



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: Special Meeting
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, December 1, , 2010**
Meeting Time: **7:00 pm**

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PUBLIC HEARINGS

**A. RESOLUTION: ADOPTION OF FY2012-2017 CAPITAL IMPROVEMENTS PROGRAM
SPONSORED BY MAYOR MYERS BY REQUEST**

**B. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS
PROGRAM AND AUTHORIZATION FOR BONDING
(TO BE VOTED ON DECEMBER 8, 2010)
SPONSORED BY MAYOR MYERS BY REQUEST**

**C. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS
PROGRAM – NON-DEBT FINANCED PROJECTS
SPONSORED BY MAYOR MYERS BY REQUEST**

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. RESOLUTION: ADOPTION OF FY2012-2017 CAPITAL IMPROVEMENTS PROGRAM
(TO BE REFERRED FOR FURTHER DELIBERATIONS)
SPONSORED BY MAYOR MYERS BY REQUEST**

**B. RESOLUTION: APPROPRIATION FOR FY2012 CAPITAL IMPROVEMENTS
PROGRAM – NON-DEBT FINANCED PROJECTS (REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED FOR FURTHER DELIBERATIONS)
SPONSORED BY MAYOR MYERS BY REQUEST**

8. **NEW BUSINESS – None**

9. **ADJOURNMENT**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 5.B.
Public Hearing Only

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation For FY2012 Capital Improvements Program and Authorization for Bonding**

WHEREAS: The City Council desires to make public improvements and to finance these improvements with the sale of general obligation bonds.

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

The following capital projects are appropriated with estimated useful lives in excess of the length indicated:

Item #	Description	Proposed Appropriations	Life/Yrs	Department	Fund
1	Bridge Replacement - Whittier Street	800,000	20	Comm Serv - PW	General
2	Street Improvements - Tolend/Watson Road	2,500,000	20	Comm Serv - PW	General
3	Street Reconstruction - Atlantic Avenue	200,000	20	Comm Serv - PW	General
4	Street Reconstruction - Pineview & Pearson	400,000	20	Comm Serv - PW	General
5	Street Reconstruction - Applevale Area	1,000,000	20	Comm Serv - PW	General
6	Cochecho River Dredge - Community Boathouse	10,000	10	Recreation	General
7	Jenny Thompson Pool Bathhouse	65,000	20	Recreation	General
8	Garrison Elementary School Improvements	3,700,000	20	Education	General
9	Water Pressure Improvements - North End	1,000,000	20	CS - Water	Water
10	Sludge Dewatering Equipment Upgrade	4,000,000	20	CS - Sewer	Sewer
	Total	<u>\$13,675,000</u>			

AND FURTHER BE IT RESOLVED THAT:

To meet the appropriations of this resolution there is authorized, under and pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation bonds of the City of Dover in a principal amount equal to the total of the appropriations. The full faith and credit of the City is hereby pledged for the principal and interest on said bonds. The bonds are to be signed by the City Manager and countersigned by the Finance Director/City Treasurer, with the Finance Director/City Treasurer having the discretion of fixing the dates, maturities, denominations, place of payment, interest rate or rates and form, and to provide for the sale of the bonds.

AND FURTHER BE IT RESOLVED THAT:

Pursuant to the City Charter and the New Hampshire Municipal Finance Act and any other enabling authority, the City of Dover's participation in the NH Drinking Water State Revolving Fund (DWSRF) Program is hereby authorized for financing the North End Water Pressure Improvements project. The City Manager and Finance Director/Treasurer are authorized, on behalf of the City of Dover, to file for participation in the NH DWSRF Program and obtain loans through the program for the North End Water Pressure Improvements project.

NOTE: This resolution requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after public hearing.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 5.B.
Public Hearing Only

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation For FY2012 Capital Improvements
Program and Authorization for Bonding**

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.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

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 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#: 5.B.
Public Hearing Only

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation For FY2012 Capital Improvements Program and Authorization for Bonding**

RESOLUTION BACKGROUND MATERIAL:

This resolution makes appropriations for the projects of the FY2012 Capital Improvements Program financed by debt and authorizes the sale of bonds.

This resolution makes appropriations for projects that are scheduled to be completed over multiple years. The Finance Department requests from all departments with projects to submit cash flow requirements for projects. These cash flow projections are completed to determine the amount by project for the coming bond issuance. Those projects that are not financed or are only partially financed remain as authorized unissued debt and bonded (financed) when the cash need arises.

Debt Authorization versus Debt Retirement

The following table compares the tentative authorization amount to the amount of debt being retired: The Net Sewer reflects the amount retired by user fees (total debt retirement less State aid for principal).

