



APRIL 2004 BUDGET REPORT

**CITY OF DOVER
COUNCIL MEETING
MAY 24, 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 APRIL 2004.**

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

City of Dover
Finance Department - Balance Report
April 30, 2004

General Fund Reserves

<p>Working Capital/ Budget Balance Cash on Hand to provide for payment of invoices/debt 8% of Operating <u>Revenue</u> Current Balance \$2,890,843</p>	<p>Contingency Funds set aside to cover unforeseen events or emergencies 2% of Operating <u>Revenue</u> Current Balance \$984,516</p>	<p>Capital Asset Reserve Replacement or procurement of long-<u>term assets</u> Current Balance \$297,625</p>	<p>Parkland Reserve Funds set aside for future park development and/or long-term recreation related fixed <u>assets</u> Current Balance \$586,644</p>
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Water/Wastewater Fund Reserves

<p>Working Capital/ Budget Balance Cash on Hand to provide for payment of invoices/debt 10% of Operating <u>Revenue</u> Current Balance \$1,088,493</p>	<p>Contingency Funds set aside to cover unforeseen events or emergencies 2% of Operating <u>Revenue</u> Current Balance \$647,012</p>	<p>Capital Asset Reserve Replacement or procurement of long-<u>term assets</u> Current Balance \$82,231</p>	<p>Impact Fee Reserve Replacement or procurement of long-term wastewater <u>assets</u> and annual <u>debt service</u> Current Balance \$1,453,671</p>	<p>I & E Working Capital/Budget Balance Cash on Hand to provide for payment of invoices/debt Current Balance \$1,477,900</p>
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Electric Revenue Fund Reserves

<p>Working Capital/ Budget Balance Cash on Hand to provide for payment of invoices/debt 5% of Operating <u>Revenue</u> Current Balance \$4,369,426</p>	<p>Contingency Funds set aside to cover unforeseen events or emergencies 1% of Operating <u>Revenue</u> Current Balance \$596,832</p>	<p>Depreciation Reserve Replacement or procurement of long-<u>term electric assets</u> Current Balance \$16,845,768</p>	<p>Future Capacity To assist in financing future capacity requirements of the <u>Electric system</u> Current Balance \$9,339,239</p>	<p>Insurance Reserve Funds set aside to cover Insurance <u>Deductibles</u> Current Balance \$719,430</p>
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<p>I & E Working Capital/Budget Balance Cash on Hand to provide for payment of invoices/debt Current Balance \$5,547,109</p>

CITY OF DOVER
GENERAL FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPT REPORT #10
APRIL 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPTS BUDGET BALANCE	83% % BUDGET RECEIVED	RECEIVED YTD 04/03
Beginning Balance (1)	\$ 1,919,152	\$ 2,890,843	\$ -	\$ 2,890,843	\$ -	100%	\$ 2,266,936
Fines & Police Revenue (2)	610,020	576,020	49,431	433,891	142,129	75	498,058
911 Fee (3)	64,000	58,000	6,096	48,117	9,883	83	53,973
Interest Transfers and Earnings (4)	125,000	150,000	15,835	166,216	(16,216)	111	116,823
Library Revenues - General	33,700	33,300	2,433	30,002	3,298	90	32,231
Library Revenues - County Reimb. (5)	295,745	295,745	59,473	295,800	(55)	100	157,981
Business Licenses (6)	1,269,000	1,169,000	2,319	1,140,731	28,269	98	1,153,804
Permits & Other Licenses (7)	777,600	779,165	28,490	775,561	3,604	100	585,881
Miscellaneous Revenues (8)	75,850	68,335	1,119	44,335	24,000	65	50,198
Police Extra Duty Fees (9)	372,280	372,280	8,274	213,756	158,524	57	233,842
Property Taxes (10)	7,205,850	7,205,850	12,883	7,129,709	76,141	99	7,013,960
Recreations Revenue (11)	90,000	90,000	20,113	85,321	4,679	95	67,126
Franchise Fees (12)	340,000	360,000	-	272,014	87,986	76	358,459
Transfer Tax (13)	1,250,000	1,340,000	93,669	1,291,991	48,009	96	2,307,331
Trash Fees	885,000	920,000	77,598	768,363	151,637	84	756,191
DSWA-Trash Fee Rebate (14)	160,000	159,556	-	159,556	-	100	171,448
Garrison Farm Rent	28,213	28,213	-	28,213	-	100	28,213
Court of Chancery Fees	-	480,000	56,360	392,420	87,580	-	-
Internet Revenue	27,720	21,000	1,629	17,429	3,571	83	14,432
Intrafund Service Receipts Water/Wastewater (15)	853,786	851,953	70,904	680,446	171,507	80	-
Intrafund Service Receipts Electric (15)	3,210,934	3,192,710	264,433	2,509,521	683,189	79	-
Grants:							
FEMA (16)	-	54,907	-	54,906	1	100	-
Municipal Street Aid (17)	800,000	793,847	144,296	677,906	115,941	85	-
Police Related (18)	230,000	290,000	6,353	133,953	156,047	46	698,731
Recreation	-	20,000	-	20,000	-	100	73,653
Transfer from Parkland Reserve	20,000	69,942	-	69,942	-	100	-
Transfer from Capital Asset Reserve	458,216	599,026	-	458,216	140,810	76	-
Transfer from Water/Wastewater Fund	831,000	831,000	-	831,000	-	100	450,000
Transfer from Electric Fund	4,701,664	4,701,664	-	4,701,664	-	100	4,525,000
TOTALS	\$ 26,634,730	\$28,402,356	\$ 921,708	\$ 26,321,822	\$ 2,080,534	93%	\$ 21,614,271

