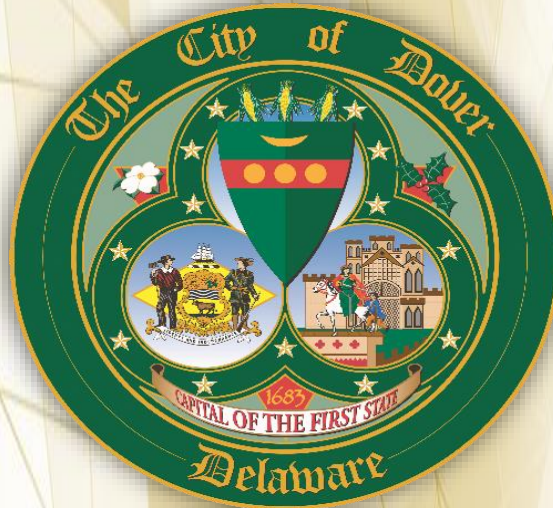


# *City of Dover*



## *Finance Department*

# *MONTHLY REPORT*

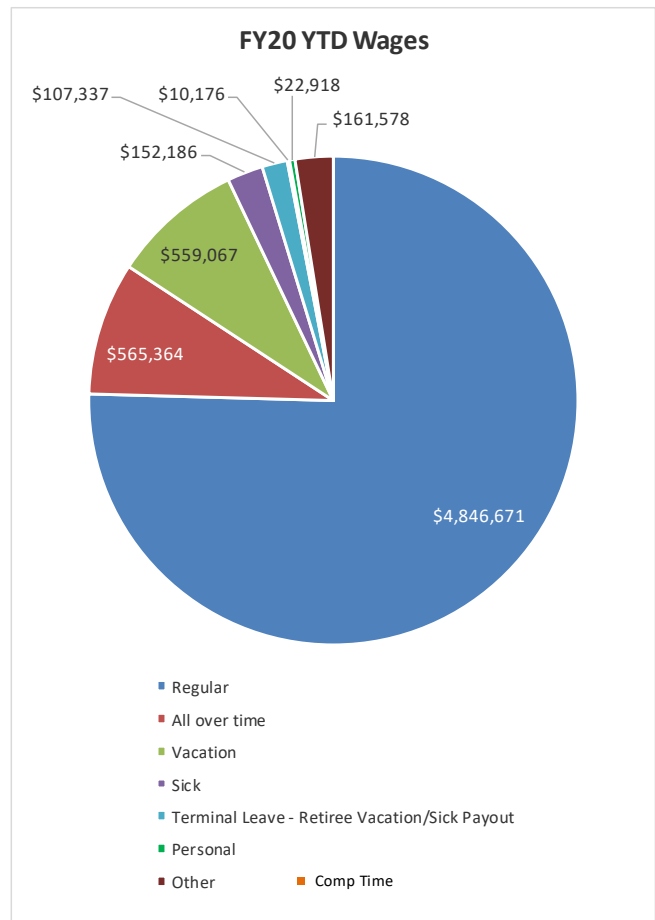
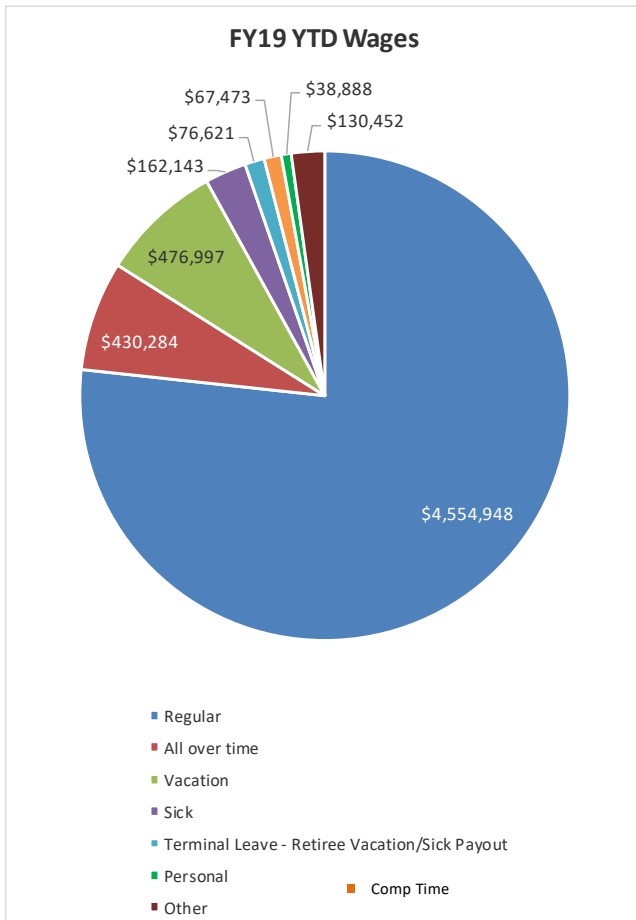
## *September 2019*

***PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.***

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## CITY OF DOVER ACTIVITY REPORTS SEPTEMBER 2019 FINANCE DEPARTMENT ACTIVITY LEVELS

	FY19 YTD	FY20 YTD
<b>BANK TRENDS</b>		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	1,862	1,966
Total Amount of All Deposits	\$ 45,741,422	\$ 51,695,293
<b>Other Activity</b>		
Number of Pay Periods	7	7
Number of Payroll Checks & Direct Deposits Issued	2,765	2,777
Number of Pension Checks Issued	770	768
Total Pension Benefits Paid - Defined Benefit Plan	\$ 1,375,604	\$ 1,389,013
<b>ACCOUNTS PAYABLE</b>		
Number of Check Vouchers	1,684	1,549
Number of EFT Vouchers	700	720
Vouchers Dollar Amount Disbursed	\$ 20,563,856	\$ 19,397,773



