



CITY OF DOVER

CITY COUNCIL - AGENDA

Meeting Type: **Special Meeting**
Meeting Location: **Council Chambers, City Hall**
Meeting Date: **Wednesday, May 6, 2015**
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. **RESOLUTION: FISCAL YEAR 2016 BUDGET APPROPRIATIONS, FEES AND CAPITAL IMPROVEMENTS PROGRAM**
SPONSORED BY MAYOR WESTON BY REQUEST
7. **NEW BUSINESS**
 - A. **COLLECTIVE BARGAINING AGREEMENT INTERNATIONAL DOVER PROFESSIONAL EMPLOYEES ASSOCIATION**
SPONSORED BY MAYOR WESTON BY REQUEST
8. **ADJOURNMENT**



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2015.03.25 – 29**
Resolution Re: Fiscal Year 2016 Budget Appropriations, Fees and Capital Improvements Program

WHEREAS: The City Manager submitted his budget for next fiscal year to the City Council on March 25, 2015; and

WHEREAS: The City Council, after holding the required public hearings, desires to adopt the budgets of the various funds for Fiscal Year 2016, (July 1, 2015 through June 30, 2016);

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 2016, 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	102,043,895	102,043,895	General Fund
2100	Community Development Fund	360,498	360,498	Special Revenue
2220	Dover Housing Auth Policing	104,813	104,813	Special Revenue
2245	DHHS Assistance Programs	72,196	72,196	Special Revenue
2250	Youth Tobacco & Alcohol Awareness	130,112	130,112	Special Revenue
2800	School Cafeteria Fund	1,625,111	1,625,111	Special Revenue
2820	School Dept. of Education Grants	2,772,300	2,772,300	Special Revenue
2900	School Special Programs Fund	75,000	75,000	Special Revenue
3207	Public Safety Special Details	390,927	390,927	Special Revenue
3213	Parking Activity Fund	672,223	672,223	Special Revenue
3320	Residential Solid Waste Fund	975,284	975,284	Special Revenue
3381	McConnell Center Fund	828,893	828,893	Special Revenue
3410	Recreation Programs	593,649	593,649	Special Revenue
3455	Library Fines Fund	58,052	58,052	Special Revenue
3500	OPEB Liability Fund	1,301,526	1,301,526	Special Revenue
3710	Downtown Dover TIF Fund	643,126	643,126	Special Revenue
3715	Waterfront TIF Fund	150,000	150,000	Special Revenue
3810	School Tuition Program Fund	125,000	125,000	Special Revenue
3825	School Alternative Education Fund	659,368	659,368	Special Revenue
3830	School Facilities Fund	220,053	220,053	Special Revenue
5300	Water Fund	4,866,401	4,866,401	Enterprise
5320	Sewer Fund	7,331,712	7,331,712	Enterprise
6100	DoverNet Fund	795,211	795,211	Internal Service
6110	Central Stores Fund	105,160	105,160	Internal Service
6310	Fleet Maintenance Fund	795,600	795,600	Internal Service
6800	Workers Compensation Fund	670,853	670,853	Internal Service
	Totals	128,366,963	128,366,963	



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2015.03.25 – 29**

Resolution Re: Fiscal Year 2016 Budget Appropriations, Fees and Capital Improvements Program

2. The total amounts set forth in said budgets are hereby appropriated effective July 1, 2015 as provided by law for the departments to perform their functions, transfers to and from reserves and between other funds, and for public purposes not foreign to or incompatible with the mission of the City. General Fund Appropriations include \$34,639,003 for City operations, \$46,687,263 for School Department operations, \$12,450,869 for Debt Service and \$8,266,760 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 2015 (Fiscal Year 2016).
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 2016 .
6. For water consumption per hundred cubic feet (HCF) effective July 1, 2015, the Water and Sewer User Fees will be \$4.77 and \$7.52, respectively.
7. Effective July 1, 2015, 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, 2015, 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, 2015, any new funds represented in the budget are established for the purposes enumerated within the budget.
10. Effective July 1, 2015, 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, 2015, all fees and charges represented within the budget and the associated schedule of fees is adopted.
12. Effective July 1, 2015, the City Manager is authorized to sign all grant applications and any such funding awarded during the fiscal year is appropriated for such purpose. The City Manager, within the parameters of City Charter provision C6-8, is authorized to transfer funds within a department to provide for local match as required by grant awards.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2015.03.25 – 29**

Resolution Re: Fiscal Year 2016 Budget Appropriations, Fees and Capital Improvements Program

