

REGULAR COUNCIL MEETING

The Regular Council Meeting was held on March 12, 2018 at 7:30 p.m. with Council President Slavin presiding. Council members present were Mr. Anderson (arrived at 7:33 p.m.), Mr. Sudler, Mr. Neil, Mr. Lewis, Mr. Cole, Mr. Polce, Mr. Hare, and Mr. Lindell.

Staff members present were Police Chief Mailey, Ms. Peddicord, Mrs. Mitchell, Mr. Hugg, Fire Chief Carey (departed at 8:42 p.m.), City Solicitor Rodriguez, and Mrs. McDowell. Mayor Christiansen was also present (departed at 8:44 p.m.).

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.

Apostle Marion Lott, Sr., Executive Director, House of Pride, advised that the nonprofit organizations in the Fourth District have been working together over the last few years on a program in the district, especially in the downtown area, to achieve revitalization and to help promote public safety. He expressed concern that placing a public safety fee on nonprofit organizations would have an adverse effect on other programs, such as Habitat for Humanity. Apostle Lott advised that Habitat invests their money for building demolition and asbestos removal, which sometimes costs \$30,000 to \$40,000 just to remove a building, and it is disappointing for them to have an additional fee attached. He stated that it gives the appearance that the City is asking for help on one hand, but then on another hand they are taking away from the overall effort of all of the nonprofit organizations. Apostle Lott asked what the impact of the public safety fee would be on the 20 churches in the Fourth District and Interfaith Mission.

Ms. Maureen Feeney Roser, Interim Executive Director of the Downtown Dover Partnership, advised that she had been working with the Partnership's staff and its committees over the last several months, developing strategic work plans and prioritizing projects. She noted that, while she is very new at her role with them, she has been very impressed with the can-do attitude of the staff and the energy levels and dedication of the volunteers that surround the Partnership and help support it. Ms. Roser noted that she has been extremely impressed with Dover's absolute gem of the downtown and all the great things that are already going on there, and that she is very excited about its potential. She stated that she is happy to have participated in some of the strategic planning process to help identify goals and aspirations for the future, and that she looks forward to spending the next couple of months working with the organization and with the Dover community to lay the groundwork necessary to implement work plans to help them reach those goals.

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

AGENDA ADDITIONS/DELETIONS

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

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

ADOPTION OF MINUTES - REGULAR COUNCIL MEETING OF FEBRUARY 26, 2018

The Minutes of the Regular Council Meeting of February 26, 2018 were unanimously approved by motion of Mr. Neil, seconded by Mr. Lewis and bore the written approval of Mayor Christiansen.

PRESENTATION - 2017 ANNUAL REPORT - DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Mr. Dave Hugg, Director of the Department of Planning and Community Development, reviewed the 2017 Annual Report.

Mr. Sudler asked if there was currently a process in place for the Economic Development Committee, in conjunction with the Planning and Zoning Department, to provide correspondence to members of City Council regarding new projects, such as restaurants, businesses, etc., or if one would be implemented and what the proposed implementation date was. Mr. Hugg advised that the Department's monthly report includes active projects. He noted that their tracking was not as sophisticated as he would like and they are going to get better at tracking that information. Mr. Hugg noted that he tries to share with members of Council which businesses are starting and when they are expected to open. Mr. Sudler offered continued support and encouraged communication with City Council members so that they can better inform their constituents about new construction and businesses. Mr. Hugg pledged to provide a "progress in pictures" synopsis of current projects at least quarterly.

Mr. Lewis thanked Mr. Hugg for doing an exceptional job in promoting Dover. He asked what some of the goals were that he would like to see achieved in the near future. Responding, Mr. Hugg advised that getting the message out about the City of Dover and making people feel that they can come here with a proposal, a question, or an application, and be treated as friends and as somebody that the City really wants to do business with. He stated that the Comprehensive Plan will need serious attention in 2018, noting that there are major decisions facing the City in terms of investment in City facilities, parking, and infrastructure. Mr. Hugg noted that another goal will be to improve the way they report to City Council and others what is happening in Dover. He stated that he thought they needed to have a more refined vision for what they want the downtown to be and they are working with the Downtown Dover Partnership on the strategic plan that includes the vision for downtown and committing to certain financing, proposals, and incentives. Mr. Hugg advised that his biggest goal will be to look at the 75 or more goals and objectives in the Comprehensive Plan to determine if they are still relevant.