NOTES:

- (1) **Beginning Balance: \$2,890,843** This is the audited balance available on July 1, 2003.
- (2) **Fines and Police Revenue: 75%** 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: 83%** This fee is received for the 911 service and is received through a charge on telephone service.
- (4) **Interest Transfers and Earnings: 111%** This item is from the investment of available working capital.
- (5) **Library Revenue - County Reimbursement:** This item is received quarterly. The fourth quarter payment was received in April.
- (6) **Business Licenses: 98%** The applications are mailed in June and the majority of the license fees are received in June and July.
- (7) **Permits and Other Licenses: 100%** 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: 57%** 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: 95%** This item is not time-based. Large amounts are received in April and May for softball league fees.

(12) **Franchise Fees Revenue: 76%** 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.

(13) **Transfer Tax: 96%** 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
Conmal Properties	19,875	Tony Ashburn & Son	15,493
1021 Partners LLC	30,000	West North Street	13,875
Wawa Inc.	13,500	Satyendra & Kanta Divan	49,367
Apple Delaware	42,654	GE Capital Franchise	16,770
Benher LLC	12,000		
Cohab Realty, LLC	49,902		

(14) **DSWA-Trash Fee Rebate:** Received once a year.

(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, \$267,309 was transferred in March and \$144,296 was transferred in April.

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

CITY OF DOVER
GENERAL FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
BUDGET REPORT #10
APRIL 2004

EXPENDITURES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED	EXPENDED YTD 04/03
City Clerk	\$ 245,471	\$ 245,471	\$ 27,715	\$ 202,406	\$ 43,065	82%	\$ -
Council	146,032	146,032	10,717	110,302	35,730	76	-
Tax Assessor	152,713	152,713	9,910	106,148	46,565	70	96,490
Fire (1)	817,753	817,753	38,598	692,471	125,282	85	698,677
Grounds	923,477	915,560	121,780	727,430	188,130	79	-
Library	856,472	856,472	58,621	720,773	135,699	84	664,454
Recreation	545,563	600,860	37,716	382,185	218,675	64	337,815
Planning	192,094	213,294	9,645	163,047	50,247	76	103,886
Public Inspections	840,621	800,451	58,333	621,565	178,886	78	613,340
Police	9,365,435	9,318,555	850,017	7,471,332	1,847,223	80	6,977,908
Police Extra Duty (2)	452,280	452,280	19,893	290,820	161,460	64	359,618
Streets	1,024,013	1,036,513	60,961	876,986	159,527	85	748,346
Sanitation	2,152,851	2,167,436	164,598	1,805,023	362,413	83	1,719,581
Allocated Expenses	-	-	-	-	-	-	1,939,604
City Manager	306,841	306,841	33,911	261,838	45,003	85	-
Information Technology	687,351	687,351	43,482	525,098	162,253	76	-
Finance	531,955	531,955	48,793	435,726	96,229	82	-
P W Administration	257,367	259,767	20,857	220,327	39,440	85	-
Facilities Management	932,203	1,073,013	63,278	693,720	379,293	65	-
Engineering	215,214	215,214	16,374	181,236	33,978	84	-
Central Services	701,560	696,205	47,977	499,818	196,387	72	-
Vehicle Maintenance	572,624	572,624	43,811	414,626	157,998	72	-
Administrative Services	843,975	828,575	61,629	655,709	172,866	79	-
Human Resources	282,375	277,173	15,955	169,693	107,480	61	-
Mayor	98,429	98,429	4,258	75,458	22,971	77	-
Debt Service (3)	685,739	685,739	-	678,266	7,473	99	688,543
Transfer to Post Retirement Benefit Reserve	135,286	878,652	-	-	878,652	-	-
Insurance (4)	478,869	478,869	47,254	472,913	5,956	99	-
Retirees Health Care	512,638	582,638	40,032	450,162	132,476	77	369,453
Merit Reserve	22,713	-	-	-	-	-	-
Transfer to CDBG Fund	-	5,000	-	-	5,000	-	5,900
Transfer to Pension Fund	-	-	-	-	-	-	140,910
Internet Service	-	-	-	-	-	-	-
Appropriation to Street Light Fund	-	460,000	380,989	380,989	79,011	83	-
Appropriation to Workman's Comp Fund	-	-	-	-	-	-	296,914
Budget Bal-Working Capital	1,654,816	2,040,921	-	-	2,040,921	-	-
TOTALS	\$ 26,634,730	\$28,402,356	\$ 2,337,104	\$ 20,286,067	\$ 8,116,289	71%	\$ 15,761,439

