COUNCIL COMMITTEE OF THE WHOLE
AGENDA

APRIL 26, 2016 - 6:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

PUBLIC COMMENTS ARE WELCOMED ON ANY ITEM AND WILL BE PERMITTED AT APPROPRIATE TIMES. WHEN POSSIBLE, PLEASE NOTIFY THE CITY CLERK (736-7008 OR E-MAIL AT CITYCLERK@DOVER.DE.US) SHOULD YOU WISH TO BE RECOGNIZED.

SAFETY ADVISORY AND TRANSPORTATION COMMITTEE

(MEETING WILL CONVENE AT 6:00 P.M. AND WILL NOT EXCEED ONE (1) HOUR IN LENGTH)

AGENDA ADDITIONS/DELETIONS

1. **SPEED CONTROL MEASURES - INDEPENDENCE BOULEVARD**

2. **TRAFFIC CONCERNS - PROPOSED INTERCONNECTION BETWEEN THE ARBORS SENIOR GARDEN APARTMENTS AND EMERALD POINTE**

3. **REVIEW OF POSITION DESCRIPTION/REQUIREMENTS - CITY FIRE MARSHAL (INSPECTOR III)**

4. **ADJOURNMENT OF SAFETY ADVISORY AND TRANSPORTATION COMMITTEE MEETING**

UTILITY COMMITTEE

(MEETING WILL CONVENE UPON ADJOURNMENT OF THE SAFETY ADVISORY AND TRANSPORTATION COMMITTEE MEETING AND WILL NOT EXCEED 45 MINUTES IN LENGTH)

AGENDA ADDITIONS/DELETIONS

1. **DEDICATION OF RIGHTS-OF-WAY AND PUBLIC INFRASTRUCTURE - TRIBBITT STREET EXTENSION AND SOUTHERN PORTION OF DOVER HIGH DRIVE (LEANDER LAKES)**
   (STAFF RECOMMENDS ACCEPTANCE OF THE DEDICATION OF RIGHTS-OF-WAY AND PUBLIC INFRASTRUCTURE, TO INCLUDE ALL OF THE REFERENCED PUBLIC IMPROVEMENTS, AS WELL AS THEIR CONSTRUCTION VALUES)

2. **ANNUAL ENGINEERING CONSULTANT'S REPORT ON THE OPERATION AND MAINTENANCE OF THE ELECTRIC SYSTEM - FISCAL YEAR 2015**
   (STAFF RECOMMENDS ACCEPTANCE OF THE REPORT)

3. **TEA/NAES REPORTS (JANUARY AND FEBRUARY)**
   (STAFF RECOMMENDS ACCEPTANCE OF THE REPORTS)

UTILITY COMMITTEE (CONTINUED)

4. **GARRISON OAK TECHNICAL PARK PROJECT UPDATES**
   (COMMITTEE ACTION NOT REQUIRED ON THE BELOW ITEMS)
   - **A. CITY INFRASTRUCTURE**
   - **B. CALPINE ENERGY CENTER**
   - **C. DOVER SUN PARK**

5. **ADJOURNMENT OF UTILITY COMMITTEE MEETING**

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

(MEETING WILL CONVENE UPON ADJOURNMENT OF THE UTILITY COMMITTEE MEETING AND WILL NOT EXCEED 45 MINUTES IN LENGTH)

AGENDA ADDITIONS/DELETIONS

1. **UPDATES**
   - **A. TRANSFER OF REAL PROPERTY FROM DELAWARE CIVIC CENTER CORPORATION TO DELAWARE STATE UNIVERSITY** (DURING THEIR MEETING OF AUGUST 24, 2015, THE COMMITTEE RECOMMENDED CONTINUED CONVERSATION AND INFORMATION GATHERING FROM DELAWARE STATE UNIVERSITY (DSU), AS WELL AS THE CITY MANAGER, AND FOR DSU TO COME BACK AT THE FIRST MEETING IN OCTOBER AND GIVE ANOTHER PRESENTATION IN REGARD TO HOW THEY COULD ECONOMICALLY BENEFIT BOTH THE CITY AND DSU. ON OCTOBER 12, 2015 THE CITY MANAGER PROVIDED A STATUS REPORT ON THE REQUEST.)
   - **B. OVERGROWTH OF BAMBOO - RODNEY ROAD**

2. **DOWNTOWN DOVER BUSINESS IMPROVEMENT DISTRICT (BID) BUDGET AND ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017**
   (STAFF RECOMMENDS APPROVAL OF THE PROPOSED BUDGET AND ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017, AS PRESENTED)

3. **PROPOSED ORDINANCE #2016-10 AMENDING CHAPTER 2 - ADMINISTRATION, ARTICLE IV - OFFICERS AND EMPLOYEES, DIVISION 8 - DEFERRED COMPENSATION PLAN (SPONSORS: COLE AND KOENIG)** (DEFERRED BY COMMITTEE ON MARCH 29, 2016 FOR FURTHER DISCUSSION)
   (STAFF RECOMMENDS ADOPTION OF THE PROPOSED ORDINANCE)

4. **EVALUATION OF TRIAL PERIOD FOR COUNCIL COMMITTEE OF THE WHOLE MEETINGS (COUNCIL RESOLUTION NO. 2015-16)**

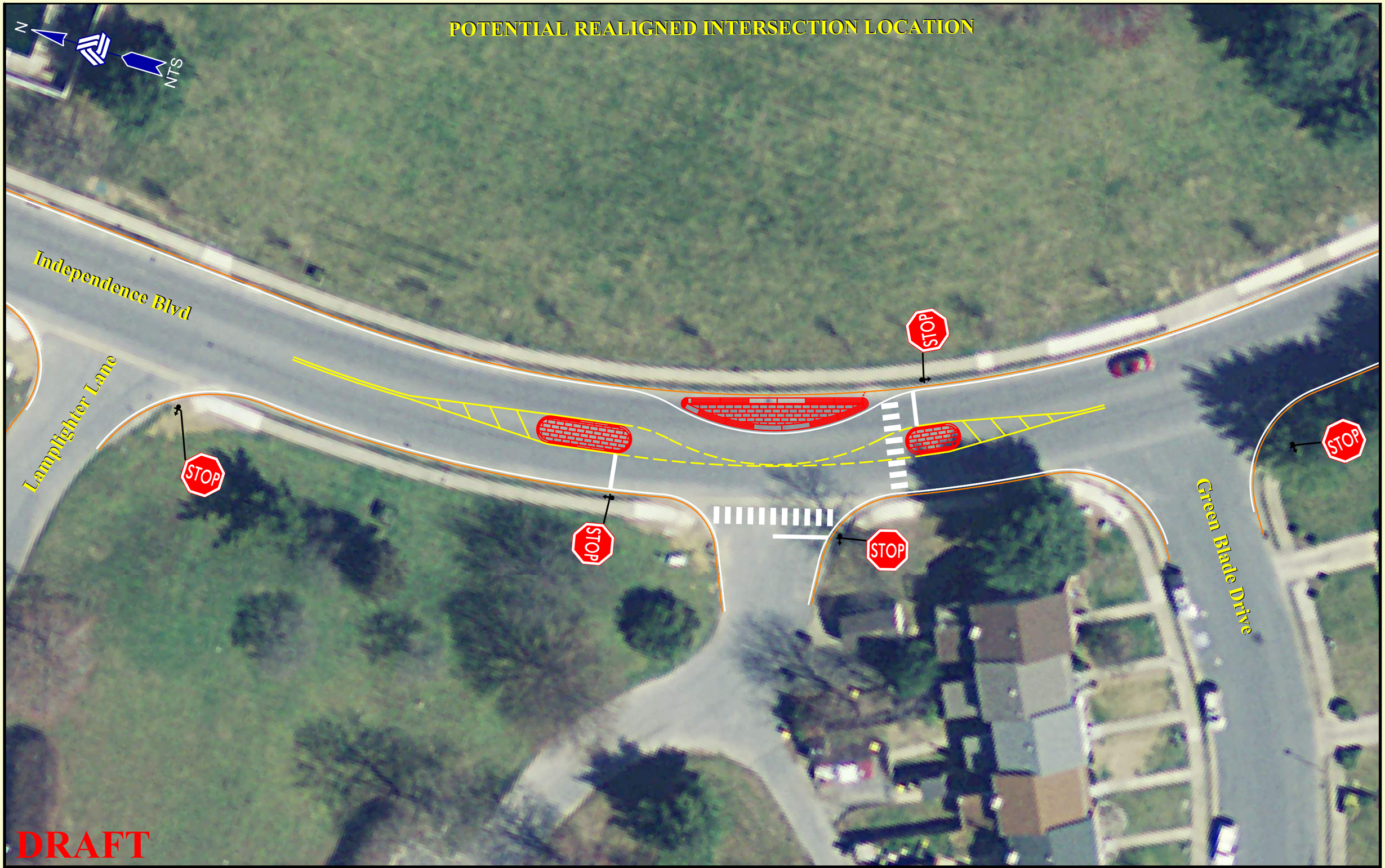
5. **ADJOURNMENT OF LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE MEETING**

ADJOURNMENT OF COUNCIL COMMITTEE OF THE WHOLE MEETING

/TM
S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\COMMITTEE-AGENDAS\2016\04-26-2016 CCW.WPD

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(E)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING.

POTENTIAL REALIGNED INTERSECTION LOCATION



DRAFT

DELAWARE DEPARTMENT OF TRANSPORTATION	The alternatives shown on this map are for conceptual purposes only and are not intended for construction.	PREPARED BY: RUMMEL, KLEPPER & KAHL, LLP 110 S. POPLAR STREET, SUITE 102 WILMINGTON, DE 19801 RK&K	NOTE 1: NOT TO SCALE NOTE 2: EXACT DIMENSIONS WILL NOT BE DETERMINED UNTIL FINAL DESIGN	DATE 1/8/2016 COUNTY KENT	DRAWN BY: GBP CHECKED BY:	**Independence Boulevard Traffic Calming**	**Independence Blvd - Realigned Intersection** FIGURE 1

N

NTS

Colony Drive

YIELD

YIELD

YIELD

YIELD

Independence Blvd

Green Blade Drive

DRAFT

DELAWARE
DEPARTMENT OF TRANSPORTATION

The alternatives shown on this map are for conceptual purposes only and are not intended for construction.

PREPARED BY:
RUMMEL, KLEPPER & KAHL, LLP
110 S. POPLAR STREET, SUITE 102
WILMINGTON, DE 19801

RK&K

NOTE 1: NOT TO SCALE
NOTE 2: EXACT DIMENSIONS WILL NOT BE DETERMINED UNTIL FINAL DESIGN

DATE: 1/8/2016

DRAWN BY: GBP

COUNTY: KENT

CHECKED BY:

Independence Boulevard Traffic Calming

Independence Blvd/ Colony Drive - Mini Roundabout

FIGURE 1

CITY OF DOVER
POSITION DESCRIPTION

TITLE: INSPECTOR III

FLSA: Exempt

GENERAL DESCRIPTION

The essential function of the position within the organization is to perform and oversee inspections for code compliance. The position is responsible for supervising staff, planning, training, performing inspections, reviewing plans, code compliance, permits, licenses, and reporting. The position works independently, reporting major activities through periodic meetings.

PRIMARY DUTIES: *This list represents the essential tasks performed by the position. Employees may be assigned additional duties by management as required.*

Supervises staff, including selecting or recommending selection, training, assigning and evaluating work, counseling, disciplining, and terminating or recommending termination.

Performs review of commercial and residential building plans to ensure compliance with applicable codes and ordinances.

Performs field inspections on buildings and such systems as fire protection, plumbing, and HVAC for code/ordinance compliance.

Performs periodic review of permits and licenses to ensure currency of same.

Reviews sprinkler system and fire protection plans; performs testing of fire systems; conducts fire investigations.

Interacts with the general public, architects, and engineers to provide code-related information regarding such matters as zoning, licensing, fire protection, or building construction, and to assist with resolution of issues/complaints.

Sets up and maintains record system; processes daily paperwork including follow-up and other reports, memos, and personnel information; prepares correspondence as required.

Gathers and maintains information/data to support periodic and special reports documenting activities for area of responsibility.

Stays abreast of changes in codes and ordinances affecting area of responsibility and educates staff in same.

Oversees and assists with maintenance of equipment of responsibility.

Attends or conducts meetings with staff, architects, engineers, the general public, and other professionals to exchange information; attends technical or professional classes, seminars, or conferences to improve technical or professional skills.

INSPECTOR III

DATA RESPONSIBILITY: *Data refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.*

Coordinates or determines time, place, or sequence of operations or activities based on analysis of data and possibly executes determinations or reports on events.

PEOPLE RESPONSIBILITY: *People refers to individuals who have contact with or are influenced by the position.*

Persuades or influences others in favor of a service, course of action, or point of view; enforces laws, rules, regulations, codes, and ordinances.

INVOLVEMENT WITH THINGS: *Things refers to inanimate objects such as substances, materials, machines, tools, equipment, work aids, or products. A thing is tangible and has shape, form, and other physical characteristics.*

Leads or handles machines, tools, equipment, or work aids involving some latitude for judgment regarding attainment of standard or in selecting appropriate items, such as computers, faxes or other office equipment, vehicles, or cameras and video equipment.

ASSETS RESPONSIBILITY: *Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.*

Requires some responsibility for achieving minor economies and/or preventing minor losses through the handling of or accounting for equipment, materials, or supplies.

SAFETY OF OTHERS: *Safety of others refers to the responsibility for other people's safety, either inherent in the job or to assure the safety of the general public.*

Requires considerable responsibility for the mid-level management of the provision of continuous enforcement of the laws and standards of public health and safety.

MATHEMATICAL REQUIREMENTS: *Mathematics deals with quantities, magnitudes, and forms and their relationships and attributes by the use of numbers and symbols.*

Uses practical application of fractions, percentages, ratios and proportions, measurements, or logarithms; may use algebraic solutions of equations and equalities, deductive geometry, and/or descriptive statistics.

COMMUNICATIONS REQUIREMENTS: *Communications involves the ability to read, write, and speak.*

Reads technical instructions, charts, and/or procedures manuals; composes routine reports and completes job forms; speaks compound sentences using standard grammar.

COMPLEXITY OF WORK: *Complexity of work addresses the analysis, initiative, ingenuity, creativity, and concentration required by the position and the presence of any unusual pressures.*

Performs skilled work involving rules/systems with almost constant problem solving; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.

IMPACT OF DECISIONS: *Impact of decisions refers to consequences such as damage to property, loss of data or property, exposure of the organization to legal liability, or injury or death to individuals.*

Makes decisions with serious impact - affects most units in organization, and may affect citizens; probability of loss of life and/or damage are likely.

EDUCATION AND EXPERIENCE REQUIREMENTS

EDUCATION REQUIREMENTS: *Education requirements refers to job specific training and education required for entry into the position.*

Requires associate's degree or the equivalent of two years of college or vocational school education in construction, architecture, engineering, fire science, or a closely related field.

LICENSES, CERTIFICATIONS, AND REGISTRATIONS REQUIRED: *Licenses, certifications, and registrations refers to professional, state, or federal licenses, certifications, or registrations required to enter the position.*

Requires valid Delaware Driver's License, and job-specific certification.
Requires national certification (BOCA, ICC or equivalent) in at least one of the following major areas of responsibility: Basic building code; plumbing code; mechanical systems; fire protection systems; property maintenance.

EXPERIENCE REQUIREMENTS: *Experience refers to the amount of work experience that is required for entry into the position that would result in reasonable expectation that the person can perform the tasks required by the position.*

Requires four years of related experience.

AMERICANS WITH DISABILITIES REQUIREMENTS

PHYSICAL DEMANDS: *Physical demands refers to the requirements for physical exertion and coordination of limb and body movement.*

Requires light work involving standing or walking some of the time, exerting up to 20 pounds of force on a regular basis, and moderate dexterity in operating machinery, tools, or office equipment.

UNAVOIDABLE HAZARDS: *Unavoidable hazards refers to unusual conditions in the work environment that may cause illness or injury.*

The position is exposed to extreme heat or cold, wet/humid conditions, bright or dim lights, dust/pollen, fumes or noxious odors, heights, violence, traffic, and explosives.

SENSORY (ADA) REQUIREMENTS: *Sensory requirements refers to hearing, sight, touch, taste, and smell necessary to perform the tasks required by the position efficiently.*

The position requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

The City of Dover is an Equal Opportunity Employer. ADA requires the City to provide adequate accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

ACTION FORM

PROCEEDING: Utility Committee	**AGENDA ITEM**:
DEPARTMENT OF ORIGIN: Public Works	**DATE SUBMITTED**: 4/14/16
PREPARED BY: Sharon J. Duca, P.E., Public Works Director / City Engineer	
SUBJECT: Dedication of Rights-of-Way and Public Infrastructure – Tribbitt Street Extension and Dover High Drive	
REFERENCE: N/A	
RELATED PROJECT: N/A	
APPROVALS: City Manager	
EXHIBITS: Attachment A – List of Public Improvements to be accepted by the City of Dover Attachment B – Map	
EXPENDITURE REQUIRED: $ N/A	**AMOUNT BUDGETED**: $ N/A
FUNDING SOURCE (Dept./Page in CIP & Budget): N/A	
TIMETABLE: All infrastructure improvements will become the responsibility of the City of Dover upon action by City Council.	
RECOMMENDED ACTION: Acceptance of dedication of rights-of-way and public infrastructure of the Tribbitt Street Extension and southern portion of Dover High Drive. The dedication is to include all of the referenced public improvements in Attachment A as well as their construction values.	

BACKGROUND AND ANALYSIS

As part of the approved plans of the new Dover High School and Leander Lakes Apartments, a road connection was required to the Village of Cannon Mill, specifically Tribbitt Street. This improvement would guarantee both vehicular and pedestrian interconnection from the development to the new Dover High School.

The City of Dover Department of Public Works requests that all public infrastructure improvements related to the Tribbitt Street Extension and southern portion of Dover High Drive (see Attachment B for extents) be dedicated to the City of Dover for permanent ownership and maintenance. Attachment A outlines all of the public improvements associated with the construction. The total construction value of the public improvements is $335,368. Dixie Construction has completed construction of the improvements in accordance with City standards and specifications. After construction was completed, City staff inspected the public improvements and developed a list of repairs to be made to meet the City of Dover Standards and Specifications for Public Works Construction. As of this date, all work required by the Public Works Director has been completed. A one (1) year Maintenance Agreement and a Release of Liabilities will be submitted as part of the dedication process.

DEDICATION OF RIGHTS-OF-WAY AND PUBLIC INFRASTRUCTURE
TRIBBITT STREET EXTENSION AND DOVER HIGH DRIVE

ATTACHMENT A

The following is a list of all public improvements which are to be accepted by the City of Dover:

Water Utility Infrastructure (Construction Value = $44,955):

10" Ductile Iron (Class 52 Cement Lined) Water Main	-	789 l.f.
10" Gate Valve	-	1 ea.

Storm Water Infrastructure (Construction Value = $80,400):

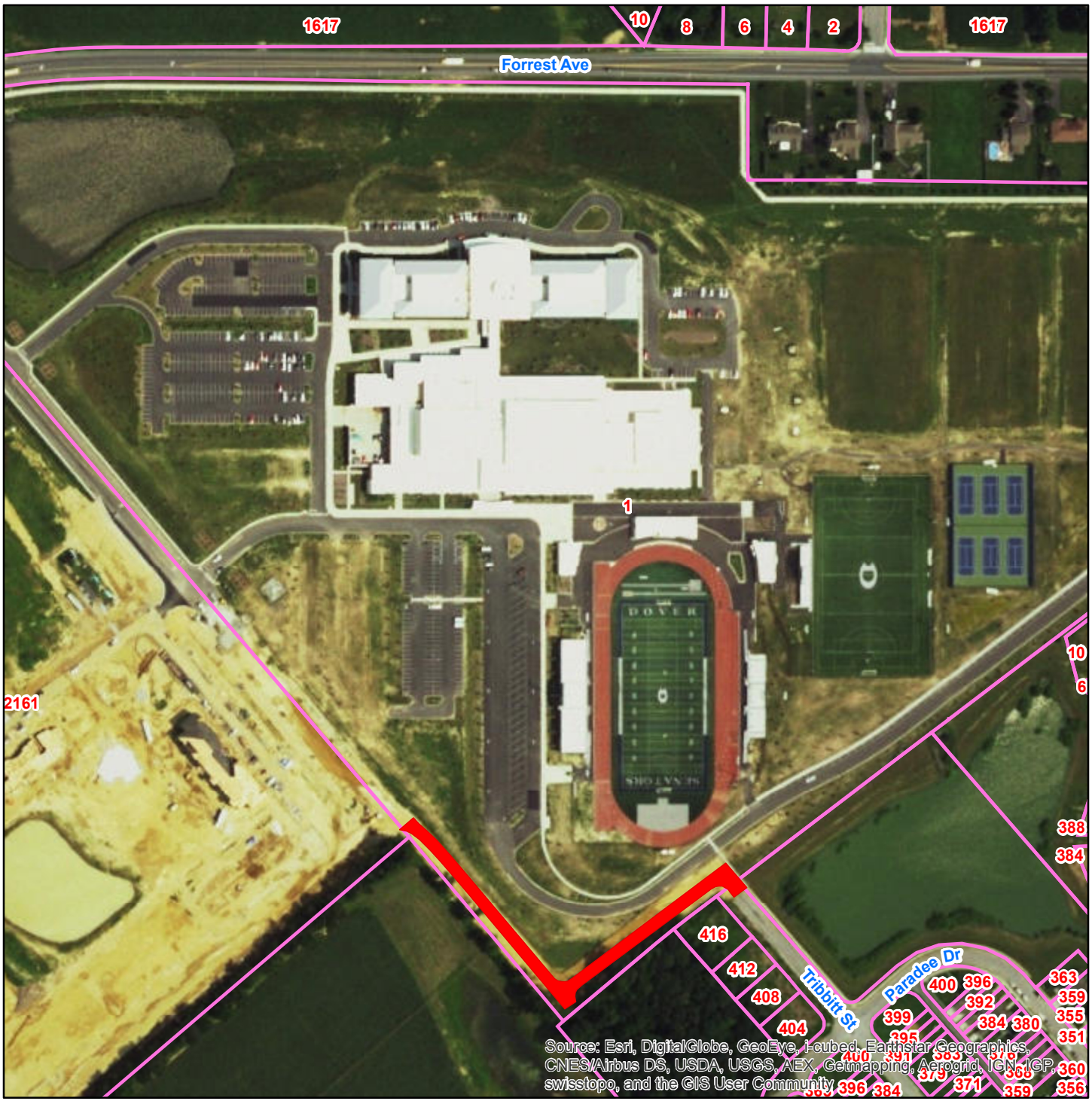
Catch Basins	-	12 ea.
4' Diameter Storm Sewer Manholes	-	1 ea. (6 v.f.)
15" Type III Reinforced Concrete Pipe	-	197 l.f.
14" x 23" Elliptical Type III Reinforced Concrete Pipe	-	176 l.f.
19" x 30" Elliptical Type III Reinforced Concrete Pipe	-	127 l.f.
22" x 34" Elliptical Type III Reinforced Concrete Pipe	-	142 l.f.
24" x 38" Elliptical Type III Reinforced Concrete Pipe	-	126 l.f.
34" x 53" Elliptical Type III Reinforced Concrete Pipe	-	101 l.f.

Street Infrastructure (0.1780 miles) (Construction Value = $210,013):

Tribbitt Street Extension	Station 11+00 to Station 15+40	440 l.f.
Dover High Drive	Station 17+50 to Station 22+50	500 l.f.
		940 l.f.

Attachment B

Tribbitt Street Extension and Dover High Drive



0 125 250 500 Feet

N

Date Printed: April 15, 2016
File: m:\gis_data\projects\tech_mxds
\jason_lyon_maps\caf_maps
\caf_tribbitt_st_ext_and_dover_high_dr
Department: Public Works GIS
City of Dover, Delaware

Legend

Name

Area to be Dedicated

Dover Parcels

BURNS McDONNELL

Engineering Consultant's Report

on the
Operation and Maintenance
of the Electric System
Fiscal Year 2015

City of Dover, Delaware

Project No. 89923

4/15/2016

Engineering Consultant's Report

prepared for

City of Dover, Delaware
Dover, Delaware

Project No. 89923

4/15/2016

prepared by

Burns & McDonnell Engineering Company, Inc.
Kansas City, Missouri

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BURNS McDONNELL

April 15, 2016

Ms. Donna S. Mitchell, CPA
Controller/Treasurer
City of Dover
5 East Reed Street
Weyandt Hall, Suite 300
Dover, Delaware 19901

Re: Engineering Consultant's Report
Project No. 89923

Dear Ms. Mitchell:

In compliance with the requirements of Section 705 and Section 504 of the City of Dover, Delaware Resolution Authorizing and Securing Electric Revenue Bonds, adopted December 23, 1985 (Resolution), Burns & McDonnell presents this Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System for the fiscal year ended 2015. This report summarizes our review and assessment of the City of Dover's (City) Electric System, its existing retail electric rates, its insurance coverage in effect, and its reserve funds. Financial, statistical, and operating data used in preparing the report were initially reported in the City's annual financial statements and accounting records. Additional information was furnished by City and Electric Division staff.

In the preparation of this Engineering Consultant's Report, Burns & McDonnell completed assessments of the electric generating stations and the transmission and distribution system of the City's Electric Division. Assessments involved interviews, observations, and review of fiscal year 2015 expenditures and fiscal year 2016 budgets. In addition, an analysis of the balances of the Improvement and Extension Fund as well as other funds supporting the Electric Division was performed. Burns & McDonnell also reviewed the adequacy of revenues provided by current retail rates in relation to the requirements of the Resolution. Finally, a high-level assessment of the City's insurance coverage related to the Electric Division was completed.

Based on these reviews and assessments, it is the opinion of Burns & McDonnell that the Electric System is being operated and maintained, including replacements and upgrades as appropriate, in a manner that is consistent with current electric utility practices. In addition, the current retail rates have provided sufficient revenues to satisfy the debt service coverage requirement in the Resolution. Further, it is the opinion of Burns & McDonnell that the balances in the various reserve funds maintained by the City for the Electric Division are sufficient for their intended purposes.

We appreciate the cooperation and assistance provided by the City and the Electric Division staff in the preparation of this report. We will be happy to discuss the report with you at your convenience.

Sincerely,

Burns & McDonnell



Ted J. Kelly
Principal & Senior Project Manager
Business & Technology Services

TJK/sg

9400 Ward Parkway \ Kansas City, MO 64114
O 816-333-9400 \ F 816-333-3690 \ burnsmcd.com

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LIST OF ABBREVIATIONS

Abbreviation	Term/Phrase/Name
Burns & McDonnell	Burns & McDonnell Engineering Company, Inc.
City	City of Dover, Delaware
DCS	distributed control system
EDQP	Employee Development and Qualification Program
EIA	U.S. Energy Information Administration
FY	Fiscal Year
GWh	gigawatt-hour
I&E Fund	Electric Improvement & Extension Fund
kV	kilovolt
kW	kilowatt
kWh	kilowatt-hour
LAN	local area network
McKee Run	McKee Run Generating Station
MW	megawatt
MWh	megawatt-hour
NAES	North American Energy Services Corporation
NERC	North American Electric Reliability Corporation
NRG	NRG Energy Center
Ohm	standard unit of electrical resistance
PJM	Pennsylvania New Jersey Maryland Interconnection
Report	2014 Engineering Consultant's Report on the Operation and Maintenance of the Electric System
Resolution	Resolution Authorizing and Securing Electric Revenue Bonds, adopted December 23, 1985

VanSant	VanSant Generating Station
TEA	The Energy Authority, Inc.

STATEMENT OF LIMITATIONS

In preparation of the Annual Engineering Consultant's Report on the Operation and Maintenance of the Electric System for the fiscal year ended 2015 (the Report), Burns & McDonnell relied upon information provided by the City of Dover, Delaware (the City). The information included various analyses, computer-generated information and reports, audited financial reports, and other financial and statistical information, as well as other documents such as operating budgets and current retail electric rate schedules. While Burns & McDonnell has no reason to believe that the information provided, and upon which Burns & McDonnell has relied, is inaccurate or incomplete in any material respect, Burns & McDonnell has not independently verified such information and cannot guarantee its accuracy or completeness. In addition, Burns & McDonnell has used the information provided to make certain assumptions with respect to conditions that may exist in the future. While Burns & McDonnell believes the assumptions made are reasonable for the purposes of the Report, it makes no representation that the conditions assumed will occur.

1.0 – EXECUTIVE SUMMARY

1.0 EXECUTIVE SUMMARY

1.1 Introduction

The Fiscal Year 2015 Engineering Consultant's Report on the Operation and Maintenance of the Electric System (Report) has been prepared in compliance with the requirements of the City of Dover, Delaware Resolution Authorizing and Securing Electric Revenue Bonds, adopted December 23, 1985 (Resolution). Burns & McDonnell was retained as the Engineering Consultant by the City of Dover, Delaware (City) to complete an inspection of the Electric System and prepare a report on findings. The Resolution requires that the Engineering Consultant complete the following:

> *"The City covenants that it will cause the Engineering Consultants employed under the provisions of Section 705 of this Resolution . . . to make an inspection of the Electric System at least once each fiscal year and . . . to submit to the City Manager a report setting forth (a) their findings whether the properties of the Electric System have been maintained in good repair, working order and condition and whether they have been operated efficiently and economically and (b) their recommendation as to*
>
> *(i) the proper maintenance, repair and condition of the Electric System during the ensuing fiscal year and an estimate of the appropriations which should be made for such purposes,*
>
> *(ii) the insurance to be carried under the provisions of Article VII of this Resolution,*
>
> *(iii) the amount that should be deposited during the ensuing fiscal year to the credit of the Improvement and Extension Fund for the purposes set forth in Section 510 of this Article,*
>
> *(iv) the extensions, improvements, renewals and replacements which should be made during the ensuing fiscal year, and*
>
> *(v) any necessary or advisable revisions of the electric rates."*

This is the twelfth annual Engineering Consultant's Report prepared for the City by Burns & McDonnell.

1.2 Electric System Overview and Assessment

The Electric Division served a monthly average of 24,161 accounts in fiscal year (FY) 2015, approximately 20,070 of which were residential customers. Five of the Electric Division customers take service from the 69-kV transmission system. These customers include the Dover Air Force Base, Kraft, Proctor & Gamble, White Oak Solar and NRG Energy Center (NRG). NRG is an exempt wholesale

generator that sells power that must be transmitted through the City's transmission system to third party purchasers. When the NRG plant is not operational, the Electric Division provides power for the plant site.

1.2.1 General Plant

General plant facilities consist primarily of Electric Division administrative and operations facilities and pollution control related equipment on McKee Run Generating Station (McKee Run) and VanSant Generating Station (VanSant). Other types of general plant include office furniture and equipment, transportation and power-operated equipment, and communication equipment.

Effective July 1, 2011, the City entered into an Energy Management Agreement with The Energy Authority, Inc. (TEA) to assist the City with its energy procurement, energy sale, purchase of fuels, establishment and management of risk policies, and the development and management of hedging protocols and related energy procurement challenges. Headquartered in Jacksonville, Florida, TEA is a non-profit energy manager owned by seven public utility systems operating across the nation.

1.2.2 Production Plant

The City owns two generating plants, the McKee Run and VanSant generating stations. McKee Run consists of three steam turbine generating units with a total combined capacity of 136 megawatts (MW). VanSant is a 39 MW simple-cycle combustion turbine unit. NAES Corporation operates the generating plants. The agreement between the City and NAES Corporation has been in effect since July 1, 2006. The various systems and components of the generating plants reviewed by the Engineering Consultant are listed below:

Major Equipment

- Steam turbines/generators
- Boilers and auxiliaries
- Station cooling water systems
- Fuel handling systems
- Water treatment systems
- Station electrical systems
- Station control systems
- General facilities

Management and Organization

- Safety
- Training
- Staffing

Based on statements and information provided by the City, as well as the observations and reviews performed, it is the Engineering Consultant's opinion that the City's power generation facilities are being operated and maintained consistent with generally accepted electric utility practice in the United States. In general, the performance, operation, maintenance, staff, planning, and training aspects for the McKee Run and VanSant were found to be above average. Specifically, the generation facilities have demonstrated a high level of availability despite the dispatching of the units primarily for peak demand.

1.2.3 Transmission and Distribution Plant

The transmission and distribution network includes 44 miles of overhead transmission lines, 0.12 miles of underground transmission lines, 190 miles of overhead distribution lines and 271 miles of underground distribution lines. Five Electric Division customers take service off of the 69-kV transmission system. The following list includes areas of the transmission and distribution system that were considered and reviewed.

- System reliability
- Power quality
- Operations and maintenance
- Design standards and specifications
- Transmission and distribution improvements

It is the Engineering Consultant's opinion that the design, construction, operation, and maintenance of the City's electric transmission and distribution system and the associated facilities are consistent with current generally accepted electric utility standards. In recent years, the City has made appropriate upgrades and improvements which the Engineering Consultant has observed while conducting the reviews and assessments to complete the annual reports.

1.3 Financial Overview and Assessment

The level of revenues required from the retail electric rates for the Electric Division were determined through the analysis of the financial results and net income or net margins for FY 2015. The Resolution requires that the Electric Division maintain a debt service coverage ratio of 1.25.

Customers of the Electric Division of the City were charged for the electric service they received based on the City's rate schedules and contracts that were in place in FY 2015. A comprehensive cost-of-service and rate design study was completed in 2006 and subsequent rate analyses were completed in 2007, 2008, 2012, 2013, and 2015 to examine revenue requirements and revenue generation. Specifically, the 2006 rate study was conducted to address increased costs associated with a new power supply contract that became effective on July 1, 2006. The rate study recommended combining a number of rate classes and implementing rate increases on July 1, 2006. The 2006 rate study also recommended an additional increase be implemented on January 1, 2007 to cover increased costs associated with operating the generating station. The 2007 and 2008 rate analyses re-examined Electric Division revenues and expenses and recognized additional revisions to power supply costs. As a result of these analyses, additional rate increases were implemented on July 1, 2007, July 1, 2008, and July 2012. The July 2013 rate adjustments established the rate schedules utilized by the Electric Division today.

Total energy sales decreased from 720.8 GWh in FY 2014 to 715 GWh in FY 2015, a decrease of 0.82 percent. Total revenue from sales to electric customers in FY 2015 was $78.34 million, representing an increase of $0.15 million from FY 2014. In FY 2015, the average revenue per kWh for residential customers was 12.62 cents and the system-wide average price was 10.96 cents per kWh.

The Electric Division's largest cost in providing electric service to its customers is the wholesale cost of power purchased from the Pennsylvania New Jersey Maryland Interconnection (PJM) marketplace through its energy manager, TEA. From FY 2014 to FY 2015, the cost of power decreased from $57.2 million to $50 million. Net income loss of $2.3 million in FY 2014 turned to a positive net income of $2.6 million in FY 2015. The net income increase in FY 2015 was due to a decrease in power supply costs while all other expenses stayed relatively constant.

Following is an excerpt from Section 502(c) of the Resolution.

> *"(c) The total amount of the Revenues of the Electric System during the preceding fiscal year shall have been not less than the total of the following:*
>
> *The Current Expenses of the Electric System during the current fiscal years shown by the Annual Budget . . . for such fiscal year, and*
>
> *One hundred twenty-five percent (125%) of the maximum amount of the Principal and Interest Requirements for any fiscal year thereafter on account of all bonds then Outstanding under the provisions of this Resolution."*

The Resolution requires that annual revenues of the Electric Division be no less than the total current expenses plus 125 percent of the greatest remaining annual debt service. The Electric Division achieved debt service coverage ratios for FY 2013, FY 2014, and FY 2015 of 6.56, 3.25, and 5.42, respectively. Therefore, the revenues generated by the current electric rates have been sufficient to meet the applicable covenant of the Resolution.

The City maintains a comprehensive insurance program to cover varying types of liabilities, as well as significant losses related to various Electric Division properties. It is the opinion of Burns & McDonnell as Engineering Consultant, and not as insurance counselor, the insurance in full force and affect appears to satisfy the requirements of Section 706 of the Resolution.

The City established the Electric Revenue Fund and the Electric Improvement & Extension (I&E) Fund to make money available for specific purposes when they are needed. The following is a list of these funds' respective cash accounts:

Electric Revenue Fund

- Insurance Reserve Account
- Contingency Reserve Account
- Electric Rate Stabilization Reserve Account
- Interest and Sinking Account

Electric Improvement and Extension Fund

- Depreciation Reserve Account
- Future Capacity Reserve Account

The Engineering Consultant reviewed activity information on the accounts listed above and found that the balances in those accounts as of June 30, 2015, were consistent with the required or target balances.

1.4 Conclusions

Based on the reviews and assessments completed, it is the opinion of Burns & McDonnell that:

1. The City's power generation facilities are being operated and maintained consistent with generally accepted electric utility practice in the United States.
2. The design, construction, operation, and maintenance of the City's electric transmission and distribution system and the associated facilities are consistent with current generally accepted

electric utility standards and over the past few years, the system has been upgraded in order to improve operation and service to customers.

3. The Electric Division capital projects included in the City's Capital Investment Plan and the FY 2016 Operating Budget are necessary and should provide improved reliability and power quality for the Electric System.
4. The cash balances as of June 30, 2015 for the various accounts maintained by the City for the Electric Division appear to be sufficient for their defined purposes.
5. The insurance coverage for the assets of the Electric Divison is maintained by the City, is in full effect, and appears to satisfy the requirements of Section 706 of the Resolution.
6. The electric revenues generated by the City's current retail rates are more than sufficient to fulfill the debt service coverage requirement (125 percent of current expenses) defined in Section 502(c) of the Resolution.

2.0 – INTRODUCTION

2.0 INTRODUCTION

The City of Dover, Delaware (City) operates a municipally-owned electric utility system that served 23,350 customers, excluding lighting, within the City and surrounding areas at the end of fiscal year (FY) 2015. The 68 square-mile service area of the electric utility is located in central Delaware; with the City itself located approximately 70 miles south of Philadelphia, Pennsylvania.

2.1 Purpose of Report

This FY 2015 Annual Engineering Consultant's Report (Report) has been prepared in compliance with the requirements adopted December 23, 1985 of the City of Dover Electric Bond Resolution (Resolution). Burns & McDonnell was retained by the City as the Engineering Consultant defined in Section 705 of the Resolution, as follows.