Mr. Anderson stated that he thought Mr. Hugg was doing a terrific job and he thanked him and the staff for the work that is being accomplished. He asked, when there is a zoning change that triggers a notification to property owners, if Council members could be notified when the rezoning is occurring in their districts, so that they could be informed when their constituents call them about the letter and the rezoning. Mr. Hugg advised that he would notify members of Council when property owners are notified of an application.

Mr. Anderson, referring to the slide about the work that Mr. Hugg was doing in coordination with the homeless issue, asked him to provide more specific information about that work. Responding, Mr. Hugg advised that he had been named the head of the development subcommittee of the Mayor's

Blue Ribbon Task Force to End Homelessness, which is focused on what they can do now that begins to improve the situation for people who are homeless. He stated that the committee had done research and determined that one of the ways that they could help was to give homeless people a place to store their personal belongings. Mr. Hugg explained that, working with Ms. Jeanine Kleimo of Dover Interfaith Mission for Housing, funding was identified, lockers were obtained, and a grant was received through the neighborhood building block fund that was used to create shelters for the lockers with security and lighting at the Interfaith location. He stated that, at least initially, they had a lot of good discussions with Police Chief Marvin Mailey and were working on a Memorandum of Understanding (MOU) with the Chief that outlines how to deal with the lockers, which are places of residence for the homeless and have certain values and rights.

Mr. Hugg advised that they determined that there were a lot of people helping the homeless and those with low incomes and they are developing a model for a new nonprofit central organization made up of representatives of various boards, who would serve as a catalyst for communication among these groups.

Responding to Mr. Anderson, Mr. Hugg stated that the Dover Housing Corporation will be a body that has two (2) responsibilities: 1) policy and program development and coordination, and 2) having the authority to own, operate, and manage housing, particularly for those at the very low to affordable housing level, and being able to do that either in their own name or as an entity on behalf of others. Mr. Hugg noted that the entire task force will be meeting on Wednesday afternoon and will be introducing tentative by-laws, membership, and a mission statement.

Mr. Hare moved for acceptance of the 2017 Annual Report of the Department of Planning and Community Development. The motion was seconded by Mr. Anderson and unanimously carried.

PRESENTATION - 2017 ANNUAL REPORT - POLICE DEPARTMENT

Police Chief Marvin Mailey reviewed the 2017 Annual Report of the Police Department.

Mr. Sudler asked if the Police Department had any workshops or workplace psychotherapy to assist officers with work-related stress, anxiety, or psychological challenges that may contribute to the impairment of an officer's judgment on or off the job. Chief Mailey stated that every time there is a traumatic incident officers are offered critical incident stress management training, noting that it is mandatory for the officers who were directly involved in the incident to speak with a counselor, and they are encouraged to continue speaking with the counselor.

Mr. Sudler asked if Chief Mailey had any statistical data regarding hate crime reports. Chief Mailey advised that they track hate crimes and that he would provide that information.

Mr. Sudler asked if Chief Mailey had any statistical data on complaints against officers. Responding, Chief Mailey stated that the Internal Affairs Unit tracks that data and a report is provided annually. He noted that the information could be provided.

Mr. Polce asked if the federal partnership included High Intensity Drug Trafficking Area (HIDTA). Responding, Chief Mailey advised that it included HIDTA through the Drug Enforcement

Administration (DEA). He noted that he meets with a HIDTA representative once a month at the Kent County Chiefs of Police meeting.

Mr. Polce advised that the Overdose Fatality Review Commission issued their first report during the previous week, tracking overdoses across the State, most often due to heroin. He noted that 191 individuals lost their lives to overdose in Kent County, which was a 9% increase. Mr. Polce stated that there were 26 overdoses in 2016 and 28 in 2017. He asked if the number of overdoses resulting in death are tracked. Responding, Chief Mailey stated that he did not think it was tracked internally; however, the State does track it. He advised that the Dover Police Department has six (6) officers trained to carry Narcan on patrol, noting that the State is currently providing the Narcan to them.

Mr. Polce asked, with regard to some of the movement around the State for introduction and pending legislation that would legalize marijuana, what impact legalization would have on local police jurisdictions with K-9s. Chief Mailey advised that they have not trained any more K-9s in narcotic detection because they feel that the legislation probably will pass, noting that the law enforcement community is closely monitoring the legislation.

Mr. Polce, noting that the statistics for the category labeled mental patients decreased from 417 to 404, asked what those calls typically entail and what the process was after responding to such a call. Chief Mailey advised that, typically, they respond to Kent General Hospital for those who have come for a mental observation and have been referred by a doctor to a facility for further observation. He noted that they would take custody of that individual, either from their residence to the hospital or from the hospital to the mental health facility. Chief Mailey advised that they track the number of miles driven in the police vehicle and then file paperwork with the State for reimbursement for the transport.

Mr. Polce asked how they could do a better job in promoting and really informing their communities of the Angel Program, noting that New Castle County's Heroes Program, which is similar, has astronomical numbers and its use is increasing. He stated that it is a vital service that many in the local community could use.

Mr. Anderson thanked the members of the Dover Police Department for doing a tremendous job, day in and day out, and Chief Mailey for his leadership of the Department. He advised that he had been getting extraordinarily positive feedback from members of the community about Dover Police Department.

Mr. Lewis, as Chair of the Safety Advisory and Transportation Committee, commended Chief Mailey and his staff for doing an awesome job in the City.

Mr. Neil noted that he has attended a number of Downtown Dover Partnership meetings where he heard that they have a chance to develop a site and somebody witnesses a drug transaction. He asked if parking a marked vehicle in areas of heavy crime would act as a deterrent to crime. Responding, Chief Mailey stated that it had helped at certain times; however, people also become conditioned to the parked cars. He advised that Community Policing will park a vehicle in an area to deter juvenile crime.

Mr. Hare stated that he thought the cadet program was phenomenal. Chief Mailey noted that they are not getting an influx of young people and are trying to get them interested in the program again. He advised that once they are in the cadet program, they are sought by other police departments.

Mr. Lindell thanked the Dover Police Department for their service to the community. Noting that the authorized strength of the police department is 101 and they are currently at 96 officers, Mr. Lindell asked if the 96 officers included those who were out due to vacation or sickness. Responding, Chief Mailey stated that it varies and he noted that they currently have four (4) people in the academy until September, some officers on light duty, and other officers providing in-service training, which is mandated by the Council on Police Training. He advised that, once the officers return from the academy, the department will be at 100 officers with one (1) vacancy.

Mayor Christiansen congratulated Chief Mailey and the men and women at the Dover Police Department, City Staff, and the members of City Council for their continued support of the Dover Police Department, because they are part of the team that makes the department great. Additionally, Mayor Christiansen thanked the members of the public for their confidence and their cooperation with the Dover Police Department, noting that public cooperation is increasing and they are actually becoming a part of public safety, because public safety in the community is having the community involved.

Mr. Hare moved for acceptance of the 2017 Annual Report of the Police Department. The motion was seconded by Mr. Lewis and unanimously carried.

PUBLIC HEARING/FINAL READING - PROPOSED ORDINANCE #2017-16

A public hearing was duly advertised for this time and place to consider approval of proposed zoning text amendments to Appendix B - Zoning, Article 3 - District Regulations, Section 28 - Traditional Neighborhood Design Zone (TND), Subsection 28.52 - Neighborhood Commercial District.