Description	City	School	General			Total
			Fund	Water	Net Sewer	
FY2012 Authorization	4,975,000	3,700,000	8,675,000	1,000,000	4,000,000	13,675,000
FY2012 Retirement	4,052,997	2,488,695	6,541,692	946,000	1,789,500	9,518,682
Net Change	922,003	1,211,305	2,133,308	54,000	2,210,500	4,156,318

Legal Debt Limits

The following table summarizes the amount of debt outstanding & authorized-unissued, as of June 30, 2010 and this authorization, against the legal debt limits.

Description	City	School	Water	DBIDA-IP	DBIDA-IB	Exempt	Total
Debt Outstanding	40,366,288	31,196,754	11,344,000	345,000	1,761,189	18,460,028	103,473,259
Authorized - Unissued	5,516,765	56	2,000,000	0	0	2,929,157	10,445,978
Total Issued & Unissued	45,883,053	31,196,810	13,344,000	345,000	1,761,189	21,389,185	113,919,237
This Authorization	4,975,000	3,700,000	1,000,000	0	0	4,000,000	13,675,000
Grand Total	50,858,053	34,896,810	14,344,000	345,000	1,761,189	25,389,185	127,594,237
Legal Debt Limit	83,067,093	193,823,217	276,890,310	4,000,000	NA	NA	
Unused Capacity	32,209,040	158,926,407	262,546,310	3,655,000			
Percent Unused	38.8%	82.0%	94.8%	91.4%			

Notes: Legal debt limits are based on a percent of equalized assessed value. City 3%, School 7%, Water 10%.

DBIDA limits are set by special legislation.

IP = Industrial Park projects

IB = Industrial Building projects

Exempt includes Sewer, Special Revenue Funds and Tolend Road Landfill debt.



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Agenda Item#: 5.B.
Public Hearing Only

Resolution Number: **R – 2010.11.17 – 144**
 Resolution Re: **Appropriation For FY2012 Capital Improvements Program and Authorization for Bonding**

Rate Impacts

The following tables summarize the change from year to year on the Property Tax Rate and the Utility Rates, net of existing debt service and aid, related to this FY12 authorization. The top table reflects the impact of the new CIP projects only; the second set reflects the combined impact of the new CIP projects and anticipated debt related to prior year authorizations. The rate changes have been adjusted for any amendments to projects from the proposed CIP.

CIP Only

Net Change in Property Tax Rates

	2012	2013	2014
City	0.09	0.18	0.18
School	0.07	0.14	0.13
Total Change	0.16	0.32	0.31
Est Tax Rate	<u>23.91</u>	<u>24.23</u>	<u>24.54</u>
% Change City	1.01%	2.00%	1.98%
% Change School	0.73%	1.45%	1.34%
% Change Total	0.67%	1.34%	1.29%

Including Prior Year Authorizations

Net Change in Property Tax Rates

	2012	2013	2014
City	0.03	0.08	0.32
School	0.06	0.08	0.45
Total Change	0.09	0.16	0.77
Est Tax Rate	<u>23.84</u>	<u>24.00</u>	<u>24.77</u>
% Change City	0.34%	0.89%	3.55%
% Change School	0.63%	0.83%	4.66%
% Change Total	0.38%	0.67%	3.22%

Rate per \$1,000 of Assessed Value

CIP Only

Net Change in Utility Rates

	2012	2013	2014
Water	0.05	0.10	0.10
Sewer	0.21	0.43	0.42
Total Change	0.26	0.53	0.52
Est Utility Rate	<u>9.23</u>	<u>9.76</u>	<u>10.28</u>
% Change Water	1.27%	2.51%	2.48%
% Change Sewer	4.17%	8.19%	7.68%
% Change Total	2.90%	5.74%	5.47%

Including Prior Year Authorizations

Net Change in Utility Rates

	2012	2013	2014
Water	0.18	(0.02)	0.05
Sewer	0.34	0.25	0.27
Total Change	0.52	0.23	0.32
Est Utility Rate	<u>9.49</u>	<u>9.72</u>	<u>10.04</u>
% Change Water	4.58%	-0.49%	1.28%
% Change Sewer	6.75%	4.65%	5.10%
% Change Total	5.80%	2.42%	3.48%

Rate per 100 Cubic Feet of Water Consumption



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Agenda Item#: 5.B.
Public Hearing Only

Resolution Number: **R – 2010.11.17 – 144**
Resolution Re: **Appropriation For FY2012 Capital Improvements
Program and Authorization for Bonding**

The table below reflects the net change from year to year, and the total change after 3 years, for an average single family home for taxes and user fees, based on the FY11 assessed value at \$252,939 with 75 HCF of average water usage.