> *"The City covenants that it will, for the purpose of performing and carrying out the duties imposed on the Engineering Consultants under the provisions of this Resolution, employ an independent engineer or engineering firm or corporation having a nationwide and favorable repute for skill and experience in such work."*

The required scope of the Report is described in Section 504 of the Resolution, as follows.

> *"The City covenants that it will cause the Engineering Consultants employed under the provisions of Section 705 of this Resolution . . . to make an inspection of the Electric System at least once each fiscal year and . . . to submit to the City Manager a report setting forth (a) their findings whether the properties of the Electric System have been maintained in good repair, working order and condition and whether they have been operated efficiently and economically and (b) their recommendation as to*
>
> *(vi) the proper maintenance, repair and condition of the Electric System during the ensuing fiscal year and a estimate of the appropriations which should be made for such purposes,*
>
> *(vii) the insurance to be carried under the provisions of Article VII of this Resolution,*
>
> *(viii) the amount that should be deposited during the ensuing fiscal year to the credit of the Improvement and Extension Fund for the purposes set forth in Section 510 of this Article,*
>
> *(ix) the extensions, improvements, renewals and replacements which should be made during the ensuing fiscal year, and*

(x) any necessary or advisable revisions of the electric rates."

2.2 Organization

The Electric Utility Director is responsible for the overall management of the Electric Utility Division. Mr. Harry Maloney is the current Electric Utility Director for the Electric Division. The Electric Director oversees the day-to-day operations of the Electric Division and manages the Division's staff. The Director also provides oversight of the production plant budget, monitors the contracts of the energy coordinator and the power generation operator/manager, and is responsible for North American Energy Services Corporation (NAES Corporation) contracts and oversight. The Electric Division is organized into four separate operating sections. Descriptions of the current Electric Division sections are provided below.

Administration Section – Administration provides the overall management of the Electric Division's Engineering and Transmission & Distribution Sections. This section performs all planning and budgeting, monitors all construction projects, administers all power supply and generating station operations agreements, and coordinates with customer service and public relations for the Electric Division.

Electric Engineering Section – Electric Engineering provides design, specifications, construction management, and project inspection for all capital investment projects of the Electric Division. This section also develops and maintains maps, plans, and specifications, as well as engineering standards for construction and maintenance of the Electric System.

The group formerly known as the System Operations Section has been reorganized as part of the Electric Engineering Section. This group is responsible for the operation of a 24/7 system operations control center and is comprised of the System Operators Crew Leader and the Operators.

Transmission & Distribution Section – Transmission & Distribution constructs, operates, and maintains the overhead and underground electric systems and fiber optic communication facilities. This section installs and maintains all electric metering, as well as street and security lighting. This section also investigates and resolves customers' power supply problems and oversees the work of tree trimming contractors.

Figures 2-1 through 2-3 provide organizational charts illustrating the staffing hierarchies of the various sections in the Electric Division. The number of individuals in each position is indicated as appropriate. Electric Division staff totaled 37 at the time this report was issued.

Figure 2-1: Organization

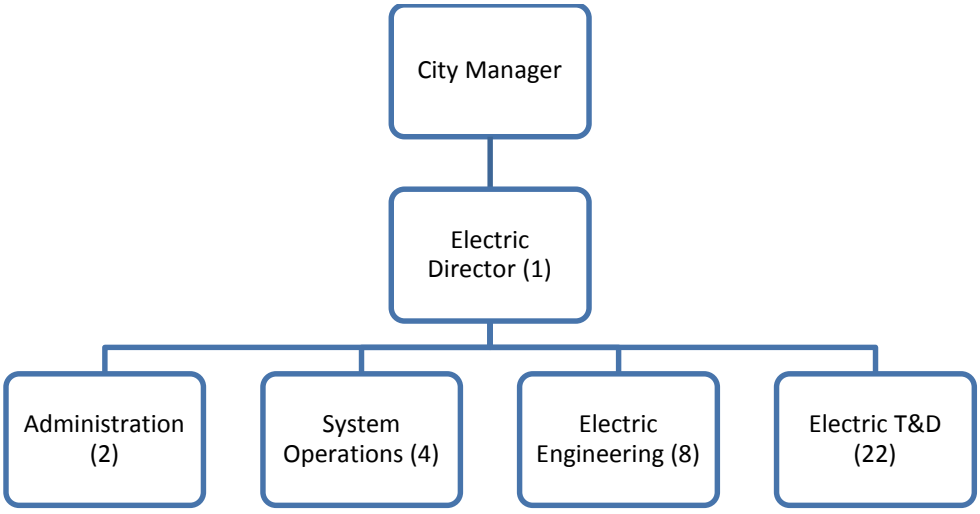


Figure 2-2: Administration Section



Figure 2-3: Electric Engineering Section

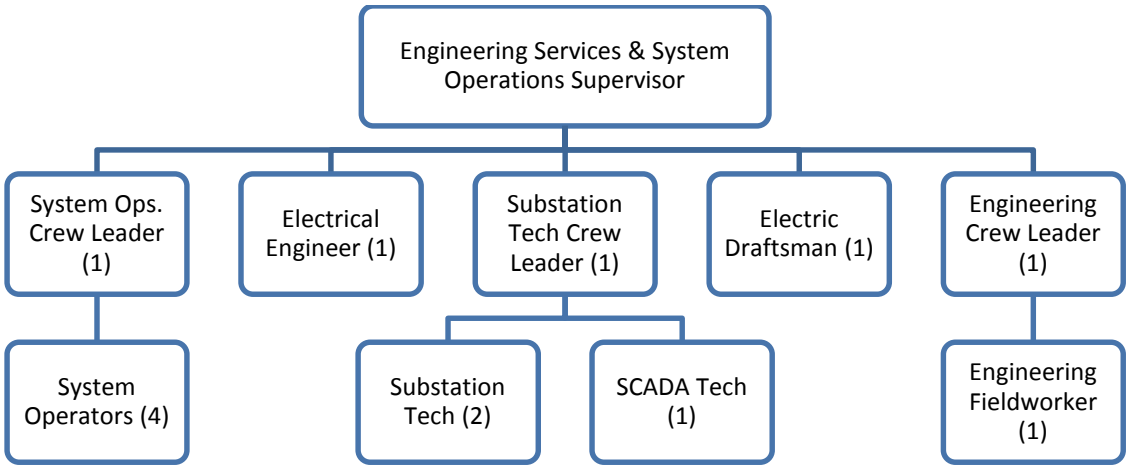
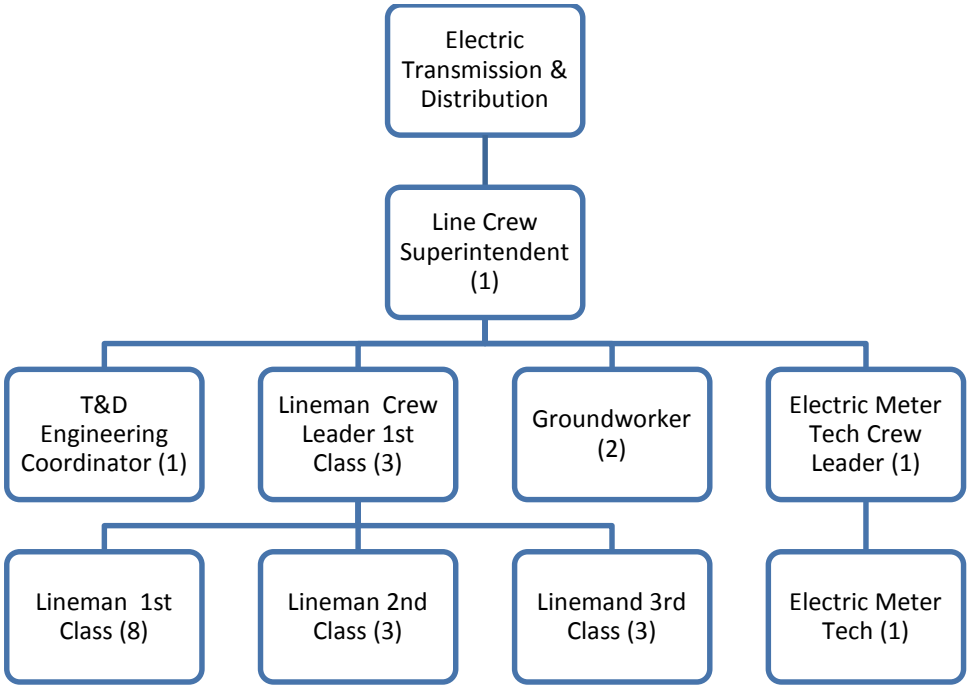


Figure 2-4: Electric Transmission & Distribution Section



The subsequent sections of the Report provide a discussion of the required reviews and inspections conducted pursuant to Section 504 of the Resolution. Section 3.0 describes the assessment of the Electric System and its condition. Section 4.0 presents the financial results for the Electric Division, including an analysis of the adequacy of revenues provided by the electric rates. Section 5.0 summarizes the conclusions of Burns & McDonnell regarding the operation and maintenance of the Dover Electric System.

3.0 – ELECTRIC SYSTEM OVERVIEW AND ASSESSMENT

3.0 ELECTRIC SYSTEM OVERVIEW AND ASSESSMENT

3.1 Electric System Overview

The Electric System owned by the City primarily consists of a production plant, transmission plant, distribution plant, general plant facilities, and construction work in progress. Table 3-1 displays the year-end balances of the various plant components for FY 2013 through FY 2015. Table 3-3itemizes the specific capital investment plan projects and anticipated expenditures included in the FY 2016 budget.

Table 3-1: Year-End Plant in Service

	FY 2013	FY 2014	FY 2015
Capital assets, not being depreciated			
Land	$ 1,458,066	$ 1,458,066	$ 1,458,066
Construction in progress	1,338,909	1,690,462	2,364,099
Total capital assets, non-depreciable	$ 2,796,975	$ 3,148,528	$ 3,822,165
Capital assets, being depreciated			
Buildings	$ 17,619,349	$ 17,666,269	$ 17,675,949
Production	65,040,049	65,913,284	66,561,061
Transmission	34,010,686	35,084,087	35,899,287
Distribution	61,752,469	62,388,947	63,392,975
Administration	1,743,754	1,743,754	1,743,754
Vehicles	625,876	645,747	607,949
Total capital assets, being depreciated	$ 180,792,183	$ 183,442,088	$ 185,880,975
Less accumulated depreciation for:			
Buildings	$ (11,795,879)	$ (12,172,080)	$ (12,576,076)
Production	(42,682,428)	(44,002,794)	(45,423,777)
Transmission	(11,537,017)	(12,776,190)	(14,045,341)
Distribution	(26,832,246)	(28,382,673)	(29,742,291)
Administration	(1,316,532)	(1,427,205)	(1,536,190)
Vehicles	(481,527)	(517,428)	(482,121)
Total accumulated depreciation	$ (94,645,629)	$ (99,278,370)	$(103,805,796)
Total capital assets, being depreciated, net	86,146,554	84,163,718	82,075,179
Total capital assets, net	$ 88,943,529	$ 87,312,246	$ 85,897,344

In FY 2015, the Electric System experienced an increase in the annual system peak demand and a decrease in annual energy sales from the previous year. The Electric System experienced its peak at 4 p.m. on July 2, 2014 of 158.2 MW; a decrease of 6 MW from the previous year. For the year, 715 GWh of energy were sold; a decrease of 0.82 percent from the preceding year. The Electric Division projects energy sales in FY 2016 to total 715 GWh, showing constant energy sales from 2015. The Electric Division expects annual energy sales to grow moderately from FY 2016 through FY 2020.

3.1.1 Production Plant

The City owns two plants, the McKee Run and VanSant generating stations. McKee Run consists of three steam turbine generating units with a total combined capacity of 136 megawatts (MW). VanSant is a 39-MW simple-cycle combustion turbine unit. Generating units 1 and 2 from McKee Run station are currently scheduled to be retired in June 2017.

NAES Corporation operates the generating plants. The organizational structure of NAES has changed based on the city's request and general operating requirements. The agreement between the City and NAES Corporation has been in effect since July 1, 2006. The Engineering Consultant's observations regarding the generating stations and units are described later in this section of the Report.

Effective July 1, 2011, the City entered into an Energy Management Agreement with The Energy Authority, Inc. (TEA) to manage the sales associated with the production plants; the Electric Division's first contract with TEA. TEA also assists the City with its energy procurement, energy sales, purchase of fuels, establishment and management of risk policies, the development and management of hedging protocols and related energy procurement challenges.

3.1.2 Transmission and Distribution Plant

The service area includes 234 miles of overhead lines, 271 miles of underground lines. Five Electric Division customers take service off of the 69-kV transmission system. These customers include the Dover Air Force Base, Kraft, Proctor & Gamble, and NRG Energy Center (NRG). NRG is an exempt wholesale generator that sells power that must be transmitted through the City's transmission system to third party purchasers. When the NRG plant is not operating the Electric Division provides power for the plant site.

The Electric Division has two contracts for providing transmission service through the Electric System. The Electric Division provides transmission service to NRG for the output of its 16 MW electric generator. The Electric Division also has a point-to-point contract for the output of an NRG Combustion Turbine which ties directly to the Kent Substation and is not part of the Dover transmission system.

3.1.3 General Plant

The general plant category consists primarily of Electric Division administrative and operations facilities, and pollution control-related equipment at McKee Run and VanSant. The agreement with NAES Corporation stipulates NAES Corporation manage the operation and maintenance of the facilities while the City funds all replacements and upgrades required for maintaining the capability of the two generating

stations. The City is also responsible for the costs of compliance with new regulations promulgated. Other types of items included in the general plant category include office furniture and equipment, computer-related equipment, transportation and power-operated equipment, and communication equipment. Burns & McDonnell did not specifically assess the items in the general plant category for this Report.

3.2 Production Plant Assessment

Burns & McDonnell made observations and conducted assessments of the Electric System assets in support of the development of this annual Engineering Consultant's Report. On March 4, 2016, Mr. Ted Kelly of Burns & McDonnell met with representatives of NAES Corporation to discuss the condition of the McKee Run and VanSant generating stations. Mr. Don Mordus, the Plant Manager, coordinated the visit. Mr. Kelly also met with Jacob Aucoin, the Plant Engineer during the visit. The findings of Burns & McDonnell from the assessment of the City's production plant assets are documented herein.

3.2.1 Production Plant Operations

McKee Run consists of three units. Units 1 and 2 were originally coal-fired units, which began operations in 1961 and 1962, respectively. In 1972, these units were converted to burn No. 6 fuel oil. Units 1 and 2 each have rated capacities of 17 MW. Unit 3 began operations in 1975 and was designed to fire No. 6 fuel oil and natural gas. Unit 3 has a rated capacity of 102 MW. In FY 2008, the City began work to convert all three units at McKee Run to burn No. 2 fuel oil in order to reduce pollution from the plant. The necessary upgrades and new equipment were installed allowing each of the units to burn both natural gas and No. 2 fuel oil.

VanSant consists of a simple cycle combustion turbine with a rated capacity of 39 MW. This unit commenced operation in 1991. An inlet fogging system was installed in the spring of 2015 and capacity testing performed in June 2015 proved a 6 MW increase in unit capacity. VanSant remains unmanned, except when it is dispatched into service. On the occasions when the unit is dispatched, personnel from McKee Run travel to VanSant to startup and operate the unit until the unit dispatch is released by PJM. There is an action item to restore remote start capability to allow the unit start time to be reduced to 15 minutes, currently the transmission operator is asked to allow 1 hour for starting time because the VanSant site is not manned. A remote start capability for this unit would improve the dispatch starting time and increase unit run hours for quicker response to area transmission needs.

3.2.1.1 Management and Organization

Station management is well organized and knowledgeable. Personnel take a logical approach to the operation and maintenance of the generation facilities. Mr. Don Mordus serves as the Plant Manager. The

management/leadership team consists of eight positions including Mr. Mordus' position. The Administrative Manager, Plant Engineer, Compliance Coordinator, and Materials Coordinator, all report directly to Mr. Mordus. (Note: there will be retirements in the leadership team in the next couple of years.) One Operations Supervisor position is currently open at the plant. The open Operations Supervisor position is part of the management/leadership team but will not be filled. (Note: Three new operators have been hired in calendar year 2015.)

The Plant Engineer oversees and assists with plant operations and engineering compliance. He works closely with the Maintenance Supervisor and three Operations Supervisors to ensure all plant parameters are observed and equipment can be operated per the OEM operating procedures. He provides engineering review for plant modifications and the management of change program. When fully staffed, each operations team consists of a supervisor and three operators working 12-hour rotating shifts. The maintenance team consists of a supervisor and five employees working eight-hour shifts. The operations and maintenance hourly personnel are all union employees. The relationship between the union and management was reported to be excellent. McKee Run is currently at a staff level of 28 employees, with 32 approved positions.

3.2.1.2 Major Equipment Operations and Maintenance

In general, the generation facilities appear to have been properly operated and maintained, and in good condition as evidenced by the high availability of the units. The generation facilities are dispatched sparingly and operate primarily as peaking units. As such, the individual units incur a low annual capacity factor. Table 3-2 summarizes the major FY 2015 operating statistics.

Table 3-2: FY 2015 Generating Plant Operating Statistics

FISCAL YEAR 2015 OPERATING STATISTICS
City of Dover Electric Division

Unit	Rated Capacity - MW	Net Production - kWh	Net Capacity Factor	Net Heat Rate Btu/kWh	Number of Starts
VanSant	39	2,249	0.66%	13.079	15
McKee Run					
Unit 1	17	248	0.17%	15.253	3
Unit 2	17	234	0.16%	13.916	5
Unit 3	102	23,938	2.68%	13.855	40
Total	175	26,669	1.72%	13.592	63

Unit	Forced Outage Hours	Operating Hours	Service Factor	Availability Factor
VanSant	-	68.8	0.79%	58.64%
McKee Run				
Unit 1	203.4	31.0	0.35%	56.31%
Unit 2	282.0	35.1	0.40%	55.42%
Unit 3	273.7	532.2	6.07%	53.44%
Total	759.1	667.1	7.62%	55.95%

The large amount of time that units are not operating allows for maintenance and repair of the units. As a result, the FY 2015 overall equivalent availability factor for the generation facilities averaged 55.95 percent. Low net capacity factors are offset by PJM capacity credits. In FY 2015, $15.1 million of PJM capacity credits helped cover the entirety of purchased capacity costs. PJM capacity credits are expected to continue to offset significant portions of system capacity costs in FY 2016 and beyond.

3.2.1.3 O&M Management System

Maintenance activities are organized, planned, and managed using MP2[tm] by CMMS Data Group, a computer-based management system. All three major categories of maintenance activities (corrective, preventative, and predictive) are electronically managed by MP2[tm]. The city is getting better use of the system and is improving on their outstanding work orders, reducing from approximately 400 to close to 100.

For corrective maintenance activities, any station operator or mechanic can enter a work order into the system at any terminal on the Station local area network (LAN). A supervisor reviews the request, turns it into a work order, and assigns a priority according to a predetermined categorization. The work order is

planned, parts are ordered, and then the work order is assigned to an operator or maintenance technician for completion once the material has been received.

This system is also used to manage and track preventative maintenance activities that follow a schedule. Changing filters, and turning on and off heat tracing are examples of preventative maintenance. Predictive maintenance activities practiced include oil analyses, vibration testing, and infrared surveys. Portable vibration testing equipment is used at the Stations to improve the frequency of and capabilities to trouble-shoot rotating equipment. This technology allows personnel to identify problems and take corrective actions before equipment failure can occur.

In FY 2015, the City started or planned several general upkeep items to the plants as well as initiating several larger items. Starting in FY2016, the plant will be winterized to keep the temperature above 40 degrees Fahrenheit to shorten the time to reach full capacity. The power plant is also working to reinstate the remote start capability of the VanSant unit in order to allow quicker dispatch time, improve PJM's dispatch of the combustion turbine and earn better revenue ultimately to comply with market requirements and the PJM Capacity Performance program.

3.2.1.4 Safety

"Safety First" is an overall theme and attitude of the Electric Division. Near-miss incidents are documented, reviewed, and corrective follow-up actions are taken as required with an employee-run safety committee actively in place. This committee conducts monthly safety meetings, completes safety equipment inspections, and defines and implements tasks to improve safety in all areas. Members of the safety committee complete periodic visual inspections of employee work activities utilizing an observation checklist to detail their findings. Recorded observations are discussed and infractions corrected. Safety is the first topic discussed at all meetings at the generating plant, prior to the start of each meeting a "safety moment" is discussed, before the morning management meeting and at the beginning of each shift turnover. An indoctrination video emphasizing safety is shown to all visitors when entering the Station.

Mr. Mike Benkert, Senior Project Manager – Safety, reported an accident in January 2015 when an employee slipped on ice at the VanSant facility. The incident resulted in a broken ankle and 6 months off work for rehabilitation. The ice buildup was on a walkway sloped towards the building allowing a pooling of water and ice formation in cold weather. The walkway was replaced in the summer of 2015 and sloped for proper rain and water run off to preclude a repeat of this incident at the VanSant site. The updated lost time accident rate for the City of Dover generation plant is 3.67. The Plant Manager has made a strong

commitment to improving the safety culture to reduce or eliminate recordable accidents at the sites through a NAES Safe approach and focus of all employees.

3.2.1.5 Training

The required annual OSHA compliance training is completed and documented for each employee. A formal two-day employee orientation program is required for all new employees. This orientation covers a multitude of subjects from employee benefits to a review of the various Station operating manuals.

For operator training, the Employee Development and Qualification Program (EDQP) was established prior to 2002. EDQP is a formal program for training operators to progressively advance to positions with additional responsibilities. The training program is a combination of a self-paced and instructor-led learning. In addition to the above programs, cross training of various disciplines also occurs. An example of cross training would be plant operators training with maintenance staff. NAES has replaced the EDQP program with the standard NAES Training Manual, it is made up of qualification levels more applicable to the specific technology operated at the City of Dover utility. NAES has implemented the new training manual qualifications procedure in 2015 an all new employees are being trained according to this training program. As current employees complete their existing EDQP qualification level they are shifted in to the NAES TMP Manual program.

Plant staff receive environmental and safety training online via the GPi Learning website. The training includes tutorials and exams to ensure comprehension of the subject matter. Plant manuals, meetings, and lessons learned offer additional safety training topics. The plant staff also performs safety stand downs based on industry events, lessons learned and best practices that occur in other NAES operated facilities and the industry at large.

Plant staff continues to receive appropriate operator certification training for the Pennsylvania New Jersey Maryland Interconnection (PJM) market. This training will continue in the future and is funded by the City to ensure their operators are knowledgeable and conform to the PJM required operator directions when required. The plant also performs, plans, and schedules continuing education training on a regular basis for certified PJM plant operators. Non-certified operators are also encouraged to attend this training to help them prepare for operator certification which is an expectation of all operators by their 18 months anniversary at the generation plants. In FY2015, all plant operators without the operating certification from NAES were required to attend training courses to prepare them for completing the PJM certification.

3.2.1.6 Capital Improvements

The following table describes 2016 fiscal year on-going and planned Capital Expenditures for the system. The table is organized into three categories, completed, on-going, and planned improvements to the City's assets:

Table 3-3: Fiscal Year 2016 On-going/Planned Capital Expenditures

Production		
McKee Run & VanSant Preservation of Structures	$	215,000
McKee Run Building Equipment Replacements		42,000
Unit 3 Software & Computer Upgrades - CEMS		44,500
Unit 3 Stack Repairs		485,000
Unit 3 Boiler Systems		42,000
Unit 3 Auxillary System Components		135,000
Unit 3 Cooling Water Line Replacement/Repairs		469,000
VanSant Software & Computer Upgrades - CEMS		44,500
VanSant Component Replacements		21,000
Safety & Compliance Improvements		157,000
Subtotal Electric Generation Division	$	1,655,000
Transmission & Distribution		
New Developments - UG Transformers	$	1,872,000
New Developments - UG Conductors/Devices		450,000
DNREC R&R Metering		41,000
Public Works Wetland Project		78,000
Washington Street Lights		40,000
NBR Properties, LLC		19,000
Vehicles, Trucks & Equipment		387,600
Subtotal Electric Transmission Division	$	2,887,600
Electric Engineering		
Townpoint Distribution Upgrades	$	350,000
Oak Grove Trailer Park Distribution Upgrade		78,500
Lakeland Laurel Point - Distribution Upgrade		63,000
Rt 8/ Mifflin Road Crossing - Distribution upgrade		51,500
Rt 8/ Taps - Distribution upgrade		38,500
Townsend Brothers - Distribution upgrade		14,500
Persimmon Tree Apartments - Distribution upgrade		62,000
North Street OH to UG (Governots to Queen)		100,000
Dover East Estates - Distribution Upgrade		130,000
Lighting Project and Rehabilitation		67,000
Satellite Syncrhonized Substation Clocks		30,000
Horsepond Road URD - Distribution Feeders		67,000
Transmission Line Maintenance Program		75,000
Distribution Capacitors - Overhead		25,000
Distribution Capacitors - Underground		25,000
Frazier Substation Reliability Upgrade (900 Circuits)		10,000
Horsepond SS to Cartanza 69kV Rebuild		255,500
69kv Substation Cable Replacement North Street		50,000
Weyant Hall Roof Refurbishment		201,800
Dover Air Force Base Substation Relocation		30,000
Subtotal Electric Engineering Division	$	1,724,300
Total Planned Capital Investment Projects	**$**	**6,266,900**

3.2.2 McKee Run Condition Assessment

The following is a summary of the condition assessment of major equipment at McKee Run as presented by the NAES corporation staff. Units 1 and 2 will be decommissioned in 2017; therefore, major maintenance and capital projects have been and will be limited for these units in the near future. Burns & McDonnell made no internal assessments of equipment during the facility tour.

XL Insurance completes inspections of the Electric Division production facilities on an annual basis. After each inspection the insurance provider issues a report detailing its risk reduction recommendations. Burns & McDonnell received the insurance inspection report from XL Insurance conducted on February 24, 2016. The report indicates that there were no major incidents in all units during 2015. However, 2015 oil sample analysis of unit 3B forced draft fan outboard bearing was rated critical due to incorrect oil viscosity and elevated particle counts. The oil sample analyses of unit 1 forced draft fan motor inboard bearing, unit 1 induced draft outboard bearing, unit 2 forced draft fan motor inboard bearing, unit 3A induced draft fan motor inboard bearing, and unit 3 main turbine were rated marginal due to high particle count.

3.2.2.1 Steam Turbines/Generators

The steam turbines and generators for VanSant and McKee Run Units 1 and 2 were reported to be in satisfactory condition with no major problems.

No inspections, planned maintenance or upgrades were completed on Units 1 and 2 during the 2015 outages. During the spring 2014 outage, Unit 3 was dismantled and inspected. Erosion was detected in some places and steps were taken to mitigate. The unit experienced the same vibration issues that were historical on the unit during the startup process after the spring outage. The contractor was dissatisfied with the unit operation and the unit had a rub. The decision was made to go back into the unit and found that the turbine end packing housing was misaligned .050" in the turbine casing and corrected the problem by having the gland box machined for proper alignment and proper gland packing operation without the "rub". The rotor growth was causing the packing to "rub" and wear. Post work testing of the unit after the gland packing box machining revealed that the vibration issue was resolved. The rotor would grow without rubbing and the vibration issue was resolved.

3.2.2.2 Boilers and Auxiliaries

Boiler inspections are conducted every year on each of the boilers. The annual inspections typically include the inspection and cleaning of the major boiler components, including the mud and steam drums, the forced draft and induced draft fans, the wind box, condenser water box, condenser tubes, hot well, air preheater components, and safety valves.

During the spring 2014 outage, piping maintenance and replacements earned the most attention at Unit 1 in addition to typical planned inspections and maintenance on all units. Unit 2 repairs were primarily piping focused as well. Ash and debris was cleared from Unit 3 and a leak was found and repaired.

No adverse conditions, controls, or operational concerns were reported during the 2014 fall outage at Units 1 and 2. During that outage the neutralization pit liner was replaced, new insulation and lagging was installed on the high energy piping, and leaking tubes were replaced all on Unit 3. Additionally, a grating and cover will be added.

During February 2015, there was a severe cold weather event which caused problems for the plant equipment, those problems were all corrected, as stated previously, through winterizing the plant and keeping it above 40 degrees during the winter months. In addition, the chemistry issues have been addresses and corrected. There is a higher focus on maintaining boiler water chemistry to mitigate boiler tube failures and improve oiler water chemistry overall.

3.2.2.3 Station Cooling Water Systems

The Station has split cooling water systems with one system serving Unit 1 and Unit 2 and a separate system serving Unit 3. Projectile tube cleaning was completed on the Unit 1 and Unit 2 condensers during the spring FY 2011 outage. All the tubes in each unit were cleaned utilizing the scraper blade plug method. Samples were taken from the tube cleanings and retained for inspection. No leaks were detected in the expansion joint or condenser tubes. Each condenser box was cleaned. A significant Unit 3 cooling tower project was completed in CY 2014. This project included the change out of a number of columns in the tower, work on the hot deck, and balancing of water flow. The cooling water systems are reported to be sufficiently sized and in satisfactory condition, with no major issues reported at the time of this Report.

3.2.2.4 Fuel Handling Systems

Natural gas is delivered to the Station via a 4-inch pipeline for Unit 1 and Unit 2 and in a 10-inch diameter pipeline for Unit 3. No. 2 fuel oil is delivered to the Station by truck and unloaded into tanks. Forwarding pumps deliver the fuel oil to each of the units. No major fuel projects were reported to be completed in FY 2015 but they will be inspecting and replacing fuel hoses as needed.

3.2.2.5 Water Treatment/Steam Purity

Quality control parameters for boiler feed-water, internal boiler water, cooling tower water, and steam purity are checked at a minimum of twice per day when systems are operating. Results are recorded and graphically compared to control limits. Adjustments are then made as required. Boiler feed water is treated city water (well water from the City) using a regenerative ion resin demineralizer system, along with deaeration for oxygen control. Boilers 1 and 2 use a coordinated phosphate control for boiler internal purity control and Boiler 3 uses a balanced trisodium phosphate and disodium phosphate within a narrow pH range. A deep-bored water well was installed to provide water in addition to the City supplied water. City water has a high chlorine level which may exceed the Station permitted limits. By combining City water with the well water, the chlorine levels can be maintained at the permitted limits. Water for cooling tower makeup is also obtained from City water. The primary control parameter is silica concentration. Blow down is adjusted as required to maintain control. The City received an industrial waste water permit from Kent County to be able to discharge cooling water to the sewer system. No major water treatment issues were reported at the time of this Report.

Steam purity is not continuously monitored. Samples are taken at least twice daily and tested for pH, conductivity, and silica. There have not been any problems with steam purity. Annual inspections of the boiler drums and separation internals have verified that these systems are intact and operating properly.

In FY 2015, the station did not experience any internal corrosion related failures, steam path deposits, or excessive condenser fouling. Condor Technologies provides water treatment consulting services and chemicals. A representative visits the Station periodically to review test data and check chemical usage rates. No major issues were reported at the time of this Report.

3.2.2.6 Station Electrical Systems

Overall, Station electrical systems and transformers are considered to be in satisfactory condition. A condition assessment of the generation facilities' transformers was conducted in 2014 by TJ/H2b Analytical Services. Oil inspections and analyses were conducted. The inspector recommended that normal operation continue for all the transformers at the plant; however, heating was indicated at two of the transformers. The City has a contract with an environmental consultant to check each substation for oil leaks and to provide instruction on cleaning up in the event of an oil spill.

Oil sampling is now completed twice per year on the generator step-up transformers (GSUs). Based on the 2012 XL Insurance annual inspection, there are still no sprinkler protection or blast walls for GSU's 1-3. In 2012, the city had blast walls installed between Units 1 and 2 auxiliary transformers as

recommended in the insurance report. This item has since been closed per the insurance company. All plant transformers are examined annually. In 2015, all breaker relays, CTs, and PTs were tested by Cameo.

3.2.2.7 Station Control Systems

Unit 1 and Unit 2 controls are electro-pneumatic. Unit 3 controls are a distributed control system (DCS). In general, the station control systems are considered to be in satisfactory condition. The Unit 1 and Unit 2 control systems are outdated but perform satisfactorily. All relays have recently been inspected at both McKee Run and VanSant for North American Electric Reliability Corporation, PJM Interconnection and Mid-Atlantic Area Council compliance. The electro hydraulic control system was modified to become a primary/primary system in 2013. In 2013 additional control wiring was installed to upgrade the Unit 1 and Unit 2 gas control system. No additional controls upgrades or issues to report for FY 2014.

3.2.2.8 General Facilities

No major projects or improvements were completed to the General Facilities in FY 2015 other than installing building heaters and routine maintenance and repairs. In general, the station facilities appeared clean and well maintained during the site visit.

3.2.3 VanSant Condition Assessment

The following is a summary of the condition assessment of major equipment at VanSant as presented by the NAES corporation staff. Burns & McDonnell made no internal assessments of equipment during the facility tour.

In general, the unit is operated infrequently, but is well maintained. The VanSant unit has the capability of black starts. The unit does not currently have remote start capability. The Title V permit requires that the station be manned within 15 minutes of stating the unit and when the unit is operating. An operator travels to the site and performs a twice daily walk down of the unit with a checklist of items to review and the walk down results are logged.

XL Insurance completes inspections of the Electric Division production facilities on an annual basis. After each inspection the insurance provider issues a report detailing its risk reduction recommendations. The lone recommendation for VanSant following the FY 2012 inspection addressed safety. XL Insurance recommended the installation of gas detection equipment at the plant. A gas detection system has been installed. The gas detectors will activate the fire suppression system and alarm to the central control system. No other major repairs or upgrades were made at VanSant in FY 2013. No new recommendations were made in 2015. However, 2015 oil sample analysis of VanSant turbine was rated marginal due to

high particle count. During the spring outage in 2016 the unit is scheduled to have the lube oil sump cleaned and inspected by Total Lubrication and inspected which will resolve the high particulate count.

A capital project was completed on the exhaust stack and the D1 water tank was cleaned in FY 2014. NAES Instrument, Control and Electrical (IC&E) Technicians completed four recommended General Electric Technical Information Letters (TIL) projects for VanSant Unit 11 in the spring 2014 outage as shown below:

1. Annual TIL 1004-2R1 (IGV's and first stage corrosion/pitting inspection)
2. Annual TIL 1068-2R1 (IGV's bushing inspection)
3. Annual TIL 1132-2 (IGV thrust washer corrosion inspection)

Spring 2014 inspections indicated normal wear on the unit and minor maintenance was completed. During the fall 2014 outage, several minor projects were identified and will be completed at the time of the next major project on the unit. No issues were reported.

Every five years, the fuel tanks are inspected for rust and corrosion for leak prevention. The scheduled inspection was completed in June 2015. PM Tasks were developed in the CMMS to perform 5 year inspection next due in 2020 and a 15 year API 653 Ultrasonic shell inspection in 2030.

Remote start of the VanSant unit is currently being discussed with the OEM for restoration. The exhaust plenum work will be completed in FY 2016. A weekly diesel start is performed at the site to improve starting reliability of the diesel starting engine. A unit full speed 30-minute no-load test is performed once a month for starting reliability improvements and training purposes, and 26 hours per year has been allocated for the testing of the unit which have little impact on the allowable operating hours (432) under the VanSant Title V diesel engine annual operation

3.2.4 Production Plant Conclusion

Based on statements and information provided, as well as the observations and reviews performed, it is the opinion of Burns & McDonnell that the City's power generation facilities are being operated and maintained consistent with accepted electric utility practice in the United States. In general, the performance, operation, maintenance, staff, planning, and training aspects for the McKee Run and VanSant stations were found to be above average. Specifically, the generation facilities have demonstrated a high level of availability despite the dispatching of the units primarily for peak demand.

3.3 Transmission and Distribution Plant Assessment

On March 3 and 4, 2016, Mr. Ted Kelly visited the City to collect information and to observe the City transmission and distribution system, as operated and maintained by the Electric Division. Mr. Harry Maloney provided information related to the transmission and distribution system. Mr. Maloney also led a tour of the electric transmission and distribution system. Pictures taken of the substations during the inspections are provided in Appendix

3.3.1 Transmission and Distribution Plant Operations

The Electric Division distributes power to its customers by a network of transmission lines, distribution substations, and distribution lines. The transmission lines are rated at 69 kV and are connected to fifteen distribution substations located throughout the service area. The distribution substations reduce the power from transmission voltages to the primary distribution voltages of 12 kV to facilitate distribution of electric power to customers.

3.3.1.1 Operations and Maintenance

The Electric Division has a SCADA system that is monitored continuously for any problems that may arise in the Electric System. The main control room has two system operator desks and a large screen where system operating information is displayed. System operators can monitor the Electric System operation, such as voltage levels, current flows, etc. and make necessary adjustments as problems arise. The systems operators have received some PJM training, but are not required to be certified as Delmarva Power is the controlling agency.

Loading on substation transformers used for an emergency, a switching operation, or maintenance is limited to 120 percent of the rated capacity, followed by a twelve-hour cool-down period. The Electric Division has eight line crews and two ground workers to work on the system. Four crews are responsible for overhead lines, four crews are responsible for underground lines, and one crew is responsible for maintenance. The primary responsibilities of the eight line crews are installation of new service connections and construction of new lines. The trouble crew maintains the street lights, repairs underground services and is the first responder to outages. Tree trimming is contracted out and is no longer performed by the Electrical Division; however, performance of the contractor is monitored by the Line Crew Superintendent.

The Substation/Relay Maintenance Division is responsible for operation and maintenance of the substations and associated equipment. Visual inspections of substations, associated equipment, trip counter checks and battery systems checks are performed regularly. The Substation/Relay Maintenance

Division is also responsible for contractor oversight during annual transformer condition assessments including annual oil testing.

TJ/H2b Analytical Services completed the annual transformer condition assessments in February 2011. No abnormal gas was indicated and since the oil condition was within acceptable parameters, TJ/H2b recommended the continuation of normal operation. The City has a contract with an environmental consultant to check each substation for oil leaks and to provide instruction on cleaning up in the event of an oil spill.

The City contracts with an outside firm to inspect and chemically treat each wood pole in the Electric System every ten years. This is accomplished by awarding a five-year contract to spread out the expenses. Pole treatments were completed in May of 2013. Dover treated and inspected over 760 poles during 2013, of which, only one pole was rejected resulting in a 99.9 percent pass rate.