**City of Dover  
General Fund Summary  
Fiscal Year to Date (September 2019)**

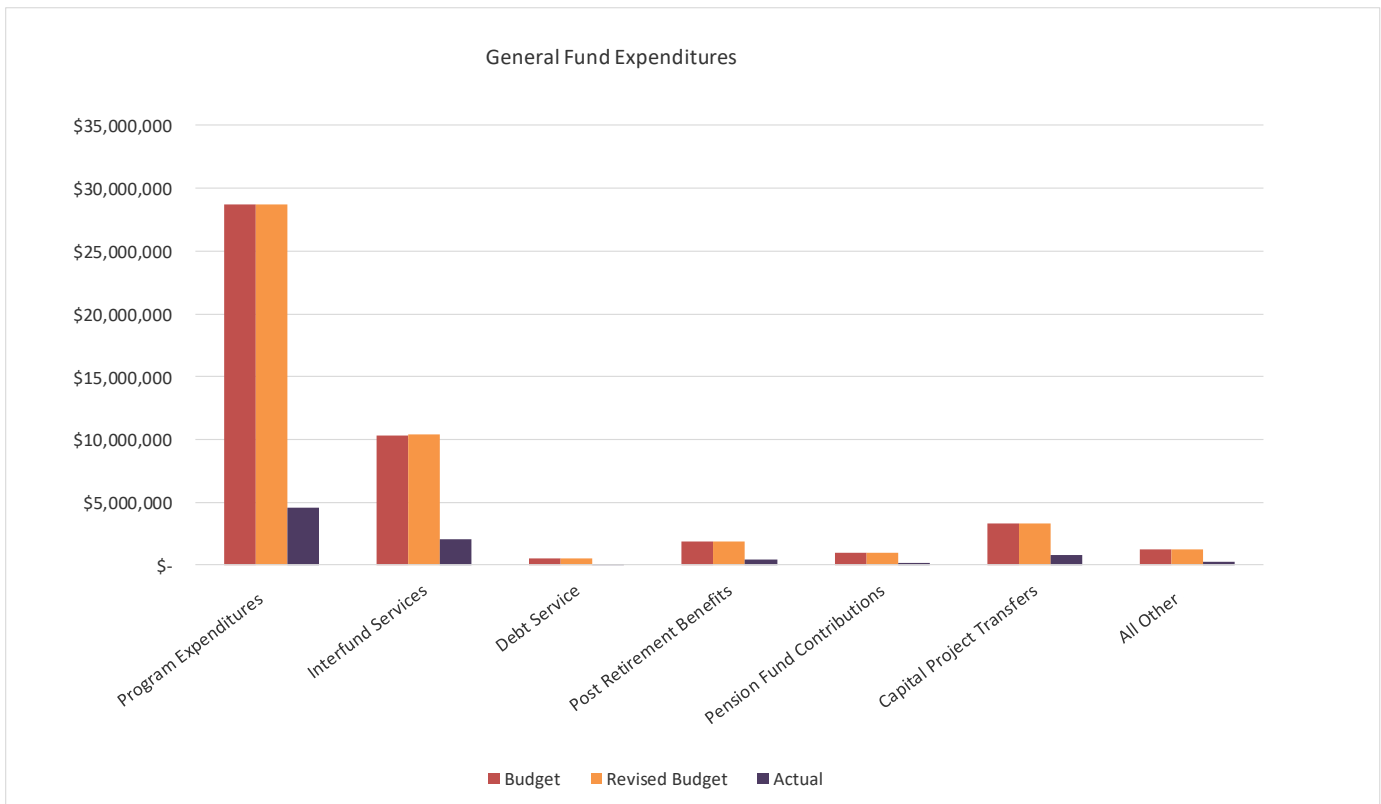
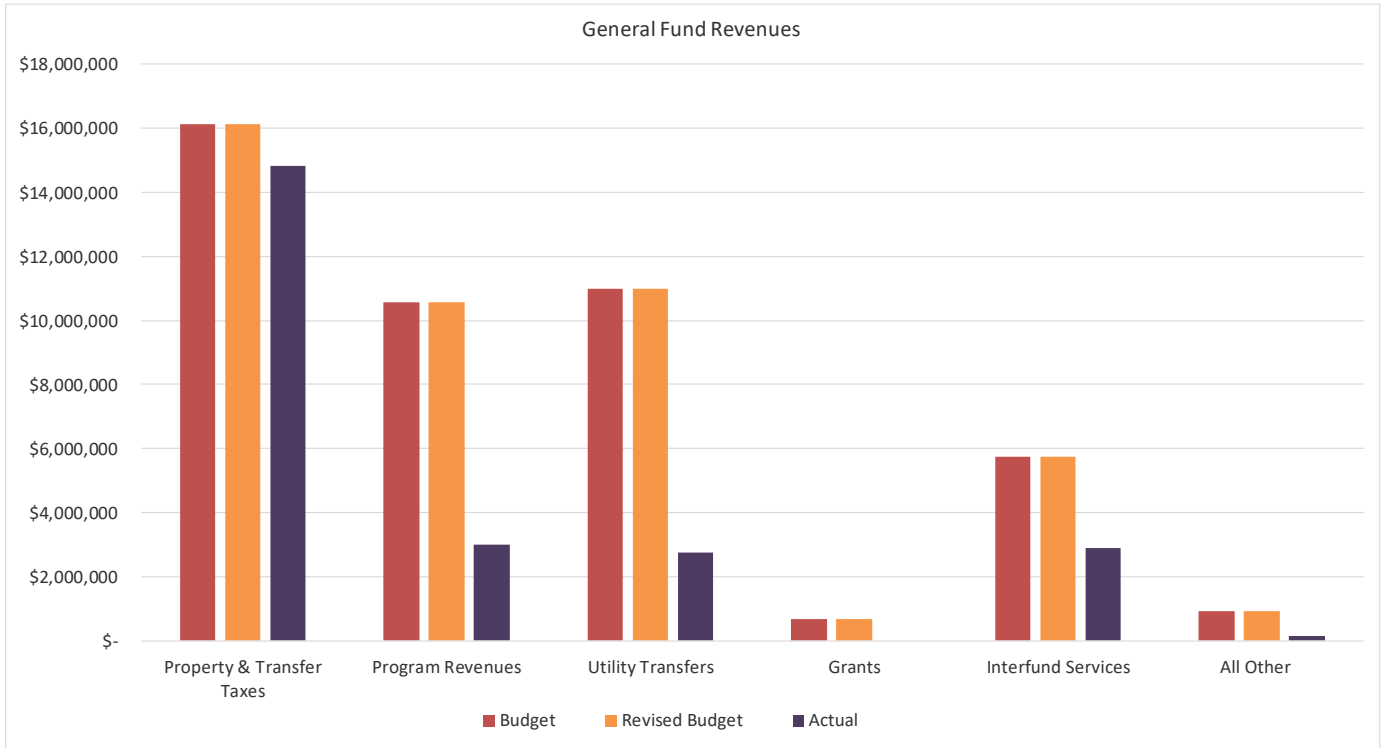
<b>Revenues</b>				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes	\$ 16,121,700	\$ 16,121,700	\$ 14,827,361	92%
Program Revenues	10,570,600	10,570,600	3,005,294	28%
Utility Transfers	11,000,000	11,000,000	2,750,010	25%
Grants	688,500	688,500	-	0%
Interfund Services	5,749,900	5,749,900	2,883,069	50%
All Other <sup>1</sup>	933,000	933,000	135,861	15%
	<u>\$ 45,063,700</u>	<u>\$ 45,063,700</u>	<u>\$ 23,601,595</u>	<u>52%</u>

<b>Expenditures</b>				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenditures <sup>2</sup>	\$ 28,694,900	\$ 28,694,900	\$ 4,561,921	16%
Interfund Services	10,312,700	10,362,700	2,005,199	19%
Debt Service	500,000	500,000	116,826	23%
Post Retirement Benefits	1,894,900	1,894,900	473,730	25%
Pension Fund Contributions	964,600	964,600	146,250	15%
Capital Project Transfers	3,261,600	3,261,600	815,400	25%
All Other <sup>3</sup>	1,235,000	1,235,800	255,403	21%
	<u>\$ 46,863,700</u>	<u>\$ 46,914,500</u>	<u>\$ 8,374,729</u>	<u>18%</u>

<sup>1</sup> Includes Franchise Fees, Miscellaneous Receipts, Garrison Farm Rent, Sale of Assets, Return Check Fees, Fund Interest Income, and Investment Manager Cost

