

**CITY OF DOVER**  
**FINANCE AND PROCUREMENT & INVENTORY DEPARTMENTS**  
**OCTOBER 2016 - MONTHLY BUDGET REPORTS**



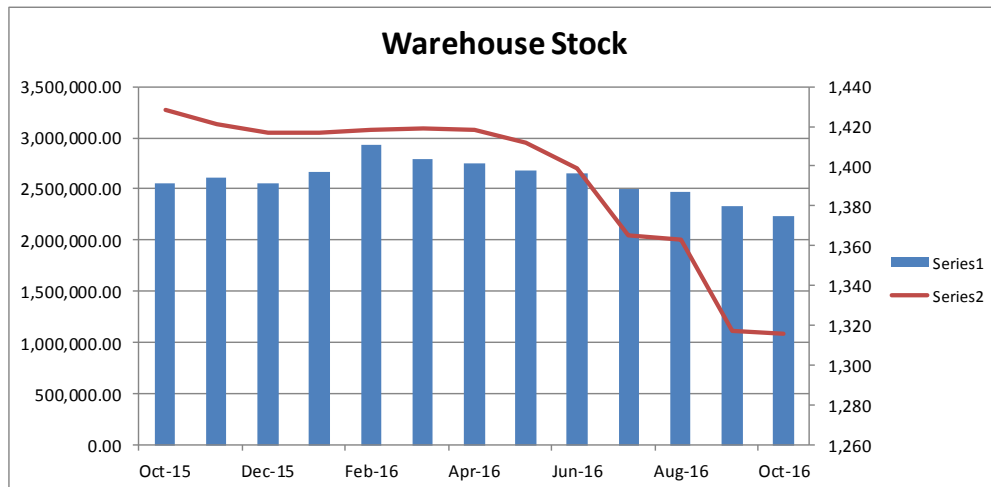
**PLEASE NOTE – THIS REPORT PROVIDES TOP LINE INFORMATION ON THE OPERATING FUNDS. IF YOU WOULD LIKE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT THE FINANCE DEPARTMENT.**