3.3.1.2 Design Standards and Specifications

The Electric Division designs the transmission and distribution circuits and some substation upgrades in conformance with national safety standards. Other substation and transmission design is contracted to Pike Electric, Inc.

The underground distribution design utilizes road or alley front access construction. This design means the electrical equipment, such as transformers and underground cable, are installed beside the road instead of behind houses or buildings. The advantage of front access construction is the accessibility for maintenance and repairs to cable and electric equipment. The underground cables are installed in polymerized vinyl chloride pipe for added protection and for easy cable replacement. The Electric Division installs jacketed, concentric cable that is rated at 15 kV, with 133 percent ethylene propylene rubber insulation.

The standard overhead distribution design utilizes a flat construction with a single cross-arm and insulators on 45-foot class 2 poles. Typically all electrical equipment locations have ground rods installed with measured readings of 25 ohms or less.

The substation design is generally a low-profile rigid bus design. The circuit breakers are SF6 gas-filled and the relays are microprocessor based with SCADA control and monitoring.

3.3.1.3 System Reliability

The Electric Division provides for reliability of its distribution system by configuring a majority of its distribution circuits in primary open loop arrangements, improving existing circuits, and installing adequate substation transformer capacity. Normal transformer and line loading are limited to provide sufficient margin to convey firm power requirements during an emergency or a switching operation, or for maintenance.

3.3.1.4 Power Quality

The Electric Division does not have any significant power quality problems. The overall power factor for the Electric System is 99.9 percent. Power transformers are equipped with load tap changers that regulate bus voltages at the distribution substations. Distribution transformers are equipped with no-load taps to make voltage adjustments. There are capacitors and voltage regulators on the Electric System that control voltage and vars on the portion of the system furthest away from the current source and generation. The system operators monitor the power factor closely and turn on capacitors or adjust the generation to compensate for low power factors.

3.3.1.5 Safety

Mr. Maloney reported to Burns & McDonnell the Electric Division had no lost time in FY 2015 but they did have one small incident of a bruised hand. No other incidents or details were provided for this report.

3.3.1.6 Capital Improvements

The following describes completed, on-going, and planned improvements to the City's transmission and distribution assets:

Recently Completed (FY 2012-FY 2015):

- Wyoming Avenue - Underground
- Pleasonton Acres - Underground
- Morris Estates - Underground
- Royal Grant - New Underground Service
- Dover Downs Switchgear
- Lebanon 400 Feeder
- Bayside Drive (Persimmon to White Oak Rd)
- Distribution System Upgrades - Unidentified
- Substation Equipment & Fencing (Division St)
- SCADA Master Hardware Replacement

- Transmission Line Maintenance Program
- Distribution Feeder Replacement Program
- Distribution Capacitors - Overhead
- 69-kV Switch Replacement
- McKee Run Transformer/Substation Repairs
- Frazier Substation Reliability Upgrade (900 circuits)
- Substation PT & CT Replacement Program
- Updated Platex Feeder, from 4-5MW to 10MW
- Substation Battery Replacement
- Richardson Circle
- Chandelle Airport URD
- General Scott Switchgear Garrison Oak Technical Park
- Uzin Utz Manufacturing
- Playtex/Energizer System Upgrades
- Dover Downs Tower
- Eden Hill Lights
- Family Dollar Store
- Route 8/Taps - Distribution Upgrade
- Townsend Brothers - Distribution Upgrade
- NBR Properties, LLC

On-Going:

- Capitol Park - Underground
- Townpoint Distribution Upgrades
- Lighting Project and Rehabilitation
- Horsepond Road Substation Reliability Upgrade
- McKee Run & State College Road Feeder replacements
- GOTP Transmission Line Relocation
- Horsepond SS to Cartanza 69-kV Rebuild
- 69kv Substation Cable Replacement North Street
- New Developments - UG Transformers
- New Developments - UG Conductors/Devices
- West Dover Connector

- Meadows at Jefferson Terrace
- Chestnut Grove Development
- Clearview Meadows
- Leander Lakes
- Meter Replacements & System upgrades

Planned (through FY 2020):

- Distribution System Upgrades - Unidentified
- Oak Grove Trailer Park Distribution Upgrade
- Lakeland Laurel Point - Distribution Upgrade
- Rt. 8/ Mifflin Road Crossing - Distribution Upgrade
- Persimmon Tree Apartments - Distribution Upgrade
- North Street OH to UG (Governors to Queen)
- Dover East Estates - Distribution Upgrade
- Satellite Synchronized Substation Clocks
- Horsepond Road URD - Distribution Feeders
- Transmission Line Maintenance Program
- Distribution Capacitors - Overhead
- Distribution Capacitors - Underground
- Frazier Substation Reliability Upgrade (900 circuits)
- Dover Air Force Base Substation Relocation
- System Automation
- DNREC R & R Metering
- Public Works Wetland Project
- Washington Street Lights
- Blue Hen Apartments
- New K-Mart Building
- Ollies Transformer
- Winner Volkswagen
- Del Homes Warehouse
- Clearview Meadow phase 4
- Reed Street Roof
- Dover Town Center

- Outback Steakhouse

3.3.2 Transmission and Distribution Plant Condition Assessment

The transmission and distribution system assessment included drive-by observations of a sample of the transmission circuits and distribution circuits. Each of the fifteen substations was physically observed during the tour.

- McKee Substation
- College Road Substation – Plan to replace oil-filled PTs
- Dover Downs Substation
- Frazier Substation
- VanSant Substation
- General Scott Substation (North Street)
- Division Street Substation – Plan to expand in the future
- Mid-City Substation – Three new breakers
- Mayfair Substation
- St. Joan's Substation – Fence damaged by a car accident, still needing repair
- Cartanza Substation
- Horsepond Substation
- Danner Farm Substation
- Lebanon Substation – New battery set installed

In general, the substations appeared to be in acceptable operating conditions. All battery sets in the system substations are less than ten years of age. Mr. Harry Maloney, the Electric Department Director, provided a tour of the substations with Ted Kelly on March 3, 2016. The General Scott Substation has relatively new breakers, and the 12-kV switchgear and controls are scheduled to be upgraded in FY 2016. Horsepond Substation was recently rebuilt which included a three breaker 69-kV system for the 69-kV bus and the substation logic was reprogrammed. Work started in late February 2013 and was completed in November 2014. At the Cartanza Substation, Delmarva has expanded their side of the substation. In the Lebanon Substation work on the capacitor bank has been completed. Maintenance requirement for battery testing has been completed for NERC requirements.

The City has recently completed the process of replacing conductor throughout the entire 69-kV system. In addition, the City has invested heavily in its undergrounding program to increase system reliability.

Moving forward, the system will continue to be converted from overhead to underground distribution, but this process has slowed to allow for further evaluation.

3.3.3 Transmission and Distribution Plant Conclusion

It is the opinion of Burns & McDonnell that the design, construction, operation and maintenance of the City's electric transmission and distribution system and the associated facilities are consistent with current generally accepted electric utility standards. In completing Annual Engineering Consultant's Reports over the past several years, Burns & McDonnell has observed that the City has made appropriate system upgrades and improvements. The City and the Electric Division are proactive in preventative maintenance and expansion of the Electric System before problems arise.

4.0 – FINANCIAL OVERVIEW AND ASSESSMENT

4.0 FINANCIAL OVERVIEW AND ASSESSMENT

A review of the financial results of the Electric System for the fiscal year ended June 30, 2015, is provided herein.

4.1 Required Revenue

The level of revenues required from the retail electric rates for the Electric Division was determined through the analysis of the financial results and net income or net margins for the most recent fiscal year. The City of Dover, Delaware Resolution Authorizing and Securing Electric Revenue Bonds, adopted December 23, 1985 requires that the Electric Division maintain a debt service coverage ratio of 1.25. The following is an excerpt from Section 502(c) of the resolution.

> *"(c) The total amount of the Revenues of the Electric System during the preceding fiscal year shall have been not less than the total of the following:*
>
> *(3) The Current Expenses of the Electric System during the current fiscal years shown by the Annual Budget . . . for such fiscal year, and*
>
> *(4) One hundred twenty-five percent (125%) of the maximum amount of the Principal and Interest Requirements for any fiscal year thereafter on account of all bonds then Outstanding under the provisions of this Resolution.*
>
> *The City further covenants that, from time to time and as often as it shall appear necessary, it will adjust the electric rates as may be necessary or proper so that the revenues of the Electric System in each fiscal year will not be less than the total of the amounts set forth in subdivision (c) of this section."*

4.2 Electric Rates

Customers of the Electric Division are charged for the electric service based on rate schedules, tariffs, or contracts that reflect the costs to the Electric Division of providing that service. For purposes of setting electric rates, customers with similar load and service characteristics should be placed in the same rate classification.

A comprehensive cost-of-service and rate design study was completed in 2006 and subsequent rate analyses were completed in 2007 and 2008 to examine revenue requirements and revenue generation. Specifically, the 2006 rate study was conducted to address increased costs associated with a new power supply contract that became effective on July 1, 2006. The rate study recommended combining a number

of rate classes and implementing rate increases on July 1, 2006. The 2006 rate study also recommended an additional increase be implemented on January 1, 2007 to cover increased costs associated with operating the generating station. The 2007 and 2008 rate analyses re-examined Electric Division revenues and expenses and recognized additional revisions to power supply costs. As a result of these analyses, additional rate increases were implemented on July 1, 2007 and July 1, 2008.

The City retained Burns & McDonnell to conduct cost-of-service and rate design study in 2012 followed by an update in 2013. The 2012 study examined revenue adequacy, revenue responsibility, and revenue recovery for the Electric Division. It scrutinized customer classes and proposed adjustments for demand rate components and corresponding changes to energy charges. In May 2013, the City retained Burns & McDonnell to incorporate updated power supply cost projections, and other updates, into the model it developed as part of the 2012 Study. An update to the model and rates analysis was completed in early 2015 to reallocate costs and redesign rates in order to remain regionally competitive. Electric rates are approved by Council on an annual basis. The current rate classes are listed below.

- Residential
- Small Commercial (1 Phase, 3 Phase, 1 Phase Heating, Church, and Municipal)
- Medium Commercial (1 Phase & 3 Phase)
- Large Commercial (3 Phase with Reactive Metering)
- Primary
- Transmission
- Outdoor Development Lighting
- Private Outdoor Lighting

4.3 Operating Results

Table 4-1 presents a summary of the annual energy sales, the average monthly number of customer accounts, and the annual average kilowatt-hour (kWh) energy per customer of the Electric Division for FY 2013 through FY 2015. Annual energy sales were 715 GWh in FY 2015, a decrease of 0.8 percent from FY 2014. Energy sales amounted to 720.9 GWh in FY 2014, a 1.2 percent decline from FY 2013.

Table 4-1: Annual Sales and Customer Accounts

	FY 2013	FY 2014	FY 2015
Energy Sales (kWh)			
Residential	204,759,680	205,302,701	204,121,492
Commercial	232,220,877	230,178,899	233,016,412
Primary	167,144,717	164,218,197	162,698,678
Transmission	119,003,804	114,470,558	114,470,558
Outdoor Lighting	6,704,350	6,724,400	8,109,618
Total Energy Sales	729,833,428	720,894,755	715,001,017
Average Number of Monthly Customers (accounts)			
Residential	19,990	19,900	20,070
Commercial	3,412	3,412	3,239
Primary	37	37	37
Transmission	4	5	4
Outdoor Lighting	811	811	811
Total Customers Accounts	24,254	24,165	24,161
Energy Usage Per Customer (kWh/cust./yr.)			
Residential	10,243	10,317	10,170
Commercial	68,060	67,462	71,941
Primary	4,517,425	4,438,330	4,397,262
Transmission	29,750,951	22,894,112	28,617,640
Outdoor Lighting	8,267	8,291	10,000
Average Usage Per Customer	30,091	29,832	29,593

Table 4-2 presents revenues from sales, revenue per kWh ratios, and average revenue per customer ratios for each revenue classification. Total revenue from sales to electric customers in FY 2015 was $78.3 million, representing an increase of $0.15 million, or 0.19 percent from FY 2014. Total revenue from sales to electric customers includes utility tax revenue and power cost adjustment revenue.

In FY 2015, the average rate revenue per kWh for residential customers was 12.59 cents and the total average rate revenue was 10.95 cents per kWh. The 2015 national average retail prices of electricity to ultimate customers, as published by the US Energy Information Administration (EIA), were 12.67 and 10.42 cents per kWh for residential customers and across all sectors, respectively.[1] For a state-wide comparison, the EIA summarized the Delaware 2015 average monthly utility-level retail sales of

[1] US Energy Information Administration, Table 5.3. Average Price of Electricity to Ultimate Customers Total by End-Use Sector, 2005-December 2015 Data for December 2015, Release Date: February 26, 2015. http://www.eia.gov/electricity/monthly/pdf/epm.pdf

electricity and associated revenue per kWh to be 13.46 cents per kWh for residential customers and 11.21 cents per kWh across all sectors.[2]

Table 4-2: Annual Revenues and Sales Ratios

	FY 2013	FY 2014	FY 2015
Revenue			
Residential	$ 28,200,423	$ 25,882,393	$ 25,708,276
Commercial	29,642,803	25,852,554	26,360,222
Primary	17,809,562	15,619,663	15,380,906
Transmission	11,376,866	9,674,084	9,468,043
Outdoor Lighting	1,301,542	1,158,558	1,361,018
Total Revenue	$ 88,331,196	$ 78,187,252	$ 78,278,464
Revenue/kWh			
Residential	$ 0.1377	$ 0.1261	$ 0.1259
Commercial	0.1276	0.1123	0.1131
Primary	0.1066	0.0951	0.0945
Transmission	0.0956	0.0845	0.0827
Outdoor Lighting	0.1941	0.1723	0.1678
Total Revenue/kWh	$ 0.1210	$ 0.1085	$ 0.1095
Revenue Per Customer			
Residential	$ 1,411	$ 1,301	$ 1,281
Commercial	8,688	7,577	8,138
Primary	481,340	422,153	415,700
Transmission	2,844,216	1,934,817	2,367,011
Outdoor Lighting	1,605	1,429	1,678
Average Revenue Per Customer	$ 3,642	$ 3,236	$ 3,240

The Electric Division's largest cost in providing electric service to its customers in FY 2015 was the wholesale cost of power. The Electric Division purchased power from the PJM Interconnection marketplace through its Energy Manager, TEA. The cost of non-generated power includes energy and demand costs, power supply management expense, PJM charges and credits, generation fuels cost, and capacity charges and credits.

The significance of power supply cost to the Electric Division is illustrated in Table 4-3. The top portion of the Table shows net operating revenue as the difference between total revenues generated by the rates and the cost of power supply.[3] The ratios of power supply cost to sales revenues were calculated for FY

[2] US Energy Information Administration, Table 5.6.B. Average Price of Electricity to Ultimate Customers by End-Use Sector by State, Year-to-Date through December 2015 and 2014, Data for December 2015, Release Date: February 26, 2016. http://www.eia.gov/electricity/monthly/pdf/epm.pdf

[3] For the purposes of this Report, the phrase "Power Supply" refers to the sum of the costs of power purchased and power generated. This includes plant costs and the cost of fuel. Power Supply also includes any expenses in the CIP

2013 through FY 2015. As illustrated, the Electric Division's power supply cost as a percentage of rate revenue decreased from 73.2 percent in FY 2014 to 63.4 percent in FY 2015.

Table 4-3: Revenue Margins and Unaccounted for Energy

	FY 2013	FY 2014	FY 2015
Net Revenue Margins ($)			
Sales Revenues	$ 88,331,196	$ 78,187,252	$ 78,340,056
Power Supply	55,681,251	57,233,726	49,645,951
Net Revenue Margin	$ 32,649,945	$ 20,953,526	$ 28,694,105
Net Revenue Ratio	63.0%	73.2%	63.4%
Unaccounted for Energy (kWh)			
Power Supply	752,869,000	762,254,000	756,897,000
Energy Sales	729,833,428	720,894,755	715,001,017
Unaccounted for Energy (Losses)	23,035,572	41,359,245	41,895,983
Percentage	3.1%	5.4%	5.5%

Table 4-3 also illustrates the ratio of the amount of energy purchased and delivered to the electric system to total energy sales. This relationship identifies the level of unaccounted for energy in the Electric System. This unaccounted for energy may include energy that was unmetered, metered inaccurately, stolen, lost, PJM transmission line losses, local system line/transformer losses, etc. The bottom portion of Table 4-3 presents these comparisons for the Electric Division for FY 2013 through FY 2015. As shown, the percentage ratio of the unaccounted for energy to the total energy purchased for FY 2015 was 5.5 percent. This is up from 5.4 percent in FY 2014. In previous Annual Engineering Consultant's Reports, Outdoor Lighting energy was recorded as losses. In this report, Outdoor Lighting customer accounts, energy sales, and revenues were recorded as a separate rate class. The impact this modification has on this Financial Overview and Assessment is most pronounced on the Table 4-3 Unaccounted for Energy analysis, as losses are shown to have increased from corresponding years in previous reports.

Table 4-4 presents a re-creation of the Electric Division's Statement of Revenues, Expenses, and Changes in Unreserved Retained Earnings for the Electric Revenue Fund for FY 2013 through FY 2015. Net income increased in FY 2015 to $2.7 million from -$2.3 million in FY 2014. Steady revenues, a decrease in power supply costs of 13.3 percent and all other expenses staying relatively constant were the main reason for the large swing in net income between 2014 and 2015.

Fund that are not capital expenses. The phrase "Purchased Power" refers only to the cost of power purchased from the market and other directly associated costs.

Table 4-4: Comparative Statement of Revenues, Expense, and Changes in Unreserved Retained Earnings

	FY 2013	FY 2014	FY 2015
Operating Revenues:			
Charges for Electric Service	$ 88,331,196	$ 78,187,252	$ 78,278,464
Miscellaneous Services/Incomes	2,354,497	1,287,501	1,484,573
Total Operating Revenues	$ 90,685,693	$ 79,474,753	$ 79,763,037
Operating Expenses:			
General Administration	$ 4,470,795	$ 2,450,884	$ 2,937,003
Power Supply	55,681,251	57,233,726	49,645,951
Transmission/Distribution	3,267,698	3,806,078	3,508,209
Engineering	1,107,231	1,331,909	1,364,077
Metering	219,010	284,229	346,943
System Operations	544,405	739,406	671,048
Utility Tax	1,443,853	1,258,957	1,266,872
Depreciation	4,621,501	4,748,120	4,863,653
Retirees Pension	1,115,765	975,700	-
Retiree Health Care	696,500	513,300	1,523,100
Total Operating Expenses	$ 73,168,009	$ 73,342,309	$ 66,126,856
Net Operating Income	$ 17,517,684	$ 6,132,444	$ 13,636,181
Non-operating Revenues (Expenses)			
Interest Earned			
Operating Fund	$ 190,469	$ 2,112	$ 6,957
Reserved Funds	506,771	216,010	165,827
Net Increase in Fair Value of Investments	(614,989)	426,399	236,779
Interest and Fiscal Charges	(1,432,779)	(1,138,739)	(1,040,204)
Gain/(Loss) on Sale of Assets	5,203	14,439	39,637
Total Non-operating Revenues(Expenses)	$ (1,345,325)	$ (479,779)	$ (591,004)
Net Income Before Operating Transfers	$ 16,172,359	$ 5,652,665	$ 13,045,177
Operating Transfers - In	8,282		
Operating Transfers - Out	(10,000,000)	(8,000,000)	(10,000,000)
Total Net Operating Transfers	$ (9,991,718)	$ (8,000,000)	$ (10,000,000)
Net Income	$ 6,180,641	$ (2,347,335)	$ 3,045,177

4.3.1 Adequacy of Electric Rates

The City's Bond Resolution requires annual revenues of the Electric Division be no less than the total current expenses plus 125 percent of the greatest remaining annual debt service. "Current expenses", as defined in the Resolution, includes all expenses necessary to maintain and repair the Electric System, all administrative expenses, and engineering, legal or other consultant fees. Transfers to reserve accounts and special purpose funds, and allowances for depreciation are specifically excluded from "current expenses."

In order to determine if the City and the Electric Division have met this requirement, the net income shown in Table 4-4 was adjusted to include the interest on bonds, depreciation expense, and other non-cash income and expenses. Table 4-5 summarizes net income adjustments and the calculation of the revenues available for debt service for FY 2013 though FY 2015.

Table 4-5: Debt Service Coverage

	FY 2013	FY 2014	FY 2015
Net Income	$ 6,180,641	$ (2,347,335)	$ 2,650,160
Plus Excluded Expenses:			
Operating Transfers - Out	$ 10,000,000	$ 8,000,000	$ 10,000,000
Depreciation	4,621,501	4,748,120	4,863,653
Interest and Fiscal Charges	1,432,779	1,138,739	1,040,204
Gain/(Loss) on Sale of Assets	(5,203)	(14,439)	(39,637)
Less Excluded Income:			
Net Increase in Fair Value of Investments	614,989	(426,399)	(236,779)
Interest Earned - Reserve Funds	(506,771)	(216,010)	(165,827)
Revenues Available for Debt Service	$ 22,329,654	$ 10,882,676	$ 18,111,774
Maximum Principal and Interest in Any Year	$ 3,401,954	$ 3,344,404	$ 3,344,404
Debt Service Coverage	6.56	3.25	5.42
Minimum Required Debt Service Ratio	1.25	1.25	1.25

As Table 4-5 illustrates, the City and the Electric Division maintained a debt service coverage ratio each year that exceeded the required 125 percent plus current expenses. Therefore, the revenues generated by the current electric rates have been sufficient to meet the applicable covenants of the Resolution.

Section 502 of the Resolution requires that the annual debt service used in evaluating the revenues is to be the maximum amount for any fiscal year thereafter. Table 4-6 presents the annual totals of principal and interest amounts due on bonds currently outstanding. The calculation of the debt service coverage ratio in Table 4-5 is based on the total maximum debt service expense in any fiscal year. The FY 2015 calculation was based on the total FY 2015 debt service expense of $3,344,404.

4.4 Status of Revenue Bonds

At the end of FY 2014, the City had two series of outstanding electric revenue bonds that were issued pursuant to the Resolution. On July 1, 2008, the City issued $22,200,000 in Electric Revenue Bonds (2008 Bonds). The proceeds from the sale of the 2008 Bonds were used (i) to finance or reimburse the City for improvements to the City's electric system; (ii) to fund a Debt Service Reserve Fund; and (iii) to pay the costs of issuance of the 2008 Bonds.

On November 17, 2010, the City issued $8,810,000 of Electric Revenue Refunding Bonds (Series 2010). The proceeds from the sale of the Series 2010 Bonds were used (i) to refund the Series 2004 Bonds, and (ii) to pay the costs of issuance of the Series 2010 Bonds. The non-taxable Series 2010 Bonds received an underlying rating of Aa2 by Moody's Investors Services and an underlying rating of A+ by Fitch Ratings.

Table 4-6 illustrates the debt service schedule for the Series 2008 and 2010 Bonds. The principal and interest and the annual total are shown for each series of bonds. At the time of issuance of the Series 2010 Bonds, the combined outstanding principal balance for both series of bonds was $23,940,000.

Table 4-6: Debt Service Schedule of Electric Revenue Bonds

	2008 Electric Revenue Bonds			2010 Electric Revenue Refunding Bonds			Total Annual
Period	Principal	Interest	Debt Service	Principal	Interest	Debt Service	Debt Service
FY 2016	475,000	930,579	1,405,579	1,890,000	47,250	1,937,250	3,342,829
FY 2017	695,000	901,329	1,596,329	-	-	-	1,596,329
FY 2018	730,000	865,704	1,595,704	-	-	-	1,595,704
FY 2019	765,000	831,580	1,596,580	-	-	-	1,596,580
FY 2020	800,000	798,706	1,598,706	-	-	-	1,598,706
FY 2021	840,000	763,856	1,603,856	-	-	-	1,603,856
FY 2022	880,000	726,756	1,606,756	-	-	-	1,606,756
FY 2023	925,000	686,694	1,611,694	-	-	-	1,611,694
FY 2024	970,000	644,056	1,614,056	-	-	-	1,614,056
FY25-34	12,710,000	3,405,972	16,115,972	-	-	-	16,115,972
Total	$19,790,000	$10,555,232	$30,345,232	$1,890,000	$ 47,250	$ 1,937,250	$32,282,482

4.5 Insurance

The City maintains a comprehensive insurance program to insure against varying types of liabilities and significant losses related to various Electric Division properties. Section 706 of the Resolution reads:

> *"The City covenants that it will maintain a practical insurance program, with reasonable terms, conditions, provisions and costs, which the City Manager determines, with the approval of the Engineering Consultants, will afford adequate protection against loss, including loss of Revenues, caused by damage to or destruction of the Electric System or any part thereof and also comprehensive public liability insurance on the Electric System for bodily injury and property damage in such amounts as may be approved by the Engineering Consultants."*

Table 4-7 summarizes itemized insurance coverage procured by the City for the period July 1, 2014, through June 30, 2015. Burns & McDonnell has reviewed this list of insurance, and in the opinion of Burns & McDonnell, as Engineering Consultant and not as insurance counselor, the insurance in full force and affect appears to satisfy the requirements of Section 706 of the Resolution.

Table 4-7: Schedule of Insurance Coverage in Effect

Starr Technical Risks Agency	July 1, 2014 - June 30, 2015 Coverage
Property	
Earth Movement -Per Occurrence and in the Annual Aggregate, except	$20,000,000
Earth Movement in High Hazard Earth Movement Zones;	EXCLUDED
Earth Movement in California;	EXCLUDED
Flood -Per Occurrence and in the Annual Aggregate;	10,000,000
Accounts Receivable;	100,000
Business Interruption;	EXCLUDED
Contingent Time Element Coverage;	EXCLUDED
Debris Removal (or 25% of Direct Property Loss, whichever the greater);	2,500,000
Demolition and Increased Cost of Construction;	10,000,000
EDP Media;	1,000,000
Errors and Omissions;	2,000,000
Expediting Expense;	1,000,000
Extra Expense, excluding replacement power or increased cost of generation, transmission and/or distribution of electricity, water or natural gas;	2,000,000
Fire Department Service Charges and Extinguishing Expenses;	500,000
Hazardous Substances -Per Occurrence and in the Annual Aggregate;	500,000
Inland Transit;	2,500,000
Newly Acquired Locations -90 Days reporting;	1,000,000
Personal Property Temporarily Off Premises;	100,000
Course of Construction;	EXCLUDED
Miscellaneous Unnamed Locations (except perils of Flood, Earth Movement and	500,000
Valuable Papers and Records;	100,000

Deductibles

All deductibles listed below are per occurrence except with respect to coverage provided under the Boiler & Machinery which shall be any One Accident.

In respect of Damage to Insured Property:

$750,000 per Occurrence, except;

$100,000 per Occurrence as respects Transit.

In respect of Time Element loss (Extra Expense):

45 days per Occurrence, except;

72 hours per Occurrence in respect of Service Interruption.

XL Insurance	July 1, 2014 - June 30, 2015 Coverage
Property	
per Occurrence and in the Annual Aggregate in respect of Flood;	$ 10,000,000
per Occurrence and in the Annual Aggregate in respect of Earth Movement, Excluded. per Occurrence and in the Annual Aggregate applicable in High Hazard Movement zones;	20,000,000
per Occurrence and in the Aggregate in respect Hazardous Substance;	500,000
per Occurrence in respect of Business Interruption;	EXCLUDED
per Occurrence in respect of Accounts Receivable;	100,000
per Occurrence in respect of scheduled, direct Contingent Time Element;	EXCLUDED
per Occurrence in respect of Incidental Course of Construction;	5,000,000
(or 25.00% of the direct physical loss, whichever greater) per Occurrence in respect of Debris Removal;	2,500,000
per Occurrence in respect of Demolition and Increased Cost of Construction;	10,000,000
per Occurrence in respect of Electronic Data Processing Media;	1,000,000
per Occurrence in respect of Errors and Omissions;	2,000,000
per Occurrence in respect of Expediting Expense;	1,000,000
per Occurrence in respect of Extra Expense excluding replacement power of increased cost of generation, transmission and/or distribution of electricity, water or natural gas;	2,000,000
per Occurrence in respect of Fire Department Service Charges and Extinguishing Expenses;	500,000
per Occurrence in respect of Newly Acquired Locations (ninety (90) days reporting);	1,000,000
per Occurrence in respect of property in Course of Inland Transit;	2,500,000
per Occurrence in respect of Miscellaneous Unnamed Locations, except:	500,000
Excluded. per Occurrence in respect of Flood;	
Excluded. per Occurrence in respect of Earth Movement;	
Excluded. per Occurrence in respect of Named Storm;	
per Occurrence in respect of Valuable Papers and Records;	100,000
per Occurrence in respect of Personal Property Temporarily Off Premise.	100,000

Deductibles / Retentions

Application of Deductibles as described in Policy form unless otherwise indicated in Policy Form Revisions Section, if applicable.

In respect of Damage to Insured Property:

$750,000, Per Occurrence, except;

$100,000, per Occurrence as respect Transit;

In respect of Time Element loss (Extra Expense):

45 days per Occurrence except;

72 hours Per Occurrence in respect of Service Interruption

4.6 Operating and Reserve Accounts

The Electric Revenue Fund and the Electric Improvement & Extension (I&E) Fund are the City's two funds devoted to the Electric Division. The funds are used to manage cash and transactions related to utility operations and capital expenditures, respectively. Each fund includes certain cash accounts established to make money available for specific purposes when they are needed. The accounts maintained within the Revenue and I&E Funds are listed herein.

Electric Revenue Fund

- Insurance Reserve Account
- Contingency Reserve Account
- Electric Rate Stabilization Reserve Account
- Interest and Sinking Account

Electric Improvement & Extension Fund

- Depreciation Reserve Account
- Future Capacity Reserve Account

The following are descriptions of each Fund, their respective accounts and their purposes.

4.6.1 Electric Revenue Fund

The Electric Revenue Fund was established in Section 503 of the Resolution. All revenues are to be deposited into the Electric Revenue Fund when received. Current expenses are to be paid and other accounts are to be maintained from the Electric Revenue Fund. Moneys are transferred from the Electric Revenue Fund to the Electric Rate Stabilization Reserve Account, the Interest and Sinking Account, the I&E Fund, the Depreciation Reserve Account, and the Future Capacity Reserve Account.

4.6.1.1 Insurance Reserve Account

The Insurance Reserve Account was established by the City to fund insurance deductibles in the event of loss(es) covered by the City's insurance policies then in effect. The target minimum balance in the Insurance Reserve is $350,000. The reserve balance at the end of FY 2015 was $740,642. In an effort to reduce insurance premiums, the City approved raising the minimum reserve balance to $750,000 in 2014. The new minimum balance will be in force in FY 2016; achieved by the accumulation of interest earnings and a $10,000 appropriation.

4.6.1.2 Contingency Reserve Account

The Contingency Reserve Account was established by the City in FY 2003 to provide for unplanned expenditures that may not be avoidable. The City's Financial Policies require that a minimum balance be maintained in the Contingency Reserve Account equal to 1.0 percent of the current year revenues for the Electric Revenue Fund. The FY 2015 year-end balance was $822,677, which is equal to 1.03 percent of the FY 2015 revenues for the Electric Revenue Fund.

4.6.1.3 Electric Rate Stabilization Account

The Electric Rate Stabilization Reserve Account was established in FY 2005 to offset the costs of the power cost adjustment to the customers of Dover. The account's target balance is a minimum of 3.0 percent, not to exceed 10.0 percent, of purchased power cost in any given year. Any excess of this amount will be refunded to customers in future years by reducing the rate of the power cost adjustment. The account's FY 2015 end-of-year balance was $7,505,354, which was 14.9 percent of the FY 2015 purchased power cost.

4.6.1.4 Interest and Sinking Account

The Interest and Sinking Account was established in Section 507 of the Resolution. This account consists of two restricted accounts: the Bond Service account and the Reserve Account. The Bond Service Account is funded with equal monthly transfers from the Electric Revenue Fund such that the balance, as of each payment date for interest or for principal and interest, will be equal to the amount of the payment due. The payments of principal and interest due on bonds are made from the Bond Service Account. The Reserve Account is funded by transfers from the Electric Revenue Fund, as necessary, to maintain a balance equal to the maximum combined principal and interest for any future fiscal year through the life of all bonds then outstanding. Moneys in the Reserve Account are used for paying interest on and principal of bonds when the balance in the Bond Service Account is insufficient for making those payments. Excess moneys in the Reserve Account are also used towards paying current interest payments. The total amount in the Restricted Accounts for the 2008 and 2010 bonds as of June 30, 2015, was $3,562,746.

4.6.2 Electric Improvement and Extension Fund

The I&E Fund was established in Section 507 of the Resolution. Funds are transferred to the I&E Fund from the Electric Revenue Fund to the extent that the amount of funds available from the Electric Revenue Fund exceeds the total of the amounts required to be added to the Interest and Sinking Account. The I&E Fund also receives additional funding from the Depreciation Reserve Account, the Future Capacity Reserve Account, and from development receipts. Section 510 of the Resolution indicates that,

except for certain situations, moneys held in the I&E Fund are to be used only for payment of costs of unusual maintenance or repairs, renewals or replacements, obtaining or replacing equipment, constructing extensions, additions, or improvements, and engineering expenses related to the foregoing activities.

4.6.2.1 Depreciation Reserve Account

The Depreciation Reserve Account represents moneys that have been set aside for the sole purpose of funding renewals and replacements of the Electric System as components or equipment wear out, deteriorate, or otherwise become unsuitable for the intended purpose. Transfers from the Electric Revenue Fund and investment earnings are the only sources of additional moneys for the Depreciation Reserve Account. Transfers to the I&E Fund are made as necessary to fund capital projects. The target appropriation for the Depreciation Reserve Account each year is the excess of depreciation expense for the year over the amount of principal included in debt service payments made during the year. The reserve balance at the end of FY 2015 was $9,957,873.

4.6.2.2 Future Capacity Reserve Account

The Future Capacity Reserve Account was established to set aside and accumulate funds from the Electric Revenue Fund for use in evaluating and pursuing activities related to the Electric Division's alternatives for power supply resources for future demand for electricity. The target balance for this reserve is $10,000,000. The reserve balance at the end of FY 2015 was $10,107,899.

Table 4-8 presents FY 2013 through FY 2015 year-end summaries of the activity within the cash accounts described above. The Insurance Reserve Account, the Contingency Reserve Account, the Electric Rate Stabilization Reserve Account, and the Interest and Sinking Account are accounts within the Electric Revenue Fund. The Depreciation Reserve Account and the Future Capacity Reserve Account are accounts within the I&E Fund.

Table 4-8: Reserve Account Activity and Balances

	Insurance Reserve Account	Contingency Reserve Account	Electric Rate Stabilization Account	Bond Reserve Account	Depreciation Reserve Account	Future Capacity Account
Year Ended June 30, 2012						
Balance in Account on July 1	$ 403,334	$ 1,056,788	$ 6,160,167	$ 3,519,376	$ 10,412,221	$ 9,178,771
Receipts						
Interest Earned	4,661	14,026	69,966	3,443	129,837	126,711
Appropriations	-	-	5,000,000	3,370,068	-	-
Total Funds Available	$ 407,995	$ 1,070,814	$ 11,230,133	$ 6,892,887	$ 10,542,058	$ 9,305,482
Disbursements						
Debt Service Payments	-	-	-	(3,370,054)	(500,000)	-
Transfer to Capital Projects/Ops.	(70,730)	-	(1,000,000)	-	(300,000)	500,000
Balance in Account on June 30	$ 337,265	$ 1,070,814	$ 10,230,133	$ 3,522,833	$ 9,742,058	$ 9,805,482
Year Ended June 30, 2013						
Balance in Account on July 1	$ 337,265	$ 1,070,814	$ 10,230,133	$ 3,522,833	$ 9,742,058	$ 9,805,482
Receipts						
Interest Earned	10,178	16,022	151,991	3,224	172,146	153,208
Appropriations	385,600	-	12,400,000	3,375,534	-	2,100,000
Total Funds Available	$ 733,043	$ 1,086,836	$ 22,782,124	$ 6,901,591	$ 9,914,204	$ 12,058,690
Disbursements						
Debt Service Payments	-	(272,600)	-	(3,375,534)	(58,500)	(54,500)
Transfer to Capital Projects/Ops.	-	-	(5,400,000)	-	-	(2,000,000)
Balance in Account on June 30	$ 733,043	$ 814,236	$ 17,382,124	$ 3,526,057	$ 9,855,704	$ 10,004,190
Year Ended June 30, 2014						
Balance in Account on July 1	$ 733,043	$ 814,236	$ 17,382,124	$ 3,526,057	$ 9,855,704	$ 10,004,190
Receipts						
Interest Earned	4,415	4,904	83,692	3,388	59,358	60,252
Appropriations	-	-	-	3,391,860	-	-
Total Funds Available	$ 737,458	$ 819,140	$ 17,465,816	$ 6,921,305	$ 9,915,062	$ 10,064,442
Disbursements						
Debt Service Payments	-	-	-	(3,391,860)	-	-
Transfer to Capital Projects/Ops.	-	-	(7,000,000)	-	-	-
Balance in Account on June 30	$ 737,458	$ 819,140	$ 10,465,816	$ 3,529,445	$ 9,915,062	$ 10,064,442
Year Ended June 30, 2015						
Balance in Account on July 1	$ 737,458	$ 819,140	$ 10,465,816	$ 3,529,445	$ 9,915,062	$ 10,064,442
Receipts						
Interest Earned	3,184	3,537	39,538	33,300	42,811	43,457
Appropriations				3,401,952		
Total Funds Available	$ 740,642	$ 822,677	$ 10,505,354	$ 6,964,697	$ 9,957,873	$ 10,107,899
Disbursements						
Debt Service Payments				(3,401,952)		
Transfer to Capital Projects/Ops.			(3,000,000)			
Balance in Account on June 30	$ 740,642	$ 822,677	$ 7,505,354	$ 3,562,746	$ 9,957,873	$ 10,107,899

5.0 – CONCLUSIONS

5.0 CONCLUSIONS

In the preparation of this Engineering Consultant's Report, Burns & McDonnell completed assessments of the electric generating stations and the transmission and distribution system of the City Electric Division. The investigations included interviews, observations, and reviews of FY 2015 expenditures and FY 2016 budgets. In addition, an analysis of the balances of the Improvement and Extension Fund and other funds benefiting the Electric Division was performed. Burns & McDonnell also reviewed the adequacy of the revenues provided by the current retail rates in relation to the requirements of the City of Dover, Delaware Resolution Authorizing and Securing Electric Revenue Bonds, adopted December 23, 1985. A high level assessment of the City's insurance coverage related to the Electric Division was also completed. Based on these reviews and assessments, it is Burns & McDonnell's opinion that:

1. The City's power generation facilities are being operated and maintained consistent with accepted electric utility practice in the United States.
2. The design, construction, operation, and maintenance of the City's electric transmission and distribution system and the associated facilities are consistent with current generally accepted electric utility standards and over the past few years. The system has been upgraded in order to improve operation and service to customers.
3. The Electric Division capital projects included in the City's Capital Investment Plan and the FY 2016 Operating Budget are necessary and should provide improved reliability and power quality for the Electric System.
4. The balances as of June 30, 2015 for the various reserve funds maintained by the City for the Electric Division appear to be sufficient for their defined purposes.
5. The insurance coverage in full force and affect as maintained by the City related to the various assets of the Electric Division appears to satisfy the requirements of Section 706 of the Resolution.
6. The electric revenues generated by the City's current retail rates are more than sufficient to fulfill the debt service coverage requirement defined in Section 502(c) of the Resolution.