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: 85%** 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) **Police Extra Duty: 64%** Offset by fees and grants.
- (3) **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.
- (4) **Insurance: 99%** The next scheduled payment is June 1, 2004.

CITY OF DOVER
COMMUNITY TRANSPORTATION IMPROVEMENT FUND
CASH RECEIPTS AND BUDGET REPORT #10
APRIL 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior year balance	\$ 116,349	\$ 338,906	\$ -	\$ 338,906	\$ -	100%
Grants Revenue (1)	500,000	750,000	16,700	898,891	(148,891)	120
Transfer from General Fund (2)	250,000	250,000	-	250,000	-	100
Interest	-	1,500	91	1,635	(135)	109
TOTALS	\$ 866,349	\$ 1,340,406	\$ 16,791	\$ 1,489,432	\$ (149,026)	111%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Program Expenses (3)	\$ 866,349	\$ 1,340,406	\$ (9,611)	\$ 1,302,758	\$ 37,648	97%
TOTALS	\$ 866,349	\$ 1,340,406	\$ (9,611)	\$ 1,302,758	\$ 37,648	97%

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:** The Credit in the current month is due to a transfer of expense (prior year) from this fund to the Transportation Enhancements Grant.

	<u>Actual</u>
Dover High School Ditch	\$ 164,650
Streets & Alley's	942,519
Streets & Alley's	
Generic Substation Signs	45,840
Greenview Dev Street Light	5,988
North Street Sidewalk	-
Dover Peds Amenities (transfer prior yr. exp.)	(25,779)
Dover Little League Park	169,540
	<u>\$ 1,302,758</u>

CITY OF DOVER
TRANSPORTATION ENHANCEMENT GRANT FUND
CASH RECEIPTS AND BUDGET REPORT #10
APRIL 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior year balance	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Grant - Loockerman Street (1)	66,631	66,631	(47,371)	61,526	5,105	92
Grant - Hansen House	144,000	144,000	-	-	144,000	-
Preservation Delaware - Hansen House	16,000	16,000	-	-	16,000	-
General Fund - Hansen House	20,000	-	-	-	-	-
TOTALS	\$ 246,631	\$ 226,631	\$ (47,371)	\$ 61,526	\$ 165,105	27%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Loockerman Street Project (2)	\$ 66,631	\$ 66,631	\$ 20,592	\$ 62,442	\$ 4,189	94%
Timothy Hanson House	180,000	50,000	18,598	18,598	31,402	0
Current Year Balance	-	110,000	-	-	110,000	-
TOTALS	\$ 246,631	\$ 226,631	\$ 39,190	\$ 81,040	\$ 145,591	36%

NOTES:

- (1) **Grant - Loockerman Street:** The final payment for the Downtown Dover Pedestrian Amenities project was received in March. Current month credit is due to a reversal of pre-received revenue.
- (2) **Loockerman Street Project:** The current month expense is due to a transfer of prior year expense from Community Transportation Improvement Fund.