# CITY OF DOVER ACTIVITY REPORTS OCTOBER 2016

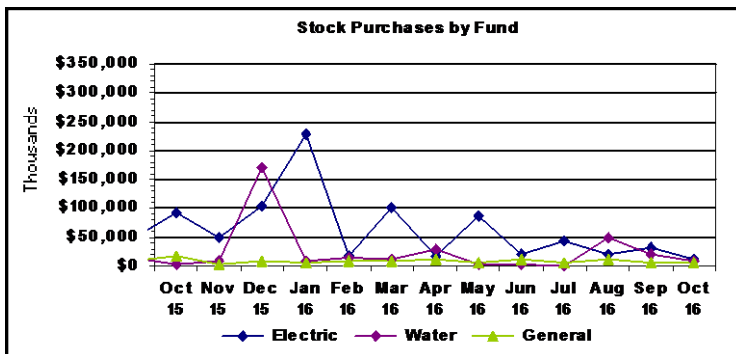
## FINANCE DEPARTMENT ACTIVITY LEVELS

	FY16 YTD			FY17 YTD		
<b>BANK TRENDS</b>						
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	2,483			2,439		
Total Amount of All Deposits	\$ 54,199,584			\$ 55,055,983		
<b>PAYROLL</b>						
	Hours	%	Amount	Hours	%	Amount
Gross wages per registers	312,673	100.0%	\$ 17,311,049	311,719	100.0%	\$ 18,711,546
<b>Wages and Hours Worked</b>						
Regular	254,979	81.5%	\$ 5,542,535	258,708	83.0%	\$ 5,880,213
All over time	13,722	4.4%	\$ 596,193	12,700	4.1%	\$ 567,573
<b>Other Paid or Unpaid Wages and Hours</b>						
Vacation	17,815	5.7%	\$ 489,463	17,344	5.6%	\$ 497,666
Sick	5,451	1.7%	\$ 133,082	6,101	2.0%	\$ 166,269
Terminal Leave - Retiree Vacation/Sick Payout	6,066	1.9%	\$ 191,926	5,057	1.6%	\$ 138,100
Comp Time	2,533	0.8%	\$ 74,322	2,441	0.8%	\$ 62,321
Personal	362	0.1%	\$ 11,220	1,581	0.5%	\$ 51,680
Leave Without Pay	2,251	0.7%	\$ -	510	0.2%	\$ -
Other (description below)	9,496	3.0%	\$ 311,670	7,279	2.3%	\$ 257,837
Other includes: pay adjustments, military differential pay, training, committee meetings, worker compensation tracking/adjustments, etc.						
<b>Other Activity</b>						
Number of Pay Periods	9			9		
Number of Payroll Checks & Direct Deposits Issued	3,487			3,607		
Number of Pension Checks Issued	2,532			2,523		
Total Pension Benefits Paid - Defined Benefit Plan	\$ 4,356,755			\$ 4,347,020		
<b>ACCOUNTS PAYABLE</b>						
Number of Check Vouchers	1,942			1,880		
Number of EFT Vouchers	775			820		
Vouchers Dollar Amount Disbursed	\$ 26,771,361			\$ 22,269,565		

## PROCUREMENT & INVENTORY ACTIVITY LEVELS



Value: \$2,235,217.54 Line Items: 1316



Fuel Use		
Unleaded:	11,876.3	gallons
Diesel:	6,865.9	gallons
Total Cost:	\$ 29,342.25	

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**General Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 4,493,900	\$ -	\$ 4,493,900	0.0%
<b>Revenues</b>				
Court of Chancery Fees	1,100,000	315,780	784,220	28.7%
Police Extra Duty, Fines & Revenue	1,288,300	335,676	952,624	26.1%
Franchise Fees	680,000	86,282	593,718	12.7%
Grants	623,500	-	623,500	0.0%
Intrafund Services	5,218,700	1,615,651	3,603,049	31.0%
Library & Recreation Revenues	532,900	221,813	311,087	41.6%
Licenses & Permits	3,129,100	2,043,189	1,085,911	65.3%
Property Taxes (1)	12,895,100	12,500,609	394,491	96.9%
Miscellaneous Revenues	146,800	56,702	90,098	38.6%
Sanitation Revenues	2,538,300	834,430	1,703,870	32.9%
Garrison Farm Rent Revenue	94,500	31,114	63,386	32.9%
Transfers-In from Special Funds & Utilities				
Municipal Street Aid Fund	673,100	168,372	504,728	25.0%
Civil Traffic Penalties	496,900	105,436	391,464	21.2%
Transfer Taxes	1,672,700	660,443	1,012,257	39.5%
Police Grants/Extra Duty	258,600	43,189	215,411	16.7%
Water/Wastewater Fund	875,000	292,000	583,000	33.4%
Electric Fund	10,000,000	3,335,333	6,664,667	33.4%
<b>Total Revenues</b>	<b>42,223,500</b>	<b>22,646,019</b>	<b>19,577,481</b>	<b>53.6%</b>
<b>Total Beginning Balance &amp; Revenues</b>	<b>\$ 46,717,400</b>	<b>\$ 22,646,019</b>	<b>\$ 24,071,381</b>	<b>48.5%</b>
<b>Expenditures</b>				
City Clerk & Council	\$ 553,400	\$ 153,989	\$ 399,411	27.8%
Mayor, City Manager & Human Resources	1,258,900	413,412	845,488	32.8%
Police & Police Extra Duty	16,875,200	5,164,422	11,710,778	30.6%
Public Services	5,077,600	1,337,395	3,740,205	26.3%
Engineering	207,000	53,630	153,370	25.9%
Procurement & Inventory, Facilities Mgmt., Fleet Maint.	1,968,500	647,676	1,320,824	32.9%
Planning, Inspections, Life Safety, & Code Enf.	2,151,000	610,315	1,540,685	28.4%
Finance, Info Tech & Customer Services	2,871,200	959,063	1,912,137	33.4%
Library & Recreation	2,385,900	736,981	1,648,919	30.9%
Fire Department	721,700	260,039	461,661	36.0%
Assessor	244,000	74,397	169,603	30.5%
Contribution to DDP	150,000	37,500	112,500	25.0%
Miscellaneous Grant Expense	25,000	-	25,000	0.0%
Other Employment Expenses	400,700	-	400,700	0.0%
Bank & CC Fees	15,000	1,470	13,530	9.8%
Insurance	700,000	168,691	531,309	24.1%
OPEB - Retiree's Health Care Contribution	2,039,700	679,975	1,359,725	33.3%
Police Pension Trust Contribution - State Grant	670,000	223,833	446,167	33.4%
Appropriation to Police Pension Fund	500,000	-	500,000	0.0%
Street Lights	804,000	273,539	530,461	34.0%
Debt Service	685,300	393,521	291,779	57.4%
Transfers Out				
Inventory Write-offs	10,000	10,000	-	100.0%
Capital Projects Fund	1,859,400	930,000	929,400	50.0%
Uncollectibles: Trash & Other	50,000	50,000	-	100.0%
<b>Total Expenditures</b>	<b>42,223,500</b>	<b>13,179,848</b>	<b>29,043,652</b>	<b>31.2%</b>
Budget Balance -Working Capital	4,493,900	-	4,493,900	0.0%
<b>Total Budget Balance &amp; Expenditures</b>	<b>\$ 46,717,400</b>	<b>\$ 13,179,848</b>	<b>\$ 33,537,552</b>	<b>28.2%</b>
<b>Reserve Balances</b>				
Contingency	\$ 741,000	\$ 736,516		