<sup>2</sup> Includes Stormwater Account

<sup>3</sup> Includes Misc. Grant Exp., Bank and CC Fees, Street Lights Expense, DDP Contribution, Transfer to Electric I&E, and Bond Issue Costs



**City of Dover  
Water Fund Summary  
Fiscal Year to Date (October 2019)**

**Revenues**

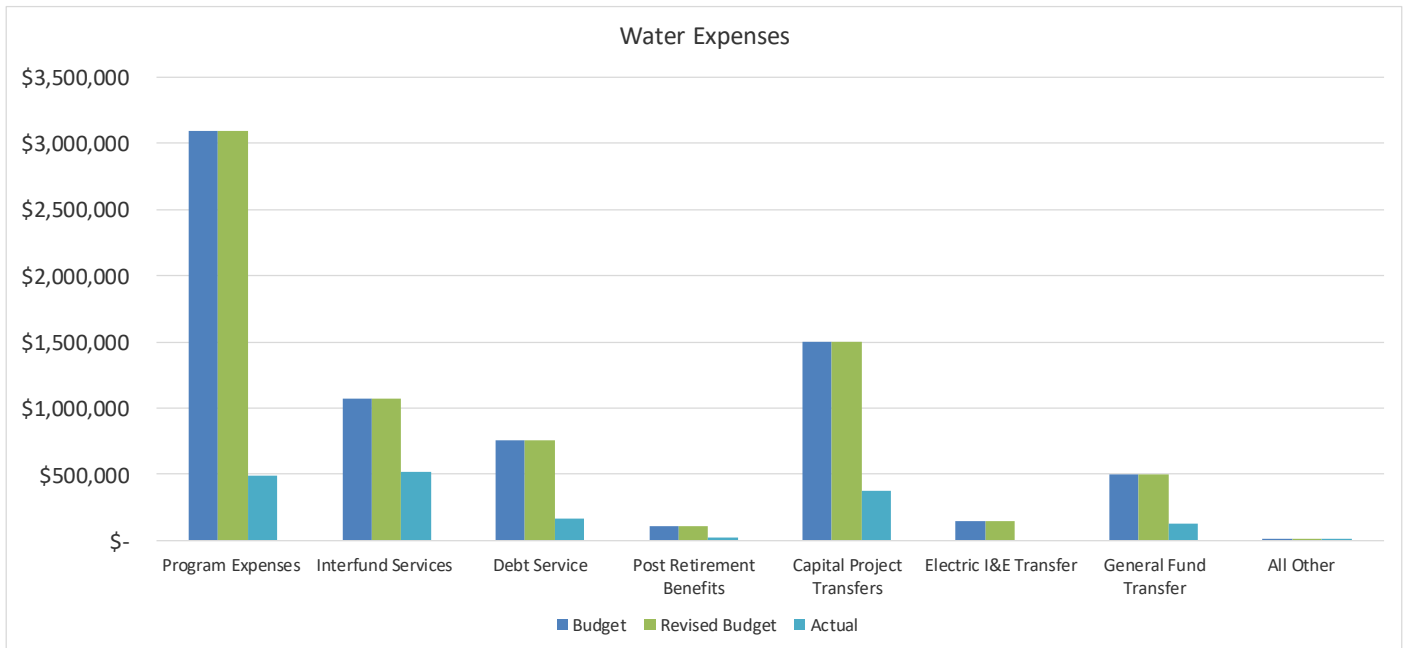
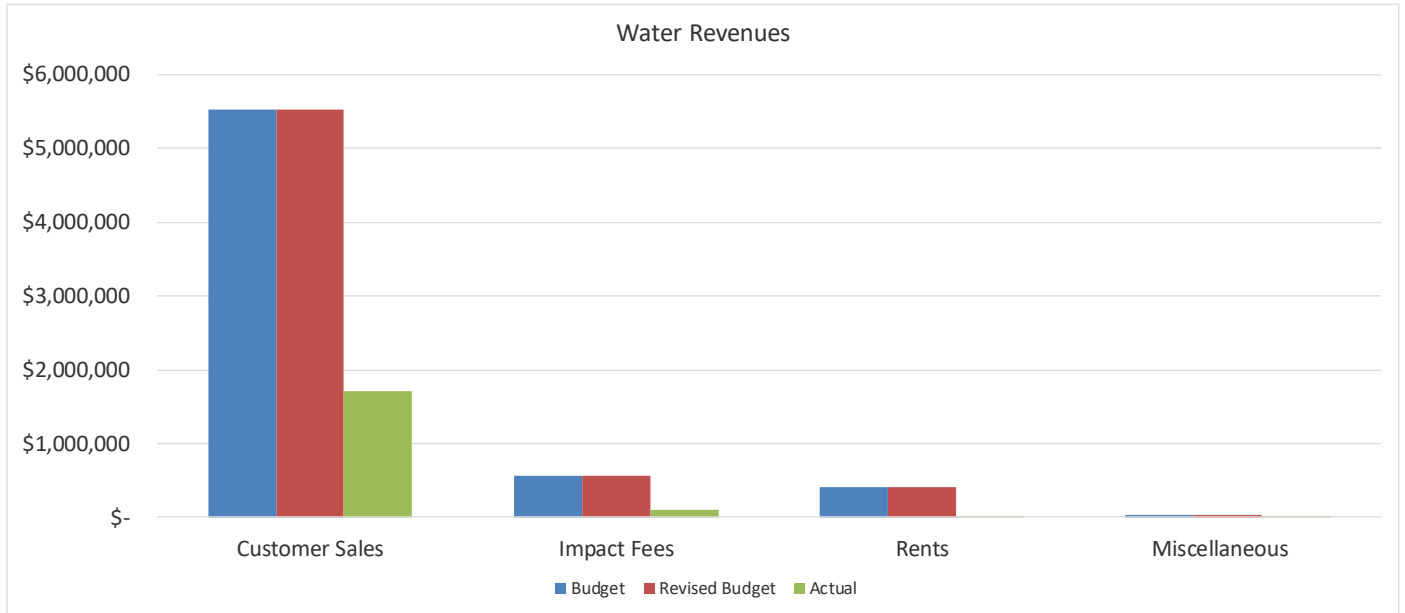
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 5,530,800	\$ 5,530,800	\$ 1,701,477	31%
Impact Fees	570,000	570,000	94,564	17%
Rents	410,200	410,200	11,782	3%
Miscellaneous <sup>1</sup>	33,000	33,000	18,430	56%
	<b>\$ 6,544,000</b>	<b>\$ 6,544,000</b>	<b>\$ 1,826,253</b>	<b>28%</b>

**Expenditures**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,090,700	\$ 3,090,700	\$ 489,025	16%
Interfund Services	1,067,800	1,067,800	521,618	49%
Debt Service	760,000	760,000	169,747	22%
Post Retirement Benefits	113,200	113,200	28,190	25%
Capital Project Transfers	1,500,000	1,500,000	375,000	25%
Electric I&E Transfer	149,000	149,000	-	0%
General Fund Transfer	500,000	500,000	125,010	25%
All Other <sup>2</sup>	14,000	14,000	5,540	40%
	<b>\$ 7,194,700</b>	<b>\$ 7,194,700</b>	<b>\$ 1,714,129</b>	<b>24%</b>