CITY OF DOVER
WATER /WASTEWATER FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
REVENUE REPORT #10
APRIL 2004

REVENUES	ORIGINAL BUDGET	REVISED BUDGET	REVENUE APRIL 2004	REVENUE TOTAL TO DATE	REVENUE BUDGET BALANCE	83% % BUDGET RECEIVED	RECEIVED YTD 04/03
Beginning Bal-Water (1)	\$ 867,101	\$ 894,744	\$ -	\$ 894,744	\$ -	100%	670,944
Beginning Bal-Wastewater (1)	558,403	193,749	-	193,749	-	100	801,254
Beginning Bal-Kent Co Sewer Adj. (1)	2,648	-	-	-	-	-	209,523
Water Fees	3,905,041	3,774,248	285,474	3,129,859	644,389	83	3,206,092
Wastewater Fees	2,632,047	2,543,939	193,123	2,122,482	421,457	83	2,129,941
Wastewater Adjustment Fees	2,951,083	2,852,296	212,268	2,305,146	547,150	81	2,344,000
Miscellaneous Service Fees (2)	41,950	41,950	2,888	46,045	(4,095)	110	50,067
Water Tank Space Leasing (3)	155,745	228,745	62,044	204,245	24,500	89	149,763
Interest Earnings and Transfers	40,000	20,000	1,395	10,683	9,317	53	25,193
State Reimbursement	-	20,000	-	-	20,000	-	-
Grant Revenue - FEMA	-	9,912	-	11,912	(2,000)	-	-
Transfer from Capital Asset Reserve	-	80,000	-	-	80,000	-	-
Impact Fees (4)	665,000	665,000	40,408	455,838	209,162	69	601,866
TOTALS	\$ 11,819,018	\$ 11,324,583	\$ 797,600	\$ 9,374,703	\$ 1,949,880	83%	\$ 10,188,643

NOTES:

- (1) **Total Beginning Balances: \$1,088,493** This is the audited balance available on July 1, 2003.
- (2) **Miscellaneous Service Fees: 110%** This revenue depends on work requested by the customers. Favorable variance due to increased customer installations and penalties. \$24,074 received year to date for installations.
- (3) **Water Tank Space Leasing: 89%** Eight leases for tank space are in place. The amounts are received throughout the year on the anniversary dates of the leases.
- (4) **Impact Fees: 69%** 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 #10
APRIL 2004

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED	EXPENDED YTD 04/03
Construction (1)	\$ 446,065	\$ 434,473	\$ 33,037	\$ 354,927	\$ 79,546	82%	\$ -
Water	908,528	892,919	56,795	612,510	280,409	69	572,321
Water Treatment Plant	588,192	588,192	42,279	477,146	111,046	81	393,840
Wastewater (2)	688,734	669,147	44,552	618,786	50,361	92	539,343
Water Meter Reading	50,349	50,349	3,359	38,212	12,137	76	37,466
Kent County Treatment Fee (3)	2,953,731	3,703,731	346,300	3,159,524	544,207	85	2,342,343
Retirees Health Care	97,019	97,019	7,068	73,999	23,020	76	65,868
Intrafund Service Fees	853,786	851,953	70,904	680,446	171,507	80	1,220,957
Debt Service - Water	850,206	850,206	38,364	646,292	203,914	76	640,835
Debt Service - Wastewater	872,552	872,552	85,028	656,761	215,791	75	654,930
Merit Reserve	3,785	-	-	-	-	-	50,380
Debt Service - Arbitrage Rebate (4)	-	25,622	-	25,622	-	100	662,408
Transfer to Wastewater I/E	87,804	-	-	-	-	-	559,158
Transfer to Water I/E	513,559	100,000	-	-	100,000	-	47,190
Transfer to Impact Fees Reserves	147,860	147,860	-	-	147,860	-	49,202
Transfer to Capital Asset Reserve	160,000	-	-	-	-	-	-
Transfer to Workman's Comp. Fund	-	-	-	-	-	-	18,319
Transfer to General Fund from Water	415,500	415,500	-	415,500	-	100	250,000
Transfer to General Fund from Wastewater	415,500	415,500	-	415,500	-	100	200,000
Post-Retirement Benefits Reserve	156,654	156,654	-	-	156,654	-	-
Budget Bal. - Work. Cap Water	809,048	1,121,580	-	-	1,121,580	-	-
Budget Bal. - Work. Cap WW	800,146	782,761	-	-	782,761	-	-
Budget Bal.-KC. Sewer Adj.	-	(851,435)	-	-	-	-	-
TOTALS	\$ 11,819,018	\$11,324,583	\$ 727,686	\$ 8,175,225	\$ 4,000,793	72%	\$ 8,304,560

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:** This department has moved from the Internal Service Fund.
- (2) **Wastewater 92%:** Budget amount adjusted at mid-year review.
- (3) **Kent County Treatment Fee 85%:** Budget amount adjusted at mid-year review. Increase attributed to inflow/infiltration.
- (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 #10
APRIL 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED	RECEIVED FY 04/03
Beginning Balance-Water (1)	\$ 433,115	\$ 653,669	\$ -	\$ 653,669	\$ -	100%	\$ 299,035
Beginning Balance-Wastewater (1)	801,734	824,231	-	824,231	-	100	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	-	170,000	-	-	170,000	-	64,944
Interest Earned (2)	-	10,000	114,352	123,153	(113,153)	1,232	548,013
Transfer from Water WW for Water	513,559	100,000	-	-	100,000	-	559,158
Transfer from Water WW for Wastewater	87,804	-	-	-	-	-	662,408
Transfer from Impact Fee Reserve	350,000	450,000	-	-	450,000	-	-
TOTALS	\$ 4,061,212	\$ 4,082,900	\$ 114,352	\$ 3,201,053	\$ 881,847	78%	\$ 2,305,707

EXPENSES	ORIGINAL BUDGET	REVISED ANNUAL EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED	EXPENDED FY 04/03
Water (3)	\$ 1,147,488	\$ 1,206,783	\$ 3,921	\$ 311,211	\$ 895,572	26%	\$ 217,104
Wastewater (3)	2,083,423	2,093,936	22,043	273,387	1,820,549	13	89,288
Water Meter Reading (4)	20,000	20,000	-	11,612	8,388	58	-
Water Construction (5)	95,664	95,664	10,333	85,319	10,345	89	-
Budget Bal. Water - Working Capital	446,354	183,722	-	-	183,722	-	-
Budget Bal. Wastewater - Working Capital	268,283	482,795	-	-	482,795	-	-
TOTALS	\$ 4,061,212	\$ 4,082,900	\$ 36,297	\$ 681,529	\$ 3,401,371	17%	\$ 306,392

NOTES:

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

(2) **Interest Earned:** Includes \$113,495 of Trustee interest.

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

<u>Water</u>	<u>Actual</u>	<u>Wastewater</u>	<u>Actual</u>
Elevated Storage Tank	\$ 63,424	Meter Reading Tec Upgrade	\$ 25,445
Wellhead Redevelopment	79,201	Turnberry P S Upgrade	111,067
Meter Reading Tech Upgrade	25,445	Puncheon Run Motor Co	28,414
Division Street Water Main		Walker Road Pump Station	34,294
Misc. Distribution Sus	100	Garrison Oak Pump Station	42,797
West Dover Water Loop	93,597	US 13 Sanitary Swr In	3,001
US 13 Water Main Crossing		Lease Payments	13,422
Lease Payments	13,422	High Pressure Pump	10,432
Cooper Road Water Main	4,297	Walker Road Sewer Diversion	4,516
High Pressure Pump	10,432		<u>\$ 273,387</u>
Water System Scada Upgrade	21,295		
	<u>\$ 311,211</u>		

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

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

	<u>Actual</u>
Truck Purchases	\$ 26,120
Construction Purchase	13,537
Lease Payments	45,663
	<u>\$ 85,319</u>

CITY OF DOVER
ELECTRIC REVENUE FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
REVENUE AND BUDGET REPORT #10
APRIL 2004

REVENUES	ORIGINAL BUDGET	REVISED REVENUE BUDGET	REVENUE APRIL 2004	REVENUE TOTAL TO DATE	REVENUE BUDGET BALANCE	83% %BUDGET RECEIVED	RECEIVED YTD 04/03
Beginning Balance (1)	\$ 3,986,103	\$ 4,369,426	\$ -	4,369,426	\$ -	100%	4,104,367
Sales to Customers	54,480,118	55,478,236	3,938,667	46,346,059	9,132,177	84	47,551,966
Purchased Power Adjustment	1,082,671	1,039,179	72,135	815,477	223,702	78	-
Utility Tax	1,023,996	1,023,996	69,801	812,894	211,102	79	816,309
Miscellaneous Revenue	496,000	496,000	36,135	430,446	65,554	87	428,748
Interest Earnings and Transfers (2)	120,000	120,000	10,595	98,167	21,833	82	111,793
Rental Income - Weyandt Hall	165,908	165,908	23,189	166,711	(803)	100	135,808
Grants Revenue - FEMA	-	48,143	-	48,143	(48,143)	100	-
Duke Contract Revenue	-	491,922	-	491,922	(491,922)	100	-
TOTALS	\$ 61,354,796	\$63,232,810	\$ 4,150,522	\$ 53,579,245	\$ 9,113,500	85%	\$ 53,148,991

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED	EXPENDED YTD 04/03
Purchased Power - DLD	\$ 38,406,939	\$37,361,136	\$ 2,811,691	\$ 31,099,170	\$ 6,261,966	83%	30,343,419
Transmission/Distribution	2,802,835	2,762,931	177,122	2,233,162	529,769	81	1,775,263
Electrical Engineering	1,540,996	1,526,357	115,122	1,172,322	354,035	77	1,044,019
Administration	739,625	739,625	55,038	482,538	257,087	65	455,710
Meter Reading	258,857	249,945	17,219	190,749	59,196	76	192,499
Tree Trimming (3)	-	-	-	-	-	-	198,077
Merit Reserve	13,570	-	-	-	-	-	-
Utility Tax	1,023,996	1,023,996	67,412	832,726	191,270	81	811,437
Provision for Uncollectible	125,000	125,000	-	125,000	-	100	100,000
Retirees Health Care	415,635	405,635	27,736	313,198	92,437	77	277,702
Post Retirement Benefits Reserve	253,131	636,454	-	-	636,454	-	-
Interest on Deposits (4)	25,000	30,000	2,774	24,683	5,317	82	27,316
Intrafund Service Fees	3,210,934	3,192,710	264,433	2,509,521	683,189	79	2,693,067
Other Appropriations:							
Debt Service	2,715,002	2,715,002	226,250	2,262,500	452,502	83	2,267,550
Debt Service - Arbitrage Compliance	-	-	-	-	-	-	6,845
Improvement/Extension	1,630,000	4,130,000	-	1,630,000	2,500,000	39	350,000
Workman's Comp. Fund	-	-	-	-	-	-	45,243
Rate Stabilization Fund	-	491,922	-	-	491,922	-	-
General Fund	4,701,664	4,701,664	-	4,701,664	-	100	4,525,000
Inventory Reserve	125,000	125,000	-	125,000	-	100	-
Street Light (5)	490,000	-	(337,154)	-	-	-	389,642
Transfer to Pension Fund	-	-	-	-	-	-	141,900
Budget Bal. - Work. Capital	2,876,612	3,015,433	-	-	3,015,433	-	-
TOTALS	\$ 61,354,796	\$63,232,810	\$ 3,427,643	\$ 47,702,233	\$ 15,530,577	75%	\$ 45,644,689

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: 82%** Interest on customer refunds.
- (5) **Street Light:** This line item has been moved according to Mid Year Review Budget Revisions. Moved to General Fund.

CITY OF DOVER
ELECTRIC IMPROVEMENT AND EXTENSION FUND
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #10
APRIL 2004

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED	RECEIVED YTD 04/03
Beginning Balance (1)	\$ 7,045,367	\$ 5,547,109	\$ -	\$ 5,547,109	\$ -	100%	\$ 1,357,660
Transfer from Electric Revenue Fund	1,630,000	4,130,000	-	1,630,000	2,500,000	39	350,000
Interest Earnings (2)	75,000	75,000	4,307	45,521	29,479	61	1,005,821
Receipt from Depreciation Reserve (3)	1,891,815	3,026,513	-	1,134,698	1,891,815	37	-
Receipt from Future Capacity (3)	1,170,000	2,745,883	-	1,565,302	1,180,581	57	-
Duke Contract Revenue	-	-	-	-	-	-	1,997,704
State Reimbursement for Projects	198,958	198,958	1	1	198,957	0	-
Duke Reimbursement for 230 KV Tie	850,000	850,000	-	-	850,000	-	-
Miscellaneous	-	-	-	-	-	-	13,977
TOTALS	\$ 12,861,140	\$ 16,573,463	\$ 4,308	\$ 9,922,631	\$ 6,650,832	60%	\$ 4,725,162