(1) Property Taxes are the taxes billed and not cash received. The outstanding receivable balance as of 10/31/16 is \$448,318 as compared to \$462,158 in October 2015.

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Water/Wastewater Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance - Water	\$ 566,500	\$ -	\$ 566,500	0.0%
Beginning Balance - Wastewater	663,200	-	663,200	0.0%
	<u>1,229,700</u>	<u>-</u>	<u>1,229,700</u>	0.0%
<b>Revenues</b>				
Water Services	5,800,000	2,303,178	3,496,822	39.7%
Wastewater Services	3,800,000	1,360,164	2,439,836	35.8%
Wastewater Treatment Services	3,000,000	1,075,509	1,924,491	35.9%
Groundwater Inflow Adjustment	1,938,000	688,461	1,249,539	35.5%
Water Tank Space Leases	366,200	72,034	294,166	19.7%
Miscellaneous Receipts	83,000	54,415	28,585	65.6%
Impact Fees - Water	252,000	273,000	(21,000)	108.3%
Impact Fees - Wastewater	228,000	245,100	(17,100)	107.5%
<b>Total Revenues</b>	<u>15,467,200</u>	<u>6,071,861</u>	<u>9,395,339</u>	39.3%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 16,696,900</b></u>	<u><b>\$ 6,071,861</b></u>	<u><b>\$ 10,625,039</b></u>	36.4%
<b>Expenses</b>				
Water/Wastewater Operating Divisions				
Engineering & Inspection	\$ 516,500	\$ 148,454	\$ 368,046	28.7%
Water Department	655,400	198,583	456,817	30.3%
Water Treatment Plant	1,727,400	579,361	1,148,039	33.5%
Wastewater Department	962,400	269,212	693,188	28.0%
Kent County Treatment Charge	4,130,000	1,297,293	2,832,707	31.4%
Intrafund Service Fees	1,653,800	497,210	1,156,590	30.1%
Retiree's Health Care	192,400	64,000	128,400	33.3%
Debt Service	1,227,200	276,345	950,855	22.5%
Other Employment Expenses	21,200	-	21,200	0.0%
Bank & CC Fees	25,000	8,298	16,702	33.2%
Bond Issuance Cost	40,000	-	40,000	0.0%
Transfers Out				
Water I & E Fund	1,000,000	250,000	750,000	25.0%
Wastewater I & E Fund	1,000,000	250,000	750,000	25.0%
General Fund	875,000	292,000	583,000	33.4%
Contingency Reserve - Water	110,000	-	110,000	0.0%
Contingency Reserve - Wastewater	60,000	-	60,000	0.0%
Electric Improv. & Ext.	231,200	-	231,200	0.0%
<b>Total Expenses</b>	<u>14,427,500</u>	<u>4,130,756</u>	<u>10,296,744</u>	28.6%
<b>Budget Balances</b>				
Budget Balance - Work. Cap Water	1,103,100	-	1,103,100	0.0%
Budget Balance - Work. Cap WW	1,166,300	-	1,166,300	0.0%
Total Budget Balances	<u>2,269,400</u>	<u>-</u>	<u>2,269,400</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 16,696,900</b></u>	<u><b>\$ 4,130,756</b></u>	<u><b>\$ 12,566,144</b></u>	24.7%
<b>Reserve Balances</b>				
Contingency-Water	\$ 249,000	\$ 118,486		
Contingency-Wastewater	\$ 253,100	\$ 215,708		
Impact Fee Reserve - Water	\$ 243,200	\$ 436,338		
Impact Fee Reserve - Wastewater	\$ 1,391,800	\$ 3,090,870		
<b>Bond Coverage Ratio (Covenant 1.20)</b>	3.44	6.70		