<sup>1</sup> Includes Interest Earnings and Miscellaneous Income

<sup>2</sup> Includes Bank & CC Fees



**City of Dover  
Wastewater Fund Summary  
Fiscal Year to Date (October 2019)**

**Revenues**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 8,763,600	\$ 8,763,600	\$ 2,369,994	27%
Impact Fees	480,000	480,000	87,293	18%
Miscellaneous <sup>1</sup>	33,200	33,200	4,649	14%
	<u>\$ 9,276,800</u>	<u>\$ 9,276,800</u>	<u>\$ 2,461,936</u>	<u>27%</u>

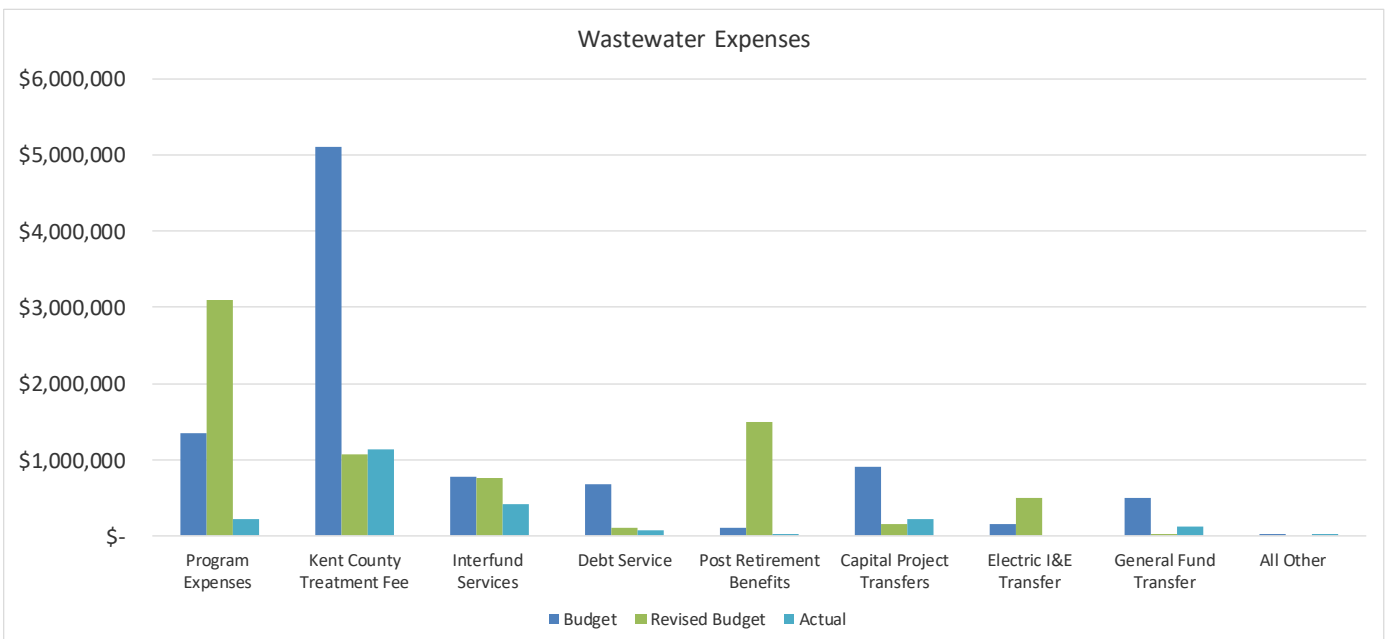
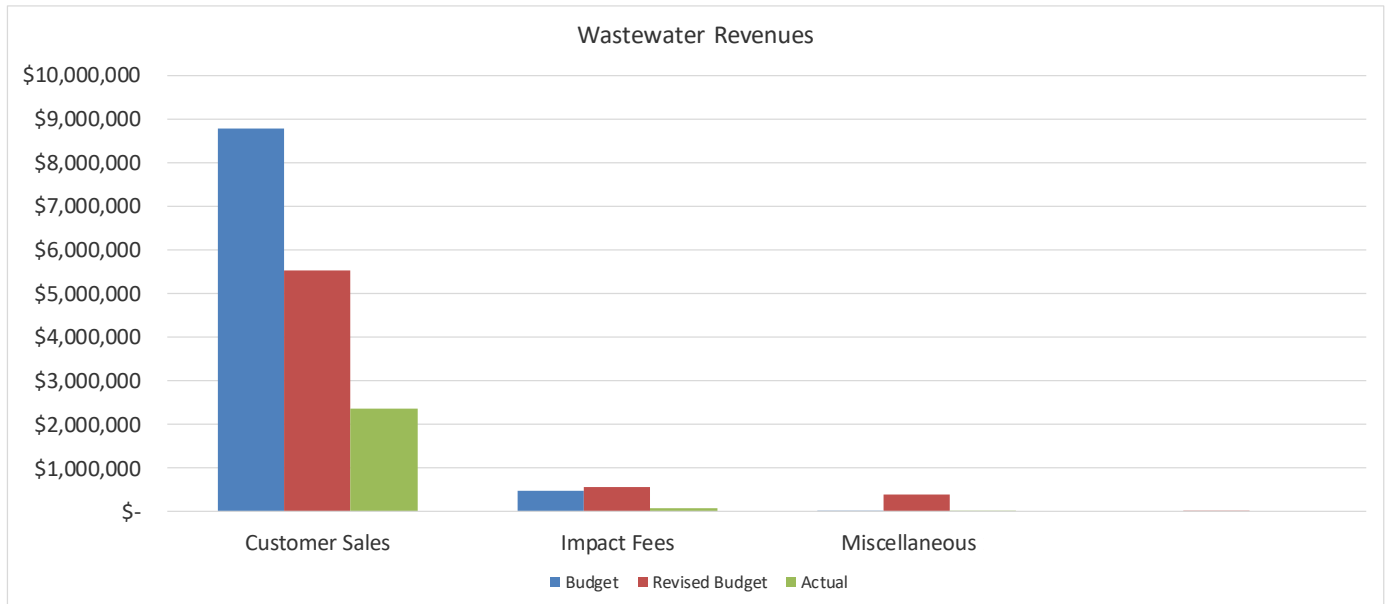
**Expenditures**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,349,000	\$ 1,349,000	\$ 216,401	16%
Kent County Treatment Fee	5,101,900	5,101,900	1,142,891	22%
Interfund Services	769,200	769,200	417,878	54%
Debt Service	672,500	672,500	65,665	10%
Post Retirement Benefits	113,100	113,100	28,390	25%
Capital Project Transfers	900,000	900,000	225,000	25%
Electric I&E Transfer	149,000	149,000	-	0%
General Fund Transfer	500,000	500,000	125,010	25%
All Other <sup>2</sup>	29,000	29,000	2,033	7%
	<u>\$ 9,583,700</u>	<u>\$ 9,583,700</u>	<u>\$ 2,223,267</u>	<u>23%</u>

<sup>1</sup> Includes Interest Earnings, Miscellaneous Income, and Wastewater Penalties

