UTILITY COMMITTEE
A G E N D A

FEBRUARY 13, 2012 - 5:00 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.

AGENDA ADDITIONS/DELETIONS

1. Garrison Tract Infrastructure Financing

2. Review of Utility Related Capital Investment Plan (CIP) (Electric and Water/Wastewater)

3. 30-Day Update - Garrison Oak Technical Park Project

4. Adjournment by 5:30 P.M.

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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.

NOTICE



A VERBAL PRESENTATION AND POTENTIAL HAND OUT WILL BE PROVIDED DURING THE UTILITY MEETING ON FEBRUARY 13, 2012 FOR THE GARRISON TRACT INFRASTRUCTURE FINANCING ITEM.

- City Manager's Office

City of Dover

Capital Investment Plan

Project Tracking Report

December 31, 2011

Points to Remember -

* Original Project Budget = Original Total Project Budget initially included in approved annual budget.
* Latest Project Budget = Revised Total Project Budget included in most recent approved annual budget or one of the following: bond resolution, revolving fund loan agreement, Council approved budget amendment, or City Manager approved amendment as per the Budget Amendment Procedure.
* Current Fiscal Year - Revised Fiscal Year Budget = Current Year approved project budgets plus carry forward balances of unspent budgets in the prior fiscal year. Project Carry Forward balances will be submitted to City Council for amendment in January 2010. Can also be amended with City Manager approval per the Budget Amendment Procedure.
* Water Quality, Inflow/Infiltration, Distribution Upgrades and New Development projects are budgeted as a blanket project and once individual projects are identified and estimated they are created using an allocation of the overall budgeted amount.
* Status and Comments provided by City Manager.
* For Finance purposes projects are considered completed when placed in service and **all** charges have been processed.

Current Year Budget Funding Sources	General	Community Transportation	Water & Wastewater	Electric	Total CIP
Budget Balance	$ 78,000	$ 118,588	$ 430,591	$ 360,333	$ 987,512
Library Funding - FY11 Budget Balance	100,962	-	-	87,045	188,007
Federal and/or State Grants	7,422,183	1,400,000	-	-	8,822,183
Library Green Energy/Bridge Loan	2,700,000	-	-	-	2,700,000
Friends of the Library Donation	210,000				210,000
Kent County Library Contribution	1,000,000				1,000,000
Library Reserve	2,590,784	-	-	-	2,590,784
Construction Loan	274,961	-	-	-	274,961
Community Transportation Fund - FY11 Balances	-	678,612	-	-	678,612
Revolving Fund Loans	-	-	4,309,821	-	4,309,821
Transfer from Capital Reserves	-	-	-	370,730	370,730
Impact Fees	-	-	867,032	-	867,032
Loan Proceeds - Streets & City Hall	1,970,000	-	-	-	1,970,000
Transfer Loan Proceeds to CT Fund - Streets	-	875,000	-	-	875,000
Transfer from Operating Funds	623,847	-	1,750,000	3,500,000	5,873,847
Interest Earned	10,900	2,800	-	38,400	52,100
Total Funding Sources (Unaudited)	$ 16,981,637	$ 3,075,000	$ 7,357,444	$ 4,356,508	$ 31,770,589

City of Dover
General Fund - Major CIP Projects
December, 2011

	Hide		TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS						CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY2009**											
2	LB0901	M/G	New Library Project	$ 18,200,000	$ 20,469,080	$ 7,078,284	$ 13,390,796	34.6%	$ 11,195,009	$ 14,298,890	$ 2,908,094	20.3%	Started	Bid Pack A - Done. Bid Pack B - 40% Complete/Construction
3			**Totals - FY09**	$ 18,200,000	$ 20,469,080	$ 7,078,284	$ 13,390,796	34.6%	$ 11,195,009	$ 14,298,890	$ 2,908,094	20.3%		
4														
5			**FY2012**											
6	---		Ann FD Truck Payment	$ 244,820	$ 244,820	$ 216,794	$ 28,026	88.6%	$ 244,820	$ 244,820	$ 216,794	88.6%		
7	---		Vehicles & Equipment	377,927	377,927	5,440	372,487	1.4%	377,927	377,927	5,440	1.4%		Sweeper due in Jan. 2012; Sanitation Truck due in March 2012;
8	PR1201		Roof Replacement @ Dover Park	30,000	30,000	-	30,000	0.0%	30,000	30,000	-	0.0%		
9	CT Fund	B/L	Streets & Alleys Program	1,000,000	1,750,000	-	1,750,000	0.0%	1,000,000	1,750,000	-	0.0%		Pending financing
10	ST1202		Concrete Program	30,000	30,000	-	30,000	0.0%	30,000	30,000	-	0.0%		Bid development in process
11	ST1203		Streets Dump Truck Refurbishment	30,000	30,000	-	30,000	0.0%	30,000	30,000	-	0.0%		In progress
12			City Hall Sprinkler System	-	-	-	-	0.0%	-	220,000	-	0.0%		
13			**Totals - FY12**	$ 1,712,747	$ 2,462,747	$ 222,234	$ 2,240,513	9.0%	$ 1,712,747	$ 2,682,747	$ 222,234	8.3%		
14														
15			**Grand Totals**	$ 19,912,747	$ 22,931,827	$ 7,300,518	$ 15,631,309	31.8%	$ 12,907,756	$ 16,981,637	$ 3,130,328	18.4%		

