



**CITY OF DOVER**

## CITY COUNCIL – AGENDA

Meeting Type: Special Meeting  
Meeting Location: Media Access Center- McConnell Center  
Meeting Date: **Wednesday, June 6, 2012**  
Meeting Time: **To follow Workshop Session**

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

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

6. **RESOLUTION: FISCAL YEAR 2013 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM**  
SPONSORED BY MAYOR TREFETHEN BY REQUEST
7. ADJOURNMENT



**CITY OF DOVER**

# CITY OF DOVER - RESOLUTION

Agenda Item#: 6.

Resolution Number: **R – 2012.04.18 – 50**  
Resolution Re: Fiscal Year 2013 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on April 11, 2012; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2013, (July 1, 2012 through June 30, 2013);

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 2013, 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:

<b>Fund</b>	<b>Fund Description</b>	<b>Est Revenue</b>	<b>Appropriations</b>	<b>Fund Type</b>
1000	General Fund	88,403,806	88,403,806	General Fund
2100	Community Development Fund	441,742	441,742	Special Revenue
2210	Drug Investigation Fund	190,105	190,105	Special Revenue
2220	Dover Housing Auth Policing	110,255	110,255	Special Revenue
2245	DHHS Assistance Programs	124,936	124,936	Special Revenue
2800	School Cafeteria Fund	1,398,164	1,398,164	Special Revenue
2820	School Dept. of Education Grants	2,715,962	2,715,962	Special Revenue
3207	Public Safety Special Details	287,361	287,361	Special Revenue
3213	Parking Activity Fund	614,320	614,320	Special Revenue
3320	Residential Solid Waste Fund	950,663	950,663	Special Revenue
3381	McConnell Center Fund	825,205	825,205	Special Revenue
3410	Recreation Programs	535,248	535,248	Special Revenue
3455	Library Fines Fund	66,840	66,840	Special Revenue
3500	OPEB Liability Fund	1,313,112	1,313,112	Special Revenue
3810	School Tuition Program Fund	141,500	141,500	Special Revenue
3825	School Alternative Education Fund	868,063	868,063	Special Revenue
3830	School Facilities Fund	137,075	137,075	Special Revenue
5300	Water Fund	4,709,762	4,709,762	Enterprise
5320	Sewer Fund	6,404,327	6,404,327	Enterprise
6100	DoverNet Fund	696,349	696,349	Internal Service
6110	Central Stores Fund	105,154	105,154	Internal Service
6310	Fleet Maintenance Fund	762,282	762,282	Internal Service
6800	Workers Compensation Fund	387,065	387,065	Internal Service
	<b>Totals</b>	<b>112,189,296</b>	<b>112,189,296</b>	



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2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2012 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 \$29,126,018 for City operations, \$42,055,991 for School Department operations, \$9,739,570 for Debt Service and \$7,482,308 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 2012 (Fiscal Year 2013).
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 2013 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2012, the Water and Sewer User Fees will be \$4.36 and \$5.78, respectively.
7. Effective July 1, 2012, 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, 2012, 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, 2012, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2012, 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, 2012, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2012, 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, 2012, 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 FY13-18 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
16. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2013 shall be Citizens Bank and the New Hampshire Public Deposit Investment Pool (NHPDIP). The City Treasurer is authorized to utilize, in addition to Citizens Bank and NHPDIP, other banks located within the City of Dover if deemed most advantageous to the City and in compliance with the City's adopted investment policy.

**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 15<sup>th</sup> prior to the beginning of the next fiscal year.**

**Resolution to be referred to Public Hearings as follows:**

**School Department Budget hearing Wednesday April 25, 2012**

**School Department Budget hearing Wednesday May 16, 2012**

**City Budget hearing Wednesday May 23, 2012**

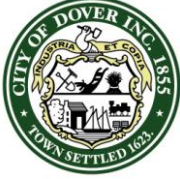
### AUTHORIZATION

Approved as to Funding: Daniel R. Lynch  
Finance Director

Sponsored by: Mayor Dean Trefethen  
By request

Approved as to Legal Form: Allan B. Krans, Sr.  
General Legal Counsel

Recorded by: Karen Lavertu



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City Clerk

### DOCUMENT HISTORY:

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

### DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dean Trefethen		
Deputy Mayor Robert Carrier, At Large		
Councilor Edward Spuler, Ward 1		
Councilor William Garrison, Ward 2		
Councilor Michael Crago, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Michael Weeden, Ward 6		
Councilor Karen Weston, At Large		
Total Votes:		
Resolution does   does not pass.		



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### **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.