DRAFT

APPENDIX A



Photo 1 - Cartanza Substation


Photo 2 - Cartanza Substation



Photo 3 – Danner Farm Substation



Photo 4 – Division Street Substation



Photo 5 – Division Street Substation



Photo 6 – Division Street Substation



Photo 7 – Division Street Substation



Photo 8 – Dover Downs Substation



Photo 9 – General Scott Substation



Photo 10 – General Scott Substation



Photo 11 – General Scott Substation



Photo 12 – Horsepond Substation



Photo 13 – Horsepond Substation



Photo 14 – Horsepond Substation



Photo 15 – Lebanon Substation



Photo 16 – Lebanon Substation



Photo 17 – Mayfair Substation


Photo 18 – Mayfair Substation



Photo 19 – Mayfair Substation



Photo 20 – Mid-City Substation



Photo 21 – Mid-City Substation



Photo 22 – Mid-City Substation



Photo 23 – Mid-City Substation



Photo 24 – St. Joan's Substation

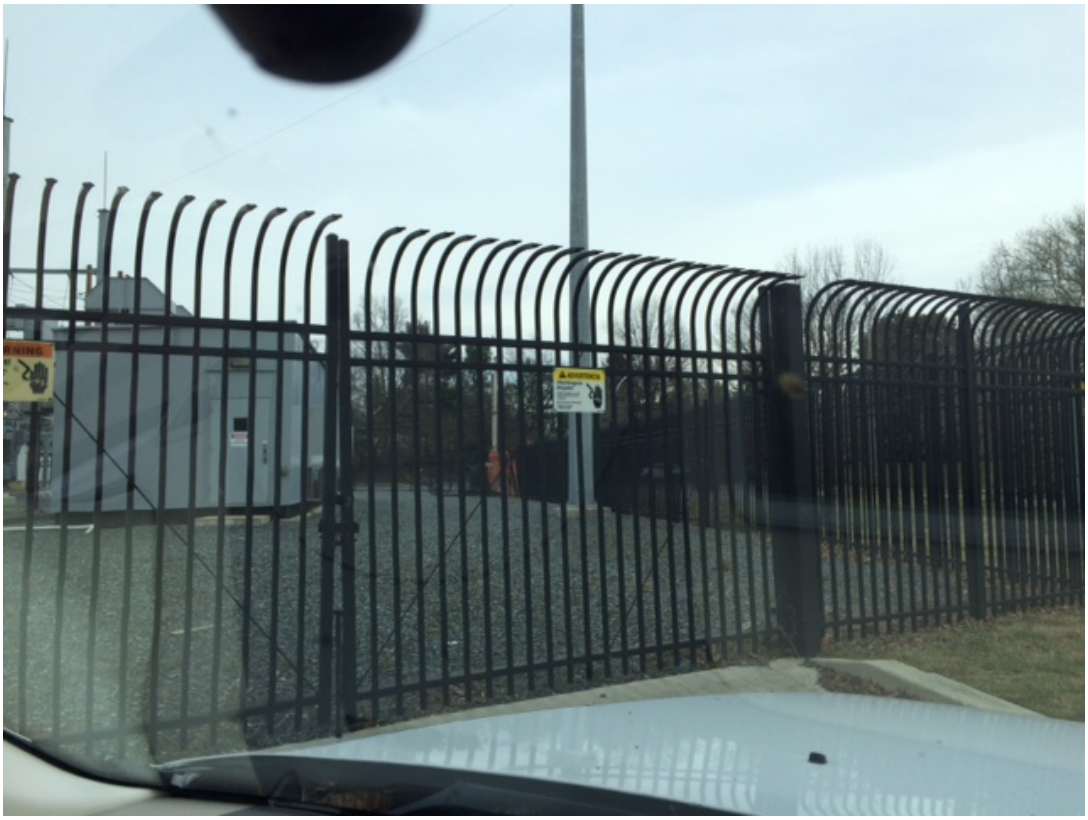


Photo 25 – St. Joan's Substation



Photo 26 – VanSant Substation



Photo 27 – VanSant Substation



Photo 28 – VanSant Substation



Photo 29 – VanSant Plant



Photo 30 – VanSant Plant



Photo 31 – VanSant Plant

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Monthly Management Committee Update

January 2016

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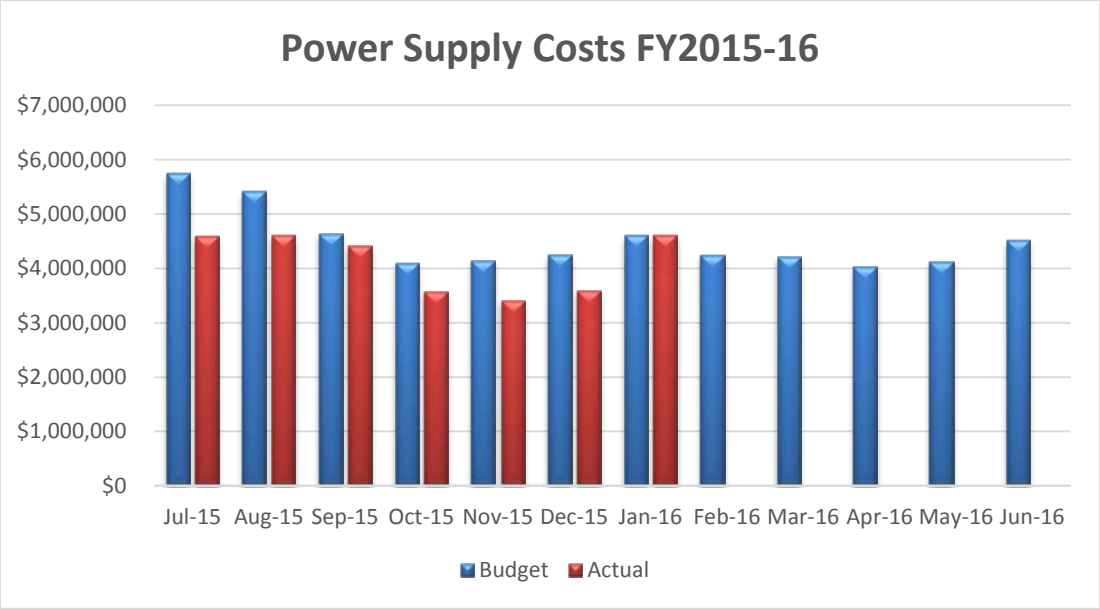
Date:
February 25, 2016

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I. EXECUTIVE SUMMARY

POWER SUPPLY SUMMARY



Overall Power Supply costs were $8,848 above budget predominantly driven by strong PJM-Energy, Congestion and Losses.

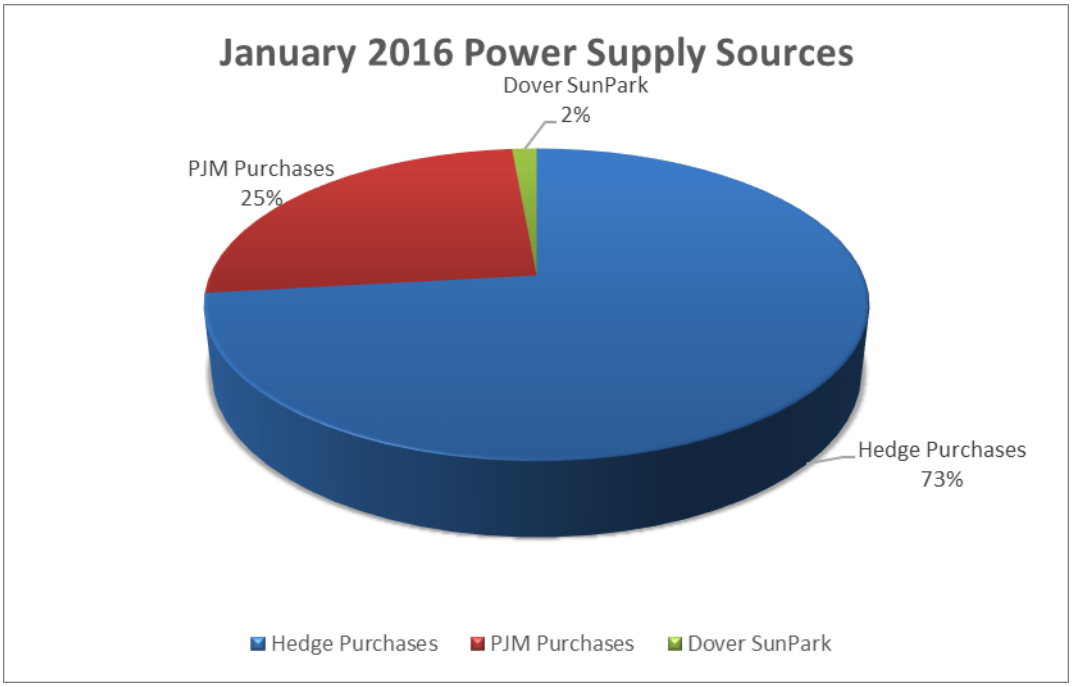
Dover's budgeted cost for all power supply (capacity AND energy) was $76.60/MWh. The actual cost of all power supply (capacity AND energy) was $73.14/MWh.

The actual cost of energy alone was $51.68/MWh as opposed to a budgeted energy cost of $48.52.

Dover's total load was 63,059 MWh versus a forecasted load of 60,100 MWh. Hedge purchases totaled 46,152 MWh, which was 73% of the actual load. The budgeted hedge purchase totaled 45,808 MWh, which was 76% of the budgeted load.

Dover's power purchases from hedge transactions totaled $1,904,972. Purchases from PJM (energy and fees) totaled $1,232,990. This number includes DA Ahead Transmission Congestion of $658,034 and Day Ahead Spot Market Energy charges of $471,211. Dover's planned energy purchase from the SunPark solar installation was 922 MWhs. Dover's actual energy purchase from the SunPark installation was 902 MWh.

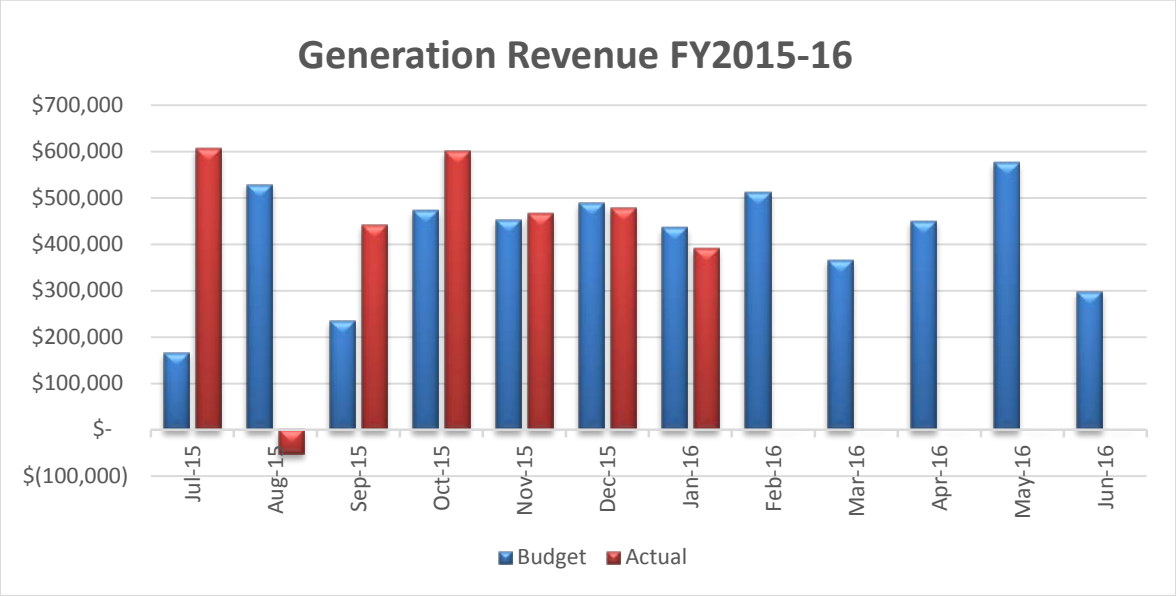
Supply Source Summary



Supply Variance

Purchased Power Variance Report:	January		
	Budget	**Actual**	**Variance**
Gross Load	60,100	63,059	(2,959)
Wholesale Load	59,178	62,157	(2,979)
Hedged Volume (MWh)	45,808	46,152	(344)
Unhedged Volume (MWh)	13,370	16,005	(2,635)
Dover SunPark Volume (MWh)	922	902	20
Renewable Energy Credits Volume	138	83	55
Hedged Cost ($/MWh)	$ 40.16	$ 41.28	$ (1.11)
Unhedged Energy Cost ($/MWh)	$ 71.52	$ 77.04	$ (5.52)
Solar Energy Cost ($/MWh)	$ 130.15	$ 134.20	$ (4.05)
Energy Costs ($/MWh)	**$48.52**	**$51.68**	**($3.16)**
All-in Costs - Energy, Capacity and RECs ($/MWh)	**$76.60**	**$73.14**	**$3.45**

GENERATION SUMMARY



Net Generation Revenue for the month of January was $390,900 versus a budget of $435,600.

Generation Breakdown:

City of Dover

Monthly Wholesale Generation

January 2016

Net Generation
631.36

Production Margin

				Formula
PJM - Generation				
	Economic and Reliability Dispatch	$	278,495.86	A
Natural Gas & Oil Consumption				
	Purchases for Generation	$	(1,393.05)	
	Natural Gas Transport	$	-	
	Eastern Shore Cashout	$	-	
	Oil Consumption	$	(445,379.85)	
	Subtotal: Natural Gas & Oil Consumption	$	(446,772.90)	B
Gross Production Margin		$	(168,277.04)	C = (A + B)
$/MWh Generation Production Gross Margin		$	(266.53)	E = (C/D)
PJM - Capacity				
	Generation Capacity Credit	$	902,145.57	
	Reactive Supply and Transmission Losses	$	50,224.22	
	Subtotal: PJM - Capacity	$	952,369.79	F
All in Generation Margin				
	All in Generation Margin Total	$	784,092.75	(G = C + F)

EMISSIONS SUMMARY

Emissions Allowance and Solar Renewable Energy Summary through January 31, 2016

The reinstated Cross-State Air Pollution Rule (CSAPR) replaced the Clean Air Interstate Rule (CAIR) beginning January 1, 2015. The State of Delaware was included in the CAIR footprint but is not included in the CSAPR footprint.

The separate Clean Air Act acid rain deposition control program (CAA Title IV), which governs the SO_2 national allowance trading program, remains in effect for Dover. Beginning with the January 2015 report, TEA no longer includes a CAIR summary. It will continue to report on Dover's Clean Air Act Title IV SO_2 allowances.

Market liquidity for Title IV SO_2 allowances is very low, with few transactions occurring. The following table shows estimated values for Dover's banked allowances, based on a market price assessment published by SNL Energy.

Market Value for Clean Air Act Title IV Allowances			
Commodity	***$/Ton***[1]	***Tons***	***Market Value***
SO_2 Allowances – Title IV	$0.56	15,015	$8,408
Total			**$8,408**

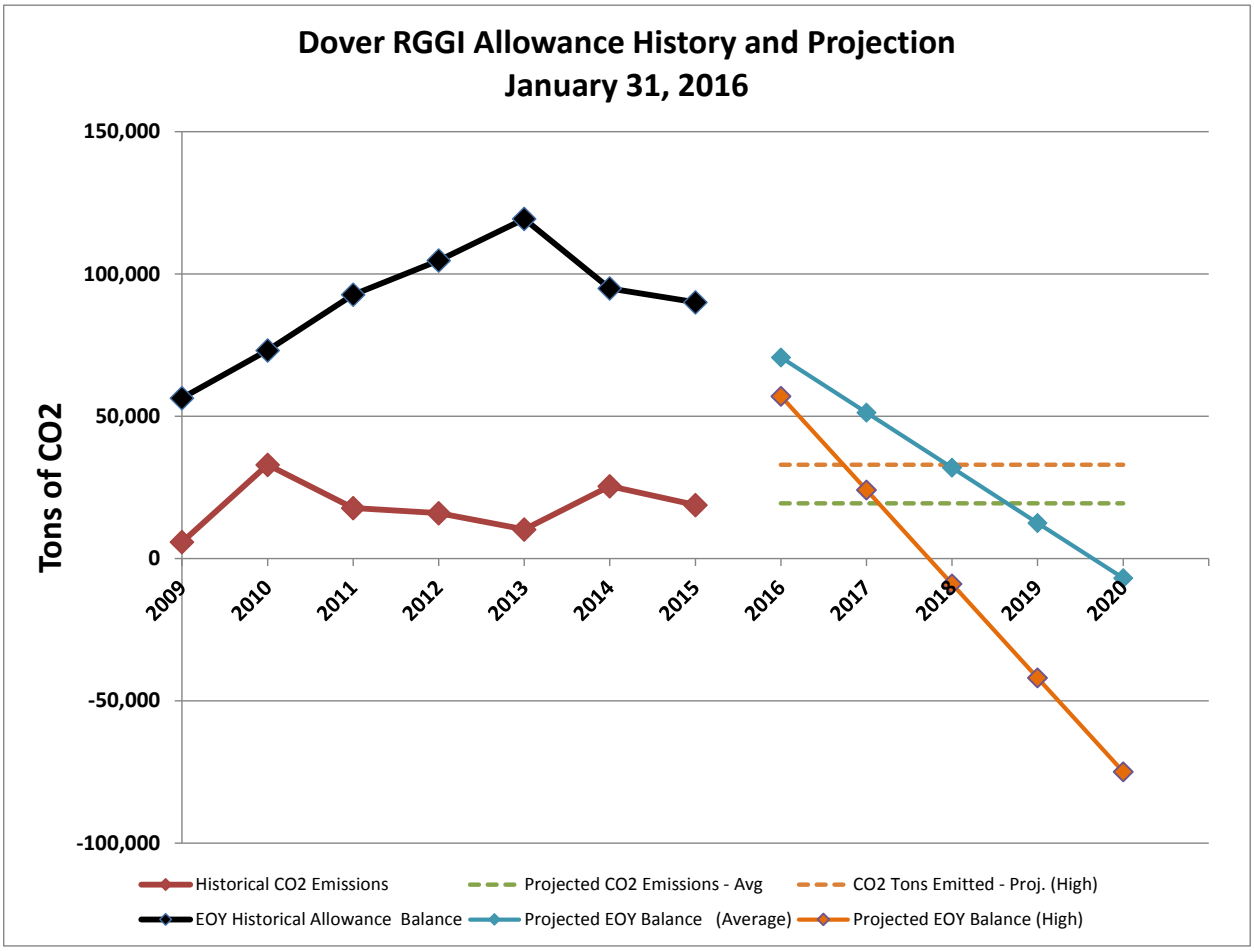
Regional Greenhouse Gas Initiative

The State of Delaware is a participant in the Regional Greenhouse Gas Initiative (RGGI). The City of Dover must comply with RGGI by surrendering carbon dioxide (CO_2) allowances pursuant to the State of Delaware's laws (Title 7, Chapter 60, Sub-Title II-A).

Dover had more than a sufficient number of RGGI allowances allocated to it to cover its requirements through the first compliance period (calendar years 2009-2011) and second compliance period (2012-2014). Any unused allowances are carried over ("banked") for subsequent years. The following table includes Dover's historical activities and includes projections through 2020. Two projections are presented: (1) future annual emissions based on the average for 2009-2015, and (2) future annual emissions based on 2010 actual CO2 emissions, which was the highest emissions year between 2009 and 2015.

[1] October 20, 2015 Daily Power Report by SNL Energy

Dover, DE RGGI Allowance History and Forecast - January, 2016								
Compliance Year (CY)	CO2 Allowances Purchased	Allocated CO2 Allowances	CO2 Tons Emitted & Adjustments-Historical	EOY Historical Allowance Balance	CO2 Tons Emitted - Proj. (Avg)	CO2 Tons Emitted - Proj. (High)	Projected EOY Balance (Average)	Projected EOY Balance (High)
2009		62,184	5,796	56,388				
2010		49,747	32,971	73,164				
2011		37,311	17,746	92,729				
2012		27,983	15,957	104,755				
2013		24,818	10,230	119,343				
2014	1,000	N/A	25,427	94,916				
2015	14,000	N/A	18,827.5	90,075				
2016		N/A	14	90,061	19,384	33,000	70,692	57,075
2017		N/A			19,384	33,000	51,308	24,075
2018		N/A			19,384	33,000	31,925	-8,925
2019		N/A			19,384	33,000	12,541	-41,925
2020		N/A			19,384	33,000	-6,843	-74,925

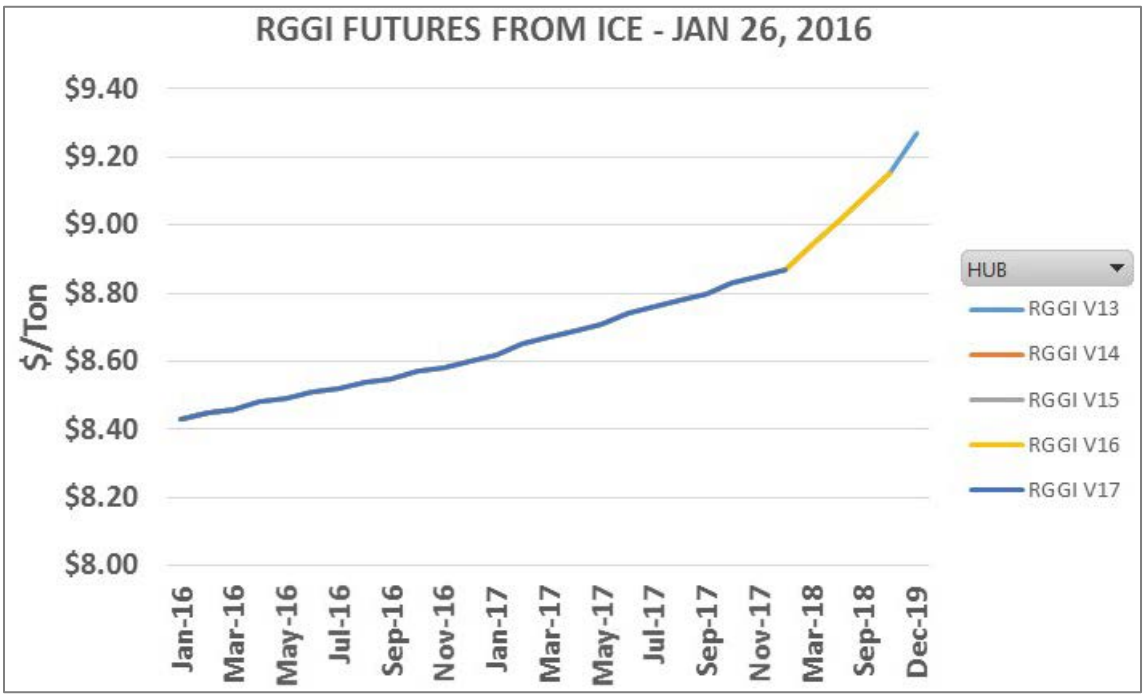


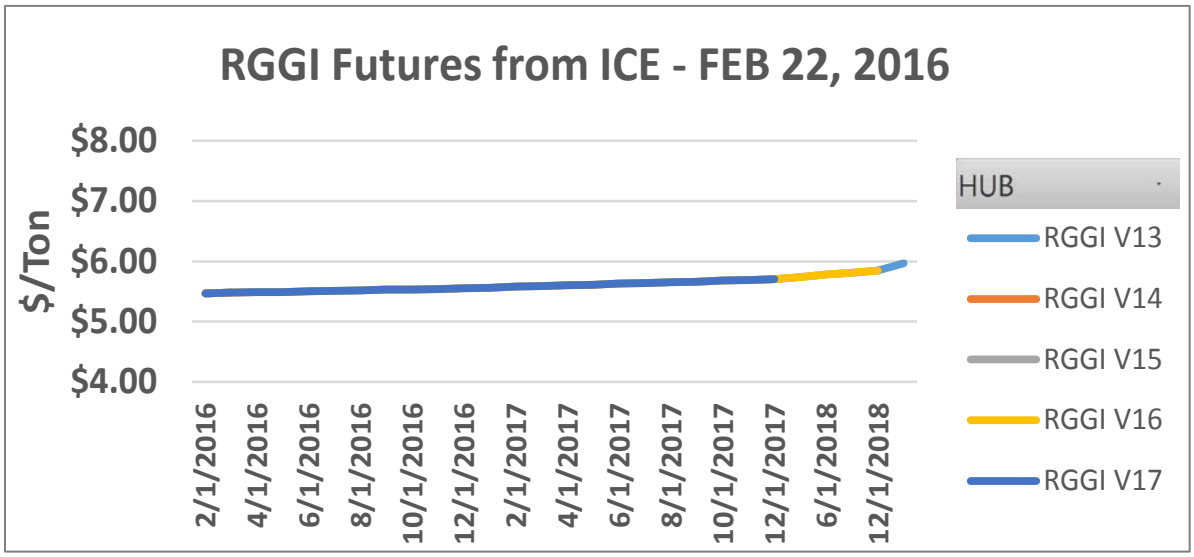
The table and chart indicate that Dover could run out of banked allowances as early as the end of 2018 under the high emissions scenario and by the end of 2020 under the average scenario. Therefore, Dover has recently initiated a program to participate in RGGI's quarterly auctions to ensure it has adequate allowances in the future.

In anticipation of needing additional RGGI allowances in the future, Dover has participated in the last four auctions and plans to continue to participate as required. The table below shows details for Dover's allowance purchases for each of these previous auctions.

Dover's RGGI Allowance Purchase History				
RGGI Auction Number	***Auction Date***	***Auction Clearing Price ($/Ton)***	***Quantity Of Allowances Awarded***	***Total Cost***
26	Dec 3, 2014	$5.21	1,000	$ 5,210
27	Mar 11, 2015	$5.41	6,000	32,460
28	June 3, 2015	$5.50	4,000	22,000
29	Sept 3, 2015	$6.02	4,000	24,080
30	Dec 2, 2015	$7.50	0	0
Totals			**15,000**	**$83,750**

RGGI Futures prices dropped dramatically after the U.S. Supreme Court issued a Stay on EPA's Clean Power Plan (CPP). The CPP rule would require states to develop State Implementation Plans to reduce the amount of CO2 emissions nationwide. Since the legality of the CPP is now in question, the additional uncertainty of a national carbon market has had a bearish impact on RGGI prices. This impact can be seen on the two RGGI futures charts below which differ in time by only one month.





The next RGGI auction will be held on March 9, 2016. The Cost Containment Reserve will be 10 Million tons with a CCR price of $8.00/ton. In last month's report, TEA stated, it may be reasonable to expect the next auction will clear in the $8.00 to $8.50 range. Given the very recent run-up, then drop in prices, TEA has recommended that the bid security Dover posts for this auction continue to be set based on the peak market prices seen in late January; however, we now expect the March 9 auction to clear in the $5.00 to $6.00/ton range. A separate presentation on this topic is included in the meeting packet for discussion.

Based on the February 22, 2016 ICE price for the February 2016 futures price ($5.47/ton), the estimated market value of Dover's existing 90,061[2] ton RGGI allowance bank is $492,634.

On February 2, 2016 RGGI held a second stakeholder meeting to initiate the 2016 RGGI program review. Discussion topics included EPA's Clean Power Plan, potential changes to the RGGI allowance cap post 2020 and a discussion about RGGI's Flexibility Mechanisms. TEA will provide additional information on this meeting at a later date.

Renewable Energy Certificates

Dover owns two photovoltaic systems totaling 15 kW, consisting of one 5 kW unit at the Utilities Administration Building and two 5 kW units at the McKee Run generating station. Dover also receives solar energy produced by the 10 MW Dover Sun Park which is owned by White Oak Solar Energy, LLC. In addition to all of the physical energy produced by the Sun Park, Dover receives 15% of Sun Park's Solar Renewable Energy Credits (SRECS).

Dover participates in the Delaware Municipal Electric Renewable Portfolio Standard (DMERPS) for compliance with the State of Delaware's RPS laws applicable to municipal utilities. The first compliance period under DMERPS was for the 12 months ending May 2014 and the second compliance period was for the 12 months ending May 2015.

[2] Subject to verification from RGGI COATS account.

Through the end of generation month December 2015, Dover had accumulated a total of 6,866 SRECS from these renewable energy resources. This total includes SRECS reported in PJM's GATS account, Bonus allowances for Sun Park labor, and net of 2,941 SRECs transferred to DEMEC for surrender on October 3, 2014 for the first compliance period and 2,861 SRECs and 574 bonus SRECs for the second compliance period on November 9, 2015.

Delaware periodically holds SRECs auctions; however, these auctions are for size tiers N1 – N3, E1 and E2. The Dover Sun Park is in the N4 tier for large-scale facilities. State-wide carve outs for Tier 4 has been fully subscribed, so there is not a market for Tier T4 SRECs in Delaware.

The nearest viable market for Dover's SRECs is Pennsylvania. Daily settlement prices from Flett Exchange Environmental Services. The most recent settlement prices for Pennsylvania SRECs are used in the table below.

SREC Vintage (June 1 – May 31)	Market Clearing Price	PJM-GATS Balance Before 2014/15 Compliance	10% Bonus SRECs for Sun Park Labor[3]	Transferred to DEMEC for 2014/15 Compliance		Net SREC Balance After Transfer and Surrender	Market Value
				Bonus	*GATs*		
2011/2012	$ 0.00	0	290.2	290.2		0	$0
2012/2013	$ 0.00	2,173	215.7	215.7	2,173	0	$0
2013/2014	$10.00	2,701	268.0	68.1	688	2,212.8	22,129
2014/2015	$14.00	2,685	266.3	0	0	2,951.3	37,118
2015/2016	$15.00	1,561	155.0	0	0	1,716.0	25,740
Totals		**9,120**	**1,186.4**	**574**	**2,861**	**6,874.1**	**$84,987**

TEA continues to recommend to Dover to retain these allowances for compliance with its Renewable Portfolio Standard (RPS). Additionally, Dover will need to acquire additional SRECs resources in future years. It is apparent that Dover's portion of SRECs produced by White Oak Solar Energy Center will not be sufficient in future years as the compliance requirements increase. DEMEC has indicated that it expects to have excess SRECs available for Dover's compliance requirements. This and other alternatives will need to be evaluated in the near future.

[3] Note: Retroactive Bonus Allowances were not transferred within PJM's GATS system but were used to off-set 2014/15 compliance obligation.

RISK MANAGEMENT SUMMARY

Forward power prices in PJM have decreased.

PY	Hedge Ratio	Blended Cost ($/MWh)	Monthly Change ($/MWh)
2015-16	76%	$ 41.50	($0.24)
2016-17	59%	$ 40.27	($0.38)
2017-18	56%	$ 39.90	($0.33)
2018-19	49%	$ 38.86	($0.21)
2019-20	35%	$ 36.30	($0.44)

II. BUDGET REPORT

	Budget Jan-16	Actual Jan-16	Variance
Gross Load	**60,100**	**63,059**	**(2,959)**
Power Supply			
Hedged Energy	$1,839,700	$1,904,972	($65,272)
PJM - Energy, Congestion & Losses	$956,200	1,232,990	($276,790)
PJM - ARR, Transmission and Fees	$650,000	360,373	$289,627
Dover SUN Park Energy	$120,000	$121,058	($1,058)
Dover SUN Park RECs	$16,000	$11,012	$4,988
RECS (Solar and Non-Solar)	$56,100	$0	$56,100
RGGI Credit Costs	$0	$0	$0
Management Fees	$83,000	$83,000	$0
PJM - Capacity UCAP Obligated Purchased	$882,400	$898,843	($16,443)
Subtotal - Power Supply	**$4,603,400**	**$4,612,248**	**($8,848)**
Power Generation O&M			
Plant O&M	$ 502,900	$ 393,193	$ 109,707
Subtotal Generation O&M	**$502,900**	**$ 393,193**	**$109,707**
Power Generation Production Margin			
PJM - Economic and reliability dispatch	$0	($278,496)	$278,496
Fuel Costs - Natural Gas	$0	$1,393	($1,393)
Fuel Costs - Oil	$0	$445,380	($445,380)
Testing Costs	$0	$0	$0
Subtotal Generation Production Margin	**$0**	**$168,277**	**$ (168,277)**
Power Generation Non-Production Revenue			
PJM - Generation Capacity Credit	($908,500)	($902,146)	($6,354)
Emissions Allowance Sales	$0	$0	$0
Reactive Supply - Gas	($30,000)	($50,224)	$20,224
Subtotal - Non-Production Revenue	**($938,500)**	**($952,370)**	**$13,870**
SubTotal - All Generation	**($435,600)**	**($390,900)**	**($44,700)**
Total - Utilities Cost	**$4,167,800**	**$4,221,348**	**($53,548)**
Unit Costs			
Total - Power Supply	$76.60	$73.14	$3.45
Total - Power Generation	($7.25)	($6.20)	($1.05)
Final Cost of Service to City of Dover Ratepayers	$69.35	$66.94	$2.41

Variance Analysis

- **Power Supply**
  - Dover consumed 2,959 MWh more than forecasted for the month.
  - Dover saw an unfavorable variance for budgeted Hedged Energy of $16,443.
  - Dover experienced an unfavorable variance for budgeted PJM - Energy, Congestion & Losses of $276,790 and a favorable variance for PJM ARR, Transmission and Fees of $289,267.
  - The city realized an unfavorable variance of $53,548 for power supply vs. the monthly budget.
  - Dover Sun Park generated 20 MWhs less than forecasted.
  - This resulted in a net power supply cost of $66.94/MWh and a positive budget variance of $2.41/MWh below budget.
- **Generation**
  - Non Production Revenue had a favorable variance of $13,870 due to higher Reactive Supply Revenue.
  - Net Generation Revenue had an unfavorable variance of $44,700 due to an unfavorable production margin variance.

	Budget YTD	Actual YTD	Variance
Gross Load	**448,100**	**448,350**	**(250)**
Power Supply			
Hedged Energy	$14,913,200	$14,461,344	$451,856
PJM - Energy, Congestion & Losses	$4,808,600	2,794,327	$2,014,273
PJM - ARR, Transmission and Fees	$4,682,500	3,388,555	$1,293,945
Dover SUN Park Energy	$1,127,800	$1,189,530	($61,730)
Dover SUN Park RECs	$210,100	$209,115	$985
RECS (Solar and Non-Solar)	$392,700	$0	$392,700
RGGI Credit Costs	$87,500	$24,080	$63,420
Management Fees	$581,000	$581,000	$0
PJM - Capacity UCAP Obligated Purchased	$6,119,800	$6,200,142	($80,342)
Subtotal - Power Supply	**$32,923,200**	**$28,848,091**	**$4,075,109**
Power Generation O&M			
Plant O&M	$ 3,905,700	$ 3,263,793	$ 641,907
Subtotal Generation O&M	**$3,905,700**	**$ 3,263,793**	**$641,907**
Power Generation Production Margin			
PJM - Economic and reliability dispatch	($569,400)	($960,923)	$391,523
Fuel Costs - Natural Gas	$389,200	$196,985	$192,215
Fuel Costs - Oil	$0	$555,925	($555,925)
Testing Costs	$0	$0	$0
Subtotal Generation Production Margin	**($180,200)**	**($208,013)**	**$ 27,813**
Power Generation Non-Production Revenue			
PJM - Generation Capacity Credit	($6,300,900)	($5,693,822)	($607,078)
Emissions Allowance Sales	$0	$0	$0
Reactive Supply - Gas	($210,000)	($402,127)	$192,127
Subtotal - Non-Production Revenue	**($6,510,900)**	**($6,095,949)**	**($414,951)**
SubTotal - All Generation	**($2,785,400)**	**($3,040,169)**	**$254,769**
Total - Utilities Cost	**$30,137,800**	**$25,807,922**	**$4,329,878**
Unit Costs			
Total - Power Supply	$73.47	$64.34	$9.13
Total - Power Generation	($6.22)	($6.78)	$0.56
Final Cost of Service to City of Dover Ratepayers	$67.26	$57.56	$9.69

III. Operations Management

Operations Summary

During the month of December, there were no recordable accidents or lost time accidents. The facility has gone 290 days through January 31, 2016 without an OSHA Recordable Accident and has not had a Lost Time Accident since the January 12th, 2015 incident.

Unit 3 was dispatched by PJM on January 5 as part of the winter exercise to simulate a winter dispatch with temperatures at least 35 degrees or less to be able to bring the unit on with an alternative fuel which is #2 fuel oil. The plant had no issues and we were on line by 0600 our dispatch time; later that day we completed a capacity test on Unit 3 for two hours; the unit ran for 17.45 hours.

