LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

A G E N D A

April 28, 2008 - 6:00 P.M. - Council Chambers - City Hall - City of Dover

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 Tmcdowell@dover.de.us) should you wish to be recognized.

AGENDA ADDITIONS/DELETIONS

1. Donation of $10,000 for Vietnam War Memorial ***(Tabled During April 14, 2008 Council Meeting)***

2. General Fund Capital Improvement Projects *(CIP)* (Excluding Recreation) - FY 2008-09 *(Deferred during meeting of April 14, 2008)*

3. Adjournment by 7:00 P.M.

/tm
S:\ClerksOffice\Agendas&Minutes\Committee-Agendas\2008\04-28-2008 LF&A.wpd

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.

CHABBOTT PETROSKY COMMERCIAL REALTORS, LTD.
2 North State Street
Dover, Delaware 19901
Tel: 302.678.3276
Fax: 302.678.3693
www.cpcommercial.com

George H. Chabbott, CCIM
Joseph M. Petrosky, CCIM
Julia Cronshaw-Hopkins
Stephen L. Hollenbeck

RECEIVED
FEB 12 2008
Mayor/City Manager

February 8, 2008

Carleton E. Carey, Sr.
P.O. Box 475
Dover, DE 19903-0475

Re: Vietnam War Memorial – Per our discussion

Carlton,

The letter from the Vietnam Association of America, Kent County Chapter, is attached.

A few of my friends and I are going to help them get the job done.

We will be meeting after I return the 1st of March.

These Veterans are many of the voters and businessmen of today. They have been completely ignored and often treated as villains, even though more then 50,000 were killed during that disastrous time.

The county has donated the land and if the city could donate $10,000 to the $60,000± project I think the rest can be raised by our group.

Thank you for your help and I hope the City Council agrees to assist this group of deserving veterans.

Regards,

George H. Chabbott, CCIM
President/Broker

Cc: Joseph G. Startt, Jr.

Vietnam war memorial08feb08

Vietnam Veterans of America
Kent County, Chapter 850
Joseph G. Startt Jr., President
3878 Savannah Road
Dover, De. 19901

The members of the Vietnam Veterans of America come from all walks of life. We are farmers, factory workers, civic and corporate leaders. We are doctors, lawyers and dentists. We are your neighbors, colleagues, family and friends. Ken County Chapter 850's motto is "Never again shall one generation of veterans abandon another". We are committed to improving the lives of our veterans and fallen comrades.

We recently received a donation of land from Kent County, and are in the process of building a monument to honor local service members killed and/or missing in action in Vietnam. We are asking the merchants and citizens of our fin state for donations to help build the monument

The success of this monument depends on your support! Thank you for taking the time to read this letter. Any help you can provide will be appreciated, and donations are tax deductible. Donations can be made payable to "Vietnam Veterans of America, Kent County Chapter 850".

Care of

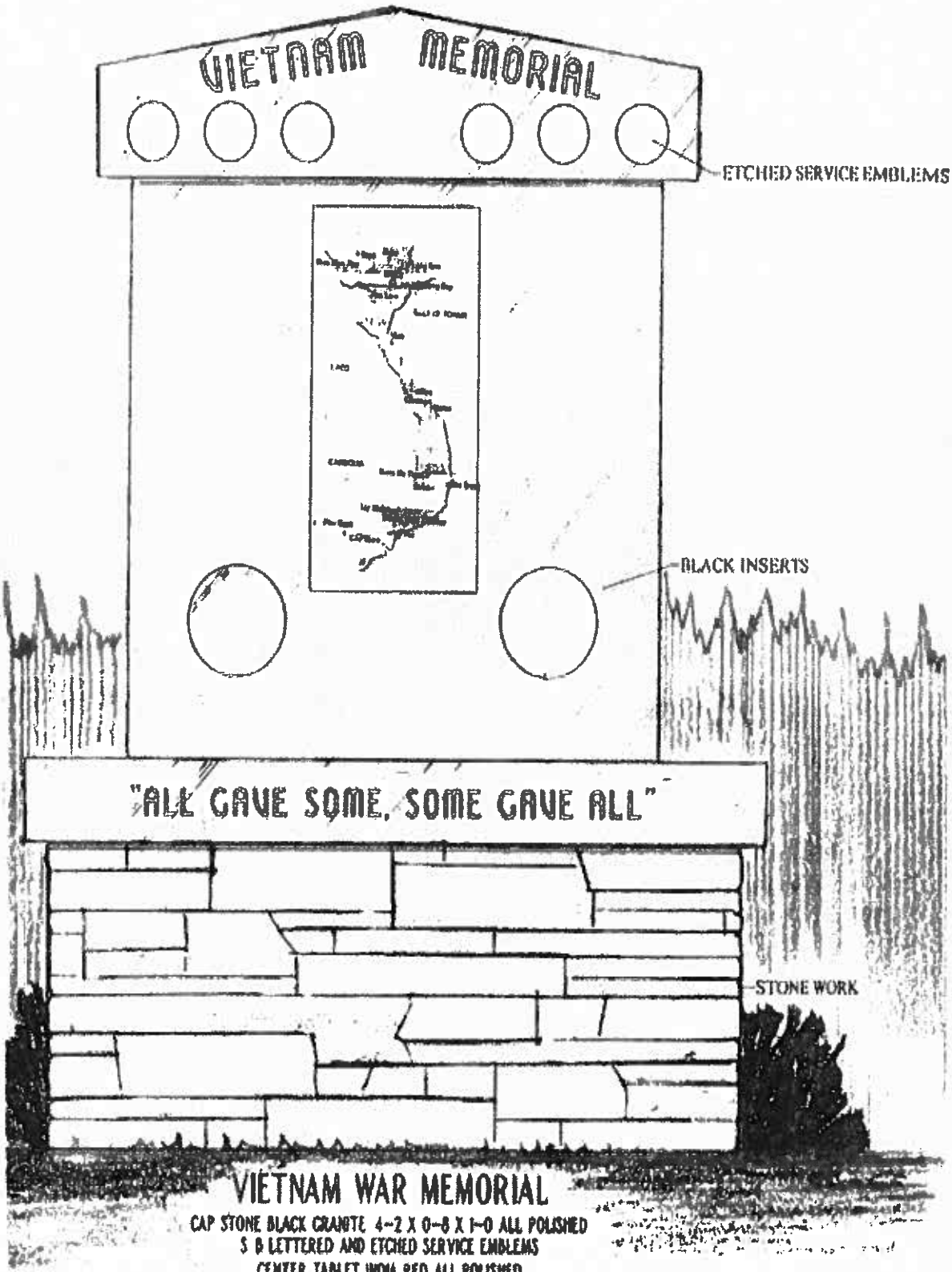
First National Bank of Wyoming,
28 Deak Drive
Smyrna, De. 19977
ATTN: Teresa Swartz

