

ELECTRIC DEPARTMENT

DEPARTMENTAL VISION

In order to insure that the City of Dover is a place where people will want to live, the Electric Department will endeavor to provide our customers with the safest and most reliable electric service at the lowest possible cost.

MAJOR PROGRAMS

ADMINISTRATION

Objective: The objective of this program is to provide overall administration of the Department's Engineering and Transmission & Distribution divisions as well as manage the power supply contracts and power plant operating agreements.

Measures:

1. Manage the power supply agreements within the parameters of the agreements for Fiscal Year 2005.
2. Manage the operating agreements within the parameters of the agreements for Fiscal Year 2005.

Previous 2004 Results:

- Provided administration and review of power supply agreements.
- Participated in the negotiations for new power supply agreement.
- Participated in the negotiations for new Interconnection Agreement with Conectiv.

DESIGN AND ENGINEERING

Objective: The objective of this program is to provide timely specifications to contractors and developers.

Measure: Provide specifications within four weeks of request.

CONSTRUCTION, MAINTENANCE, REPAIR, AND METERING

Objective: The objective of this program is to reduce power interruptions to customers using best practices and constant monitoring in our construction, maintenance, repair, and metering.

Measures:

1. Reduce power interruptions caused by controllable factors by five percent over the previous year.
2. Identify cause of each interruption and action taken to prevent interruptions due to the same cause. This will result in a monthly report to the City Manager for review.

Previous 2004 Results:

- Completed North State Street and Route 113 improvements.
- Purchased right-of-way for 69 KV line from Vasant to Mayfair design.
- Completed Walker Road overhead to underground improvements.
- Completed three-phase transformer change-out from 4 KV to 12 KV.

**OPERATIONS AND
CONTROL**

Objective: The objective of this program is to respond promptly to requests for electric service by implementing, training, and/or certifying systems operators and relay technicians.

Measure: Respond to all requests for electric service with 30 minutes.

Previous 2004 Results:

- Purchased Supervisory Control and Data Acquisition (SCADA) remote control units.
- Purchased and installed SCADA software.
- Purchased and installed Dictaphone recording device in System Operations.

**STRATEGIC
OBJECTIVES FOR
FISCAL YEAR
2004-2005**

1. **Hire one qualified engineering fieldman to decrease the time for providing specifications to contractors and developers.** This objective is part of the Design and Engineering program and advances the critical success factor of Customer Satisfaction.

Measure: Hire one qualified Engineering Fieldman by October 31, 2004, to reduce the time for providing specifications to four weeks.