<sup>2</sup> Includes Bank & CC Fees and Bond Issuance Cost





**City of Dover  
Electric Fund Summary  
Fiscal Year to Date (September 2019)**

**Revenues**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 84,008,400	\$ 84,008,400	\$ 24,457,681	29%
Distribution of Earnings	(2,873,800)	(2,873,800)	(854,381)	30%
All Other <sup>1</sup>	960,400	960,400	824,583	86%
	<u>\$ 82,095,000</u>	<u>\$ 82,095,000</u>	<u>\$ 24,427,882</u>	<u>30%</u>

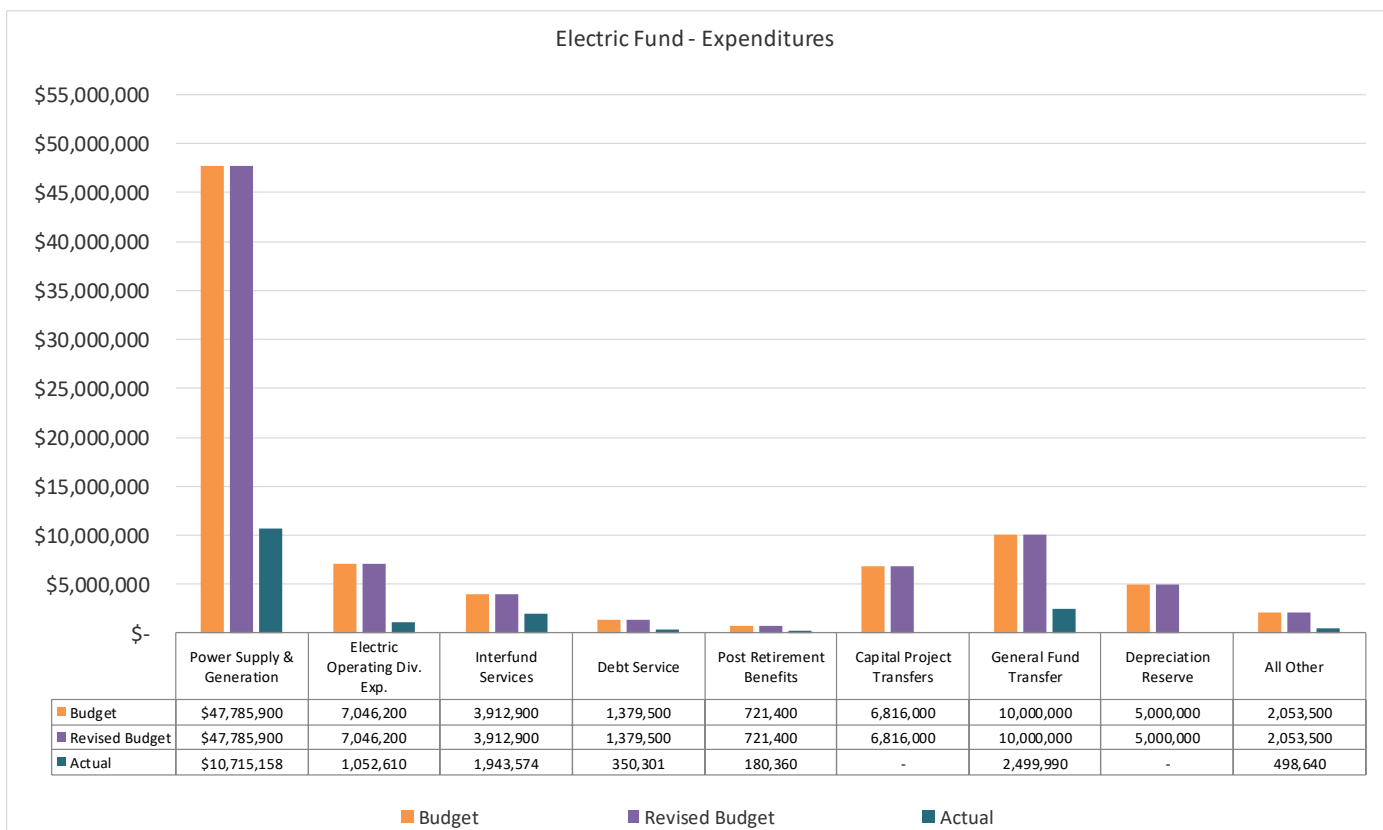
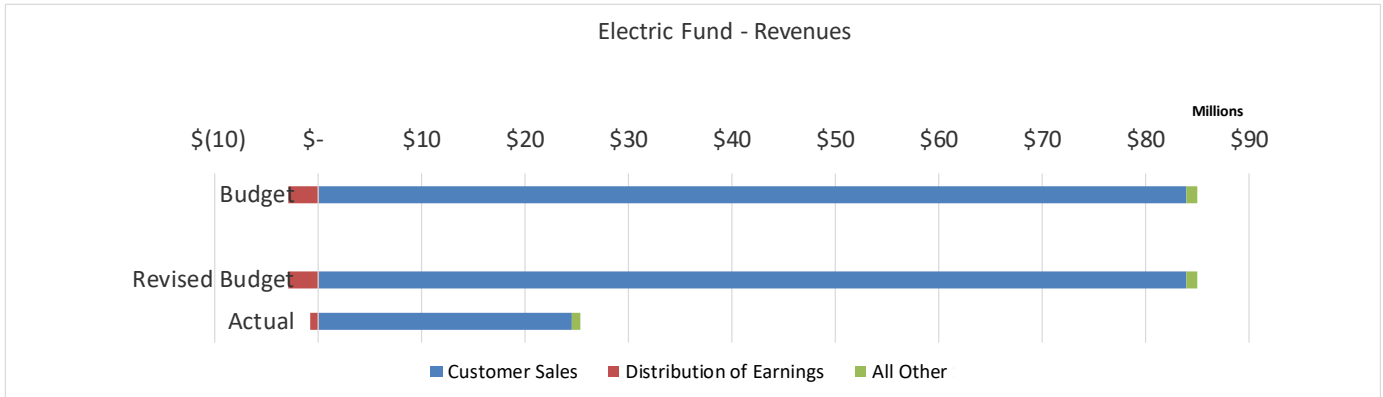
**Expenditures**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 47,785,900	\$ 47,785,900	\$ 10,715,158	22%
Electric Operating Div. Exp.	7,046,200	7,046,200	1,052,610	15%
Interfund Services	3,912,900	3,912,900	1,943,574	50%
Debt Service	1,379,500	1,379,500	350,301	25%
Post Retirement Benefits	721,400	721,400	180,360	25%
Capital Project Transfers	6,816,000	6,816,000	-	0%
General Fund Transfer	10,000,000	10,000,000	2,499,990	25%
Depreciation Reserve	5,000,000	5,000,000	-	0%
All Other <sup>2</sup>	2,053,500	2,053,500	498,640	24%
	<u>\$ 84,715,400</u>	<u>\$ 84,715,400</u>	<u>\$ 17,240,633</u>	<u>20%</u>

<sup>1</sup> Includes Rental Revenue, Miscellaneous Service Revenue, Interest Income, Penalties, General Service Billing Received from Uncollectible, and Green Energy Charge

<sup>2</sup> Includes Utility Tax, Interest on Deposits, Green Energy, A/R Write-offs, and Bank & CC Fees