678-0850

Our Tax ID # is EIN-51-0399228

Respectfully Yours,

Joseph G. Startt Jr., President



VIETNAM WAR MEMORIAL

CAP STONE BLACK GRANITE 4-2 X 0-8 X 1-0 ALL POLISHED
S & B LETTERED AND ETCHED SERVICE EMBLEMS
CENTER TABLET INDIA RED ALL POLISHED
BLACK INSERTS ATTACHED AND ETCHED S/B CARVED 2
BOTTOM BASE BLACK GRANITE 5-2 X 1-4 X 0-6
ALL POLISHED S/B LETTERED FRONT ONLY

How much needed — Who is doing the installation
committee — How many members chapter @ 50

MEMORANDUM

OFFICE OF THE ADMINISTRATOR
555 BAY ROAD
DOVER, DELAWARE 19901

TO: Carlton E. Carey, Mayor
City of Dover

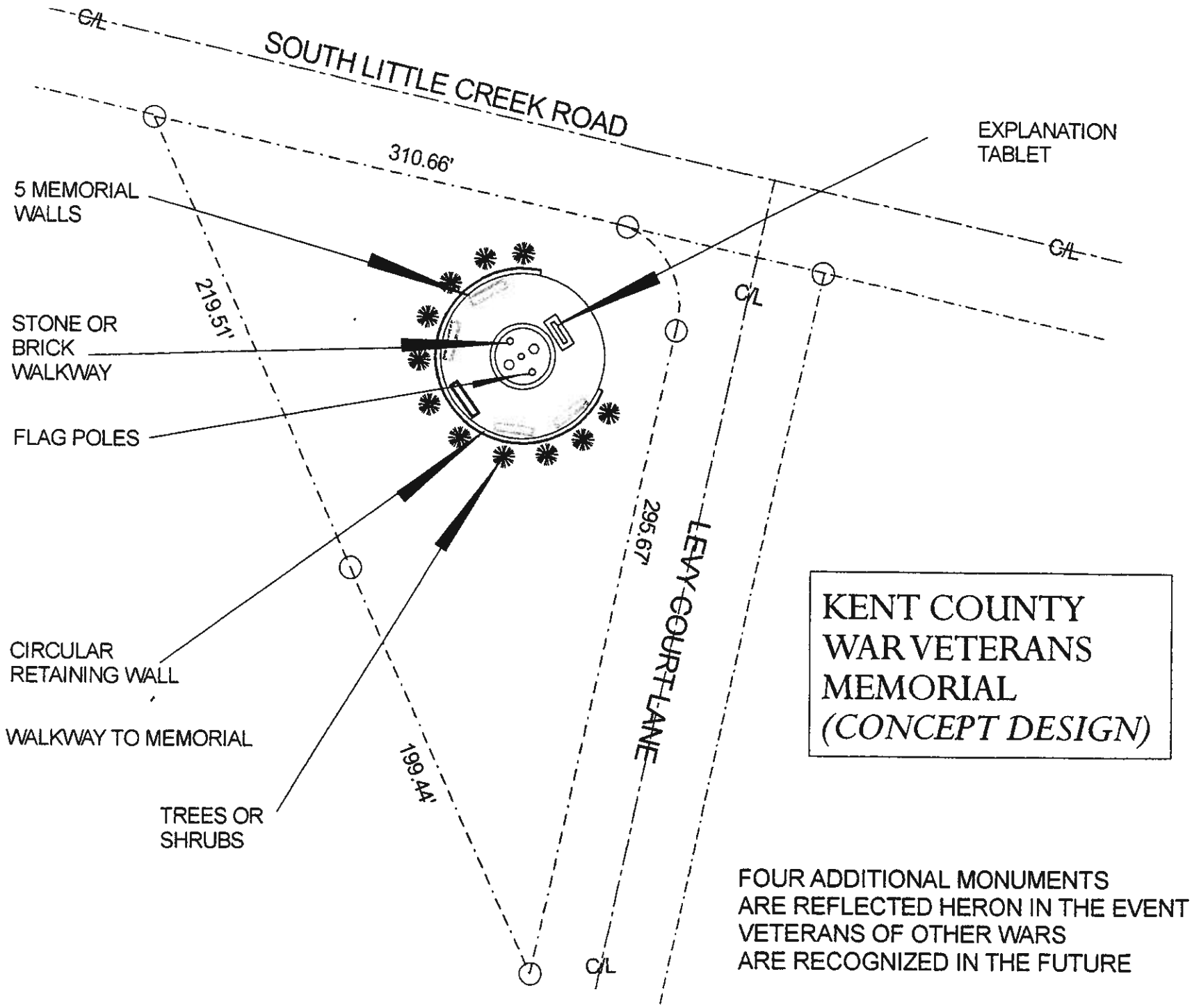
FROM: Mike Petit de Mange, AICP Mike
County Administrator

