



FEBRUARY 2004 BUDGET REPORT

**CITY OF DOVER
COUNCIL MEETING
MARCH 22, 2004**

GENERAL NOTES

- 1) Please note that the original budget figures and prior year, year-to-date totals received and expended are included for comparison.**
- 2) The revised budget figures are presented in these reports.**
- 3) Explanatory notes are provided for major variances for each budget.**
- 4) For your approval, enclosed are the budget reports for FEBRUARY 2004.**

**PREPARED FOR: MAYOR AND COUNCIL
PREPARED BY: FINANCE DEPARTMENT**

CITY OF DOVER
GENERAL FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPT REPORT #8
FEBRUARY 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPTS BUDGET BALANCE	67% % BUDGET RECEIVED	RECEIVED YTD 02/03
Beginning Balance (1)	\$ 1,919,152	\$ 1,919,152	\$ -	\$ 2,890,843	\$ (971,691)	151%	\$ 2,266,936
Fines & Police Revenue (2)	610,020	610,020	32,832	325,365	284,655	53	380,624
911 Fee (3)	64,000	64,000	5,097	36,817	27,183	58	43,236
Interest Transfers and Earnings (4)	125,000	125,000	22,284	133,177	(8,177)	107	94,535
Library Revenues - General	33,700	33,700	2,593	21,976	11,724	65	25,226
Library Revenues - County Reimb. (5)	295,745	295,745	-	236,327	59,418	80	157,981
Business Licenses (6)	1,269,000	1,269,000	25,739	1,133,199	135,801	89	1,146,322
Permits & Other Licenses (7)	777,600	777,600	91,620	708,599	69,001	91	512,180
Miscellaneous Revenues (8)	75,850	75,850	836	42,772	33,078	56	44,448
Police Extra Duty Fees (9)	372,280	372,280	11,316	184,326	187,954	50	223,057
Property Taxes (10)	7,205,850	7,205,850	4,668	7,112,142	93,708	99	6,950,011
Recreations Revenue (11)	90,000	90,000	9,532	42,929	47,071	48	38,686
Franchise Fees (12)	340,000	340,000	-	272,014	67,986	80	251,423
Transfer Tax (13)	1,250,000	1,250,000	99,447	1,027,470	222,530	82	2,077,641
Trash Fees	885,000	885,000	76,079	612,166	272,834	69	603,884
DSWA-Trash Fee Rebate (14)	160,000	160,000	-	159,556	444	100	171,448
Garrison Farm Rent	28,213	28,213	-	28,213	-	100	28,213
Court of Chancery Fees	-	-	57,580	285,960	(285,960)	-	-
Internet Revenue	27,720	27,720	1,663	14,219	13,501	51	10,938
Intrafund Service Receipts Water/Wastewater (15)	853,786	853,786	60,374	526,278	327,508	62	-
Intrafund Service Receipts Electric (15)	3,210,934	3,210,934	218,406	1,929,401	1,281,533	60	-
Grants:							
FEMA (16)	-	-	-	54,906	(54,906)	-	-
Municipal Street Aid (17)	800,000	800,000	-	266,301	533,699	33	401,719
Police Related (18)	230,000	230,000	-	77,799	152,201	34	61,310
Recreation (19)	-	-	-	20,000	(20,000)	-	-
Transfer from Parkland Reserve	20,000	20,000	-	20,000	-	100	-
Transfer from Capital Asset Reserve	458,216	458,216	-	458,216	-	100	-
Transfer from Water/Wastewater Fund	831,000	831,000	415,500	831,000	-	100	225,000
Transfer from Electric Fund	4,701,664	4,701,664	-	4,701,664	-	100	2,630,000
TOTALS	\$ 26,634,730	\$ 26,634,730	\$ 1,135,566	\$ 24,153,635	\$ 2,481,095	91%	\$ 18,344,818

NOTES:

- (1) **Beginning Balance: \$2,890,843** This is the audited balance available on July 1, 2003.
- (2) **Fines and Police Revenue: 53%** This item is not time based. The receipts of fine revenues from the courts and from the department reflect the activities and when the cash is received by them.
- (3) **911 Fee: 58%** This fee is received for the 911 service and is received through a charge on telephone service.
- (4) **Interest Transfers and Earnings: 107%** This item is from the investment of available working capital.
- (5) **Library Revenue - County Reimbursement:** This item is received quarterly. The third quarter payment was received in January.
- (6) **Business Licenses: 89%** The applications are mailed in June and the majority of the license fees are received in June and July.
- (7) **Permits and Other Licenses: 91%** This item includes various license and permit fees received. Recent activity is related to dorms at DSU and rental dwelling permits.
- (8) **Miscellaneous Revenues:** Received \$20,886 in September 2003 from the City Auction. Includes grass cutting, return check fees, trash can replacements, reimbursement of sheriff sale fees and pay phone commissions.