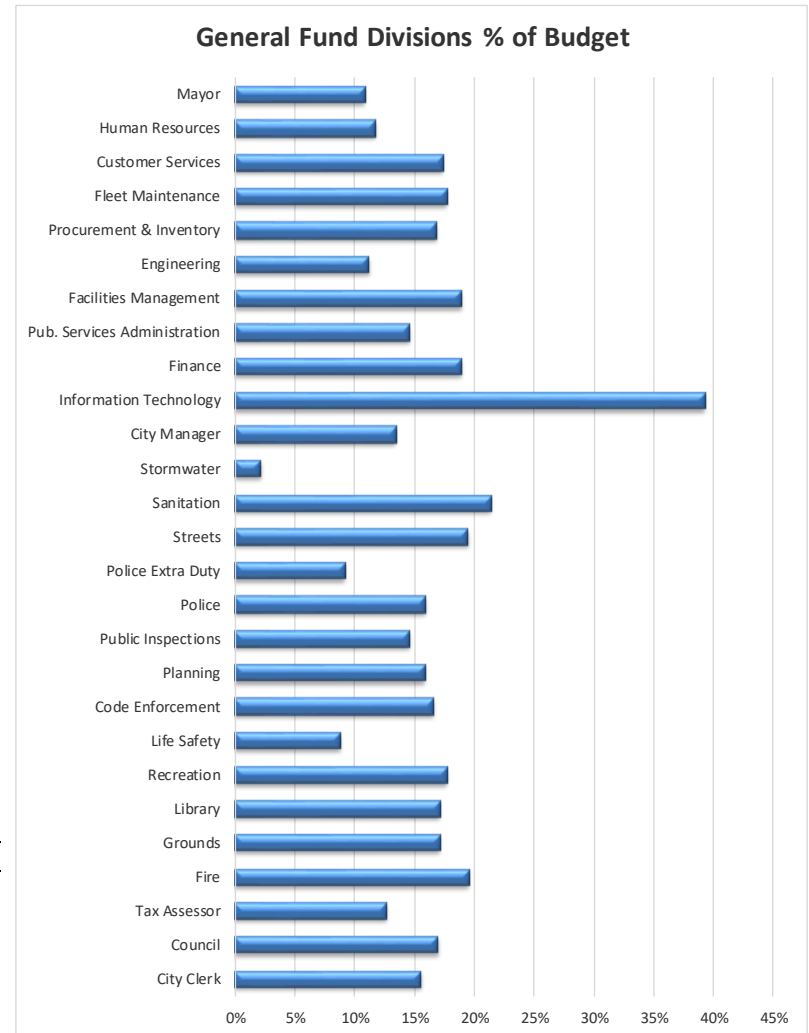
<u>Megawatt Hours Sold &amp; Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	752,307	752,307	224,559
Sales per MWh	\$106.09	\$106.09	\$103.49
Purchased/Generated MWh	785,072	785,072	229,982
All In MWh Supply & Generation	\$60.87	\$60.87	\$46.59



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**City of Dover  
Division Expense Summary (General Fund)  
Fiscal Year to Date (September 2019)**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 432,600	\$ 432,600	\$ 67,206	16%
Council	157,700	157,700	26,704	17%
Tax Assessor	398,200	398,200	50,389	13%
Fire	763,700	763,700	148,759	19%
Grounds	1,269,500	1,269,500	216,697	17%
Library	1,779,800	1,779,800	303,584	17%
Recreation	1,156,600	1,156,600	204,085	18%
Life Safety	381,500	381,500	33,406	9%
Code Enforcement	680,200	680,200	112,771	17%
Planning	570,400	570,400	90,120	16%
Public Inspections	644,700	644,700	93,634	15%
Police	17,183,900	17,183,900	2,728,850	16%
Police Extra Duty	665,100	665,100	60,498	9%
Streets	810,600	806,400	156,761	19%
Sanitation	2,432,400	2,432,400	519,817	21%
Stormwater	859,000	863,200	18,293	2%
City Manager	1,007,900	1,007,900	134,896	13%
Information Technology	747,000	747,000	293,232	39%
Finance	935,800	935,800	176,342	19%
Pub. Services Administration	802,300	802,300	116,731	15%
Facilities Management	655,700	655,700	123,823	19%
Engineering	368,800	368,800	40,955	11%
Procurement & Inventory	684,400	684,400	114,973	17%
Fleet Maintenance	1,051,200	1,051,200	185,402	18%
Customer Services	1,067,500	1,067,500	184,674	17%
Human Resources	524,200	574,200	67,255	12%
Mayor	226,900	226,900	24,666	11%
<b>Total</b>	<b>\$ 38,257,600</b>	<b>\$ 38,307,600</b>	<b>\$ 6,294,522</b>	<b>16%</b>