Legend

M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is re-budgeted to start over each fiscal year.
G = Grant funded project
B/L = To be financed through bonds or commercial loan;Projects will be completed through CT Fund, therefore the loan proceeds will be transferred from Capital Fund into the Community Transportation Fun

City of Dover
Community Transportation & General Fund Street Funds - Major CIP Projects
December, 2011

	Hide			TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY 2007**											
2	CT0708	M	E. Water Street Brick	$ 65,000	$ 65,000	$ -	$ 65,000	0.0%	$ -	$ 65,000	$ -	0.0%		Specialty contract needed.
3			**Totals**	$ 65,000	$ 65,000	$ -	$ 65,000	0.0%	$ -	$ 65,000	$ -	0.0%		
4														
5			**FY 2009**											
6	CT0977	M	Schutte Parking Lot	$ 21,950	$ 21,950	$ -	$ 21,950	0.0%	$ -	$ 21,950	$ -	0.0%		Deferred
7	CT1165	M	Rte. 13,N. State -Kings Hwy	591,662	591,662	-	591,662	0.0%	-	591,662	-	0.0%		
8			**Totals**	$ 613,612	$ 613,612	$ -	$ 21,950	0.0%	$ -	$ 613,612	$ -	0.0%		
9														
10			**FY2012**											
11	CT	M	Street Projects - State Funds	$ 950,000	$ 800,000	$ -	$ 800,000	0.0%	$ 950,000	$ 121,388	$ -	0.0%	In process	Concrete work on Independence Blvd complete
12	Various	B/L	Street Projects - General Fund	350,000	1,750,000	15,300	1,734,700	0.9%	350,000	875,000	15,300		In process	Concrete work on Hazel to proceed in January/February
13	CT1201	M	North Street Roundabout	-	500,000	-	500,000	0.0%	-	500,000	-	0.0%	In process	60% complete
14	TE1201	M	Lincoln Park Center	900,000	900,000	1,854	898,146	0.0%	900,000	900,000	1,854	0.2%		
15			**Totals**	$ 2,200,000	$ 3,950,000	$ 17,154	$ 3,932,846	0.4%	$ 2,200,000	$ 2,396,388	$ 17,154	0.8%		
16														
17			**Grand Totals**	$ 2,878,612	$ 4,628,612	$ 17,154	$ 4,019,796	0.4%	$ 2,200,000	$ 3,075,000	$ 17,154	0.8%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is re-budgeted to start over each fiscal year.
C = Project funded by combination of CT Funds and General Fund
B/L = To be financed through bonds or commercial loan; Projects will be completed through CT Fund, therefore the loan proceeds will be transferred from Capital Fund into the Community Transportation Fund;

City of Dover
Water/Wastewater Improvement & Extension Fund - Major CIP Projects
December, 2011

				TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Approved Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY 2008**											
2	WD0804	M	1.0 MG Elevated Water Storage	$ 4,196,600	$ 2,590,000	$ 29,099	$ 2,560,901	1.1%	$ -	$ 178,916	$ 8,015	4.5%	Started	Option to purchase land agreement under review
3	WD0805	M	Piney Point Well	398,800	665,000	69,316	595,684	10.4%	-	147,319	1,634	1.1%	Started	DNREC permitting ongoing
4	WW0810	M/SL	US 13 East Sanitary Sewer Interceptor	2,376,800	3,022,562	3,231,960	(209,398)	106.9%	-	295,722	286,361	96.8%	Complete	Complete
5			**Totals - FY08**	$ 6,972,200	$ 6,277,562	$ 3,330,375	$ 2,947,187	53.1%	$ -	$ 621,957	$ 296,010	47.6%		
6														
7			**FY2009**											
8	WQ0905	M/SL	Bayard Avenue	$ 590,910	$ 490,910	$ 475,888	$ 15,022	96.9%	$ -	$ 239,121	$ 189,098	79.1%	In process	Complete; Final invoice Jan 2012;
9	WQ0907	M/SL	Route 13 Water Main	1,058,700	2,282,682	1,944,598	338,084	85.2%	-	1,869,872	1,531,787	81.9%	In process	Constr complete; Punchlist & Insp;
10			**Totals - FY09**	$ 1,649,610	$ 2,773,592	$ 2,420,485	$ 353,107	87.3%	$ -	$ 2,108,993	$ 1,720,885	81.6%		
11														
12			**FY2010**											
13	WW1001	M/SL	Inflow/Infiltration Removal	$ 1,800,000	$ 2,122,536	$ 1,585,638	$ 536,898	74.7%	$ 1,800,000	$ 766,201	$ 228,082	29.8%	In process	Work is complete; close out documents/final invoice in progress
14	WW1007	M/SL	Fox Hall Pump Station	427,900	392,044	50,491	341,553	12.9%	-	360,687	278	0.1%	Started	Will start after Heatherfield;
15	WW1008	M/SL	Heatherfield F/M Rerouting	220,400	324,916	48,973	275,943	15.1%	-	237,506	278	0.1%	Started	Project 75% complete; Not paid yet;
16	WW1010	I	Tar Ditch Interceptor Upgrade	518,230	518,230	28,014	490,216	5.4%	-	495,359	5,143	1.0%	Started	Resolution of easement issue pending;
17			**Totals - FY10**	$ 2,966,530	$ 3,357,726	$ 1,713,116	$ 1,644,610	51.0%	$ 1,800,000	$ 1,859,753	$ 233,781	12.6%		
18														
19			**FY2011**											
20	WQ1103		WQI - Ross Street	-	71,840	-	71,840	0.0%	71,840	36,840	-	0.0%		Preliminary design complete
21	WW1101	M/SL	Inflow/Infiltration Removal	500,000	500,000	138,016	361,984	27.6%	-	457,601	95,616	20.9%	Started	Project 97% complete;
22	WW1104	SL	Lepore Road P/S Replacement	52,000	402,000	69,188	332,812	17.2%	350,000	350,000	13,652	3.9%	Started	Final design revisions pending;
23			**Totals - FY11**	$ 552,000	$ 973,840	$ 207,204	$ 766,636	21.3%	$ 421,840	$ 844,441	$ 109,268	12.9%		
24														
25			**FY2012**											
26	---		Vehicles & Equipment	$ 115,000	$ 115,000	$ 29,985	$ 85,015	26.1%	$ 115,000	$ 115,000	$ 29,985	26.1%	In process	Vehicles received;
27	WD1201		Pay-As-You-Go Water Station	30,240	30,240	-	30,240	0.0%	30,240	30,240	-	0.0%		Specs being developed
28	WD1202	R	Misc. Distribution Upgrades	60,000	60,000	5,706	54,294	9.5%	60,000	60,000	5,706	9.5%		Misc. repairs or emergencies
29	WD1203	R	Wellhead Redevelopment Program	65,000	65,000	42,821	22,179	65.9%	65,000	65,000	42,821	65.9%	In process	Well #1 complete; Well #9 rehab
30	WD1204	R	Emergency Generators	80,000	80,000	-	80,000	0.0%	80,000	-	-	0.0%		Grant dependent
31	WQ1201		WQI - Wesley Campus	51,200	51,200	-	51,200	0.0%	51,200	51,200	-	0.0%		Installation to begin late February
32	WQ1202		WQI - New Street	97,120	97,120	4,650.00	92,470	4.8%	97,120	97,120	4,650	4.8%	Started	Design started;
33	WQ1203		WQI - Silver Lake	279,840	279,840	33,556.68	246,283	12.0%	279,840	279,840	33,557	12.0%	In process	Construction started
34	WW1201	M/SL	Inflow/Infiltration Removal	1,000,000	1,000,000	19,957	980,043	2.0%	1,000,000	1,000,000	19,957	2.0%	Started	Design started, early spring const.
35	WW1202	R	SCADA Equipment Replacement	84,900	84,900	61,696	23,204	72.7%	84,900	84,900	61,696	72.7%	In process	Project 50% complete
36	WW1203	R	Misc. Sewer System Improve	37,000	37,000	9,935	27,065	26.9%	37,000	37,000	9,935	26.9%		Misc. repairs or emergencies
37	WW1204	M	Wilmington College Pump Station	25,000	25,000	2,468	22,532	9.9%	25,000	25,000	2,468	9.9%	Started	Design started - actually Baltray PS
38	WW1205	M	Dover Brook Gardens P/S Replace	15,000	15,000	1,063.45	13,937	7.1%	15,000	15,000	1,063	7.1%	Started	Design started
39	WW1206	M	Brandywine Pump Station Replace	52,000	52,000	7,774.55	44,225	15.0%	52,000	52,000	7,775	15.0%	Started	Design started
40	WW1207	M	McKee Rd Pump Station Communator Replacement	10,000	10,000	-	10,000	0.0%	10,000	10,000	-	0.0%		Design started
41				$ 2,002,300	$ 2,002,300	$ 219,612.72	$ 1,782,687	0.0%	$ 2,002,300	$ 1,922,300	$ 219,613	11.4%		
42														
43			**Grand Totals**	$ 14,142,640	$ 15,385,020	$ 7,890,793	$ 7,494,227	51.3%	$ 4,224,140	$ 7,357,444	$ 2,579,557	35.1%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is re-budgeted to start over each fiscal year.
SL = State Loan Project - construction phase is financed
I = Impact Fee (partially) financed project

City of Dover
Electric Improvement & Extension Fund - Major CIP Projects
December, 2011

				TOTAL PROJECT - PAST, CURRENT & FUTURE BUDGETS					CURRENT FISCAL YEAR					
	Project Code	Type	Description	Original Project Budget	Latest Project Budget	Project To Date Expenses	Project Budget Balance	% Budget Spent	Current Fiscal Yr. Budget	Revised Fiscal Yr. Budget	Fiscal YTD Expenses	% Budget Spent	Status	Comments
1			**FY2011**											
2	EG1102	M	Units 1 & 2 Cooling Tower	372,400	199,140	134,538	64,602	67.6%	25,410	25,410	400	1.6%		Work deferred to 2012
3	EG1107	M	Units 1 & 2 Life Extension	802,000	409,000	269,517	139,483	65.9%	184,000	196,331	56,848	29.0%		Motor work this spring
4	EG1112	M	Unit 3 Heat Expansion Joint	-	150,000	143,508	6,492	95.7%	70,000	82,807	76,315	92.2%	Complete	
5	EG1113		Units 1 & 2 Control Modifications	-	150,000	138,733	11,267	92.5%	-	25,700	14,432	56.2%	Started	Complete w/Spring outage
6	EG1114		Unit 3 Gas Line Modification	-	60,000	41,763	18,237	69.6%	-	36,207	17,970	49.6%	Complete	
7				$ 1,174,400	$ 968,140	$ 728,059	$ 240,081	75.2%	$ 279,410	$ 366,455	$ 165,965	45.3%		
8														
9			**FY2012**											
10	---		Vehicles & Equipment	$ 168,828	$ 168,828	$ 23,003	$ 145,825	13.6%	$ 168,828	$ 144,328	$ 23,003	15.9%		All vehicles received
11	EE1201		Substation PT & CT Replacement	267,715	267,715	126,101	141,614	47.1%	267,715	267,715	126,101	47.1%	In process	75% materials received
12	EE1202	R	Lighting Project & Rehabilitation	50,000	50,000	49,832	168	99.7%	50,000	50,000	49,832	99.7%	Complete	
13	EE1203	R	Equipment Replacement	40,000	40,000	10,525	29,475	26.3%	40,000	40,000	10,525	26.3%	In process	Equipment ordered
14	EE1204		Generator Replacement	50,000	50,000	30,961	19,039	61.9%	50,000	50,000	30,961	61.9%	Complete	
15	EE1205	M	Frazier Substation Upgrade	765,247	155,000	110,881	44,119	71.5%	155,000	155,000	110,881	71.5%	In process	Materials ordered
16	EE1206	R	Disb. Feeder Replacement	377,510	377,510	236,642	140,868	62.7%	377,510	377,510	236,642	62.7%	In process	On-going
17	EE1207	R	Disb. Capacitors & Controls	100,000	100,000	26,494	73,506	26.5%	100,000	100,000	26,494	26.5%	In process	Materials ordered
18	EE1208	R	Transmission Line Maintenance	75,000	75,000	14,593	60,407	19.5%	75,000	75,000	14,593	19.5%	Started	Materials ordered
19	EE1209		Scada Master Hardware Replacement	75,000	75,000	-	75,000	0.0%	75,000	75,000	-	0.0%	Started	Materials ordered
20	EE1210		Substation Battery	-	24,500	15,251	9,249	62.2%	24,500	24,500	15,251	62.2%	In process	60% materials received
21	EE1212	R	UG Transformers	70,536	70,536	42,053	28,483	59.6%	70,536	70,536	42,053	59.6%	In process	On-going