(9) **Police Extra Duty: 50%** Billed one month in arrears.

(10) **Property Taxes: 99%** The total received reflects the amount billed in July. The received amount includes the following:

<u>RECEIVED FROM</u>	<u>AMOUNT</u>	<u>FOR</u>
Monzack and Monaco	\$ 8,878	Farm Land Roll Back Taxes - Lafferty Lane
John Hunn Brown	\$ 8,384	Farm Land Roll Back Taxes
State of Delaware	\$ 92,229	In Lieu of Taxes- State properties
St. Andrews	\$ 1,300	In Lieu of Taxes

(11) **Recreations Revenue: 48%** This item is not time-based. Large amounts are received in April and May for softball league fees.

(12) **Franchise Fees Revenue: 80%** Comcast and Cavalier receipts. Recorded on a cash basis each quarter when the checks are received. Receipts in July were for April, May and June 2003. Receipts in October were for July, August & September 2003.

(13) **Transfer Tax: 82%** The revenue is based on real estate activity in Dover.

The more significant receipts are as follows:

Clark Realty	\$ 45,000	Rojan, LLC	\$ 14,250
Cannon Mill	11,400	Vicmar, LLC	10,350
Connal Properties	19,875	Tony Ashburn & Son	15,493
1021 Partners LLC	30,000	West North Street	13,875
Wawa Inc.	13,500		
Apple Delaware	42,654		
Benher LLC	12,000		
Cohab Realty, LLC	49,902		

(14) **DSWA-Trash Fee Rebate:** Received once a year. We received \$159,556 in August.

(15) **Intrafund Service Receipts Water/Wastewater & Electric:** All previously classified Internal Service fund departments are moved to the General Fund beginning in fiscal year 2004. Services are provided by these departments to the Water/Wastewater and Electric funds. This item is added for the allocation amounts billed monthly.

(16) **FEMA Grant:** Received \$114,962 FEMA grant in December for Hurricane Isabel. Revenue is also recorded in Water Wastewater and Electric funds.

(17) **Municipal Street Aid:** State funds are usually received quarterly. Transfers are made to the General Fund as expenditures are made. \$266,301 was transferred in December.

(18) **Police Related:** This item comes in on the basis of projects done and transfer from grants; also related to Police Extra Duty.

(19) **Recreation:** Unbudgeted state grant receipt for Silver Lake Playground equipment.

CITY OF DOVER
GENERAL FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
BUDGET REPORT #8
FEBRUARY 2004

EXPENDITURES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED	EXPENDED YTD 02/03
City Clerk	\$ 245,471	\$ 245,471	\$ 17,798	\$ 148,473	\$ 96,998	60%	\$ -
Council	146,032	146,032	8,345	83,504	62,528	57	-
Tax Assessor	152,713	152,713	9,664	83,114	69,599	54	76,346
Fire (1)	817,753	817,753	34,593	580,031	237,722	71	527,234
Grounds	923,477	924,677	57,953	527,080	397,597	57	-
Library	856,472	856,472	60,569	565,792	290,680	66	530,513
Recreation (2)	545,563	550,918	25,854	308,811	242,107	56	278,382
Planning	192,094	193,294	13,572	136,786	56,508	71	81,045
Public Inspections	840,621	839,421	75,161	476,302	363,119	57	479,316
Police	9,365,435	9,365,435	675,403	5,677,190	3,688,245	61	5,482,465
Police Extra Duty (3)	452,280	452,280	16,074	249,997	202,283	55	289,659
Streets	1,024,013	1,024,013	61,140	741,948	282,065	72	544,576
Sanitation	2,152,851	2,149,251	122,610	1,459,191	690,060	68	1,371,921
Allocated Expenses	-	-	-	-	-	-	1,525,498
City Manager	306,841	306,841	19,352	197,066	109,775	64	-
Information Technology	687,351	687,351	34,381	409,542	277,809	60	-
Finance	531,955	531,955	35,222	340,537	191,418	64	-
P W Administration	257,367	259,767	20,580	169,754	90,013	65	-
Facilities Management	932,203	932,203	62,312	536,002	396,201	57	-
Engineering	215,214	215,214	17,076	144,145	71,069	67	-
Central Services	701,560	696,205	46,614	377,233	318,972	54	-
Vehicle Maintenance	572,624	572,624	45,677	327,618	245,006	57	-
Administrative Services	843,975	843,975	61,240	506,725	337,250	60	-
Human Resources	282,375	282,375	17,452	130,770	151,605	46	-
Mayor (4)	98,429	98,429	4,092	64,993	33,436	66	-
Debt Service (5)	685,739	685,739	-	678,266	7,473	99	688,543
Transfer to Post Retirement Benefit Reserve	135,286	135,286	-	-	135,286	-	-
Insurance	478,869	478,869	47,254	378,404	100,465	79	-
Retirees Health Care	512,638	512,638	44,421	365,094	147,544	71	287,659
Merit Reserve	22,713	22,713	-	-	22,713	-	-
Transfer to CDBG Fund	-	-	-	-	-	-	5,900
Appropriation to Workman's Comp Fund	-	-	-	-	-	-	296,914
Budget Bal-Working Capital	1,654,816	1,654,816	-	-	1,654,816	-	-
TOTALS	\$ 26,634,730	\$26,634,730	\$ 1,634,409	\$ 15,664,368	\$ 10,970,362	59%	\$ 12,465,971

