UTILITY COMMITTEE
A G E N D A

SEPTEMBER 23, 2013 - 5:30 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.

AGENDA ADDITIONS/DELETIONS

1. **Dedication of Rights-of-Way and Public Infrastructure - Lexington Glen Phase 2**
   (Staff Recommends Acceptance of the Dedication of Rights-of-Way and Public Infrastructure in Phase 2 of the Lexington Glen Subdivision. Dedication Is to Include All of the Referenced Public Improvements)

2. **Rate Classification/Tariff Amendment for Churches**
   (Staff Recommends Taking No Action on this Request at This Time and to Have the Issue Evaluated During the Next Rate Study Conducted for the Electric System)

3. **Adjournment by 5:55 p.m.**

/tm
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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

ACTION FORM

PROCEEDING: Utility Committee	**AGENDA ITEM**:
DEPARTMENT OF ORIGIN: Public Works	**DATE SUBMITTED**: 9/13/13
PREPARED BY: Sharon J. Duca, P.E., Public Works Director / City Engineer	
SUBJECT: Dedication of Rights-of-Way and Public Infrastructure – Lexington Glen Subdivision Phase 2	
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 in Phase 2 of the Lexington Glen Subdivision. Dedication is to include all of the referenced public improvements.	

BACKGROUND AND ANALYSIS

Ashburn Homes, Inc., responsible party for completing the public infrastructure within Phase 2 of Lexington Glen Subdivision, has requested that all public infrastructure improvements related to this phase be dedicated to the City of Dover for permanent ownership and maintenance. Attachment A outlines all of the public improvements associated with Phase 2. The total construction value of the public improvements is $414,222. Attachment B shows the general location and configuration of the subject rights-of-way. The Ashburn Homes, Inc. completed construction of the improvements within Phase 2 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. Required as-built drawings of the infrastructure as well as videos of the sanitary sewer mains have been provided to staff.

DEDICATION OF RIGHTS-OF-WAY AND PUBLIC INFRASTURCTURE
LEXINGTON GLEN SUBDIVISION PHASE 2

ATTACHMENT A

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

Sewer Utility Infrastructure (Construction Value = $82,184):

8” SDR-35 PVC Sanitary Sewer Main	-	925 l.f.
6” PVC Sanitary Sewer Laterals	-	1,680 l.f. (48 laterals)
4' Diameter Sanitary Sewer Manholes	-	4 ea. (19 v.f.)

Water Utility Infrastructure (Construction Value = $47,272):

8” Ductile Iron (Class 52 Cement Lined) Water Main	-	1,082 l.f.
6” Ductile Iron (Class 52 Cement Lined) Water Main	-	25 l.f.
1” Polyethylene Water Service Lines	-	1,560 l.f. (48 services)
8” Gate Valve	-	2 ea.
6” Hydrant Valve	-	1 ea.
Fire Hydrants	-	1 ea.

Storm Water Infrastructure (Construction Value = $56,988):

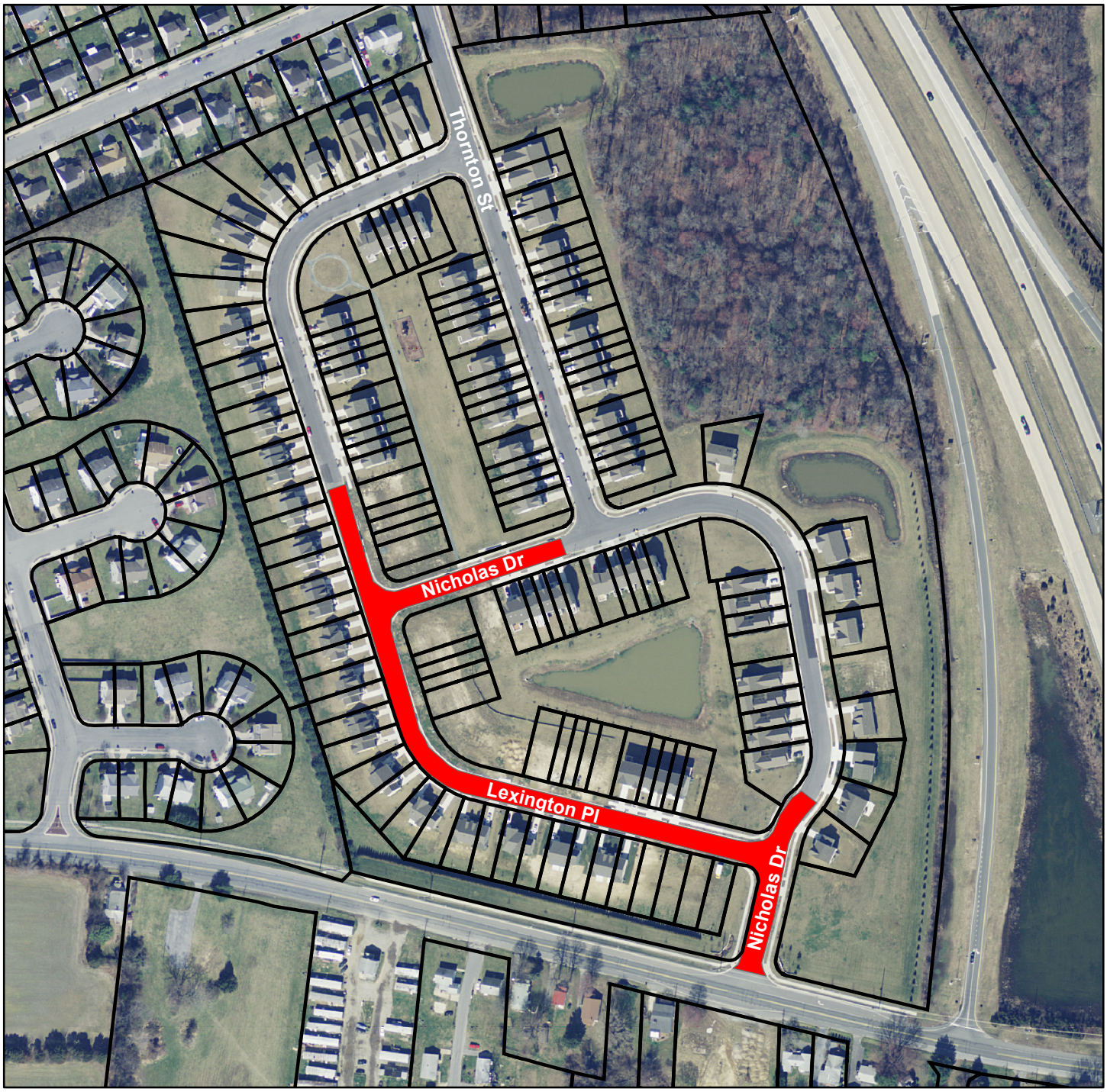
Catch Basins	-	13 ea.
15” Type III Reinforced Concrete Pipe	-	1,212 l.f.
18” Type III Reinforced Concrete Pipe	-	155 l.f.
24” Type III Reinforced Concrete Pipe	-	173 l.f.
Flared End Sections (Concrete)	-	1 ea.

Street Infrastructure (0.3223 miles) (Construction Value = $227,778):

Nicholas Drive	Station 0+00 to Station 2+82	282 l.f.
Nicholas Drive	Station 12+55 to Station 15+55	300 l.f.
Lexington Place	Station 0+00 to Station 11+20	1,120 l.f.

ATTACHMENT B

Lexington Place & Nicholas Drive
Right of Way to be Dedicated to the City of Dover



0 100 200 400 Feet

N

Legend

Dover Parcels

Right of Way to be Dedicated

Date Printed: September 12, 2013
File: m:\gis_data\projects\tech_mxds
\street_dedication_map_lexington_glen_2
Department: Public Works GIS
City of Dover, Delaware

ACTION FORM

PROCEEDING: Utility Committee	**AGENDA ITEM NO.:**
DEPARTMENT OF ORIGIN: City Manager's Office	**DATE SUBMITTED**: 9/16/13
PREPARED BY: Scott D. Koenig, P.E., City Manager	
SUBJECT: Rate Classification/Tariff Amendment for Churches	
REFERENCE: N/A	
RELATED PROJECT: N/A	
APPROVALS: City Manager, Controller	
EXHIBITS: Copies of the tariff sheets	
EXPENDITURE REQUIRED: N/A	**AMOUNT BUDGETED**: N/A
FUNDING SOURCE (Dept./Page in CIP & Budget): N/A	
TIMETABLE: Per Council direction	
RECOMMENDED ACTION: Recommend that City Council take no action on this request at this time and have the issue evaluated during the next rate study conducted for the Electric System.	

BACKGROUND AND ANALYSIS

Staff is in receipt of a request from the Presbyterian Church of Dover to consider a change in tariff language for the C/C1 (Small Commercial) description. Specifically, their request is to have the wording "or have instrument rated metering" removed from the C/C1 classification description. For this specific example, the church has consumption levels below the 3,500 kWh/month limit for the C/C1 designation but their electrical service metering is of the instrument rated type which prevents them from requesting a classification change from C5 to C/C1. The church is seeking the new classification to avoid the demand charges associated with the C5 classification.

A number of years ago, it appears that certain churches were included in the residential tariff before the commercial tariffs became customized and more sophisticated. Staff sought input from our power supply attorney, Mr. Kirk Betts, regarding this subject. Mr. Betts advised staff that many churches have functions in the evening from 6-10 p.m. which is part of PJM's 16 hour peak period, in addition to weekends. Typically, the more active the church, the more likely it is to have a consumption pattern that is similar to commercial users rather than residential users. Mr. Betts advised against creating a specialized "church" or "houses or places of worship" tariff. Mr. Betts also indicated that as a general rule for ratemaking, tariffs and rates are based upon cost causation so similar voltage, demands, and consumption patterns should pay similar rates. Staff believes there are as many as 24 churches that may be in the same relative situation as the Presbyterian Church of Dover; therefore, any change to the tariff could alter our revenue projections based on the modeling of the system.

The City of Dover has spent a considerable amount of money to complete detailed rate classifications and projections based on the approved tariff language and classifications. Any modifications to the tariffs without analyzing the potential impact on the rates as well as revenues could degrade the integrity of the current rates. Obviously, any detailed modeling of the requested tariff modification would require input and analysis from our rate consultant to insure accuracy and fairness with respect to the financial modeling. Such effort would likely create costs for the utility. As an alternate solution, the Presbyterian Church could rework their metering configuration (at a substantial cost) to comply with the current C/C1 tariff language.

Based upon the above information, staff recommends no changes be made to the approved tariffs at this time. This issue should be revisited during our next rate study to fully analyze the impact of this type of change.

SMALL COMMERCIAL SERVICE CLASSIFICATION
"C and C1"

AVAILABILITY

This rate is available throughout the City of Dover electric service area for small commercial and industrial purposes through a single meter. The maximum monthly usage must not exceed 3,500 KWH per month or have instrument rated metering. If there is a major change in the character of service or if the KWH usage exceeds 3,500 KWH for two (2) consecutive billing months, the account will be automatically transferred to the Medium Commercial Service Classification. If the customer's usage does not exceed 3,500 KWH after a period of one (1) year, the customer may be returned to the Small Commercial Service Classification.

CHARACTER OF SERVICE

Secondary voltage, 60 cycle, alternating current, single or three phase service. Other voltages may be applicable where available and at the option of the City.

Customer Charge	
Per bill - Single Phase Service	5.00
Per bill - Three Phase Service	15.00
Energy Charge	
Per KWH	0.10010

MINIMUM MONTHLY BILLING

The minimum monthly billing shall be the Customer Charge.

PURCHASE POWER ADJUSTMENT

All kilowatt-hours billed under this rate shall be subject to the Purchase Power Clause included in this schedule.

PUBLIC UTILITY TAX

In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE

All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS

The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2013

LARGE COMMERCIAL SERVICE CLASSIFICATION
"C5"

AVAILABILITY
This rate is available throughout the City of Dover electric service area for commercial and industrial purposes having instrument rated metering. If there is a significant change in the character of service, the City will, at its option on a case by case basis, temporarily transfer the account to another tariff.

CHARACTER OF SERVICE
Secondary voltage, 60 cycle alternating current, single or three phase service. Other voltages may be applicable when available and at the option of the City.

Customer Charge	
Per bill - single or three phase service	15.00
Demand Charge	
All kW - per kW	13.90
Energy Charge	
All kwh - per kwh	0.06470

DETERMINATION OF DEMAND
The Billing Demand will be the maximum fifteen (15) minute demand during the month, determined by a block demand meter. In any month in which the average power factor at the delivery point is greater or less than ninety-five percent (95%) the measured demand shall be corrected in accordance with the following formula:

$$\text{Billing Demand} = \frac{\text{Measured demand X .95}}{\text{Average Power Factor}}$$

The city measures both leading and lagging power factor, treating both as non-unity power factors, and the customer is billed accordingly.

MINIMUM MONTHLY BILLING
The minimum monthly bill shall be the Customer Charge and a Demand Charge based on sixty percent (60%) of the greatest Billing Demand established during any month of the 12-month period ending with the current billing month.

PURCHASE POWER ADJUSTMENT
All kilowatt-hours billed under this rate shall be subject to the Purchase Power Clause included in this schedule.

PUBLIC UTILITY TAX
In addition to the charges provided for in this service classification, a surcharge will apply in accordance with any tax imposed by governmental authority upon sales of electricity.

RENEWABLE ENERGY CHARGE
All kilowatt hours billed under this rate shall be subject to the "GEF" Rider.

RULES AND REGULATIONS
The General Rules and Regulations of the City of Dover for electric service shall apply to service rendered under this service classification.

Effective Date: July 1, 2013