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED	EXPENDED YTD 04/03
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	0%	1,356,339
Transmission/Distribution (4)	840,064	840,064	160,688	645,985	194,079	77	753,629
Electrical Engineering (5)	11,110,252	11,110,252	490,584	7,028,883	4,081,369	63	386,696
Budget Bal. - Work. Capital	910,824	4,623,147	-	-	4,623,147	-	-
TOTALS	\$ 12,861,140	\$ 16,573,463	\$ 651,272	\$ 7,674,868	\$ 8,898,595	46%	\$ 2,496,664

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, based on the mid-year review.
- (4) **Transmission/Distribution: 77%** See below:

	Budget	Actual
Trucks Purchase	\$ 92,000	\$ 87,329
Portable Thumper	25,000	17,500
Lease Payments	113,114	113,112
Underground Transformers	170,000	80,937
Underground Conductors and Devices	188,301	184,667
Delaware State University	61,699	14,865
New Developments Upgrade	189,950	147,575
	<u>\$ 840,064</u>	<u>\$ 645,985</u>

- (5) **Electrical Engineering: 63%** See below:

	Budget	Actual
Other equipment Purchase	\$ 11,000	\$ 9,426
4KV to 12KV Conversion	214,000	44,138
Distribution Reclosures	30,000	-
230KV Tie with Conectiv	9,300,000	6,619,549
69KV Line Vansant-Mayfair	60,000	4,330
Relays and Controls	10,000	-
Substations	40,000	1,300
Transmissions/Switches	20,530	-
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	557,722	312,932
Division Street Substation	537,500	11,879
	<u>\$ 11,110,252</u>	<u>\$ 7,028,883</u>

CITY OF DOVER
CONTINGENCY FUNDS
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #10
APRIL 2004

GENERAL CONTINGENCY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Beginning Balance	\$ 954,163	\$ 975,799	\$ -	\$ 957,814	\$ 17,985	98%
Interest Earnings	28,625	28,625	2,612	26,702	1,923	93
TOTALS	\$ 982,788	\$ 1,004,424	\$ 2,612	\$ 984,516	\$ 19,908	98%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Carry Forward to Next Year	\$ 982,788	\$ 1,004,424	\$ -	\$ -	\$ 1,004,424	0%
TOTALS	\$ 982,788	\$ 1,004,424	\$ -	\$ -	\$ 1,004,424	0%

WATER/WASTEWATER CONTINGENCY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior Year Balance	\$ 439,778	\$ 439,778	\$ -	\$ 631,247	\$ (191,469)	144%
Interest Earnings	19,193	19,193	1,574	15,765	3,428	82
TOTALS	\$ 458,971	\$ 458,971	\$ 1,574	\$ 647,012	\$ (188,041)	141%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	APRIL 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 APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Beginning Balance	\$ 580,643	\$ 580,643	\$ -	\$ 580,643	\$ -	100%
Interest Earnings	17,400	17,400	1,584	16,189	1,211	93
TOTALS	\$ 598,043	\$ 598,043	\$ 1,584	\$ 596,832	\$ 1,211	100%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % 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 #10
APRIL 2004

GENERAL FUND CAPITAL ASSET RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	75% % BUDGET RECEIVED
Beginning Balance	\$ 750,000	\$ 750,000	\$ -	\$ 750,000	\$ -	100%
Interest Earnings	-	-		5,841	(5,841)	-
TOTALS	\$ 750,000	\$ 750,000	\$ -	\$ 755,841	\$ (5,841)	101%
EXPENSES						
Transfer to General Fund	458,216	458,216	-	458,216	-	100
Carry Forward to Next Year	\$ 291,784	\$ 291,784	\$ -	\$ -	\$ 291,784	0%
TOTALS	\$ 750,000	\$ 750,000	\$ -	\$ 458,216	\$ 291,784	61%