NOTES:

All previously classified Internal Service departments are moved to the General Fund beginning in fiscal year 2004. Services provided to the Water/Wastewater and Electric departments are allocated monthly and the revenue is reported on page 1 under Intrafund Service Receipts.

- (1) **Fire: 71%** In July an annual payment of \$130,000 is made towards the appropriation of Fire Station #2 (\$60,000) and the ladder truck (\$70,000). The brush truck appropriation was also made in July in the amount of \$7,775 and the appropriation for Fire truck#3 was made in the amount of \$88,000. The annual \$35,000 appropriation for the Pierce Rescue Truck was made in December.
- (2) **Recreation: 56%** Includes purchase of playground equipment for \$49, 942. This item is partially offset by the Recreation grant. Please see page 1.
- (3) **Police Extra Duty: 55%** Offset by fees and grants.
- (4) **Mayor: 66%** Annual donations to Central Delaware Economic Council and Kent County Tourism Council were made in July. In December \$3,900 was paid to Central Delaware Economic Development for City Advertising.
- (5) **Debt Service: 99%** Major amount of principal and interest payments for the 1992, 1993 and 1995 G.O. Bonds were made in July 2003. Some interest is paid in January 2004. \$67,057 was paid in December for the 1992 & 1995 G.O. Bonds refinancing.

**CITY OF DOVER
COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004**

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Prior year balance	\$ 116,349	\$ 116,349	\$ -	\$ 338,906	\$ (222,557)	291%
Grants Revenue (1)	500,000	500,000	-	685,591	(185,591)	137
Transfer from General Fund (2)	250,000	250,000	-	250,000	-	100
Interest	-	-	114	1,490	(1,490)	-
TOTALS	\$ 866,349	\$ 866,349	\$ 114	\$ 1,275,987	\$ (409,638)	147%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Program Expenses (3)	\$ 866,349	\$ 866,349	\$ 148,393	\$ 1,286,345	\$ (419,996)	148%
TOTALS	\$ 866,349	\$ 866,349	\$ 148,393	\$ 1,286,345	\$ (419,996)	148%

NOTES:

- (1) **Grants Revenue:** Represents amounts committed by State Legislators to assist with capital projects.
- (2) **Transfer from General Fund:** Represents annual amount appropriated for street related projects from the Street Division budget. The Transfer was done in December.
- (3) **Program Expenses:** Expenses exceed receipts. A temporary loan is being provided from the General Fund.

	<u>Actual</u>
Dover High School Ditch	\$ 164,650
Streets & Alley's	949,627
Streets & Alley's	304
Generic Substation Signs	19,135
Greenview Dev Street Light	5,988
North Street Sidewalk	-
Dover Little League Park	146,641
	<u>\$ 1,286,345</u>

**CITY OF DOVER
TRANSPORTATION ENHANCEMENT GRANT FUND
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004**

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Prior year balance	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Grant - Loockerman Street (1)	66,631	66,631	-	93,153	(26,522)	140
Grant - Hansen House	144,000	144,000	-	-	144,000	-
Preservation Delaware - Hansen House	16,000	16,000	-	-	16,000	-
General Fund - Hansen House (2)	20,000	20,000	-	-	20,000	-
TOTALS	\$ 246,631	\$ 246,631	\$ -	\$ 93,153	\$ 153,478	38%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Loockerman Street Project	\$ 66,631	\$ 66,631	\$ 4,966	\$ 40,307	\$ 26,324	60%
Timothy Hanson House	180,000	180,000	-	-	180,000	-
TOTALS	\$ 246,631	\$ 246,631	\$ 4,966	\$ 40,307	\$ 206,324	16%

NOTES:

- (1) **Grant - Loockerman Street:** The final payment for the Downtown Dover Pedestrian Amenities project was received in January
- (2) **General Fund: \$20,000** These funds were not budgeted in the General Fund. The current plan is to use the reimbursement of the design and engineering fees on the Loockerman Street project in place of a contribution from the General Fund.