13. Effective July 1, 2015, revenues from the sale of city property are appropriated for their established and intended use.
14. Effective July 1, 2015, revenues from the fees collected for Recreation Special Programs are appropriated for their established and intended use.
15. Effective July 1, 2015, the City Manager is authorized during the fiscal year to initiate Recreation Special Programs fee discount promotional events to generate revenue and program participation.
16. The City Financial Policies, as contained within the budget, are reaffirmed and adopted for the coming fiscal year.
17. In accordance with RSAs 674:8 and 674:21-V(b), the FY16-21 Capital Improvements Program, as amended, is hereby reaffirmed and adopted.
18. In accordance with City Charter provision C6-11, the designated depositories for city funds for fiscal year 2016 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 or banks authorized per RSA 48:16 (*City Treasurer Duties*), if deemed most advantageous to the City and in compliance with the City's adopted investment policy.
19. The sum of \$1,044,916 representing budgeted transfers to fund 25% of the OPEB Annual Required Contribution as identified per the City's adopted financial policies is to be transferred to the OPEB Trust.
20. The sum of \$162,823 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 2016 COAST Bus grant subsidy.
21. The sum of \$312,392 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 2016 Debt Service payments associated with Woodman Park School and Horne Street School expansion projects.
22. The sum of \$310,979 currently held in custody by the City of Dover Board of Trustees of Trust Funds in the Parking Capital Reserve is hereby appropriated for use by the City of Dover for Fiscal Year 2016 Debt Service payments associated with Downtown Parking Garage project as budgeted in the Downtown Dover TIF Fund.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2015.03.25 – 29**
Resolution Re: Fiscal Year 2016 Budget Appropriations, Fees and Capital Improvements Program

23. The sum of \$25,000 currently held in custody by the City of Dover Board of Trustees of Trust Funds in the School Information Technology Capital Reserve is hereby appropriated for use by the City of Dover School District for Fiscal Year 2016 Information Technology capital outlay as budgeted in the School District’s General Fund budget.
24. The sum of \$65,000 currently held in custody by the City of Dover Board of Trustees of Trust Funds in the General Fund Capital Reserve is hereby appropriated for use by the City of Dover Fire & Rescue Department for Fiscal Year 2016 purchase of Cascade Air Refill System as budgeted in the City’s General Fund budget.
25. The FY2016 CIP Authorization, adopted by City Council on November 12, 2014, to utilize \$120,000 from the General Fund Capital Reserve for Cardiac Monitor & Defibrillators is hereby rescinded.
26. In accordance with City Charter provision C6-8 *Transfers*, the City Manager is authorized to transfer any unspent balance in Compensated Absences budget line items at fiscal year-end into the City Employee Benefits Capital Reserve.

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, April 8, 2015

City Budget hearing Wednesday, April 22, 2015

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By Request

Approved as to Legal Form and Compliance: Anthony Blenkinsop
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 6.A.

Resolution Number: **R – 2015.03.25 – 29**
Resolution Re: Fiscal Year 2016 Budget Appropriations, Fees and Capital Improvements Program

DOCUMENT HISTORY:

First Reading Date: 03/25/2015	Public Hearing Date: School Department 4/8/2015 City Portion – 4/22/2015
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		

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#: 7.A.

Resolution Number: **R - 2015.05.06 – 046**
Resolution Re: Collective Bargaining Agreement International Dover
Professional Employees Association

WHEREAS: The City of Dover and representatives of the Dover Professional Employees Association, have been involved in negotiations for a collective bargaining agreement to supersede the Agreement which expired on June 30, 2014; and

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

The Council accepts the tentative agreement and the City Manager is hereby directed to execute a three (3) year Collective Bargaining Agreement between the City of Dover and the Dover Professional Employees Association (DPEA).

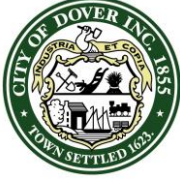
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Karen Weston
By request

Approved as to Legal
Form and Compliance: Anthony Blenkinsop
General Legal Counsel

Recorded by: Karen Lavertu
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

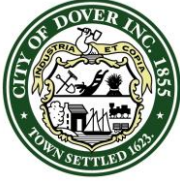
Resolution Number: **R - 2015.05.06 – 046**
Resolution Re: Collective Bargaining Agreement International Dover
Professional Employees Association

DOCUMENT HISTORY:

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

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Karen Weston		
Deputy Mayor Robert Carrier, At Large		
Councilor John O'Connor, Ward 1		
Councilor William Garrison III, Ward 2		
Councilor Deborah Thibodeaux, Ward 3		
Councilor Dorothea Hooper, Ward 4		
Councilor Catherine Cheney, Ward 5		
Councilor Jason Gagnon, Ward 6		
Councilor Anthony McManus, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 7.A.

Resolution Number: **R - 2015.05.06 – 046**
 Resolution Re: Collective Bargaining Agreement International Dover
 Professional Employees Association

RESOLUTION BACKGROUND MATERIAL:

The City participated in negotiations with the Dover Professional Employees Association. Discussions started on November 4th, 2013 bringing the contract to this point.

The summary of costs is as follows:

City of Dover												
Summary of Change - DPEA (Public Works & Recreation Supervisors) Tentative Agreement Cost Summary												
	Wage				Other	Total	Wage &				Change from FY15	
DPEA	Amount	Dental	Medical	Retirement	Fringe	Fringe	Fringe				SQ	
FY2015											39,882	1.93%
Estimate	1,386,664	14,595	428,496	149,344	130,770	723,205	2,109,869					
FY2016											Change from FY15	Change from FY16
											Estimate	SQ
Estimate	1,424,267	13,662	371,625	172,229	130,390	687,906	2,112,173	2,304	0.10%	23,626	1.13%	
FY2017											Change from FY16	Change from FY17
											Estimate	SQ
Estimate	1,465,296	14,211	386,492	177,371	133,203	711,277	2,176,573	64,400	3.05%	64,609	3.06%	
Totals	4,276,227	42,468	1,186,613	498,944	394,363	2,122,388	6,398,615					