PARKLAND RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Beginning Balance	\$ 638,977	\$ 638,977	\$ -	\$ 638,977	\$ -	100%
Interest Earnings	-	-		17,609	(17,609)	-
TOTALS	\$ 638,977	\$ 638,977	\$ -	\$ 656,586	\$ (17,609)	103%
EXPENSES						
Transfer to General Fund	69,942	69,942	-	69,942	-	100
Carry Forward to Next Year	\$ 569,035	\$ 569,035	\$ -	\$ -	\$ 569,035	0%
TOTALS	\$ 638,977	\$ 638,977	\$ -	\$ 69,942	\$ 569,035	11%

WATER/WASTEWATER CAPITAL ASSET RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Beginning Balance	\$ 80,000	\$ 80,000	\$ -	\$ 80,000	\$ -	100%
Interest Earnings	2,400	2,400	219	2,231	169	93
Transfer from Water Fund	160,000	160,000	-	-	160,000	-
TOTALS	\$ 242,400	\$ 242,400	\$ 219	\$ 82,231	\$ 160,169	34%
EXPENSES						
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 APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Beginning Balance	\$ 115	\$ 115	\$ -	\$ 100	\$ 15	87%
Interest Earnings	-	-	46	429	(429)	-
State Grant	815,000	815,000	198,462	793,847	21,153	97
TOTALS	\$ 815,115	\$ 815,115	\$ 200,512	\$ 794,376	\$ 20,739	97%
EXPENSES						
Transfer to General Fund	\$ 815,000	\$ 815,000	\$ 144,296	\$ 677,906	\$ 137,094	83%
Current Year Balance	115	115	-	-	115	-
TOTALS	\$ 815,115	\$ 815,115	\$ 144,296	\$ 677,906	\$ 137,209	83%

NOTES:

CITY OF DOVER
FISCAL YEAR JULY 1, 2003 TO JUNE 30, 2004
CASH RECEIPTS AND BUDGET REPORT #10
APRIL 2004

ELECTRIC DEPRECIATION RESERVE FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior Year Balance	\$ 15,188,096	\$17,509,678	\$ -	\$ 17,509,678	\$ -	100%
Interest Earnings	295,000	295,000	44,608	470,788	(175,788)	160
TOTALS	\$ 15,483,096	\$17,804,678	\$ 44,608	\$ 17,980,466	\$ (175,788)	101%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Transfer to I & E for Capital Items	\$ 1,891,815	\$ 3,026,513	\$ -	\$ 1,134,698	\$ 1,891,815	37%
Current Year Balance	13,591,281	14,778,165	-	-	14,778,165	-
TOTALS	\$ 15,483,096	\$17,804,678	\$ -	\$ 1,134,698	\$ 16,669,980	6%

FUTURE CAPACITY FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior Year Balance	\$ 10,529,665	\$10,614,015	\$ -	\$ 10,614,015	-	100%
Interest Earnings	245,000	245,000	24,685	290,526	(45,526)	119
TOTALS	\$ 10,774,665	\$10,859,015	\$ 24,685	\$ 10,904,541	\$ (45,526)	100%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Transfer to Improvement & Extension	\$ 1,170,000	\$ 2,745,883	\$ -	\$ 1,565,302	\$ 1,180,581	57%
Current Year Balance	9,604,665	8,113,132	-	-	8,113,132	-
TOTALS	\$ 10,774,665	\$10,859,015	\$ -	\$ 1,565,302	\$ 9,293,713	14%

INSURANCE STABILIZATION FUND

RECEIPTS	ORIGINAL BUDGET	REVISED RECEIPTS BUDGET	RECEIVED APRIL 2004	RECEIVED TOTAL TO DATE	RECEIPT BUDGET BALANCE	83% % BUDGET RECEIVED
Prior Year Balance	\$ 722,268	\$ 712,543	\$ -	\$ 712,543	-	100%
Interest Earnings	22,000	22,000	896	6,887	15,113	-
TOTALS	\$ 744,268	\$ 734,543	\$ 896	\$ 719,430	\$ 15,113	98%

EXPENSES	ORIGINAL BUDGET	REVISED EXPENSE BUDGET	EXPENDED APRIL 2004	EXPENDED TOTAL TO DATE	EXPENSE BUDGET BALANCE	83% % BUDGET CHARGED
Current Year Balance	\$ 744,268	\$ 734,543	\$ -	\$ -	\$ 734,543	0%
TOTALS	\$ 744,268	\$ 734,543	\$ -	\$ -	\$ 734,543	0%

NOTES: