



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, June 2, 2010**
Meeting Time: **Immediately following Workshop**

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL ATTENDANCE**
5. **PUBLIC HEARINGS**
6. **CITIZEN'S FORUM**

Citizens are invited to speak on the subject matter of the Special Meeting. Statements shall be limited to five minutes.

7. **UNFINISHED BUSINESS**

A. **RESOLUTIONS**

1. **FISCAL YEAR 2011 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM**
SPONSORED BY MAYOR MYERS BY REQUEST

8. **NEW BUSINESS**

A. **RESOLUTIONS**

1. **ESTABLISHMENT OF DOVER POOLS ENDOWMENT FUND**
SPONSORED BY MAYOR MYERS BY REQUEST

B. **ORDINANCES**

1. **CHAPTER 3, FORMATION OF POOL ADVISORY COMMITTEE (TO BE REFERRED TO A PUBLIC HEARING ON JUNE 9, 2010)**
SPONSORED BY MAYOR MYERS BY REQUEST

9. **ADJOURNMENT**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.1.

Resolution Number: **R – 2010.04.21 - 48**
Resolution Re: Fiscal Year 2011 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on April 14, 2010; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2011, (July 1, 2010 through June 30, 2011);

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

1. The annual budget for the City of Dover for Fiscal Year 2011, submitted to the City Council by the City Manager and on file with the City Clerk, is adopted to raise the following estimated revenues (including any Budgetary Use of Fund Balance) and appropriate the following appropriations:

Fund	Fund Description	Est Revenue	Appropriations	Fund Type
1000	General Fund	83,124,883	83,124,883	General Fund
2100	Community Development Fund	381,753	381,753	Special Revenue
2210	Drug Investigation Fund	278,291	278,291	Special Revenue
2220	Dover Housing Auth Policing	137,355	137,355	Special Revenue
2245	DHHS Assistance Programs	145,942	145,942	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	76,460	76,460	Special Revenue
2290	Emergency Management Fund	78,532	78,532	Special Revenue
2800	School Cafeteria Fund	1,347,341	1,347,341	Special Revenue
2820	School Dept. of Education Grants	2,885,295	2,885,295	Special Revenue
2900	School Special Pgms & Grants Fund	484,478	484,478	Special Revenue
3207	Public Safety Special Details	203,378	203,378	Special Revenue
3213	Parking Activity Fund	669,513	669,513	Special Revenue
3320	Residential Solid Waste Fund	1,061,802	1,061,802	Special Revenue
3381	McConnell Center Fund	816,840	816,840	Special Revenue
3410	Recreation Programs	498,664	498,664	Special Revenue
3455	Library Fines Fund	97,199	97,199	Special Revenue
3500	OPEB Liability Fund	868,845	868,845	Special Revenue
3810	School Tuition Program Fund	348,761	348,761	Special Revenue
3825	School Alternative Education Fund	862,300	862,300	Special Revenue
3830	School Facilities Fund	117,075	117,075	Special Revenue
5300	Water Fund	4,241,115	4,241,115	Enterprise
5320	Sewer Fund	5,959,529	5,959,529	Enterprise
6100	DoverNet Fund	818,891	818,891	Internal Service
6110	Central Stores Fund	106,935	106,935	Internal Service
6310	Fleet Maintenance Fund	613,173	613,173	Internal Service
6800	Workers Compensation Fund	390,545	390,545	Internal Service
	Totals	106,614,895	106,614,895	



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Resolution Re: Fiscal Year 2011 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2010 as provided by law for the departments, transfers to and from reserves and between other funds, and public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$25,506,050 for City operations, \$40,218,900 for School Department operations, \$10,238,408 for Debt Service and \$7,161,525 for County Tax.
3. There is no Budgetary Use of Fund Balance included in the General Fund for the purpose of offsetting property taxes.
4. In accordance with RSA 76:6, the City Tax Assessor shall revise and report to the Department of Revenue Administration the amount required for Tax Overlay to provide for the issuance of property tax abatements for tax year 2010 (Fiscal Year 2011).
5. In accordance with RSA 21-J:34, the City Manager shall revise and report to the Department of Revenue Administration the estimated amount of all non-property tax revenues for Fiscal Year 2011 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2010, the Water and Sewer User Fees will be \$3.93 and \$5.04, respectively.
7. Effective July 1, 2010, the City Manager is authorized to enter into agreements with, and make payments to, the various agencies receiving Grants/Subsidies and Membership Dues as contained within the budget.
8. Effective July 1, 2010, the City Manager is authorized to enter into agreements with, and make payments to, various vendors supplying computer hardware and software annual maintenance services and support contracts as contained within the budget.
9. Effective July 1, 2010, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2010, the Finance Director is authorized to make transfers between funds for the purposes prescribed, including special, capital and other reserve funds, including transfers to or from the City and School Employee Benefits Reserves.
11. Effective July 1, 2010, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2010, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose.
13. Effective July 1, 2010, revenues from the sale of city property are appropriated for their established and intended use.



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14. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
15. In accordance with RSAs 674:8 and 674:21-V(b), the FY11-16 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.

Note: This resolution requires a favorable majority vote of all members for passage, after duly advertised public hearings for each of the City and School budgets to be separated by at least 24 hours and held at least seven days in advance of final adoption. Final adoption of the budget by the City Council shall occur not later than June 15th prior to the beginning of the next fiscal year.

Resolution to be referred to Public Hearings as follows:

School Department Budget hearing Wednesday May 5, 2010

City Budget hearing Wednesday May 26, 2010

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk

DOCUMENT HISTORY:

Document Created by: Finance Department
Document Posted on: May 28, 2010

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.1.

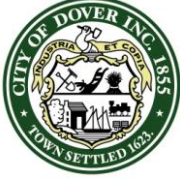
Resolution Number: **R – 2010.04.21 - 48**
Resolution Re: Fiscal Year 2011 Budget Appropriations, Fees and Capital Improvements Program

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nadelka, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.1.

Resolution Number: **R – 2010.04.21 - 48**

Resolution Re: Fiscal Year 2011 Budget Appropriations, Fees and Capital Improvements Program

RESOLUTION BACKGROUND MATERIAL:

This resolution adopts the budget for various funds for the next fiscal year, as well as setting utility rates, authorizing grant, subsidy and membership payments, computer maintenance contracts, transfers between funds, setting fees for various services, authorizing signing of grant applications and appropriations thereof, approval of the investment policy and adopting the six year Capital Improvements Program, as required by State Statute to support assessment of impact fees.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 8.A.1.

Resolution Number: **R – 2010.06.02 - 68**

Resolution Re: Establishment of Dover Pools Endowment Fund

WHEREAS: Community support for the operation of the Indoor and Outdoor pools in the City of Dover includes offers of citizens to donate monies to support the pools;

WHEREAS: The Trustees of the Trust Fund are charged with investing and managing funds donated to the City of Dover;

WHEREAS: The City of Dover has received an offer of a generous monetary donation from Peter G. Markos;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The City Treasurer is authorized to establish a new trust fund account for the purpose of receiving monetary donations to be used for the purpose of maintaining swimming and diving pools in the City of Dover

AND, FURTHER BE IT RESOLVED;
The City Manager is authorized to enter into a Memorandum of Understanding with Peter G. Markos to receive a generous monetary donation from Dr. Markos for the purpose of supporting competitive swimming and the operation of swimming pools in the City of Dover in the form of an endowment fund.

Financing				
Account	Description	Appropriation	Balance	Charge
XXXX-XXXXXX				
				Total

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 8.A.1.

Resolution Number: **R – 2010.06.02 - 68**

Resolution Re: Establishment of Dover Pools Endowment Fund

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 8.A.1.

Resolution Number: **R – 2010.06.02 - 68**

Resolution Re: Establishment of Dover Pools Endowment Fund

RESOLUTION BACKGROUND MATERIAL:

Peter G. Markos of Dover, a long-time supporter of swimming in Dover has offered to donate a substantial sum of money to create support for competitive swimming and maintenance of non-employee expenses of operating municipal swimming pools in the City of Dover. Mr. Markos is a life-long resident of Dover. His father was elected Mayor of Dover approximately 60 years ago and was the first mayor under the City Manager-Council form of government.

It is anticipated an endowment fund will be created and a Memorandum of Understanding will detail the goals, restrictions and operation of the fund. The fund will be managed by the Trustees of the Trust Fund.



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 8.B.1.

Ordinance Number:
Ordinance Title: **O – 2010.06.02 - 8**
Chapter: Chapter 3, Administrative Code

The City of Dover Ordains:

1. PURPOSE

The purpose of this ordinance is to amend Chapter 3 entitled “Administrative Code” of the Code of the City of Dover 1983.

2. AMENDMENT

Chapter 3 entitled “Administrative Code” is hereby amended by adding a new Section 3-74, to be entitled “Dover Pool Advisory Committee”

3-74 Dover Pool Advisory Committee.

A. MEMBERSHIP: The Dover Pool Advisory Committee shall consist of seven (7) regular members and two (2) alternate members,

B. TERMS OF MEMBERS: Members shall be appointed to terms of three (3) years.

C. AUTHORITY AND DUTIES: The Dover Pool Advisory Committee shall perform the following functions:

1. Study, consider and recommend to the Recreation Director and the City Manager, general policies, present and future, for the operation of the Dover Pools.

3. TAKES EFFECT

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Scott Myers
By Request

Approved as to Legal Form: Allan B. Krans, Sr.
City Attorney

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 8.B.1.

Ordinance Number:
Ordinance Title: **O – 2010.06.02 - 8**
Chapter: Chapter 3, Administrative Code

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YEAH	NAY
Mayor Scott Myers		
Deputy Mayor, Dean Trefethen, At Large		
Councilor Robert Carrier, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Jan Nedelka, Ward 3		
Councilor Dorothy Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Gina Cruikshank, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - ORDINANCE

Agenda Item#: 8.B.1.

Ordinance Number:
Ordinance Title: **O – 2010.06.02 - 8**
Chapter: Chapter 3, Administrative Code

ORDINANCE BACKGROUND MATERIAL:

Local resident Peter Markos has generously committed to making a \$5,000 donation to the City in order to off-set maintenance and non-employee costs relating to the pools. A committee needs to be established in order to oversee any funds donated and earmarked for pool purposes.