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Electric Revenue Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 13,302,200	\$ -	\$ 13,302,200	0.0%
<b>Revenues</b>				
Direct Sales to Customers	77,193,200	30,937,994	46,255,206	40.1%
Utility Tax	1,287,900	494,913	792,987	38.4%
Weyandt Hall Rents	223,000	77,270	145,730	34.7%
Miscellaneous Revenues	676,600	208,637	467,963	30.8%
Interest Earnings	47,900	45,456	2,444	94.9%
<b>Total Revenues</b>	<u>79,428,600</u>	<u>31,049,055</u>	<u>48,379,545</u>	39.1%
<b>Total Beginning Balance &amp; Revenues</b>	<b><u>\$ 92,730,800</u></b>	<b><u>\$ 31,049,055</u></b>	<b><u>\$ 61,681,745</u></b>	33.5%
<b>Expenses</b>				
Power Supply & Generation				
Hedged Energy	\$ 16,557,600	\$ 7,890,611	\$ 8,666,989	47.7%
Power Supply Management	996,000	208,749	787,251	21.0%
Capacity Charges	10,160,600	3,543,326	6,617,274	34.9%
Dover Sun Park Energy	2,313,900	783,745	1,530,155	33.9%
Renewal Energy Credits (Incl. Solar)	1,036,800	131,290	905,510	12.7%
RGGI	129,300	-	129,300	0.0%
PJM Charges - Energy	12,357,900	1,327,923	11,029,977	10.7%
PJM Charges - Transmission & Fees	7,603,800	1,718,391	5,885,409	22.6%
<b>Total Power Supply</b>	<b>51,155,900</b>	<b>15,604,035</b>	<b>35,551,865</b>	30.5%
Plant Operations	6,215,700	2,023,062	4,192,638	32.5%
Generation Fuels	302,600	1,225,492	(922,892)	405.0%
Capacity Credits	(7,355,100)	(2,510,538)	(4,844,562)	34.1%
PJM Spot Market Energy	(804,900)	(1,363,980)	559,080	169.5%
PJM Credits	<u>(360,000)</u>	<u>(274,045)</u>	<u>(85,955)</u>	76.1%
<b>Total Generation</b>	<b>(2,001,700)</b>	<b>(900,009)</b>	<b>(1,101,691)</b>	45.0%
<b>Total Power Supply &amp; Generation</b>	<b>49,154,200</b>	<b>14,704,026</b>	<b>34,450,174</b>	29.9%
Electric Operating Divisions:				
Transmission/Distribution	3,605,700	1,228,266	2,377,434	34.1%
Electrical Engineering	1,247,900	336,507	911,393	27.0%
Administration	929,700	205,667	724,033	22.1%
Meter Reading	378,600	116,428	262,172	30.8%
Systems Operations	651,700	203,469	448,231	31.2%
Intrafund Services	3,564,900	1,118,441	2,446,459	31.4%
Utility Tax	1,287,900	494,914	792,986	38.4%
Retirees Health Care	600,000	200,000	400,000	33.3%
Interest on Deposits	21,000	7,018	13,982	33.4%
Green Energy Payment to DEMEC	128,000	53,908	74,092	42.1%
Accounts Receivable Write-Offs	250,000	250,000	-	100.0%
Other Employee Expenses	58,900	-	58,900	0.0%
Bank & CC Fees	275,000	98,596	176,404	35.9%
Debt Service	1,618,000	550,318	1,067,682	34.0%
Transfers Out:				
General Fund	10,000,000	3,335,333	6,664,667	33.4%
Electric Improvement & Extension Fund	2,500,000	625,000	1,875,000	25.0%
Future Capacity Reserve	750,000	-	750,000	0.0%
Depreciation Reserve	750,000	-	750,000	0.0%
Rate Stabilization Reserve	<u>1,250,000</u>	<u>-</u>	<u>1,250,000</u>	0.0%
<b>Total Expenses</b>	<b>79,021,500</b>	<b>23,527,891</b>	<b>55,493,609</b>	29.8%
Budget Balance - Work. Capital	<u>13,709,300</u>	<u>-</u>	<u>13,709,300</u>	0.0%
<b>Total Budget Balance &amp; Expenses</b>	<b><u>\$ 92,730,800</u></b>	<b><u>\$ 23,527,891</u></b>	<b><u>\$ 69,202,909</u></b>	25.4%
<b>Reserve Balances</b>				
Contingency Reserve	\$ 848,300	\$ 854,251		
Insurance Reserve	\$ 762,000	\$ 767,352		
Rate Stabilization Reserve	\$ 8,511,900	\$ 7,305,704		
<b>Bond Coverage Ratio (Covenant 1.25)</b>	4.22	16.41		
<b>Megawatt Hours Sold &amp; Purchased</b>				
Sales to Customers MWh (excluding Street Light MWh)	716,755	283,393		39.5%
Sales per MWh	\$ 107.70	\$ 106.65		99.0%
Purchased/Generated MWh	747,187	292,291		39.1%
All In MWh Supply & Generation	\$ 65.79	\$ 50.31		76.5%

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**General Capital Project Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance - Projects	\$ 383,900	\$ -	\$ 383,900	0.0%
<b>Revenues</b>				
State Grant - Other	105,000	31,350	73,650	29.9%
Interest Earnings	5,000	4,395	605	87.9%
Transfer from General Fund for Projects	1,859,400	930,000	929,400	50.0%
Income from Sale of Assets	-	70,042	(70,042)	0.0%
Transfer from Parkland Reserve	80,000	-	80,000	0.0%
<b>Total Revenues</b>	<u>2,049,400</u>	<u>1,035,787</u>	<u>1,013,613</u>	50.5%
<b>Total Beginning Balance &amp; Revenue</b>	<u><b>\$ 2,433,300</b></u>	<u><b>\$ 1,035,787</b></u>	<u><b>\$ 1,397,513</b></u>	42.6%
<b>Expenditures</b>				
Fire	\$ 145,700	\$ 145,614	\$ 86	99.9%
Grounds Maintenance	58,200	95,511	(37,311)	164.1%
Recreation	165,000	-	165,000	0.0%
Life Safety	29,500	-	29,500	0.0%
Police	299,800	-	299,800	0.0%
Streets	1,026,000	141,190	884,810	13.8%
Sanitation	261,500	-	261,500	0.0%
Facilities Management	27,700	-	27,700	0.0%
<b>Total Expenditures</b>	<u>2,044,400</u>	<u>382,315</u>	<u>1,662,085</u>	18.7%
Budget Balance - Projects	<u>388,900</u>	<u>-</u>	<u>388,900</u>	0.0%
<b>Total Budget Balance &amp; Expenditures</b>	<u><b>\$ 2,433,300</b></u>	<u><b>\$ 382,315</b></u>	<u><b>\$ 2,050,985</b></u>	15.7%
<b>Reserve Balances</b>				
Capital Asset Replacement Reserve	\$ 1,266,300	\$ 1,260,080		
Parkland/Recreation	\$ 247,900	\$ 328,093		

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Water/Wastewater Improvement & Extension Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance - Water	\$ 1,179,900	\$ -	\$ 1,179,900	0.0%
Beginning Balance - Wastewater	<u>952,600</u>	<u>-</u>	<u>952,600</u>	0.0%
	2,132,500	-	2,132,500	
<b>Revenues</b>				
Interest Earnings	20,000	24,324	(4,324)	121.6%
Transfer from Operating Fund for Water	1,000,000	250,000	750,000	25.0%
Transfer from Operating Fund for Wastewater	1,000,000	250,000	750,000	25.0%
Transfer from Impact Fee Reserve - Water	190,800	-	190,800	0.0%
Transfer from Impact Fee Reserve - Wastewater	211,200	-	211,200	0.0%
State Loan-Water	884,000	-	884,000	0.0%
State Loan-Wastewater	<u>2,400,000</u>	<u>-</u>	<u>2,400,000</u>	0.0%
<b>Total Revenues</b>	5,706,000	524,324	5,181,676	9.2%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 7,838,500</b></u>	<u><b>\$ 524,324</b></u>	<u><b>\$ 7,314,176</b></u>	6.7%
<b>Expenses</b>				
Engineering & Inspection	\$ 30,400	\$ -	\$ 30,400	0.0%
Water	1,338,800	65,414	1,273,386	4.9%
Wastewater	2,021,200	410,255	1,610,945	20.3%
Water Treatment Plant	<u>1,200,000</u>	<u>66,235</u>	<u>1,133,765</u>	5.5%
<b>Total Expenses</b>	4,590,400	541,904	4,048,496	11.8%
Budget Balance Water - Working Capital	2,226,700	-	2,226,700	0.0%
Budget Balance Wastewater - Working Capital	<u>1,021,400</u>	<u>-</u>	<u>1,021,400</u>	0.0%
<b>Total Budget Balances</b>	3,248,100	-	3,248,100	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 7,838,500</b></u>	<u><b>\$ 541,904</b></u>	<u><b>\$ 7,296,596</b></u>	6.9%
<b>Reserve Balances</b>				
Capital Asset Replacement - Water	\$ 518,500	\$ 522,153		
Capital Asset Replacement - Wastewater	\$ 517,300	\$ 520,959		

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Electric Improvement & Extension Fund Summary**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 5,540,500	\$ -	\$ 5,540,500	0.0%
<b>Revenues</b>				
Interest Earnings	40,000	28,711	11,289	71.8%
Development Grants	5,000	-	5,000	0.0%
Transfer from Electric Revenue Fund	2,500,000	625,000	1,875,000	25.0%
Transfer from Water/Wastewater Fund	231,200	-	231,200	0.0%
General Service Billing	900,000	126,611	773,389	14.1%
<b>Total Revenues</b>	<u>3,676,200</u>	<u>808,263</u>	<u>2,867,937</u>	22.0%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 9,216,700</b></u>	<u><b>\$ 828,263</b></u>	<u><b>\$ 8,388,437</b></u>	9.0%
<b>Expenses</b>				
Electric Generation	\$ 1,842,800	\$ 86,368	\$ 1,756,432	4.7%
Transmission/Distribution	1,975,000	151,347	1,823,653	7.7%
Electrical Engineering	910,700	214,838	695,862	23.6%
Meter Reading	41,800	-	41,800	0.0%
ERP System	1,000,000	-	1,000,000	0.0%
<b>Total Expenses</b>	<u>5,770,300</u>	<u>452,553</u>	<u>5,317,747</u>	7.8%
Budget Balance Bond - Work. Capital	<u>3,446,400</u>	<u>-</u>	<u>3,446,400</u>	0.0%
<b>Total Budget Balance &amp; Expenses</b>	<u><b>\$ 9,216,700</b></u>	<u><b>\$ 452,553</b></u>	<u><b>\$ 8,764,147</b></u>	4.9%
<b>Reserve Balances</b>				
Depreciation Reserve	\$ 10,910,200	\$ 10,181,573		
Future Capacity Reserve	\$ 10,961,700	\$ 10,334,965		