Budget: \$58,000 – 480-8300-563.10-XX, Salary and Benefits

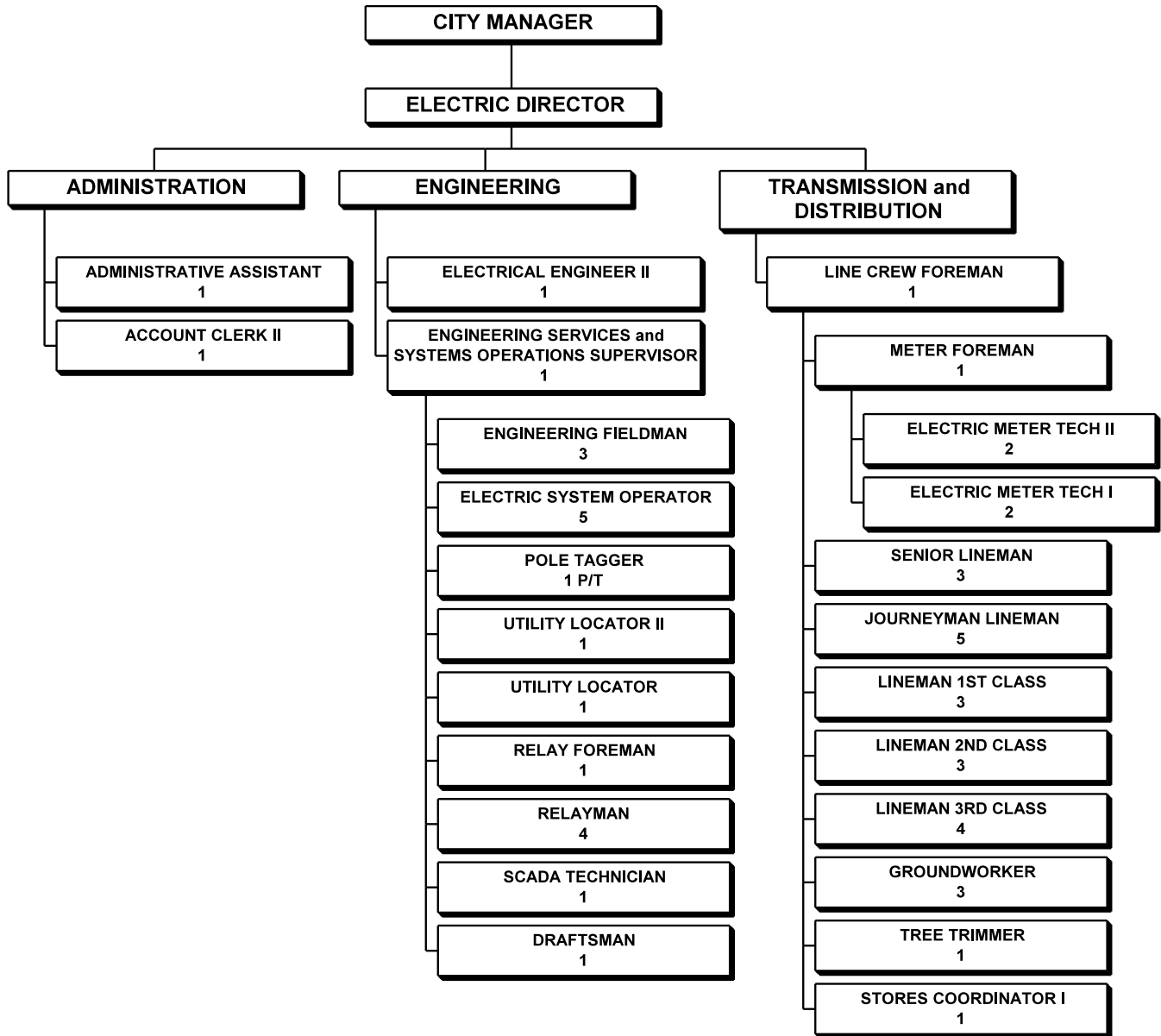
2. **Design and implement training procedures for relay men.** This objective is part of the Operations and Control program and advances the critical success factor of Customer Satisfaction.

Measure: Have four relaymen complete 100 percent of scheduled training.

3. **Certify all system operators as PJM Qualified System Operators.** This objective is part of the Operations and Control program and advances the critical success factor of Customer Satisfaction.

Measure: Certify each system operator as qualified PJM operators in order to provide them with the skills required to interface with PJM.

ELECTRIC DEPARTMENT ORGANIZATIONAL CHART FISCAL YEAR 2005



ELECTRIC ADMINISTRATION DIVISION

480/487-8400-564

ACCT	TITLE	2002/03 ACTUAL	2003/04 BUDGET	2003/04 REVISED	2004/05 BUDGET
10 - 11	SALARIES	137,988	166,063	169,747	280,200
10 - 14	FICA TAXES	10,323	12,507	12,056	17,536
10 - 15	HEALTH INSURANCE	16,669	20,949	21,067	34,457
10 - 16	L I D INSURANCE	693	739	899	1,326
10 - 17	WORKERS COMPENSATION	385	895	782	1,505
10 - 19	PENSION	12,218	25,132	21,559	62,270
	PERSONNEL COSTS	178,276	226,285	226,110	397,294
20 - 22	OFFICE SUPPLIES	6,266	7,000	6,200	6,400
20 - 23	PRINTING AND DUPLICATING	0	1,000	1,000	1,000
20 - 24	PHOTOGRAPHIC	120	300	300	300
20 - 31	BOOKS	232	250	50	250
20 - 38	COMPUTER HARDWARE	0	0	0	5,400
20 - 46	CITY BLDG MAINT SUPPLIES	74,335	87,600	81,800	81,800
20 - 58	WATER/SEWER	760	650	725	750
	MATERIALS & SUPPLIES	81,713	96,800	90,075	95,900
30 - 21	TELEPHONE/FAX	2,159	3,500	2,500	2,500
30 - 23	ELECTRICITY	16,543	16,000	16,000	16,800
30 - 27	SUBSCRIPTIONS AND DUES	21,507	45,190	45,190	39,815
30 - 28	TRAINING/CONF/FOOD/TRAVEL	7,858	12,250	10,750	9,250
30 - 29	CONSULTING FEES	21,649	50,000	100,000	50,000
30 - 31	CONTRACTUAL SERVICES	241,550	269,600	229,600	129,200
30 - 32	LEGAL EXPENSES	28,047	0	30,000	0
30 - 35	COMMUNITY RELATIONS EXP	19,184	20,000	20,000	20,000
	ADMINISTRATIVE EXPENDITURES	358,497	416,540	454,040	267,565
40 - 27	COMPUTER SOFTWARE PURCH	232	0	0	0
40 - 31	CONSTRUCTION - PURCHASE	1,853,657	0	0	0
	CAPITAL OUTLAY	1,853,889	0	0	0
	TOTAL EXPENDITURES	2,472,375	739,625	770,225	760,759
	REVENUES				
	ELECTRIC FUND	618,486	739,625	770,225	760,759
	ELECTRIC I & E FUND	1,853,889	0	0	0
	PERSONNEL:				
	FULL-TIME PERMANENT	3	3	3	3
	PART-TIME PERMANENT	0	0	0	0

ELECTRIC ENGINEERING DIVISION

480/487-8300-563

ACCT	TITLE	2002/03 ACTUAL	2003/04 BUDGET	2003/04 REVISED	2004/05 BUDGET
10 - 11	SALARIES	825,314	810,135	791,495	914,068
10 - 12	OVERTIME	44,218	30,000	45,000	30,000
10 - 13	TEMPORARY HELP	0	0	38,688	13,196
10 - 14	FICA TAXES	65,231	63,875	63,502	73,308
10 - 15	HEALTH INSURANCE	79,128	86,197	94,593	125,061
10 - 16	L I D INSURANCE	3,014	3,590	3,312	3,715
10 - 17	WORKERS COMPENSATION	16,355	25,518	23,573	27,933
10 - 18	EDUCATIONAL ASSISTANCE	0	0	0	1,200
10 - 19	PENSION	63,020	101,531	95,792	166,449
	PERSONNEL COSTS	1,096,280	1,120,846	1,155,955	1,354,930
20 - 21	FURNITURE/FIXTURES	0	1,970	1,970	1,970
20 - 24	PHOTOGRAPHIC	25	300	300	300
20 - 27	TRAFFIC/SIGNAL	239	7,000	3,500	3,000
20 - 28	MEDICAL SUP & PHYSICALS	55	400	400	300
20 - 29	UNIFORMS/UNIFORM ALLOW	276	2,000	500	500
20 - 31	BOOKS	348	1,000	500	500
20 - 32	SECURITY/SAFETY MATERIALS	2,337	8,000	3,000	3,000
20 - 33	SMALL TOOLS	520	2,000	1,500	2,000
20 - 37	COMPUTER SOFTWARE	1,358	1,000	6,000	5,792
20 - 38	COMPUTER HARDWARE	0	6,000	5,643	7,400
20 - 61	ELEC MATERIALS/SUPPLIES	18,638	198,000	133,000	130,000
	MATERIALS & SUPPLIES	23,796	227,670	156,313	154,762
30 - 21	TELEPHONE/FAX	18,438	17,080	17,080	17,720
30 - 23	ELECTRICITY	2,872	4,000	3,000	3,000
30 - 25	ADVERTISEMENT	297	600	0	0
30 - 27	SUBSCRIPTIONS AND DUES	243	1,400	950	980
30 - 28	TRAINING/CONF/FOOD/TRAVEL	2,958	9,900	9,900	11,000
30 - 31	CONTRACTUAL SERVICES	58,000	76,000	76,000	78,800
30 - 39	IN-HOUSE TRAINING	16,113	5,000	5,000	5,000
30 - 43	ENVIRONMENTAL EXPENSES	54,683	57,000	77,000	62,000
30 - 51	RIGHT OF WAY	0	0	0	2,000
30 - 61	OFF EQUIP/REPAIRS & MAINT	22	500	500	500
30 - 62	GASOLINE	8,325	8,000	8,600	9,000
30 - 64	TRUCK REPAIRS/MAINTENANCE	683	0	0	400
30 - 66	OTHER EQUIP REPAIRS/MAINT	4,126	5,000	5,000	5,000
30 - 67	RADIO REPAIRS/MAINTENANCE	8,111	8,000	8,000	9,500
	ADMINISTRATIVE EXPENDITURES	174,871	192,480	211,030	204,900
20 - 38*	COMPUTER HARDWARE	4,665	0	0	0
20 - 61*	ELEC MATERIALS/SUPPLIES	72,835	0	0	0
40 - 22	AUTOMOBILES - PURCHASE	0	0	0	14,127
40 - 23	TRUCKS - PURCHASE	0	0	0	60,073
40 - 25	OTHER EQUIP - PURCHASE	0	11,000	9,426	297,576
40 - 27	COMPUTER SOFTWARE PURCH	0	0	0	23,000
	CAPITAL OUTLAY	77,500	11,000	9,426	394,776
50 - 57	4KV TO 12KV CONVERSION	196,879	214,000	214,000	214,000
50 - 63	DISTRIBUTION RECLOSURES	0	30,000	30,000	0
	CAPITAL OUTLAY	196,879	244,000	244,000	214,000
60 - 67	230KV TIE WITH CONECTIV	351,541	9,300,000	9,300,000	0
60 - 74	69KV LINE VANSANT-MAYFAIR	0	60,000	60,000	300,000
	CAPITAL OUTLAY	351,541	9,360,000	9,360,000	300,000