Mr. Neil moved that the Final Reading of Proposed Ordinance #2017-16 be acknowledged by title only, seconded by Mr. Lewis and unanimously carried. (*The First Reading of the ordinance was accomplished during the Council Meeting of January 8, 2018.*)

Mr. Dave Hugg, Director of Planning and Community Development, advised members that the amendments dealt with the provisions related to neighborhood commercial districts as part of the Traditional Neighborhood Design (TND) zone. He noted that the issue before them was that the current ordinance does not allow for certain uses particularly, in this case, fuel pumps or fueling stations associated with convenience or other services. This matter was brought forward as a part of the ongoing development discussions for the area covered by the TND. Because of the technicality of it being in the company's plan, the actual action was brought to the attention of three (3) members of Council and put on the agenda for consideration. Mr. Hugg advised that the ordinance would allow fueling stations as a conditional use in the neighborhood commercial district, as opposed to being prohibited in the current zoning.

Council President Slavin declared the hearing open.

Mr. Tom Carney, on behalf of Mr. John Paradee and Pettinaro, who initiated the text amendment, advised that he thought Mr. Hugg sufficiently addressed the substance of the ordinance, which in

essence, amends the zoning code to permit uses that our market trends are demanding while maintaining control and the integrity of the TND through the conditional use process. He respectfully requested the support and the approval of the proposed zoning amendment.

Mr. Todd Fry, of Duffy and Associates, the engineer for the project, advised that he was present to answer any questions related to the request.

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

Mr. Hare moved for adoption of the ordinance, as recommended by the Planning Commission. The motion was seconded by Mr. Lindell and, by a unanimous roll call vote, Council adopted Ordinance #2017-16, as follows:

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

That Appendix B - Zoning, Article 3 - District Regulations, Section 28 - Traditional Neighborhood Design Zone (TND), Subsection 28.52 - Neighborhood Commercial District, of the Dover Code, be amended to read as follows:

28.52 Neighborhood commercial district: Additional uses permitted in this district include the following subject to the requirements set forth in subsection 28.7:

28.521 Convenience retail stores such as, but not limited to, drug stores, grocery stores, restaurants, variety stores, or combinations thereof. Fuel pumps accessory to a convenience retail store may be permitted as a conditional use, upon the approval of the Planning Commission in accordance with the procedures and subject to the general conditions set forth in article 10, section 1. Drive through drug stores shall be allowed if they are of superior design and screening consistent with the intent of the TND zone. There shall be no drive-through restaurants.

28.522 Personal service stores such as, but not limited to, barber shops, beauty parlors, and laundry/dry cleaning establishments.

28.523 Service establishments furnishing services other than of a personal nature, but excluding motor vehicle storage, repair, or service.

28.524 Business, professional, and government offices, banks, philanthropic or not-for-profit offices, and financial institutions. Drive through banks shall be allowed if they are of superior design and screening consistent with the intent of the TND zone.

28.525 Any of these uses mixed with residential uses in the same building.

ADOPTED: MARCH 12, 2018

**DOVER HUMAN RELATIONS COMMISSION REPORT -
FEBRUARY 15, 2018**

The Dover Human Relations Commission (DHRC) met on February 15, 2018 at 6:16 p.m. with Chairman Henderson presiding.

OPEN FORUM

The Open Forum was held at 6:03 p.m., prior to the commencement of the Official Council Meeting. Mr. Henderson declared the Open Forum in session and reminded those present that the Commission was not in official session and could not take formal action.

There was no one present wishing to speak during the Open Forum.

Election of Commission Chair

Mr. Henderson opened the floor for nominations for Commission Chair.

Mrs. Herbert moved to nominate Mr. Henderson to serve as Commission Chair, seconded by Mr. Gaddis.

Responding to Mr. Fleming, Mr. Henderson stated that he was willing to serve another term.

Mr. Gaddis moved to close the floor for nominations, seconded by Mr. Fleming and unanimously carried.

The Commission elected Mr. Theodore A. Henderson to serve as Commission Chair.

2017 Annual Report to City Council

Referring to the Dover Human Relations Commission 2017 Annual Report to City Council, Mr. Henderson advised that he, Mr. Fleming, Ms. Mishoe, and Mrs. Herbert had contributed portions of the report. Responding to Mr. Henderson, Mrs. Jody Stein, Administrative Assistant, City Clerk's Office, advised that the report would be submitted to Council during their Regular Meeting of February 26, 2018 or March 12, 2018.