**City of Dover**  
**Electric Revenue Fund**  
**FY17 - White Oak Solar Park Incremental Cost**

	<u>Original Budget</u>	<u>YTD</u>	<u>Balance</u>
Power Supply & Generation			
Dover Sun Park - Energy	\$ 2,446,700	\$ 965,356	\$ 1,481,345
Dover Sun Park - REC's	362,400	113,593	248,807
Total Power Supply Cost	<u>2,809,100</u>	<u>1,078,949</u>	<u>1,730,151</u>
Non-Solar Power Supply Cost	<u>(600,874)</u>	<u>(364,206)</u>	<u>(236,668)</u>
Incremental Energy Cost	<u><b>\$ 2,208,226</b></u>	<u><b>\$ 714,743</b></u>	<u><b>\$ 1,493,483</b></u>
<b>Revenues</b>			
Customer Sales - Electricity	(93,900)	(34,110)	(59,790)
Rent Receipts	<u>(94,500)</u>	<u>(31,114)</u>	<u>(63,386)</u>
<b>Total Revenues</b>	<u>(188,400)</u>	<u>(65,224)</u>	<u>(123,176)</u>
Incremental Sun Park Cost	<u><b>\$ 2,019,826</b></u>	<u><b>\$ 649,519</b></u>	<u><b>\$ 1,370,308</b></u>
MWh Purchased/Generated - Solar	18,159.000	6,986.906	
MWh \$ Solar Energy	\$ 134.74	138.17	
Solar REC's MWh		1,189.000	
MWh \$ Solar REC (one month lag)*		95.54	



City of Dover  
Finance Department  
Monthly Report - October 2016  
Community Transportation Improvement Fund

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 92,100	\$ -	\$ 92,100	0.0%
<b>Revenues</b>				
Grants Revenue	500,000	-	500,000	0.0%
Interest Earned	-	119	(119)	0.0%
<b>Total Revenues</b>	<u>500,000</u>	<u>119</u>	<u>499,881</u>	0.0%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 592,100</b></u>	<u><b>\$ 119</b></u>	<u><b>\$ 591,981</b></u>	0.0%
<b>Expenses</b>				
Transfer to Capital Project Fund	<u>\$ 500,000</u>	<u>\$ 6,500</u>	<u>\$ 493,500</u>	1.3%
<b>Total Expenses</b>	<u>500,000</u>	<u>6,500</u>	<u>493,500</u>	1.3%
Budget Balance - Working Capital	<u>92,100</u>	<u>-</u>	<u>92,100</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 592,100</b></u>	<u><b>\$ 6,500</b></u>	<u><b>\$ 585,600</b></u>	1.1%

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Police Grant Funds**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 295,300	\$ -	\$ 295,300	0.0%
<b>Revenues</b>				
State & Federal Grants Received	319,000	141,000	178,000	44.2%
Interest Earnings	-	886	(886)	0.0%
<b>Total Revenues</b>	<u>319,000</u>	<u>141,886</u>	<u>177,114</u>	44.5%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 614,300</b></u>	<u><b>\$ 141,886</b></u>	<u><b>\$ 472,414</b></u>	23.1%
<b>Expenses</b>				
Cadet Program	\$ 81,100	\$ 25,545	\$ 55,555	31.5%
Equipment & Program Supplies	284,000	72,488	211,512	25.5%
Telephone/Fax	16,000	5,291	10,709	33.1%
Training/Conference/Food/Travel	17,000	20,113	(3,113)	118.3%
Consulting/Audit Fees	1,000	-	1,000	0.0%
Contractual services	5,000	200	4,800	4.0%
Operating Transfers - Out	82,000	66,799	15,201	81.5%
<b>Total Expenses</b>	<u>486,100</u>	<u>190,436</u>	<u>295,664</u>	39.2%
Budget Balance - Working Capital (Unaudited)	<u>128,200</u>	<u>-</u>	<u>128,200</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 614,300</b></u>	<u><b>\$ 190,436</b></u>	<u><b>\$ 423,864</b></u>	31.0%

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**Library Grant Fund**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 17,300	\$ -	\$ 17,300	0.0%
<b>Revenues</b>				
Grants Received	305,500	148,514	156,986	48.6%
Federal Grants	2,500	2,920	(420)	116.8%
<b>Total Revenues</b>	<u>308,000</u>	<u>151,434</u>	<u>156,566</u>	49.2%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 325,300</b></u>	<u><b>\$ 151,434</b></u>	<u><b>\$ 173,866</b></u>	46.6%
<b>Expenses</b>				
Program Expenses/Supplies-State Grants	\$ 27,500	\$ 6,075	\$ 21,425	22.1%
Program Expenses/Supplies-Federal Grants	2,500	1,493	1,007	59.7%
Office Supplies	30,800	11,197	19,603	36.4%
Printing/Duplicating	12,500	3,820	8,680	30.6%
Postage	100	37	63	37.0%
Books	150,600	18,760	131,840	12.5%
Furniture	10,500	1,909	8,591	18.2%
Audio Visual Supplies	77,200	15,185	62,015	19.7%
Training/Conference/Food/Travel	5,300	513	4,787	9.7%
Office Equipment/Repairs & Maintenance	6,300	132	6,168	2.1%
Other Equipment - Lease	2,000	615	1,385	30.8%
<b>Total Expenses</b>	<u>325,300</u>	<u>59,736</u>	<u>265,564</u>	18.4%
Budget Balance - Working Capital	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 325,300</b></u>	<u><b>\$ 59,736</b></u>	<u><b>\$ 265,564</b></u>	18.4%

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**After School Program/Substance Abuse Prevention Fund**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 60,300	\$ -	\$ 60,300	0.0%
<b>Revenues</b>				
Grants Received	28,000	14,015	13,985	50.1%
Recreation Revenue	33,000	5,634	27,366	17.1%
<b>Total Revenues</b>	<u>61,000</u>	<u>19,649</u>	<u>41,351</u>	32.2%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 121,300</b></u>	<u><b>\$ 19,649</b></u>	<u><b>\$ 101,651</b></u>	16.2%
<b>Expenses</b>				
Temporary Help/Benefits	\$ 60,200	\$ 25,585	\$ 34,615	42.5%
Program Expenses/Supplies	55,000	13,556	41,444	24.6%
<b>Total Expenses</b>	<u>115,200</u>	<u>39,141</u>	<u>76,059</u>	34.0%
Budget Balance - Working Capital	<u>6,100</u>	<u>-</u>	<u>6,100</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 121,300</b></u>	<u><b>\$ 39,141</b></u>	<u><b>\$ 82,159</b></u>	32.3%

**City of Dover**  
**Finance Department**  
**Monthly Report - October 2016**  
**CDBG Fund**

	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>	<u>33% Budget</u>
Beginning Balance	\$ 2,100	\$ -	\$ 2,100	0.0%
<b>Revenues</b>				
Grants Received	236,500	3,851	232,649	1.6%
Interest Earnings	-	66	(66)	0.0%
<b>Total Revenues</b>	<u>236,500</u>	<u>3,917</u>	<u>232,583</u>	1.7%
<b>Total Beginning Balance &amp; Revenues</b>	<u><b>\$ 238,600</b></u>	<u><b>\$ 3,917</b></u>	<u><b>\$ 234,683</b></u>	1.6%
<b>Expenses</b>				
Closing Cost/Down Payment Program	\$ 50,000	\$ -	\$ 50,000	0.0%
Connection Community Support Program	7,200	765	6,435	10.6%
Dover Interfaith Ministry	22,000	3,488	18,512	15.9%
MHDC Emergency Home Repair	25,000	21,376	3,624	85.5%
Habitat For Humanity	30,000	2,953	27,047	9.8%
Milford Housing H/O Rehabilitation	55,000	-	55,000	0.0%
Salaries	47,300	-	47,300	0.0%
NSP Expense	-	7,619	(7,619)	0.0%
<b>Total Expenses</b>	<u>236,500</u>	<u>36,201</u>	<u>200,299</u>	15.3%
Budget Balance - Working Capital	<u>2,100</u>	<u>-</u>	<u>2,100</u>	0.0%
<b>Total Budget Balances &amp; Expenses</b>	<u><b>\$ 238,600</b></u>	<u><b>\$ 36,201</b></u>	<u><b>\$ 202,399</b></u>	15.2%