22	EE1212	R	UG Conductors	479,464	479,464	174,232	305,232	36.3%	479,464	479,464	174,232	36.3%	In process	On-going
23	EE1212	R	Meters	50,000	50,000	17,652	32,348	35.3%	50,000	50,000	17,652	35.3%	In process	On-going
24	EG1201		Unit 3 Boiler Air Heater	440,000	440,000	-	440,000	0.0%	440,000	440,000	-	0.0%	Started	Bid rec'd; CAF to Council 2/12
25	EG1202	M	Unit 3 Boiler Systems	390,000	130,000	-	130,000	0.0%	130,000	130,000	-	0.0%		Will complete Spring outage;
26	EG1203		Unit 3 FD & ID Fan Control Damper Upgrade	92,000	92,000	1,393	90,607	1.5%	92,000	92,000	1,393	1.5%	Started	Developing contract scope/bid
27	EG1204		Unit 3 DCS Computers & Software Upgrades	85,000	85,000	-	85,000	0.0%	85,000	85,000	-	0.0%		To be completed by 6/3012;
28	EG1205	R	Misc. Equipment Replacement	70,000	70,000	21,280	48,720	30.4%	70,000	70,000	21,280	30.4%	In process	On-going; 50% complete
29	EG1206		Demineralizer Control Replace @ McKee Run	65,000	65,000	-	65,000	0.0%	65,000	65,000	-	0.0%		Bids in Feb; Complete by June
30	EG1207	M	Unit 11 Component Replacement @ Van Sant	50,000	50,000	24,595	25,405	49.2%	50,000	50,000	24,595	49.2%	In process	Remaining scoped in devlpmnt
31	EG1208		Switchyard Blast Walls @ McKee Run	50,000	50,000	5,328	44,672	10.7%	50,000	50,000	5,328	10.7%	In process	Developing work scope; To be completed June 2012
32	EG1209	M	Building Preservation @ McKee Run	38,000	38,000	5,650	32,350	14.9%	38,000	38,000	5,650	14.9%	In process	Sent out bids; Completion 6/12
33	EG1210	M	Unit 3 Cooling Water Line Life Extension	25,000	25,000	-	25,000	0.0%	25,000	25,000	-	0.0%		Defer to FY13
34	EG1211	M	Unit 3 Stack Repairs	25,000	25,000	-	25,000	0.0%	25,000	25,000	-	0.0%		On track for spring outage; Bid
35	EG1212	M	Unit 3 Turbine Inspection	1,021,000	348,000	8,510	339,490	2.4%	348,000	348,000	8,510	2.4%	In process	High bid; Council amendment;
36	EG1213	M	Unit 3 Aux System Components	542,000	113,000	47,682	65,318	42.2%	113,000	113,000	47,682	42.2%	In process	Partial completion; scope to finish being developed
37	EU1201	R	Distribution Upgrades	500,000	500,000	220,416	279,584	44.1%	500,000	500,000	220,416	44.1%	In process	On-going
38				$ 5,962,300	$ 4,014,553	$ 1,213,072	$ 2,801,481	0.0%	$ 4,014,553	$ 3,990,053	$ 1,213,072	30.4%		
39														
40			**Grand Totals**	$ 7,136,700	$ 4,982,693	$ 1,941,130	$ 3,041,563	29.0%	$ 4,293,963	$ 4,356,508	$ 1,379,037	31.7%		

Legend
M = Multi-year project - a project with a specific schedule to occur over multiple years.
R = Recurring project - a project that begins and ends each fiscal year and is re-budgeted to start over each fiscal year.
B = Bonded Project
S = State fully or partially reimbursed project