



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, June 5, 2013**
Meeting Time: **To immediately 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. **UNFINISHED BUSINESS**
 - A. **FISCAL YEAR 2014 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM**
SPONSORED BY MAYOR TREFETHEN BY REQUEST
7. **NEW BUSINESS – None**
8. **ADJOURNMENT**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2013.04.24 – 33**
Resolution Re: Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on April 10, 2013; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2014, (July 1, 2013 through June 30, 2014);

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 2014, 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	90,866,901	90,866,901	General Fund
2100	Community Development Fund	373,900	373,900	Special Revenue
2210	Drug Investigation Fund	98,654	98,654	Special Revenue
2220	Dover Housing Auth Policing	111,330	111,330	Special Revenue
2245	DHHS Assistance Programs	125,000	125,000	Special Revenue
2800	School Cafeteria Fund	1,521,164	1,521,164	Special Revenue
2820	School Dept. of Education Grants	2,786,174	2,786,174	Special Revenue
2900	School Special Programs Fund	60,000	60,000	Special Revenue
3207	Public Safety Special Details	344,500	344,500	Special Revenue
3213	Parking Activity Fund	561,280	561,280	Special Revenue
3320	Residential Solid Waste Fund	950,663	950,663	Special Revenue
3381	McConnell Center Fund	793,738	793,738	Special Revenue
3410	Recreation Programs	580,723	580,723	Special Revenue
3455	Library Fines Fund	60,852	60,852	Special Revenue
3500	OPEB Liability Fund	1,385,130	1,385,130	Special Revenue
3810	School Tuition Program Fund	147,000	147,000	Special Revenue
3825	School Alternative Education Fund	546,700	546,700	Special Revenue
3830	School Facilities Fund	159,848	159,848	Special Revenue
5300	Water Fund	4,853,514	4,853,514	Enterprise
5320	Sewer Fund	6,707,525	6,707,525	Enterprise
6100	DoverNet Fund	637,770	637,770	Internal Service
6110	Central Stores Fund	105,154	105,154	Internal Service
6310	Fleet Maintenance Fund	787,102	787,102	Internal Service
6800	Workers Compensation Fund	670,772	670,772	Internal Service
	Totals	115,235,394	115,235,394	



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CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2013.04.24 – 33**

Resolution Re: Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2013 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 \$31,063,087 for City operations, \$42,311,411 for School Department operations, \$9,785,929 for Debt Service and \$7,706,474 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 2013 (Fiscal Year 2014).
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 2014 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2013, the Water and Sewer User Fees will be \$4.69 and \$6.48, respectively.
7. Effective July 1, 2013, 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, 2013, 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, 2013, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2013, 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, 2013, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2013, 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, 2013, revenues from the sale of city property are appropriated for their established and intended use.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2013.04.24 – 33**
Resolution Re: Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program

14. Effective July 1, 2013, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
16. In accordance with RSAs 674:8 and 674:21-V(b), the FY14-19 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
17. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2014 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.
18. The sum of \$149,963 collected as Transportation Improvement Fees and currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Transportation Improvement Reserve is hereby appropriated for use by the City of Dover for payments to COAST for Fiscal Year 2014 COAST Bus grant subsidy.
19. The sum of \$200,000 collected for school impact fees by the Dover Planning Department currently held in custody by the City of Dover Board of Trustees of Trust Funds is hereby appropriated for use by the Dover School District for Fiscal Year 2014 Debt Service payments associated with Woodman Park School and Horne Street School expansion projects.

Note: This Resolution requires a two- thirds majority vote to adopt pursuant to Dover Charter C6-3.1, unless school General Fund revenues are increased or school General Fund appropriations are decreased to result in school property tax levy being in compliance with budget limitation tax cap. This Resolution requires an advertised public hearing 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 8, 2013

City Budget hearing Wednesday May 22, 2013



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CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R – 2013.04.24 – 33**
Resolution Re: Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program

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

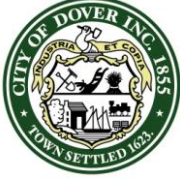
Recorded by: Karen Lavertu
City Clerk

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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Agenda Item#: 7.A.

Resolution Number: **R – 2013.04.24 – 33**

Resolution Re: Fiscal Year 2014 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#: 6.A.

To be Substituted as a Whole

Resolution Number: **R – 2013.06.05 – 33**
Resolution Re: REVISED Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on April 10, 2013; and

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[REVISED 2013 06 05 REVISED FY14 Budget Resolution](#)



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Agenda Item#: 6.A.

Resolution Number: **R – 2013.06.05 – 33**
Resolution Re: **REVISED Fiscal Year 2014 Budget Appropriations, Fees and Capital Improvements Program**

City Budget hearing Wednesday May 22, 2013

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dean Trefethen
By request

Approved for Legal Compliance: Allan B. Krans, Sr.
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk

DL 5/30/13

[Signature] 5/30/13

[Signature] 5/30/13

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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