Impact to Average Single Family Home

Description	Yr1	Yr2	Yr3	Change After 3 Years
CIP Only				
Property Tax	40	81	78	200
Water Fees	4	8	8	19
Sewer Fees	16	32	32	80
Total Avg SFH Impact	60	121	117	298
Including PY Authorizations				
Property Tax	23	40	195	258
Water Fees	14	(2)	4	16
Sewer Fees	26	19	20	65
Total Avg SFH Impact	62	58	219	338



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2010.11.17 – 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

WHEREAS: The Capital Improvements Program (CIP) serves as the City's long range planning document for the purchase or construction of capital assets; and

WHEREAS: The CIP anticipates the scheduling and financing over the course of the next six years of individual capital related projects with an estimated annual aggregate cost of \$10,000 or more and useful life of three years or greater; and That

WHEREAS: The CIP is updated annually following review by the Planning Board and adoption by the City Council;

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

The Proposed Capital Improvements Program for Fiscal Year 2012-2017 reflected in the attached document is hereby adopted.

NOTE: This resolution requires a duly advertised public hearing.

AUTHORIZATION

Document Created by: Finance
Document Posted on: November 24, 2010

2010.11.17_adoption_of_fy2012_2017_cip_resolution
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2010.11.17 – 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

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.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

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 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.

Resolution Number: **R – 2010.11.17 – 143**

Resolution Re: Adoption of FY2012-2017 Capital Improvements Program

RESOLUTION BACKGROUND MATERIAL:

This resolution establishes the attached FY2012 through FY2017 Capital Improvements Program. This resolution only recognizes and adopts a financial and operational planning document for the City's infrastructure over the course of the next six years and does NOT authorize funding for projects. The FY2012 – FY2017 CIP projects and their anticipated schedule for funding are reflected in the attached document.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.B.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements Program – Non-Debt Financed Projects**

WHEREAS: The City Council desires to make public improvements as listed in the Capital Improvements Program for Year 1 and to finance these improvements with transfers from Reserve Trust Funds and appropriation of existing funds.

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

The following capital outlays are appropriated as part of the FY12 Capital Improvements Program for the purposes so designated and the Finance Director is authorized to transfer the funds from the respective Reserve Funds in the amounts listed.

Item	Description	Appropriation	Funding	Fund
1	Ambulance Replacement	\$155,000	General Fund Capital Reserve	Trust
2	Public Works Heavy Equipment	200,000	General Fund Capital Reserve	Trust
3	TIP - Rehab Washington St & Arch St Bridge	5,000	Transportation Capital Reserve	Trust
4	TIP - FasTrans - Dover Public Transit	90,000	Transportation Capital Reserve	Trust
5	Central Avenue Corridor Signalization	206,000	Transportation Capital Reserve	Trust
6	Water Exploration	100,000	Water Fund Capital Reserve	Trust
7	Wellhead Protection	100,000	Water Fund Capital Reserve	Trust
8	Water Pressure Improvements - North End	1,000,000	Water Fund Capital Reserve	Trust
9	Inflow/Infiltration Mitigation	250,000	Sewer Fund Capital Reserve	Trust
	Total	<u>\$2,106,000</u>		

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.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

Note: This resolution requires a public hearing and a 2/3 majority vote according to C6-6 of the charter.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.B.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements Program – Non-Debt Financed Projects**

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 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.B.

Resolution Number: **R – 2010.11.17 – 145**
Resolution Re: **Appropriation For FY2012 Capital Improvements Program – Non-Debt Financed Projects**

RESOLUTION BACKGROUND MATERIAL:

This resolution appropriates reserve trust funds and special revenue funds to finance a portion of the FY12 Capital Improvements Program. In addition, it authorizes the transfer of Reserve Trust Fund moneys.

The following table reflects the amount to be appropriated from the various funds and their projected balances as of 6/30/2011:

Description	Proposed Appropriation	Balance 6/30/2011
Trust Reserve Funds CIP		
General Fund Capital Reserve *	355,000	-
Transportation Improvements	301,000	409,539
Water Capital Reserve	1,200,000	2,202,122
Sewer Capital Reserve	250,000	453,121
<hr/>		
Totals	<u>\$2,106,000</u>	

* The General Fund Capital Reserve will have sufficient funds for the appropriation as a transfer from the General Fund of \$500,000 into the trust is proposed in the CIP FY 2012-2017 to be budgeted during FY2012.