DATE: February 26. 2008

SUBJECT: Vietnam Veterans War Memorial

Attached you will find a copy of the materials that we have to date relative to the proposed Vietnam Veterans Memorial to be situated on vacant land owned by Kent County at the southwesterly corner of the intersection of South Little Creek Road and Levy Court Drive (east of and adjacent to Air Base Carpet Mart). As we discussed, the drawings to date are not the final plans, but will give you a good representation of what is contemplated.

Call me with any questions or if you want to discuss further. Thank you.


C/L
SOUTH LITTLE CREEK ROAD
310.66'
C/L
EXPLANATION TABLET
5 MEMORIAL WALLS
219.51'
STONE OR BRICK WALKWAY
FLAG POLES
C/L
295.97'
LEAY COURT LANE
CIRCULAR RETAINING WALL
WALKWAY TO MEMORIAL
199.44'
TREES OR SHRUBS
C/L
KENT COUNTY WAR VETERANS MEMORIAL
(CONCEPT DESIGN)
FOUR ADDITIONAL MONUMENTS ARE REFLECTED HERON IN THE EVENT VETERANS OF OTHER WARS ARE RECOGNIZED IN THE FUTURE

EXCERPT OF APRIL 14, 2008 CITY COUNCIL MEETING MINUTES

Donation of $10,000 for Vietnam War Memorial

Mayor Carey provided members with a letter received from Mr. George Chabbott, President/Broker of Chabbott Petrosky Commercial Realtors, Ltd., requesting a donation in the amount of $10,000 to $60,000$^{+/-}$ for the purpose of building a monument to honor local service members killed and/or missing in action in Vietnam. He noted that Mr. Chabbott provided a letter he received from the Vietnam Association of America, Kent County Chapter 850, explaining that they recently received a land donation from Kent County, located at the southwesterly corner of the intersection of South Little Creek Road and Levy Court Drive, which will be used for building the monument.

For reference purposes, members were also provided with the City's Community Leader and Organization Recognition Policy.

In discussing the request with the City Manager and consideration of the City's policies, Mayor Carey suggested that the City provide in-kind services, such as assisting with lighting for the monument. Mr. DePrima stated that the costs for the installation of conduit and electric could be absorbed through the City's street lighting expenses. It was noted that the materials for the lighting is estimated at $6,500.

Referring to Section II, Paragraph C, of the Community Leader and Organization Recognition Policy, Mr. McGlumphy felt that the request for the Vietnam War Memorial should be considered an exception and suggested that members approve a donation in the amount of $10,000 as requested.

Mr. Ruane referred to Section V of the Policy and suggested that the original motion better adheres to the policy, noting that the purpose of the policy was to provide for a strict interpretation to avoid the City being inundated with these types of requests.

Mr. McGlumphy stated his feeling that the request for the Vietnam War Memorial is an exception, explaining that the City of Dover is a military town and that $10,000 is minimal to help support a monument to honor those who lost their lives in Vietnam.

The committee recommended support of the Vietnam War Memorial with an in-kind contribution not to exceed $10,000 within the policies of the City.

At the request of Mr. Ruane, Mr. Slavin indicated that when the committee's recommendation is presented to Council, a funding source would be identified.

Mr. McGlumphy moved that the City provide a cash donation in the amount of $10,000 for the Vietnam War Memorial, as well as any in-kind contributions, seconded by Mrs. Russell.

In response to Mr. Hogan, Mr. Slavin explained that regardless of the discussion that occurred at the committee meeting and any confusion resulting from the committee's recommendation, the final action is Council's responsibility. It was his feeling that Mr. McGlumphy has captured the spirit of the conversation that occurred at the committee meeting by including the cash donation as well as providing any in-kind services that may be required and relayed his support of the motion.

Mr. McGiffin cautioned members regarding the making of any cash donations, noting that there are numerous worthy causes and organizations.

Mrs. Russell recollected a previous request of the Elks Lodge made several years ago for a City flag donation. She stated that it was determined that members of Council could not grant the request due to City policies and as a result, members of Council made a personal donation. She questioned if the request before members at this time is different than that of the Elks Lodge and if a donation is permitted in accordance with City policy.

Mr. Hogan moved that the matter be tabled to allow for clarification, seconded by Mr. Leary and carried by a roll call vote of six (6) yes and three (3) no (Mr. McGlumphy, Mr. Slavin, and Mr. Salters).

CITY OF DOVER
FINANCIAL POLICIES

Community Leader and Organization Recognition Policy

I. PURPOSE

The purpose of this policy is to provide guidance on recognition provided to outside agencies and organizations. As a general rule, the City of Dover will not normally give gifts or awards. However, there are occasions when recognition in the form of a gift and/or award is in the best interest of the local community. On these occasions, the City Council, Mayor, or their designee may recognize by gift or award; individuals, organizations, or entities who/which provide a written request and meet the following criteria:

A) Charitable organizations or entities which provide or have provided donations of goods or services to the government of the City and/or for the benefit of all of the citizens of the City; or non-profit fundraising events sponsored by organizations or entities which provide or have provided donations of goods or services to the government of the City and/or for the benefit of all of the citizens of the City;

B) Special guests of the City, including representatives from other government entities, visitors from other countries, retiring local business and community leaders, and departing local business and community leaders who have made a significant contribution to the City.

C) Retiring members of the armed forces stationed at Dover Air Force Base and departing senior officers or senior enlisted members of the armed forces, or other service members at Dover Air Force Base who have made a significant contribution to the City.

D) Elected City officials and appointees leaving City service. (No written request required)

E) Any other individual, organization, or entity specifically approved by City Council or the Mayor.

II. PERMITTED GIFTS/AWARDS & RESTRICTIONS

A) Gifts and awards consist of plaques, Dover cups, coins, golf shirts, and certificates or any other item approved by City Council and the Mayor.

B) No cash donations are permitted. Cash payments to any organization for the City's use of their facilities are considered a business expense, not a recognition gift or award and therefore this policy does not apply to these payments.

C) Unless otherwise approved by City Council and the Mayor, the aggregate value of any awards or gifts presented to any one individual, organization, or entity during any calendar year shall not exceed one-hundred dollars ($100.00).

D) The value of any gift or award should be reasonable, proportional to the contribution made, and in accordance with other City policies and directives.

E) No personal benefit should be provided to the grantor of the gift by the grantee.

F) This policy shall not restrict "get well" and sympathy expressions.

III. REPORTING REQUIRMENT

Gifts and/or awards given will be included in the monthly report issued by the Finance Department for public review.

IV. CHARTER AND CODE OF CONDUCT

All City of Dover policies are to subject to the City of Dover Charter Part II Code of Ordinances Chapter 2, Article 1. Division 4 "Code of Conduct", which is "**applicable to all elected and appointed officials and to all employees of the City of Dover.**"

V. POLICY ADHERENCE

In consideration of these guidelines and policies, one's interpretation should be on a strict, rather than loose, construction basis, and obviously, the objective should not be to rationalize ways and means for circumvention.

VI. REVIEW & REVISION

The City of Dover Community Leader and Organization Recognition Policy will be reviewed every three years by the Mayor and City Council.

DISTRIBUTION

1. Mayor, Council, City Manager
2. Department Heads
3. Finance Staff
3. Finance Policy Manual

ADOPTED: FEBRUARY 2, 2004

Space Needs Study Implementation



FISCAL YEARS: 2009 - 2013

PROJECT NO: FM701

CATEGORY: General

DEPARTMENT: Central Services

DEPT. RANKING: 1

NEW PROJECT: Yes

PROJECT DESCRIPTION: This is a ten-year plan for City buildings that will create spaces and places for the City's elected officials and employees to provide quality services to the citizens. The Facility Space Committee toured all City buildings, interviewed all department heads, conducted a needs assessment and proximity matrix, created measured drawings of buildings, and consulted with an architect as needed.

NEED, JUSTIFICATION, BENEFIT: The Study revealed (1) a lack of space for public and customers, (2) a lack of working space, (3) poor locations, (4) substandard space, (5) a lack of storage space, and (6) a lack of security.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: We will continue to face all the problems associated with a lack of space, lack of security, poor locations, and substandard space.

THIS PROJECT IS RELATED TO THE FOLLOWING: N/A

EXPLANATION OF IMPACT ON OPERATING BUDGET: Impact on Operating Budget has yet to be determined at this time.

TIME-LINE/CURRENT STATUS: Project will begin in Fiscal Year 2007 and continue through Fiscal Year 2016.

COMMENTS:

Description	Current Estimate	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Project Total
Move IT to 2nd Floor	**18,000**	18,900						**18,900**
Move Finance to 2nd Floor	20,000	20,000						**20,000**
Move HR to Finance	10,000	10,800						**10,800**
Build Meeting Room	10,000	22,000						**22,000**
Public Works Addition	180,000							-
Electric Admin Addition	10,000							-
Parks & Recreation	100,000	55,000	65,000					**120,000**
Police 2nd Floor	123,000				149,507			**149,507**
Council Chambers	338,000		50,000	381,383				**431,383**
A/V Communication	32,000			40,841				**40,841**
Relocate Grounds	180,000				241,217			**241,217**
City Hall East Wing	2,566,000					3,610,620		**3,610,620**
City Hall West Wing	4,860,000						7,180,433	**7,180,433**
Connectors	616,000					433,387	462,444	**895,830**
City Hall	312,000						460,966	**460,966**
Total	**9,375,000**	**126,700**	**115,000**	**422,224**	**390,724**	**4,044,007**	**8,103,843**	**13,202,498**

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design		50,000						**50,000**
Land								
Construction	126,700	65,000	422,224	390,724	4,044,007	8,103,843		**13,152,498**
Miscellaneous								
Other								
TOTAL	**126,700**	**115,000**	**422,224**	**390,724**	**4,044,007**	**8,103,843**		**13,202,498**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	126,700	115,000	422,224	390,724	4,044,007	8,103,843		**13,202,498**
TOTAL	**126,700**	**115,000**	**422,224**	**390,724**	**4,044,007**	**8,103,843**		**13,202,498**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Handicapped Accessibility Improvements



FISCAL YEAR : 2009

PROJECT NO: FM0601

CATEGORY: General

DEPARTMENT: Facilities Management

DEPT. RANKING: 1

NEW PROJECT: No

PROJECT DESCRIPTION: The goal of this program is to make City facilities accessible to handicapped citizens. This program will be carried out in conformance with the ADA Implementation Plan which was completed in Fiscal Year 2004. The program sets aside money each year to implement plan recommendations.

NEED, JUSTIFICATION, BENEFIT: The City has been advised to bring its facilities up to ADA standards.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: City facilities may be in violation of ADA requirements.

THIS PROJECT IS RELATED TO THE FOLLOWING: City ADA Implementation Committee Study

EXPLANATION OF IMPACT ON OPERATING BUDGET: N/A

TIME-LINE/CURRENT STATUS: Implementation of the ADA planned upgrades has begun. Six City buildings have had automatic doors installed.

COMMENTS: The William Street Warehouse is next building scheduled to have handicapped accessibility.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction	68,500	25,000						**93,500**
Miscellaneous								
Other	7,500							**7,500**
TOTAL	**76,000**	**25,000**						**101,000**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	41,000	25,000						**66,000**
	35,000							**35,000**
TOTAL	**76,000**	**25,000**						**101,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Annual Contribution to Robbins Hose Company



FISCAL YEAR: 2009 - 2013

PROJECT NO: N/A

CATEGORY: General

DEPARTMENT: Fire

DEPT. RANKING: 1

PROJECT DESCRIPTION: This contribution covers payments to the Robbins Hose Company to cover the Major Fire Apparatus Replacement Plan and annual mortgage payment for Station #2.

NEED, JUSTIFICATION, BENEFIT: The annual mortgage payment is based on an earlier agreement that the City has with the Robbins Hose Company. Major Fire Apparatus Replacement Plan ensures loan payments for replacement according to a schedule which guarantees equipment will not be outda and unserviceable. This plan is based on replacing one of the Company's five engines and one rescue vehicle every three years which would put the aver replacement age at 18 years. The two ladder trucks would be replaced every 15 years depending on condition and current needs. This schedule w reduce overall maintenance costs because fire apparatus would be replaced before major problems occur. By providing the Robbins Hose Company with needed payments for the Major Fire Apparatus Replacement Plan, the Robbins Hose Company will be enabled to pay for a $5.5 million door rehabilitatio the Company Headquarters on Governors Avenue. This renovation is designed to handle 25 years of growth of the company and would preclude any n for an additional fire station in Dover. The Robbins Hose Company will also cover costs associated with miscellaneous apparatus and equipment suc command units, utility vehicles, and large hose replacement.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: increased maintenance costs; possibility of not meeting ISO requirements and N standards

THIS PROJECT IS RELATED TO THE FOLLOWING: n/a

EXPLANATION OF IMPACT ON OPERATING BUDGET: n/a

TIME-LINE/CURRENT STATUS:

COMMENTS: None

Fiscal Year	Prior to 2009	2009	2010	2011	2012	2013	TOTALS
Mtge Stat. #2	35,000						$ 35,000
Ladder 1 (2001)	70,000				130,000	130,000	$ 330,000
Ladder 2 (1993)	92,910	92,910	92,910	92,910	92,910	92,910	$ 557,460
Engine 4 (1989)							$ -
Engine 5 (2008)		195,300	195,300	195,300			$ 585,900
Engine 7 (1997)					205,000	205,000	$ 400,000
Totals	**$ 197,910**	**$ 288,210**	**$ 288,210**	**$ 288,210**	**$ 427,910**	**$ 427,910**	**$ 1,918,360**

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction								
Miscellaneous Equipment	197,910	288,210	288,210	288,210	427,910	427,910		**1,918,360**
Other								
TOTAL	**197,910**	**288,210**	**288,210**	**288,210**	**427,910**	**427,910**		**1,918,360**

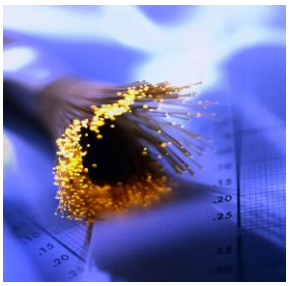
FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	197,910	288,210	288,210	288,210	427,910	427,910		**1,918,360**
TOTAL	**197,910**	**288,210**	**288,210**	**288,210**	**427,910**	**427,910**		**1,918,360**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Upgrade/Replacement of Inner City Fiber Optic Loop



FISCAL YEAR S : 2008 - 2009

PROJECT NO: 3

CATEGORY: General

DEPARTMENT: Information Technology

DEPT. RANKING: 3

NEW PROJECT: No

PROJECT DESCRIPTION: This is the second year for this project. The Fiber Network Evaluation Study completed June 2007 by CTC, Inc. identified more work and costs than we were able to budget for in 2007/2008. This second year will provide funds necessary to complete the redundant fiber loop.

NEED, JUSTIFICATION, BENEFIT: If we have a break in the current fiber, there will be loss of services (computer and phone) until the break can be located and repaired by specialized third party fiber splicing personnel.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Possible outages of network and phone for several hours at a time.

THIS PROJECT IS RELATED TO THE FOLLOWING: EE0710 is the first year project.

EXPLANATION OF IMPACT ON OPERATING BUDGET: There will be approximately $100,000 used for electronics. All equipment will be purchased with warranties so the impact to operating budget, if any, may not be seen until 2011 or later. A ball park estimate of 10% for annual maintenance is being used here and will be refined after equipment is actually purchased.

TIME-LINE/CURRENT STATUS: Project is currently in progress and will be completed during the first half of fiscal year 2008/2009.

COMMENTS: CTC estimated $233,000 for this project. $122,000 was budgeted for 2007/2008 so the remaining balance,$111,000, is budgeted for 2008/2009.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction								
Miscellaneous								
Other	122,000	86,000						**208,000**
TOTAL	**122,000**	**86,000**						**208,000**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	122,000	86,000						**208,000**
TOTAL	**122,000**	**86,000**						**208,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Yearly Maintenance				10,000	10,000	10,000		**30,000**

GPS Tracking of City Fleet



FISCAL YEARS : 2009 - 2011

PROJECT NO: 2

CATEGORY: General

DEPARTMENT: Information Technology

DEPT. RANKING: 2

NEW PROJECT: Yes

PROJECT DESCRIPTION: requests. This project, which was identified in the 2004 IT Long Range Plan, involves the project planning and subsequent implementation of Global Positioning Systems (GPS) in city vehicles. By utilizing this technology in conjunction with our GIS systems, we will be able to improve utilization of our city fleet and improve response times for our citizens. This project received enough votes at the Technology Advisory Committee in October 2007 to appear in the top ten

NEED, JUSTIFICATION, BENEFIT: The system will be accessible from any computer with Internet connection and pays for itself quickly in fuel savings, better allocation of mobile resources, and faster response to customer requests. Being able to provide faster response to service requests leads to satisfied customers. More efficient fleet routing, decreased driver down-time, and minimized impact of traffic. Dispatchers receive vehicle location and status information in real-time without driver's intervention.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Non-efficient fleet routing with some driver down-time

THIS PROJECT IS RELATED TO THE FOLLOWING: High priority project from annual TAC Meeting

EXPLANATION OF IMPACT ON OPERATING BUDGET: There will be a monthly wireless connectivity charge for each vehicle. Estimates are $25/month per vehicle. Per the state contract with Networkcar, the first three years are prepaid with the vehicle equipment. Since the service is prepaid with the capital investment, the impact on operating budget will appear three years afterward.

TIME-LINE/CURRENT STATUS: During 2008 we expect to perform initial planning and vendor selection since no moneys were available. This project will pick up from there to fund the role out of this technology to the City fleet (estimated to be 90 vehicles) over the next three years.

COMMENTS: These estimates are based on the current State of Delaware contract with Networkcar. The state uses this vendor to track the entire state fleet. The current cost per vehicle is $425 for hardware (self installation) and roughly $900 per vehicle for 3 year cell communication contract. I have added $10,000 for training in the first year. I have also added $2000 per year as the hardware cost will be higher for adapting the devices to larger trucks.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction								
Miscellaneous		14,750	14,750	14,750				**44,250**
Other								
TOTAL		**14,750**	**14,750**	**14,750**				**44,250**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund		14,750	14,750	14,750				**44,250**
TOTAL		**14,750**	**14,750**	**14,750**				**44,250**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Maintenance/Training		19,000	18,000	27,000	27,000	27,000	27,000	**145,000**

Repave Police Station Parking Lots



FISCAL YEAR: 2009

PROJECT NO: PD0804

CATEGORY: General

DEPARTMENT: Police

DEPT. RANKING: 2

NEW PROJECT: No

PROJECT DESCRIPTION: This project will mill down, repave, and restripe the parking lots on the southeast and southwest sides of the building. Currently, the southwest lot has several potholes that need to be filled in and repaired more permanently. Both lots are developing cracks and deteriorating quickly. The City crews came over and put cold patches down on the southwest side, but have not been back to perform a more permanent repair that will sustain us through the winter.

NEED, JUSTIFICATION, BENEFIT: The potholes are bad enough that they could cause damage to Department and personal vehicles if not fixed.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: The potholes are bad enough that they could cause damage to Department and personal vehicles if not fixed and could be considered a safety liability issue due to the fact that numerous people use our parking lots/facility.

THIS PROJECT IS RELATED TO THE FOLLOWING: N/A

EXPLANATION OF IMPACT ON OPERATING BUDGET: N/A

TIME-LINE/CURRENT STATUS: Currently waiting for the City crews to put hot patches down to temporarily fix the areas that are the worst.

COMMENTS: None

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction								
Miscellaneous								
Other		95,200						**95,200**
TOTAL		**95,200**						**95,200**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund		95,200						**95,200**
TOTAL		**95,200**						**95,200**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Server Room Fire Suppression System



FISCAL YEAR: 2009

PROJECT NO: PD0901

CATEGORY: General

DEPARTMENT: Police

DEPT. RANKING: 1

NEW PROJECT: Yes

PROJECT DESCRIPTION: This project will replace and upgrade the current water-based fire suppression system which is in use in our computer server room located on the second floor of our building with a dry chemical-based system (FM system). Our server room currently houses approximately 18 servers and computers that run all of the Law Enforcement applications in our building as well as Verizon's computerized 911 telephone system and our Motorola radio equipment. Installation of the new fire suppression system would involve replacing the ceiling tiles in the room to make the room air tight and also replacing the existing water distribution system with the chemical-based system components.

NEED, JUSTIFICATION, BENEFIT: In the case of an emergency, a water-based system would extinguish the fire in the computer server room, but the computer equipment would be destroyed in the process by the water damage. New equipment would have to be purchased to replace the old computer equipment just to keep the department operating and funds for this purchase are not programmed in any part of our budget. Implementing the dry chemical-based system would allow the fire to be extinguished with minimal damage if any to the computer equipment in server room. The exact cost of the current computer operating in our server room is not immediately known but it is well over $100,000.00.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Should a fire disaster occur, failure to upgrade the current fire suppression system will result in huge costs for the department to replace all the computer equipment destroyed by fire and/or water damage. Although some workarounds are possible for some portions of the systems used by department personnel, most of the systems will not be accessible until replacement computer equipment can be purchased. If this computer equipment was to be destroyed by a fire or even by water damage it would be a catastrophic event to the department as all of our computers operate out of this one control room.

THIS PROJECT IS RELATED TO THE FOLLOWING: N/A

EXPLANATION OF IMPACT ON OPERATING BUDGET: Although the total cost for all the computer equipment maintained in the server room is not known, savings will occur because new equipment should not have to be purchased after a fire disaster event. Current estimate of existing equipment is over $100,000.00.

TIME-LINE/CURRENT STATUS: If approved, the department would work to have the new fire suppression system installed as soon as possible.

COMMENTS: When the current server room was constructed funding was not available to install a fire suppression system other than a water based system. The City of Dover Fire Marshall Mr. Truax strongly recommends a replacing our current system with the chemical based fire suppression system for the server room .

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction		50,000						**50,000**
Miscellaneous								
Other								
TOTAL		**50,000**						**50,000**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund		50,000						**50,000**
TOTAL		**50,000**						**50,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

GIS Infrastructure and Mobile Solutions



FISCAL YEARS: 2009 - 2011

PROJECT NO:

CATEGORY: General

DEPARTMENT: Public Services - Administration

DEPT. RANKING: 3

NEW PROJECT: No

PROJECT DESCRIPTION: The GIS Infrastructure and Mobile Solutions Strategy is a plan to work toward improving GIS technologies by expanding its infrastructure. Having the ability to implement departmental needs throughout the City because of a sound cutting edge infrastructure is paramount. As the City moves forward in technology many of its needs are being pioneered in the GIS field. Mobile computing, wireless networking, custom web viewers and AVL (vehicle) tracking are just some examples of technology being utilized and developed with GIS.

NEED, JUSTIFICATION, BENEFIT: This strategy would procure hardware and software as well as perform pilot projects that would test the ability of the City to expand in such areas of technology. The types of hardware to be purchased are GPS receivers, patch antennas, laptops, vehicle mounts and lightweight clients. Software would be extensions used in conjunction with ESRI's ArcGIS software to perform specific tasks. Types of extensions are spatial analyst, network analyst, etc. ESRI Services may be purchased for help with advancement in the City's use of ArcGIS Server Mobile.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Delay deployment of GIS technology to various areas of City government.

THIS PROJECT IS RELATED TO THE FOLLOWING: GIS, IT Long Range Plan

EXPLANATION OF IMPACT ON OPERATING BUDGET: As pilot projects are preformed and found to be successful budgets will grow as the pilots are implemented department or city-wide. Future software maintenance and hardware replacement (sustainability)

TIME-LINE/CURRENT STATUS:

COMMENTS: The City is using two NASCAR races a year to implement new technologies. Along with training employees in these technologies we are utilizing techniques used in damage assessment and emergency recovery during daily race weekend operations. To continue expanding on such pilot projects we would need additional hardware and software. Other below represents ESRI services and support. Miscellaneous below represents mostly hardware and some software.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction								
Miscellaneous		30,380	10,000	10,000				**50,380**
Other		8,000	8,000	8,000				**24,000**
TOTAL		**38,380**	**18,000**	**18,000**				**74,380**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund		38,380	18,000	18,000				**74,380**
TOTAL		**38,380**	**18,000**	**18,000**				**74,380**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
			1,000	2,500	4,000	4,000		**11,500**

Street and Alley Program



FISCAL YEARS : 2009 - 2013

PROJECT NO:

CATEGORY: General

DEPARTMENT: Public Services - Streets

DEPT. RANKING: 1

NEW PROJECT: No

PROJECT DESCRIPTION: This project will rehabilitate approximately five percent of the street and alley network each year. The estimated capital maintenance costs are $33.7 million over a 20-year planning horizon in Fiscal Year 2005 dollars. This estimate is based on the needs survey conducted by Public Services in Fiscal Year 2004.

NEED, JUSTIFICATION, BENEFIT: The program identifies maintenance costs for 81.03 miles of streets and 15.24 miles of alleys. Replacement of deteriorated curbs, gutters, and sidewalks provides improved use, drainage, and the appearance of the pavement section.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Continuous maintenance on these assets will prevent more costly reconstruction in the future.

THIS PROJECT IS RELATED TO THE FOLLOWING: This project combines the former Street Resurfacing Program, the Alley Program, and the Barrier Free Access Ramp Program.

EXPLANATION OF IMPACT ON OPERATING BUDGET: N/A

TIME-LINE/CURRENT STATUS: The Street and Alley Program schedule is driven by funding and road ratings.

COMMENTS: The improvement schedule is based on the Fiscal Year 2004 ratings and Community Transportation Funds committed by area legislators. The annual funding split is proposed to be $700,000 from the General Fund and $1,000,000 from Community Transportation Funds in Fiscal Year 2009. Below is an outline of the Community Transportation Funding by fiscal year: Fiscal Year 2005 - $1,370,005, Fiscal Year - 2006 $569,350, Fiscal Year 2007 - $459,808, Fiscal Year - 2008 $435,945 as of January 28, 2008.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction	5,300,000	1,700,000	1,750,000	1,800,000	1,850,000	1,900,000		**14,300,000**
Miscellaneous								
Other								
TOTAL	**5,300,000**	**1,700,000**	**1,750,000**	**1,800,000**	**1,850,000**	**1,900,000**		**14,300,000**

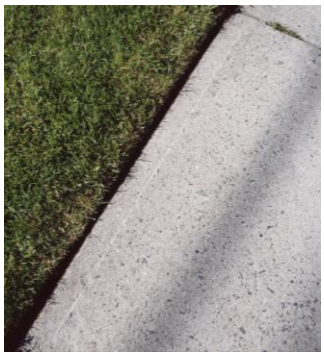
FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	1,550,000	700,000	750,000	800,000	850,000	900,000		**5,550,000**
Community Transportation Fund	3,750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000		**8,750,000**
TOTAL	**5,300,000**	**1,700,000**	**1,750,000**	**1,800,000**	**1,850,000**	**1,900,000**		**14,300,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Concrete Construction and Replacement Program



FISCAL YEARS : 2009 - 2013

PROJECT NO:

CATEGORY: General

DEPARTMENT: Public Services - Streets

DEPT. RANKING: 2

NEW PROJECT: No

PROJECT DESCRIPTION: This program replaces and rehabilitates deteriorated sidewalks and curbs throughout the City using in-house labor and private contractors. This is in accordance with the ADA.

NEED, JUSTIFICATION, BENEFIT: This program promotes the interconnection of the sidewalk network to conform to ISTEA (Intermodal Surface Transportation Efficiency Act) and rehabilitates sidewalks that have root damage from City street trees. This program also facilitates compliance with the Americans with Disabilities Act as it relates to the pedestrian network as well as improving localized drainage issues.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Delaying or eliminating the project will result in continued complaints and insurance claims from citizens and visitors. In addition, further deterioration of the sidewalk network will occur.

THIS PROJECT IS RELATED TO THE FOLLOWING: Street and Alley Program, Water and Sewer System Repairs, Electric Department projects

EXPLANATION OF IMPACT ON OPERATING BUDGET: There is no impact on the operating budget as reduction in insurance claims and improved pedestrian mobility is difficult to financially quantify.

TIME-LINE/CURRENT STATUS: Priority list updated continuously.

COMMENTS: The Department of Public Services maintains a prioritization list that outlines the categories of replacement. Complaints are entered on the list as they are received and prioritized by City staff.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design								
Land								
Construction	235,000	70,000	75,000	80,000	85,000	90,000		**635,000**
Miscellaneous								
Other								
TOTAL	**235,000**	**70,000**	**75,000**	**80,000**	**85,000**	**90,000**		**635,000**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund	235,000	70,000	75,000	80,000	85,000	90,000		**635,000**
TOTAL	**235,000**	**70,000**	**75,000**	**80,000**	**85,000**	**90,000**		**635,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL

Silver Lake Park Revitalization Project



FISCAL YEARS : 2009 - 2013

PROJECT NO:

CATEGORY: General

DEPARTMENT: Public Services - Streets

DEPT. RANKING: 4

NEW PROJECT: Yes

PROJECT DESCRIPTION: The proposed project will remove all of the old pavement and parking areas and construct a new central parking lot and access to the boat ramp area as well as access from Kings Highway. The existing pavement condition is in poor quality and the parking pods create a public perception problem. This project will plant trees, flowers, and shrubs below the dam on Silver Lake to Court Street along the St. Jones River in order to improve water quality and protect the stream bank. Project will be a multi-year project.

NEED, JUSTIFICATION, BENEFIT: Currently there are no stormwater management practices being implemented on this site and the location adjacent to the St. Jones River causes direct stormwater discharge to an environmentally sensitive area. The proposed reconstruction and relocation of the loaded parking lot will allow for best management practices regarding stormwater management to be implemented at this site.

CONSEQUENCES OF DELAYING OR ELIMINATING THIS PROJECT: Continuance of complaints regarding the parking pods, the further deterioration of the existing pavement sections and parking areas, lack of stormwater management practices, bank erosion related to stormwater runoff and poor site lighting.

THIS PROJECT IS RELATED TO THE FOLLOWING: St. Jones River Project as well as the dredging of Mirror Lake.

EXPLANATION OF IMPACT ON OPERATING BUDGET: none

TIME-LINE/CURRENT STATUS: Design proposed for Fiscal-2009, construction Fiscal-2010, landscaping implementation Fiscal-2011-2013.

COMMENTS: The proposed project includes parking reconstruction, planning and design and ultimately landscaping for this section of the St. Jones River. The project includes components of the Silver Lake Revitalization Project.

FIVE-YEAR COST BREAKDOWN SCHEDULE:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
Planning and Design		50,000						**50,000**
Land								
Construction			250,000					**250,000**
Miscellaneous				100,000	100,000	100,000		**300,000**
Other								
TOTAL		**50,000**	**250,000**	**100,000**	**100,000**	**100,000**		**600,000**

FINANCING:

	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL
General Fund		50,000	125,000	50,000	50,000	50,000		**325,000**
Comm. Transportation Fund			125,000					**125,000**
State Grant				50,000	50,000	50,000		**150,000**
TOTAL		**50,000**	**250,000**	**100,000**	**100,000**	**100,000**		**600,000**

IMPACT ON OPERATING BUDGET:

Description	Prior to 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	After 2013	TOTAL