRECIATION

Presented to

JOHN TINSLEY

Downtown Dover Partnership Board of Directors

July 2014 - May 2017

*The City of Dover extends sincere appreciation for your
public service.*

August 28, 2017

ROBIN R. CHRISTIANSEN
MAYOR

TIMOTHY A. SLAVIN
COUNCIL PRESIDENT

SPECIAL DOVER HUMAN RELATIONS COMMISSION

The Special Dover Human Relations Commission (DHRC) meeting was held on July 27, 2017 at 6:03 p.m. with Chairman Henderson presiding. Members present were Mr. Fleming, Mr. Gaddis, Mrs. Herbert, Ms. Mullen, Mr. Offredo, and Reverend Paige.

AGENDA ADDITIONS/DELETIONS

Reverend Paige moved for approval of the agenda, seconded by Mr. Gaddis and unanimously carried.

Election of Committee Chair - Education Committee

Mr. Henderson advised that Mr. Fleming had expressed an interest in serving as Chair of the Education Committee and asked if there were further nominees.

Mr. Gaddis nominated Mr. Fleming to serve as Chair of the Education Committee, seconded by Reverend Paige. Mr. Fleming was unanimously elected to serve as Chair of the Education Committee.

DHRC Committee Updates

Government Policy, Programs, and Practices Committee (Gaddis)

Mr. Gaddis advised that there was no report for the Government Policy, Programs, and Practices Committee.

Community Engagement Committee (Mullen)

Ms. Mullen stated that St. Andrew's Lutheran Church had reached out to her because she serves on the White Oak/Towne Point Civic Association. She noted that she had not yet responded to St. Andrews and she asked if she could represent the DHRC or should represent the White Oak/Towne Point community when interacting with them. Responding, Mr. Henderson indicated that he had seen Reverend Mark Walters, Pastor, St. Andrew's Lutheran Church, earlier in the day at a Rotary Club meeting, and Reverend Walters had provided Mr. Henderson with a formal letter stating that St. Andrew's wanted to get together and ask questions. Mr. Henderson indicated that he would provide this letter to Ms. Mullen and discuss it with her. He advised that this would be an excellent contact for the DHRC, noting that Reverend Walters seemed willing to do outreach for the DHRC.

Ms. Mullen stated that the Church the Body of Christ on Townsend Boulevard was also very interested in what the DHRC does, and she was waiting for the development of a DHRC brochure to move forward. Mr. Henderson stated that he would never say no to churches and noted that he may also approach some churches.

Mrs. Herbert informed members that she had been working with the National Council on Agricultural Life and Labor Research (NCALL) Restoring Central Dover community engagement forum planning group, and Ms. Mullen had also been doing so when she is available. Mrs. Herbert advised that it is easier for her to attend than Ms. Mullen because Mrs. Herbert does not work. She

stated that the group had established an over-arching topic for a series of forums, and the topic was the things that one should know about education. Mrs. Herbert advised that the first forum, scheduled for September 30, 2017, would address available sources to help with education. She explained that this session would relate to services that exist both inside and outside the public schools to support students and families, how families can learn about these services and take advantage of them, and where the gaps are.

Mrs. Herbert advised that another forum would be held on November 4, 2017 regarding how external forces and systems, such as poverty, economics, crime, the criminal justice system, and the political system, can work at cross-purposes to students' success, and how changes in these areas can bridge some of the gaps identified. She indicated that there had been discussion about placing a special emphasis on crime, since crime was a hot and timely topic in the community. Mrs. Herbert indicated that a third forum would be held on January 27, 2018 regarding transitions from high school to college and would be aimed at high school freshmen and sophomores. She stated that this session would be delivered in large part by Delaware State University (DSU) and Wesley College students and would possibly include breakout sessions for students of different ages, so that content could be better targeted to what students need to know and when.

Mrs. Herbert asked if this series of forums was something that was appropriate for the DHRC, stating that she felt the first forum was appropriate because it was about resources. She also asked if she should continue to attend the NCALL forum group planning meetings or if this should fall under the purview of Mr. Fleming and the Education Committee.

Responding to Mr. Henderson, Mrs. Herbert stated that the community engagement forum planning group was part of NCALL, and NCALL had involved Wesley College, DSU, Wesley College Drug and Alcohol Education, and Central Middle School. She explained that Dr. Chanda Jackson, Community Engagement Specialist, NCALL, oversees the entire program. Mrs. Herbert advised that a member of the State Human Relations Commission (SHRC) had been involved in an initial housing forum put on by the group when the SHRC was working on housing; however, she had taken herself off the planning group because the next series of forums proposed was not about housing. Mrs. Herbert suggested that if the DHRC did not participate in any of the other forums, they may want attend the first to talk to families about educational resources and bring DHRC pamphlets. She explained that the forum planning group had not yet developed a title for the event. Mrs. Herbert noted that the group had been meeting every two (2) weeks at 10:00 a.m. on Fridays, and the next meeting was scheduled for Friday, August 4, 2017 at 10:00 a.m. at the Midnight Roast Coffee Shop at Wesley College.

Mr. Gaddis noted that he had taught high school for 33 years, and he suggested that the transitions workshop scheduled for January 27, 2017 not be confined to high school to college transitions. He indicated that he would like kids to have the ability to transition from high school to employment, apprenticeships, technical schools, etc. Mr. Gaddis expressed his opinion that there had always been too much emphasis on college and that credence and value should be given to working. He

explained that some young people have their own ideas, do not want to go to college, and want to work and do something productive with their lives, and there is a need to help them as well.

Mr. Henderson stated that the forums were worth looking into. Mrs. Herbert advised that the planning group seemed to be concerned about whether or not parents would come and bring their kids and wanted to start advertising early; however, Mrs. Herbert indicated that more focus was needed before advertising. She stated that the group was doing very well and putting in the time that was needed for the forums. Mrs. Herbert stated that she had attended a previous forum put on by the group in April 2017 which was very successful. She noted that the group was working to make central Dover better and must hold their events in that area; therefore, the three (3) forums would be held at Wesley College, and Central Middle School would be involved.

Mr. Henderson stated that the forums sounded great, Mrs. Herbert could educate members about the sessions, and they could attend some of them. Mrs. Herbert suggested bringing the DHRC's brochure. She stated that she was unsure how the DHRC would fit into the forums; however, the forum planning group wanted the DHRC to provide any resources that members knew of, noting that Dr. Jackson needed this information to be sent to her. Mrs. Herbert noted that she herself had not been in Dover long enough to know all of the available resources. She stated that there was a resource called Parent, Inc. that she had never heard of which is very helpful to parents.

Mrs. Herbert advised that the planning group had mentioned only the transition from high school to college in regard to the forum planned regarding transitions. She noted that a lot of parents and kids would be cut out if other transitions, such as technical school and work transitions, were not included. Mrs. Herbert agreed with Mr. Gaddis's previous comments that the high school to college focus may be too narrow.

Ms. Mullen informed members that she had recommended to the planning group that they focus on the middle school to high school transition. She noted that a lot of children are being lost at an early age because they are becoming involved in other things that are offered to them. Ms. Mullen expressed the need to condition children's mindsets to think about college well before high school. She concurred with Mr. Gaddis and Mrs. Herbert that there was a need to consider children who are not interested in college.

Mr. Henderson noted that the forums would apply to the DHRC Education Committee, as well as to the Communications Committee for marketing. He advised that if the DHRC could be a conduit of information to advertise and make people aware, it will have fulfilled its role as a commission. Mr. Henderson indicated that the DHRC could advertise that they are in touch with NCALL and that symposiums would be held. He stated that events could be advertised to the community and members' districts by way of brochures, radio, and social media, such as Facebook and Twitter.

Responding to Mrs. Herbert, Mr. Henderson stated that Mr. Fleming could be involved with the forums due to his role on the Education Committee. Mrs. Herbert stated that she thought other

members should be included in these types of events. She expressed her hope that Mr. Fleming could come to the next planning group meeting scheduled for August 4, 2017.

Education Committee (Fleming)

Mr. Fleming apologized for missing the previous DHRC meeting, stating that he had forgotten that the meeting time was 6:00 p.m. and had come at 7:00 p.m. He noted that his attendance would have provided a quorum for the meeting and apologized for taking up members' time by not being present on time.

Mr. Fleming stated that he had thought members could get exposure for the DHRC by walking in the Fourth of July parade wearing their DHRC shirts; however, he had brought this up at the last minute and members may not have been available. Mr. Fleming recommended that the DHRC participate in these type of events as often as they can so that people know who they are. He stated that all members would not have to walk, but if more than one (1) or two (2) people could participate, this would help expose the Commission to the Dover community.

Mr. Fleming noted that an article in the Delaware State News earlier in the week regarding the Student Excellence Equals Degree (SEED) program stated that one (1) of the legislators was upset because he did not think taxpayers should be paying to send other people's children to school. Mr. Fleming expressed his opinion that this legislator was completely off base and that SEED is an excellent program. He advised that education is not just about degrees and noted that there are many technical programs, such as solar energy, etc. Mr. Fleming expressed his hope that some of the SEED money would work its way into technical programs for high school graduates. He stated that the SEED program is a wonderful opportunity for the citizens of Delaware to transition into higher education, including both technical and degree programs. He encouraged members to find and read this Delaware State News article, which he stated they would find very enlightening. Mr. Fleming estimated that 98% of those who commented in the newspaper the day after the article was published were in favor of the SEED program and helping kids to obtain higher education.

Communications Committee (Paige)

Reverend Paige advised that she had no report. She noted that she and Ms. Mullen had agreed to work together, since communications overlaps with the community engagement. She noted that Ms. Mullen had performed outreach with radio networks; however, Reverend Paige stated that she had not been involved and they would correct this for next month.

Liaison to State Human Relations Commission

During the Dover Human Relations Commission Workshop held on May 25, 2017, members considered a Review of DHRC Strategic Plan 2015-2018 Long-Term Objectives and Development of Work Plans. Members discussed objective C.2., "Develop an understanding with the State Human Relations Commission that will delineate the roles and procedures of the two Commissions in the solution of alleged discrimination complaints which fall within the jurisdiction of the State Human Relations Commission and identify and maintain specific ways the two Commissions will work together." Members discussed appointing a member of the DHRC as a Liaison to the State Human Relations Commission (SHRC) to accomplish this goal.

Mr. Henderson nominated Mrs. Herbert to serve as Liaison to the State Human Relations Commission.

Mr. Gaddis moved to close the floor for nominations, seconded by Reverend Paige. Mrs. Herbert was unanimously elected to serve as Liaison to the State Human Relations Commission.

Mrs. Herbert stated that she had spoken to Ms. Annette Fletcher, Delaware Division of Human Relations, who had encouraged her to attend SHRC meetings, and Mrs. Herbert had attended one (1). She advised that Ms. Fletcher had explained that a public forum is held before the meetings; however, Mrs. Herbert did not observe this and, since they did not have the open forum, she indicated her belief that not many people attend meetings. Mrs. Herbert advised that she attended the SHRC meeting by herself, no one had asked her why she was there, and she was eventually invited to the table. She explained that Ms. Kelly Brown, Delaware Division of Human Relations, takes meeting notes and handles meeting business in Dover. Mrs. Herbert indicated that the meeting is a virtual meeting and is conducted using television, so that those in Wilmington can see participants from southern Delaware. She advised that it was suggested that she talk to Ms. Brown and ask to be placed on an agenda.

Mrs. Herbert informed members that she would like to have their feedback regarding establishing a connection with a member of the SHRC who is not from Dover. She explained that she believed that a representative from Dover would already be enmeshed in what is going on in Dover, and she favored being connected with someone who has an unbiased opinion in case questions needed to be asked of the SHRC. Mrs. Herbert advised that she was experiencing difficulty having phone calls returned by the SHRC and noted that SHRC members, like DHRC members, are volunteers. Mrs. Herbert indicated that she wanted to find out how the DHRC and SHRC can interact with each other, noting that she was not absolutely positive that they can.

In response to Mr. Henderson, Mrs. Herbert indicated that source of the SHRC meetings is in Wilmington and meetings are run by Mr. Calvin Christopher, Chair, SHRC. She indicated that her phone number had been provided to Mr. Christopher; however, he had not returned the call. Mrs. Herbert reiterated that everyone that sits at the SHRC table is a volunteer, with the exception of Ms. Brown in Dover and Ms. Fletcher in Wilmington.

Mr. Gaddis asked what insight Mrs. Herbert was hoping to obtain by connecting with a SHRC member outside of Dover. Responding, Mrs. Herbert stated that she would not know this until she talks to a contact to find out what the SHRC does, versus the DHRC. She noted that during the DHRC Workshop of May 25, 2017, members had discussed subpoenas and other matters. Mrs. Herbert stated that the DHRC handles Dover and the SHRC covers the entire State, which includes Dover, and she wanted clarification so that the DHRC does not step on toes or do something that the SHRC is supposed to do. She also noted that connecting with the SHRC relates to long-term goal C.2. of the DHRC Strategic Plan 2015-2018, and is something the DHRC is supposed to do.

Mr. Henderson suggested that he accompany Mrs. Herbert to the next meeting and perhaps this connection could be clarified. Mrs. Herbert noted that neither she nor her SHRC contact would be making decisions; however, there was a need to have a bridge to obtain information. She informed members that Mr. Roy Sudler, City Council Representative for the Fourth District, and Kent County Representative to the SHRC, represents the Dover area on the SHRC. She indicated that she had nothing against Mr. Sudler; however, she had noticed that he had not attended some of the SHRC meetings, and she noted that he may be busy and not have the time.

Reverend Paige stated that she had excused herself from the conversation. She advised that Mr. Sudler represents Dover on the SHRC and formerly chaired the DHRC.

Mrs. Herbert explained that she knew Mr. Sudler and had no problem with him. She acknowledged that he would be much closer than some of the other SHRC members who come from all over the State to attend the meetings.

Mr. Henderson advised that he would like to attend an SHRC meeting. In response to Mr. Henderson, Mrs. Herbert stated that she was unsure of the SHRC's meeting schedule but it was her recollection that meetings are held on the second Thursday of the month at the Cannon Building on Silver Lake Boulevard. She advised that Mr. Henderson could attend with her, and stated that she would contact Ms. Brown first, tell her that they would be coming, and obtain information from her about the meeting date and time. She indicated that she had spoken with Ms. Brown previously and informed her about the long-term objective in C.2 of the DHRC Strategic Plan 2015-2018. Mr. Henderson stated that he and Mrs. Herbert would attend the August SHRC meeting together.

DHRC Participation in Radio Segment

During the Dover Human Relations Commission (DHRC) Workshop of May 25, 2017, Ms. Mullen informed members that she had an opportunity to participate in a radio talk show segment and asked if this would be permissible. Responding, Mrs. Stein indicated that this item could be placed on a meeting agenda for members' consideration and, if they chose, participation could be recommended to Council.

Ms. Mullen advised that she had been in communication with Ms. Benita Gassi from the Ms. Benita Show TV and Radio Network, who had advised her that the cost of DHRC's participation on the radio would be \$125. Ms. Mullen explained that, if members chose to proceed, coverage would be on four (4) networks, including Bomb Baby Radio, Hottest Live Radio, Media Angel TV and Radio, and ACT Boom TV, and there would be continuous advertising and a 15-minute interview segment with a member of the DHRC. Ms. Mullen advised that participation would allow the DHRC to update and educate the public on what the Commission is about, its missions and goals, and how the DHRC can help the community. She noted that Ms. Gassi had also offered to provide Twitter and Facebook services, which Mr. Henderson stated would be fine, noting that he is not familiar with this type of media. Ms. Mullen stated that she would have to do some research if members wanted to proceed.

Reverend Paige advised, having been in radio herself, that she was not in favor of paying \$125 for what the DHRC wants to do. She stated that the DHRC is public service and, in her opinion, there should be no cost for members to discuss who the DHRC is and what they do, and the radio station should invite the DHRC in for this purpose. Reverend Paige noted that radio station WWDE at Delaware State University (DSU) broadcasts beyond DSU and suggested WDOV as well. She indicated that she is acquainted with Ms. Gassi and had no problems with her; however, she was not in favor of paying \$125. Reverend Paige advised that she could understand paying this amount to purchase a \$125 advertising package but not to inform the community about the DHRC.

Ms. Mullen and Mrs. Herbert concurred. Ms. Mullen stated that the \$125 cost had been mentioned at the end of her conversation with Ms. Gassi, and she had then advised Ms. Gassi that she wanted to take this information back to the Commission.

In response to Mr. Gaddis, Ms. Mullen stated that she was unsure if the radio stations mentioned by Ms. Gassi were licensed. Mr. Gaddis advised that every licensed radio station is required to provide public service time as part of federal licensing. Reverend Paige stated that she was unsure if Ms. Gassi is licensed, noting that Ms. Gassi mostly does internet radio. Reverend Paige advised that Reverend Shonde Greene broadcasts on Faith 1510 in Wilmington, and interviews can be recorded for later broadcast. She indicated that Faith 1510, WWDE, and WDOV are stations in the area with wide listenership that would cover the diverse population that the DHRC is trying to target.

Mrs. Herbert noted that Ms. Gassi may not recognize that the DHRC is a public service entity.

Reverend Paige advised that she could work with Commissioner Mullen further on this matter, reiterating that communications and community engagement overlap.

In response to Mr. Henderson, Ms. Mullen noted that Ms. Gassi had also mentioned blogs and other things. She suggested deferring this item until she and Reverend Paige can collaborate. She stated that radio is a good resource and avenue to utilize to get word out to the public and expressed the desire to reach all segments of people, rather than catering to one (1) type of population.

Ms. Mullen moved to defer this matter until she and Reverend Paige could collaborate, seconded by Mr. Gaddis and unanimously carried.

Development of DHRC Brochure

Referring to the brochure entitled, "Dover Human Relations Commission," formerly circulated by the DHRC and provided by Mr. Fleming, Mr. Henderson advised that he liked the beautiful logo.

During their meeting of April 10, 2017, Council considered the Development of a Concise Statement - Mission and Functions of DHRC and approved the DHRC's recommendation to accept the concise statement as written. Mr. Gaddis expressed concern that the brochure did not include the concise statement that he and Reverend Paige had developed and was approved by the Commission.

Mrs. Stein explained that the brochure being reviewed was used by the Commission previously and had been provided by Mr. Fleming. She noted that it was included to provide members a starting point for a new brochure. Mr. Henderson advised that the brochure was from years ago. He stated that numbers and other things would change and advised that the mission statement could be the first thing to change.

Mr. Henderson asked if Mr. Gaddis could take on the task of looking over the excellent but outdated brochure. He stated that this was not intended as a slight to Mr. Fleming and suggested that Mr. Fleming could perhaps do some fine tuning on the brochure.

Mr. Gaddis noted that Reverend Paige had also been involved in developing the concise mission statement.

Referring to the Mission Statement in the brochure, Mrs. Herbert indicated that she was disturbed by the third paragraph, which stated that “The Commission is authorized to inquire into incidents of inter-group conflicts, disputes and alleged discrimination within the City and to make recommendations to the Mayor and City Council for action to alleviate such conflicts.” Based on the DHRC Workshop held on May 25, 2017, she expressed her understanding that the DHRC is an advisory Commission and noted that this statement sounded more investigative. Mrs. Herbert stated that if the DHRC was allowed to inquire into incidents, this should be listed in the brochure; however, she was unsure that a decision had been made and if the DHRC was allowed to do this. Responding, Mr. Henderson stated that he recalled that it was concluded that issuing subpoenas and getting involved in every small matter was not something that the DHRC would be doing. Mr. Fleming and Reverend Paige concurred. Reverend Paige stated that members had discussed possibly looking into this further down the road, but not now.

Reverend Paige stated that she saw the previous brochure as a guideline so that members would know what is needed in the new brochure. She noted that she was delighted to see Mr. Jon Offredo, DHRC Commissioner, Fourth District, when she walked in the door, stating that she did not know that he was a Commissioner. Reverend Paige advised that she had asked Mr. Offredo if he would help her with communications, noting that Mr. Offredo has experience with The News-Journal. She recommended that she and Mr. Offredo work on the brochure together, stating that she viewed the brochure as falling under communications. Reverend Paige noted that anyone else who wanted to work on the brochure could also do so.

Mr. Gaddis moved to recommend that Reverend Paige and Mr. Offredo work on the brochure, as well as anyone else who wants to do so, seconded by Mr. Henderson and unanimously carried.

Mr. Henderson stated his understanding that Reverend Paige, Mr. Offredo, and Mr. Gaddis would work on the brochure and provide a product at the next meeting.

At Mr. Henderson’s request, Mr. Jon Offredo advised that he resides in the Fourth District, and he and his fiancée rent an apartment on The Green above The Delaware Store. He stated that he has

been living in Dover for approximately four (4) years and had been a reporter for three (3) of those years at the News-Journal, covering Legislative Hall and the City of Dover. Mr. Offredo stated that he quit this job approximately one (1) year ago and now works for the State of Delaware, Public Defender's Office, where he does legislative policy and communications work. He indicated that he is happy to help in any way possible.

Update of DHRC Webpage

By unanimous consent, this item was deferred due to time constraints.

Sponsorship of Educational Symposium

By unanimous consent, this item was deferred due to time constraints.

DHRC Vacancies

By unanimous consent, this item was deferred due to time constraints.

Mr. Gaddis moved for adjournment, seconded by Reverend Paige and unanimously carried.

Meeting adjourned at 7:02 p.m.

Theodore A. Henderson
Chair

TAH/JS/dk

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COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on August 15, 2017 at 6:00 p.m., with Council President Slavin presiding. Members of Council present were Mr. Anderson (arrived at 6:23 p.m.), Mr. Sudler (departed at 6:34 p.m. and returned at 6:40 p.m.), Mr. Neil, Mr. Cole, Mr. Polce (departed at 6:34 p.m. and returned at 6:35 p.m.), and Mr. Hare. Mr. Lewis and Mr. Lindell were absent. Mayor Christiansen was also present. Civilian members present for their Committee meetings were Ms. Arndt (*Utility*), and Mr. Shevock and Dr. Stewart (*Legislative, Finance, and Administration*).

UTILITY COMMITTEE

The Utility Committee met with Chairman Cole presiding.

AGENDA ADDITIONS/DELETIONS

Mr. Sudler moved for approval of the agenda, seconded by Mr. Neil and unanimously carried.

Alternative Solar Energy Announcement by DSU and Eastern Woodland Holdings LLC., for Potential Public Private Partnership Opportunity sponsored by Councilman Roy Sudler, Jr. 4th District and Brian Lewis 2nd District Councilpersons

Mr. Sudler indicated that he thought that this alternative solar energy proposal would be a great opportunity for a potential solar development in the City of Dover, noting that it was a partnership between Delaware State University (DSU) and Eastern Woodland Holdings LLC. He introduced Mr. Chris Coker, a representative for Eastern Woodland Holdings LLC. Mr. Sudler noted that Mr. J.D. Bartlett had an emergency to tend to at DSU; however, he had met with Mrs. Donna Mitchell, Acting City Manager, prior to the meeting to discuss what they were thinking about proposing to the City.

Mr. Coker informed members that he was representing Eastern Woodlands and DSU, and announced that they would be partnering up to do some solar together. He stated that they were still considering that; however, after meeting with Mrs. Mitchell, he believed that he would go after the Request for Proposals (RFP) for 30 megawatts (MW), noting that he thought he could fulfill the City's needs on that with DSU. Mr. Coker indicated that they were looking to do 20MW to 25MW but, if the station could hold it, they could perhaps do 30 MW.

Mrs. Mitchell reminded members that in the Integrated Resource Plan (IRP) that was presented to Council by The Energy Authority (TEA) back in April, one (1) of the recommendations was that the City do an RFP for 30 MW of solar. She informed members that she had explained to Mr. Coker that the City would soon be doing that RFP, and becoming aware of it had encouraged him to participate in that process.

Mr. Slavin cautioned members not to ask any questions of Mr. Coker, otherwise he may be disqualified from responding to the RFP.

Conwell Street Discussion

Mrs. Sharon Duca, P.E., Public Works Director/City Engineer, reviewed her memo dated July 28, 2017 regarding Conwell Street Evaluation. She explained that the Department of Public Works was charged with evaluating Conwell Street in conjunction with researching the development history, current status, and upgrade options.

Mr. Sudler asked if there would be another option that would be less complex and timing consuming, such as a paved alley, or something another level down from a street with walkways and curb appeal, and drainage. Responding, Mrs. Duca explained that if Council wanted to pursue the enhancements of this road, technically deeming it an alley and making the appropriate authentication in that manner would create the smaller pavement because it would not require the concrete addition. She stated that it would also give more room within the right-of-way for more natural swales, etc. to handle the drainage, noting that the concrete sections on a regular road would make it very difficult and definitely require storm sewer.

In response to Mr. Hare, Mrs. Duca stated that there were a couple of houses on the front of the street. Mr. Hare noted that this was not a City street. He asked if the residents wanted to bring it into the City and for the City to take it over. Responding, Mrs. Duca stated that this was her understanding.

Mr. Hare asked if this would be any different than, for example, if the contractor for Nottingham Meadows was building houses, did not want to finish the street, and wanted the City to take it over and finish it. He asked if the City would do that. In response, Mrs. Duca advised that Conwell Street would be more similar to Cannon Mill, explaining that the City did have to deal with the roads in that development because the developer went bankrupt. Mr. Hare asked if there was a developer for Conwell Street and Mrs. Duca advised that there was not. Mr. Hare asked who owns the land. Responding, Mrs. Duca stated that it could be considered no man's land at this point, explaining that it was never transferred to the City; therefore, it would be more likely to still be in Kent County. She explained that technically the land owner would be the original developer of the College Road Settlement from 1899 because they never deeded it over to any municipal entity. Mr. Hare asked how staff was going to determine who owns the land. In response, Mrs. Duca, referring to page 2 of her memo dated July 28, 2017 regarding Conwell Street Evaluation, noted that other sections of roads that wound up being vacated went through the Superior Court.

Responding to Mr. Slavin, Mrs. Duca stated that it would be difficult to trace the underlying owner of the road at this point, which, she believed, was the reason it became a matter of the courts. Mr. Slavin asked if the City had any history regarding who originally paved the road or who paid to have it paved originally. In response, Mrs. Duca advised that information regarding the original paving was not part of any of the research or the plans that staff could find. Responding to Mr. Slavin, Mrs. Duca informed members that Conwell Street was not a publicly identified road in terms of Municipal Street Aid (MSA); however, it was in regard to Google and that type of thing. Mr. Slavin stated his understanding that if the road was not owned by the City, then it would be a State road. In response, Mrs. Duca indicated that it would be a State or County road. Mr. Slavin stated that typically in a development, a developer will build out a development, build out the roads, and then dedicate them over to the City when they are up to the City's standards, so that the City does not inherit those costs. He noted, however, that in the case where the developer went bankrupt

and left the roads sub-standard, the City was forced to take action out of public safety. Responding, Mrs. Duca stated that those subdivisions were legitimately within City of Dover limits.

Mr. Neil stated that he thought that this matter was very perplexing and he did not think that it would get a high priority over existing problems. He advised that his suggestion would be for the City to send all of the people who signed the petition a letter basically stating that this is not City land. Mr. Neil noted that there are many issues dealing with the ownership and the deeding to the City, and that while the City will look at the process to see what the City can do, he did not think the individuals should expect it to be done quickly because they signed a petition. He explained that the City should be gentle, but should educate the people who have asked for help that this is not an easy question to answer and is not simply moving them up in a priority. Mr. Neil indicated that a significant amount of work would be going on before getting to the point of moving this matter up in priority, and he stated that he did not know how fast the City should be getting to that point.

Mr. Hare, referring to the map entitled "Conwell Street Exhibit," noted that the houses on State College Road were labeled "property not annexed into the City," and asked if these properties were not in the City. Responding, Mrs. Duca stated that he was correct. Mr. Hare stated that he did not understand why individuals who live in the County would request the City to pave the roads for them.

Mr. Sudler stated that he thought that the owners felt that because it said Conwell Street, it was a City road, and the main objective was to assess whether or not it is a City or County road, which had been done. He thanked Mrs. Duca, noting that she had done a great job. Mr. Sudler stated that there were a few homes on Conwell Street, but that he wanted to hear from Ms. Ryder, a resident of Conwell Street who he believed could speak regarding some of the challenges and difficulties.

Mr. Sudler asked if Mr. Hare or anyone else had been on Conwell Street to look at it, or had rode their vehicle down it and seen the stumps. Responding, Mr. Hare stated that he had. Mayor Christiansen stated that he had also been out there and had seen the condition of the street. He advised members that approximately 20 years ago the City went through this same process and it was determined that the street was difficult to bring to City standards because it was mostly in the County. Mayor Christiansen noted that, while he has empathy for the people who live there, there are streets in the City that are really under duress as well. He stated that he did not know if a private individual or a consortium of people could get together and have the street paved as they do in other communities.

Mr. Cole thanked Mrs. Duca for the research and the work that she did regarding this matter.

Ms. Sandra Ryder, 291 College Road, informed members that her property abuts Conwell Street and she was under the assumption that because it was named, it was a road. She stated that the road had never been paved and explained that, with the problems with the road, people tear their cars up driving on the street. Ms. Ryder noted that she would accept an alley, a few stones, or anything; however, after listening to the discussion, she understood that it was a problem. She asked how much it would be if everyone in the community got together and decided to pave it themselves and what that would run up against. Responding, Mr. Cole advised Ms. Ryder that it was not a City road. Ms. Ryder stated that she still felt that while they are paying taxes something should be done.

Mr. Hare stated that Ms. Ryder might have to check with the County to make sure they do not have a problem with it, noting that the City would not be giving the permits or anything.

Ms. Ryder stated her understanding that members were basically saying that it is too big a problem to be addressed at the moment because there are too many legalities. Responding, Mr. Cole explained that he did not think that members were saying it was too big of a problem, but that there were legalities and the control of the right-of-way and the road.

In response to Mr. Hare's question regarding who owns the property, Ms. Ryder stated that she owns the property from the front to 100 feet in the back; however, she noted that she did not have any idea who owned the street. She explained that she thought that the City or the County owned the street and, since it was named, she thought it had to be a street.

Mr. Sudler asked if it was standard procedure for the City to put a street sign name on streets that it does not own. Responding, Mr. Slavin explained that if there was a street sign on Conwell Street, the City does not know the origin of the street sign and, if the City did inadvertently place the street sign, it does not transfer legal ownership of the street to the City. He indicated that he thought that the underlying question was if someone could do the deed research to figure out who the underlying owner of the street is, noting that if it is a County street, the City could go to the County and ask them to improve it, and if it is a City street, the City would have responsibilities.

Mr. Neil stated that he did not know how much Ms. Ryder pays, but that he pays more in County taxes than he does in City taxes, so he thought that the County should take this one over.

Mr. Anderson, referring to the map entitled "Conwell Street Exhibit," asked if he was correct in his understanding that half of the properties surrounding Conwell Street were in the City, half were not, and the City did not know the ownership of the street. Responding, Mr. Cole stated that this was correct. Mr. Anderson asked if it would be appropriate to make a motion for the City to do the research to find out who owns it.

Mrs. Duca clarified that the City had done the plan and deed research. She informed members that deeds are not developed for street right-of-ways; however, there is the original plot plan for the development. She reiterated that the best example would be similar to a defunct subdivision where the owner has gone bankrupt. Mrs. Duca advised members that this matter would involve some movement of the County or the City to take the street over because the ownership of it basically left with the original developer.

Mr. Cole stated, for clarification, that the City is not looking to take this street over, and asked if going through the County would be residents' best avenue to find out what they need to do if they wanted to take it upon themselves to pave it. Responding, Mrs. Duca stated that the County and the Delaware Department of Transportation (DelDOT) would be the next steps.

Mr. Sudler asked, as a point of clarity, if Mrs. Duca was saying that the City did not want to take the street over, explaining that he thought that she was saying that if the City were to do it, these would be the steps that the City would have to take. In response, Mrs. Duca stated that she was not saying

that the City did not want to do it, she was just trying to clarify that there are no actual deeds for the right-of-way.

Mr. Anderson moved to recommend referring the matter to staff to find more information on the ownership of the street, seconded by Mr. Sudler.

Mr. Hare noted that this was not City property and the people who live around it are not in the City. He indicated that he was at a loss as to why the City would proceed, explaining that he could find a lot of properties that are outside of the City that the City could also research and possibly work on. Mr. Hare asked if the people who live around the property wanted to be annexed into the City and pay City taxes, etc., if the City proceeds. He stated that he felt that the County should be doing something, not the City, since it is not City property.

Mr. Sudler stated that he thought the motion was just a point on information so that members would be able to make an educated decision, explaining that it was his understanding that the City did not currently know who owns the property. He noted that although it appeared that the City does not own the property or have any responsibility, he thought that out of a genuine consideration for their Dover constituent, members could at least find out who owns it and possibly even send a letter, or partner with the constituent to send a letter, to the County or State asking for financial assistance or for them to make the proper repairs to bring the street up to code. Mr. Sudler stated that this was the same street that a lady was recently killed on, noting that it is dark and a safety issue. He expressed his opinion that this matter was beyond just dollars and was about public safety in the community and for the constituents of Dover.

Mr. Slavin indicated that he thought that staff had done due diligence in collecting the information and that, based on that research, a legal opinion was now needed to advise members regarding ownership and what the City's legal options are in regard to this matter. He stated that he thought that it was time to escalate this matter and send it to legal counsel for an opinion.

Mr. Anderson, referring to his motion to recommend referring the matter to staff to find more information on the ownership of the street, advised members that he meant staff in the broadest sense and most appropriate level, which would include the City's legal counsel. He indicated that referring it to legal counsel may be the next step; however, he would leave that decision to staff's professional discretion.

Mr. Neil asked that a fiscal note be provided regarding what it will cost to do this research, explaining that he thought members owed it to the taxpayers to find out. Responding, Mrs. Donna Mitchell, Acting City Manager, stated that she would have to find out how long it would take to do the research to be able to explain how much it would cost. Mr. Neil stated his understanding that it would not only take normal staff time, but professional time to complete this research. In response, Mrs. Mitchell stated that Mr. Neil was correct and that staff would have to talk to Deputy City Solicitor William Pepper to determine whether he would have to have staff research it as well. She explained that City staff had done some research but might need his help.

Mr. Cole asked Mr. Anderson and Mr. Sudler if they would be amenable to withdrawing the motion to recommend referring the matter to staff to find more information on the ownership of the street,

and instead ask for a legal opinion to be provided at the next Utility Committee meeting. Responding, Mr. Sudler stated that he would be willing to rescind his second to the motion because he was in agreement with getting a legal opinion, as recommended by Mr. Cole. Mr. Anderson stated that he did not really think that the motion was being changed; however, if members wanted to change the wording, he was okay with it because the result of the motions would be the same.

The motion to recommend referring the matter to staff to find more information on the ownership of the street was withdrawn.

Mr. Anderson moved to recommend that a legal opinion regarding the ownership of Conwell Street and the City's legal options in regard to this matter be provided at the next Utility Committee meeting. The motion was seconded by Mr. Sudler and carried by a roll call vote of six (6) yes (Mr. Anderson, Mr. Sudler, Ms. Arndt, Mr. Cole, Mr. Polce, and Mr. Slavin), two (2) no (Mr. Neil and Mr. Hare), and two (2) absent (Mr. Lewis and Mr. Lindell).

Annual Review and Approval of Governing Policy For Energy Commodity Risk Management

Mrs. Donna Mitchell, Acting City Manager, reviewed the proposed amendments to the Governing Policy for Energy Commodity Risk Management. Referring to page 8, she advised that the proposed amendments would provide the Utility Director and Controller with oversight rather than responsibility, which would provide everyone an equal say to agree on what changes are made and what transactions are entered into. In reference to the proposed amendments regarding delegation of authority on page 13, Mrs. Mitchell noted that the proposed change would not allow the Executive Risk Management Committee (ERMC) to delegate its approval authority limits to individuals authorized to commit Dover to financial obligations, because they did not want non-Dover people committing the City. Referring to Appendix C on pages 26-27, she advised members that the Business Risks Topology table on page 26 was meant to be struck through because it is proposed to be removed and replaced with the table on page 27. Mrs. Mitchell explained that the proposed change to the table related to the regulatory risk, where it was proposed to put the initials for the regulatory agencies rather than the description.

Staff recommended approval of the proposed amendments.

Mr. Anderson moved to recommend approval of the proposed amendments to the Governing Policy for Energy Commodity Risk Management (Attachment #1), including the new table, as recommended by staff. The motion was seconded by Mr. Neil and unanimously carried.

Review of Customer Service Department Shut-Off Procedures (2017 Budget Review - Hare)

Mr. Kirby Hudson, Assistant City Manager, encouraged members to review the City Manager's Monthly Report for June 2017, which was accepted by City Council during their Regular Meeting of August 14, 2017, explaining that it included charts depicting the milestones and accomplishments of the Customer Service Department that he thought members would be pretty happy about. He advised members that, through the utilization of existing policies, the Customer Service Department had been able to reduce the average overall number of daily disconnects from a high of 112 to a low of 50 disconnects per day, noting that people are now starting to pay their bills on time. Mr. Hudson

stated that, as part of their research, staff contacted all of the utility companies operating in Delaware and found that the 21-day due date for people to pay their bill was pretty much an industry standard.

Mr. Hudson reviewed the Customer Service Department procedure for service disconnection due to non-payment. He explained that everyone gets 21 days to pay their bill and then it takes approximately five (5) days, after the 21st day, before the City disconnects for non-payment. Mr. Hudson noted that this is also around the same time that the second bill is getting generated, so although the individual or family is not two (2) months in arrears, the second bill is getting ready to be sent out, so in a technical sense you could almost say that they are two (2) months behind; however, it is not a full 30 or 60 days. He noted that the billing dates can change for an individual, based on weekends and holidays; however, they still get 21 days to pay.

Mr. Hudson advised that Customer Service Department staff who maintain and oversee the disconnection list review it daily for different types of things, such as if it includes any large businesses, or individuals with medical apparatus. He stated that the City does not want to disconnect large businesses, such as Playtex or Edgewell, who tend to pay their bills late, noting that their billing departments may be located out of State, so by the time the check arrives, it could be late. Mr. Hudson informed members that when staff notices these types of things on the list, they will make phone calls.

Mr. Hudson stated that the list includes codes which indicate if an individual has a history of bouncing checks, which is something else that staff looks for. He noted that staff really tries to do their best and has to perfect this process. Mr. Hudson advised members that staff tries to see if there are individuals on the list who are first-timers or are not usually late with their payments; however, he explained that the list is approximately 50 pages long and there are about eight (8) different screens that they have to go through for each account and staff is trying to do this expeditiously, so they may miss one occasionally. He noted that the City's current software is unable to indicate whether a person is not usually late with their payments or if they have a good record; however, the new ERP system should be able to indicate these types of things.

Mr. Hudson stated that complaints had decreased tremendously, and people were paying their bills. He indicated that, for those individuals who typically pay on time, as well as businesses, who are on the disconnection list, the City's meter technicians will place door hangers first thing in the morning to provide notice that they will be back around 1:00 p.m. or 2:00 p.m. to disconnect and that they should contact the Customer Service Department immediately. Mr. Hudson stated that the City also makes payment arrangements when individuals contact the Department prior to being disconnected. He noted that the City also has an autopay option and will accommodate the elderly, senior citizens, and other individuals who are on a fixed income or get their money at a particular time during the month, if they sign up for autopay.

Mr. Slavin noted that the implementation of this disconnection policy had caused some problems; however, he believed they had leveled out. He thanked the Customer Service Department team, noting that he goes in Weyandt Hall from time to time to either pay a bill or just poke his head in and see what's going on, and had only observed professional, courteous, helpful service. Mr. Slavin stated that he thought that the Customer Service team was one of the leaders in city government

when it comes to service because they certainly face some difficult situations and they do it with poise and integrity, which he appreciates.

Mr. Slavin reminded members that Council originally made this change because the City was carrying approximately \$1M in back utility bills. He noted that electricity is different than phone or cable television service, for which you are billed in advance of the next 30 days you are about to use, because electricity is billed for the 30 days that you already used. Mr. Slavin explained that the City originally began at 30 days and then changed to 60 days which pushed the disconnection out to between 75 and 90 days, and it became onerous to chase down. He stated that the City was spending more money chasing down collections, so it was decided to change the process.

Mr. Slavin indicated that, in implementing the new process, one (1) of the goals was to drive people to automatic payment. He asked if there had been an increase in the number of accounts using automatic payment since the implementation of the new process. Responding, Mr. Hudson, referring to page 3 of the City Manager's Monthly Report for June 2017, stated that the City had more people signing up for bank draft every month except June and July. He advised that he did not know why the numbers were down in June and July. Mr. Sudler noted that the numbers may have been down in June and July due to the fact that a lot of people were on vacation. Responding, Mr. Hudson stated that it would be interesting to see how the trend moves forward into the next set of holidays at the end of the year.

In response to Mr. Hare, Ms. Patricia Marney, Customer Service Director, advised that the City currently had approximately 20,000 residential accounts, 50 disconnections per day, 1,500 disconnections per month, and 18,000 per year. She stated that the City had approximately 24,000 total customers that are billed for electricity each month.

Mr. Slavin stated that he thought that some of things that Council wanted to achieve had been achieved. As an example, he shared that he had received a call from the Customer Service Department regarding a constituent in his area who was on the disconnect list and staff noticed that it was an anomaly. Mr. Slavin explained that it took a series of phone calls, emails, and Facebook messages to find out where the individual was; however, it ended up that the customer was simply confused because they had two (2) different accounts and were paying the bills to the wrong account number. Mr. Slavin stated that he appreciated that the City did not just disconnect the customer indiscriminately and everyone worked that issue until it was resolved.

Mr. Hudson reminded members that staff was working on getting a new ERP system for the City and he was delighted that the new system would offer automated calling, texting, and emailing. He stated that with this new system, as long as the City has phone numbers and email addresses for each customer, it would be virtually impossible for a customer to say that they did not know their bill was due.

Mr. Sudler moved for adjournment of the Utility Committee meeting. The motion was seconded by Mr. Neil and unanimously carried.

Meeting adjourned at 6:52 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

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

AGENDA ADDITIONS/DELETIONS

Mr. Neil moved for approval of the agenda, seconded by Mr. Anderson and unanimously carried.

Evaluation of Proposals - Banking and Merchant Services

Ms. Lori Peddicord, Acting Controller/Treasurer, advised that the City had solicited proposals for banking and merchant services, and received three (3) proposals. She stated that the proposals were evaluated and scored on several factors, including quality, reputation, location of branches, ability to meet the City's Cash Management requirements, completeness of the proposal, record of performance, technology, future enhancements, government banking experience and the qualifications of the team assigned to the City of Dover. Ms. Peddicord informed members that the Request for Proposals (RFP) required each bank to submit their current audited financial statement including footnotes and the auditor's opinion, as well as their current Securities and Exchange Commission Form 10K or Form 10Q. She indicated that the submission and review of these statements are imperative to the City of Dover's due diligence to ensure the security of the City's assets. Ms. Peddicord noted that the RFP also requested a copy of each bank's 'SAS' 70, which is prepared by independent auditors and attests to the banks internal controls in regards to their online banking tools which will be utilized by the City of Dover. She explained that this last piece of due diligence ensures the City of Dover's funds are safeguarded while being transferred using the banks online software.

Ms. Peddicord advised that the estimated combined cost for the services for banking and merchant services, not to include either a earnings credit rating or an interest on balances, were \$270,798 for PNC; \$302,706 for Wells Fargo; and \$249,625 for WSFS. She stated that the City currently had business relations with the recommended bank and merchant provider. Ms. Peddicord informed members that staff was looking to contract the banking services for a five-year contract period; however the contract term for the merchant services would be on an annual basis. She stated that the annual contract term for merchant services was due to the new ERP system the City would be bringing in and other changes that would be occurring. Ms. Peddicord noted that the contract terms had already been discussed with the proposers, and all of the vendors were in agreement that it would be okay.

Staff recommended awarding the City's banking services to WSFS Bank and merchant services contract to TSYS.

Mr. Neil moved to recommend awarding the City's banking services to WSFS Bank and merchant services contract to TSYS, as recommended by staff. The motion was seconded by Mr. Shevock and unanimously carried.

Accessibility Evaluation Report

Mrs. Donna Mitchell, Acting City Manager, advised members that an Accessibility Evaluation was conducted by Wilson James Associates, Inc. this past April, explaining that the purpose of the

evaluation was to identify all elements and spaces that are required to be in compliance with the Americans with Disabilities Act (ADA) and building code standards. She noted that many areas were found to be in compliance and the report only included those items requiring remedial action. Mrs. Mitchell referred to the summary of the major points of the Accessibility Evaluation Report, noting that staff planned to make as many of the improvements as possible within the budget this fiscal year, including the on-street parking signage, the existing doorknobs, and those types of small items. She stated that what could not be done in this fiscal year within the budget, would be programmed into next fiscal year's budget, which would most likely include the toilet rooms off the hallway that need major renovation and the drinking fountain.

Staff recommended making minor improvements in the current year and budgeting for major improvements in FY19.

Mr. Neil moved to recommend making minor improvements in the current year and budgeting for major improvements in FY19, as recommended by staff. The motion was seconded by Mr. Shevock and unanimously carried.

Proposed Ordinance #2017-12 Amending Appendix B - Zoning, Article 5 - Supplementary Regulations, and Article 6 - Off-Street Parking, Driveways and Loading Facilities (Sponsors: Hare and Slavin)

Mr. David Hugg, Acting Director of Planning and Community Development, reviewed Proposed Ordinance #2017-12, which would update sections of Articles 5 and 6 of the Zoning Ordinance in order to enhance the flexibility of the Code in several areas, including dumpster, screening and buffer, tree planting, and curbing requirements, as well as add requirements for recycling to Article 5, Section 6 and rewrite Article 5, Section 18 to allow the City to require multi-use path instead of frontage sidewalk under specific circumstances. He informed members that this was the first of a series of zoning and other Code amendments that would be brought forward as a result of recent staff meetings with the development community. Mr. Hugg noted that they had been reviewing the ordinance to find places where it was not clear and make the language easier to follow, address some of the complaints from the development community, and remove language that is no longer relevant. He stated that this is an ongoing initiative and staff would be bringing forward two (2) additional ordinance amendments next month, one (1) regarding adult daycare, and the other dealing with issues with the manufactured home ordinance, which he and Mr. Neil have been working on. In addition, Mr. Hugg advised members that he was working with Mr. Polce on an accelerated site plan review process or rocket docket, noting that he was unsure whether it would be coming forward for consideration in the form of a policy document, a Code change, or both.

Staff recommended adoption of Proposed Ordinance #2017-12.

Mr. Slavin thanked Mr. Hugg and his staff for developing Proposed Ordinance #2017-12. He advised members that this series of ordinances would be part of the new philosophy of find it, fix it, explaining that as things are found that simply do not pass the common sense test, they are being fixed.

Mr. Hare stated that he thought there would also be a proposed ordinance coming forward in regard to reducing the number of notices sent regarding a violation from five (5) to three (3). In response,

Mr. Hugg stated that staff would be changing policy and proposing Code amendments in regard to the way the City does code enforcement, as well as the vacant building ordinance to eliminate things that are not effective in terms of regulating vacant buildings. He noted that the process needs to be accelerated for people who are not willing to take care of their properties.

Mr. Neil moved to recommend adoption of Proposed Ordinance #2017-12, as recommended by staff. The motion was seconded by Mr. Sudler and unanimously carried.

Proposed Amendment to Committees, Commissions, and Boards Appointment Process

Mr. Slavin proposed that, in deference to the fact that this item was originally introduced at Mr. Lewis' request and he was unable to attend the meeting and Mr. Polce and Mr. Lindell had worked on a compromise, the Committee allow Mr. Polce to explain the compromise and it be forwarded to Council without a recommendation. He explained that by proceeding in this way, when Mr. Lewis and Mr. Lindell return, Council will have the discussion from the Committee to consider and no time will be lost.

Mr. Polce indicated that, as a result of the conversation during the Regular Council meeting of July 24, 2017 regarding 2017/18 Annual Appointments Recommended by Mayor Christiansen (deferred during the Annual Meeting of May 8, 2017)(Downtown Dover Partnership Board of Directors and Silver Lake Commission), Mr. Lindell and Mr. Lewis discussed that the right path forward would probably be looking at the application process and determining if a curriculum vitae (CV) or resume is required. Mr. Polce noted that based on the fact that an individual was previously serving, that information and documentation on record would be sufficient; however, if it is a new applicant, the individual would then have to comply with the elongated application that was previously approved. He stated that he thought both Mr. Lewis and Mr. Lindell were in agreement with this; however, he noted that neither was present.

Mr. Polce moved to send this matter to Council with no recommendation, seconded by Mr. Neil.

Mr. Anderson noted that he thought that there was always room to look for improvement. He stated that he believed that there should be a period of time when the applications are signed off on, explaining that they should be checked for new information. Mr. Anderson explained that if members do not regularly check to see if something has changed, there could be conflicts of interest that have arisen and not been asked about, and someone may not have thought to inform the City about them. He noted that just because someone has served on a committee for 10 years does not mean that things have not changed. Mr. Anderson stated that he did not think that the applications needed to be reviewed every year and that it should be simple, explaining that if someone has an application on file, they should be able to review it and, if nothing has changed, sign it and say it's good. He indicated that he did not think a big process was needed but that the applications should be checked.

Mr. Sudler stated that, as a suggestion for the future, when members do ordinances or want to make changes, that there is some statistical data stating that something is not working rather than a few people saying it is not working. He stated that he thought it would behoove members to have some tangible data to support changes of ordinances in the future.

Mayor Christiansen commended the gentlemen for coming up with a compromise. He explained that it was very frustrating to find people who are interested in serving on committees, as many of the chairmen and the Council President were aware, and a number of people who had served the City for a great length of time had refused to go through the application process because they believe that their service to the City had been a proven fact. Mayor Christiansen advised members that for many of the appointees whom he has reappointed or intends to reappoint to the Planning Commission, Board of Adjustment and other bodies, he had attended meetings to see if they are performing to the expectations of himself, Council and, particularly, the citizens they all serve. He stated that he agreed with Mr. Anderson that members need to always be aware of conflicts of interest; however, he indicated that he thought that the application process was an insult to people who have served with exemplary service. He stated that he appreciated the compromise and concurred with the fact that any new applicant who has not previously served on any committees should fill out an application for the perusal, advice, and consent of Council.

Mr. Hare informed members that he would not be at the Regular Council meeting scheduled for August 28, 2017. He stated that he thought that any new applicant should fill out an application, and that anyone who was being considered for reappointment, such as Dr. Stewart or Mr. Shevock, should be asked if anything has changed and if they say no, then they are good. Mr. Hare noted that most of the appointees are professionals and they know if something comes up that is a conflict, they will abstain, just like Council members do. He explained that he did not think that individuals would know if there is going to be a conflict when it is time for their reappointment, and that simply having them sign off on an application to say nothing had changed would be okay.

Mr. Sudler indicated that he thought, in the best interest of the City, that the application needed to be on file. He stated that he appreciated the longevity of individuals serving, noting that he had longevity of service in many capacities; however, he noted that they are human and sometimes they forget. Mr. Sudler indicated that he thought that this was about protecting the City and that members cannot leave loopholes which would allow the City to be sued. He explained that, for the best interest of the City of Dover and the 38,000 that members serve, he thought it would behoove them to have something in writing. Mr. Sudler noted that he did not think that a simple five (5) to 10 minute update would be unbearable or cause excruciating pain to where individuals could not spend that time and look at it as a precautionary measure to make sure that the City is safe and free from any lawsuits.

Mr. Anderson stated that he agreed with Mr. Sudler. He noted that when he had reviewed some of the proposed appointments, there was not even an old application and he had a problem with the idea of only new applicants completing the application. Mr. Anderson explained that he thought that all applicants should have at least one of the new applications on file, so that members can see the information which they are seeking today, not the information from 15 years ago. He stated that no one on Council really has a complete view of the qualifications of the people they are voting to appoint, which was the reason why Council voted to put that system in, in the first place. Mr. Anderson stated that he thought that it was the correct decision then and it is the correct decision now.

Mr. Hare stated that he agreed that everyone should have an application on file. He noted, however, that a reappointee, such as Mr. Shevock, should be asked if the information on his application has

changed and, if it nothing has changed, that should be okay. Mr. Hare stated that he did not think that members needed to make it a drawn out process.

The motion to send this matter to Council with no recommendation was unanimously carried.

Mr. Neil moved for adjournment of the Legislative, Finance, and Administration Committee meeting. The motion was seconded by Mr. Shevock and unanimously carried.

Meeting adjourned at 7:13 p.m.

Mr. Sudler moved for adjournment of the Council Committee of the Whole meeting. The motion was seconded by Mr. Polce and unanimously carried.

Meeting adjourned at 7:13 p.m.

Timothy A. Slavin
Council President

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Attachments

Attachment #1 - Proposed Amendments to the Governing Policy for Energy Commodity Risk Management

City of Dover, Delaware

Governing Policy

For

Energy Commodity Risk Management

Effective: August ~~24~~28, 201~~5~~7

Approved by: City of Dover Council

Date: ~~August 10, 2015~~August 15, 2017
(Last Revision ~~June 19, 2014~~ August 10, 2015)

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PURPOSE OF THE RISK MANAGEMENT POLICY

A. Introduction

The City of Dover (“**City**”) and its customers are routinely exposed to energy price risk, volume variability risk, basis risk and credit risk – herein referred to collectively as energy commodity risk - in the normal conduct of serving its electric load requirements. Volatility of energy commodity prices and volumetric uncertainty (either supply/generation or load obligations) impose a substantial and direct risk to the City’s financial and operating performance.

By authority of its charter, the City has responsibility for overseeing the City’s electricity operations, including the management of its cost of serving Dover’s customers. By agreement dated May 6, 2011 and approved by the City (the “**EMA**”), the City has engaged The Energy Authority, Inc. (“**TEA**”) to assist the City with Asset Management and Strategic Planning Services, Risk Management Services, and Energy Management Services.

This Policy for Energy Commodity Risk Management (“**Policy**”) is established the explicit understanding that the City has retained and delegated responsibilities to TEA to provide Risk Management Services.

Additionally, the City has issued this Policy for dealing with the philosophy, framework and delegation of responsibilities necessary to govern activities related to Dover’s energy commodity risk management. As set forth herein, the City has established an organizational structure, delegated responsibility and established internal controls and procedures to ensure that all transactional and oversight activities are conducted in compliance with this Policy and in accordance with the City’s normal reporting, legal, financing and regulatory requirements relating to energy assets and transactions.

B. Scope of Policy

This Policy covers all transactions entered into the by the City of Dover designed to meet the City’s electric load requirement and the management of risk related to these transactions.

In the event of conflict between this Policy and the EMA, the Policy shall control. This Policy is separate and distinct from enterprise risk management policies and procedures addressing the City’s safe operation of its generating stations and energy infrastructure, insurance requirements, permit compliance, employee matters regulatory compliance with laws and regulations of the State of Delaware and Federal

Agencies such as EPA, FERC, NERC and CFTC or other potential risks to the City beyond the purchase and sale of fuel and electric power and its ancillary products.

C. Objectives and Risk Philosophy

The objectives of the Policy are to identify energy commodity price and credit risk exposures and give the City a framework for the quantification and management of these exposures. The Policy will identify the reports needed to convey how the identified risk exposures can potentially impact the City's overall cost of providing electricity service to its customers and report on the risk management of the transactions associated with City's electric load requirements.

Under the Policy, risk management activities will be conducted consistent with the City's overall objective of appropriate risk mitigation. There are several objectives of the Policy which, when taken and executed together, serve to manage the City's energy commodity price exposures. Specifically, the Policy:

- Establishes framework for developing credit limits for counterparties and quantifies and manages the credit exposures related to potential counterparty abrogation
- Quantifies the impact of the above exposures on City's financial results
- Manages the impact of the above exposures in line with the City's identified level of risk tolerance
- Provides clear delineation of responsibilities and authority, outline a separation of duties, and ensure reporting of risk is timely and accurate.
- Ensures that the impact of any action affecting the City's position is consistently quantified, monitored and authorized.

The City's risk management activities will be conducted consistent with its overall objective of appropriate risk mitigation and never for purposes of speculation.

D. Policy Administration

This Policy has been approved by the Executive Risk Management Committee and The Utility Committee of the Dover City Council. The Utility Committee must approve modifications to the Policy with the exception of the appendix information which can be modified with the approval of the Executive Risk Management Committee.

MANAGEMENT AND CONTROLS

This Policy articulates the management and organization of the City and TEA to serve as a control framework outlining delegation of duties and responsibilities.

A. Utility Committee of The City Council

The Utility Committee of The City Council (The Committee) has a responsibility to provide approval of this Policy. With this approval, The Committee also assumes additional duties. They will understand the risks the City is and could be exposed to due to their energy commodity risk management activities. In this role, the Committee will have a responsibility to also understand the City's policies and procedures, internal controls and systems which are used to help manage the City's energy commodity risks.

The Committee will approve any amendments to the Policy or limits within. The Executive Risk Management Committee will update the Committee periodically regarding the Policy and its functions. It will be the Committee's responsibility to:

- Discuss guidelines and strategic policies that govern the process by which the Energy Risk Management Committee assesses and manages risks
- Review and approve the risk policy at least annually
- Approve new members of the Executive Risk Management Committee
- Acknowledge the risk inherent in transactions covered under this Policy

B. Executive Risk Management Committee

An Executive Risk Management Committee ("ERMC") has been formed to provide executive management oversight for the City's energy commodity risk management activities. The ERMC is charged with the creation, amendment and administration of this Policy, including acquiring any approvals required by the Utility Committee, and will ensure that all energy commodity risk management activities of the City are performed consistent with this Policy. The ERMC will meet at least monthly to review compliance and conduct its business as described in this Policy.

The ERMC shall be comprised of the following voting members: The City Manager, The Director of Utility, The City's Controller and TEA's Client Service Manager.

The City's ERMC will make decisions following the process outlined in this Policy. TEA's Client Services Manager may include representatives from other areas within TEA in the monthly ERMC meetings who will attend in person or by conference call as non-voting advisors. Other City employees and TEA staff may also be asked to attend

meetings from time-to-time, as the ERM C deems necessary. The responsibilities of the ERM C shall include:

- Establish scope and frequency for management reporting to the Utility Committee.
- No less than annually, review the City's Energy Commodity Policies and Procedures for correctness and completeness.
- Review and approve any new risk report or change to an existing risk report provided by TEA to monitor risks outlined in this Policy.
- Understand and approve any models, methodologies, and assumptions used for measuring risks such as volume risk, process risk, counterparty risk and commodity risk.
- Monitor the City's risks and ensure they are within the limits and are being managed according to what is indicated within the City's Policy and associated procedures
- Understand the City's risk management objectives and risk tolerances.
- Review and approve the risk management and trading strategy programs and associated risk. Each program should be reviewed to ensure alignment with Policy objectives and compliance with risk limits within this Policy.
- Periodically review any risk management program approved in light of recent market changes, and ensure continued compliance with its established guidelines
- Review and approve new products, markets, trading counterparties and credit limits
- Review all violations and exceptions to this Policy and report such to the Committee.
- Approve the individuals or companies that engage in the City's commodity transactions and are subject to the limits within this Policy.
- Ensure that the individuals or companies authorized to transact on behalf of the City as well as manage its risks, are appropriately trained and qualified.
- Ensure independence and segregation of duties between front, middle and back office at TEA.
- Recommend changes to this Policy to the City's Utility Committee for approval and ensure the Utility Committee understands the City's overall compliance with this Policy and associated procedures.
- The ERM C will meet at least monthly to review risks identified and reported on by the Policy, this meeting shall be chaired by The City Manager. Minutes of each meeting of the ERM C shall be recorded and reflect any decisions and follow-up action items to be performed. These minutes will be reviewed and approved by the members of the ERM C in a timely manner.

Each member of the ERM C has a unique role as defined below:

1. City Manager

The City Manager is independent of all commercial functions and carries the responsibility of establishment and maintenance of risk management for the City. The City Manager will be a voting member of the ERM C and act as a chair of the ERM C. Other responsibilities include:

- Ensure this Policy is maintained.
- Oversee reviews of the City's energy commodity risks, limits, risk measurement methodologies and models, and programs and recommend changes to the ERM C.
- Ensure potential transactions and their impacts on the City's risks and limits defined within this Policy.
- Develop and monitor the implementation of the Policy, and oversee other risk management processes and procedures established by this Policy or otherwise by the ERM C.

2. Director of the Utility

The Director of the Utility has oversight ~~is responsible~~ for all trading, hedging, pricing, structuring, and market and operational risk management activities associated with the City. The Director of the Utility will be a voting member of the ERM C. Other responsibilities include:

- Review the effectiveness of transaction processing systems and procedures relating to risk measurement.
- Recommend operational risk and business risk assessment guidelines.

3. Controller

The Controller is independent of all commercial functions and carries the oversight responsibility ies associated with ~~of~~ the City's accounting practices. The Controller will be a voting member on the ERM C. Other responsibilities include:

- Perform financial accounting including accounting for hedging and derivatives activities.
- Comply with tax rules and make appropriate tax elections.
- Record realized and unrealized gains and losses.
- Reconcile general ledger, cash transactions and margin accounts.
- Implement tax-hedge accounting policies and other regulatory tax requirements.

- Develop and maintain documentation outlining standard procedures for conducting business.
- Invoice counterparties and resolve billing disputes.
- Perform daily/weekly/monthly transaction checkout with counterparties.
- Develop and maintain documentation outlining standard procedures for conducting business.

4. TEA Client Services Manager

The TEA Client Service Manager roles and responsibilities are defined exhibit B of the EMA between the City and TEA. The TEA Client Service Manager will be a voting member on the ERM. Other responsibilities include:

- Monitor risk reports between ERM meetings.
- Report to the Committee and the ERM on the City's adherence to all limits and functions within this policy.
- Engage the ERM in discussions regarding events or developments that could expose the company to potential losses.
- Recommend to the ERM specific risk limits consistent with the City's risk management objectives, risk tolerance, and risk management policy.
- Coordinate and distribute independent market fundamental analysis.
- Provide advisory support and recommendations as specified in Article 5 of the EMA.
- Update ERM on training of TEA employees.

DISCUSSION OF RISKS

This Policy covers the management of all material energy market risks faced by the City. A comprehensive list of risks that are or could be relevant to City is shown in Appendix C of the Policy. Among the most critical of these risks are commodity risk, counterparty risk, process risk, volume risk, and budget risk. These risks are measured by the limit structure and controls outlined in the Policy.

Commodity risk represents the potential adverse impacts to the value of the City's portfolio due to changes in the market. Commodity risk encompasses volatility risk, forward price risk, basis risk, correlation risk and liquidity risk.

Counterparty risk represents the potential losses the City could incur due to delivery risk and receivable risk. Delivery risk stems from a supplier or trading counterparty that is unable or unwilling to perform on its commitments including but not limited to delivery or receipt of commodities. Receivable Risk includes the City's risk associated with a counterparty's timeliness of payment for services rendered.

Process risk represents the risks associated with process problems including, but not limited to, inaccurate data capture, untimely trade execution or settlement problems. Controls over process risks are embedded in the organizational structure of TEA through the design processes and operating procedures.

Volume Risk represents the potential for unforeseen changes from projections of excess or shortfall of capacity or energy from the actual needs. When variances are large coupled with large costs to transact and adverse moves in market prices this risk could be realized. In management of this risk, the City must be aware of the fact that unexpected variations in volume are often highly correlated with price movements.

Budget Risk represents the potential to deviate outside of tolerable bounds of the City's budget. Deviations from budget can be caused by forecast error or unforeseeable adverse changes in market prices.

Regulatory Risk arises from participation in regulated markets. With the Independent System Operator (ISO) implementation of Federal Energy Regulatory Commission (FERC) Order 741, the City faces increasing regulatory risk when participating in wholesale energy markets. The TEA Compliance department works in conjunction with the TEA Risk Control department to help the City manage regulatory risk.

Regulatory risk is managed by:

- Annual Compliance Training for all employees participating in regulated markets;
- Integration of the appropriate compliance culture within the Trading department through ongoing interaction between Compliance and Trading;
- An independent monitoring and exposure measurement on transactions that could trigger an increase in regulatory risk.

MARKETING AND TRADING PRACTICES

A. Standards of Conduct

Individuals authorized to transact for the City shall not misrepresent, conceal or withhold information regarding energy commodity trading and risk management transactions to any person responsible for the accurate recording and/or reporting of such transactions; participate in any such transaction or similar activity for the benefit of any party other than the City; or hold or be a beneficiary of any financial interest in any entity with which the employee is engaged in trading or other business activity (other than ownership of an interest in a mutual fund managed by another party). Further, no employee authorized to place or execute such transactions may engage in trading power or energy commodities derivative instruments for his or her personal account.

B. Products, Activities and Limitations

Pursuant to achieving the City's core objectives for the purpose of energy commodity risk management, the following limitations shall apply.

- Permissible instruments will be restricted to the products and instruments specified in Appendix A – Approved Products of the Policy;
 - All physical forward transactions shall be governed by the Edison Electrical Institute (EEI), North American Energy Standards Board (NAESB), or similar agreements with counterparties approved by the City.
 - The City reserves the right to enter into financial hedge transactions to effectuate Policy objectives, but does not authorize TEA to enter into financial hedge transactions on its behalf. Any such financial transactions that the City may enter into shall be governed by ISDA agreements with counterparties as approved by the City.
- The maturity for each permissible instrument will be restricted to the maturity limits specified in the risk limits section of the Policy.
- Transaction volumes for each risk management transaction will be restricted to the amounts specified in the Risk Limits section of the Policy.
- Risk management transactions will be outlined in the *City of Dover Hedge Program* which will be approved by the ERMC. Risk management transactions may include the following:
 - Hedging the forward price of purchased power for delivery to the City as needed to meet its electric load requirements.
 - Hedging the forward price of natural gas and fuels as needed to generate power to meet the City's electric load requirements.
 - Unwinding of hedges to accommodate changes in expected load requirements, or for economic reasons subject to explicit constraints set by the ERMC.

C. Contract Documentation and Confirmations

No over-the-counter transaction may be executed until an EEI, NAESB, or similar agreement has been authorized by the City, approved by the ERMC and fully executed by the parties.

Written confirmations will be required from counterparties, as defined in the Master Service Agreement between the City and counterparty, within one business day or such longer time as required by the contract in question for all risk management transactions. Contemporaneous with any commitments and prior to receipt of written confirmations, verbal commitments shall be memorialized internally as to instrument structure, quantity, relevant time horizon, price and any other relevant terms; such internal

documentation shall be time stamped and correlated to the ultimate written confirmation to or from the counterparty. Both the internal documentation as well as the written confirmation from the counterparty shall be provided to TEA's Risk Control Group immediately upon receipt for verification.

In the event that there is a material failure to provide timely documentation or confirmations, then at the City Manager's sole discretion, the offending individual's authorization may be suspended. Similarly, if the failure to provide timely documentation or confirmations is due to the failure of counterparty, then at the discretion of the City Manager, a moratorium may be imposed on transactions with that counterparty. In such cases, the City Manager shall notify the ERMCM of the issues leading to the suspension or moratorium shall.

Nothing herein shall inhibit the City Manager from bringing control issues to the TEA's Client Services Manager prior to a decision on materiality or the imposition of a suspension of trading privileges or counterparty moratorium.

D. Training

The ERMCM will ensure that all City employees and/or TEA Staff that will execute transactions on behalf of the City will have appropriate training in the markets in which the transactions occur.

E. New Product Protocol

As required to manage the City's energy commodity risk the ERMCM shall approve new products provided the requirements of the New Product Approval Procedure are met.

RISK LIMITS AND RISK MEASUREMENTS

A. Limits

The limit structure is designed to quantify the types of risk in City's energy commodity portfolio. The City will manage and report on its energy commodity market risk using Volume/Maturity/Value Limit, Delegation of Authority's Limit, a Cost of Service Volume Limit and a Hedge Loss Locational Limit.

1. Volume/Maturity/Value Limits

Transaction limits for the Individuals Authorized in Appendix E to execute transactions and the maturity limits for each permissible instrument are listed below.

~~Transactions for amounts in excess of those listed may be executed only upon approval of the ERM. This limit, maturity and value structure is not intended for use when transacting day-ahead and real time in the PJM market.~~

Volume/Maturity/Value Limits		Maximum Daily Notional Limits	
		Volume	Value (\$000)
Power (MW) Hourly Limit	Balance of the Month through 12 Months	50	20,000
	Between 13 Months and 24 Months	50	20,000
	Between 25 Months and 36 Months	25	10,000
	Between 37 Months and 48 Months	25	10,000
	Between 49 Months and 60 Months	25	10,000
Natural Gas (MMBtu) Monthly Limit	Balance of the Month through 12 Months	30,000	400
	Between 13 Months and 24 Months	30,000	400
	Between 25 Months and 36 Months	10,000	200
	Between 37 Months and 48 Months	10,000	200
	Between 49 Months and 60 Months	10,000	200
#2 Fuel Oil (Bbl) Monthly Limit	Balance of the Month through 12 Months	6,000	400
	Between 13 Months and 24 Months	6,000	400
	Between 25 Months and 36 Months	3,000	200
	Between 37 Months and 48 Months	3,000	200
	Between 49 Months and 60 Months	3,000	200

~~The amounts in the table above refer to the maximum volume of orders that can be placed in any one day the individuals authorized to conduct trades for the specified time period. On any one day the maximum transaction volume placed can be for up to 50 MegaWatts per hour for every hour during a single calendar month (including both on-peak and off-peak hours), OR 25,000 MMBtu per month for all months pertinent to the natural gas transaction, OR 6,000 Bbl per month for all months pertinent to the oil transaction.~~

2.1. Delegation Authority

The Utility Committee delegates the following approval authority limits to the Dover ERM. The ERM may not delegate these authorities to individuals authorized to commit Dover to financial obligations.

Position	Maturity Limit	Term Limit	Notional Value Limit
Dover ERM	5 years	5 years	20,000,000

~~This limit, maturity and value structure is not intended for use when transacting day-ahead and real time in the PJM market.~~

3.2. Volume Limits

For no reason should a transaction be executed that exceeds the City's electric load requirements. If there is an adjustment to the City's electric load requirements and the

existing transactions greater than 100% of the adjusted electric load requirements the ERMCM will review and approve the offsetting strategy deployed in sufficient proportion to mitigate the encroachment.

4.3. Locational Limits

Non-Commodity Transactions must support the requirement of one of the City's generation units, native load or transaction locations.

B. Stress Testing and Back Testing

The City's positions shall be periodically stress tested and models shall be back tested. The processes around these tests are outlined in the *Stress Testing and Back Testing Procedure*.

C. Instances of Exceeding Risk Limits

Should the City or TEA enter into a transaction that causes the portfolio to exceed any above mentioned limits the Director of the Utility shall, in addition to notifying the ERMCM, also notify the Chair of The Committee as soon as practicable and shall provide periodic reports to the Chair on the status the transactions for as long as the City is exceeding its limits. The ERMCM will review and determine whether any liquidation or offsetting of transactions is warranted. The incident will be documented as a Policy Exception by the Director of the Utility.

CREDIT POLICY

Credit Risk is the risk due to the uncertainty in a counterparty's ability to meet its contractual obligations. The primary objective of this credit policy is to mitigate, to the extent commercially reasonable, the credit risks associated with transactions covered in this Policy while still allowing the City to achieve its objectives.

A. Measuring Credit Risk

The status of credit risk will be measured and reported through reports provided by TEA.

The current credit exposure will be reported at the agreement level via a Counterparty Credit Report provided by TEA. This information will be made available in real time to TEA trading personnel so that it can be checked prior to executing transactions for the City. Those responsible for risk oversight at the City and TEA will have access to this information no less frequently than once per day. The ERMCM will monitor overall

credit utilization and any credit exceptions at least monthly. When measuring the current credit risk, netting will be applied to the exposure if the City's contract with a counterparty includes provisions for netting.

B. Analysis and Extension of Credit Limits

Physical and financial commodity transactions will be executed with counterparties approved by the ERMIC with credit available to support the transactions. The creditworthiness of a counterparty will be determined by both qualitative and quantitative factors. Factors shall include, but not limited to:

- A company's debt credit ratings provided by the rating agencies.
- Financial data such as an analysis of the income statement, balance sheet, and cash flow, as well as liquidity and capital structure.
- Subjective factors such as company's fuel diversity, overall size, risk management policy and internal controls, geographic diversity, and market intelligence.

A credit limit is the amount of unsecured credit granted to a counterparty. Unsecured credit exposure includes amounts owed by the counterparty, whether billed or not, and the mark-to-market differences in value of any collateral which the counterparty has provided the City. Any net exposure above the collateral threshold will require the posting of collateral by a counterparty. Further information on the City's procedure for establishing credit is contained in the Counterparty & Credit Review Process.

Collateral thresholds, term limitations and credit exposure limits will be subject to the maximums indicated in Appendix B, based upon the lower of the S&P and Moody's credit ratings.

At no time will the City incur a credit exposure with any counterparty greater than \$60,000,000.

C. Instances of Exceeding Credit Limits

The City and TEA are restricted by the credit limits approved by the ERMIC. The ERMIC can suspend trading with a counterparty, if that counterparty's credit limit has been reached or exceeded. **The City or TEA traders shall not exceed the Counterparty Credit Limit by executing transactions with any counterparty without approval of the ERMIC.**

The ERMIC will determine when it's appropriate to require additional collateral if a counterparty's credit exposure exceeds its credit limit. Collateral includes standing letter of credit, cash, and prepayments.

All credit exceptions will be documented and reported to the ERM and the Committee as Policy Exceptions.

REPORTING

A. Risk Reporting

Preparation of timely reports is critical to monitoring risk. TEA will furnish the required reports on a regular frequency for the City in a format acceptable to the ERM. In addition, the ERM and its designees will be provided access to the City's risk reports as updated daily via TEA's secure Web Portal.

Reports required on a monthly basis and for periodic meetings of the ERM include the following:

- **Profit and Loss Report**

The Profit and Loss (P&L) Report shows the daily realization of transactions at either the transaction price or the market price as transaction roll from unrealized to realized. This report should show volumes, transaction prices and market prices of realized physical and financial power and fuel transactions.

- **Mark to Market Report**

The Mark to Market ("MTM") Report conveys the potential transaction exposure, of all existing forward transactions executed, if the energy commodity portfolio was liquidated at the most recent market settlement prices. This report should show volumes, transaction prices and market prices of unrealized physical and financial power and fuel transactions.

- **Daily Activity Report**

The Activity Report presents a summary of the day's trades executed in the bilateral energy market.

- **Cost of Service Report**

The City's exposure to energy price risk shall be monitored and reported on a Cost-of-Service basis. All calculations are at the wholesale level. The Cost-of-Service recognizes all prior (expired) months within the Power Year on the basis of actual (incurred) costs, and recognizes all forward (pending) months within the Power Year on the basis of expected forward power and fuel prices and expected forward load-following risks. As defined below, the Cost-of-Service is an aggregation of Forward Energy Commodity Portfolio Cost, the Load Following Cost Expectation and the City's Budget Target for Purchase Power Expense.

- The Net Purchased Power Cost shows the net cost of all physical and financial transactions related to the City's anticipated commodity requirements for power and fuel and is based on the price of all hedge transactions plus the forward market price of all unhedged transactions valued at current forward prices for energy commodities, customer-level cost per MWH of all physical and financial transactions related to Dover's actual plus anticipated energy.
- The expected fixed costs defined as load-serving entity (LSE) capacity costs, transmission costs and TEA management fees.
- The Expected Load-Following Cost for a specified power year is defined as the expected cost (or revenue) associated with intra-month load variations due to weather or other events affecting demand. As an interim measure due to lack of necessary market information and the rapid evolution of the PJM RTO market, the ERMCM has specified \$2.50 per MWH as an estimate of the Load Following Cost to be used for estimating the City's Forward Cost-of-Service Report. The ERMCM will update the Expected Load Following estimate while lack of necessary market information persists no less than annually.
- The Budget Target for Purchase Power Expense represents the City's view of expected purchase power expense.

B. Credit Reporting

• Counterparty Credit Report

The Counterparty Credit Report conveys the exposure to all counterparties with which the City has credit exposure resulting from its energy commodity risk management activities.

• CFTC Reporting

The City understands that transacting over the counter (OTC) swaps carries an additional Commodity Futures Trading Commission (CFTC) reporting function. Once required by the CFTC, the City will report on how the City generally meets its financial obligations associated with entering into non-cleared swaps in a manner acceptable to the CFTC.

C. Hedge Effectiveness Reporting

If the City's transactions require a hedge effectiveness test, those testing results will be reported to the ERMCM no later than one month after the end of the financial reporting period. The report will include a summary of testing methodology, assumptions of the testing and the outcome of results with a pass or fail by transaction.

INFORMATION TECHNOLOGY SYSTEMS

Since information systems play a vital role in The City's trading abilities, the City shall ensure that the information systems and technology used to store all transaction information is maintained and secure. The City's transactions will be stored in TEA's enterprise trading and risk management system. TEA uses the TriplePoint Commodity XL (CXL) system, integrated with Commodity XL for Credit Risk (Credit Risk). TEA has assigned a Database Administrator (DBA) that is charged with the database security and maintenance for the transaction database, CXL.

The following safeguards for data security and backup will be installed:

- Transaction data stored in the system of record will be replicated daily to ensure data redundancy;
- The CXL database will be backed up at least daily after the close of business.

POLICY DISTRIBUTION AND COUNSEL

A. Distribution Outside The City

The City's Policy is restricted to the use of the City and TEA organizations. It shall not be distributed outside these organizations without the consent the ERMCI.

B. Designated Counsel

Questions about the interpretation of any matters of this Policy should be referred to ERMCI. The ERMCI will provide clarification and explanation on any updates to this Policy.

All legal matters stemming from this Policy will be referred to the City's Legal Counsel.

APPENDIX A – Approved Products

The following shall constitute a list of approved products to be utilized by TEA to manage the City’s energy commodity portfolio:

- Physical Power
- Physical Natural Gas ~~Delivered Dover via Eastern Shore Pipeline~~
- Physical Residual Fuel Oil (#2) ~~Delivered Dover~~
- Capacity
- Financial Power
- Financial ~~Call Options~~
- ~~Financial Put Option~~
- PJM Demand Bids and Generation Offers
- PJM InSchedules
- PJM Transmission Products
 - Financial Transmission Rights
 - Annual Auction Revenue Rights
- PJM Tier 2 Synchronized Reserves

The above instruments can be executed by TEA on behalf of the City of Dover for the current and next two successive Power Years (July to June).

APPENDIX B - Approved Counterparties and Threshold Tables

This Appendix establishes approved counterparties and their Collateral thresholds. Collateral thresholds, term limitations and credit exposure limits that are subject to the following maximums based upon the lower of the S&P and Moody's credit ratings:

Credit Thresholds from Dover Extended to the Counterparty

Constellation EnergyExelon Generation Company, LLC

Threshold	S&P	Moody's
\$ 60,000,000	AAA	Aaa
\$ 50,000,000	A- to AA+	A3 to Aa1
\$ 40,000,000	BBB+	Baa1
\$ 30,000,000	BBB	Baa2
\$ 20,000,000	BBB-	Baa3
\$ -	Below BBB-	Below Baa3

AEP Energy Partners, Inc.

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
<u>\$ 10,000,000</u>	<u>BBB- and Above</u>	<u>Baa3 and Above</u>
<u>\$ -</u>	<u>Below BBB-</u>	<u>Below Baa3</u>

BP Energy Company

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
<u>\$ 60,000,000</u>	<u>AA- to AAA</u>	<u>Aa3 to Aaa</u>
<u>\$ 45,000,000</u>	<u>A+</u>	<u>A1</u>
<u>\$ 30,000,000</u>	<u>A</u>	<u>A2</u>
<u>\$ 15,000,000</u>	<u>BBB to A-</u>	<u>Baa2 to A3</u>
<u>\$ -</u>	<u>Below BBB</u>	<u>Below Baa2</u>

IntegrusCalpine Energy Services, L.P.

Threshold	S&P	Moody's
\$ 2025,000,000	AAA	Aaa
\$ 2015,000,000	AA- to AA++	Aa3Aa3 to Aa1Aa1
\$ 1510,000,000	A- to A+A- to A+	A3 to A1A3 to A1
\$ 5,000,000	BBB+	Baa1
\$ 3,000,000	BBB- to BBB	Baa3 to Baa2
\$ -	Below BBB-	Below Baa3

EDF Trading North America, LLC

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 18,000,000	Fixed	Fixed

PSEG Energy Resources & Trade, LLC

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 20,000,000	BBB- and Above	Baa3 and Above
\$ -	Below BBB-	Below Baa3

Sequent Energy Management, L.P.

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 5,000,000	Fixed	Fixed

Sempra Energy

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 20,000,000	A or above	A2 or above
\$ 20,000,000	A- to A+	A3
\$ 15,000,000	BBB+	Baa1
\$ 10,000,000	BBB	Baa2
\$ -	BBB- or lower	Baa3 or lower

Conectiv

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
Unspecified *	Above BBB+	Above Baa3
\$ -	Below BBB-	Below Baa3

* Conectiv does not have a defined credit threshold, so for planning purposes, a \$10,000,000 threshold is imposed as a conservative limit

Macquarie ~~Cook Power~~Energy, LLC

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	Aa3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

Morgan Stanley Capital Group

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
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\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	Aa3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

FPL-NextEra Energy Marketing, LLC

Threshold	S&P	Moody's
\$ 30,000,000	AAA	Aaa
\$ 25,000,000	AA- to AA+	Aa3 to Aa1
\$ 20,000,000	A- to A+	A3 to A1
\$ 15,000,000	BBB+	Baa1
\$ 10,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

Deutsche Bank

Threshold	S&P	Moody's
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	Aa3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

Barclays Bank

Threshold	S&P	Moody's
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	Aa3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

Credit Thresholds from the Counterparty Extended to Dover

AEP Energy Partners, Inc.

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ <u>10,000,000</u>	<u>BBB- and Above</u>	<u>Baa3 and Above</u>
\$ <u>-</u>	<u>Below BBB-</u>	<u>Below Baa3</u>

BP Energy Company

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 30,000,000	AA to AAA	Aa2 to Aaa
\$ 25,000,000	AA-	Aa3
\$ 20,000,000	A+	A1
\$ 15,000,000	A	A2
\$ 5,000,000	BBB to A-	Baa2 to A3
\$ -	Below BBB-	Below Baa3

Calpine Energy Services, L.P.

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ 10,000,000	AA- to AAA	Aa3 to Aaa
\$ 7,500,000	A- to A+	A3 to A1
\$ 5,000,000	BBB+	Baa1
\$ 3,000,000	BBB- to BBB	Baa3 to Baa2
\$ -	Below BBB-	Below Baa3

Exelon Generation Company, LLC

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
\$ 60,000,000	AAA	Aaa
\$ 50,000,000	A- to AA+	A3 to Aa1
\$ 40,000,000	BBB+	Baa1
\$ 30,000,000	BBB	Baa2
\$ 20,000,000	BBB-	Baa3
\$ -	Below BBB-	Below Baa3

Integrus

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
\$ 20,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	Aa3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ 1,000,000	BBB-	Baa3
\$ -	Below BBB-	Below Baa3

Sempra Energy

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
\$ 27,000,000	A- or above	A3 or above
\$ 5,000,000	BBB+	Baa1
\$ 1,000,000	BBB	Baa2
\$ -	BBB- or lower	Baa3 or lower

Conectiv

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
------------------	--------------	----------------

Unspecified *	Above BBB+	Above Baa3
\$ -	Below BBB-	Below Baa3

***Conectiv does not have a defined credit threshold, so for planning purposes, a \$10,000,000 threshold is imposed as a conservative limit**

PSEG Energy Resources & Trade, LLC

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ <u>12,000,000</u> *	Fixed	Fixed

***Threshold is \$12,000,000 as long as Dover maintains a Debt Service Coverage greater than 1.25% and Total Net Assets of at least \$50,000,000 and Total Net Assets do not decline by more than 25% on a fiscal year end basis.**

Morgan Stanley Capital Group

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
\$ <u>25,000,000</u>	<u>AAA</u>	<u>Aaa</u>
\$ <u>20,000,000</u>	<u>AA- to AA+</u>	<u>Aa3 to Aa1</u>
\$ <u>15,000,000</u>	<u>A- to A+</u>	<u>A3 to A1</u>
\$ <u>10,000,000</u>	<u>BBB+</u>	<u>Baa1</u>
\$ <u>5,000,000</u>	<u>BBB</u>	<u>Baa2</u>
\$ <u>-</u>	<u>BBB- or below</u>	<u>Baa3 or below</u>

Macquarie ~~Cook Power~~Energy, LLC

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	AA3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

FPL-NextEra Energy Marketing, LLC

<u>Threshold</u>	<u>Fitch</u>	<u>Moody's</u>
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\$	23,000,000	AAA	Aaa
\$	18,000,000	AA- to AA+	AA3 to Aa1
\$	13,000,000	A- to A+	A3 to A1
\$	8,000,000	BBB+	Baa1
\$	3,000,000	BBB	Baa2
\$	-	BBB- or below	Baa3 or below

EDF Trading North America, LLC

<u>Threshold</u>	<u>S&P</u>	<u>Moody's</u>
<u>\$ 18,000,000</u>	<u>Fixed</u>	<u>Fixed</u>

Deutsche Bank

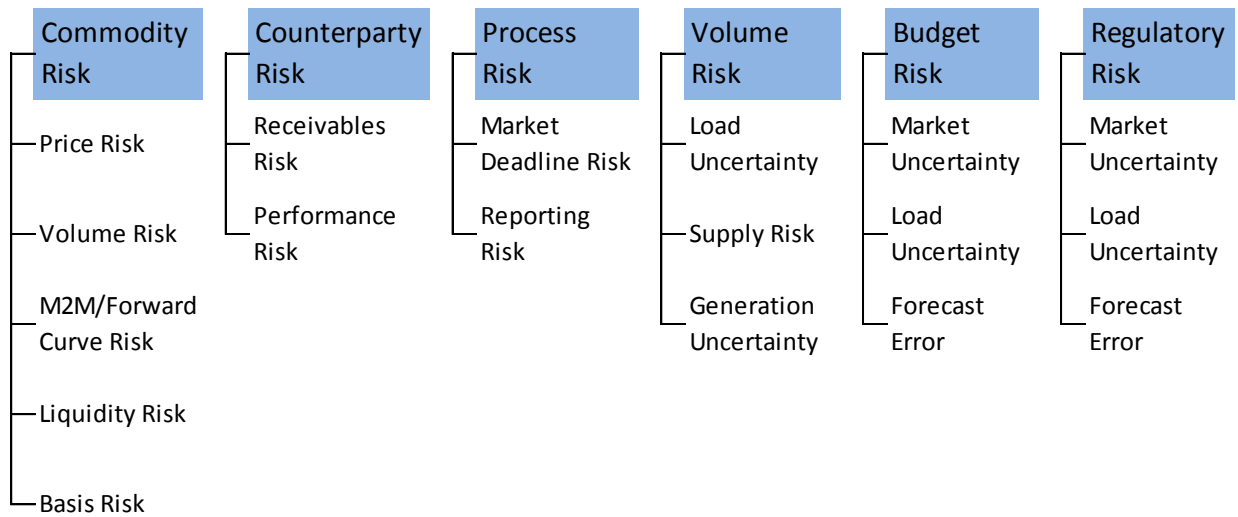
Threshold	Fitch	Moody's
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	AA3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

Barclays Bank

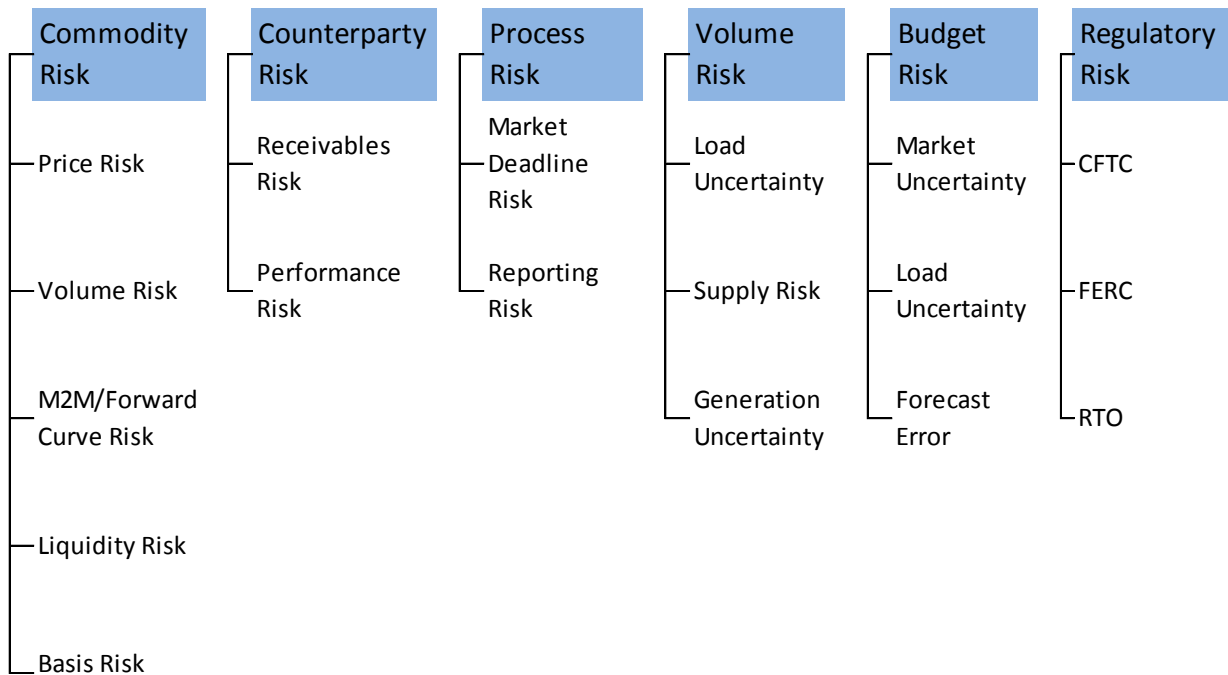
Threshold	Fitch	Moody's
\$ 25,000,000	AAA	Aaa
\$ 20,000,000	AA- to AA+	AA3 to Aa1
\$ 15,000,000	A- to A+	A3 to A1
\$ 10,000,000	BBB+	Baa1
\$ 5,000,000	BBB	Baa2
\$ -	BBB- or below	Baa3 or below

APPENDIX C - Business Risks

Business Risks Topology



Business Risks Topology



APPENDIX D - Glossary

Back Office – That part of a trading organization which handles transaction accounting, confirmations, management reporting, and working capital management.

Bilateral Transaction - Any physical or financial transaction between two counterparties, neither of whom is an Exchange or market entity (e.g. MISO).

Capacity – The real power output rating of a generator or system, typically in megawatts, measured on an instantaneous basis.

Commodity - A basic good used in commerce that is interchangeable with other commodities of the same type. Commodities are most often used as inputs in the production of other goods or services. The quality of a given commodity may differ slightly, but it is essentially uniform across producers. When they are traded on an exchange, commodities must also meet specified minimum standards, also known as a basis grade.

Financial Bilateral Transaction - A Bilateral Transaction that is non-physical and is defined by a Source Point, Sink Point, and Delivery Point that may be any CP Nodes as specified by the Midwest ISO.

Financial Forward – An agreement regarding a position in a specified commodity, a specified price, and a specified future settlement date, that does not result in physical delivery of the commodity. Rather one party in the agreement makes a payment to the other party on the basis of the commodity price at the future date.

Front Office – That part of a trading organization which solicits customer business, services existing customers, executes trades and ensures the physical delivery of commodities.

Hedging Transaction - A transaction designed to reduce the exposure of a specific outstanding position or portfolio; “fully hedged” equates to complete elimination of the targeted risk and “partially hedged” implies a risk reduction of less than 100%.

Mark-to-Market Value – A measure of the current value of unrealized positions; includes both Open Positions and Closed Positions.

Middle Office – That part of a trading organization that measures and reports on market risks, develops risk management policies and monitors compliance with those policies, manages contract administration and credit, and keeps management and the Board informed on risk management issues.

Policy – Dover’s Governing Policy for Energy Commodity Risk, as amended and approved by The Utility Committee.

Portfolio – A collection of transactions.

Realized Gains/(Losses) – The amount earned (or lost) from a transaction , considered to be **realized** once the time for performance has lapsed (e.g. delivery of power in the case of physical transactions or expiration of an option in the case of financial transactions).

Term – The total duration of a contract, defined as the number of days between the beginning flow date and ending flow date, inclusive.

Unrealized Gains/ (Losses) – The amount expected to earn (lose) on a specific transaction(s); however, the time for performance has not lapsed. The total value of Unrealized Gains/ (Losses) is the Mark-to-Market value.

APPENDIX E – Swap Transaction Representative

Purpose:

To ensure that the City of Dover, a Special Entity under the Dodd-Frank Financial Reform Act, selects a qualified representative (“Representative”) to provide advice and guidance when entering into swap transactions with Swap Dealers or Major Swap Participants.

Definitions:

Special Entity: As defined in 7 U.S.C. 6s(h)(2)(C) and further interpreted in 17 C.F.R. 23.401(c). The City of Dover is a Special Entity as defined by 17 C.F.R. 23.401(c)(2).

Swap Dealer: As defined in 7 U.S.C. 1a(49) and further interpreted in 17 C.F.R. 1.3(ggg)

Major Swap Participant: As defined in 7 U.S.C. 1a(33) and further interpreted in 17 C.F.R. 1.3(hhh)

Representative: As defined in this policy and 17 C.F.R. 23.450

Policy:

Selection: The City of Dover shall endeavor to seek and employ an individual or entity that will voluntarily act as a Representative for all energy commodity swap transactions between XXXX and any Swap Dealer or Major Swap Participant. The Representative must meet the following qualifications identified in 17 C.F.R. 23.450(b):

- (i) Has sufficient knowledge to evaluate the transaction and risks;
- (ii) Is not subject to a statutory disqualification;
- (iii) Is independent of the swap dealer or major swap participant;
- (iv) Undertakes a duty to act in the best interests of the Special Entity it represents;
- (v) Makes appropriate and timely disclosures to the Special Entity;
- (vi) Evaluates, consistent with any guidelines provided by the Special Entity, fair pricing and the appropriateness of the swap; and
- (vii) In the case of a Special Entity as defined in § 23.401(c)(2) or (4), is subject to restrictions on certain political contributions imposed by the Commission, the Securities and Exchange Commission, or a self-regulatory organization subject to the jurisdiction of the Commission or the Securities and Exchange Commission; provided however, that this paragraph (b)(1)(vii) of this section shall not apply if the representative is an employee of the Special Entity.

The Representative and the City of Dover shall enter into a legal agreement that binds the Representative to comply with items (i) through (vii) in this policy.

At no longer than any 12 month interval, the City of Dover shall review the performance of the Representative to ensure compliance with items (i) through (vii) in this policy.

|

APPENDIX F – Authorized Individuals

~~As described in RISK LIMITS AND RISK MEASUREMENTS, the ERM C may delegate approval authority. Dover has delegated to TEA execution authority and with the delegations below, if there is a trade within the limit structure, TEA may execute without ERM C approval:~~

Position	Maturity Limit	Term Limit	Notional Value Limit
TEA Trader	30 days	30 days	1,000,000

ACTION FORM

PROCEEDING: City Council	
DEPARTMENT OF ORIGIN: IT Department	DATE SUBMITTED: 08/11/2017
PREPARED BY: Andrew Siegel, IT Director	
SUBJECT: Telephone System Upgrade	
REFERENCE:	
RELATED PROJECT:	
APPROVALS: City Manager & Controller/Treasurer	
EXHIBITS:	
EXPENDITURE REQUIRED: \$48,566.47	AMOUNT BUDGETED: \$0.00
FUNDING SOURCE (Dept./Page in CIP & Budget): Unbudgeted item. Staff is recommending to defer CIP project #IT1801 Network Infrastructure in the amount of \$21,600 and use proceeds received in July, 2017 for used vehicles and equipment (\$21,800) along with \$5,200 of interest earning to cover the difference. This item should have been bid out, however the August 31, 2017 expiration date was missed.	
TIMETABLE: Upon Council approval, purchase order will be processed and work completed as soon as possible.	
RECOMMENDED ACTION: Staff recommends City Council approval of the telephone system upgrade for \$48,566.47	

BACKGROUND AND ANALYSIS

The City of Dover completed a telephone system upgrade in 2012. The telephone system consists of three separate servers, each providing different functions. The Call Manager server provides the basic functions of the telephone system (making and receiving calls, forwarding, conferencing, etc.). The Contact Center server allows Customer Service to queue and answer calls. It also gives the Supervisors reporting and analysis functionality. Lastly, the Unity Connection server is the voicemail server. Since the upgrade, a multi-year maintenance agreement was purchased to provide support for the hardware (three servers), the software, and appropriate licensing. The maintenance agreement expires on 08/31/2017. While requesting pricing information to extend the maintenance agreement, it was learned that the vendor, Cisco, will not support the current hardware or software past 08/31/2017.

Pricing for this consists of two components. Hardware: The three (3) servers need to be replaced. The total cost for three new servers is \$16,096.47. The price includes the first year of support from Cisco. The second component is Consultant Work: A consultant will be needed to install new software onto the new servers and then upgrade our current system onto the new hardware/software. They will also perform necessary testing to ensure all systems are operating as expected. Some of the work will require time outside of normal working hours to minimize the impact on operations. A new version of the Contact Center software used by Customer Service will be installed. The consultant will provide training upon cutover. The conversion will be transparent for most City employees. During the process, City Staff will be trained on operation and maintenance of the new system. The cost for the Consultant Work is \$32,470. When completed, the City will be able to maintain active and valid licensing for the phone system. Failure to complete this work and continue maintenance leaves the City's telephone system vulnerable in the event of equipment failure. Over the past five years, the City has needed Cisco support to replace failed equipment as well as for frequent configuration modifications. Continued support is imperative to keeping the telephone system up and fully functional.

Quotes were requested from three vendors. Two vendors provided quotes, while the third has failed to return any requests for information. In the interest of a timely upgrade. Two quotes are submitted. Staff recommends approval of this request and awarding the work to MTM Technologies, with the lowest price. MTM is the company that has worked with the City since the inception of the phone system in 2006. The upgrade is expected to cover the system for the next five (5) years.

Quotes Received – MTM Technologies \$48,566.47 (as above)
Insight Public Sector \$60,558.30 plus travel

CITY OF DOVER ORDINANCE #2017-12

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

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 1 – Supplementary Regulations Applying to Residence Zones, Subsection 1.8 – Buffers Along Arterial Streets of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

ARTICLE 5. - SUPPLEMENTARY REGULATIONS

Section 1. - Supplementary regulations applying to residence zones.

~~1.8 — *Buffers along arterial streets.* Where residential zoned property fronts on an arterial street, as designated by the comprehensive plan, a landscape buffer shall be required in addition to normal landscaping of the street right-of-way in all residential zones. These buffer areas shall be a minimum of 30 feet in depth, measured from the right-of-way line of the arterial street, and shall, at the time of development of the property, be planted with a variety of trees, shrubs and ground cover so as to effectively screen from view the arterial street from the residential property, and to create a distinctive and consistent visual character for the arterial street. The landscape design and planting plan for these arterial street buffer areas shall be subject to the approval of the planning commission as an integral part of the site development plan. When the residential lots have rear yard areas that front on the arterial street, each lot at the time of development shall be provided with uniform fencing along the rear property line. When it can be demonstrated to the satisfaction of the planning commission through the plan review process that, due to specific constraints related to existing lot size, lot configuration or the orientation of existing buildings on adjoining properties, that compliance with this section would severely limit the development potential of the property or would cause the property to be out of character with the surrounding built environment, the planning commission may approve a lesser amount of buffering, provided that the basic objective of establishing landscaped green space along arterial roadways is achieved.~~

1.8 *Arterial Street Buffers.* Where residential zoned property fronts on a principal arterial street, as designated by the comprehensive plan, a landscape buffer shall be required in addition to normal landscaping of the street right-of-way. This landscape buffer shall be required when the property is subject to site development plan review or site development master plan review by the planning commission according to Appendix B – Zoning, Article 10 – Planning Commission. Arterial street buffers shall be a minimum of 30 feet in depth, measured from the right-of-way line of the arterial street.

1.81 *Landscaping of arterial street buffers.* At the time of development of the property, the arterial street buffer shall be planted with a variety of trees, shrubs and ground cover. The landscape design and planting plan for these arterial street buffers shall be subject to the approval of the planning commission as an integral part of the site development plan.

1.82 Standards for arterial street buffer landscaping. Landscaping in arterial street buffers shall follow the landscape guidelines outlined in article 5, section 15 of this ordinance. Landscaping shall be designed to enhance the appearance of the arterial street, complement the architecture of buildings on site, and integrate with adjacent landscape areas. Landscape designs and planting plans which would pose a hazard to traffic on the arterial street or which would significantly impede visibility of properties from the street shall be prohibited.

1.83 Planning commission waiver. The planning commission may approve a buffer less than 30 feet in depth. In approving a lesser amount of buffering, the planning commission shall consider the following factors:

- a) Whether there are specific constraints related to existing lot size, lot configuration or the orientation of existing buildings on adjoining properties that would severely limit the development potential of the property if a deep buffer was required.
- b) Whether a deep or shallow buffer would cause the property to be out of character with the surrounding built environment.
- c) Whether there is significant landscape area within the right-of-way of the arterial street itself that can contribute to the buffer, and whether future road improvement activities are likely to reduce the depth of this area.
- d) Whether the landscape design and planting plan for the buffer achieve the standards of subsection 7.32.

(Ord. No. 1-78, 1-24-1978; Ord. of 12-14-1992; Ord. of 4-25-1994; Ord. of 6-13-1994; Ord. of 1-10-1996; Ord. of 5-22-2000; Ord. of 10-23-2006; Ord. of 1-14-2008; Ord. No. 2011-21, 10-10-2011; Ord. No. 2011-26, 12-12-2011; [Ord. No. 2015-13, 10-12-2015](#))

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 6 – Supplementary Regulations Applying to All Zones Other Than Single-Family Residence Zones of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 6. - Supplementary regulations applying to all zones other than single-family residence zones.

6.1 *Location of trash receptacles or garbage disposal units.* In all zones of the City of Dover (except in residential zones where standard City of Dover 90-gallon trash containers are used), all trash receptacles, garbage disposal units, and bulk recycling bins (excluding publicly operated recycling drop off centers), which shall be referred to collectively as "dumpsters" in this ordinance, are to be situated in order to allow safe and efficient access by trash collection vehicles, and shall be screened from public view. All dumpsters must comply with the following regulations:

6.11 *Location and screening required.* All dumpsters must be located in approved locations on the lot. Dumpsters **must be placed on hard, paved, dust-free surfaces and** may not be placed in designated parking spaces, fire lanes, or access ways. Outside storage of trash, cardboard, or shipping pallets is prohibited. A dumpster enclosure is required to screen the dumpster from view

whenever these units are situated so that they will be visible from any public right-of-way or from an adjacent property.

6.12 Minimum dumpsters ~~pads~~ required. All sites must have provisions for the minimum amount of dumpster pads based on the following table. A dumpster pad shall be provided for each dumpster present on the site. A concrete surface shall be provided to place each dumpster on (unless the pad is reserved for future use). The minimum dimensions for a dumpster pad are 12 feet deep and 12 feet wide. Uses not specified in the table must have dumpster capacity adequate for their needs.

Use	Dumpsters Pads Required
Restaurant	Two required for the first 3,000 square feet of gross building area; one required for each additional 3,000 square feet of gross building area or fraction thereof
Shopping center (excluding supermarkets or anchor tenants)	Two required for the first three stores; one required for each store thereafter
Supermarkets & anchor tenants in shopping centers	Two required in addition to requirements for shopping center
Office & retail less than 50,000 square feet	One Two required for the first 8,000 16,000 square feet of gross floor area; one required for each additional 16,000 square feet of gross floor area or fraction thereof
Office & retail greater than 50,000 square feet	Two required for the first 50,000 square feet of gross floor area; one required for each additional 24,000 square feet of gross floor area or fraction thereof
Industrial, warehousing & institutional	One Two required for the first 40,000 80,000 square feet of gross building area; one required for each additional 40,000 square feet of gross building area or fraction thereof
Apartment complex	One Two required for the first 24 48 apartments; one required for each additional 24 apartments or fraction thereof

6.13 Selection of trash service. Applicants for site **development** plan ~~or conditional use~~ approval shall specify the proposed method of trash collection (side load or front load) at ~~the~~ time of application. A change in the method of collection may require an alteration of the site plan, subject to approval of the city planner or the planning commission.

6.14 Maneuvering space. Adequate off-street truck maneuvering space shall be provided on-lot and not within any public street right-of-way or other public lands. Internal site circulation lanes are to be designed with adequate turning radii to accommodate the size and efficient maneuvering of trash collection vehicles.

6.15 Minimum dimensions for dumpster enclosures. All dumpster enclosures must be adequate to screen dumpsters from public view. Enclosures for private collection ~~must have interior dimensions of no less than ten feet in width, ten feet in depth, and seven feet of height~~ **must be no less than**

seven feet in height. The height of enclosures for City of Dover collection may be no less than five feet high.

6.16 *Enclosure construction.* All dumpster enclosures shall be constructed of durable materials that will withstand the normal use and wear expected in trash removal operations. **Whenever a dumpster, in its enclosure, will be visible from a public right-of-way,** the appearance of the dumpster enclosures shall complement the architecture of the principal building on the lot, and be constructed with the same or similar exterior materials.

6.17 *Gates.* Gates are required whenever a dumpster, in its enclosure, will be visible from a public right-of-way. Gates must be designed to swing back behind the front of the enclosure and lock in the open position. If City of Dover trash service is provided, it is the responsibility of the property owner or occupant to open and securely lock back the gates to allow for trash pick up. The gates may be opened 12 hours prior to pick up, and must be closed within 12 hours after pick up.

~~6.18 *Dumpster pads reserved for future use.* In the event that an establishment is required by this ordinance to have more dumpster pads than they currently need, the additional pad(s) may be reserved on the site for future use. All dumpster pads must meet the minimum design requirements and criteria found in this ordinance. The city planner may require that the owner of record construct the dumpster pad and enclosure on this reserved location or locations upon determining that there is a need for the additional enclosure.~~ **Reduction of dumpster requirement.** When a use is required to provide dumpsters as part of site development plan approval, the required number of dumpsters may be reduced under the following circumstances:

a) Dumpster pads reserved for future use. An area of the site reserved for a dumpster may be substituted for an actual dumpster. The provided area must be large enough to accommodate a dumpster and must be accessible to trash collection services. The city planner may require that the owner of record of the property provide a dumpster in the reserved location, together with any enclosure required, upon determining there is need for the additional dumpster.

b) Trash compactor substitution. Trash compactors may be substituted for ordinary dumpsters at a two to one ratio. The city planner may approve a higher substitution ratio if specifications are provided indicating the machine will achieve a correspondingly higher trash compaction ratio. Trash compactors must meet the same location and screening requirements as other dumpsters. Sites providing trash compactors must still provide separate receptacles for recycling.

6.2 ~~*Unit location to be approved by planning commission and city manager.* The location of the units on the property and the type of screening necessary shall be approved by the planning commission of the City of Dover in accordance with the site development approval of the property and the same shall be approved by the city manager concerning the desirability of the location for [the] facility in collection of trash.~~ **Location and screening approval required.** The locations of new dumpsters on a site and any screening necessary shall be approved through the site development plan approval process, according to the type of review required in Article 10 of this ordinance.

6.3 ~~*Location and screening approval required.* It shall be unlawful for any person to maintain a unit on his property unless the location and screening of the same has been approved by the planning commission and the city manager as stated in [sub]sections 6.1 and 6.2.~~ **Unauthorized dumpsters.**

Any dumpster not previously approved through the site development plan approval process may be required by the city planner to be moved, removed, or screened if said dumpster is a nuisance to neighboring properties by virtue of its current location.

6.4 *Access drives.* In areas under the joint or overlapping jurisdiction of the Delaware Department of Transportation and the City of Dover, the regulations of the Delaware Department of Transportation relating to ingress and egress drives shall apply.

(Ord. of 9-13-1999)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 7 – Supplementary Regulations Applying to All Non-Residential Zones of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 7. - Supplementary regulations applying to all non-residential zones.

7.1 *Lighting.* Lighting of commercial uses shall provide no less than 1½ footcandles at grade. Light shall be deflected away from adjacent residential areas and shall not be distracting to traffic on adjacent roads.

7.2 ~~*Buffering.*~~ **Opaque Barrier.** Visual and sound screening shall be provided on a non-residential use when abutting a residential use, **except in front yard areas. The screening shall be required to be installed on site as part of planning commission or administrative site plan approval. Where required,** ~~Screening~~ shall consist of an opaque barrier at least six feet in height, accompanied by landscaping.

7.21 *Opaque barrier options.* The requirement for the opaque barrier may be met by choosing one of the following:

- a) An opaque ~~wooden~~ fence **made of durable materials such as wood, vinyl, composite, etc.**
- b) A wall constructed of masonry materials, either stucco, brick, split-faced block, or decorative concrete. If the principal structure on the lot is of masonry construction, the wall shall match the exterior of the building.
- c) An earthen berm (3:1 slope maximum).
- d) An earthen berm (3:1 slope maximum) **with and** either an opaque ~~wooden~~ fence or ~~a wall constructed on top. Materials of the fence or wall shall be as specified in options a) and b).~~ ~~constructed of masonry materials, either stucco, brick, split-faced block, or decorative concrete.~~ **buffer barrier** may be no less than six feet high.

7.22 *Landscaping options.* The required opaque barrier must be accompanied by one of the following:

- a) A durable and continuous evergreen planted screen, six feet in height at ~~the~~ time of planting, ~~located on the residence side of the barrier~~. In the case of an earthen berm, the evergreen screen may be on the top of the berm.
- b) A hedge that will grow to a height of at least six feet at maturity, ~~planted on the residence side of the barrier~~. The hedge shall be interspersed with evergreen trees at least six feet high at ~~the~~ time of planting. The hedge shall be at least four feet high at ~~the~~ time of planting.

7.23 *Parking lots.* Whenever a parking lot is located across the street from a residential use, it shall be screened from view of such land by a thick hedge located along a line drawn parallel to the street ~~and a distance of 20 feet therefrom~~, such hedge to be interrupted only at points of ingress and egress. The open area between such hedge and the street shall be landscaped in harmony with the landscaping prevailing on neighboring properties fronting on the same street. **While the hedge is growing to a suitable height, an adjacent four foot high fence may be required by either the planning commission or city planner, according to the type of review required by Appendix B – Zoning, Article 10 – Planning Commission.** ~~A fence five feet high may be required while such hedge is growing to a suitable thickness.~~

7.24 *Planning commission waiver.* The planning commission may waive the requirement for the opaque barrier (wood fence, masonry wall, or earthen berm) and require only a durable and continuous evergreen screen in cases where noise is not a concern and the vegetation alone is considered a desirable aesthetic alternative.

- 7.3 ~~*Buffers along arterial streets.*~~ **Arterial Street Buffers.** Where nonresidential zoned property fronts on ~~an~~ **a principal** arterial street, as designated by the comprehensive plan, a landscape buffer shall be required in addition to normal landscaping of the street right-of-way ~~in all non-residential zones~~. **This landscape buffer shall be required when the property is subject to site development plan review or site development master plan review by the planning commission according to Appendix B – Zoning, Article 10 – Planning Commission. Arterial street buffers shall be a minimum of 30 feet in depth, measured from the right-of-way line of the arterial street.** ~~These buffer areas shall be a minimum of 30 feet in depth, measured from the right-of-way line of the arterial street, and shall,~~

7.31 Landscaping of Arterial Street Buffers. ~~a~~At the time of development of the property, **the arterial street buffer shall** be planted with a variety of trees, shrubs and ground cover ~~so as to create a distinctive and consistent visual character of the arterial street~~. The landscape design and planting plan for these arterial street buffers ~~areas~~ shall be subject to the approval of the planning commission as an integral part of the site development plan. ~~When it can be demonstrated to the satisfaction of the planning commission through the plan review process that, due to specific constraints related to existing lot size, lot configuration or the orientation of existing buildings on adjoining properties, that compliance with this [sub]section would severely limit the development potential of the property or would cause the property to be out of character with the surrounding built environment, the planning commission may approve a lesser amount of buffering, provided that the basic objective of establishing landscaped green space along arterial roadways is achieved.~~

7.32 Standards for Arterial Street Buffer Landscaping. Landscaping in arterial street buffers shall follow the landscape guidelines outlined in Appendix B – Zoning, Article 5 – Supplementary Regulations, Section 15 – Landscape Guidelines. Landscaping shall be designed to enhance the appearance of the arterial street, complement the architecture of

buildings on site, and integrate with adjacent landscape areas. Landscape designs and planting plans which would pose a hazard to traffic on the arterial street or which would significantly impede visibility of properties from the street shall be prohibited.

7.33 Planning Commission Waiver. The planning commission may approve a buffer less than 30 feet in depth. In approving a lesser amount of buffering, the planning commission shall consider the following factors:

a) Whether there are specific constraints related to existing lot size, lot configuration or the orientation of existing buildings on adjoining properties that would severely limit the development potential of the property if a deep buffer was required.

b) Whether a deep or shallow buffer would cause the property to be out of character with the surrounding built environment.

c) Whether there is significant landscape area within the right-of-way of the arterial street itself that can contribute to the buffer, and whether future road improvement activities are likely to reduce the depth of this area.

d) Whether the landscape design and planting plan for the buffer achieve the standards of subsection 7.32 - *Standards for Arterial Street Buffer Landscaping*.

7.4 Outdoor storage trailers. Storage trailers accessory to an approved use shall be prohibited on a site, except when meeting the following conditions:

1. The total floor area of storage trailers shall be less than two percent of the gross floor area of the principal building.
2. All storage trailers shall be placed in accordance with all zoning regulations regarding permanent structures, including setbacks, parking, and other bulk regulations.
3. All such trailers shall be screened from public streets, and shall not be located between the principal building and the public road right-of-way.
4. Trailers placed during approved construction phases or those used as collection facilities for non-profit, governmental or philanthropic organizations shall not be calculated into floor area totals used to determine parking requirements, but must conform to setbacks and all other bulk regulations.
5. Storage trailers accessory to an approved use are to be temporary features on a site. No such trailer shall be in place for more than 18 months, except for those trailers to be used during construction or those used as collection facilities for non-profit, governmental or philanthropic organizations.

7.5 Fences. Fences or walls shall be limited to a maximum height of four feet above the ground when situated within front yard areas, and shall be limited to a maximum height of eight feet above the ground when situated within side and rear yard areas. Fences situated on corner lots shall be subject to the provisions of article 5, section 1.3. For the purposes of this provision, on lots with dual street frontage that are not corner lots, a fence situated to the rear of the principal structure shall be limited to a maximum height of eight feet above ground. Fences or walls with a height in excess of eight feet above the ground shall conform to the setback requirements for dwelling

buildings as set forth in article 4 of this Appendix. Fence material commonly referred to as "barbed wire" and/or "razor wire," or any similar material shall be prohibited along property lines which adjoin residential zones.

(Ord. of 3-24-1986; Ord. of 12-14-1992; Ord. of 4-25-1994; Ord. of 9-13-1999; Ord. of 5-22-2000; Ord. No. 2011-26, 12-12-2011)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 16 – Tree Planting and Preservation of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 16. - Tree planting and preservation.

16.1 Purpose. The purpose of this section is to establish standards and requirements for the protection and planting of trees and woodlands because it is recognized that woodlands and trees are not only desirable, but are essential to the health, safety, and welfare of the population in that they provide oxygen, reduce carbon dioxide, stabilize soil, cleanse the air by transpiring clean water into the atmosphere, cleanse water passing into the ground through the root system, provide protection for wildlife and their habitats, provide shade, reduce noise and glare, increase property values, and provide an important physical, aesthetic, and psychological balance to the built environment.

16.2 Definitions.

Caliper dimension. The term "caliper dimension" means an outside diameter measurement of the trunk of a tree measured at a vertical distance of three feet above grade.

Clearing. The removal of trees from an area of 5,000 square feet or greater, whether by cutting or other means. ~~The term~~ "clearing" shall not include the removal of trees for landscaping purposes by individual lot owners.

Development Area. The area containing all new site features (buildings, parking and drive areas, pedestrian walks, stormwater management areas, buffer areas etc. but not underground utilities) proposed by a plan. The development area shall be delineated using property lines and lines run straight across the property from one property line to another without bending or curving.

Design professional. ~~The term "design professional"~~ shall be any person licensed as a landscape architect or architect, or Delaware certified nursery professional.

Dripline. A line on the ground established by a vertical plane extending from a tree's outermost branch tips to the ground, i.e., the line enclosing the area directly beneath the tree's crown, from which rainfall would drip.

Tree. Any self-supporting, woody perennial plant, usually having a main stem or trunk and many branches and at maturity normally attaining a trunk diameter greater than three inches at any point and height of over ten feet.

Tree protection area. Any portion of a site wherein are located existing trees which are proposed to be retained in order to comply with the requirements of this section. The tree protection area shall include no less than the total area beneath the tree canopy as defined by the dripline of the tree or group of trees collectively.

Woodland. An area of contiguous wooded vegetation (7,500 square feet or greater), where trees exist at a density of at least one tree with a caliper dimension of six inches or greater per 375 square feet of land and where the tree branches form a contiguous canopy.

16.3 *Applicability.* The terms and provisions of this section shall apply to any activity on real property which requires conditional use, site plan or subdivision approval of the planning commission as set forth in article 10, except the provisions in ~~{sub}~~section 16.4 which shall apply to all real property.

16.4 *Tree preservation.*

16.41 *Trees required by planning commission to be replaced.* Trees required by the planning commission as a part of a conditional use, subdivision, or site plan approval shall not be removed unless ~~it is~~~~{they are}~~ diseased or infested, or present a danger to life and property. In cases where such trees are removed, they must be replaced with a tree planting ~~of a similar variety~~ in accordance with the table of trees standards kept in the office of the city planner.

16.42 *Trees of special value.* Trees having an historic value, as determined by the state historic preservation officer, or that are of an outstanding nature due to type or species, age, or other professional criteria, may be required by the planning commission to be preserved. Such trees may be prohibited from being removed by the city planner until such time that the planning commission has granted approval to remove such trees.

16.43 *Tree preservation in wetlands.* No portions of wetland areas shall be developed or cleared of vegetation unless granted permission under state and/or federal permit; ~~{and}~~ they shall remain as essentially undisturbed areas protected under the provisions set forth in ~~{sub}~~section 16.7.

16.44 *Clearing prohibited without approval.* Clearing, as defined by this section, for any purpose whatsoever, except the establishment of trails and pathways (not greater than eight feet in width) and open yard areas, shall be prohibited unless approved by the planning commission through the site plan, conditional use, or subdivision review process.

16.5 *Woodland preservation.*

16.51 *Tree preservation and selective clearing plan required.* All site development proposals ~~in woodland areas that require planning commission approval and~~ which involve the development of woodland areas **and require planning commission approval** shall include a tree preservation and selective clearing plan as part of the submission plan. The tree preservation and selective clearing plan shall be prepared in accordance with the provisions of ~~this {sub}~~section ~~{16.5,} and {sub}~~section 16.7 and ~~{sub}~~section 16.8 of this section.

16.52 *Limited clearing for site development allowed.* Generally, site development plans for the construction of ~~{a}~~ new building within existing woodland areas shall limit clearing of the land to those areas necessary to provide for the placement of the building or group ~~{of}~~ buildings, adequate access onto the property and to the proposed building or group of buildings, utility placement, off-street parking and yard areas to allow for daylight infiltration and building maintenance. When woodland areas are proposed to be cleared to allow for new construction, clearing within the area of

the proposed construction shall be limited to an area of 30 feet from proposed building foundation, and 15 feet from off-street parking lots, and utility placement.

16.53 *Maximum clearing requirement.* Specifically, no more than 50 percent of a lot, parcel or tract of land occupied by woodland vegetation may be cleared for any purpose.

16.54 *Reserved.*

16.6 *Tree preservation and planting in nonwoodlands.*

16.61 *Tree preservation and planting plan required.* All developments ~~in nonwoodland areas~~ requiring approval of the planning commission shall be required to submit, with its application and plans, a tree preservation and planting plan as set forth in ~~subsection~~ 16.8, and shall conform with the following provisions.

16.62 *Tree density.* **For each property required to submit a tree preservation and planting plan, a development area as defined in this section shall be delineated within the nonwoodland area of the property. Within this development area, existing trees may be retained and new trees shall be planted such that the development area shall attain or exceed a tree density of one tree per 3,000 square feet or fraction thereof.** ~~On each property for which a tree preservation and planting plan is required by this section, existing trees may be retained and new trees shall be planted such that the lot shall attain or exceed a tree density of one tree per 3,000 square feet of lot area or fraction thereof. Trees needed to meet buffer requirements shall not be counted towards tree density. Trees required to be planted in parking areas as specified by the planning commission shall not be counted towards tree density.~~

16.63 *Minimum standards for new trees.* For ~~new~~ trees to be counted toward the required tree density, they must be of a species and size as set forth in the table of trees approved by the planning commission and kept on file in the office of the city planner, **or be of an alternate species found acceptable by the commission.**

16.64 *Minimum standards for existing trees.* For existing trees to be counted toward the required tree density, the tree shall have a minimum caliper dimension of two inches. No trees over eight inches in caliper dimension shall be removed unless within an area of 30 feet from the proposed building foundation, off-street parking lot, and utility placement.

16.7 *Tree protection and planting requirements.*

16.71 *Application.* The following guidelines and standards shall apply to activities regulated under article V [5], section 15 of this section [ordinance]:

16.72 *Protection required.* To protect the required trees or woodland and their critical root zone, a tree protection area delineated by the dripline of a tree or group of trees to be retained, shall be established. The protection area shall not be disturbed by site utility and grading work, by construction activities such as parking, material storage, concrete washout, sedimentation intrusion or erosion, or other activity. Damage to trees or woodlands and their critical root zones shall require tree plans to be revised to compensate for the loss as determined by the building inspector.

16.73 *Protection measures.* Tree protection areas shall be protected by fencing, staking, or continuous ribbon and, where necessary, silt screens which shall be situated to coincide with the

dripline of the tree or group of trees to be preserved. Protection measures shall be erected prior to construction, and must remain until final landscaping is installed.

16.74 *Planting requirements.* New trees proposed to be planted for credit toward the density requirement shall have spacing that is compatible with the ~~spacial~~ **spatial** site limitations and with responsible consideration toward species size when mature. Species selected for planting must be ecologically compatible with the specifically intended growing site. Trees selected for planting shall be free from injury, pest, disease, and disorders.

16.8 *Tree preservation, planting and selective clearing plans.*

16.81 *Plan specifications.* A tree preservation and planting plan or a preservation and selective clearing plan, prepared by or in conjunction with a design professional, shall be shown on a copy of a preliminary plat, sketch, or site plan, as appropriate to the proposed development, drawn to the same scale and covering the same area as the other plan documents prepared for the planning commission hearing. The plan may be combined with a required buffer and landscape plan for the project, at the option of the developer. The plan shall provide sufficient information and detail to clearly demonstrate that all applicable requirements and standards of this section will be fully satisfied. The plan shall contain, but need not be limited to, the following:

- a. Project name, zone, parcel number, north arrow and scale.
- b. Developer's name, address and telephone number.
- c. Name, address, and telephone number of the design professional responsible for the preparation of the plan.
- d. Delineation of all lot lines, minimum yard areas, buffers, and landscape areas as required by the zoning ordinance [this appendix].
- e. Total acreage of the site and total lot area for each lot delineated.
- f. Delineation of all wetlands and woodlands.
- g. Designation and delineation of all lots in nonwoodland areas expected to retain existing trees to meet the tree density requirement.
- h. Approximate location and description of the protective tree fencing, staking, or continuous ribbon to be installed which, at a minimum, shall follow the dripline of all trees to be retained along adjoining areas of clearing, grading, or other construction activity.
- i. The location, spacing, caliper dimension, and species of new trees proposed to meet tree density requirements.
- j. Measures to be taken to avoid sedimentation intrusions and erosion in tree protection areas, and the location of such devices.
- k. A summary table of the number of new trees to be planted and minimum number of existing trees to be retained to meet the tree density requirement, if any, along with calculations showing that the tree density requirement has been achieved. Groupings of trees in the tree protection areas for new trees may be keyed to the summary table by area rather than having each tree individually labeled on the plan.

1. There shall be a note on the plan indicating that a one-year full price replacement guarantee on all new trees planted is held by the applicant.

16.9 Tree mitigation.

16.91 *Planning commission waiver.* The planning commission may waive the provisions of ~~§~~subsections 16.52, 16.53, and 16.62, and require replacement planting for mitigation purposes should the planning commission determine, after demonstration by the applicant, that due to physical limitations of the land which would otherwise prohibit the reasonable use of the land, or for purposes of preserving, protecting and promoting the interest of public health, safety, welfare and/or public convenience. All tree mitigation plantings must occur within the corporate limits of the City of Dover. Tree mitigation may occur off-site in accordance with the provisions listed below in this ordinance:

- (a) If a waiver is sought from the provisions of ~~§~~subsection 16.62, new tree plantings are required at a rate of 1:1. All new tree plantings shall meet the minimum size at planting requirements of the City of Dover table of trees.
- (b) If a waiver is sought from the provisions of ~~§~~subsection 16.52 and/or ~~§~~subsection 16.53, then mitigation must be in the form of newly created woodland areas. New woodlands shall be created at a rate of 1.25 times the amount of woodlands to be removed. A woodland mitigation plan shall be prepared by a licensed forester, landscape architect, or certified nursery professional, for the consideration of the planning commission.
- (c) All tree mitigation must occur on-site unless an off-site location is specifically approved by the planning commission. When considering off-site locations for tree mitigation, the commission shall consider:
 - 1) A physical hardship related to the land which would otherwise prohibit compliance on the subject site;
 - 2) Whether the mitigation plan proposed by the applicant is superior in terms of environmental benefits, tree quantity, or aesthetic qualities compared to strict compliance with the ordinance on-site.

16.92 *Tree mitigation required for unauthorized clearing.* In the event that trees or woodland areas to be preserved under this ordinance or as a condition of a site plan, subdivision, or conditional use approval are illegally removed, tree mitigation shall be required. All tree mitigation plantings must be placed on the same lot, parcel, or tract on which the illegal clearing occurred, except as noted below. All replacement trees must be of the same or a similar variety as the trees illegally removed.

- (a) If trees have been removed from non-woodland areas, new tree plantings shall be provided in accordance with the table below:

Caliper Dimension of Trees Removed	Number of Trees Required	Caliper dimension at Planting
25" or larger	5 trees	3"
17" to 24"	3 trees	3"
9" to 16"	3 trees	3"
8" or less	2 trees	3"

* *Note* —All trees replanted must be guaranteed to survive a minimum of one year.

(b) If trees have been removed from woodland areas, then mitigation must be in the form of newly created woodland areas. New woodlands shall be created at a rate of 1.75 times the amount of woodlands that were illegally removed. The woodland unlawfully removed must be replanted to satisfy a portion of this requirement. A woodland mitigation plan shall be prepared by a licensed forester, landscape architect, or certified nursery professional, for review and approval by the city planner.

(c) If the applicant wishes to provide replacement plantings on any property other than the one on which illegal clearing occurred, the mitigation plan must be reviewed and approved by the planning commission. When considering off-site locations for tree mitigation, the commission shall consider:

- 1) A physical hardship related to the land which would otherwise prohibit compliance on the subject site;
- 2) Whether the mitigation plan proposed by the applicant is superior in terms of environmental benefits, tree quantity, or aesthetic qualities compared to strict compliance with the ordinance on-site.

(Ord. of 7-13-1992; Ord. of 7-12-1993, § 4; Ord. of 9-13-1999; Ord. of 4-28-2008(2); Ord. No. 2010-25, 11-8-2010)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 18 – Sidewalk Requirements of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 18. - ~~Sidewalk requirements~~**Pedestrian, bicycle, and multi-modal access requirements.**

~~18.1 Standard City of Dover sidewalk, as per chapter 19 [98], article IV of the Dover Code of Ordinances, shall be required to be installed along the public street frontage of a property by the property owner or developer whenever such property involves a development proposal which is subject to planning commission review and approval.~~

~~18.2 Whenever a private road within a development is proposed, whether planned for future subdivision or not, the developer shall be required to install [a] standard City of Dover sidewalk, as per chapter 19 [98], article IV of the Dover Code of Ordinances, on both sides of the cartway of the private road. Such sidewalk shall include barrier free access ramping at points of intersection with street crossing and at other locations so as to afford reasonable barrier free pedestrian movement and access to buildings.~~

~~18.3 Within all multifamily residential developments that do not involve subdivision of the land, and with all nonresidential developments, [a] standard City of Dover sidewalk shall be required to be installed by the developer. Such sidewalk shall be situated so as to provide for pedestrian access from parking areas to building entrances and shall provide sidewalk linkages to the existing sidewalk network in the neighborhood, if present, or to frontage sidewalk as required in~~

~~[sub]section 18.1 above, and shall provide pedestrian linkages between buildings and community facilities, including, but not limited to, park areas and laundry buildings.~~

~~18.4 When it can be demonstrated to the satisfaction of the planning commission that strict adherence to the provisions of this section would represent an undue burden on a development, then the planning commission may modify or waive any of the stated requirements, provided that the objective of providing adequate, visible and suitably located walkways as part of the development proposal is secured. When considering a request for modification or waiver, the planning commission shall determine whether or not an undue hardship exists, based on a finding that one or more of the following criteria have been met:~~

~~1) The property is isolated with respect to sidewalks with no existing sidewalk within the immediate vicinity of the property; or~~

~~2) The proposed use would not generate or attract additional pedestrian trips; or~~

~~3) Sidewalk construction to serve the property is planned as part of a state or municipal capital improvement project; or~~

~~4) Physical characteristics of the property are such that sidewalk installation is impractical or impossible.~~

~~18.5 The planning commission may authorize the use of construction materials other than those required of [a] standard City of Dover sidewalk when it can be demonstrated to the satisfaction of the planning commission that:~~

~~(1) Such alternative materials would serve the public as well as [a] standard City of Dover sidewalk; and~~

~~(2) Such alternative materials would be more environmentally desirable or more in keeping with the overall design of the development.~~

18.1 Purpose. The purpose of this section is to establish standards and requirements for the construction of transportation networks for pedestrians, bicyclists, and other users of non-motorized forms of transit, in order to ensure safe and convenient multi-modal access to all development within the City of Dover. Sidewalks, multi-use paths, and other hard paved trails, whether adjacent to a roadway or not, shall be referred to collectively as “pathways” within this section. It is the intent of this section that all new pathways installed shall be designed to a standard commensurate with existing and expected future multi-modal traffic volumes, recognizing that the convenience of a growing network of such pathways citywide will encourage residents and visitors to use non-motorized means of travel to reach their destinations.

18.2 Applicability. Sidewalks or other pathways according to the requirements of this section shall be installed on a property by the property owner or developer under the following circumstances:

a) When the property is part of a development proposal which is subject to planning commission site development plan review.

b) When the property is part of a development proposal which is subject to planning commission site development master plan review.

- c) When the property is part of a request for a conditional use permit which also requires site development plan review or site development master plan review.
- d) When the property is part of a development proposal which is subject to administrative site plan review, provided the proposal involves construction of an entire new building.

18.3 Pathway design standards and location requirements. Pathways shall meet the following minimum standards and requirements in order to allow for pedestrian access:

- a) Public street frontage. Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed along the entire public street frontage of a property. Where frontage sidewalk exists but does not meet the standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards. Sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
- b) Private street frontage. Wherever a private road within a development is proposed, whether planned for future subdivision or not, Standard City of Dover sidewalk, as per chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed on both sides of the cartway of the private road. Such sidewalk shall include barrier-free access ramping at points of intersection with street crossings and at other locations so as to afford reasonable barrier-free pedestrian movement and site access.
- c) On-site linkages. Within all nonresidential developments and all multifamily residential developments, sidewalk at least five feet wide, constructed of concrete or good paving brick laid substantially in concrete, shall be installed to make pathways between street frontages, parking areas, building entrances, and any other site features needing pedestrian access. Such pathways shall be designed to provide reasonable travel times between these features and disincentivize taking shortcuts across areas inappropriate for pedestrians. Where such pathways must cross drive lanes, standard City of Dover crosswalk shall be installed.

18.4 Alterations to pathway design standards. The planning commission or city planner, according to the type of plan review required by article 10 of this ordinance, may alter the minimum pathway design standards under the following circumstances in order to allow for multi-modal access:

- a) Where vehicular traffic on adjacent roadways is of sufficient speed and volume to pose a potential danger to bicyclists and other non-motorized forms of transport using the roadway, or where pedestrian and multi-modal traffic is expected in sufficient volumes to cause conflicts on a narrower sidewalk, a ten-foot wide multi-use path made of concrete or asphalt may be required instead of standard City of Dover sidewalk along the public street frontage.
- b) Where an adopted plan recommends installation of multi-modal facilities for a specific site, those facilities may be required to be constructed according to the standards of the agency implementing the plan.
- c) Where it can be shown that pathway materials alternate to those specified in this section would be more durable to multi-modal traffic, be more environmentally desirable, or be

more in keeping with the overall design of the development, use of these alternate materials may be authorized.

18.5 Waiver of pathway location requirements. The property owner or developer may request a waiver from the planning commission or city planner, according to the type of plan review required by article 10 of this ordinance, under the following circumstances in order to reduce or eliminate the requirements for pathway installation:

- a) When the property is isolated from the existing pathway network, with no existing pathways within the immediate vicinity of the property.
- b) When the proposed use would not generate or attract additional pedestrian, bicycle, or other non-motorized trips.
- c) When physical characteristics of the property are such that pathway installation is impractical or impossible.

18.6 State Law Requirements. Where state laws or regulations of the Delaware Department of Transportation applying to right-of-way design conflict with the provisions of this section, the state laws and regulations shall prevail.

(Ord. of 6-13-1994; (Ord. of 9-13-1999)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 19 – Building and Architectural Design Guidelines of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 19. - Building and architectural design guidelines.

The following guidelines shall be used in design of buildings and their architectural characteristics for the purposes of meeting the intent of **Appendix B – Zoning, #Article 10 – Planning Commission**, section 2, subsection 2.27:

(1) *Physical orientation and facade.*

- (i) The principal building facade of proposed buildings shall be oriented toward the primary street frontage, and in the same direction as the majority of existing buildings on the frontage street. Proposed buildings on corner properties shall reflect a public facade on both street frontages.
- (ii) Consideration shall be given to the dominant architectural features of existing buildings, but do not necessarily have to mimic those styles. Large expanses of blank walls are to be avoided, ~~and~~ consideration shall be given to windows and entrance ways along frontage, as well as projecting elements such as eaves, cornices, canopies, projecting bays, shadow lines and overhangs.

(2) *Architectural characteristics.*

- (i) *Building proportions.* Consideration shall be given to proportional attributes, including overall height-to-width ratios, of existing building facades, doors, windows, projecting canopies, and other architectural features, found in adjacent existing buildings.
- (ii) *Building mass.* Facades of new buildings shall consider, but not mimic, the sense of lightness or weight of existing buildings on neighboring properties and consider similar proportions of solids (i.e., siding, blank walls, etc.) to voids (i.e., windows, door openings, etc.).
- (iii) *Materials.* Proposed buildings shall incorporate durable exterior surface materials similar to and complementary with the color, texture, size, and scale of exterior materials reflected on existing buildings in the immediate vicinity.
- (iv) *Roofs.* Consideration shall be given to general shape, ridge and eave heights, and material characteristics expressed in existing buildings along the subject street.
- (v) ***Visible utilities.* Outside HVAC equipment and visible utility connections shall be designed to minimize impact on adjacent property owners, by reducing their overall visible presence and if necessary screening them from public view. Consideration must also be given to equipment placement in proximity to loading areas and public facades of the buildings.**

(3) *Exemptions.*

- (i) *Building additions.* Proposed building additions which will be designed to match the architectural characteristics and exterior material treatments of the existing building to which the addition is being made shall be exempt from the requirement to submit elevation drawings or other graphic representations.

(Ord. of 9-25-2000)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 6 – Off-Street Parking, Driveways and Loading Facilities, Section 3 – Required Off-Street Parking Spaces, Subsection 3.6 – Drainage and Surfacing of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

ARTICLE 6. - OFF-STREET PARKING, DRIVEWAYS AND LOADING FACILITIES

Section 3. - Required off-street parking spaces.

3.6 *Drainage and surfacing.*

- (a) All open permanent parking areas and access drives shall be properly drained and all such areas shall be provided with paved asphalt, concrete or other hard, paved, dust-free surface.
- (b) All permanent parking areas shall be enclosed with upright concrete curbing at least six inches in height. The ~~planning commission~~ **city planner** may relax this requirement for a portion of a parking area when there is a demonstrated need to convey stormwater to a proposed or approved stormwater management area. Curbing shall not be required for

loading areas, handicapped access and for parking spaces accessory to a one-family or two-family residence (see also article 6, section 5.3).

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 6 – Off-Street Parking, Driveways and Loading Facilities, Section 3 – Required Off-Street Parking Spaces, Subsection 3.9 – Adjustments to Parking Requirements of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

3.9 *Adjustments to parking requirements.* The planning commission **or city planner, according to the type of plan review required by Appendix B – Zoning, Article 10 – Planning Commission,** may reduce, in an amount not to exceed 50 percent, the number of parking spaces required when, in the opinion of the commission, it has been demonstrated that the use is adequately served by transportation and parking alternatives, including but not limited to:

- (a) Site plan proposals within the downtown redevelopment target area, as described in appendix C of the Dover Code of Ordinances, may be granted a 20 percent reduction in the amount of off-street parking normally required, due to the availability of mass transit, municipal parking and existing pedestrian amenities.
- (b) Designated off-street parking reserved for car pools, van pools, and bicycle parking facilities, in accordance with the following schedule:
 - (1) Each carpool space shall be equivalent to three standard parking spaces.
 - (2) Each vanpool space shall be equivalent to five standard parking spaces.
 - (3) Every group of five bicycle parking spaces shall be equivalent to one standard parking space.
- (c) Employer participation in a traffic-mitigation plan approved by the Delaware Department of Transportation.
- (d) Cash-in-lieu of parking contributions toward the capital construction or improvement of municipal parking facilities that are proposed. The cash-in-lieu of parking contribution shall be in a monetary amount equivalent to the estimated cost of construction for the number of standard surface parking spaces for which the reduction is sought. To take advantage of this option, the developer shall submit to the city engineer a cost estimate for the parking requested to be waived. The city engineer shall examine the estimate for accuracy in current prevailing costs of construction at the time of proposal and shall report to the planning commission his/her findings.
- (e) Proposals involving superior urban design which contribute to an enhanced pedestrian environment and which include such features as pedestrian plazas and pocket-parks, pedestrian-way connections with existing sidewalk systems and community facilities, park benches and other street furniture, mass transit connections and shelters, and landscaping and shade tree plantings.

In all areas, except the downtown redevelopment target area, **the planning commission or city planner, according to the type of plan review required by Appendix B – Zoning, Article 10 –**

Planning Commission, may require the development plans ~~shall to~~ have an area of open space designated where parking could be constructed **less than or** equal to the number being reduced. **In such cases and** the plan shall bear a note which explains that the petitioner, in accepting a parking reduction, agrees to construct such additional parking as is otherwise required under the provisions of ~~the zoning ordinance~~ ~~[this appendix]~~, if the planning commission, after a hearing, determines that the reasons for granting said reduction no longer exist. In all such instances where the planning commission determines that the reasons for granting a reduction no longer exist, the owner of record for the subject property for which a reduction was previously granted must construct the parking required to meet the regulations of the city during the next construction season.

(Ord. of 12-14-1992(2); Ord. of 4-25-1994; Ord. of 9-13-1999; Ord. of 4-23-2007(4) ; Ord. No. 2009-12, 9-14-2009; Ord. No. 2009-30, 3-8-2010; Ord. No. 2011-29, 1-9-2012; Ord. No. 2011-29, 1-9-2012)

BE IT FURTHER ORDAINED:

That Appendix B - Zoning, Article 6 – Off-Street Parking, Driveways and Loading Facilities, Section 5 – Supplementary Regulations for Parking and Loading Facilities of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

Section 5. - Supplementary regulations for parking and loading facilities.

5.1 *Access near street corners.* No entrance or exit for any accessory off-street parking area with over ten parking spaces, nor any loading berth shall be located within 50 feet of the intersection of any two street lines.

5.2 *On lots divided by zone boundaries.* When a lot is located partly in one district and partly in another district, the regulations for the district requiring the greater number of parking spaces or loading berths shall apply to all of the lot. Parking spaces or loading berths on such a lot may be located without regard to district lines, provided that no such parking spaces or loading berths shall be located in a residence zone, unless the use to which they are accessory is permitted in such zone, or by special permission of the board of adjustment.

5.3 *Supplementary parking regulations for multiple dwellings.* No parking space shall be located in any front yard or within three feet of any lot line in side or rear yards. The parking of motor vehicles within 15 feet of any wall or portion thereof, which wall contains legal windows (other than legal bathroom or kitchen windows) with a sill height of less than eight feet above the level of the said parking space is prohibited. **Except for electric vehicle charging stations, no automobile service** ~~No service of any kind~~ shall be permitted to be extended to users of the lot, including ~~automobile service, sales,~~ repair or fueling, and no gasoline, oil, grease, or ~~other related~~ supplies shall be stored or sold in any such lot or in any garage on such lot.

5.4 *Supplementary regulations for any parking lots adjacent to residential lots.*

5.41 Whenever space is provided for the parking of ten or more vehicles in the open, such spaces shall be individually identified by means of pavement markings.

5.42 Reserved.

~~5.43 Wherever a parking lot is located across the street from other land in any residence zone, it shall be screened from the view of such land by a thick hedge located along a line drawn parallel to the street and a distance of 20 feet therefrom, [and] such hedge [is] to be interrupted only at points of ingress and egress. The open area between such hedge and the street shall be landscaped in harmony with the landscaping prevailing on neighboring properties fronting on the same street. A fence five feet high may be required while such hedge is growing to a suitable thickness.~~
Whenever a parking lot is located across the street from a residential use, it shall be screened from view of such land by a thick hedge located along a line drawn parallel to the street, such hedge to be interrupted only at points of ingress and egress. The open area between such hedge and the street shall be landscaped in harmony with the landscaping prevailing on neighboring properties fronting on the same street. While the hedge is growing to a suitable height, an adjacent four foot high fence may be required by either the planning commission or city planner, according to the type of review required by Article 10 of this ordinance.

(Ord. of 4-25-1994; Ord. of 9-13-1999; Ord. of 10-12-1998; Ord. No. 2009-28, 3-8-2010; [Ord. No. 2016-14, 5-9-2016](#))

ADOPTED: *

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SYNOPSIS

The proposed ordinance updates sections of Articles 5 and 6 of the *Zoning Ordinance* in order to enhance the flexibility of the code in several areas, including dumpster requirements, screening and buffer requirements, tree planting requirements, and curbing requirements. The proposed ordinance also adds requirements for recycling to Article 5, Section 6 and rewrites Article 5, Section 18 to allow the City to require multi-use path instead of frontage sidewalk under specific circumstances.

(SPONSORS: HARE AND SLAVIN)

Actions History:

08/28/17 – Scheduled for First Reading – City Council

08/14/17 – Introduced – Council Committee of the Whole/Legislative, Finance, and Administration Committee