CITY OF DOVER
WATER /WASTEWATER FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
REVENUE REPORT #8
FEBRUARY 2004

REVENUES	ORIGINAL BUDGET	REVISED BUDGET	REVENUE FEBRUARY 2004	REVENUE TOTAL TO DATE	REVENUE BUDGET BALANCE	67% % BUDGET RECEIVED	RECEIVED YTD 02/03
Beginning Bal-Water (1)	\$ 867,101	\$ 867,101	\$ -	\$ 894,744	\$ (27,643)	103%	\$ 670,944
Beginning Bal-Wastewater (1)	558,403	558,403	-	193,749	364,654	35	801,254
Beginning Bal-Kent Co Sewer Adj. (1)	2,648	2,648	-	-	2,648	-	209,523
Water Fees	3,905,041	3,905,041	282,894	2,580,353	1,324,688	66	2,639,938
Wastewater Fees	2,632,047	2,632,047	206,291	1,742,663	889,384	66	1,749,856
Wastewater Adjustment Fees	2,951,083	2,951,083	221,462	1,887,756	1,063,327	64	1,931,585
Miscellaneous Service Fees (2)	41,950	41,950	6,590	37,111	4,839	88	46,779
Water Tank Space Leasing (3)	155,745	155,745	-	118,146	37,599	76	90,332
Interest Earnings and Transfers (4)	40,000	40,000	114,781	121,856	(81,856)	305	22,118
Grant Revenue - FEMA	-	-	-	11,912	(11,912)	-	-
Impact Fees (5)	665,000	665,000	48,199	384,562	280,438	58	529,083
TOTALS	\$ 11,819,018	\$ 11,819,018	\$ 880,217	\$ 7,972,852	\$ 3,846,166	67%	\$ 8,691,412

NOTES:

- (1) **Total Beginning Balances: \$1,088,493** This is the audited balance available on July 1, 2003.
- (2) **Miscellaneous Service Fees: 88%** This revenue depends on work requested by the customers. Favorable variance due to increased customer installations and penalties. \$19,999 received year to date for installations.
- (3) **Water Tank Space Leasing: 76%** Eight leases for tank space are in place. The amounts are received throughout the year on the anniversary dates of the leases.
- (4) **Interest Earnings and Transfers:** \$113,495 was transferred from Trustee accounts in February 2004.
- (5) **Impact Fees: 58%** Large receipts include the following:

18 Old Rudnick La	\$17,100
3282 N. Dupont Hwy	30,400
1 American Ave	15,200
	<u>\$62,700</u>

CITY OF DOVER
WATER/WASTEWATER FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
BUDGET REPORT #8
FEBRUARY 2004

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED	EXPENDED YTD 02/03
Construction (1)	\$ 446,065	\$ 446,065	\$ 37,596	\$ 274,535	\$ 171,530	62%	\$ -
Water	908,528	908,528	70,786	492,084	416,444	54	458,741
Water Treatment Plant	588,192	588,192	50,131	378,271	209,921	64	300,276
Wastewater	688,734	688,734	63,886	500,019	188,715	73	398,522
Water Meter Reading	50,349	50,349	3,492	29,777	20,572	59	29,240
Kent County Treatment Fee (2)	2,953,731	2,953,731	299,992	2,516,468	437,263	85	1,861,068
Retirees Health Care	97,019	97,019	6,649	59,895	37,124	62	53,767
Intrafund Service Fees	853,786	853,786	60,374	526,278	327,508	62	950,542
Debt Service - Water (3)	850,206	850,206	38,363	569,564	280,642	67	564,529
Debt Service - Wastewater	872,552	872,552	58,564	513,170	359,382	59	511,991
Merit Reserve	3,785	3,785	-	-	3,785	-	-
Debt Service - Arbitrage Rebate (4)	-	-	-	25,622	(25,622)	-	-
Transfer to Wastewater I/E	87,804	87,804	-	-	87,804	-	662,408
Transfer to Water I/E	513,559	513,559	-	-	513,559	-	559,158
Transfer to Impact Fees Reserves	147,860	147,860	-	-	147,860	-	-
Transfer to Capital Asset Reserve	160,000	160,000	-	-	160,000	-	-
Transfer to Workman's Comp. Fund	-	-	-	-	-	-	18,319
Transfer to General Fund from Water	415,500	415,500	207,750	415,500	-	100	125,000
Transfer to General Fund from Wastewater	415,500	415,500	207,750	415,500	-	100	100,000
Post-Retirement Benefits Reserve	156,654	156,654	-	-	156,654	-	-
Budget Bal. - Work. Cap Water	809,048	809,048	-	-	809,048	-	-
Budget Bal. - Work. Cap WW	800,146	800,146	-	-	800,146	-	-
TOTALS	\$ 11,819,018	\$ 11,819,018	\$ 1,105,333	\$ 6,716,683	\$ 5,102,335	57%	\$ 6,593,561