ELECTRIC ENGINEERING DIVISION

480/487-8300-563

ACCT	TITLE	2002/03 ACTUAL	2003/04 BUDGET	2003/04 REVISED	2004/05 BUDGET
70 - 26	RELAYS AND CONTROLS	0	10,000	10,000	30,000
70 - 27	SUBSTATIONS	28,363	40,000	40,000	40,000
70 - 35	TRANSMISSION/SWITCHES	0	20,000	20,000	20,000
70 - 52	SCADA REMOTE CONTROL UNIT	0	24,000	14,160	24,000
70 - 53	SCADA SOFTWARE	0	18,000	11,168	0
70 - 55	NORTH STATE ST/RT 113	0	80,000	80,000	0
70 - 70	MAYFAIR SUP UPG 22KV-69KV	325,488	207,500	207,500	0
	CAPITAL OUTLAY	353,851	399,500	382,828	114,000
90 - 25	DISTRIBUTION UPGRADES	210,299	558,252	558,252	200,000
90 - 29	DIVISION ST SUBSTATION	367,489	537,500	537,500	0
90 - 78	RELOCATE 69 LINE GARRISON	0	0	0	273,900
	CAPITAL OUTLAY	577,788	1,095,752	1,095,752	473,900
	TOTAL EXPENDITURES	2,852,506	12,651,248	12,615,304	3,211,268
REVENUES:					
	ELECTRIC FUND	1,294,947	1,540,996	1,523,298	1,714,592
	ELECTRIC I & E FUND	1,557,559	11,110,252	11,092,006	1,496,676
PERSONNEL:					
	FULL-TIME PERMANENT	21	19	18	19
	PART-TIME PERMANENT	1	1	1	1

*20-38 and 20-61 are typically operating accounts but were established in Fiscal Year 2003 to provide for easier capitalization purposes. These account will not be capitalized because items in this account do not satisfy the criteria for capitalization (\$5,000 or more value and/or providing longevity of an asset).

TRANSMISSION and DISTRIBUTION DIVISION

480/487-8200-562

ACCT	TITLE	2002/03 ACTUAL	2003/04 BUDGET	2003/04 REVISED	2004/05 BUDGET
10 - 11	SALARIES	1,293,814	1,300,528	1,255,757	1,319,058
10 - 12	OVERTIME	82,383	97,000	97,000	97,000
10 - 14	FICA TAXES	103,200	106,528	106,528	101,660
10 - 15	HEALTH INSURANCE	147,427	183,008	183,008	226,735
10 - 16	L I D INSURANCE	4,694	5,283	5,283	5,250
10 - 17	WORKERS COMPENSATION	31,772	52,282	52,282	54,175
10 - 18	EDUCATIONAL ASSISTANCE	271	600	600	600
10 - 19	PENSION	102,604	163,677	163,677	248,660
	PERSONNEL COSTS	1,766,165	1,908,906	1,864,135	2,053,138
20 - 21	FURNITURE/FIXTURES	521	550	550	600
20 - 24	PHOTOGRAPHIC	0	200	200	0
20 - 28	MEDICAL SUP & PHYSICALS	1,395	1,515	1,515	950
20 - 29	UNIFORMS/UNIFORM ALLOW	142	4,000	2,000	2,000
20 - 31	BOOKS	0	150	150	0
20 - 32	SECURITY/SAFETY MATERIALS	20,293	16,275	16,275	16,275
20 - 33	SMALL TOOLS	15,892	24,200	16,000	16,400
20 - 37	COMPUTER SOFTWARE	893	1,500	0	1,500
20 - 38	COMPUTER HARDWARE	504	1,500	1,500	5,400
20 - 53	METERS/METER SUPPLIES	17,629	20,000	20,000	20,500
20 - 58	WATER/SEWER	53	80	80	75
20 - 61	ELEC MATERIALS/SUPPLIES	108,118	350,000	350,000	360,000
	MATERIALS & SUPPLIES	165,440	419,970	408,270	423,700
30 - 21	TELEPHONE/FAX	2,375	2,500	2,500	2,500
30 - 23	ELECTRICITY	95	100	100	100
30 - 24	HEATING OIL/GAS	4,953	5,000	5,000	5,000
30 - 28	TRAINING/CONF/FOOD/TRAVEL	7,675	8,400	9,900	8,950
30 - 31	CONTRACTUAL SERVICES	37,649	333,600	303,600	353,900
30 - 39	IN-HOUSE TRAINING	3,692	5,000	3,000	7,000
30 - 43	ENVIRONMENTAL EXPENSES	39,762	46,394	75,000	50,000
30 - 51	RIGHT OF WAY	7,445	7,500	7,500	7,500
30 - 62	GASOLINE	25,038	20,000	25,532	26,000
30 - 64	TRUCK REPAIRS/MAINTENANCE	20,310	30,000	25,000	12,500
30 - 66	OTHER EQUIP REPAIRS/MAINT	5,105	10,000	10,000	10,000
30 - 67	RADIO REPAIRS/MAINTENANCE	4,141	5,465	5,465	3,483
	ADMINISTRATIVE EXPENDITURES	158,240	473,959	472,597	486,933
20 - 61*	ELEC MATERIALS/SUPPLIES	243,582	0	0	0
40 - 23	TRUCKS - PURCHASE	135,934	92,000	87,542	106,000
40 - 25	OTHER EQUIP - PURCHASE	78,312	25,000	17,500	27,000
40 - 31	CONSTRUCTION - PURCHASE	88,676	0	0	0
40 - 42	LEASED EQUIP & VEHICLES	76,209	113,114	113,114	113,114
	CAPITAL OUTLAY	622,713	230,114	218,156	246,114
60 - 21	OH TRANSFORMERS	-731	0	0	0
60 - 31	UG TRANSFORMERS	167,401	170,000	150,650	170,000
60 - 34	UG CONDUCTORS/DEVICES	229,119	250,000	269,350	250,000
60 - 46	METERS	179,686	189,950	189,950	195,000
	CAPITAL OUTLAY	575,475	609,950	609,950	615,000
	TOTAL EXPENDITURES	3,288,033	3,642,899	3,573,108	3,824,885
	REVENUES:				
	ELECTRIC FUND	2,089,845	2,802,835	2,745,002	2,963,771
	ELECTRIC I & E FUND	1,198,188	840,064	828,106	861,114
	PERSONNEL:				
	FULL-TIME PERMANENT	31	29	29	29
	PART-TIME PERMANENT	0	0	0	0

*20-61 is typically an operating account but was established in Fiscal Year 2003 to provide for easier capitalization purposes. This account will not be capitalized because items in this account do not satisfy the criteria for capitalization (\$5,000 or more value and/or providing longevity of an asset).

ELECTRIC TREE TRIMMERS DIVISION

480/487-8600-526

(for informational purposes only)

ACCT	TITLE	2002/03 ACTUAL	2003/04 BUDGET	2003/04 REVISED	2004/05 BUDGET
10 - 11	SALARIES	44,592	0	0	0
10 - 12	OVERTIME	210	0	0	0
10 - 14	FICA TAXES	3,524	0	0	0
10 - 15	HEALTH INSURANCE	7,609	0	0	0
10 - 16	L I D INSURANCE	201	0	0	0
10 - 17	WORKERS COMPENSATION	1,151	0	0	0
10 - 19	PENSION	3,466	0	0	0
	PERSONNEL COSTS	60,753	0	0	0
20 - 29	UNIFORMS/UNIFORM ALLOW	33	0	0	0
20 - 32	SECURITY/SAFETY MATERIALS	59	0	0	0
20 - 33	SMALL TOOLS	273	0	0	0
20 - 61	ELEC MATERIALS/SUPPLIES	1,097	0	0	0
	MATERIALS & SUPPLIES	1,462	0	0	0
30 - 21	TELEPHONE/FAX	208	0	0	0
30 - 28	TRAINING/CONF/FOOD/TRAVEL	1,300	0	0	0
30 - 31	CONTRACTUAL SERVICES	191,828	0	0	0
30 - 62	GASOLINE	1,260	0	0	0
30 - 64	TRUCK REPAIRS/MAINTENANCE	225	0	0	0
30 - 66	OTHER EQUIP REPAIRS/MAINT	806	0	0	0
30 - 67	RADIO REPAIRS/MAINTENANCE	257	0	0	0
	ADMINISTRATIVE EXPENDITURES	195,884	0	0	0
	TOTAL EXPENDITURES	258,099	0	0	0
	REVENUES:				
	ELECTRIC FUND	258,099	0	0	0
	ELECTRIC I & E FUND	0	0	0	0
	PERSONNEL:				
	FULL-TIME PERMANENT	5	0	0	0
	PART-TIME PERMANENT	0	0	0	0