- On January 17th Unit 11 was dispatched due to the Milford Steele constraint. The unit ran for 2.60 hours until the unit tripped due to a loss of communications when Ethernet cables failed. PJM was called and notified of the trip and was asked if they still needed the unit and the denied the request for us to restart the unit. The Ethernet cables were checked and nothing was found to be wrong, both cables were replaced as a precautionary measure.
- On January 19th at 0455 PJM requested Unit 11 due to the Milford-Steele constraint and the unit was cost capped. The Unit was on line at 0533 and ran for 3.716 hours with no issues.
- Unit 11 was requested by PJM on January 20th and was on line at 0520 and ran 3.467 hours on oil with no issues.
- Unit 3 was dispatched on January 20th and was on line by 0600 and ran for 17.500 hours on oil with no issues.
- Unit 3 was requested by PJM for January 21st by 0600. The unit ran for 16.316 hours on oil with no issues.

Monthly Budget Variance – The actual expenses attributable to O&M of the two sites for the month of January are $393,193 against a budgeted amount of $502,925 for a favorable variance of $109,732 or 21.82%. The variance was due to: a Personnel Expenses had a favorable variance of $42,189 was due to not having a full complement of employees for this time period, Materials and Supplies variance was favorable by $11,075, this was due to lower costs in the water – sewer account than budgeted and timing of invoice receipt for the employee safety shoe purchase. The Administrative Expense variance was favorable $56,468 was due primarily to the timing of Title V invoices receipt from DNREC, GPI training fees, and PJM CBT operator training.

NAES Corporation
Dover, Delaware

January 2016
Monthly Report



Welcome, Jacob Aucoin – Plant Engineer

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1.0 Environmental, Health and Safety

During the month of January, there were no recordable accidents, lost time accidents or environmental incidents. The facility has gone 384 days through January 31, 2016 without an OSHA Recordable Accident and 290 days since the April 16, 2015 Lost Time reportable accident. There were no Near Misses reported in January 2016 at McKee Run.

During the month of January, there were five IWW discharges to the Kent County Public Works sewer system for a total of 135,977-gallons. A representative sample of the industrial discharge was taken on January 27, 2016. McKee Run submitted the monthly SIU Report to Kent County Public Works and based on the laboratory analytical data, there were no exceedances from this sampling event. McKee Run received a waiver of cyanide analysis from the Kent County Public Works division since cyanide was not detected in four (4) consecutive quarters.

During the month of January, there were no sampling events at Outfall 001, 004, 005 and 006. The January DMR was submitted to DNREC indicating no discharge from Outfall 001, 004, 005 and 006 for this month. All non-contact cooling tower blowdown water is being discharged directly to the Kent County Department of Public Works under the facilities Industrial Wastewater Discharge Permit #18. McKee Run received a letter from DNREC's December 22, 2015 inspection which indicated that the NPDES program is in compliance with the NPDES permit.

McKee Run submitted an updated Facility Response Plan emergency contact list to USEPA as required by law. The City of Dover submitted the DNREC Annual Title V Air Permit Certification for McKee Run and VanSant. A copy of the certification was sent to USEPA. The annual Water Allocation Report was sent to DNREC which documents the volume of water used in 2015 from the on-site well. The 2015 fourth quarter Electronic Data Report (EDR) was submitted to USEPA for McKee Run and VanSant. The City of Dover submitted the VanSant "No Exposure" NPDES Certification to DNREC since no hazardous chemical come into contact with storm water at VanSant.

On January 17, 2016, VanSant combustion turbine (CT) was called on by PJM to produce electricity. The CT ran for hours until an alarm sounded which indicated bad computer connection cables. The unit tripped as a result of the loss of communication cables. An investigation was conducted and based on the preliminary investigation; there was no apparent emission deviation or system failure other than the computer cable malfunction. A report was submitted to DNREC and DNREC has not responded to the letter.

On January 20, 2016, the McKee Run Unit #3 cooling tower malfunctioned and cooling water overflowed onto the ground. Approximately 15,000-gallons of cooling water pooled onto the ground. McKee Run notified DNREC by telephone of the situation and based on that conversation, DNREC gave McKee Run 5 days to investigate the incident. Based on Safety Data Sheets (SDS), the water was considered non-hazardous and was pumped back into the tower. McKee Run is waiting on a response from DNREC. All the water was contained and no water was released to sensitive receptors (i.e. storm drains, McKee Run Creek).

Environmental, Health and Safety Statistics			
	January	Fiscal Year to Date 7/1/2015-6/30/2016	
NOVs	0	0	
Opacity Deviations	0	1	
Environmental Deviations	0	0	
OSHA Recordable	0	0	
OSHA LTA's	0	0	
First Aid cases	0	0	
Restricted Workday Accident	0	0	
Near Miss	0	7	
Man Hours Worked	3952.25	30,022.0	
Date of OSHA Recordable:	4/16/2015	Days since last Recordable:	290
Date of Lost Time Accident:	1/12/2015	Days since last LTA:	384

SO_2 Allowance Summary							
SO_2 Allowance Vintage	SO_2 Allowances Sold - YTD	SO_2 Allowances Available (Per Unit, Prior to Sale & Reconciliation)		SO_2 Tons Emitted	SO_2 Tons Emitted	Total SO_2 Tons Emitted	SO_2 Allowance Balance
		Unit #3	Unit #11	Unit #3	Unit #11		
2014 and earlier	0	12,214	826				13,040
2015	0	1,850	138	12.1	1.2	13.3	1,974.7
2016							
		Total SO2 Allowance Balance:				15,014.7	

CO2 Allowance Summary										
Control Period Year(s) 2015-2017	Quarterly CO2 Emitted (Tons)				Reporting Period Total CO2 Emitted		Total CO2 Allowances Used (Tons YTD)		RGGI-COATS Account Balances	
	U1	U2	U3	U11	MR	VS	MR	VS	MR	VS
2015 and before					194,244	7,799				
2015	N/A	N/A	9,557.9	2,423			4,779	1,212	77,282	6,788
2016-1	N/A	N/A	12.3	1.2			12.3	1.2		
2016-2	N/A	N/A								
2016-3	N/A	N/A								
2016-4	N/A	N/A								
2016 TOTALS/Bal	0	0	0	0	0	0	12.3	1.2	82,061	8,000

2.0 Financials

Monthly and year to date financial results as compared with the approved power plant budget for the Generation Units are provided below.

January 2016			
	Actual	Budget	Variance
Personnel	$249,811	$292,000	$42,189
Materials & Supplies	$5,725	$16,800	$11,075
Administrative Expenses	$137,657	$194,125	$56,468
Total	**$393,193**	**$502,925**	**$109,732**

July 2015 thru January 2016			
	Actual	Budget	Variance
Personnel	$1,724,595	$2,201,600	$477,005
Materials & Supplies	$116,080	$172,950	$56,870
Administrative Expenses	$1,423,125	$1,531,225	$108,100
Total	**$3,263,800**	**$3,905,775**	**$641,975**

2.1 Variance Analysis

The actual expenses for the month of January are $393,193 against a budgeted amount of $502,925 for a favorable variance of $109,732 or 21.82%. The variance was due to the following:

PERSONNEL EXPENSES – A favorable monthly variance of $42,189 was due to not having a full complement of employees for this time period. As a result, this impacted three (3) labor accounts – Straight Time, Overtime, and Labor Burdens.

MATERIALS AND SUPPLIES EXPENSES – A favorable monthly variance of $11,075 was due to lower costs in the water – sewer account than budgeted and timing of invoice receipt for the employee safety shoe purchase.

ADMINISTRATIVE EXPENSES – A favorable monthly variance of $56,468 was due primarily to the timing of Title V invoices receipt from DNREC, GPI training fees, and PJM CBT operator training. Expect all of these invoices to be received and paid in February.

3.0 Operations

Unit Operations / Outages / Trips: Unit 3 was dispatched by PJM on January 5 as part of the winter exercise to simulate a winter dispatch with temperatures at least 35 degrees or less to be able to bring the unit on with an alternative fuel which is #2 fuel oil.

The plant had no issues and we were on line by 0600 our dispatch time; later that day we completed a capacity test on Unit 3 for two hours; the unit ran for 17.450 hours. On January 17, Unit 11 was dispatched due to the Milford Steele constraint. The unit ran for 2.600 hours until the unit tripped due to a loss of communications when Ethernet cables failed. PJM was called and notified of the trip and was asked if they still needed the unit and the denied the request for us to restart the unit. The Ethernet cables were checked and nothing was found to be wrong, both cables were replaced as a precautionary measure.

On January 19th at 0455 PJM requested Unit 11 due to the Milford-Steele constraint and the unit was cost capped. The Unit was on line at 0533 and ran for 3.716 hours with no issues. PJM requested Unit 3 for January 20th by 0600 the unit was on line by 0310 and ran for 17.500 hours on oil with no issues. Unit 11 was requested by PJM on January 20th and was on line at 0520 and ran 3.467 hours on oil with no issues. Unit 3 was requested by PJM for January 21st by 0600. The unit ran for 16.316 hours on oil with no issues.

Month of January 2016							
		McKee Unit 1	McKee Unit 2	McKee Unit 3	MRGS TOTAL	VanSant Unit 11	Total ALL Units
Capacity:	(MW)	17	17	102	136	39	175.00
On Line Hours:	(HRS)	0	0	51.267	51.267	9.784	61.051
Starts:	(#)	0	0	3	3	3	6
Gross Generation:	(MWh)	0	0	2,326.072	2,326.072	397.612	2,723.684
Net Generation:	(MWh)	0	0	2,095.430	2,095.430	397.306	2,492.736
Total Auxiliaries:	(MWh)	0	0	438.696	438.696	7.903	446.599
Auxiliaries purchased:	(MWh)	42.689	42.689	208.054	293.431	7.597	301.334
Fuel Gas Used:	(MMBTU)	0	0	1,342	1,342	0	1,342
Fuel Oil Used:	(MMBTU)	0	0	24,983	24,983	4,831	29,814
Fuel Oil Used:	(Gallons)	0	0	181,403	181,403	35,065	216,468
Total Fuel:	(MMBTU)	0	0	26,325	26,325	4,831	31,156
Net Heat Rate:	(BTU/KWh)	0	0	12.092	12.092	12.158	12.125
Unit Trips:	(#)	0	0	0	0	1	1
Capacity Factor:	(%)	0.00%	0.00%	2.76%	2.07%	1.34%	1.90%
Availability Factor:	(%)	100%	100%	100%	100%	100%	100.00%
Commercial Unavailability :	(%)	0.0	0.0	0.0	0.0	0.0	0.0
Planned Outage Hours	(HRS)	358.000	358.000	344.000	1,060.000	0.0	1,060.000
Maintenance Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Forced Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Equivalent Derate Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Reserve Shutdown Hours:	(HRS)	744	744	692.733	2,180.733	734.216	2,914.949
HW Boiler Gas Usage:	(MMBTU)				1,342		1,342

2015-2016 Fiscal Year - July 2015 thru January 2016							
		McKee Unit 1	McKee Unit 2	McKee Unit 3	MRGS TOTAL	VanSant Unit 11	Total ALL Units
Capacity:	(MW)	17	17	102	136	39	175.00
On Line Hours:	(HRS)	7.233	10.166	267.998	285.397	33.865	319.262
Starts:	(#)	1	3	24	28	11	39
Gross Generation:	(MWh)	81.874	96.694	11,194.34	11372.91	1,328.83	12,701.74
Net Generation:	(MWh)	79.759	92.259	10,079.02	10,251.04	1,327.72	11,578.76
Total Auxiliaries:	(MWh)	210.543	212.863	2,623.16	3,046.566	21.05	3,067.62
Auxiliaries purchased:	(MWh)	208.425	208.425	1,511.94	1,928.79	20.04	1,948.83
Fuel Gas Used:	(MMBTU)	958.55	2059.93	98,714.19	101732.67	8,291	110,024
Fuel Oil Used:	(MMBTU)	0.00	0.00	32,145	32,145	9,696	41,841
Fuel Oil Used:	(Gallons)	0.00	0.00	232,584	232,584	70,368	302,952
Total Fuel:	(MMBTU)	958.55	2059.93	130,886	132,946	17,987	150,933
Net Heat Rate:	(BTU/KWh)	12.02	22.33	12.092	15.481	12.158	13.820
Unit Trips:	(#)	0	0	0	0	3	3
Capacity Factor:	(%)	0.09	0.11	1.92	1.46	0.66	1.28
Availability Factor:	(%)	93.06	93.06	92.25	92.79	100.0	94.30
Commercial Unavailability :	(%)	0.0	0.0	0.0	0.0	0.0	0.0
Planned Outage Hours	(HRS)	358.000	358.000	344.000	1,060.000	0.0	1,060.000
Maintenance Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Forced Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Equivalent Derate Hours:	(HRS)	0.00	0.00	55.15	32.14	0	32.14
Reserve Shutdown Hours:	(HRS)	4,793.77	4,790.83	4,482.00	14,066.60	5,125.14	19,191.74
HW Boiler Gas Usage:	(MMBTU)				3,174		3,174

Fuel Oil Inventory (#2 Fuel Oil)

	Monthly Starting Inventory	Monthly Ending Inventory	Fuel Monthly Purchase	Monthly Inventory Change	FY15-16 Starting Inventory	Fuel Purchase FYTD	FY15-16 Inventory Change
McKee Run	825,294	860,100	226,806	34,806	739,369	352,844	120,731
Van Sant	223,160	221,643	35,633	(1,517)	180,770	116,182	40,873

Van Sant Lifetime through January 2016

	Actual Starts	Factored Starts	Fired Hours
Van Sant	1,419	2422.90	4,413.50
Since HGP–2004	284	734.95	1,029.92

3.1 Team Report

Operations personnel continue to support maintenance by working on Preventative Maintenance (PM) work orders and other work orders that they have the skills to successfully complete the task. The Operations Department continues to utilize the Day Shift Workers in both the Operations and Maintenance areas to assist with maintenance of the plant.

The operators also use the GPi Learning courses to improve their knowledge and skills. The GPI online training which supports plant safety, OSHA, and environmental training requirements are being used by the teams to complete their training for the year. Along with the GPI OSHA training, the operators review the plant's safety procedures.

3.2 Oil Operation vs. Gas Equivalent for Title V Permit Compliance

The Title V Permit dictates that natural gas is the primary fuel source for the unit operations and stipulates that for every hour of fuel oil operations there will be 9 hours of gas operations in a calendar year. This table tracks hours of oil operations and projected hours of operations required on gas in order to comply with the Title V Permit for both sites.

	McKee Run Unit 3				Van Sant Unit 11			
	Gas Hr Ops	Oil Hr Ops	Net Gen (MW)	Gas Hrs Needed	Gas Hr Ops	Oil Hr Ops	Net Gen (MW)	Gas Hrs Needed
Jan	0	51.267	2,095,430	461.403	0	9.784	397,306	88.056
Feb								
Mar								
Gas Hrs Ops Needed				461.403				88.056

4.0 Maintenance

During the month of January, the Plant Maintenance staff continued addressing the backlog of work orders, preventative maintenance (PM's) and new work orders received during the month. Back logged Work Orders are work orders that have been open for greater than thirty days. There were 69 new work orders issued with 168 work orders being completed, and 28 of the back logged work orders completed during the month. There were no new Safety Work Orders entered into the plant's Computerized Maintenance Management System (MP2) for either site during the month and three were completed. The table below summarizes the monthly work order activities based on MP2 records and will continue to improve with time. This table gives a representation of identified outstanding work; Preventative Maintenance tasks completion and remaining corrective work orders and back logged work orders that require attention.

City of Dover – McKee Run Work Order Statistics									
	WO Type	Starting Backlog	Recv'd WO	Total WO	Comp WO	Comp Rcvd	Total Comp	Ending Backlog	OPEN WO's
McKee Run	ADM	15	6	21	2	3	5	13	16
	CM	34	25	59	3	22	25	31	34
	EW	3	0	3	1	0	1	2	2
	PM	37	27	64	22	22	44	15	20
	SW	0	4	4	0	1	1	0	3
Site Totals		**89**	**62**	**151**	**28**	**48**	**76**	**61**	**75**

City of Dover – Van Sant Work Order Statistics									
	WO Type	Starting Backlog	Recv'd WO	Total WO	Comp WO	Comp Rcvd	Total Comp	Ending Backlog	OPEN WO's
Van Sant	ADM	0	0	0	0	0	0	0	0
	CM	3	3	6	0	1	1	3	5
	PM	17	3	10	2	3	5	5	5
	SW	0	0	0	0	0	0	0	0
Site Totals		**10**	**7**	**17**	**2**	**5**	**7**	**8**	**10**

Notable activities during the month include:
During the morning equipment (checks) walk down Operations discovered that the #80 fire extinguisher had been removed from the Unit 3 fuel oil burner room. After further investigation it was discovered in the location of a contractor performing hot work. A spare fire extinguisher was exchanged and the #80 fire extinguisher was returned to the fuel oil burner room. A safety work order action item from this event was to install two (2) spare fire extinguishers in the control room for utilization by contractors. The Maintenance and Operations staff completed a LOTO for the DI train acid/water dilution piping system. It was discovered to have a leaking flange. The Maintenance staff removed and replaced the piping flange, gasket and bolts. LOTO was removed and the pump was tested. No further leaks or issues with the pump were discovered.

The Maintenance staff completed the fabrication of the last Unit 3 cooling tower screen. The old screen was deteriorated and ineffective as it was worn and rusted through in some areas. The maintenance staff completed fabrication of the new screen and then installed it in place of the old screen.

The IC&E staff removed and replaced the Unit 3 Generator winding temperature chart TR-22. The old chart had failed and was obsolete. The new chart was setup, installed and monitored during the next scheduled start.

The IC&E staff investigated a VanSant DI water tank heater that was discovered to have tripped its breaker. The heater controller was non-operational; the controller was removed and replaced. One of 4 DI Tank heaters was found to be non-functioning and a replacement heater is on order.

The Maintenance staff removed and replaced the A-3 oil/atomizing steam burner collar. During a scheduled run event the atomizing steam side, of the collar was found to be leaking. A work order was written for replacement of the steam burner collar when the unit was offline. The new collar was install and tested for leaks, none were observed.

The IC&E staff collected annual oil samples from McKee run and VanSant critical transformers. Samples were sent out for testing and results will be documented in an analysis report with the results. Any action items will be reviewed and corrective action will be planned based on the recommendations of the report review.

5.0 Capital Improvement Projects (CIP)

This month's report for CIP project planned and budgeted for the current budget year 2015/2016 with the status to date for the project.

Project Number	Description	2015-2016 CIP Status Update
EG1407	Metering System Upgrades	Progress: Project scope drafted – in review. Schedule: Project is progressing, researching new meters again then will figure out funds for this project.
EG1416	VanSant Capacity Increase	Progress: Contract / PO Issued for water skid protective shelter. PO issued for replacement caustic pumps to support DI system. Schedule: Purchase system spare parts for inventory to support inlet fogging system. Erect protective shelter at the water skid.
EG1504	Unit#3 Boiler System Repairs	Progress: Received final report on boiler tube sample metallurgical analysis results. Completed AVK testing on Unit #3 safety valves. Schedule: TBD
EG1506	McKee Run / Van Sant Safety Improvements	Progress: Updated Drawings received and final work to be completed with a balance of $18K. Schedule: Project was requested to be carried over into new FY.
EG1601	McKee Run Building Equipment Replacement	Progress: Summit Mechanical completed work for heater installation. Heaters installed and tested, operating as needed. Schedule: Waiting on final payment of invoices to complete this project.
EG1604	McKee Run Unit #3 Boiler Systems	Progress: These funds have been moved to EG1504 as this is a multi-year on-going project. Schedule: As identified.
EG1607	McKee Run Unit #3 Auxiliary Equipment Replacement	Progress: Unit #3A and #3B ID Fan Repairs and work on motors completed. New work as identified. Schedule: Additional work as identified going forward.
EG1608	McKee Run / Van Sant CEMS Upgrades	Progress: New computers are ready to go live, City IT support scheduled for week of 2/15/2016. Schedule: Computers to be connected to systems week of 2/15/2016.
EG1609	Van Sant Station Component Replacement	Progress: Replacement gas skid valves. Schedule: Post exhaust plenum replacement it is anticipated we will need to replace scanners and associated leads.
EG1610	McKee Run / Van Sant Safety Improvements	Progress: Front lobby entrance complete, new radios ordered. Schedule: Ten (10) new 2-way radios to replace obsolete / non-repairable models have been received.
EG1611	McKee Run / Van Sant Structural Preservation	Progress: Contractors did site visits to sites. Requested a possible solution to the coating degradation that we've experienced. Some funds were used to support transformer repair cost to preserve station integrity and reliability. (T&D Department) Schedule: Likely that any coating application will need to be performed during a period of milder temperatures for proper adhesion.
EG1612	Van Sant Exhaust Plenum Replacement	Progress: Awarded to Universal Acoustics and Emissions Technology. Schedule: Materials invoice processed for payment. Receive weekly fabrication update from vendor. Assembly will ship to arrive week of 03/01/2016. Held pre-outage meeting with UAET and Bremco, Inc. this week to discuss the project. Anticipate another meeting the week of February 22nd to finalize a few items.
EG1613	McKee Run Unit #3 Boiler Stack Repairs	Progress: Inspection completed in 2012. Schedule: Develop bid package to be sent for spring 2016 work.

6.0 General Plant Information

Interviews have completed for the IC&E Technician and an offer was made to John Neff on January 5, 2016. John accepted this offer, and his first day will be on February 12, 2016. We will have more background information on John after his start date.

The 2016 Safety Committee members started their role at the plant. The team consists of 5 staff members who meet monthly and are tasked with working to keep safety: a priority on their crews, in the maintenance department, and in our day to day work efforts. This committee sets the agenda for the meetings and ensures the team keeps an appropriate focus on safety throughout the year. They also are key in improving our safety culture.

Unfortunately we experienced one plant employee termination from the Maintenance Department on January 22. This was for the position of Maintenance Mechanic, and a posting was immediately made on the NAES website to begin a search for a replacement mechanic. Interviews are on-going to fill this important position and we hope to have it filled no later than March of 2016.

7.0 Training

Staff initiated the Annual Training requirements for OSHA, Environmental and Safety Topics performed in GPi Learn. Compliance coordinator is setting up and scheduling the annual RCRA required refresher training for the site, there are 3 qualified employees that receive this training annual for any waste shipments that meet the criteria.

Topics discussed during the monthly safety committee meeting were reviewed by the entire staff. The monthly safety topic was on “Prevent Slip, Trip and Falls”; they are only second to automobile accidents in causing personal injury.

8.0 Upcoming Events

A forecast of general event dates for the power plant projects, outages and various agency reporting dates are listed below.

Calendar of Upcoming Events	Date
Winter Capacity Period – **Review GADS**	January 1, 2015 – February 28, 2016
2015 Title V Annual Certifications - **Done**	January 31, 2016
Water Allocation Report - **Done**	January 31, 2016
Part 75 Training ESS Group in Philadelphia	March 9, & 10, 2016
RCRA Refresher Training (3 attendees)	March or April – TBD- 2016
RGGI-COATS True Up - **Done**	March 1, 2016
Unit 11 Spring Outage Schedule	March 1, 2016
Unit 11 Spring Outage Completion Date	April 8, 2016
NOx Ozone Season Started	May 1, 2016
NOx Ozone Season Ends	October 30, 2016

9.0 "Value Added" Accomplishments during January

During the month the power plant staff is tasked with maintaining the City of Dover power generation assets "available" and protect the assets for the City.

Listed below are some of the work accomplishments that have been completed this month that NAES feels added value to the assets, protect the assets from deterioration or inoperability and overall increased the life expectancy through maintenance practices including preventative and predictive maintenance tasks (see Section 4) for the City of Dover assets.

- At McKee Run contractors installed additional piping and heaters to the hot water boiler system to add building heat capacity for the winter time to keep the plant from freezing during cold weather alerts or polar vortex type events when the plant is not dispatched. These are operated as heat exchangers on the Hot Water Boiler System as new loads to the system.
- At McKee Run contractors installed a new glass foyer at the main entrance to the administration building to reduce cold/hot air from entering the building. This was included as part of CIP EG1610 and will add additional security to the building.
- The Compliance Coordinator shipped 3 new CEMS computers (EG1608) to VIM for imaging and software loading to be used for replacement of the out of date (original install) CEMS computers currently installed at McKee Run and Van Sant. The computers were returned to NAES and are scheduled to be placed on line during the month of February when appropriate technicians are available to assure they are operating correctly and accessible to our contractor while separate from the City of Dover computer network.
- The plant staff is working to improve operator knowledge of environmental permits for Van Sant operations and overall impact of permits for starting the unit and operating within those permit limit requirements. Value is added through mitigating or eliminating potential for NOVs through immediate recognition of deviations or exceedances so corrective actions can be made before the condition can develop into what may be defined as an NOV by the agency. Reduced NOVs means elimination of fines and reduces operating costs because of proper environmental compliance with the respective unit operating permits.

IV. APPENDIX: PJM INVOICE

REPORT NAME:	Monthly Billing Statement - CSV and XML
CUSTOMER ACCOUNT:	City of Dover, Delaware
CUSTOMER CODE:	DOVDE
CUSTOMER ID:	76.000000
FINAL BILLING STATEMENT ISSUED:	2/5/2016 9:23
BILLING PERIOD START DATE:	1/1/2016
BILLING PERIOD END DATE:	1/31/2016
INVOICE NUMBER:	2016013100076.000000
INVOICE DUE DATE:	2/12/2016 12:00

CHARGES	ADJ	BILLING LINE ITEM NAME	SOURCE BILLING PERIOD START	AMOUNT ($)
1100.000000		Network Integration Transmission Service		342573.250000
1108.000000		Transmission Enhancement		52098.150000
1130.000000		Firm Point-to-Point Transmission Service		0.000000
1140.000000		Non-Firm Point-to-Point Transmission Service		0.000000
1200.000000		Day-ahead Spot Market Energy		384727.450000
1205.000000		Balancing Spot Market Energy		15931.420000
1210.000000		Day-ahead Transmission Congestion		576569.040000
1215.000000		Balancing Transmission Congestion		-5495.290000
1220.000000		Day-ahead Transmission Losses		36175.910000
1225.000000		Balancing Transmission Losses		1670.410000
1230.000000		Inadvertent Interchange		533.320000
1242.000000		Day-Ahead Load Response Charge Allocation		56.210000
1243.000000		Real-Time Load Response Charge Allocation		128.680000
1250.000000		Meter Error Correction		-3045.030000
1301.000000		PJM Scheduling, System Control and Dispatch Service - Control Area Administration		10772.700000
1302.000000		PJM Scheduling, System Control and Dispatch Service - FTR Administration		4.400000
1303.000000		PJM Scheduling, System Control and Dispatch Service - Market Support		2558.370000
1304.000000		PJM Scheduling, System Control and Dispatch Service - Regulation Market Administration		82.300000
1305.000000		PJM Scheduling, System Control and Dispatch Service - Capacity Resource/Obligation Mgmt.		936.820000
1306.000000		PJM Scheduling, System Control and Dispatch Service - Advanced Second Control Center		1230.240000
1307.000000		PJM Scheduling, System Control and Dispatch Service - Market Support Offset		-212.060000
1313.000000		PJM Settlement, Inc.		212.060000
1314.000000		Market Monitoring Unit (MMU) Funding		382.060000
1315.000000		FERC Annual Recovery		4144.820000
1316.000000		Organization of PJM States, Inc. (OPSI) Funding		44.560000
1317.000000		North American Electric Reliability Corporation (NERC)		783.110000

1318.000000		Reliability First Corporation (RFC)		1279.750000
1320.000000		Transmission Owner Scheduling, System Control and Dispatch Service		4730.560000
1330.000000		Reactive Supply and Voltage Control from Generation and Other Sources Service		30426.780000
1340.000000		Regulation and Frequency Response Service		6611.660000
1360.000000		Synchronized Reserve		2815.400000
1362.000000		Non-Synchronized Reserve		1336.270000
1365.000000		Day-ahead Scheduling Reserve		200.810000
1370.000000		Day-ahead Operating Reserve		6074.330000
1375.000000		Balancing Operating Reserve		4742.500000
1376.000000		Balancing Operating Reserve for Load Response		0.290000
1380.000000		Black Start Service		2440.670000
1400.000000		Load Reconciliation for Spot Market Energy		-121.010000
1410.000000		Load Reconciliation for Transmission Congestion		63.000000
1420.000000		Load Reconciliation for Transmission Losses		19.810000
1430.000000		Load Reconciliation for Inadvertent Interchange		0.880000
1440.000000		Load Reconciliation for PJM Scheduling, System Control and Dispatch Service		-2.480000
1441.000000		Load Reconciliation for PJM Scheduling, System Control and Dispatch Service Refund		0.010000
1442.000000		Load Reconciliation for Schedule 9-6 - Advanced Second Control Center		-0.250000
1444.000000		Load Reconciliation for Market Monitoring Unit (MMU) Funding		-0.050000
1445.000000		Load Reconciliation for FERC Annual Recovery		-0.800000
1446.000000		Load Reconciliation for Organization of PJM States, Inc. (OPSI) Funding		-0.010000
1447.000000		Load Reconciliation for North American Electric Reliability Corporation (NERC)		-0.140000
1448.000000		Load Reconciliation for Reliability First Corporation (RFC)		-0.230000
1450.000000		Load Reconciliation for Transmission Owner Scheduling, System Control and Dispatch Service		-0.890000
1460.000000		Load Reconciliation for Regulation and Frequency Response Service		-0.680000
1470.000000		Load Reconciliation for Synchronized Reserve		1.330000
1472.000000		Load Reconciliation for Non-Synchronized Reserve		0.200000
1475.000000		Load Reconciliation for Day-ahead Scheduling Reserve		0.540000
1478.000000		Load Reconciliation for Balancing Operating Reserve		-0.340000
1480.000000		Load Reconciliation for Synchronous Condensing		-0.010000
1490.000000		Load Reconciliation for Reactive Services		-6.160000
1600.000000		RPM Auction		6324.930000
1610.000000		Locational Reliability		904154.060000
1932.000000		Generation Deactivation Refund		-359.240000
1250.000000	A	Meter Error Correction	12/1/2015	-910.540000
1370.000000	A	Day-ahead Operating Reserve	12/1/2015	16.360000
1375.000000	A	Balancing Operating Reserve	8/1/2015	-22.150000
1375.000000	A	Balancing Operating Reserve	10/1/2015	6.090000
1375.000000	A	Balancing Operating Reserve	11/1/2015	-18.710000
1375.000000	A	Balancing Operating Reserve	12/1/2015	4.320000
1378.000000	A	Reactive Services	8/1/2015	601.330000
1380.000000	A	Black Start Service	12/1/2015	293.160000
1911.000000	A	Michigan - Ontario Interface Phase Angle Regulators	12/1/2015	174.620000

		Total Charges		2393738.870000

CREDITS	ADJ	BILLING LINE ITEM NAME	SOURCE BILLING PERIOD START	AMOUNT ($)
2100.000000		Network Integration Transmission Service		0.000000
2108.000000		Transmission Enhancement		39659.000000
2130.000000		Firm Point-to-Point Transmission Service		0.000000
2140.000000		Non-Firm Point-to-Point Transmission Service		371.480000
2210.000000		Transmission Congestion		0.000000
2220.000000		Transmission Losses		20435.390000
2320.000000		Transmission Owner Scheduling, System Control and Dispatch Service		0.000000
2330.000000		Reactive Supply and Voltage Control from Generation and Other Sources Service		29467.580000
2340.000000		Regulation and Frequency Response Service		0.000000
2360.000000		Synchronized Reserve		332.030000
2365.000000		Day-ahead Scheduling Reserve		113.890000
2370.000000		Day-ahead Operating Reserve		44654.460000
2375.000000		Balancing Operating Reserve		6960.420000
2380.000000		Black Start Service		0.000000
2420.000000		Load Reconciliation for Transmission Losses		-2.120000
2510.000000		Auction Revenue Rights		76153.980000
2600.000000		RPM Auction		908470.500000
2630.000000		Capacity Transfer Rights		2192.010000
2640.000000		Incremental Capacity Transfer Rights		264.430000
2661.000000		Capacity Resource Deficiency		2854.780000
2666.000000		Load Management Test Failure		539.430000
2140.000000	A	Non-Firm Point-to-Point Transmission Service	12/1/2015	56.030000
2220.000000	A	Transmission Losses	10/1/2015	-23.780000
2220.000000	A	Transmission Losses	11/1/2015	-32.950000
2220.000000	A	Transmission Losses	12/1/2015	-67.940000

	Total Credits	1132398.620000
	Monthly Billing Net Total	1261340.250000
	Previous Weekly Billing Net Total	1083292.690000
	Total Due / Receivable	**178047.560000**

End of Report

Monthly Management Committee Update

February 2016

Prepared By:
Arline Holloway
Client Services Manager
Phone: 904-360-1347
Email: aholloway@teainc.org

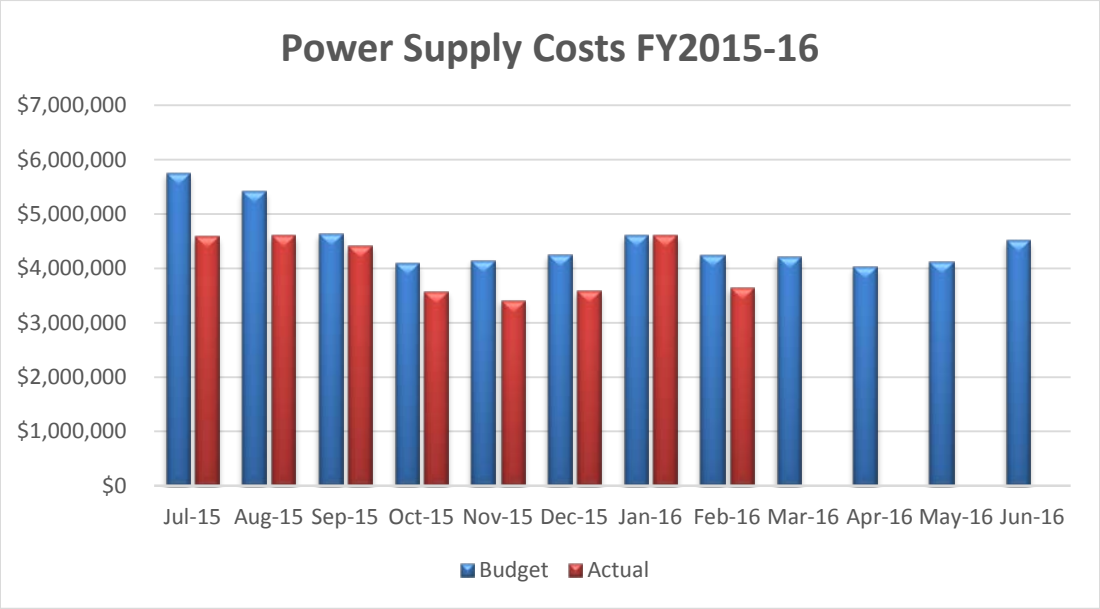
Date:
March 17, 2016

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I. EXECUTIVE SUMMARY

POWER SUPPLY SUMMARY



Overall Power Supply costs were $574,072 below budget, predominantly driven by weak PJM-Energy, Congestion and Losses and lower PJM-ARR, Transmission and Fees.

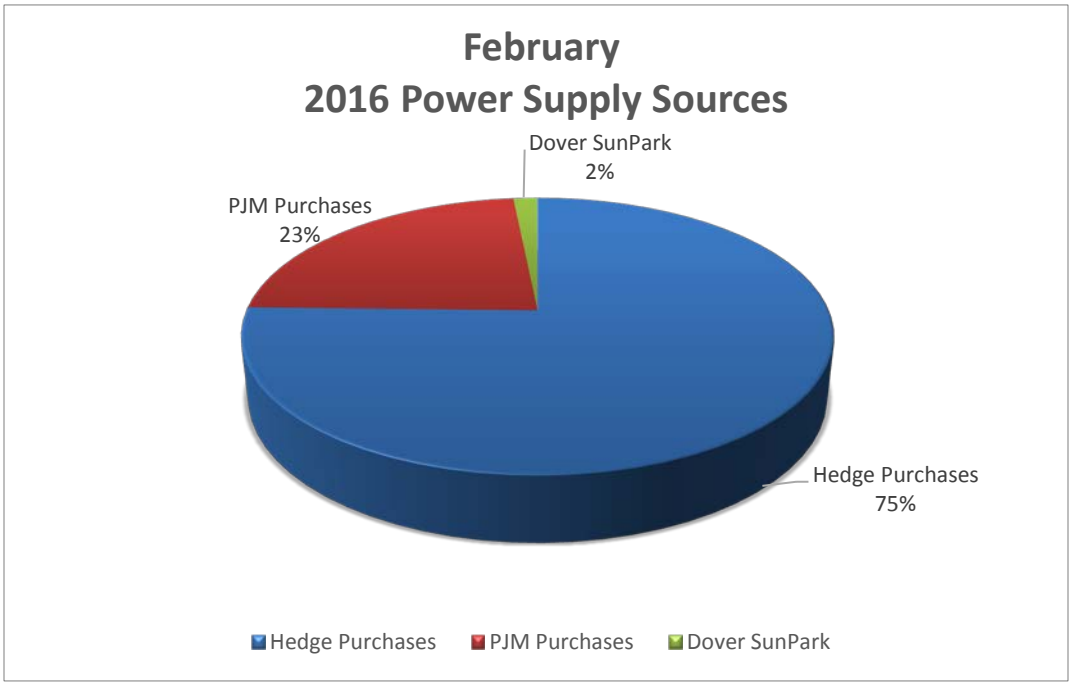
Dover's budgeted cost for all power supply (capacity AND energy) was $76.52/MWh. The actual cost of all power supply (capacity AND energy) was $62.74/MWh.

The actual cost of energy alone was $40.76/MWh as opposed to a budgeted energy cost of $46.99.

Dover's total load was 58,295 MWh versus a forecasted load of 55,300 MWh. Hedge purchases totaled 43,944 MWh, which was 75% of the actual load. The budgeted hedge purchase totaled 42,816 MWh, which was 77% of the budgeted load.

Dover's power purchases from hedge transactions totaled $1,849,202. Purchases from PJM (energy and fees) totaled $1,583,724.52. This number includes Locational Reliability charge of $845,821.54 and Day Ahead Spot Market Energy charges of $368,359.42. Dover's planned energy purchase from the SunPark solar installation was 1,151 MWhs. Dover's actual energy purchase from the SunPark installation was 919 MWh.