**City of Dover**  
**Utilities Summary**  
**Fiscal Year to Date (September 2019)**

**Water Divison Expenses**

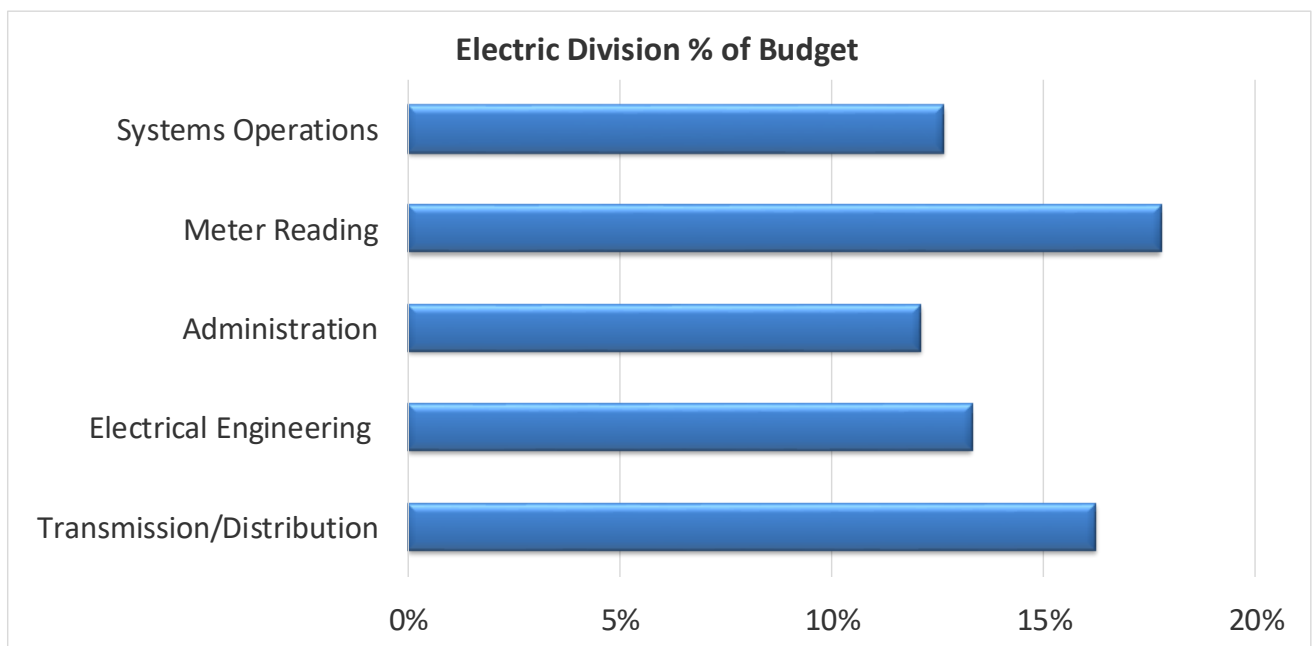
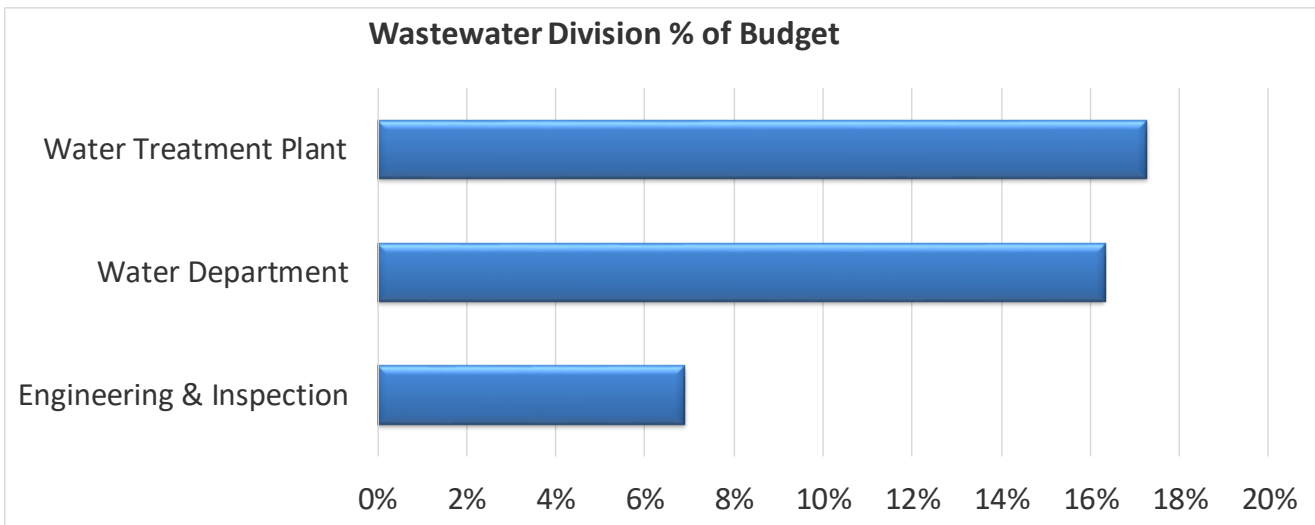
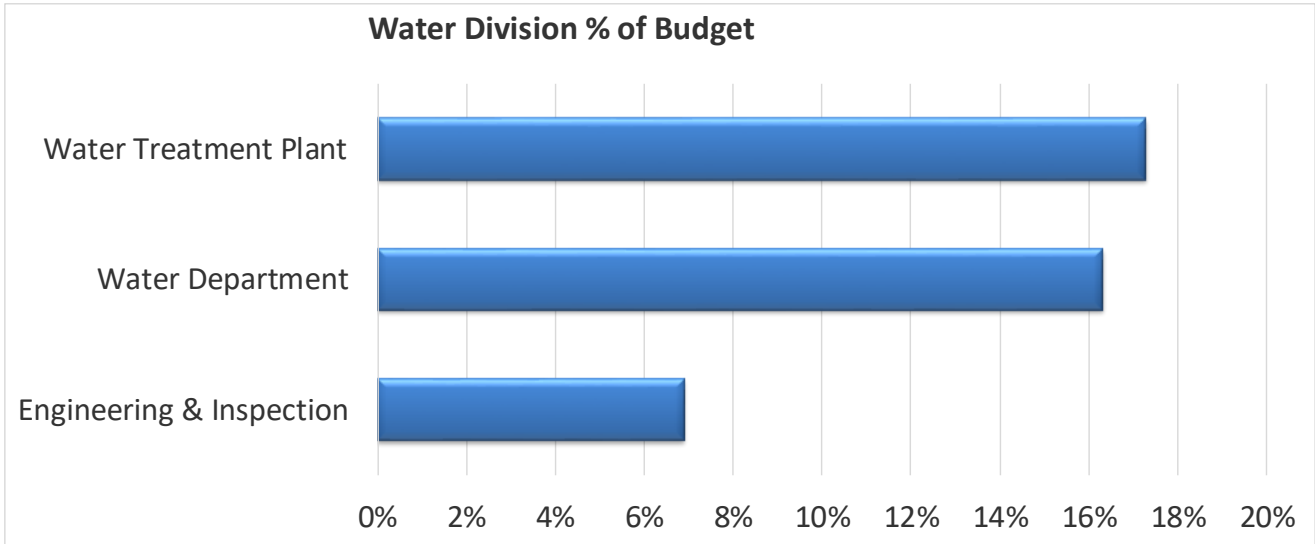
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 371,400	\$ 371,400	\$ 25,589	7%
Water Department	638,400	638,400	104,135	16%
Water Treatment Plant	2,080,900	2,080,900	359,300	17%
	<u>\$ 3,090,700</u>	<u>\$ 3,090,700</u>	<u>\$ 489,025</u>	<u>16%</u>

**Wastewater Divison Expenses**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 195,100	\$ 195,100	\$ 26,963	14%
Wastewater Department	1,153,900	1,153,900	189,437	16%
	<u>\$ 1,349,000</u>	<u>\$ 1,349,000</u>	<u>\$ 216,401</u>	<u>16%</u>