The Commission recommended acceptance of the Dover Human Relations Commission 2017 Annual Report to City Council.

Approval for Commissioners to Attend Mediation Training/Update - Education Committee (Fleming)

During the Regular City Council Meeting of February 12, 2018, members approved the DHRC's recommendation to place consideration of mediation training on a future agenda. Referring to the Mediation Training section of the Dover Human Relations Meeting Report dated February 15, 2018, submitted by Mr. Rocha, Mr. Henderson stated that Mr. Rocha had indicated that all members could attend mediation training for \$250. Mr. Henderson stated that he thought that was a great price. Referring to the FY 2018 DHRC Budget Report, as of February 7, 2018, Mr. Henderson noted a

budget balance of \$2,953.92. He stated that Mr. Rocha's recommendation was to schedule a date in March for all commissioners who are interested, at a location conducive for members, and that members be trained in mediation services for landlord-tenant issues, employer-employee concerns, parent-child disputes, and neighborhood conflicts.

Mr. Fleming suggested tabling this item until consideration of agenda item #5, Update - Education Committee, because he had additional information regarding conflict resolution training.

By unanimous consent, members agreed to amend the agenda to consider item #5, Update - Education Committee, at the same time as item #3, Approval for Commissioners to Attend Mediation Training.

Mr. Fleming provided a flyer, entitled "Conflict Resolution: A Primer", which he had received when he attended a Conflict Resolution Coffee Coaching session offered by the Central Delaware Chamber of Commerce on February 14, 2018 from 8:00 a.m. - 9:00 a.m. Mr. Fleming indicated that the session was led by an attorney and he had learned that Alternative Dispute Resolution (ADR) was currently receiving more attention and looked upon more favorably for settling disputes than litigation, which can bog things down for weeks, months, or possibly a year at an extreme cost. He advised that the link included on the flyer would allow members to access the training that he received, which would give them a pretty good idea of mediation and resolution of disputes in accordance with ADR. Mr. Fleming noted that he was not saying that the mediation training that members would receive for \$250 would not be as good or better; however, he suggested that after looking at the online activities they may feel that they do not need mediation training. He stated that he did not believe that members would be doing dispute resolution since they are not qualified and the DHRC does not have the power of courts or judgments.

Mrs. Herbert stated her understanding that mediation training participants would receive a certificate, which would make the training a little more official. Responding to Mrs. Herbert, Mr. Fleming stated that he did not receive a certificate for the conflict resolution training that he attended.

Mrs. Herbert stated that she thought the mediation training would be a good thing, noting that DHRC members had a little trouble defining exactly who and what they want to handle. She noted that if the Commission does mediation, the DHRC would take the first step before an issue is referred to someone else. Mrs. Herbert advised that she saw no reason why members could not do both mediation and conflict resolution training.

Mr. Henderson stated that members could always go online for conflict resolution training and further their knowledge. He noted that the key is to be equipped and, even though members may not be able to become involved legalistically in conflict resolution, they could certainly recognize it and aid people through the process.

Mr. Fleming suggested that if members took the time to look at the conflict resolution training online, they would then have a better idea of whether or not they want to do more.

Mrs. Herbert advised that she would look at the conflict resolution training; however, the State Human Relations Commission (SHRC) had suggested that the DHRC have a couple of people trained in mediation. She stated that she had not volunteered to receive mediation training, noting that this is something that she had done for years and did not wish to do anymore.

Mr. Henderson noted that the mediation training was intense and would be for two (2) days, with six-hour sessions from 9:00 a.m. to 3:00 p.m. He expressed his feeling that members of the DHRC should go.

Mr. Gaddis stated that he had previously expressed interest in going to mediation training when it was suggested. He indicated that he did not think there would be any better preparation for mediation training than going through the ADR information online, and the two (2) types of training would augment each other. Mr. Gaddis noted that it would be wonderful if there was some sort of certification for members through the People's Place mediation training.

The Commission recommended that DHRC members attend mediation training on March 22-23, 2018.

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

Proposed Revisions to DHRC Brochure

During the Regular City Council Meeting of February 12, 2018, members approved the DHRC's recommendation to place consideration of the mission statement in the DHRC brochure on a future agenda.

Referring to the Mission Statement Revision section of the Dover Human Relations Commission Meeting Report dated February 15, 2018, submitted by Mr. Rocha, Mr. Henderson noted that Dr. Nancy Maihoff, Commissioner, State Human Relations Commission, had recommended that the DHRC revise the mission statement in its brochure to shorten it. He noted that he, Ms. Paige, and Mr. Rocha had held a meeting regarding the brochure, Ms. Paige had reminded them that the mission statement on the brochure was consistent with the statement in the DHRC Strategic Plan 2015 - 2018, and these documents had already been voted on and approved by City Council. Mr. Henderson indicated that, as a result of their meeting, he, Ms. Paige, and Mr. Rocha recommended keeping the mission statement as written, to remain consistent with what Council had already approved.

Mrs. Herbert stated that the issue she had with the mission statement was that it was too long, noting that was possible to make it more concise. Mrs. Herbert explained

that goals are not put into mission statements and that mission statements are written so that goals can be developed. Mrs. Herbert stated that she was not sure what the mission statement was anymore, noting that there had been three (3) since she had been on the Commission.

Responding to Mr. Henderson, Mr. Gaddis stated that he and Mr. Henderson had previously put together a mission statement. Mr. Henderson noted that he and Ms. Paige had subsequently worked on a briefer statement.

Mrs. Herbert stated that Ms. Paige had advised her that she had used the statement in the brochure because it was already written. Mrs. Herbert indicated that she had seen a shorter statement, which she thought Mr. Gaddis had sent her, that she thought was closer to what a mission statement is.

Mrs. Jody Stein, Administrative Assistant, City Clerk's Office, reminded members that the DHRC's mission statement was included within the DHRC's Strategic Plan, and at one point members had decided it was too lengthy to use routinely, so they developed a concise statement of what the DHRC does. She explained that the mission statement in the Strategic Plan had not been changed, but members came up with a shorter statement. Mrs. Stein noted that the question was what would be included in the DHRC brochure.

Mr. Gaddis stated that he had a shorter statement and read it, as follows:

The Dover Human Relations Commission is committed to working to ensure community inclusion, intergroup cooperation, and fair treatment for all its citizens. The commission interacts with the City of Dover to ensure that it has and utilizes policies, programs, City ordinances, and specialized resources, and provides education and support to foster diversity, inclusion, and cultural competency in its organization and services. The Commission's goal is to promote understanding and appreciation of diversity, inclusion, and positive intergroup relations, and advocate for a fair and respectful environment among its citizens.

Mrs. Herbert advised that, in her opinion, this statement was better than the long one. She noted that the DHRC Strategic Plan is for 2015 - 2018 and suggested looking toward 2019 and having something more up-to-date and modern. She stated her assumption that the current Strategic Plan was approved by City Council in 2015.

For clarification, Mrs. Stein asked if members were discussing changing the statement in the DHRC brochure or whether they would like to look at amending the DHRC Strategic Plan. Responding, Mrs. Herbert stated that she would like to look at amending the Strategic Plan to make it clearer and easier to understand. Mrs. Stein asked if Mrs. Herbert was suggesting placing amending the Strategic Plan on a future agenda. Responding, Mrs. Herbert stated that she personally finds the Strategic Plan cumbersome to work with.

In response to Mr. Henderson, Mrs. Herbert indicated that the statement that Mr. Gaddis read would be sufficient for the brochure. She noted that the mission statement in the Strategic Plan should match the mission statement in the brochure. Responding to Mr. Henderson, Mrs. Herbert indicated that the statement in the Strategic Plan was inclusive of the statement read by Mr. Gaddis but slightly longer, and there would be no conflict.

Mr. Henderson stated that he did not see any conflict between the Strategic Plan and the shortened mission statement and suggested using this statement for the brochure. Mr. Gaddis stated that he liked this idea.

Responding to Mr. Gaddis, Mrs. Stein indicated that the decision about whether the brochure and the Strategic Plan should match was not hers to make. She stated that the topic on the current agenda was "Proposed Revisions to DHRC Brochure," and if members wished to adopt a new Strategic Plan, this should be placed on a future agenda for consideration, noting that there may be more wide-ranging changes.

Mr. Fleming indicated that he liked the shortened statement for the brochure, noting that the brochure is the Commission's public relations piece and would be given to people who really do not care about the DHRC's Strategic Plan, and Mrs. Herbert concurred.

The Commission recommended amending the DHRC brochure to replace the existing mission statement with the version read by Mr. Gaddis.

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

Updates

Community Engagement Committee (Mullen)

No update was provided.

Commission Members' Announcements

Mr. Henderson reviewed a newspaper article provided by Mr. Fleming, entitled "Dover St. Patrick's Day Parade Seeks Participants". Mr. Fleming suggested that members wear their green DHRC shirts and march in the parade as a Commission. Mr. Gaddis stated that he liked the idea. Responding to Mrs. Herbert, Mr. Fleming indicated that he hoped members would carry a banner advertising the Dover Human Relations Commission, noting that members had been looking for ways to get public exposure.

Mrs. Herbert indicated that she had been thinking more about having a table at some of the events at Legislative Hall. She stated that she would not participate in a parade but was willing to sit at a table.

Mr. Gaddis and Mr. Fleming expressed interest in attending. Mr. Fleming suggested polling the Commissioners who were not in attendance. Mr. Henderson stated that

he was in favor of the DHRC being involved but would probably not participate. He indicated that he would think about it further.

By consent agenda, Mr. Neil moved for acceptance of the Dover Human Relations Commission Report, seconded by Mr. Lewis and carried by a unanimous roll call vote (Anderson absent).

MONTHLY REPORTS - JANUARY 2018

By motion of Mr. Neil, seconded by Mr. Lewis, 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

SETTING OF PROPERTY ASSESSMENT APPEALS

Staff recommended that the 2018 Property Assessment Appeals be scheduled for May 29, 2018 through June 1, 2018 from 9:00 a.m. until 4:00 p.m.; June 4, 2018 through June 8, 2018 from 9:00 a.m. until 4:00 p.m. (if needed); and one evening (if needed). Members were advised that the hearing times are subject to change.

Responding to Mr. Anderson, Mrs. Cheryl Bundek, City Assessor, advised that one (1) evening meeting is typically scheduled; however, it had never been needed in the past. She also noted that additional appeals could be scheduled if necessary.

Mr. Anderson moved for approval of the dates and times recommended by staff for the 2018 Property Assessment Appeals, seconded by Mr. Hare and unanimously carried.

CITY MANAGER'S ANNOUNCEMENTS

Mrs. Donna Mitchell, City Manager, reminded members that water distribution system flushing would begin on April 8th, Spring Cleanup would begin on April 9th, and leaf compost and wood chip giveaway would begin on April 6th.

COUNCIL MEMBERS' ANNOUNCEMENTS

Mr. Sudler, as the Fourth District Councilman, thanked Apostle Marion Lott, Executive Director of the House of Pride, and Mrs. Carolyn Fredericks, President/CEO of the Modern Maturity Center, for taking the time to call him that day to convey their position in regards to the City of Dover's Proposed Ordinance #2018-03. He advised that, after severe pondering over the matter, he had chosen not to support the ordinance on behalf of the Fourth District as its representative.

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

Meeting adjourned at 8:51 p.m.

TRACI A. McDOWELL
CITY CLERK

All ordinances, resolutions, motions, and orders adopted by City Council during their Regular Meeting of March 12, 2018, are hereby approved.

ROBIN R. CHRISTIANSEN
MAYOR

/TM

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Council-Minutes\2018\03-12-2018 Council Minutes.wpd