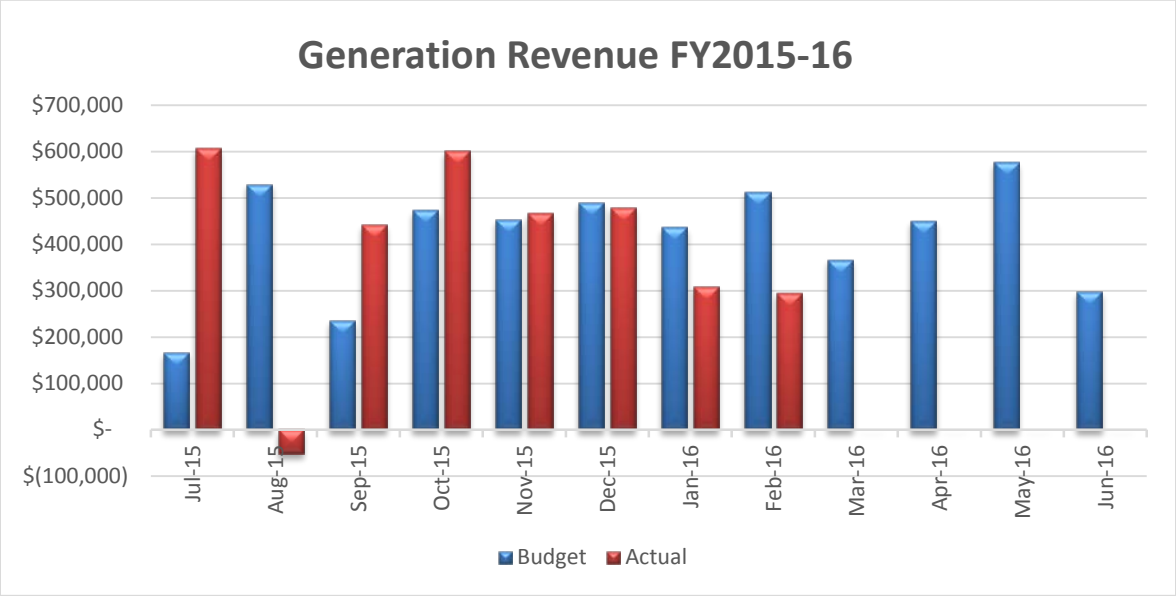
Supply Source Summary



Supply Variance

Purchased Power Variance Report:	February		
	Budget	**Actual**	**Variance**
Gross Load	55,300	58,295	(2,995)
Wholesale Load	54,149	57,376	(3,227)
Hedged Volume (MWh)	42,816	43,944	(1,128)
Unhedged Volume (MWh)	11,333	13,432	(2,099)
Dover SunPark Volume (MWh)	1,151	919	232
Renewable Energy Credits Volume	173	$ 135	38
Hedged Cost ($/MWh)	$ 40.88	$ 42.08	$ (1.20)
Unhedged Energy Cost ($/MWh)	$ 61.61	$ 30.03	$ 31.58
Solar Energy Cost ($/MWh)	$ 130.15	$ 134.20	$ (4.05)
Energy Costs ($/MWh)	**$46.99**	**$40.76**	**$6.23**
All-in Costs - Energy, Capacity and RECs ($/MWh)	**$76.52**	**$62.74**	**$13.78**

GENERATION SUMMARY



Net Generation Revenue for the month of February was $294,641 versus a budget of $513,600.

Generation Breakdown:

Monthly Wholesale Generation February 2016				Formula
	Net Generation **506.76**			**D**
Production Margin				
PJM - Generation				
	Economic and Reliability Dispatch	$	16,769.59	**A**
Natural Gas & Oil Consumption				
	Purchases for Generation	$	-	
	Natural Gas Transport	$	-	
	Eastern Shore Cashout	$	-	
	Oil Consumption	$	(105,398.57)	
	Subtotal: Natural Gas & Oil Consumption	$	(105,398.57)	**B**
Gross Production Margin		$	(88,628.98)	**C = (A + B)**
$/MWh Generation Production Gross Margin		$	(174.89)	**E = (C/D)**
PJM - Capacity				
	Generation Capacity Credit	$	843,942.63	
	Reactive Supply and Transmission Losses	$	45,712.67	
	Subtotal: PJM - Capacity	$	889,655.30	**F**
All in Generation Margin				
	All in Generation Margin Total	$	801,026.32	**(G = C + F)**

EMISSIONS SUMMARY

Emissions Allowance and Solar Renewable Energy Summary through February 29, 2016

The reinstated Cross-State Air Pollution Rule (CSAPR) replaced the Clean Air Interstate Rule (CAIR) beginning January 1, 2015. The State of Delaware was included in the CAIR footprint but is not included in the CSAPR footprint.

The separate Clean Air Act acid rain deposition control program (CAA Title IV) which governs SO_2 national allowance trading program remains in effect for Dover. Beginning with the January 2015 report, TEA no longer includes a CAIR summary. It will continue to report on Dover's Clean Air Act Title IV SO_2 allowances.

Market liquidity for Title IV SO_2 allowances is very low, with few transactions occurring. The following table shows estimated values for Dover's banked allowances, based on a market price assessment published by SNL Energy.

Market Value for Clean Air Act Title IV Allowances			
Commodity	***$/Ton***[1]	***Tons***	***Market Value***
SO_2 Allowances – Title IV	$0.56	15,015	$8,408
Total			**$8,408**

Regional Greenhouse Gas Initiative

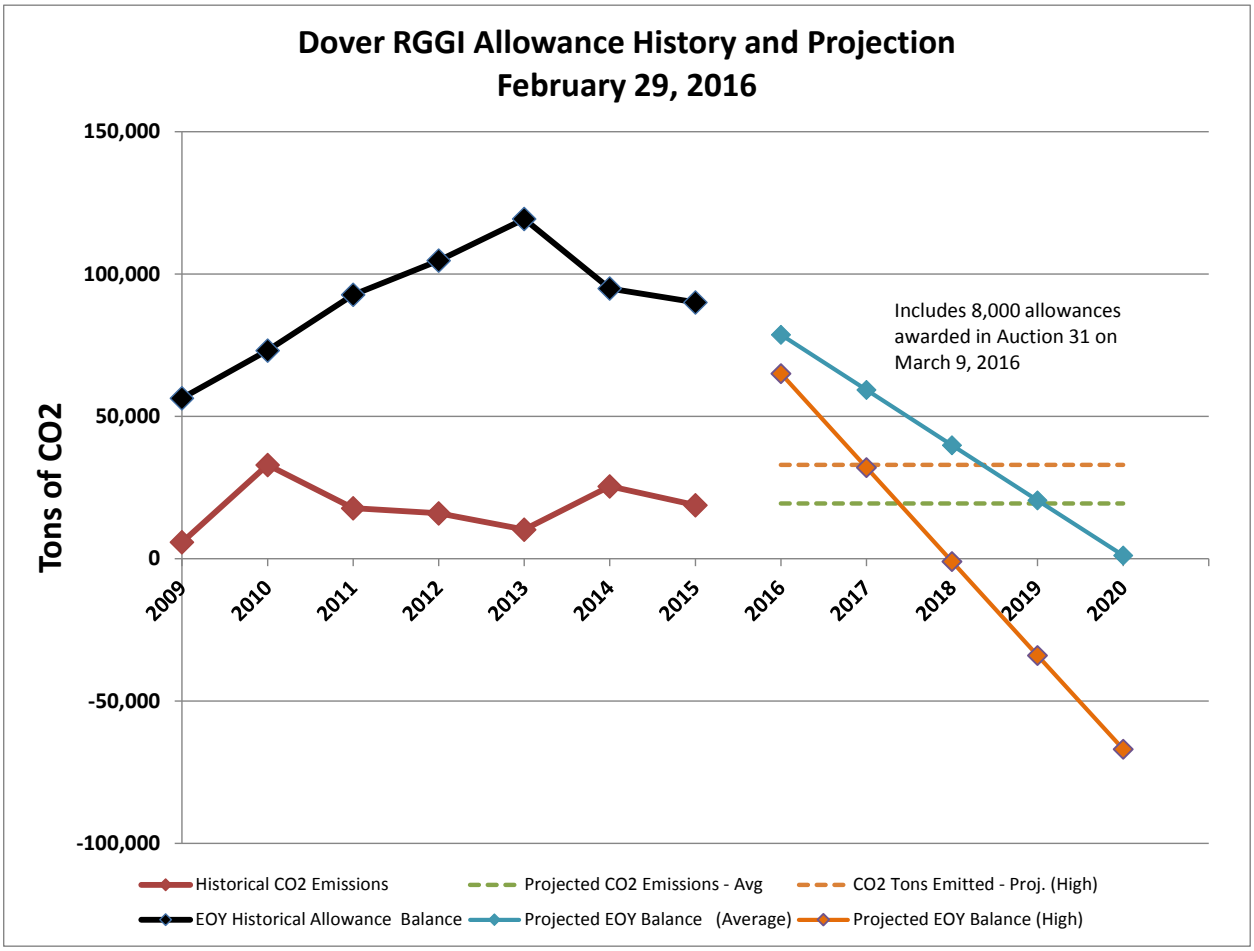
The State of Delaware is a participant in the Regional Greenhouse Gas Initiative (RGGI). The City of Dover must comply with RGGI by surrendering carbon dioxide (CO_2) allowances pursuant to the State of Delaware's laws (Title 7, Chapter 60, Sub-Title II-A).

Dover had more than a sufficient number of RGGI allowances allocated to it to cover its requirements through the first compliance period (calendar years 2009-2011) and second compliance period (2012-2014). Any unused allowances are carried over ("banked") for subsequent years. The table below includes Dover's historical activities and includes projections through 2020. Two projections are presented: (1) future annual emissions based on the average for 2009-2015 and (2) future annual emissions based on 2010 actual CO2 emissions, which was the highest emissions year between 2009 and 2015.

The table and chart indicate that Dover could run out of banked allowances as early as the end of 2018 under the high emissions scenario and by the end of 2020 under the average scenario. Therefore, Dover has recently initiated a program to participate in RGGI's quarterly auctions to ensure it has adequate allowances in the future.

[1] March 14, 2016 Daily Power Report by SNL Energy

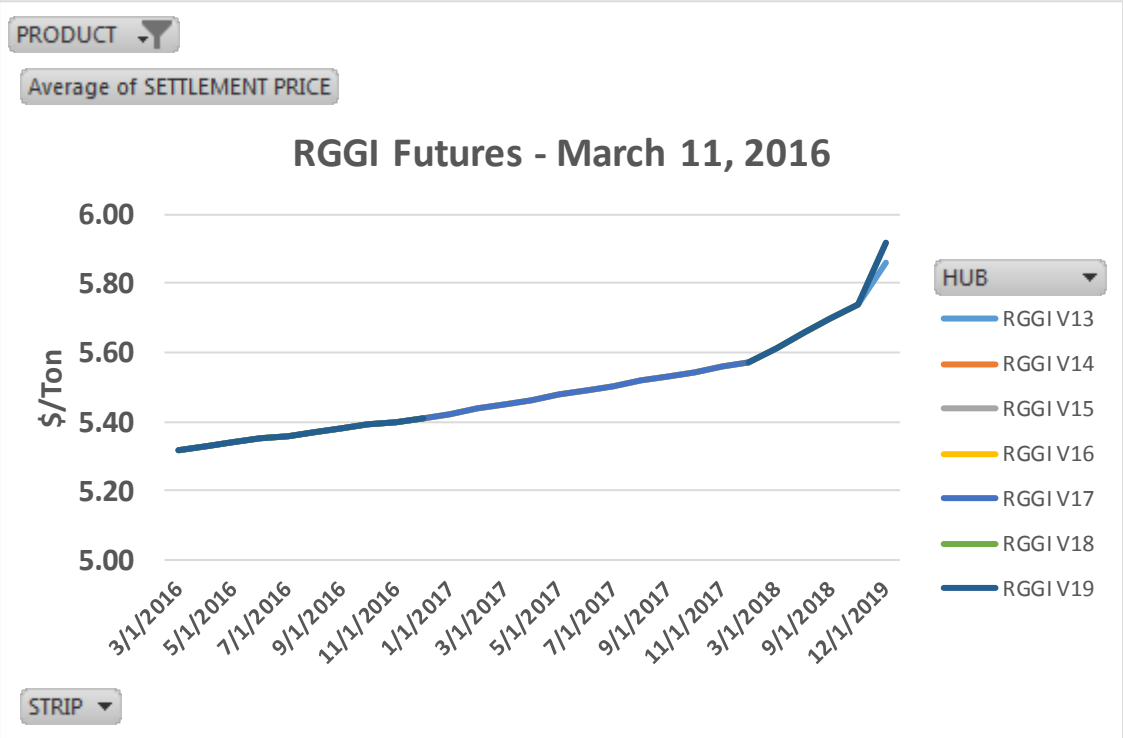
Dover, DE RGGI Allowance History and Forecast - February, 2016								
Compliance Year (CY)	CO2 Allowances Purchased	Allocated CO2 Allowances	CO2 Tons Emitted & Adjustments-Historical	EOY Historical Allowance Balance	CO2 Tons Emitted - Proj. (Avg)	CO2 Tons Emitted - Proj. (High)	Projected EOY Balance (Average)	Projected EOY Balance (High)
2009		62,184	5,796	56,388				
2010		49,747	32,971	73,164				
2011		37,311	17,746	92,729				
2012		27,983	15,957	104,755				
2013		24,818	10,230	119,343				
2014	**1,000**	N/A	25,427	94,916				
2015	**14,000**	N/A	18,828	90,075				
2016	**8,000**	N/A	14	98,061	19,384	33,000	78,678	65,061
2017		N/A			19,384	33,000	59,294	32,061
2018		N/A			19,384	33,000	39,911	-939
2019		N/A			19,384	33,000	20,527	-33,939
2020		N/A			19,384	33,000	1,144	-66,939



In anticipation of needing additional RGGI allowances in the future, Dover has participated in the last four auctions and plans to continue to participate as required. The table below shows details for Dover's allowance purchases for each of these previous auctions.

Dover's RGGI Allowance Purchase History				
RGGI Auction Number	***Auction Date***	***Auction Clearing Price ($/Ton)***	***Quantity Of Allowances Awarded***	***Total Cost***
26	Dec 3, 2014	$5.21	1,000	$ 5,210
27	Mar 11, 2015	$5.41	6,000	32,460
28	June 3, 2015	$5.50	4,000	22,000
29	Sept 3, 2015	$6.02	4,000	24,080
30	Dec 2, 2015	$7.50	0	0
31	Mar 9, 2016	$5.25	8,000	42,000
Totals			**23,000**	**$125,750**

As mentioned in last month's report, RGGI Futures prices dropped dramatically after the U.S. Supreme Court issued a Stay on EPA's Clean Power Plan (CPP). The CPP rule would require States to develop State Implementation Plans to reduce the amount of CO2 emissions nationwide. Since the legality of the CPP is now in question, the additional uncertainty of a national carbon market has had a bearish impact on RGGI prices.



The next RGGI auction will be held on June 1, 2016. The Cost Containment Reserve will be 10 Million tons with a CCR price of $8.00/ton.

Based on the March 11, 2016 ICE price for the April 2016 futures price ($5.33/ton), the estimated market value of Dover's existing 90,061[2] ton RGGI allowance bank is $492,634.

Renewable Energy Certificates

Dover owns two photovoltaic systems totaling 15 kW, consisting of one 5 kW unit at the Utilities Administration Building and two 5 kW units at the McKee Run generating station. Dover also receives solar energy produced by the 10 MW Dover Sun Park which is owned by White Oak Solar Energy, LLC. In addition to all of the physical energy produced by the Sun Park, Dover receives 15% of Sun Park's Solar Renewable Energy Credits (SRECs).

Dover participates in the Delaware Municipal Electric Renewable Portfolio Standard (DMERPS) for compliance with the State of Delaware's RPS laws applicable to municipal utilities. The first compliance period under DMERPS was for the 12 months ending May 2014 and the second compliance period was for the 12 months ending May 2015.

Through the end of generation month January 2016, Dover had accumulated a net total of 7,026 SRECs from these renewable energy resources. This total includes SRECs reported in PJM's GATS account and Bonus allowances for Sun Park labor. This total is reduced by 2,941 SRECs transferred to DEMEC for surrender on October 3, 2014 for the first compliance period and 2,861 SRECs and 574 bonus SRECs for the second compliance period on November 9, 2015.

Delaware periodically holds SRECs auctions; however, these auctions are for size tiers N1 – N3, E1 and E2. The Dover Sun Park is in the N4 tier for large-scale facilities. State-wide carve outs for Tier 4 has been fully subscribed, so there is not a market for Tier T4 SRECs in Delaware.

The nearest viable market for Dover's SRECs is Pennsylvania. Daily settlement prices from Flett Exchange Environmental Services. The most recent settlement prices for Pennsylvania SRECs are used in the table below.

SREC Vintage (June 1 – May 31)	Market Clearing Price	PJM-GATS Balance Before 2014/15 Compliance	10% Bonus SRECs for Sun Park Labor[3]	Transferred to DEMEC for 2014/15 Compliance		Net SREC Balance After Transfer and Surrender	Market Value
				GATs	Bonus		
2011/2012	$ 0.00	0	290.2		290.2	0	$0
2012/2013	$ 0.00	2,173	215.7	2,173	215.7	0	$0
2013/2014	$ 8.00	2,701	268.0	688	68.1	2,212.8	17,703
2014/2015	$14.00	2,685	266.3	0	0	2,951.3	41,318
2015/2016	$15.00	1,694	168.0	0	0	1,862.0	27,930
Totals		**9,120**	**1,280.2**	**2,861**	**574**	**7,026.1**	**$86,951**

[2] Subject to verification from RGGI COATS account.

[3] Note: Retroactive Bonus Allowances were not transferred within PJM's GATS system but were used to off-set 2014/15 compliance obligation.

TEA continues to recommend to Dover to retain these allowances for compliance with its Renewable Portfolio Standard (RPS). Additionally, Dover will need to acquire additional SRECs resources in future years. It is apparent that Dover's portion of SRECs produced by White Oak Solar Energy Center will not be sufficient in future years as the compliance requirements increase. DEMEC has indicated that it expects to have excess SRECs available for Dover's compliance requirements. This and other alternatives will need to be evaluated in the near future.

RISK MANAGEMENT SUMMARY

Forward power prices in PJM have decreased.

PY	Hedge Ratio	Blended Cost ($/MWh)	Monthly Change ($/MWh)
2015-16	76%	$ 41.32	($0.18)
2016-17	63%	$ 40.30	$0.03
2017-18	56%	$ 40.14	$0.24
2018-19	49%	$ 39.13	$0.27
2019-20	35%	$ 36.64	$0.34

II. BUDGET REPORT

	Budget Feb-16	Actual Feb-16	Variance
Gross Load	**55,300**	**58,295**	**(2,995)**
Power Supply			
Hedged Energy	$1,750,400	$1,849,202	($98,802)
PJM - Energy, Congestion & Losses	$698,200	403,323	$294,877
PJM - ARR, Transmission and Fees	$650,000	338,953	$311,047
Dover SUN Park Energy	$149,800	$123,391	$26,409
Dover SUN Park RECs	$18,300	$17,910	$390
RECS (Solar and Non-Solar)	$56,100	$0	$56,100
RGGI Credit Costs	$0	$0	$0
Management Fees	$83,000	$83,000	$0
PJM - Capacity UCAP Obligated Purchased	$825,500	$841,449	($15,949)
Subtotal - Power Supply	**$4,231,300**	**$3,657,228**	**$574,072**
Power Generation O&M			
Plant O&M	$ 456,400	$ 506,385	$ (49,985)
Subtotal Generation O&M	**$456,400**	**$ 506,385**	**($49,985)**
Power Generation Production Margin			
PJM - Economic and reliability dispatch	($284,700)	($16,770)	($267,930)
Fuel Costs - Natural Gas	$194,600	$0	$194,600
Fuel Costs - Oil	$0	$105,399	($105,399)
Testing Costs	$0	$0	$0
Subtotal Generation Production Margin	**($90,100)**	**$88,629**	**$ (178,729)**
Power Generation Non-Production Revenue			
PJM - Generation Capacity Credit	($849,900)	($843,943)	($5,957)
Emissions Allowance Sales	$0	$0	$0
Reactive Supply - Gas	($30,000)	($45,713)	$15,713
Subtotal - Non-Production Revenue	**($879,900)**	**($889,655)**	**$9,755**
SubTotal - All Generation	**($513,600)**	**($294,641)**	**($218,959)**
Total - Utilities Cost	**$3,717,700**	**$3,362,587**	**$355,113**
Unit Costs			
Total - Power Supply	$76.52	$62.74	$13.78
Total - Power Generation	($9.29)	($5.05)	($4.23)
Final Cost of Service to City of Dover Ratepayers	$67.23	$57.68	$9.55

Variance Analysis

- **Power Supply**
  - Dover consumed 2,995 MWh more than forecasted for the month.
  - Dover saw an unfavorable variance for budgeted Hedged Energy of $98,802.
  - Dover experienced a favorable variance for budgeted PJM - Energy, Congestion & Losses of $294,877 and a favorable variance for PJM ARR, Transmission and Fees of $311,047.
  - The City realized a favorable variance of $574,072 for power supply vs. the monthly budget.
  - Dover Sun Park generated 232 MWhs less than forecasted.
  - This resulted in a net power supply cost of $62.74/MWh and a positive budget variance of $13.78/MWh below budget.
- **Generation**
  - Non Production Revenue had a favorable variance of $9,755 due to higher Reactive Supply Revenue.
  - Net All Generation Revenue had an unfavorable variance of $218,959 due to an unfavorable production margin and generation O&M variance.

	Budget YTD	Actual YTD	Variance
Gross Load	**503,400**	**506,645**	**(3,245)**
Power Supply			
Hedged Energy	$16,663,600	$16,310,546	$353,054
PJM - Energy, Congestion & Losses	$5,506,800	3,197,649	$2,309,151
PJM - ARR, Transmission and Fees	$5,332,500	3,727,507	$1,604,993
Dover SUN Park Energy	$1,277,600	$1,312,921	($35,321)
Dover SUN Park RECs	$228,400	$227,025	$1,375
RECS (Solar and Non-Solar)	$448,800	$0	$448,800
RGGI Credit Costs	$87,500	$24,080	$63,420
Management Fees	$664,000	$664,000	$0
PJM - Capacity UCAP Obligated Purchased	$6,945,300	$7,041,591	($96,291)
Subtotal - Power Supply	**$37,154,500**	**$32,505,320**	**$4,649,180**
Power Generation O&M			
Plant O&M	$ 4,362,100	$ 3,770,178	$ 591,922
Subtotal Generation O&M	**$4,362,100**	**$ 3,770,178**	**$591,922**
Power Generation Production Margin			
PJM - Economic and reliability dispatch	($854,100)	($977,692)	$123,592
Fuel Costs - Natural Gas	$583,800	$196,985	$386,815
Fuel Costs - Oil	$0	$742,471	($742,471)
Testing Costs	$0	$0	$0
Subtotal Generation Production Margin	**($270,300)**	**($38,236)**	**$ (232,064)**
Power Generation Non-Production Revenue			
PJM - Generation Capacity Credit	($7,150,800)	($6,537,764)	($613,036)
Emissions Allowance Sales	$0	$0	$0
Reactive Supply - Gas	($240,000)	($447,840)	$207,840
Subtotal - Non-Production Revenue	**($7,390,800)**	**($6,985,604)**	**($405,196)**
SubTotal - All Generation	**($3,299,000)**	**($3,253,662)**	**($45,338)**
Total - Utilities Cost	**$33,855,500**	**$29,251,658**	**$4,603,842**
Unit Costs			
Total - Power Supply	$73.81	$64.16	$9.65
Total - Power Generation	($6.55)	($6.42)	($0.13)
Final Cost of Service to City of Dover Ratepayers	$67.25	$57.74	$9.52

III. Operations Management

Operations Summary

Executive Summary:

During the month of February, there were no recordable accidents or lost time accidents. The facility has gone 319 days through February 29th, 2016 without an OSHA Recordable Accident and has not had a Lost Time Accident since the January 12th, 2015 incident.

Unit 3 was dispatched by the City of Dover on February 13th to keep the unit from freezing due to lower than normal temperatures in the area. A cold weather alert was issued by PJM for that weekend. The unit was brought on line at 0350 and ran until after the evening peak period, 1915, which is when the unit was taken offline. Units 1, 2 and 11 were not dispatched at any time during the month of February by PJM or the City of Dover.

Monthly Budget Variance – The actual expenses attributable to O&M of the two sites for the month of February are $506,385 against a budgeted amount of $456,425 for an unfavorable variance of $49,960 or 10.95%. The variance was due to: Personnel Expenses had a favorable variance of $47,113 which was due to not having a full complement of employees for this time period, Materials and Supplies variance was unfavorable by $2,414, this was due to higher costs in the water – sewer account than budgeted and water treatment chemicals. The Administrative Expense variance was unfavorable $94,659 was due primarily to the timing of Title V invoices receipt from DNREC, higher electricity and gas costs than budgeted, and timing of environmental related invoices.

NAES Corporation
Dover, Delaware

February 2016
Monthly Report



Work begins on the Exhaust Plenum Replacement at Van Sant[4]

[4] Cover picture: The exhaust plenum replacement project begins at Van Sant. Pictured is the start of removing the old plenum in preparation for installing of the new exhaust plenum for the unit.

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1.0 Environmental, Health and Safety

During the month of February, there were no recordable accidents, lost time accidents or environmental incidents. The facility has gone 413 days through February 29, 2016 without an OSHA Recordable Accident and 319 days since the April 16, 2015 reportable accident. There were two Near Misses reported in February 2016 at McKee Run.

The first Near Miss occurred on February 15, 2016 while an operator was walking back to the McKee Run plant after off-loading fuel oil in snow-covered conditions. The operator slipped on the snow-covered asphalt, fell to the ground, landed on his hardhat but was uninjured. The second Near Miss occurred when the Materials Coordinator performed his monthly safety observation. He recognized tape on the electrical cord at the interface where the electrical cord enters a portable grinder. The portable grinder was removed from service, the electrical cord severed and discarded as a non-functioning tool.

During the month of February, there were five IWW discharges to the Kent County Public Works sewer system for a total of 78,210-gallons. A representative sample of the industrial discharge was taken on February 24, 2016. McKee Run submitted the monthly SIU Report to Kent County Public Works and based on the laboratory analytical data, there were no exceedances from this sampling event.

During the month of February, there were no sampling events at Outfall 001, 004, 005 and 006. The February DMR was submitted to DNREC indicating no discharge from Outfall 001, 004, 005 and 006 for this month. On February 5, 2016, an operator was given permission by Supervisors to release storm water from the Tank 1 berm through Outfall 006 after a visual inspection checklist form was completed. McKee Run also submitted to DNREC the annual Quality Assurance/Quality Control (QA/QC) Lab data report for NPDES samples collected in 2015. As part of the NPDES outfall annual sampling effect, McKee Run was required to submit to Delaware River Basin Commission (DRBC) all laboratory data relating to the October 24, 2015 sampling event. All non-contact cooling tower blowdown water is being discharged directly to the Kent County Department of Public Works under the facilities Industrial Wastewater Discharge Permit #18.

During the month of February, McKee Run and VanSant submitted the Emergency Preparedness Community Right to Know (EPCRA) TIER II report to DNREC. On February 17, 2016, VanSant combustion turbine (CT) was called on by PJM to produce electricity. The CT ran for hours until an alarm sounded which indicated bad computer connection cables. The unit tripped as a result of the loss of communication cables. An investigation was conducted and based on the preliminary investigation; there was no apparent emission deviation or system failure other than the computer cable malfunction. A report was submitted to DNREC and DNREC has not responded to the letter.

On February 20, 2016, the McKee Run Unit #3 cooling tower malfunctioned and cooling water overflowed onto the ground. Approximately 15,000-gallons of cooling water pooled onto the ground. McKee Run notified DNREC by telephone of the situation and based on that conversation, DNREC gave McKee Run 5 days to investigate the incident. Based on Safety Data Sheets (SDS), the water was considered non-hazardous and was pumped back into the tower. McKee Run is waiting on a response from DNREC. All the water was contained and no water was released to sensitive receptors (i.e. storm drains, McKee Run Creek).

McKee Run and the City of Dover Electrical Division performed an SO2 true up on McKee run and VanSant to verify that there are sufficient SO2 allowances to cover SO2 emissions during the control period. The City of Dover also performed a RGGI COATS true up prior to verify that McKee Run and VanSant have sufficient CO2 allowances for the control period. Two new computers were installed at McKee Run and VanSant CEMS units to replace old computers. The computers were loaded with up-to-date vendor software and past all in-house tests.

Environmental, Health and Safety Statistics			
	February	Fiscal Year to Date 7/1/2015-6/30/2016	
NOVs	0	0	
Opacity Deviations	0	1	
Environmental Deviations	2	2	
OSHA Recordable	0	0	
OSHA LTA's	0	0	
First Aid cases	0	0	
Restricted Workday Accident	0	0	
Near Miss	2	9	
Man Hours Worked	**3949.75**	**33971.75**	
Date of OSHA Recordable:	4/16/2015	**Days since last Recordable:**	319
Date of Lost Time Accident:	1/12/2015	**Days since last LTA:**	413

CO2 Allowance Summary										
Control Period Year(s) 2015-2017	Quarterly CO2 Emitted (Tons)				Reporting Period Total CO2 Emitted		Total CO2 Allowances Used (Tons YTD)		RGGI-COATS Account Balances	
	U1	U2	U3	U11	MR	VS	MR	VS	MR	VS
2015 and before					194,244	7,799				
2015	N/A	N/A	9,557.9	2,423			4,779	1,212	77,282	6,788
2016-1	N/A	N/A	12.3	1.2			12.3	1.2		
2016-2	N/A	N/A								
2016-3	N/A	N/A								
2016-4	N/A	N/A								
2016 TOTALS/Bal	0	0	0	0	0	0	12.3	1.2	82,061	8,000

SO_2 Allowance Summary							
SO_2 Allowance Vintage	SO_2 Allowances Sold - YTD	SO_2 Allowances Available (Per Unit, Prior to Sale & Reconciliation)		SO_2 Tons Emitted	SO_2 Tons Emitted	Total SO_2 Tons Emitted	SO_2 Allowance Balance
		Unit #3	Unit #11	Unit #3	Unit #11		
2014 and earlier	0	12,214	826				13,040
2015	0	1,850	138	12.1	1.2	13.3	1,974.7
2016							
		Total SO2 Allowance Balance:				**15,014.7**	

2.0 Financials

Monthly and year to date financial results as compared with the approved power plant budget for the Generation Units are provided below.

February 2016			
	Actual	Budget	Variance
Personnel	$243,087	$290,200	$47,113
Materials & Supplies	$24,114	$21,700	($2,414)
Administrative Expenses	$239,184	$144,525	($94,659)
Total	**$506,385**	**$456,425**	**($49,960)**

July 2015 thru February 2016			
	Actual	Budget	Variance
Personnel	$1,967,683	$2,491,800	$524,117
Materials & Supplies	$140,194	$194,650	$54,456
Administrative Expenses	$1,662,308	$1,675,750	$13,442
Total	**$3,770,185**	**$4,362,200**	**$592,015**

2.1 Variance analysis:

The actual expenses for the month of February are $506,385 against a budgeted amount of $456,425 for an unfavorable variance of $49,960 or 10.95%. The variance was due to the following:

PERSONNEL EXPENSES – A favorable monthly variance of $47,113 was due to not having a full complement of employees for this time period. As a result, this impacted three (3) labor accounts – Straight Time, Overtime, and Labor Burdens.

MATERIALS AND SUPPLIES EXPENSES – An unfavorable monthly variance of $2,414 was due to higher costs in the water – sewer account than budgeted and water treatment chemicals. This was partially offset by expenses for computer hardware purchases not yet made this month.

ADMINISTRATIVE EXPENSES – An unfavorable monthly variance of $94,659 was due primarily to the timing of Title V invoices receipt from DNREC, higher electricity and gas costs than budgeted, and timing of environmental related invoices.

3.0 Operations

Unit Operations / Outages / Trips: Unit 3 was dispatched by the City of Dover on February 13th to keep the Unit 3 from freezing and system security. A cold weather alert was issued by PJM for the weekend. The unit was on line at 0350 and ran till after peak when the unit came off line at 1915. Units 1, 2, and 11 were not dispatched for February by PJM or the City of Dover.

Month of February 2016							
		McKee Unit 1	McKee Unit 2	McKee Unit 3	MRGS TOTAL	VanSant Unit 11	Total ALL Units
Capacity:	(MW)	17	17	102	136	39	175.00
On Line Hours:	(HRS)	0	0	15.416	15.416	0	15.416
Starts:	(#)	0	0	1	1	0	1
Gross Generation:	(MWh)	0	0	568.339	568.339	0	568.339
Net Generation:	(MWh)	0	0	506.201	506.201	0	506.201
Total Auxiliaries:	(MWh)	0	0	224.631	224.631	0	224.631
Auxiliaries purchased:	(MWh)	38.488	38.488	162.493	239.468	7.559	247.027
Fuel Gas Used:	(MMBTU)	0	0	0	0	0	0
Fuel Oil Used:	(MMBTU)	0	0	6,137	6,137	0	6,137
Fuel Oil Used:	(Gallons)	0	0	44,515	44,515	0	44,515
Total Fuel:	(MMBTU)	0	0	6,137	6,137	0	6,137
Net Heat Rate:	(BTU/KWh)	0	0	12.601	12.601	0	12.601
Unit Trips:	(#)	0	0	0	0	0	0
Capacity Factor:	(%)	0.00%	0.00%	0.71%	0.53%	0.0%	0.41%
Availability Factor:	(%)	100%	100%	100%	100%	100%	100.00%
Commercial Unavailability :	(%)	0.0	0.0	0.0	0.0	0.0	0.0
Planned Outage Hours	(HRS)	0	0	0	0	0.0	0
Maintenance Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Forced Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Equivalent Derate Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Reserve Shutdown Hours:	(HRS)	696	696	680.584	2,072.584	696	2,768.584
HW Boiler Gas Usage:	(MMBTU)				1,276		1,276

2015-2016 Fiscal Year - July 2015 thru February 2016							
		McKee Unit 1	McKee Unit 2	McKee Unit 3	MRGS TOTAL	VanSant Unit 11	Total ALL Units
Capacity:	(MW)	17	17	102	136	39	175.00
On Line Hours:	(HRS)	7.233	10.166	283.414	300.813	33.865	334.678
Starts:	(#)	1	3	25	29	11	40
Gross Generation:	(MWh)	81.874	96.694	11,762.68	11,941.25	1,328.83	13,270.08
Net Generation:	(MWh)	79.759	92.259	10,585.22	10,757.24	1,327.72	12,084.96
Total Auxiliaries:	(MWh)	249.031	251.351	2,847.73	3,348.11	28.61	3,376.72
Auxiliaries purchased:	(MWh)	246.913	246.913	1,674.43	2,168.26	27.60	2,195.86
Fuel Gas Used:	(MMBTU)	958.55	2059.93	98,714.19	101732.67	8,291	110,024
Fuel Oil Used:	(MMBTU)	0.00	0.00	38,282	38,282	9,696	47,978
Fuel Oil Used:	(Gallons)	0.00	0.00	277,099	277,099	70,368	347,467
Total Fuel:	(MMBTU)	958.55	2059.93	136,996.19	140,014.67	17,987	158,001.67
Net Heat Rate:	(BTU/KWh)	12.02	22.33	12.601	16.333	12.158	14.25
Unit Trips:	(#)	0	0	0	0	3	3
Capacity Factor:	(%)	0.08	0.09	1.77	1.35	0.58	1.18
Availability Factor:	(%)	93.89	93.89	93.17	93.65	100.0	94.97
Commercial Unavailability :	(%)	0.0	0.0	0.0	0.0	0.0	0.0
Planned Outage Hours	(HRS)	358.000	358.000	344.000	1,060.000	0.0	1,060.000
Maintenance Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Forced Outage Hours:	(HRS)	0.0	0.0	0.0	0.0	0.0	0.0
Equivalent Derate Hours:	(HRS)	0.00	0.00	55.15	32.14	0	32.14
Reserve Shutdown Hours:	(HRS)	5,489.77	5,486.83	5,162.58	16,139.18	5,821.14	21,960.32
HW Boiler Gas Usage:	(MMBTU)				4,450		4,450

Fuel Oil Inventory (#2 Fuel Oil)							
	Monthly Starting Inventory	Monthly Ending Inventory	Fuel Monthly Purchase	Monthly Inventory Change	FY15-16 Starting Inventory	Fuel Purchase FYTD	FY15-16 Inventory Change
McKee Run	860,100	854,813	44,582	(5,287)	739,369	397,426	115,444
Van Sant	221,643	222,402	0	759	180,770	116,182	41,632

Van Sant Lifetime through February 2016			
	Actual Starts	**Factored Starts**	**Fired Hours**
Van Sant	1,419	2422.90	4,413.50
Since HGP–2004	284	734.95	1,029.92

3.1 Team Report:

The operators also use the GPi Learning courses to improve their knowledge and skills. The GPI online training which supports plant safety, OSHA, and environmental training requirements are being used by the teams to complete their training for the year. Along with the GPI OSHA training, the operators review the plant's safety procedures.

Operations personnel continue to support maintenance by working on Preventative Maintenance (PM) work orders and other work orders that they have the skills to successfully complete the task. The Operations Department continues to utilize the Day Shift Workers in both the Operations and Maintenance areas to assist with maintenance of the plant.

3.2 Oil Operation vs. Gas Equivalent for Title V Permit Compliance Unit 3

The Title V Permit dictates that natural gas is the primary fuel source for the unit operations and stipulates that for every hour of fuel oil operations there will be 9 hours of gas operations in a calendar year. This table tracks hours of oil operations and projected hours of operations required on gas in order to comply with the Title V Permit for both sites.

McKee Run Unit 3				
Month	Gas Hr Ops	Oil Hr Ops	Net Gen (MW)	Gas Hrs Needed
Jan	0	51.267	2,095,430	461.403
Feb	0	15.416	506,201	600.147
Mar				
Gas Hours Ops Needed				600.147

Van Sant Air permit restrictions with regards to operations is limited to 70,080 MW-hr. per calendar year with a rolling average* of 35,040 MW-hr. over the previous 3 calendar years.

Van Sant Unit 11			
Year	Months Included	Total MW Gen	MW Gen Remaining
2014	January-December	1,316.11	69,483.89
2015	January-December	2,237.05	68,562.95
2016	January-February	397.61	70,402.39

*Rolling average was not calculated because the unit generation is not close to the rolling average run hour.

4.0 Maintenance

During the month of February, the Plant Maintenance staff continued addressing the backlog of work orders, preventative maintenance (PM's) and new work orders received during the month. Back logged Work Orders are work orders that have been open for greater than thirty days. There were 112 new work orders issued with 192 work orders being completed, and 25 of the back logged work orders completed during the month. There were no new Safety Work Orders entered into the plant's Computerized Maintenance Management System (MP2) for either site during the month and three were completed. The table below summarizes the monthly work order activities based on MP2 records and will continue to improve with time. This table gives a representation of identified outstanding work; Preventative Maintenance tasks completion and remaining corrective work orders and back logged work orders that require attention.

City of Dover – McKee Run Work Order Statistics									
	WO Type	Starting Backlog	Recv'd WO	Total WO	Comp WO	Comp Rcvd	Total Comp	Ending Backlog	OPEN WO's
McKee Run	ADM	11	1	14	5	0	5	8	9
	CM	34	25	59	4	15	19	30	40
	EW	1	1	2	0	0	0	1	2
	PM	21	60	81	13	32	45	8	36
	SW	2	2	4	1	2	3	1	1
Site Totals		**71**	**89**	**160**	**23**	**49**	**72**	**48**	**88**

City of Dover – Van Sant Work Order Statistics									
	WO Type	Starting Backlog	Recv'd WO	Total WO	Comp WO	Comp Rcvd	Total Comp	Ending Backlog	OPEN WO's
Van Sant	CM	4	2	6	0	1	1	4	5
	PM	5	20	25	2	11	13	3	12
	SW	0	1	1	0	1	1	0	0
Site Totals		**9**	**23**	**32**	**2**	**13**	**15**	**7**	**17**

Notable activities during the month include:

During the monthly safety inspections it was discovered that the fuel oil unloading grounding straps were in poor condition. Wire covers were delaminated, cracked, wires broken and clamps rusted. The IC&E technicians removed and replaced four wire leads and one clamp. This will assure proper grounding of all trucks unloading fuel oil at McKee Run.

During the morning equipment (checks) walk down, Operations discovered the forklift had developed a small transmission leak. The forklift vendor was notified and on site the same day. They completed an inspection of the forklift and during the inspection it was discovered that the transmission filter was leaking. The mechanic removed the fluid, changed out the filter and installed new fluid to complete the repair. Operations completed a post inspection/test run of the forklift and no leaks were found.

The Maintenance and Operations staff removed and replaced three electrical conduit sump pumps. During routine Operational checks they were discovered to be nonoperational pumps. The concrete vaults were pumped down and the replacement work completed. No further issues were discovered.

The Maintenance staff disassembled the constant pressure and relief valve regulators on the VanSant DI acid pump skid. A new pipe thread coating was installed, the pumps assembled and tested. No leaks were observed.

The IC&E staff removed and replaced the Unit 3 DI caustic day tank fill valve actuator diaphragm. It was discovered to be leaking during the last Di operation.

The IC&E staff installed new white LED lights in each 4160 V breaker panel. This will allow Operations and Maintenance staff to visually check the breakers for a trip condition without having to open a live breaker cabinet.

The IC&E staff investigated a finding from the recent XL Insurance audit. During the audit a question was asked if Unit 3 reheat and superheat attemperators could be reset before reaching 108Klbs of steam flow. IC&E staff investigated and performed a function test on the memory block in the Net 90 system and results provided from the testing indicated the system is functioning properly. Results were documented and proved to the XL insurance company personnel.

5.0 Capital Improvement Projects (CIP)

This month's report for CIP project planned and budgeted for the current budget year 2015/2016 with the status to date for the project.

Project Number	Description	2015-2016 CIP Status Update
EG1407	Metering System Upgrades	Progress: Project scope complete – ready to send out. Schedule: RFP is ready to issue for contractor bids, need to confirm funds
EG1416	VanSant Capacity Increase	Progress: Contract / PO Issued for water skid protective shelter. Building permit with the City for approval. Schedule:. Erect protective shelter for water skid when permit approved
EG1504	Unit#3 Boiler System Repairs	Progress: identified system repairs and testing completed, other work as identified. Schedule: TBD
EG1506	McKee Run / Van Sant Safety Improvements	Progress: Updated Drawings received and final work to be completed with a balance of $18K. Schedule: Project was requested to be carried over into new FY.
EG1601	McKee Run Building Equipment Replacement	Progress: Summit Mechanical completed work for heater installation. Heaters installed and tested, operating as needed. Schedule: Heater installation work completed.
EG1604	McKee Run Unit #3 Boiler Systems	Progress: These funds have been moved to EG1504 as this is a multi-year on-going project. Schedule: Work will occur as identified.
EG1607	McKee Run Unit #3 Auxiliary Equipment Replacement	Progress: Awaiting quotes for nitrogen generator. Schedule: Additional work as identified going forward.
EG1608	McKee Run / Van Sant CEMS Upgrades	Progress: New CEMS Computers installed and functioning. Schedule: Complete.
EG1609	Van Sant Station Component Replacement	Progress: Bremco, Inc. working on replacing gas skid pressure regulating valves. Schedule: Post exhaust plenum replacement it is anticipated we will need to replace scanners and associated leads, other instruments.
EG1610	McKee Run / Van Sant Safety Improvements	Progress: New radios received. Schedule: Other work as identified
EG1611	McKee Run / Van Sant Structural Preservation	Progress: Some funds were used to support transformer repair cost to preserve station integrity and reliability. (T&D Department) Schedule: Likely that any coating application will need to be performed during a period of milder temperatures for proper adhesion.
EG1612	Van Sant Exhaust Plenum Replacement	Progress: New Exhaust Plenum on site. Schedule: Bremco working removal of old plenum, old plenum removed. Prep work for installing replacement plenum in progress. Two days lost because of weather.
EG1613	McKee Run Unit #3 Boiler Stack Repairs	Progress: Inspection completed in 2012, work scope in development, expect to bid work in March - early April, award work June time frame. Schedule: Develop bid package to be sent for fall 2016 work.

6.0 General Plant Information

New employee John Neff began his new position as IC&E Technician on February 12, 2016. John comes to us from Chemours Edgemoor (formerly DuPont) where he was an E&I Technician since 2007. John began his journey with the U.S. Navy as a Submarine Tender, and has gained extensive knowledge at various other positions in process instrumentation, electronic motor control, power and lighting systems, Sub Station/Power panels, calibration and maintenance, valves, transmitters and much more. John resides in Townsend with his family. We know John will be a welcome addition to the McKee Run/VanSant Generating Station team.

During the month of February, interviews were on-going for the position of Maintenance Mechanic. We were able to have an offer accepted by Eric Carrow, who is currently a Senior Operator at McKee Run. Eric's expected start date will be March 8, 2016 as our newest Maintenance Mechanic. Eric has worked at the Plant since 2002, and has experience not only as an Operator, but also assisting the Maintenance Mechanics when necessary. Eric is a valuable employee who is expected to do well within this position.

Due to Eric Carrow's transfer to the position of Maintenance Mechanic, we will have an employment opportunity for the position of Operator. Prior to the end of February we have been able to post this position, and are actively interviewing candidates.

7.0 Training

Staff initiated the Annual Training requirements for OSHA, Environmental and Safety Topics performed in GPi Learn. Compliance coordinator is setting up and scheduling the annual RCRA required refresher training for the site, there are 3 qualified employees that receive this training annual for any waste shipments that meet the criteria.

OES-NA will be on site April 7th and 8th for PJM simulation training. The simulation training is a requirement of being PJM certified. The operators are required to have at least thirty simulation credits for renewal of the three year certification. There will be seven to eight operators in attendance.

Topics discussed during the monthly safety committee meeting were reviewed by the entire staff. The monthly safety topic was on "Complacency in the Work Place"; is perhaps one of the biggest problems we face in completing our day to day tasks.

8.0 Upcoming Events

A forecast of general event dates for the power plant projects, outages and various agency reporting dates are listed below.

Calendar of Upcoming Events	Date
Winter Capacity Period – **Complete GADS**	February 1, 2015 – February 28, 2016
2015 Title V Annual Certifications - **Done**	February 31, 2016
Water Allocation Report - **Done**	February 31, 2016
Part 75 Training ESS Group-Philadelphia **Done**	March 9, & 10, 2016
RGGI-COATS True Up - **Done**	March 1, 2016
RCRA Refresher Training (3 attendees)	March or April – TBD- 2016
Unit 11 Spring Outage Schedule	March 1, 2016
Unit 11 Spring Outage Completion Date	April 8, 2016
NOx Ozone Season Started	May 1, 2016
NOx Ozone Season Ends	October 30, 2016

9.0 "Value Added" Accomplishments during February

During the month the power plant staff is tasked with maintaining the City of Dover power generation assets "available" and protect the assets for the City.

Listed below are some of the work accomplishments that have been completed this month that NAES feels added value to the generation unit assets, protect the assets from deterioration or inoperability and overall increased the life expectancy through maintenance practices including preventative and predictive maintenance tasks (see Section 4) for the City of Dover assets.

- Replaced the three (3) CEMS computers (McKee Run CEMS shack, McKee Run Control Room and VanSant Operator Cab) and added internet access to the McKee Run systems and a "hotspot" access at VanSant via an iPhone internet link to replace the old outdated 2400 baud Modem access for both sites. Both systems are operating on the new computer system and the time to download reports has been reduced significantly for our CEMS provider.
- Staff continues to make improvements on the diesel starting time for the CT Unit. The batteries for the Van Sant station were 5 years old and based on battery load testing conducted in January by a contractor, some of the batteries were weak and not reliable. The Van Sant bank of batteries was replaced in February adding to the on time starting capability of the Van Sant diesel for the unit.
- The Van Sant Exhaust Plenum replacement materials arrived to the Van Sant site for the Outage in March. All materials are on hand and available for the contractor work to replace the plenum in March.

IV. Appendix: PJM Invoice

REPORT NAME:	Monthly Billing Statement - CSV and XML
CUSTOMER ACCOUNT:	City of Dover, Delaware
CUSTOMER CODE:	DOVDE
CUSTOMER ID:	76.000000
FINAL BILLING STATEMENT ISSUED:	3/7/2016 9:23
BILLING PERIOD START DATE:	2/1/2016
BILLING PERIOD END DATE:	2/29/2016
INVOICE NUMBER:	2016022900076.000000
INVOICE DUE DATE:	3/11/2016 12:00

CHARGES	ADJ	BILLING LINE ITEM NAME	SOURCE BILLING PERIOD START	AMOUNT ($)
1100.000000		Network Integration Transmission Service		320471.750000
1108.000000		Transmission Enhancement		52098.150000
1130.000000		Firm Point-to-Point Transmission Service		0.000000
1140.000000		Non-Firm Point-to-Point Transmission Service		0.000000
1200.000000		Day-ahead Spot Market Energy		368359.420000
1205.000000		Balancing Spot Market Energy		15128.820000
1210.000000		Day-ahead Transmission Congestion		-12085.310000
1215.000000		Balancing Transmission Congestion		5287.570000
1220.000000		Day-ahead Transmission Losses		10594.590000
1225.000000		Balancing Transmission Losses		1409.560000
1230.000000		Inadvertent Interchange		377.880000

1242.000000	Day-Ahead Load Response Charge Allocation	105.650000
1243.000000	Real-Time Load Response Charge Allocation	193.240000
1250.000000	Meter Error Correction	-2543.890000
1301.000000	PJM Scheduling, System Control and Dispatch Service - Control Area Administration	9940.140000
1302.000000	PJM Scheduling, System Control and Dispatch Service - FTR Administration	6.930000
1303.000000	PJM Scheduling, System Control and Dispatch Service - Market Support	2291.090000
1304.000000	PJM Scheduling, System Control and Dispatch Service - Regulation Market Administration	78.420000
1305.000000	PJM Scheduling, System Control and Dispatch Service - Capacity Resource/Obligation Mgmt.	876.380000
1306.000000	PJM Scheduling, System Control and Dispatch Service - Advanced Second Control Center	1235.530000
1307.000000	PJM Scheduling, System Control and Dispatch Service - Market Support Offset	-189.610000
1313.000000	PJM Settlement, Inc.	189.610000
1314.000000	Market Monitoring Unit (MMU) Funding	341.990000
1315.000000	FERC Annual Recovery	3824.490000
1316.000000	Organization of PJM States, Inc. (OPSI) Funding	41.140000
1317.000000	North American Electric Reliability Corporation (NERC)	722.580000
1318.000000	Reliability First Corporation (RFC)	1180.870000
1320.000000	Transmission Owner Scheduling, System Control and Dispatch Service	4364.960000
1330.000000	Reactive Supply and Voltage Control from Generation and Other Sources Service	30518.130000
1340.000000	Regulation and Frequency Response Service	6853.050000
1360.000000	Synchronized Reserve	1804.460000
1362.000000	Non-Synchronized Reserve	674.650000
1365.000000	Day-ahead Scheduling Reserve	326.080000

1370.000000	Day-ahead Operating Reserve	6364.460000
1375.000000	Balancing Operating Reserve	3599.380000
1376.000000	Balancing Operating Reserve for Load Response	0.670000
1378.000000	Reactive Services	200.390000
1380.000000	Black Start Service	2448.020000
1400.000000	Load Reconciliation for Spot Market Energy	173.440000
1410.000000	Load Reconciliation for Transmission Congestion	-150.450000
1420.000000	Load Reconciliation for Transmission Losses	-1.580000
1430.000000	Load Reconciliation for Inadvertent Interchange	-0.710000
1440.000000	Load Reconciliation for PJM Scheduling, System Control and Dispatch Service	1.960000
1441.000000	Load Reconciliation for PJM Scheduling, System Control and Dispatch Service Refund	-0.010000
1442.000000	Load Reconciliation for Schedule 9-6 - Advanced Second Control Center	0.130000
1444.000000	Load Reconciliation for Market Monitoring Unit (MMU) Funding	0.040000
1445.000000	Load Reconciliation for FERC Annual Recovery	0.640000
1446.000000	Load Reconciliation for Organization of PJM States, Inc. (OPSI) Funding	0.010000
1447.000000	Load Reconciliation for North American Electric Reliability Corporation (NERC)	0.110000
1448.000000	Load Reconciliation for Reliability First Corporation (RFC)	0.180000
1450.000000	Load Reconciliation for Transmission Owner Scheduling, System Control and Dispatch Service	0.710000
1460.000000	Load Reconciliation for Regulation and Frequency Response Service	-0.100000
1470.000000	Load Reconciliation for Synchronized Reserve	-0.980000
1472.000000	Load Reconciliation for Non-Synchronized Reserve	-0.880000

1475.000000		Load Reconciliation for Day-ahead Scheduling Reserve		-0.070000
1478.000000		Load Reconciliation for Balancing Operating Reserve		0.160000
1490.000000		Load Reconciliation for Reactive Services		-0.060000
1600.000000		RPM Auction		5916.870000
1610.000000		Locational Reliability		845821.540000
1932.000000		Generation Deactivation Refund		-358.650000
1230.000000	A	Inadvertent Interchange	1/1/2016	-2.220000
1243.000000	A	Real-Time Load Response Charge Allocation	1/1/2016	0.110000
1250.000000	A	Meter Error Correction	1/1/2016	4.140000
1375.000000	A	Balancing Operating Reserve	7/1/2010	-134.580000
1375.000000	A	Balancing Operating Reserve	8/1/2010	-1.630000
1375.000000	A	Balancing Operating Reserve	9/1/2010	-0.620000
1375.000000	A	Balancing Operating Reserve	2/1/2011	-3.080000
1375.000000	A	Balancing Operating Reserve	5/1/2011	-1.000000
1375.000000	A	Balancing Operating Reserve	6/1/2011	-8.220000
1375.000000	A	Balancing Operating Reserve	7/1/2011	-272.250000
1375.000000	A	Balancing Operating Reserve	6/1/2012	-3.940000
1375.000000	A	Balancing Operating Reserve	7/1/2012	-2.270000
1375.000000	A	Balancing Operating Reserve	8/1/2012	-13.840000
1375.000000	A	Balancing Operating Reserve	3/1/2013	-10.760000
1375.000000	A	Balancing Operating Reserve	9/1/2015	-0.020000
1375.000000	A	Balancing Operating Reserve	11/1/2015	148.090000
1375.000000	A	Balancing Operating Reserve	12/1/2015	-12.260000
1375.000000	A	Balancing Operating Reserve	1/1/2016	-0.010000
1378.000000	A	Reactive Services	10/1/2015	-0.020000
1378.000000	A	Reactive Services	12/1/2015	0.010000
1911.000000	A	Michigan - Ontario Interface Phase Angle Regulators	1/1/2016	160.720000
		Total Charges		1688339.890000

CREDITS	ADJ	BILLING LINE ITEM NAME	SOURCE BILLING PERIOD START	AMOUNT ($)
2100.000000		Network Integration Transmission Service		0.000000
2108.000000		Transmission Enhancement		39659.000000
2130.000000		Firm Point-to-Point Transmission Service		0.000000

2140.000000		Non-Firm Point-to-Point Transmission Service		176.420000
2210.000000		Transmission Congestion		0.000000
2220.000000		Transmission Losses		16297.340000
2320.000000		Transmission Owner Scheduling, System Control and Dispatch Service		0.000000
2330.000000		Reactive Supply and Voltage Control from Generation and Other Sources Service		29467.580000
2340.000000		Regulation and Frequency Response Service		0.000000
2360.000000		Synchronized Reserve		0.000000
2365.000000		Day-ahead Scheduling Reserve		0.000000
2370.000000		Day-ahead Operating Reserve		0.000000
2375.000000		Balancing Operating Reserve		0.000000
2380.000000		Black Start Service		0.000000
2420.000000		Load Reconciliation for Transmission Losses		0.620000
2510.000000		Auction Revenue Rights		71240.820000
2600.000000		RPM Auction		849859.500000
2630.000000		Capacity Transfer Rights		2050.590000
2640.000000		Incremental Capacity Transfer Rights		247.370000
2661.000000		Capacity Resource Deficiency		1527.110000
2140.000000	A	Non-Firm Point-to-Point Transmission Service	1/1/2016	18.770000
2220.000000	A	Transmission Losses	10/1/2015	-52.420000
2220.000000	A	Transmission Losses	1/1/2016	0.170000
2661.000000	A	Capacity Resource Deficiency	12/1/2013	93.000000
2661.000000	A	Capacity Resource Deficiency	1/1/2014	93.270000
2661.000000	A	Capacity Resource Deficiency	2/1/2014	84.200000
2661.000000	A	Capacity Resource Deficiency	3/1/2014	93.310000
2661.000000	A	Capacity Resource Deficiency	4/1/2014	90.300000
2661.000000	A	Capacity Resource Deficiency	5/1/2014	93.310000
		Total Credits		1011040.260000
		Monthly Billing Net Total		677299.630000
		Previous Weekly Billing Net Total		588912.070000
		Total Due / Receivable		**88387.560000**

End of Report

City of Dover
Electric Revenue Fund
FY16 - White Oak Solar Park Incremental Cost

	July	August	September	October	November	December	January	February	YTD	Original Budget
Power Supply & Generation										
Dover Sun Park - Energy	$ 241,720	$ 264,734	$ 204,656	$ 175,542	$ 107,183	$ 74,637	$ 121,058	$ 123,391	$ 1,312,921	$ 2,313,861
Dover Sun Park - REC's	43,325	42,602	30,249	26,003	15,920	11,012	17,910	-	187,022	363,381
Total Power Supply Cost	285,046	307,336	234,905	201,546	123,103	85,648	138,969	123,391	1,499,943	2,677,242
Non-Solar Power Supply Cost	(119,924)	(123,989)	(97,565)	(81,616)	(48,168)	(34,958)	(64,920)	(56,630)	(627,770)	(876,681)
Incremental Energy Cost	$ 165,122	$ 183,347	$ 137,340	$ 119,929	$ 74,935	$ 50,690	$ 74,049	$ 66,761	$ 872,173	$ 1,800,561
Revenues										
Customer Sales - Electricity	(8,419)	(8,580)	(7,472)	(7,473)	(7,799)	(7,621)	(7,766)	(7,927)	(63,057)	(93,900)
Rent Receipts	(15,177)	-	-	(15,177)	-	-	(15,557)	-	(45,911)	(93,700)
Total Revenues	(23,596)	(8,580)	(7,472)	(22,650)	(7,799)	(7,621)	(23,323)	(7,927)	(108,969)	(187,600)
Incremental Sun Park Cost	$ 141,526	$ 174,766	$ 129,868	$ 97,279	$ 67,137	$ 43,069	$ 50,725	$ 58,834	$ 763,204	$ 1,612,961
MWh Purchased/Generated - Solar	2,084.336	2,100.192	1,525.008	1,308.064	798.680	556.160	902.072	919.456	10,193.968	18,159.000
MWh $ Solar Energy	$ 115.97	$ 126.05	$ 134.20	$ 134.20	$ 134.20	$ 134.20	$ 134.20	$ 134.20	$ 128.79	$ 127.42
Solar REC's MWh	313.000	315.000	228.000	196.000	120.000	83.000	135.000	-	1,390.000	
MWh $ Solar REC (one month lag)*	138.42	135.24	132.67	132.67	132.67	132.67	132.67	-	134.55	
MWh $ Non-Solar Energy	$ 57.54	$ 59.04	$ 63.98	$ 62.39	$ 60.31	$ 62.86	$ 71.97	$ 61.59		

Note: Solar REC's are one month behind due to the time the invoice is received.

CITY OF DOVER
LEGISLATIVE FINANCE AND ADMINISTRATION COMMITTEE
April 26, 2016

BUSINESS IMPROVEMENT DISTRICT -
ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017

Submitted by: Cheryl A. Bundek, AAS

INTRODUCTION

The Business Improvement District (BID) Ordinance adopted by City Council requires that Council must adopt a BID budget and assessment every year. This report presents the proposed budget and assessment for fiscal year 2016-17.

ORDINANCE REQUIREMENT AND BUDGET

(A) Appendix D, Article III, Section 9(f) requires that a budget be submitted to City Council for consideration and approval.

For your consideration, we have attached the FY 2016-2017 budget showing BID tax revenue and the expenses charged against this revenue (Attachment A).

(B) For your consideration, we have also provided the tax calculation worksheet with recommended rates (Attachment B).

REQUEST FOR ACTION

We request Council to approve the following budget for fiscal year 2016-17 Attachment A, and Assessment (Tax) Rate for 2016-17 - Attachment B.

ATTACHMENT A

BUSINESS IMPROVEMENT DISTRICT

CASH RECEIPTS BUDGET FOR 2016-17

BID TAX REVENUE AND EXPENSES CHARGED AGAINST THIS REVENUE ADMINISTERED THROUGH CITY OF DOVER

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

1. The amount hereinafter named aggregating Forty-eight thousand, eight hundred, ($48,800) or so much thereof as may be necessary is hereby appropriated from current revenues and other funds for economic development purposes for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

REVENUE	PROPOSED
Tax Revenue	$48,800
EXPENSES	
Personnel & Administration Expenses	$48,800

ATTACHMENT B

CITY OF DOVER
LEGISLATIVE FINANCE AND ADMINISTRATION COMMITTEE
April 26, 2016
BUSINESS IMPROVEMENT DISTRICT -
ASSESSMENT (TAX) RATES FOR FISCAL YEAR 2016-2017

BUSINESS IMPROVEMENT DISTRICT

TAX CALCULATION WORKSHEET

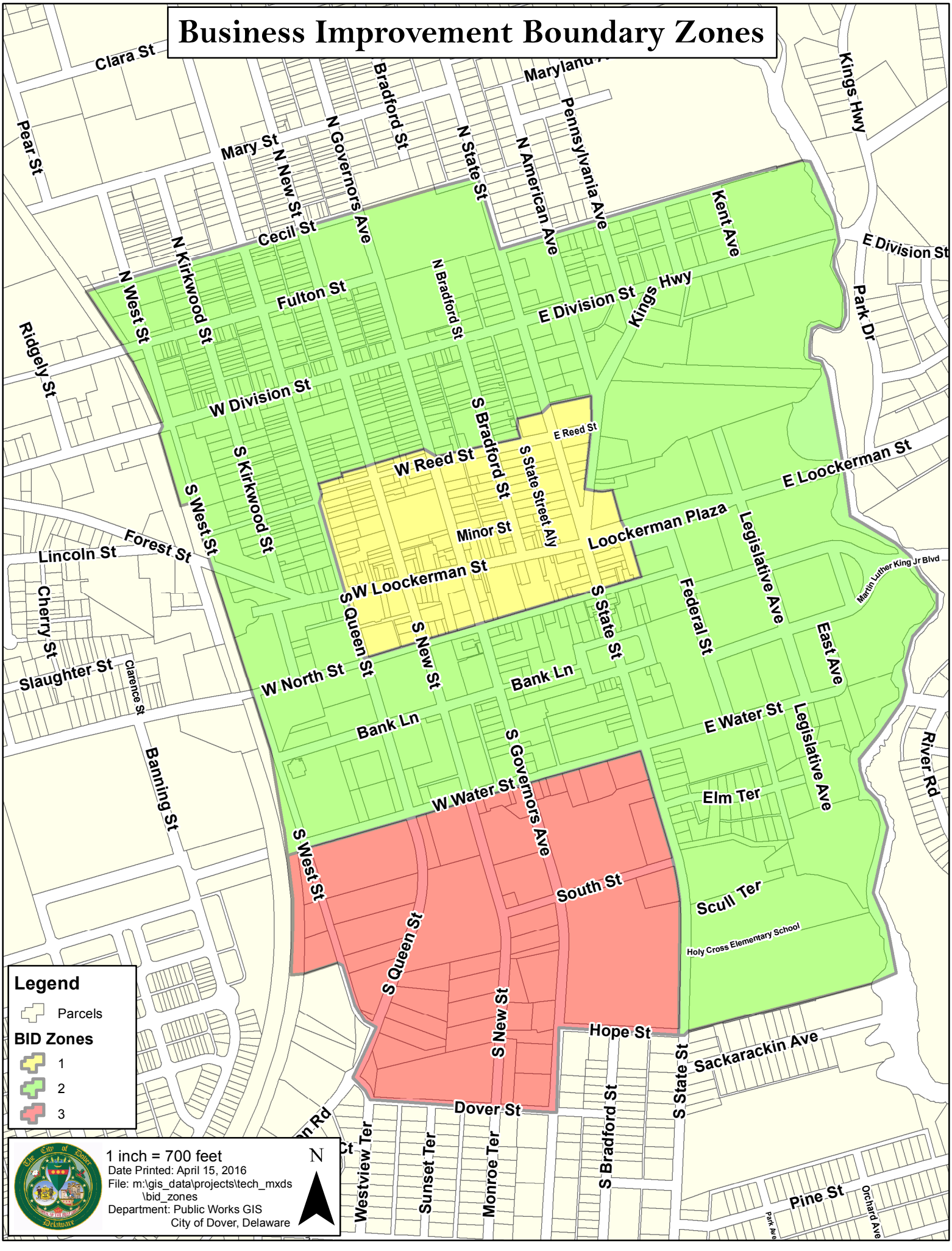
JULY 1, 2016 TO JUNE 30, 2017

	ZONE 1	ZONE 2	ZONE 3	TOTAL
Aggregate Assessments	$38,224,100	$60,526,700	$35,492,800	$134,243,600
Assessment Tax Rate per $100	0.0638	0.0322	0.0138	---
Revenue Raised	$24,400	$19,500	$4,900	$48,800
% Revenue Raised	50%	40%	10%	100%
Number of Parcels	113	105	41	259
Average Assessment	$216	$186	$120	$521

NOTE: These figures were estimated per the 2015 reassessed values. The revenue percentages by Zone are per the City of Dover Code Appendix D-Article III, Section 9(e).

Rate Change	**-1%**	**-1%**	**7.80%**

Business Improvement Boundary Zones



CITY OF DOVER PROPOSED ORDINANCE #2016-10

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Chapter 2 - Administration, Article IV - Officers and Employees, Division 8 - Deferred Compensation Plan of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue text, as follows:

DIVISION 8. - **DEFERRED COMPENSATION PLAN**

Sec. 2-391. - Definitions; interpretation.

(a) *Terms defined*. As indicated in this division, unless the context otherwise clearly indicates or the deferred compensation plans contradict, the following terms shall mean as indicated below:

Eligible employee means any person regularly employed in rendering service to the city on a full-time ~~**permanent**~~ basis who is not participating in any retirement plan to which the city contributes for them and whose compensation is paid directly by the city. An employee will be considered a full-time employee if he**/she** regularly works ~~**37½**~~ **40** ~~**or more**~~ hours each week.

Participant means any eligible employee of the city who has met all of the requirements for participation in the deferred compensation plan and has, upon employment, made an irrevocable election to participate in the deferred compensation plan as defined in this subsection (a) and who has satisfied all the conditions and requirements set forth in this division and in the provisions of the plans.

(Code 1981, § 2-211; Ord. of 4-25-1994; Ord. of 5-22-2000; Ord. of 6-12-2000; Ord. of 7-10-2000; Ord. of 9-11-2000)

Sec. 2-392. - Established; purpose.

There is hereby established the city employee deferred compensation plan. The purpose of the plan is to establish the basic terms and conditions under which employees shall participate in this plan. Further details, terms and conditions under which retirement, termination, and survivor benefits shall be provided to eligible employees are defined in the deferred compensation plan.

(Code 1981, § 2-212; Ord. of 4-25-1994; Ord. of 5-22-2000; Ord. of 6-12-2000; Ord. of 7-10-2000; Ord. of 9-11-2000)

Sec. 2-393. - Eligibility of participants.

Each eligible employee not drawing any retirement benefits from the city as of May 1, 1994, who makes an irrevocable decision to join the deferred compensation plan, shall, upon compliance with the provisions of this division, become a deferred compensation plan participant on May 1, 1994. Thereafter, each eligible employee who selects the deferred compensation plan upon employment shall become a participant in accordance with the plan. **All new employees, except police officers, hired after September 28, 2009 are required to join the defined contribution pension plan as defined in subsection 2-324.**

(Code 1981, § 2-213; Ord. of 4-25-1994; Ord. of 5-22-2000; Ord. of 7-10-2000)

Draft

Sec. 2-394. - Contributions.

(a) *Employee contributions*. For each year while a participant of the deferred compensation plan, a participant shall contribute, by payroll deductions, ~~an amount equal to at least three percent~~ **a percentage** of his**/her** compensation **as defined in the deferred compensation plan**, which shall be a participant's base pay, plus scheduled overtime, payment for being on-call, except those hours reported for being called out, and any retroactive pay corrections which involve any one of the mentioned payments, up to the legal limits as defined in the deferred compensation plan.

(b) *Employer contributions*. The city shall contribute an amount equal to each individual's employee contributions, to a maximum ~~of six percent~~ **percentage** of an employee's compensation **as defined in the deferred compensation plan**, which shall be a participant's base pay, plus scheduled overtime, payment for being on-call, except those hours reported for being called out, and any retroactive pay corrections which involve any one of the mentioned payments for each participant.

(c) *Treatment*. Treatment of contributions shall be handled in accordance with federal and state laws and the applicable provisions of section 2-341 pertaining to the general employee pension plan.

(Code 1981, § 2-214; Ord. of 4-25-1994; Ord. of 5-22-2000; Ord. of 6-12-2000; Ord. of 7-10-2000; Ord. of 9-11-2000)

ADOPTED: *

S:\ORDINANCES\2016\DRAFT\ORDINANCE #2016-10 CH 2 ADMINISTRATION, ART IV OFFICERS & EMPLOYEES, DIV 8 DEFERRED COMP\Ordinance #2016-10 Ch 2, Art IV, Div 8-Deferred Compensation-Rev. 1.wpd

Ssynopsis

The proposed amendments will change the 401A Money Purchase Plan required contributions in accordance with the DOE Collective Bargaining Agreement and the City of Dover Personnel Policy (Employee Handbook), and align definitions and eligibility requirements with existing policies.

(SPONSORS: COLE AND KOENIG)

Actions History

04/26/2016 - Scheduled for Further Discussion - Legislative, Finance, and Administration Committee
03/29/2016 - Deferred by Legislative, Finance, and Administration Committee for Further Discussion

Draft

Position	Department	Group	Base Amount	Retirement plan name	Annual Salary	City Contribution %
CITY MANAGER	City Manager Dept	Non Bargaining	$60.83	ICMA 401A Defined Contribution	126,526.40	3-6% matching
CONTROLLER/TREASURER	Finance Dept	Non Bargaining	$59.76	ICMA 401A Defined Contribution	124,300.80	3-6% matching
CHIEF OF POLICE	Law Enforcement Officers	Non Bargaining	$59.47	State Police Pension	123,697.60	13.77% regardless of match
ASST CITY MANAGER	City Manager Dept	Non Bargaining	$54.81	ICMA 401A Defined Contribution	114,004.80	3-6% matching
PLANNING & COMM DVLPMNT DIR.	Planning & Admin	Non Bargaining	$54.51	ICMA 401A Defined Contribution	113,380.80	3-6% matching
ELECTRIC DEPARTMENT DIRECTOR	Admin - Electric	Non Bargaining	$54.23	ICMA 401A Defined Contribution	112,798.40	3-6% matching
POLICE MAJOR	Law Enforcement Officers	Non Bargaining	$52.87	State Police Pension	109,969.60	13.77% regardless of match
POLICE CAPTAIN YEAR 26	Police	FOP	$51.38	State Police Pension	106,870.40	13.77% regardless of match
PUBLIC WORKS DIRECTOR	Admin - Public Works	Non Bargaining	$50.83	Defined Benefit	105,726.40	General Fund-57.9%
POLICE CAPTAIN YEAR 19	Police	FOP	$49.88	State Police Pension	103,750.40	13.77% regardless of match
POLICE LIEUTENANT YEAR 21	Police	FOP	$47.24	State Police Pension	98,259.20	13.77% regardless of match
POLICE LIEUTENANT YEAR 23	Police	FOP	$47.24	State Police Pension	98,259.20	13.77% regardless of match
POLICE LIEUTENANT YEAR 21	Police	FOP	$47.24	State Police Pension	98,259.20	13.77% regardless of match
POLICE LIEUTENANT YEAR 19	Police	FOP	$46.30	State Police Pension	96,304.00	13.77% regardless of match
POLICE SERGEANT YEAR 29	Police	FOP	$44.37	State Police Pension	92,289.60	13.77% regardless of match
POLICE SERGEANT YEAR 23	Police	FOP	$44.37	State Police Pension	92,289.60	13.77% regardless of match
POLICE SERGEANT YEAR 21	Police	FOP	$44.37	State Police Pension	92,289.60	13.77% regardless of match
City Clerk/Dir CouncilAffairs&Constituent Svc	City Clerk Dept	Non Bargaining	$44.14	Defined Benefit	91,811.20	General Fund-57.9%
POLICE SERGEANT YEAR 19	Police	FOP	$43.93	State Police Pension	91,374.40	13.77% regardless of match
POLICE SERGEANT YEAR 17	Police	FOP	$43.06	State Police Pension	89,564.80	13.77% regardless of match
POLICE SERGEANT YEAR 17	Police	FOP	$43.06	State Police Pension	89,564.80	13.77% regardless of match
POLICE SERGEANT YEAR 16	Police	FOP	$42.64	State Police Pension	88,691.20	13.77% regardless of match
HUMAN RESOURCES DIRECTOR	Human Resources Dept	Non Bargaining	$42.32	Defined Benefit	88,025.60	General Fund-57.9%
POLICE SERGEANT YEAR 14	Police	FOP	$41.80	State Police Pension	86,944.00	13.77% regardless of match
INFORMATION TECHNOLOGY DIR.	Info & Technology Dept	Non Bargaining	$41.77	Defined Benefit	86,881.60	General Fund-57.9%
POLICE SERGEANT YEAR 13	Police	FOP	$41.38	State Police Pension	86,070.40	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 21	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 21	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 19	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 28	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 21	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 19	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 21	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 21	Police	FOP	$40.87	State Police Pension	85,009.60	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 17	Police	FOP	$40.06	State Police Pension	83,324.80	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 17	Police	FOP	$40.06	State Police Pension	83,324.80	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 15	Police	FOP	$39.27	State Police Pension	81,681.60	13.77% regardless of match
LINE CREW SUPERINTENDENT	Transmission/Distribution	Non Bargaining	$38.93	Defined Benefit	80,974.40	Electric-35.9%
POLICE MASTER CORPORAL YEAR 14	Police	FOP	$38.88	State Police Pension	80,870.40	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 14	Police	FOP	$38.88	State Police Pension	80,870.40	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 13	Police	FOP	$38.49	State Police Pension	80,059.20	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 13	Police	FOP	$38.49	State Police Pension	80,059.20	13.77% regardless of match
ASSISTANT CONTROLLER TREASURER	Finance Dept	Non Bargaining	$38.46	ICMA 401A Defined Contribution	79,996.80	3-6% matching
POLICE MASTER CORPORAL YEAR 12	Police	FOP	$38.11	State Police Pension	79,268.80	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 12	Police	FOP	$38.11	State Police Pension	79,268.80	13.77% regardless of match
POLICE MASTER CORPORAL YEAR 12	Police	FOP	$38.11	State Police Pension	79,268.80	13.77% regardless of match
WATER/WASTEWATER MANAGER	Engineering	Non Bargaining	$38.05	Defined Benefit	79,144.00	Water-Wastewater-46%
POLICE CORPORAL YEAR 16	Police	FOP	$37.38	State Police Pension	77,750.40	13.77% regardless of match
POLICE CORPORAL YEAR 14	Police	FOP	$37.38	State Police Pension	77,750.40	13.77% regardless of match
POLICE CORPORAL YEAR 20	Police	FOP	$37.38	State Police Pension	77,750.40	13.77% regardless of match
POLICE CORPORAL YEAR 16	Police	FOP	$37.38	State Police Pension	77,750.40	13.77% regardless of match
POLICE CORPORAL YEAR 20	Police	FOP	$37.38	State Police Pension	77,750.40	13.77% regardless of match
LIBRARY DIRECTOR	Library	Non Bargaining	$37.10	Defined Benefit	77,168.00	General Fund-57.9%
LINEWORKER CREW LEADER STEP 4	Transmission/Distribution	IBEW Electric	$37.04	Defined Benefit	77,043.20	Electric-35.9%
POLICE CORPORAL YEAR 13	Police	FOP	$37.01	State Police Pension	76,980.80	13.77% regardless of match
POLICE CORPORAL YEAR 13	Police	FOP	$37.01	State Police Pension	76,980.80	13.77% regardless of match
POLICE CORPORAL YEAR 13	Police	FOP	$37.01	State Police Pension	76,980.80	13.77% regardless of match
POLICE CORPORAL YEAR 13	Police	FOP	$37.01	State Police Pension	76,980.80	13.77% regardless of match
POLICE CORPORAL YEAR 12	Police	FOP	$36.65	State Police Pension	76,232.00	13.77% regardless of match
POLICE RESOURCES MGR.	Police Civilians	AFSCME	$36.60	ICMA 401A Defined Contribution	76,128.00	3-6% matching
LINEWORKER CREW LEADER STEP 4	Transmission/Distribution	IBEW Electric	$36.54	Defined Benefit	76,003.20	Electric-35.9%
LINEWORKER CREW LEADER STEP 4	Transmission/Distribution	IBEW Electric	$36.54	Defined Benefit	76,003.20	Electric-35.9%
FINANCIAL REPORTING & ACCT MGR	Finance Dept	Non Bargaining	$36.47	Defined Benefit	75,857.60	General Fund-57.9%
POLICE CORPORAL YEAR 11	Police	FOP	$36.28	State Police Pension	75,462.40	13.77% regardless of match
POLICE CORPORAL YEAR 11	Police	FOP	$36.28	State Police Pension	75,462.40	13.77% regardless of match
POLICE CORPORAL YEAR 11	Police	FOP	$36.28	State Police Pension	75,462.40	13.77% regardless of match
POLICE CORPORAL YEAR 11	Police	FOP	$36.28	State Police Pension	75,462.40	13.77% regardless of match
POLICE CORPORAL YEAR 11	Police	FOP	$36.28	State Police Pension	75,462.40	13.77% regardless of match
POLICE CORPORAL YEAR 10	Police	FOP	$35.93	State Police Pension	74,734.40	13.77% regardless of match
POLICE CORPORAL YEAR 10	Police	FOP	$35.93	State Police Pension	74,734.40	13.77% regardless of match
SYSTEM OPERATOR CREWLEADER STEP 4	System Operations	IBEW Electric	$34.74	Defined Benefit	72,259.20	Electric-35.9%

City of Dover - General Pension Plan

	General Fund	Water /Wastewate Fund	Electric Fund	Plan Provisions
Employee Contributions	3.5%	3.5%	3.5%	All participants required to contribute 3.5% of base pay plus scheduled O/T and On-call pay
Employer Contributions				
Normal Cost	5.47%	6.55%	3.65%	Normal Cost is the percentage of base pay as calculated by the actuary to cover future pension benefits of participants for current and future service years up until the date the actuary has projected for the participants retirement. If the plan was fully funded, this is the amount that would be budgeted.
Amortization of the Unfunded Liability	52.43%	39.45%	32.25%	The percentage of base pay as calculated by the actuary to cover the gap between the assets needed to fund particpants future benefits and the actual value of the assets as of the date of the actuarial valuation.
Total Employer Contributions	57.90%	46.00%	35.90%	

Govermental accounting standards requires actuary studies to be completed every other year. They also require the liabilities to be shown by Fund. Each Fund will have it's own percentage based on the actual employer contributions, demographics of the population, retirees, and number of individuals in the plan by Fund.