**Electric Division Expenses**

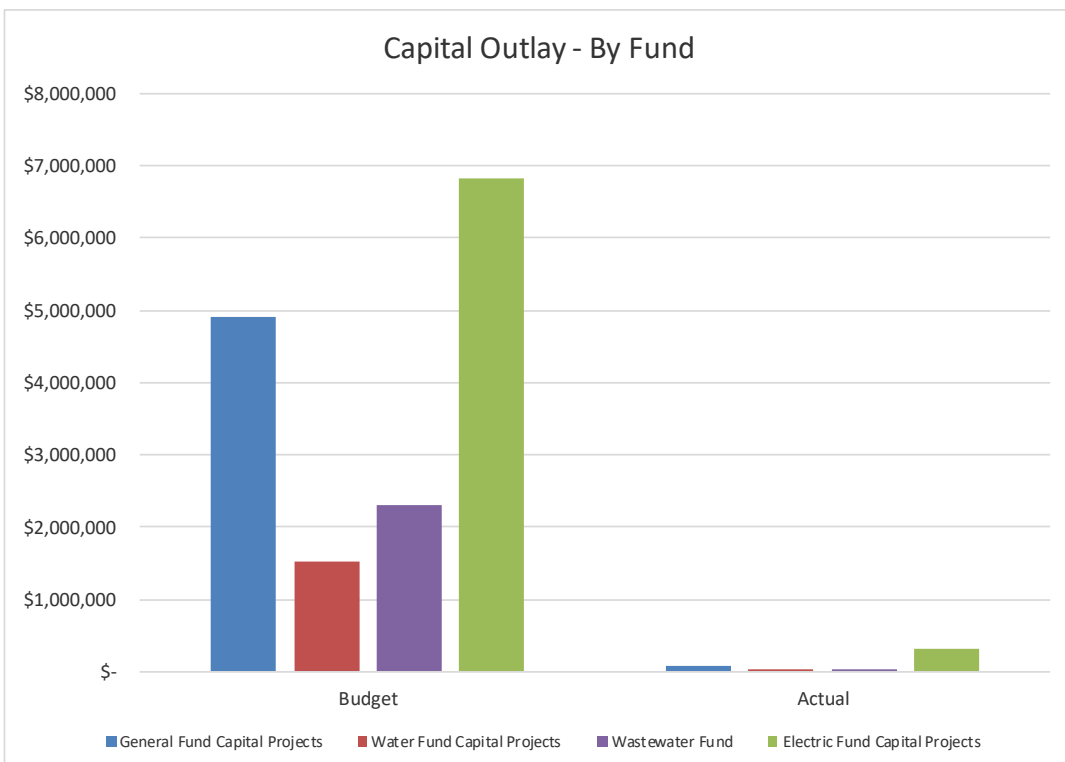
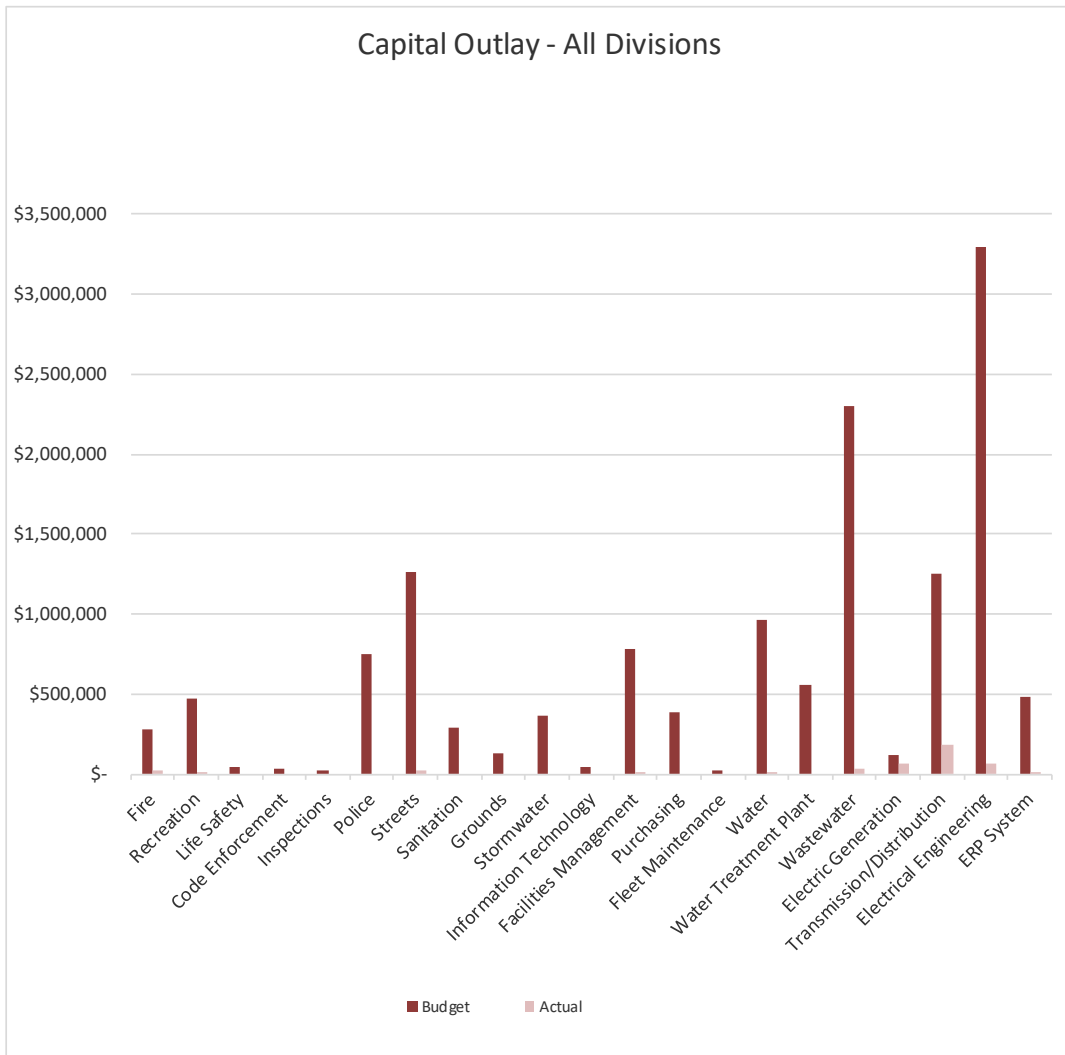
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 3,802,800	\$ 3,802,800	\$ 616,685	16%
Electrical Engineering	1,372,900	1,372,900	182,470	13%
Administration	615,500	615,500	74,423	12%
Meter Reading	401,900	401,900	71,310	18%
Systems Operations	853,100	853,100	107,722	13%
	<u>\$ 7,046,200</u>	<u>\$ 7,046,200</u>	<u>\$ 1,052,610</u>	<u>15%</u>



**City of Dover**  
**Capital Outlay Summary (All Funds)**  
**Fiscal Year to Date (October 2019)**

<u>General Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 281,100	\$ 19,418	6.9%
Recreation	476,000	15,153	3.2%
Life Safety	48,900	-	0.0%
Code Enforcement	37,200	-	0.0%
Inspections	18,600	-	0.0%
Police	753,900	-	0.0%
Streets	1,266,500	22,072	1.7%
Sanitation	287,200	-	0.0%
Grounds	128,400	-	0.0%
Stormwater	365,000	-	0.0%
Information Technology	45,600	-	0.0%
Facilities Management	784,000	567	0.1%
Purchasing	390,000	-	0.0%
Fleet Maintenance	21,600	-	0.0%
Transfer to Parkland Reserve	-	15,000	0.0%
<b>General Fund Capital Projects</b>	<b>\$ 4,904,000</b>	<b>\$ 72,210</b>	<b>1.5%</b>
<u>Water Fund</u>			
Water	\$ 960,400	\$ 15,525	1.6%
Water Treatment Plant	559,700	-	0.0%
<b>Water Fund Capital Projects</b>	<b>\$ 1,520,100</b>	<b>\$ 15,525</b>	<b>1.0%</b>
<u>Wastewater Fund</u>			
Wastewater	2,302,600	36,939	1.6%
<b>Wastewater Fund Capital Projects</b>	<b>\$ 2,302,600</b>	<b>\$ 36,939</b>	<b>1.6%</b>
<u>Electric Fund</u>			
Electric Generation	\$ 115,000	\$ 68,241	59.3%
Transmission/Distribution	1,255,000	184,556	14.7%
Electrical Engineering	3,293,000	67,376	2.0%
ERP System	488,000	990	0.2%
Electric Administration	1,643,200	-	0.0%
<b>Electric Fund Capital Projects</b>	<b>\$ 6,816,000</b>	<b>\$ 321,163</b>	<b>4.7%</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 15,542,700</b>	<b>\$ 445,837</b>	<b>2.9%</b>





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