NOTES:

All previously classified Internal Service departments are moved to the General Fund beginning in fiscal year 2004. Services provided to the Water/Wastewater and Electric departments are allocated monthly and the revenue is reported on page 1 under Intrafund Service Receipts.

- (1) **Construction: 62%** This department has moved from the Internal Service Fund.
- (2) **Kent County Treatment Fee 85%** Budget amount to be adjusted at mid-year review.
- (3) **Debt Service - Water: 67%** This item includes a large principal payment in July for 1993 A bonds.
- (4) **Debt Service - Arbitrage Rebate** \$25,622 was paid to the Internal Revenue Service in December for Arbitrage Compliance.

CITY OF DOVER
WATER/WASTEWATER IMPROVEMENT AND EXTENSION FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED	RECEIVED FY 02/03
Beginning Balance-Water (1)	\$ 433,115	\$ 433,115	\$ -	\$ 653,669	\$ (220,554)	151%	\$ 299,035
Beginning Balance-Wastewater (1)	801,734	801,734	-	824,231	(22,497)	103	172,149
Bond Issue Proceeds	1,600,000	1,600,000	-	1,600,000	-	100	-
Miscellaneous Receipts	275,000	275,000	-	-	275,000	-	-
State Grant/Reimbursements	-	-	-	-	-	-	64,944
Interest Earned	-	-	994	7,944	(7,944)	-	9,241
Transfer from Water WW for Water	513,559	513,559	-	-	513,559	-	559,158
Transfer from Water WW for Wastewater	87,804	87,804	-	-	87,804	-	662,408
Transfer from Impact Fee Reserve	350,000	350,000	-	-	350,000	-	-
TOTALS	\$ 4,061,212	\$ 4,061,212	\$ 994	\$ 3,085,844	\$ 975,368	76%	\$ 1,766,935

EXPENSES	ORIGINAL BUDGET	REVISED ANNUAL EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED	EXPENDED FY 02/03
Water (2)	\$ 1,147,488	\$ 1,147,488	\$ 2,815	\$ 168,801	\$ 978,687	15%	\$ 191,754
Wastewater (2)	2,083,423	2,083,423	22,081	236,303	1,847,120	11	86,520
Water Meter Reading (3)	20,000	20,000	11,612	11,612	8,388	58	-
Water Construction (4)	95,664	95,664	22	74,986	20,678	78	-
Budget Bal. Water - Working Capital	446,354	446,354	-	-	446,354	-	-
Budget Bal. Wastewater - Working Capital	268,283	268,283	-	-	268,283	-	-
TOTALS	\$ 4,061,212	\$ 4,061,212	\$ 36,530	\$ 491,702	\$ 3,569,510	12%	\$ 278,274

NOTES:

(1) **Total Beginning Balances: \$1,477,900** This is the audited balance available on July 1, 2003.

(2) **Water & Wastewater:** See below:

	Budget	Actual		Budget	Actual
Water			Wastewater		
Elevated Storage Tank	\$ 84,565	\$ 42,283	Meter Reading Tec Upgrade	\$ 25,000	\$ 24,811
Wellhead Redevelopment	74,500	52,178	Turnberry P S Upgrade	100,000	111,067
Meter Reading Tech Upgrade	25,000	24,811	Puncheon Run Motor Co	350,000	28,414
Division Street Water Main	600,000	-	Walker Road Pump Station	250,000	33,721
Misc. Distribution Sus	45,000	100	Garrison Oak Pump Station	170,000	13,543
West Dover Water Loop	200,000	1,972	US 13 Sanitary Swr In	1,175,000	2,882
US 13 Water Main Crossing	100,000	-	Lease Payments	13,423	11,434
Lease Payments	13,423	11,434	High Pressure Pump	-	10,432
Cooper Road Water Main	5,000	4,297		\$ 2,083,423	\$ 236,303
High Pressure Pump	-	10,432			
Water System Scada Upgrade	-	21,295			
	\$ 1,147,488	\$ 168,801			

(3) **Water Meter Reading:** \$20,000 is budgeted for truck purchases.

(4) **Water Construction:** See below

	Budget	Actual
Truck Purchases	\$ 35,000	\$ 26,120
Construction Purchase	15,000	13,537
Lease Payments	45,664	35,329
	\$ 95,664	\$ 74,986

CITY OF DOVER
ELECTRIC REVENUE FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
REVENUE AND BUDGET REPORT #8
FEBRUARY 2004

REVENUES	ORIGINAL BUDGET	REVISED REVENUE BUDGET	REVENUE FEBRUARY 2004	REVENUE TOTAL TO DATE	REVENUE BUDGET BALANCE	67% %BUDGET RECEIVED	RECEIVED YTD 02/03
Beginning Balance (1)	\$ 3,986,103	\$ 3,986,103	\$ -	4,369,426	\$ (383,323)	110%	\$ 4,104,367
Sales to Customers	54,480,118	54,480,118	4,213,358	38,495,376	15,984,742	71	39,353,095
Purchased Power Adjustment	1,082,671	1,082,671	76,895	671,827	410,844	62	-
Utility Tax	1,023,996	1,023,996	70,454	675,681	348,315	66	677,178
Miscellaneous Revenue	496,000	496,000	25,998	343,337	152,663	69	354,360
Interest Earnings and Transfers (2)	120,000	120,000	10,319	78,424	41,576	65	85,424
Rental Income - Weyandt Hall	165,908	165,908	23,119	118,646	47,262	72	99,751
Grants Revenue - FEMA	-	-	-	48,143	(48,143)	-	-
Duke Contract Revenue	-	-	-	491,922	(491,922)	-	-
TOTALS	\$ 61,354,796	\$61,354,796	\$ 4,420,143	\$ 45,292,782	\$ 16,062,014	74%	\$ 44,674,175

EXPENSES	ORIGINAL BUDGET	ANNUAL EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED	EXPENDED YTD 02/03
Purchased Power - DLD	\$ 38,406,939	\$38,406,939	\$ 2,935,689	\$ 25,339,455	\$ 13,067,484	66%	\$ 24,751,888
Transmission/Distribution	2,802,835	2,804,335	182,285	1,764,029	1,040,306	63	1,371,874
Electrical Engineering	1,540,996	1,540,996	108,640	886,867	654,129	58	821,114
Administration	739,625	738,125	32,677	379,991	358,134	51	375,938
Meter Reading	258,857	258,857	17,656	147,012	111,845	57	146,850
Tree Trimming (3)	-	-	-	-	-	-	145,345
Merit Reserve	13,570	13,570	-	-	13,570	-	-
Utility Tax	1,023,996	1,023,996	71,239	694,859	329,137	68	694,520
Provision for Uncollectible	125,000	125,000	-	-	125,000	-	100,000
Retirees Health Care	415,635	415,635	29,481	256,212	159,423	62	227,301
Post Retirement Benefits Reserve	253,131	253,131	-	-	253,131	-	-
Interest on Deposits (4)	25,000	25,000	1,891	18,509	6,491	74	21,420
Intrafund Service Fees	3,210,934	3,210,934	218,406	1,929,401	1,281,533	60	2,120,724
Other Appropriations:							
Debt Service	2,715,002	2,715,002	226,250	1,810,000	905,002	67	1,814,040
Improvement/Extension	1,630,000	1,630,000	-	1,630,000	-	100	350,000
Workman's Comp. Fund	-	-	-	-	-	-	45,243
General Fund	4,701,664	4,701,664	-	4,701,664	-	100	2,630,000
Inventory Reserve	125,000	125,000	125,000	125,000	-	100	-
Street Light	490,000	490,000	36,997	300,612	189,388	61	313,652
Budget Bal. - Work. Capital	2,876,612	2,876,612	-	-	2,876,612	-	-
TOTALS	\$ 61,354,796	\$61,354,796	\$ 3,986,211	\$ 39,983,611	\$ 21,371,185	65%	\$ 35,929,909

NOTES:

- (1) **Beginning Balance: \$4,369,426** This is the audited balance available on July 1, 2003.
- (2) **Interest Earnings and Transfers:** This item is from the investment of available working capital.
- (3) **Tree Trimming:** This line item has been contracted out to Asplundh and the supervision is included in the Transmission and Distribution department.
- (4) **Interests on Deposits: 74%** Interest on customer refunds was higher than expected.

CITY OF DOVER
ELECTRIC IMPROVEMENT AND EXTENSION FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED	RECEIVED YTD 02/03
Beginning Balance (1)	\$ 7,045,367	\$ 7,045,367	\$ -	\$ 5,547,109	\$ 1,498,258	79%	\$ 1,357,660
Transfer from Electric Revenue Fund	1,630,000	1,630,000	-	1,630,000	-	100	350,000
Interest Earnings (2)	75,000	75,000	4,675	36,323	38,677	48	28,759
Receipt from Depreciation Reserve (3)	1,891,815	1,891,815	1,134,698	1,134,698	757,117	60	-
Receipt from Future Capacity (3)	1,170,000	1,170,000	1,565,302	1,565,302	(395,302)	134	-
Duke Contract Revenue	-	-	-	-	-	-	1,710,824
State Reimbursement for Projects	198,958	198,958	-	-	198,958	-	-
Duke Reimbursement for 230 KV Tie	850,000	850,000	-	-	850,000	-	-
Miscellaneous	-	-	-	-	-	-	13,977
TOTALS	\$ 12,861,140	\$ 12,861,140	\$ 2,704,675	\$ 9,913,432	\$ 2,947,708	77%	\$ 3,461,220

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED	EXPENDED YTD 02/03
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	0%	219,945
Transmission/Distribution (4)	840,064	840,064	195	449,506	390,558	54	665,337
Electrical Engineering (5)	11,110,252	11,110,252	776,275	5,203,106	5,907,146	47	279,234
Budget Bal. - Work. Capital	910,824	910,824	-	-	910,824	-	-
TOTALS	\$ 12,861,140	\$ 12,861,140	\$ 776,470	\$ 5,652,612	\$ 7,208,528	44%	\$ 1,164,516

NOTES:

- (1) **Beginning Balance: \$5,547,109** This is the audited balance available on July 1, 2003.
- (2) **Interest Earnings:** This item is from the investment of available working capital.
- (3) **Receipts from Depreciation and Future Capacity Reserves:** Funds were transferred from the reserve accounts to the project fund in February 2004.
- (4) **Transmission/Distribution: 54%** See below:

	<u>Budget</u>	<u>Actual</u>	
Trucks Purchase	\$ 92,000	\$ -	
Electric Materials and Supplies	-	3,186	This amount to be transferred to Electric Revenue fund.
Portable Thumper	25,000	17,500	
Lease Payments	113,114	113,112	
Underground Transformers	170,000	73,805	
Overhead Transformers	-	(399)	This amount to be researched.
Underground Conductors and Devices	250,000	127,790	
New Developments Upgrade	189,950	114,512	
	<u>\$ 840,064</u>	<u>\$ 449,506</u>	

- (5) **Electrical Engineering: 47%** See below:

	<u>Budget</u>	<u>Actual</u>
Other equipment Purchase	\$ 11,000	\$ 9,426
4KV to 12KV Conversion	214,000	31,801
Distribution Reclosures	30,000	-
230KV Tie with Conectiv	9,300,000	4,932,401
69KV Line Vansant-Mayfair	60,000	2,500
Relays and Controls	10,000	490
Substations	40,000	403
Transmissions/Switches	20,000	-
Scada Remote Control Unit	24,000	14,160
Scada Software	18,000	11,168
North State Street Rt 113	80,000	-
Mayfair Sup Upgrade 22KV - 69KV	207,500	-
Distribution Upgrades	558,252	188,878
Division Street Substation	537,500	11,879
	<u>\$ 11,110,252</u>	<u>\$ 5,203,106</u>

CITY OF DOVER
CONTINGENCY FUNDS
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004

GENERAL CONTINGENCY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Beginning Balance	\$ 954,163	\$ 954,163	\$ -	\$ 957,814	\$ (3,651)	100%
Interest Earnings	28,625	28,625	3,054	21,549	7,076	75
TOTALS	\$ 982,788	\$ 982,788	\$ 3,054	\$ 979,363	\$ 3,425	100%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Carry Forward to Next Year	\$ 982,788	\$ 982,788	\$ -	\$ -	\$ 982,788	0%
TOTALS	\$ 982,788	\$ 982,788	\$ -	\$ -	\$ 982,788	0%

WATER/WASTEWATER CONTINGENCY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Prior Year Balance	\$ 439,778	\$ 439,778	\$ -	\$ 631,247	\$ (191,469)	144%
Interest Earnings	19,193	19,193	1,843	12,748	6,445	66
TOTALS	\$ 458,971	\$ 458,971	\$ 1,843	\$ 643,995	\$ (185,024)	140%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	FEBRUARY 2004	TOTAL TO DATE	BUDGET BALANCE	% BUDGET CHARGED
Current Year Balance	\$ 458,971	\$ 458,971	\$ -	\$ -	\$ 458,971	0%
TOTALS	\$ 458,971	\$ 458,971	\$ -	\$ -	\$ 458,971	0%