	57.90%	46.00%	35.90%

City of Dover - General Pension Plan

Position	Department	Group	Base Amount	Retirement plan name	Annual Salary	City Contribution %
POLICE CORPORAL YEAR 9	Police	FOP	$34.54	State Police Pension	71,843.20	13.77% regardless of match
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
LINEMAN 1ST CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$34.14	Defined Benefit	71,011.20	Electric-35.9%
CONTRACT & PROCUREMENT MANAGER	Central Serv - Admin & Warehouse	**Non Bargaining**	$34.07	**Defined Benefit**	70,865.60	General Fund-57.9%
ENG. SERVICES & SYSTEM OPS SUP	Electric Engineering	Non Bargaining	$33.92	ICMA 401A Defined Contribution	70,553.60	3-6% matching
PRINCIPAL PLANNER	Planning & Admin	Non Bargaining	$33.75	ICMA 401A Defined Contribution	70,200.00	3-6% matching
WATER PRODUCTION SUPERVISOR	Water Treatment Plant	Non Bargaining	$33.49	ICMA 401A Defined Contribution	69,659.20	3-6% matching
PATROLMAN FIRST CLASS YEAR 10	Police	FOP	$33.22	State Police Pension	69,097.60	13.77% regardless of match
CHIEF BUILDING INSPECTOR	Inspections & Licensing	AFSCME	$33.01	Defined Benefit	68,660.80	General Fund-57.9%
CUSTOMER SERVICES MANAGER	Customer Services	**Non Bargaining**	$32.95	**Defined Benefit**	68,536.00	General Fund-57.9%
SYSTEM OPERATOR II STEP 4	System Operations	IBEW Electric	$32.63	ICMA 401A Defined Contribution	67,870.40	3-6% matching
SYSTEM OPERATOR II STEP 4	System Operations	IBEW Electric	$32.63	ICMA 401A Defined Contribution	67,870.40	3-6% matching
SYSTEM OPERATOR II STEP 4	System Operations	IBEW Electric	$32.63	Defined Benefit	67,870.40	Electric-35.9%
ENGINEERING FIELDMAN CRWLEADER STEP 4	Electric Engineering	IBEW Electric	$32.63	Defined Benefit	67,870.40	Electric-35.9%
SENIOR COMPUTER PROGR.ANALYST	Info & Technology Dept	AFSCME	$32.32	Defined Benefit	67,225.60	General Fund-57.9%
ECONOMIC DEVELOPMENT MANAGER	Economic Development	Non Bargaining	$32.25	ICMA 401A Defined Contribution	67,080.00	3-6% matching
ELECTRICAL ENGINEER I	Electric Engineering	AFSCME	$31.99	ICMA 401A Defined Contribution	66,539.20	3-6% matching
WATER/WASTE MAINTENANCE SUPER.	Water	Non Bargaining	$31.94	ICMA 401A Defined Contribution	66,435.20	3-6% matching
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 8	Police	FOP	$31.94	State Police Pension	66,435.20	13.77% regardless of match
ENGINEERING FIELDMAN II STEP 4	Electric Engineering	IBEW Electric	$31.12	Defined Benefit	64,729.60	Electric-35.9%
VICTIM SERVICES COORDINATOR	Police Civilians	AFSCME	$30.92	Defined Benefit	64,313.60	General Fund-57.9%
PATROLMAN FIRST CLASS YEAR 7	Police	FOP	$30.71	State Police Pension	63,876.80	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 7	Police	FOP	$30.71	State Police Pension	63,876.80	13.77% regardless of match
GIS MANAGER	Admin	Non Bargaining	$30.35	ICMA 401A Defined Contribution	63,128.00	3-6% matching
SYSTEM OPERATOR 1 STEP 3	System Operations	IBEW Electric	$30.21	ICMA 401A Defined Contribution	62,836.80	3-6% matching
CITY ASSESSOR	Tax Assessor Dept	Non Bargaining	$30.16	ICMA 401A Defined Contribution	62,732.80	3-6% matching
911 SUPERVISOR	Police Civilians	AFSCME	$29.95	Defined Benefit	62,296.00	General Fund-57.9%
LINEMAN 2ND CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$29.66	ICMA 401A Defined Contribution	61,692.80	3-6% matching
LINEMAN 2ND CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$29.66	Defined Benefit	61,692.80	Electric-35.9%
LINEMAN 2ND CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$29.66	Defined Benefit	61,692.80	Electric-35.9%
PATROLMAN FIRST CLASS YEAR 6	Police	FOP	$29.53	State Police Pension	61,422.40	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 6	Police	FOP	$29.53	State Police Pension	61,422.40	13.77% regardless of match
ENVIRONMENTAL SCIENTIST	Engineering PW	Non Bargaining	$29.00	ICMA 401A Defined Contribution	60,320.00	3-6% matching
ELECTRIC DRAFTMAN III STEP 4	Electric Engineering	IBEW Electric	$28.91	Defined Benefit	60,132.80	Electric-35.9%
SCADA TECHNICIAN II STEP 3	Electric Engineering	IBEW Electric	$28.79	ICMA 401A Defined Contribution	59,883.20	3-6% matching
CONSTRUCTION MANAGER	Engineering	Non Bargaining	$28.41	ICMA 401A Defined Contribution	59,092.80	3-6% matching
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 5	Police	FOP	$28.39	State Police Pension	59,051.20	13.77% regardless of match
EMERGENCY MANAGEMENT COORD	City Manager Dept	AFSCME	$28.39	ICMA 401A Defined Contribution	59,051.20	3-6% matching
ELECTRICIAN II STEP 4	Facilities Maintenance	IBEW Electric	$28.34	Defined Benefit	58,947.20	General Fund-57.9%
ELECTRIC METER TECH CREWLEADER STEP 4	Transmission/Distribution	IBEW Electric	$28.34	Defined Benefit	58,947.20	Electric-35.9%
LAN ANALYST	Police Civilians	AFSCME	$28.17	Defined Benefit	58,593.60	General Fund-57.9%
PLANNER I	Planning & Admin	AFSCME	$28.13	ICMA 401A Defined Contribution	58,510.40	3-6% matching
ELECTRICAL ENGINEER I	Electric Engineering	AFSCME	$28.13	ICMA 401A Defined Contribution	58,510.40	3-6% matching
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
PATROLMAN FIRST CLASS YEAR 4	Police	FOP	$27.30	State Police Pension	56,784.00	13.77% regardless of match
INSPECTOR III	Life Safety	Non Bargaining	$27.23	ICMA 401A Defined Contribution	56,638.40	3-6% matching
CRIME ANALYST/ACCREDITATION MANAGER	Police Civilians	AFSCME	$27.16	ICMA 401A Defined Contribution	56,492.80	3-6% matching
SUBSTATION TECHNICIAN II STEP 4	Electric Engineering	IBEW Electric	$27.10	ICMA 401A Defined Contribution	56,368.00	3-6% matching
ELECTRIC METER TECHNICIAN II STEP 4	Transmission/Distribution	IBEW Electric	$27.10	Defined Benefit	56,368.00	Electric-35.9%

City of Dover - General Pension Plan

Position	Department	Group	Base Amount	Retirement plan name	Annual Salary	City Contribution %
LIBRARIAN II	Library	AFSCME	$26.85	Defined Benefit	55,848.00	General Fund-57.9%
LIBRARIAN I	Library	AFSCME	$26.82	ICMA 401A Defined Contribution	55,785.60	3-6% matching
INSPECTOR II STEP 15	Code Enforcement Div	DOE	$26.79	Defined Benefit	55,723.20	General Fund-57.9%
PUBLIC WORKS INSPECTOR STEP 15	Engineering	DOE	$26.79	ICMA 401A Defined Contribution	55,723.20	3-6% matching
FIELD SUPERVISOR II	Vehicle Maintenance	Non Bargaining	$26.78	ICMA 401A Defined Contribution	55,702.40	3-6% matching
ASST LIBRARY DIRECTOR	Library	Non Bargaining	$26.74	ICMA 401A Defined Contribution	55,619.20	3-6% matching
INSPECTOR III	Code Enforcement Div	**Non Bargaining**	$26.53	**Defined Benefit**	55,182.40	General Fund-57.9%
CUSTOMER SERVICE SUPERVISOR	Customer Services	**Non Bargaining**	$26.07	**Defined Benefit**	54,225.60	General Fund-57.9%
LINEMAN 3RD CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$25.96	ICMA 401A Defined Contribution	53,996.80	3-6% matching
LINEMAN 3RD CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$25.96	Defined Benefit	53,996.80	Electric-35.9%
LINEMAN 3RD CLASS II STEP 4	Transmission/Distribution	IBEW Electric	$25.96	ICMA 401A Defined Contribution	53,996.80	3-6% matching
CIVIL ENGINEER I	Engineering	AFSCME	$25.84	ICMA 401A Defined Contribution	53,747.20	3-6% matching
CIVIL ENGINEER I	Engineering	AFSCME	$25.84	ICMA 401A Defined Contribution	53,747.20	3-6% matching
PATROLMAN YEAR 3	Police	FOP	$25.73	State Police Pension	53,518.40	13.77% regardless of match
PATROLMAN YEAR 3	Police	FOP	$25.73	State Police Pension	53,518.40	13.77% regardless of match
PATROLMAN YEAR 3	Police	FOP	$25.73	State Police Pension	53,518.40	13.77% regardless of match
ACCOUNTANT II	Finance Dept	AFSCME	$25.68	Defined Benefit	53,414.40	General Fund-57.9%
Asst City Clerk/Dep Dir CouncilAffrs&Const Sv	City Clerk Dept	Non Bargaining	$25.62	ICMA 401A Defined Contribution	53,289.60	3-6% matching
MECHANIC II STEP 15	Vehicle Maintenance	DOE	$25.53	Defined Benefit	53,102.40	General Fund-57.9%
BLDG. MAINT. CRAFTSPERSON II STEP 15	Facilities Maintenance	DOE	$25.53	Defined Benefit	53,102.40	General Fund-57.9%
MECHANIC II STEP 15	Vehicle Maintenance	DOE	$25.53	ICMA 401A Defined Contribution	53,102.40	3-6% matching
SPORTS COORDINATOR	Recreation	AFSCME	$25.32	ICMA 401A Defined Contribution	52,665.60	3-6% matching
INSPECTOR II STEP 12	Inspections & Licensing	DOE	$25.01	ICMA 401A Defined Contribution	52,020.80	3-6% matching
INSPECTOR II STEP 12	Life Safety	DOE	$25.01	ICMA 401A Defined Contribution	52,020.80	3-6% matching
INSPECTOR II STEP 12	Inspections & Licensing	DOE	$25.01	Defined Benefit	52,020.80	General Fund-57.9%
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
PATROLMAN YEAR 2	Police	FOP	$24.76	State Police Pension	51,500.80	13.77% regardless of match
COMMUNICATIONS OPERATOR STEP 15	Police Civilians	DOE	$24.36	Defined Benefit	50,668.80	General Fund-57.9%
COMMUNICATIONS OPERATOR STEP 15	Police Civilians	DOE	$24.36	Defined Benefit	50,668.80	General Fund-57.9%
COMMUNICATIONS OPERATOR STEP 15	Police Civilians	DOE	$24.36	Defined Benefit	50,668.80	General Fund-57.9%
COMMUNICATIONS OPERATOR STEP 15	Police Civilians	DOE	$24.36	Defined Benefit	50,668.80	General Fund-57.9%
RECREATION CENTER COORDINATOR	Recreation	Non Bargaining	$24.28	ICMA 401A Defined Contribution	50,502.40	3-6% matching
FIELD SUPERVISOR II	Grounds	Non Bargaining	$24.04	ICMA 401A Defined Contribution	50,003.20	3-6% matching
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
PATROLMAN YEAR 1	Police	FOP	$24.04	State Police Pension	50,003.20	13.77% regardless of match
WATER TRTMENT PLT. OPERATOR II STEP 12	Water Treatment Plant	DOE	$23.83	Defined Benefit	49,566.40	Water-Wastewater-46%
WATER TRTMENT PLT. OPERATOR II STEP 12	Water Treatment Plant	DOE	$23.83	ICMA 401A Defined Contribution	49,566.40	3-6% matching
WATER TRTMENT PLT. OPERATOR II STEP 12	Water Treatment Plant	DOE	$23.83	Defined Benefit	49,566.40	Water-Wastewater-46%
UTILITY MAINTENANCE MECHANIC II STEP 15	Water Treatment Plant	DOE	$23.83	Defined Benefit	49,566.40	Water-Wastewater-46%
UTILITY MAINTENANCE MECHANIC II STEP 12	Wastewater	DOE	$23.83	ICMA 401A Defined Contribution	49,566.40	3-6% matching
ELECTRIC METER TECHNICIAN I STEP 4	Transmission/Distribution	IBEW Electric	$23.76	Defined Benefit	49,420.80	Electric-35.9%
CIVIL ENGINEER I	Engineering PW	AFSCME	$23.65	ICMA 401A Defined Contribution	49,192.00	3-6% matching
HUMAN RESOURCES COORDINATOR	Human Resources Dept	**Non Bargaining**	$23.57	**Defined Benefit**	49,025.60	General Fund-57.9%
FIRE DISPATCHER STEP 15	Fire Dept	DOE	$23.32	Defined Benefit	48,505.60	General Fund-57.9%
CREW LEADER STEP 15	Water	DOE	$23.32	ICMA 401A Defined Contribution	48,505.60	3-6% matching
FIRE DISPATCHER STEP 15	Fire Dept	DOE	$23.32	Defined Benefit	48,505.60	General Fund-57.9%
ACCOUNT CLERK III	Customer Services	AFSCME	$23.25	ICMA 401A Defined Contribution	48,360.00	3-6% matching
FIELD SERVICE REP III	Metering	AFSCME	$23.25	Defined Benefit	48,360.00	Electric-35.9%
ACCOUNTANT II	Finance Dept	AFSCME	$22.95	ICMA 401A Defined Contribution	47,736.00	3-6% matching
ADMINISTRATIVE ASSISTANT	Admin	AFSCME	$22.79	Defined Benefit	47,403.20	General Fund-57.9%
RECREATION PROGRAM SPECIALIST	Recreation	AFSCME	$22.53	ICMA 401A Defined Contribution	46,862.40	3-6% matching
CREW LEADER STEP 13	Sanitation	DOE	$22.41	ICMA 401A Defined Contribution	46,612.80	3-6% matching
ARBORIST STEP 15	Grounds	DOE	$22.36	Defined Benefit	46,508.80	General Fund-57.9%
ARBORIST STEP 15	Grounds	DOE	$22.36	Defined Benefit	46,508.80	General Fund-57.9%
RECORDS UNIT SUPERVISOR	Police Civilians	AFSCME	$22.32	ICMA 401A Defined Contribution	46,425.60	3-6% matching
ADMINISTRATIVE ASSISTANT	Human Resources Dept	Non Bargaining	$21.86	ICMA 401A Defined Contribution	45,468.80	3-6% matching
WATER TRTMENT PLT. OPERATOR II STEP 13	Water Treatment Plant	DOE	$21.81	ICMA 401A Defined Contribution	45,364.80	3-6% matching
DOWNTOWN COORDINATOR	Economic Development	AFSCME	$21.75	ICMA 401A Defined Contribution	45,240.00	3-6% matching
PATROLMAN ACADEMY	Police	FOP	$21.64	State Police Pension	45,011.20	13.77% regardless of match
PATROLMAN ACADEMY	Police	FOP	$21.64	State Police Pension	45,011.20	13.77% regardless of match

City of Dover - General Pension Plan

Position	Department	Group	Base Amount	Retirement plan name	Annual Salary	City Contribution %
PATROLMAN ACADEMY	Police	FOP	$21.64	State Police Pension	45,011.20	13.77% regardless of match
PUBLIC WORKS INSPECTOR STEP 7	Engineering PW	DOE	$21.57	ICMA 401A Defined Contribution	44,865.60	3-6% matching
LAN ANALYST	Info & Technology Dept	AFSCME	$21.54	ICMA 401A Defined Contribution	44,803.20	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 15	Water Treatment Plant	DOE	$21.44	Defined Benefit	44,595.20	Water-Wastewater-46%
MOTOR EQUIPMENT OPERATOR III STEP 15	Sanitation	DOE	$21.44	Defined Benefit	44,595.20	General Fund-57.9%
HEAVY EQUIPMENT OPERATOR I STEP 15	Water	DOE	$21.44	Defined Benefit	44,595.20	Water-Wastewater-46%
LEAD LABORER STEP 15	Streets	DOE	$21.44	Defined Benefit	44,595.20	General Fund-57.9%
STOREKEEPER/BUYER I STEP 15	Central Serv - Admin & Warehouse	DOE	$21.44	Defined Benefit	44,595.20	General Fund-57.9%
PLANNER I	Planning & Admin	AFSCME	$21.31	ICMA 401A Defined Contribution	44,324.80	3-6% matching
ADMINISTRATIVE ASSISTANT	Library	AFSCME	$21.26	Defined Benefit	44,220.80	General Fund-57.9%
LEAD LABORER STEP 14	Grounds	DOE	$21.02	Defined Benefit	43,721.60	General Fund-57.9%
STOREKEEPER/BUYER I STEP 14	Central Serv - Admin & Warehouse	DOE	$21.02	ICMA 401A Defined Contribution	43,721.60	3-6% matching
LIBRARIAN I	Library	AFSCME	$21.01	ICMA 401A Defined Contribution	43,700.80	3-6% matching
UTILITY CONSTRUCTION CREW LDR STEP 6	Water	DOE	$20.94	Defined Benefit	43,555.20	Water-Wastewater-46%
ADMINISTRATIVE ASSISTANT	Admin	AFSCME	$20.92	Defined Benefit	43,513.60	General Fund-57.9%
LAN ANALYST	Police Civilians	AFSCME	$20.91	ICMA 401A Defined Contribution	43,492.80	3-6% matching
Asst to Dir Council Affairs & Constituent Svc	City Clerk Dept	Non Bargaining	$20.87	ICMA 401A Defined Contribution	43,409.60	3-6% matching
ADMINISTRATIVE ASSISTANT	Recreation	AFSCME	$20.83	Defined Benefit	43,326.40	General Fund-57.9%
PAYROLL SPECIALIST	Finance Dept	Non Bargaining	$20.76	ICMA 401A Defined Contribution	43,180.80	3-6% matching
ADMINISTRATIVE ASSISTANT	Admin - Public Utilities	AFSCME	$20.74	ICMA 401A Defined Contribution	43,139.20	3-6% matching
FIELD SUPERVISOR I	Streets	Non Bargaining	$20.67	ICMA 401A Defined Contribution	42,993.60	3-6% matching
MOTOR EQUIPMENT OPERATOR III STEP 13	Sanitation	DOE	$20.61	Defined Benefit	42,868.80	General Fund-57.9%
MECHANIC I STEP 13	Vehicle Maintenance	DOE	$20.61	Defined Benefit	42,868.80	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 15	Customer Services	DOE	$20.53	ICMA 401A Defined Contribution	42,702.40	3-6% matching
LIBRARY ASSISTANT STEP 15	Library	DOE	$20.53	Defined Benefit	42,702.40	General Fund-57.9%
FIELD SERVICE REP II STEP 15	Metering	DOE	$20.53	Defined Benefit	42,702.40	Electric-35.9%
ACCOUNT CLERK II STEP 15	Finance Dept	DOE	$20.53	ICMA 401A Defined Contribution	42,702.40	3-6% matching
ACCOUNT CLERK II STEP 15	Admin - Public Utilities	DOE	$20.53	Defined Benefit	42,702.40	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 15	Customer Services	DOE	$20.53	Defined Benefit	42,702.40	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 15	Customer Services	DOE	$20.53	ICMA 401A Defined Contribution	42,702.40	3-6% matching
FIELD SERVICE REP II STEP 15	Metering	DOE	$20.53	ICMA 401A Defined Contribution	42,702.40	3-6% matching
POLICE CLERK II/III STEP 15	Police Civilians	DOE	$20.53	Defined Benefit	42,702.40	General Fund-57.9%
FIELD SERVICE REP II STEP 15	Metering	DOE	$20.53	Defined Benefit	42,702.40	Electric-35.9%
LIBRARIAN I	Library	AFSCME	$20.49	ICMA 401A Defined Contribution	42,619.20	3-6% matching
GROUNDWORKER II STEP 2	Transmission/Distribution	IBEW Electric	$20.40	ICMA 401A Defined Contribution	42,432.00	3-6% matching
COMMUNICATIONS OPERATOR STEP 8	Police Civilians	DOE	$20.20	Defined Benefit	42,016.00	General Fund-57.9%
PLANNER I	Planning & Admin	AFSCME	$20.00	ICMA 401A Defined Contribution	41,600.00	General Fund-57.9%
ADMINISTRATIVE ASSISTANT	Police Civilians	AFSCME	$19.70	Defined Benefit	40,976.00	General Fund-57.9%
MOTOR EQUIPMENT OPERATOR II STEP 15	Streets	DOE	$19.68	ICMA 401A Defined Contribution	40,934.40	3-6% matching
SECRETARY II STEP 15	Planning & Admin	DOE	$19.68	ICMA 401A Defined Contribution	40,934.40	3-6% matching
SIGN/STREET PAINTER STEP 15	Streets	DOE	$19.68	Defined Benefit	40,934.40	General Fund-57.9%
COMMUNICATIONS OPERATOR STEP 7	Police Civilians	DOE	$19.62	ICMA 401A Defined Contribution	40,809.60	3-6% matching
GIS TECHNICIAN	Admin	AFSCME	$19.35	Defined Benefit	40,248.00	General Fund-57.9%
MOTOR EQUIPMENT OPERATOR II STEP 14	Sanitation	DOE	$19.29	ICMA 401A Defined Contribution	40,123.20	3-6% matching
MOTOR EQUIPMENT OPERATOR II STEP 13	Sanitation	DOE	$18.91	Defined Benefit	39,332.80	General Fund-57.9%
LIBRARY CLERK I STEP 15	Library	DOE	$18.85	ICMA 401A Defined Contribution	39,208.00	3-6% matching
CUSTODIAN II STEP 15	Facilities Maintenance	DOE	$18.85	Defined Benefit	39,208.00	General Fund-57.9%
COMMUNICATIONS OPERATOR STEP 5	Police Civilians	DOE	$18.49	Defined Benefit	38,459.20	General Fund-57.9%
ANIMAL CONTROL OFFICER STEP 14	Police Civilians	DOE	$18.48	Defined Benefit	38,438.40	General Fund-57.9%
ACCOUNT CLERK III	Customer Services	AFSCME	$18.38	ICMA 401A Defined Contribution	38,230.40	3-6% matching
SMALL ENGINE MECHANIC STEP 12	Grounds	DOE	$18.36	Defined Benefit	38,188.80	General Fund-57.9%
SEX OFFENDER REGISTRY ENFORECEMENT AGENT	Police Civilians	AFSCME	$18.18	ICMA 401A Defined Contribution	37,814.40	3-6% matching
Licensing & Permitting Supervisor	Inspections & Licensing	AFSCME	$18.16	Defined Benefit	37,772.80	General Fund-57.9%
PARKING ENFORCEMENT OFFICER STEP 15	Police Civilians	DOE	$18.11	Defined Benefit	37,668.80	General Fund-57.9%
PARKING ENFORCEMENT OFFICER STEP 15	Police Civilians	DOE	$18.11	ICMA 401A Defined Contribution	37,668.80	3-6% matching
ADMINISTRATIVE ASSISTANT	Tax Assessor Dept	AFSCME	$18.09	Defined Benefit	37,627.20	General Fund-57.9%
BLDG. MAINT. CRAFTSPERSON II STEP 3	Facilities Maintenance	DOE	$18.08	ICMA 401A Defined Contribution	37,606.40	3-6% matching
CENTRAL SERVICES COORDINATOR	Police Civilians	AFSCME	$18.03	ICMA 401A Defined Contribution	37,502.40	3-6% matching
ADMINISTRATIVE ASSISTANT	City Manager Dept	Non Bargaining	$17.87	ICMA 401A Defined Contribution	37,169.60	3-6% matching
COMMUNICATIONS OPERATOR STEP 4	Police Civilians	DOE	$17.86	ICMA 401A Defined Contribution	37,148.80	3-6% matching
LEAD LABORER STEP 8	Grounds	DOE	$17.78	Defined Benefit	36,982.40	General Fund-57.9%
SEX OFFENDER REGISTRY ENFORECEMENT AGENT	Police Civilians	AFSCME	$17.65	ICMA 401A Defined Contribution	36,712.00	3-6% matching
PROP EVIDENCE TECH STEP 2	Police Civilians	DOE	$17.47	ICMA 401A Defined Contribution	36,337.60	3-6% matching
COMMUNICATIONS OPERATOR STEP 3	Police Civilians	DOE	$17.26	ICMA 401A Defined Contribution	35,900.80	3-6% matching
COMMUNICATIONS OPERATOR STEP 3	Police Civilians	DOE	$17.26	ICMA 401A Defined Contribution	35,900.80	3-6% matching
COMMUNICATIONS OPERATOR STEP 3	Police Civilians	DOE	$17.26	ICMA 401A Defined Contribution	35,900.80	3-6% matching
MOTOR EQUIPMENT OPERATOR III STEP 7	Sanitation	DOE	$17.25	Defined Benefit	35,880.00	General Fund-57.9%
WATER TRTMENT PLT. OPERATOR I STEP 7	Water Treatment Plant	DOE	$17.25	Defined Benefit	35,880.00	Water-Wastewater-46%
MOTOR EQUIPMENT OPERATOR III STEP 7	Water	DOE	$17.25	Defined Benefit	35,880.00	Water-Wastewater-46%
GROUNDWORKER I STEP 2	Transmission/Distribution	IBEW Electric	$17.18	ICMA 401A Defined Contribution	35,734.40	3-6% matching
UTILITY MAINTENANCE MECHANIC II STEP 3	Wastewater	DOE	$17.13	ICMA 401A Defined Contribution	35,630.40	3-6% matching

City of Dover - General Pension Plan

Position	Department	Group	Base Amount	Retirement plan name	Annual Salary	City Contribution %
ADMINISTRATIVE ASSISTANT	Economic Development	AFSCME	$16.92	ICMA 401A Defined Contribution	35,193.60	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 6	Water Treatment Plant	DOE	$16.75	Defined Benefit	34,840.00	Water-Wastewater-46%
COMMUNICATIONS OPERATOR STEP 2	Police Civilians	DOE	$16.67	ICMA 401A Defined Contribution	34,673.60	3-6% matching
INSPECTOR I STEP 3	Life Safety	DOE	$16.52	ICMA 401A Defined Contribution	34,361.60	3-6% matching
FIRE DISPATCHER STEP 3	Fire Dept	DOE	$16.52	ICMA 401A Defined Contribution	34,361.60	3-6% matching
CREW LEADER STEP 3	Streets	DOE	$16.52	ICMA 401A Defined Contribution	34,361.60	3-6% matching
FIRE DISPATCHER STEP 3	Fire Dept	DOE	$16.52	ICMA 401A Defined Contribution	34,361.60	3-6% matching
ADMINISTRATIVE ASSISTANT	Finance Dept	Non Bargaining	$16.48	ICMA 401A Defined Contribution	34,278.40	3-6% matching
MOTOR EQUIPMENT OPERATOR I STEP 11	Sanitation	DOE	$16.41	Defined Benefit	34,132.80	General Fund-57.9%
MOTOR EQUIPMENT OPERATOR II STEP 7	Streets	DOE	$16.33	Defined Benefit	33,966.40	General Fund-57.9%
BLDG. MAINT. CRAFTSPERSON I STEP 5	Facilities Maintenance	DOE	$16.26	Defined Benefit	33,820.80	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 6	Customer Services	DOE	$16.06	Defined Benefit	33,404.80	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 6	Customer Services	DOE	$16.04	Defined Benefit	33,363.20	General Fund-57.9%
POLICE CLERK II/III STEP 6	Police Civilians	DOE	$16.04	Defined Benefit	33,363.20	General Fund-57.9%
CUSTOMER SERVICE CLERK II STEP 6	Customer Services	DOE	$16.04	Defined Benefit	33,363.20	General Fund-57.9%
OFFICE ASSISTANT I STEP 15	Recreation	DOE	$16.01	ICMA 401A Defined Contribution	33,300.80	3-6% matching
OFFICE ASSISTANT I STEP 15	Customer Services	DOE	$16.01	Defined Benefit	33,300.80	General Fund-57.9%
INSPECTOR I STEP 2	Code Enforcement Div	DOE	$15.96	ICMA 401A Defined Contribution	33,196.80	3-6% matching
INSPECTOR I STEP 2	Code Enforcement Div	DOE	$15.96	ICMA 401A Defined Contribution	33,196.80	3-6% matching
MOTOR EQUIPMENT OPERATOR II STEP 7	Wastewater	DOE	$15.83	Defined Benefit	32,926.40	Water-Wastewater-46%
MOTOR EQUIPMENT OPERATOR II STEP 6	Grounds	DOE	$15.38	Defined Benefit	31,990.40	General Fund-57.9%
MOTOR EQUIPMENT OPERATOR II STEP 6	Wastewater	DOE	$15.38	Defined Benefit	31,990.40	Water-Wastewater-46%
UTILITY MAINTENANCE MECHANIC I STEP 3	Wastewater	DOE	$15.18	ICMA 401A Defined Contribution	31,574.40	3-6% matching
MECHANIC I STEP 3	Vehicle Maintenance	DOE	$15.18	ICMA 401A Defined Contribution	31,574.40	3-6% matching
LIBRARY ASSISTANT STEP 4	Library	DOE	$15.05	ICMA 401A Defined Contribution	31,304.00	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 2	Water Treatment Plant	DOE	$14.67	ICMA 401A Defined Contribution	30,513.60	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 2	Water Treatment Plant	DOE	$14.67	ICMA 401A Defined Contribution	30,513.60	3-6% matching
MOTOR EQUIPMENT OPERATOR I STEP 7	Streets	DOE	$14.58	ICMA 401A Defined Contribution	30,326.40	3-6% matching
POLICE CLERK II/III STEP 3	Police Civilians	DOE	$14.54	ICMA 401A Defined Contribution	30,243.20	3-6% matching
LIBRARY ASSISTANT STEP 3	Library	DOE	$14.54	ICMA 401A Defined Contribution	30,243.20	3-6% matching
POLICE CLERK II/III STEP 3	Police Civilians	DOE	$14.54	ICMA 401A Defined Contribution	30,243.20	3-6% matching
POLICE CLERK II/III STEP 3	Police Civilians	DOE	$14.54	ICMA 401A Defined Contribution	30,243.20	3-6% matching
MOTOR EQUIPMENT OPERATOR II STEP 4	Grounds	DOE	$14.42	ICMA 401A Defined Contribution	29,993.60	3-6% matching
UTILITY MAINTENANCE MECHANIC I STEP 1	Wastewater	DOE	$14.38	ICMA 401A Defined Contribution	29,910.40	3-6% matching
MECHANIC I STEP 1	Vehicle Maintenance	DOE	$14.38	ICMA 401A Defined Contribution	29,910.40	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 1	Water Treatment Plant	DOE	$14.38	ICMA 401A Defined Contribution	29,910.40	3-6% matching
WATER TRTMENT PLT. OPERATOR I STEP 1	Water Treatment Plant	DOE	$14.38	ICMA 401A Defined Contribution	29,910.40	3-6% matching
WATER SERVICE PERSON STEP 4	Wastewater	DOE	$14.05	ICMA 401A Defined Contribution	29,224.00	3-6% matching
CUSTOMER SERVICE CLERK II STEP 2	Customer Services	DOE	$14.05	ICMA 401A Defined Contribution	29,224.00	3-6% matching
CUSTOMER SERVICE CLERK II STEP 1	Customer Services	DOE	$13.77	ICMA 401A Defined Contribution	28,641.60	3-6% matching
RESIDENTIAL ASSESSMENT TECH	Tax Assessor Dept	AFSCME	$13.58	ICMA 401A Defined Contribution	28,246.40	3-6% matching
LIBRARY CLERK I STEP 3	Library	DOE	$13.35	ICMA 401A Defined Contribution	27,768.00	3-6% matching
OFFICE ASSISTANT II STEP 3	Inspections & Licensing	DOE	$13.35	ICMA 401A Defined Contribution	27,768.00	3-6% matching
MOTOR EQUIPMENT OPERATOR I STEP 3	Streets	DOE	$13.33	ICMA 401A Defined Contribution	27,726.40	3-6% matching
OFFICE ASSISTANT II STEP 1	Inspections & Licensing	DOE	$13.15	ICMA 401A Defined Contribution	27,352.00	3-6% matching
LABORER II STEP 2	Grounds	DOE	$12.90	ICMA 401A Defined Contribution	26,832.00	3-6% matching
MOTOR EQUIPMENT OPERATOR I STEP 3	Sanitation	DOE	$12.83	ICMA 401A Defined Contribution	26,686.40	3-6% matching
MOTOR EQUIPMENT OPERATOR I STEP 1	Sanitation	DOE	$12.65	ICMA 401A Defined Contribution	26,312.00	3-6% matching

City of Dover

MAYOR AND COUNCIL

COUNCIL RESOLUTION NO. 2015-16

A RESOLUTION PROPOSING THAT COUNCIL MEMBERS AND CIVILIAN STANDING COMMITTEE MEMBERS ACT AS A COMMITTEE OF THE WHOLE ON A TRIAL BASIS

WHEREAS, in an effort to be more efficient and effective, to allow greater opportunity for interaction and networking among elected officials and the civilian committee members, and to enhance the decision making process by involving all members of City Council in discussions at the Committee level, City Council has decided to temporarily set aside the Standing Committees as provided for in the Dover Code and act as a Committee of the Whole on a temporary basis; and

WHEREAS, the Committee of the Whole, which would include all members of City Council and the civilian members for the Parks, Recreation, and Community Enhancement; Safety Advisory and Transportation; Utility; and Legislative, Finance, and Administration committees, would be chaired by the Council President. Each of the chairpersons of the four (4) standing committees would chair their respective committee meeting and the civilian members would participate in only their committee's discussions. The Committee of the Whole would enable members to give detailed consideration to agenda items in a committee setting. In a Committee of the Whole the results of votes taken are not final decisions, but have the status of recommendations which City Council would consider further and vote on at its Regular meeting, either as a discussion item or on Consent Agenda; and

NOW, THEREFORE, BE IT RESOLVED that the City Council and civilian members of the Standing Committees will act as a Committee of the Whole on a trial basis beginning on January 26, 2016 and, if Council chooses to adopt this meeting format, an Ordinance amendment regarding the Standing Committees will be presented for adoption prior to the Annual Meeting in May.

ADOPTED: DECEMBER 14, 2015

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ROBIN R. CHRISTIANSEN
MAYOR

TIMOTHY A. SLAVIN
COUNCIL PRESIDENT

Actions History:
December 14, 2015 - Introduced at City Council