ELECTRIC CONTINGENCY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Beginning Balance	\$ 580,643	\$ 580,643	\$ -	\$ 580,643	\$ -	100%
Interest Earnings	17,400	17,400	1,851	13,064	4,336	75
TOTALS	\$ 598,043	\$ 598,043	\$ 1,851	\$ 593,707	\$ 4,336	99%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Carry Forward to Next Year	\$ 598,043	\$ 598,043	\$ -	\$ -	\$ 598,043	0%
TOTALS	\$ 598,043	\$ 598,043	\$ -	\$ -	\$ 598,043	0%

NOTES:

CITY OF DOVER
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004

WATER/WASTEWATER CAPITAL ASSET RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Beginning Balance	\$ 80,000	\$ 80,000	\$ -	\$ 80,000	\$ -	100%
Interest Earnings	2,400	2,400	255	1,800	600	75
Transfer from Water Fund	160,000	160,000	-	-	160,000	-
TOTALS	\$ 242,400	\$ 242,400	\$ 255	\$ 81,800	\$ 160,600	34%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Carry Forward to Next Year	\$ 242,400	\$ 242,400	\$ -	\$ -	\$ 242,400	0%
TOTALS	\$ 242,400	\$ 242,400	\$ -	\$ -	\$ 242,400	0%

MUNICIPAL STREET AID FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% % BUDGET RECEIVED
Beginning Balance	\$ 115	\$ 115	\$ -	\$ 100	\$ 15	87%
State Grant	815,000	815,000	-	595,385	219,615	73
TOTALS	\$ 815,115	\$ 815,115	\$ -	\$ 595,485	\$ 219,630	73%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% % BUDGET CHARGED
Transfer to General Fund	\$ 815,000	\$ 815,000	\$ -	\$ 266,301	\$ 548,699	33%
Current Year Balance	115	115	-	-	115	-
TOTALS	\$ 815,115	\$ 815,115	\$ -	\$ 266,301	\$ 548,814	33%

NOTES:

CITY OF DOVER
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #8
FEBRUARY 2004

ELECTRIC DEPRECIATION RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% BUDGET RECEIVED
Prior Year Balance	\$ 15,188,096	\$15,188,096	\$ -	\$ 17,509,678	\$ (2,321,582)	115%
Interest Earnings	295,000	295,000	53,792	382,841	(87,841)	130
TOTALS	\$ 15,483,096	\$15,483,096	\$ 53,792	\$ 17,892,519	\$ (2,409,423)	116%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% BUDGET CHARGED
Transfer to I & E for Capital Items	\$ 3,391,815	\$ 3,391,815	\$ 1,134,698	\$ 1,134,698	\$ 2,257,117	33%
Current Year Balance	12,091,281	12,091,281	-	-	12,091,281	-
TOTALS	\$ 15,483,096	\$15,483,096	\$ 1,134,698	\$ 1,134,698	\$ 14,348,398	7%

FUTURE CAPACITY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% BUDGET RECEIVED
Prior Year Balance	\$ 10,529,665	\$10,529,665	\$ -	\$ 10,614,015	\$ (84,350)	101%
Interest Earnings	245,000	245,000	32,728	241,886	3,114	99
TOTALS	\$ 10,774,665	\$10,774,665	\$ 32,728	\$ 10,855,901	\$ (81,236)	101%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% BUDGET CHARGED
Transfer to Improvement & Extension	\$ 2,670,000	\$ 2,670,000	\$ 1,565,302	\$ 1,565,302	\$ 1,104,698	59%
Current Year Balance	8,104,665	8,104,665	-	-	8,104,665	-
TOTALS	\$ 10,774,665	\$10,774,665	\$ 1,565,302	\$ 1,565,302	\$ 9,209,363	15%

INSURANCE STABILIZATION FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED FEBRUARY 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	67% BUDGET RECEIVED
Prior Year Balance	\$ 722,268	\$ 722,268	\$ -	\$ 712,543	\$ 9,725	99%
Interest Earnings	22,000	22,000	1,070	5,739	16,261	-
TOTALS	\$ 744,268	\$ 744,268	\$ 1,070	\$ 718,282	\$ 25,986	97%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED FEBRUARY 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	67% BUDGET CHARGED
Current Year Balance	\$ 744,268	\$ 744,268	\$ -	\$ -	\$ 744,268	0%
TOTALS	\$ 744,268	\$ 744,268	\$ -	\$ -	\$ 744,268	0%

NOTES: