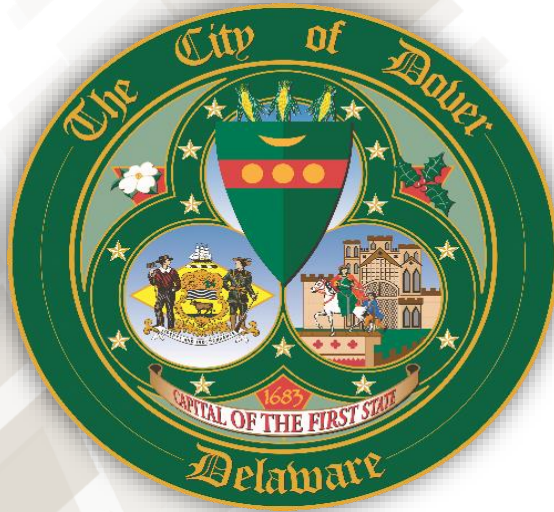


# *City of Dover*



## *Finance Department*

# *MONTHLY REPORT*

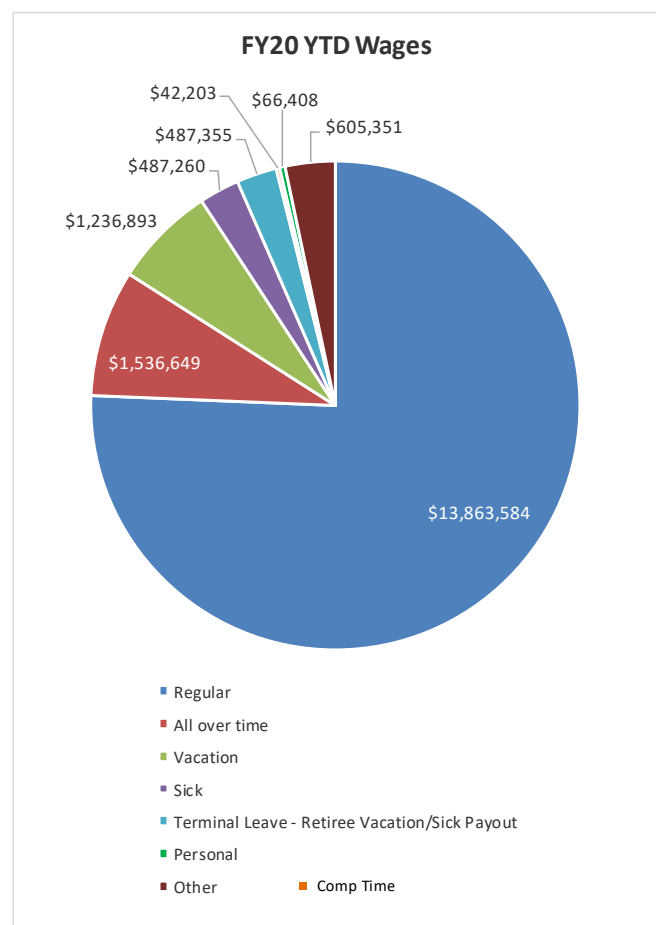
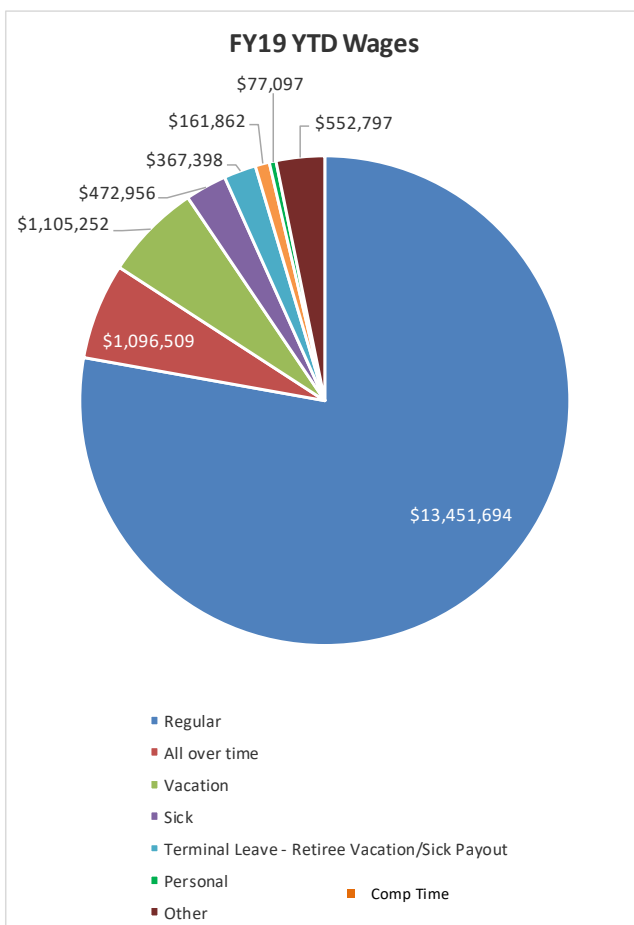
## *March 2020*

***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 MARCH 2020 FINANCE DEPARTMENT ACTIVITY LEVELS

	FY19 YTD	FY20 YTD
<b>BANK TRENDS</b>		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	5,247	5,369
Total Amount of All Deposits	\$ 101,456,994	\$ 133,773,779
<b>Other Activity</b>		
Number of Pay Periods	20	20
Number of Payroll Checks & Direct Deposits Issued	7,762	7,875
Number of Pension Checks Issued	2,319	2,325
Total Pension Benefits Paid - Defined Benefit Plan	\$ 4,157,070	\$ 4,226,046
<b>ACCOUNTS PAYABLE</b>		
Number of Check Vouchers	4,670	4,597
Number of EFT Vouchers	2,067	2,013
Vouchers Dollar Amount Disbursed	\$ 56,060,136	\$ 51,666,428



**City of Dover**  
**General Fund Summary**  
**Fiscal Year to Date (March 2020)**

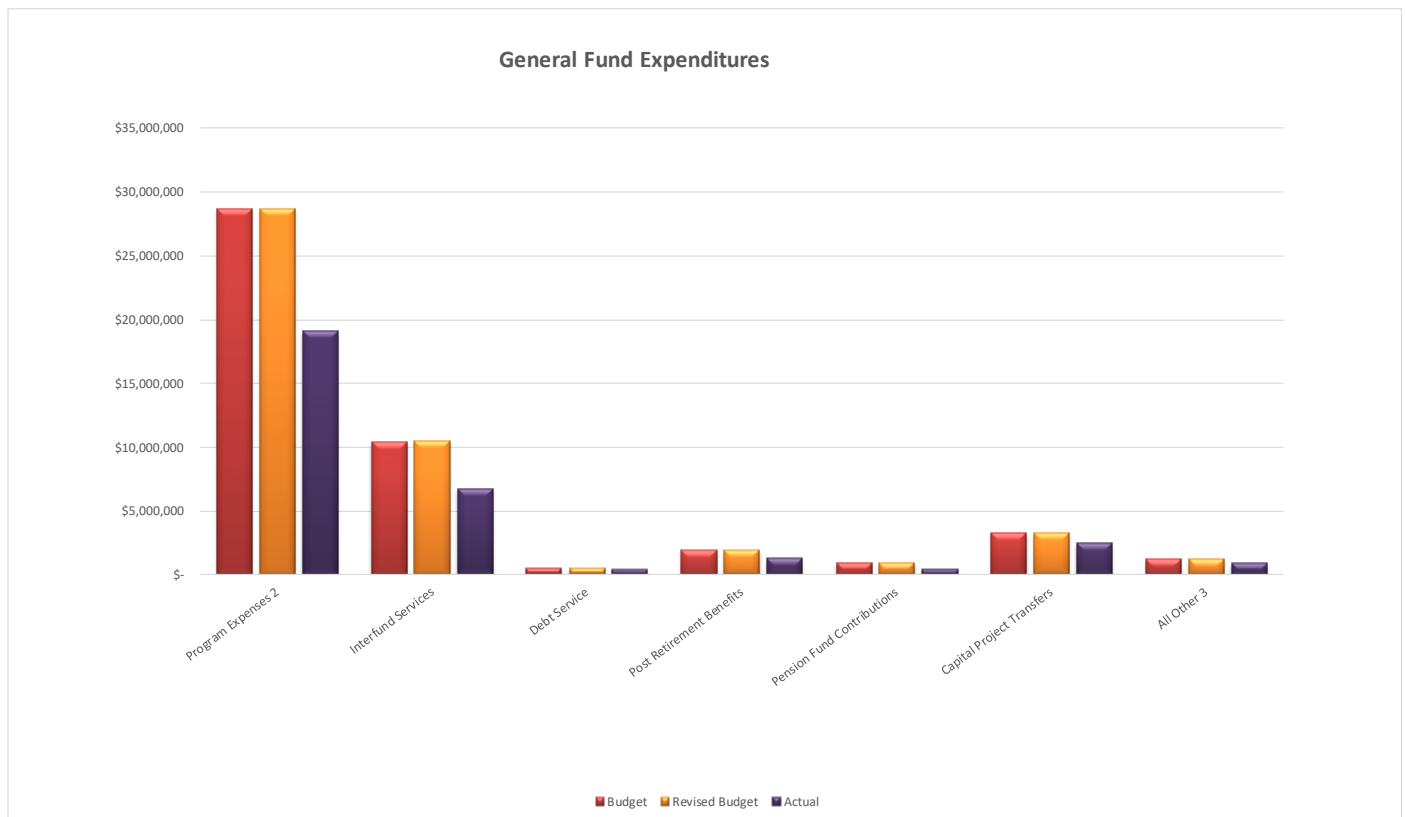
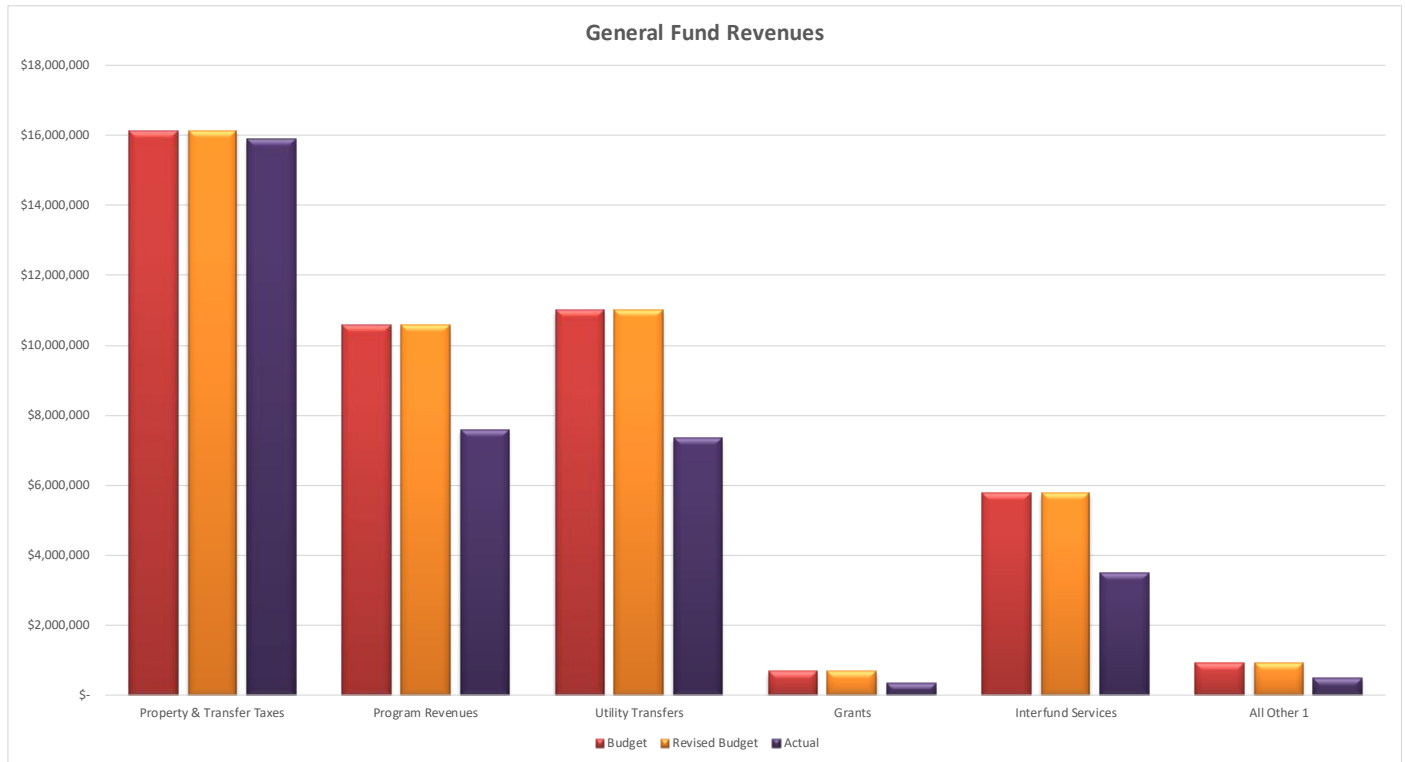
<b>Revenues</b>				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes	\$ 16,121,700	\$ 16,121,700	\$ 15,871,646	98%
Program Revenues	10,570,600	10,570,600	7,576,475	72%
Utility Transfers	11,000,000	11,000,000	7,333,400	67%
Grants	688,500	688,500	338,656	49%
Interfund Services	5,749,900	5,749,900	3,474,111	60%
All Other <sup>1</sup>	933,000	933,000	482,471	52%
	<b>\$ 45,063,700</b>	<b>\$ 45,063,700</b>	<b>\$ 35,076,757</b>	<b>78%</b>

<b>Expenditures</b>				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses <sup>2</sup>	\$ 28,694,900	\$ 28,705,500	\$ 19,034,986	66%
Interfund Services	10,311,800	10,472,300	6,704,752	65%
Debt Service	500,000	500,000	348,245	70%
Post Retirement Benefits	1,894,900	1,894,900	1,263,280	67%
Pension Fund Contributions	964,600	964,600	390,000	40%
Capital Project Transfers	3,261,600	3,261,600	2,446,200	75%
All Other <sup>3</sup>	1,235,000	1,235,000	909,680	74%
	<b>\$ 46,862,800</b>	<b>\$ 47,033,900</b>	<b>\$ 31,097,142</b>	<b>66%</b>

<sup>1</sup> Includes Cable Franchise Revenue, 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 (March 2020)**

**Revenues**

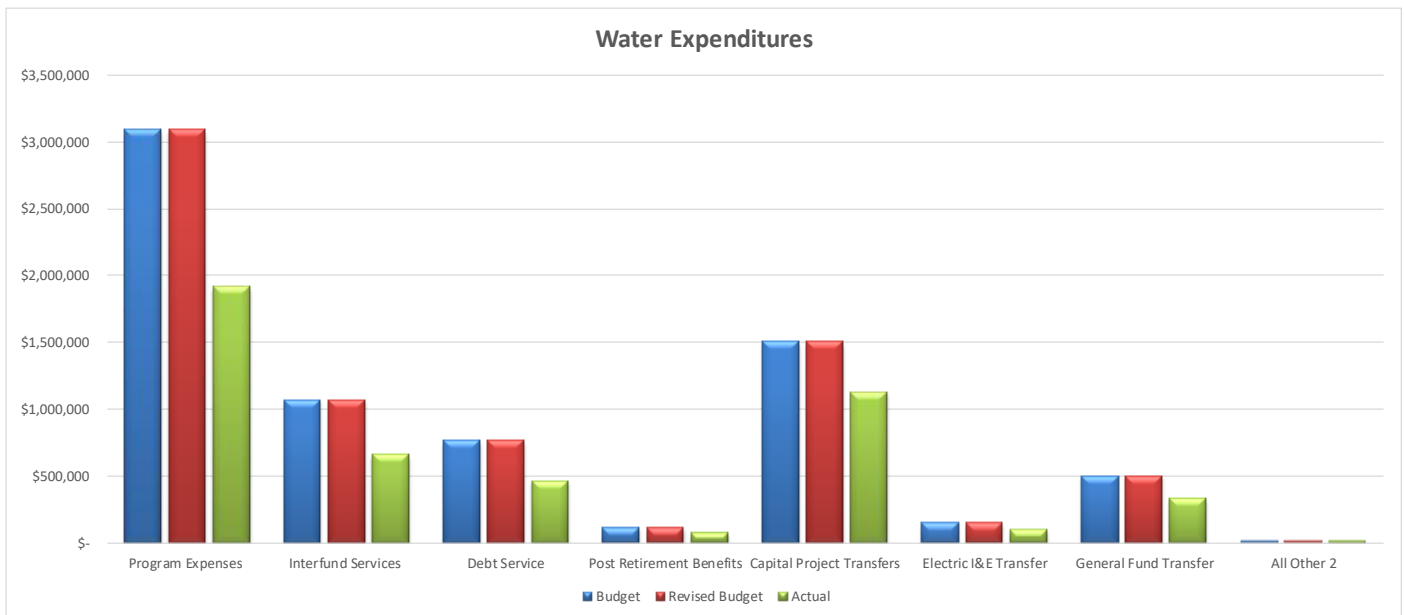
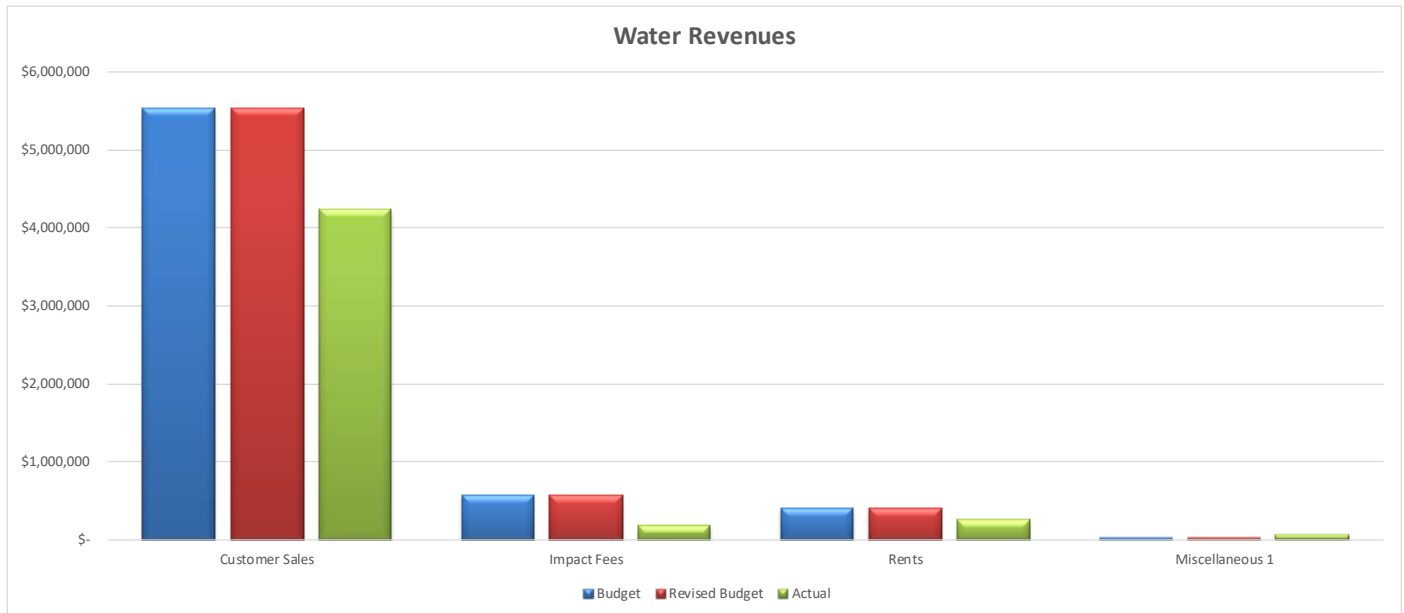
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 5,530,800	\$ 5,530,800	\$ 4,234,463	77%
Impact Fees	570,000	570,000	186,964	33%
Rents	410,200	410,200	254,354	62%
Miscellaneous <sup>1</sup>	33,000	33,000	60,237	183%
	<u>\$ 6,544,000</u>	<u>\$ 6,544,000</u>	<u>\$ 4,736,017</u>	<u>72%</u>

**Expenditures**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,090,700	\$ 3,090,700	\$ 1,918,429	62%
Interfund Services	1,067,800	1,067,800	658,899	62%
Debt Service	760,000	760,000	462,615	61%
Post Retirement Benefits	113,200	113,200	75,340	67%
Capital Project Transfers	1,500,000	1,500,000	1,125,000	75%
Electric I&E Transfer	149,000	149,000	99,337	67%
General Fund Transfer	500,000	500,000	333,360	67%
All Other <sup>2</sup>	14,000	14,000	16,653	119%
	<u>\$ 7,194,700</u>	<u>\$ 7,194,700</u>	<u>\$ 4,689,633</u>	<u>65%</u>

<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 (March 2020)**

**Revenues**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 8,763,600	\$ 8,763,600	\$ 6,457,782	74%
Impact Fees	480,000	480,000	182,958	38%
Miscellaneous <sup>1</sup>	33,200	33,200	11,807	36%
	<u>\$ 9,276,800</u>	<u>\$ 9,276,800</u>	<u>\$ 6,652,547</u>	<u>72%</u>

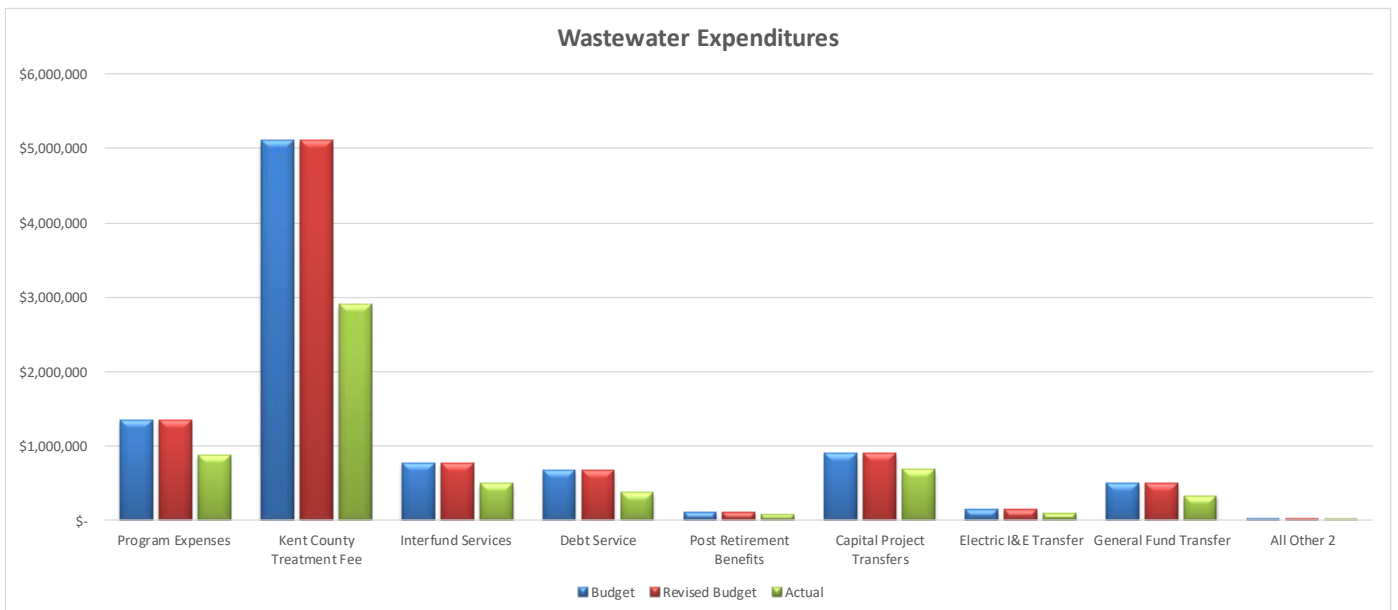
**Expenditures**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,349,000	\$ 1,349,000	\$ 869,340	64%
Kent County Treatment Fee	5,101,900	5,101,900	2,897,226	57%
Interfund Services	769,200	769,200	496,665	65%
Debt Service	672,500	672,500	370,433	55%
Post Retirement Benefits	113,100	113,100	75,540	67%
Capital Project Transfers	900,000	900,000	675,000	75%
Electric I&E Transfer	149,000	149,000	99,340	67%
General Fund Transfer	500,000	500,000	333,360	67%
All Other <sup>2</sup>	29,000	29,000	5,727	20%
	<u>\$ 9,583,700</u>	<u>\$ 9,583,700</u>	<u>\$ 5,822,632</u>	<u>61%</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 (March 2020)**

**Revenues**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 84,008,400	\$ 84,008,400	\$ 61,790,107	74%
Distribution of Earnings	(2,873,800)	(2,873,800)	(2,125,453)	74%
All Other <sup>1</sup>	960,400	960,400	1,076,989	112%
	<u>\$ 82,095,000</u>	<u>\$ 82,095,000</u>	<u>\$ 60,741,643</u>	<u>74%</u>

**Expenditures**

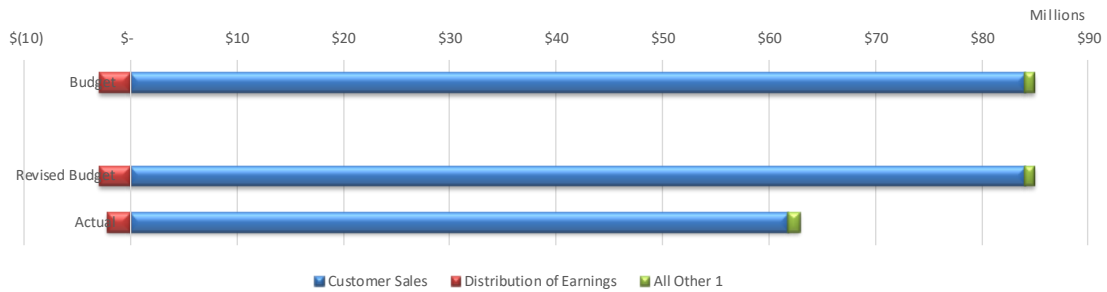
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 47,785,900	\$ 47,785,900	\$ 30,201,414	63%
Electric Operating Div. Exp.	7,046,200	7,046,200	4,435,091	63%
Interfund Services	3,912,900	3,912,900	2,318,546	59%
Debt Service	1,379,500	1,379,500	1,049,403	76%
Post Retirement Benefits	721,400	721,400	480,920	67%
Capital Project Transfers	6,816,000	6,816,000	4,544,000	67%
General Fund Transfer	10,000,000	10,000,000	6,666,680	67%
Depreciation Reserve	5,000,000	5,000,000	1,666,670	33%
Rate Stabilization Reserve	-	3,700,000	-	0%
All Other <sup>2</sup>	2,053,500	2,053,500	1,305,296	64%
	<u>\$ 84,715,400</u>	<u>\$ 88,415,400</u>	<u>\$ 52,668,020</u>	<u>60%</u>

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

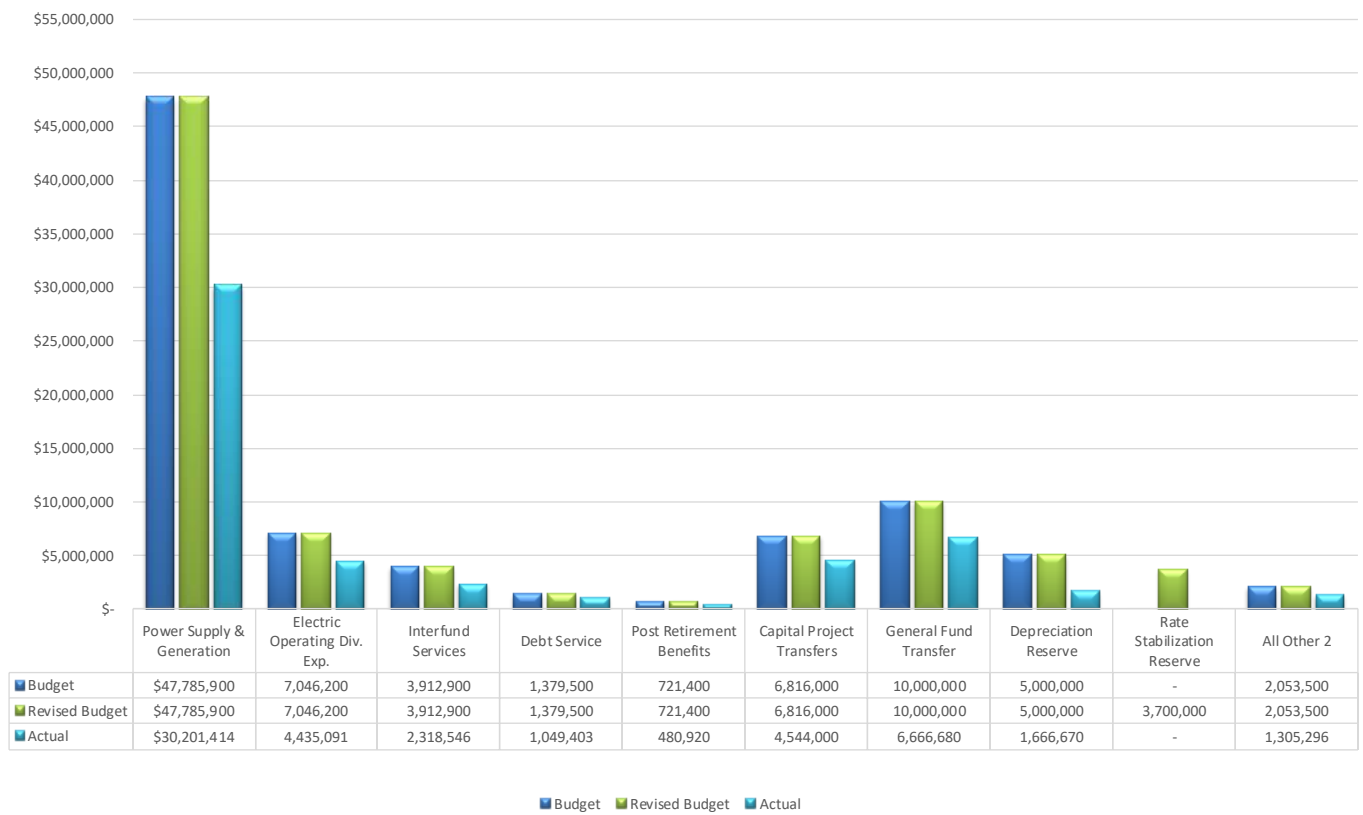
<sup>2</sup> Includes Utility Tax, Interest on Deposits, Green Energy, A/R Write-offs, and Bank & CC Fees

<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	557,815
Sales per MWh	\$106.09	\$106.09	\$105.27
Purchased/Generated MWh	785,072	785,072	579,002
All In MWh Supply & Generation	\$60.87	\$60.87	\$52.16

### Electric Fund - Revenues



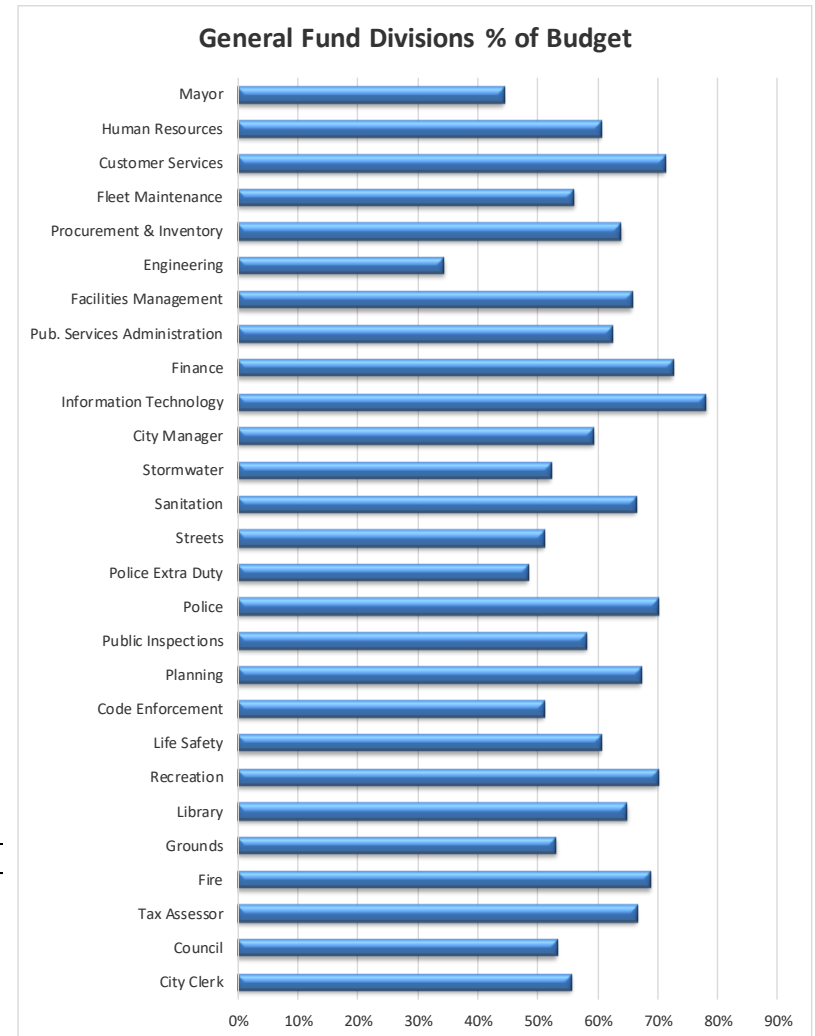
### Electric Fund - Expenditures



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**City of Dover**  
**Division Expense Summary (General Fund)**  
**Fiscal Year to Date (March 2020)**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 432,600	\$ 432,600	\$ 240,082	55%
Council	157,700	157,700	83,802	53%
Tax Assessor	398,200	390,600	259,780	67%
Fire	763,700	763,700	524,658	69%
Grounds	1,269,500	1,269,500	672,843	53%
Library	1,779,800	1,839,800	1,191,726	65%
Recreation	1,156,600	1,156,600	808,710	70%
Life Safety	381,500	381,500	230,907	61%
Code Enforcement	680,200	680,200	347,315	51%
Planning	570,400	570,400	383,406	67%
Public Inspections	644,700	644,700	374,759	58%
Police	17,183,900	17,155,000	12,000,008	70%
Police Extra Duty	665,100	665,100	320,981	48%
Streets	810,600	776,600	395,983	51%
Sanitation	2,432,400	2,432,400	1,612,518	66%
Stormwater	859,000	874,200	455,992	52%
City Manager	1,007,900	1,007,900	596,911	59%
Information Technology	747,000	747,000	581,789	78%
Finance	935,800	935,800	678,069	72%
Pub. Services Administration	802,300	811,700	505,924	62%
Facilities Management	655,700	655,700	429,990	66%
Engineering	368,800	374,700	128,245	34%
Procurement & Inventory	684,400	717,000	457,814	64%
Fleet Maintenance	1,051,200	1,026,200	574,716	56%
Customer Services	1,067,500	1,067,500	759,598	71%
Human Resources	523,300	576,800	348,761	60%
Mayor	226,900	226,900	100,616	44%
	<b>\$ 38,256,700</b>	<b>\$ 38,337,800</b>	<b>\$ 25,065,902</b>	<b>65%</b>



**City of Dover**  
**Utilities Expenditure Summary**  
**Fiscal Year to Date (March 2020)**

**Water Division**

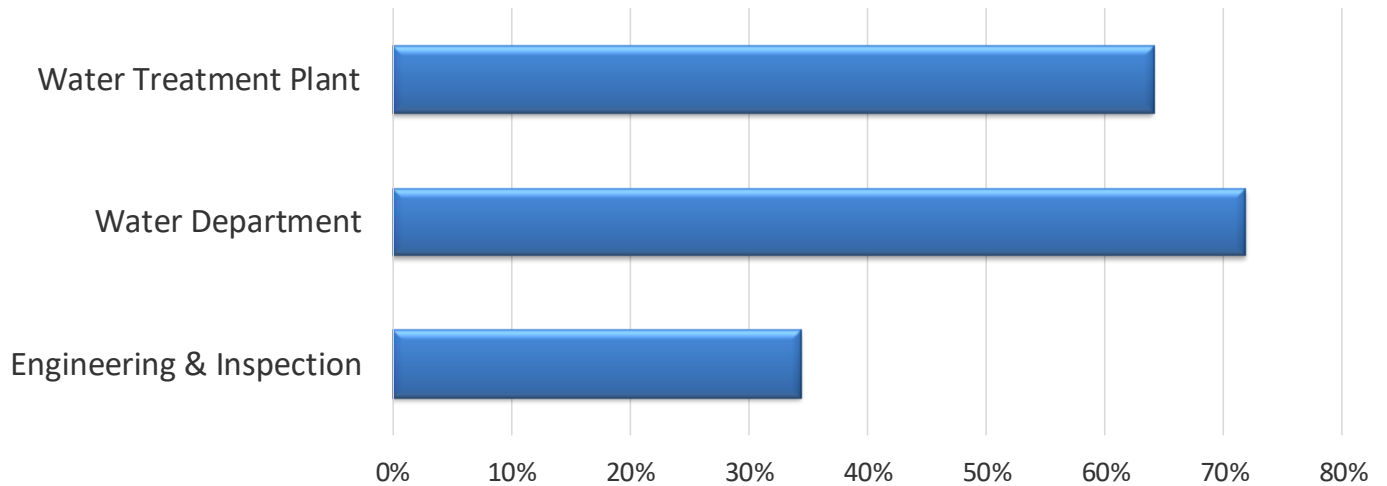
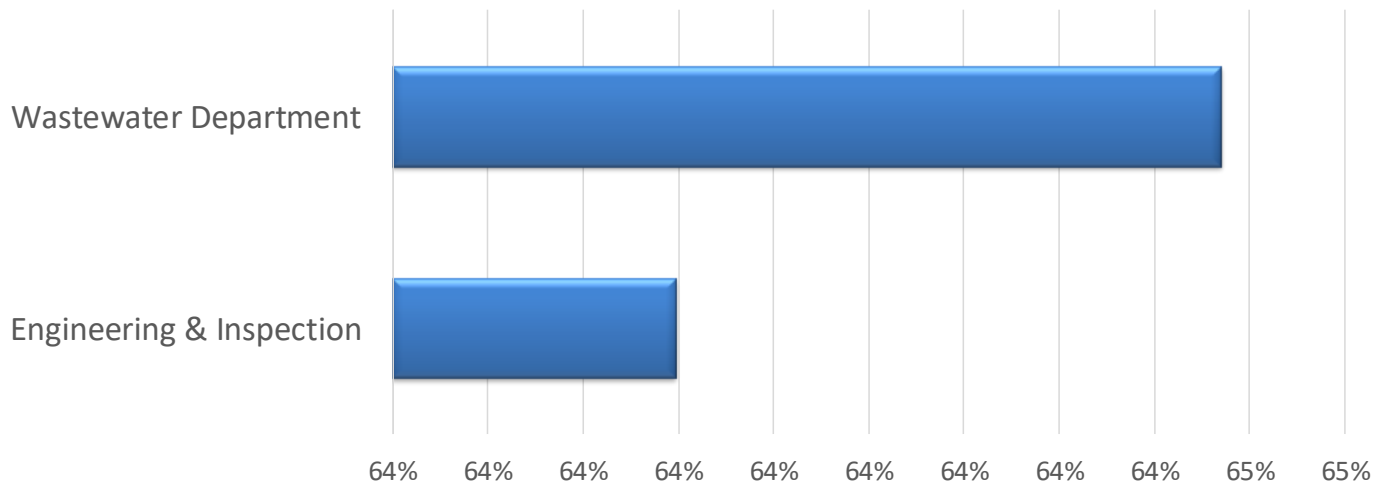
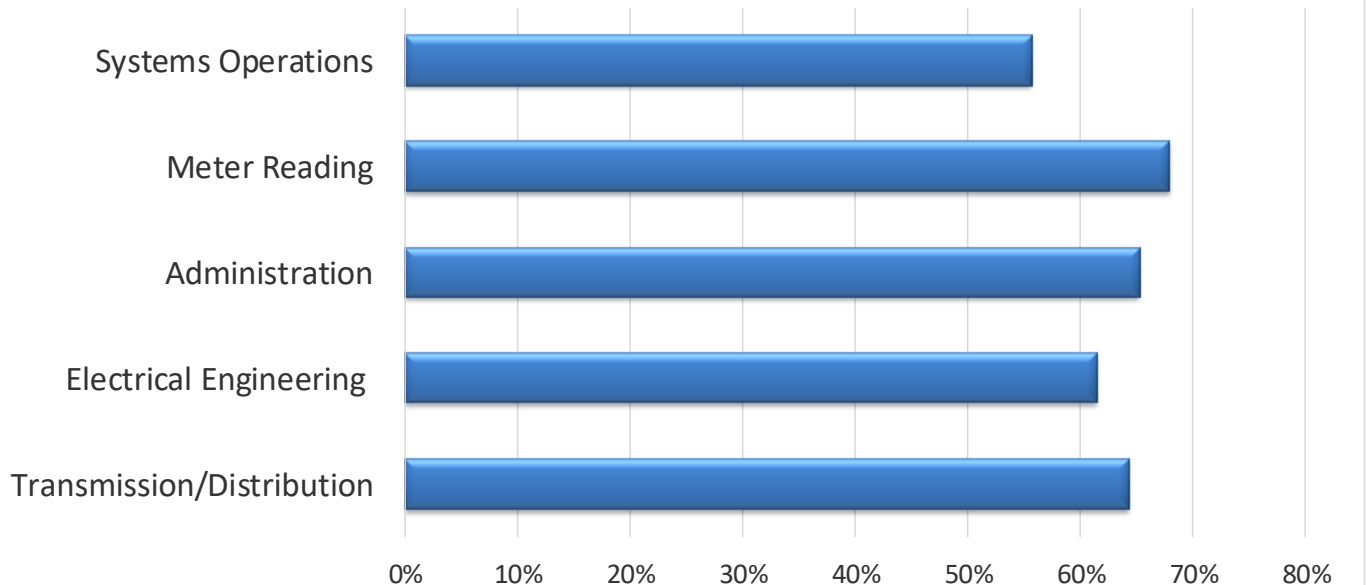
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 371,400	\$ 372,600	\$ 127,941	34%
Water Department	638,400	637,200	457,587	72%
Water Treatment Plant	2,080,900	2,080,900	1,332,901	64%
	<u>\$ 3,090,700</u>	<u>\$ 3,090,700</u>	<u>\$ 1,918,429</u>	<u>62%</u>

**Wastewater Division**

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 195,100	\$ 195,100	\$ 125,251	64%
Wastewater Department	1,153,900	1,153,900	744,089	64%
	<u>\$ 1,349,000</u>	<u>\$ 1,349,000</u>	<u>\$ 869,340</u>	<u>64%</u>

**Electric Division**

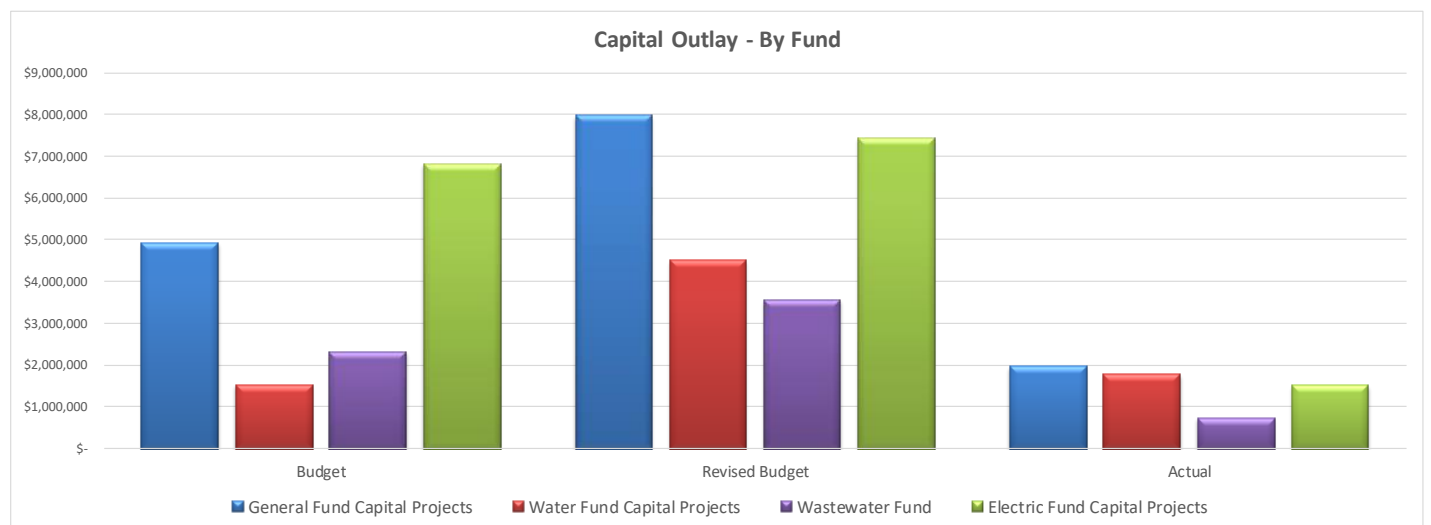
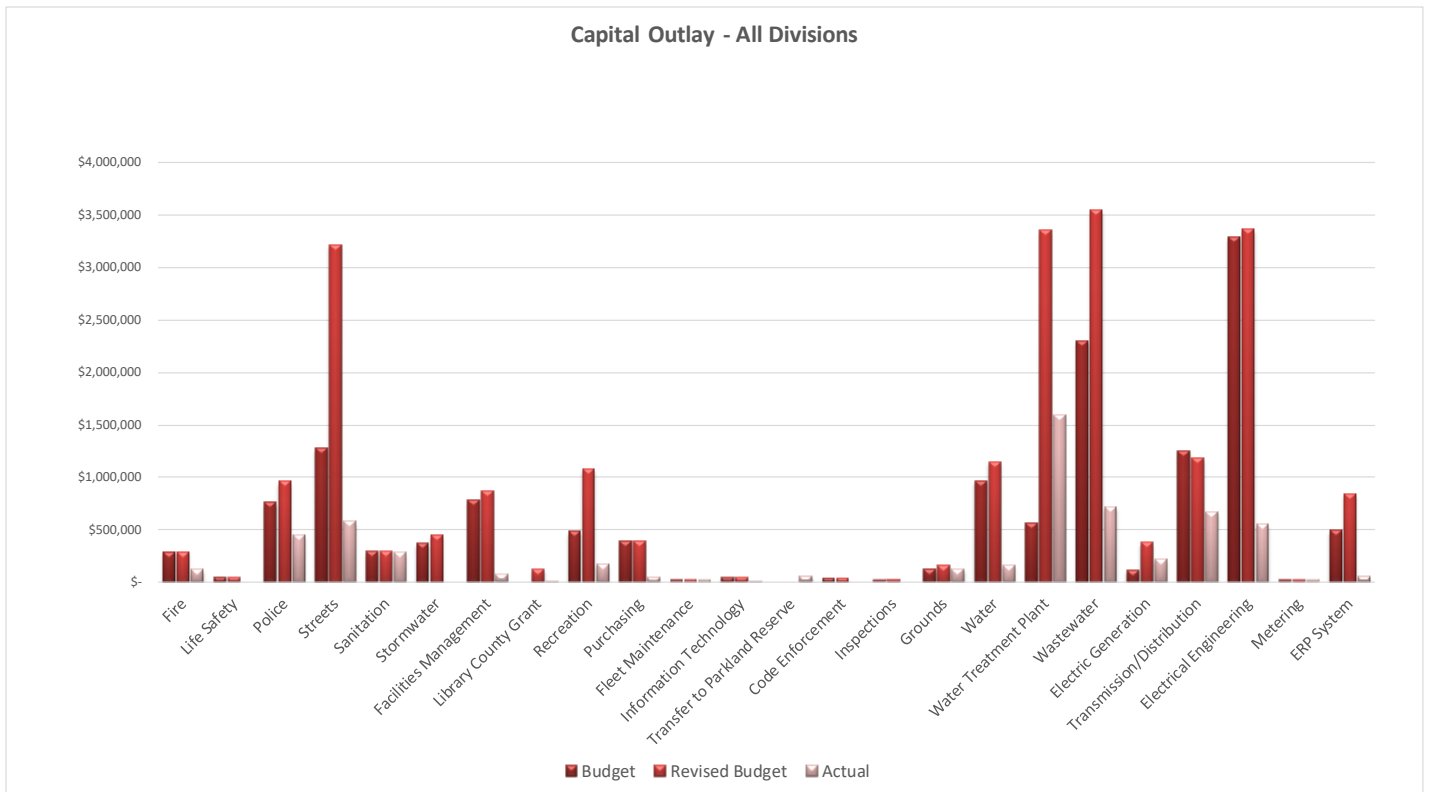
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 3,802,800	\$ 3,802,800	\$ 2,442,084	64%
Electrical Engineering	1,372,900	1,372,900	843,452	61%
Administration	615,500	573,100	373,692	65%
Meter Reading	401,900	444,300	301,347	68%
Systems Operations	853,100	853,100	474,515	56%
	<u>\$ 7,046,200</u>	<u>\$ 7,046,200</u>	<u>\$ 4,435,091</u>	<u>63%</u>

**Water Division % of Budget****Wastewater Division % of Budget****Electric Division % of Budget**

**City of Dover**  
**Capital Outlay Summary (All Funds)**  
**Fiscal Year to Date (March 2020)**

<u>General Fund</u>	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 281,100	\$ 281,100	\$ 121,864	43%
Life Safety	48,900	43,400	-	0%
Police	753,900	954,700	451,339	47%
Streets	1,266,500	3,211,400	575,485	18%
Sanitation	287,200	287,200	277,578	97%
Stormwater	365,000	442,200	-	0%
Facilities Management	784,000	874,800	76,891	9%
Library County Grant	-	125,000	12,500	10%
Recreation	476,000	1,073,600	172,976	16%
Purchasing	390,000	390,000	50,000	13%
Fleet Maintenance	21,600	21,000	18,599	89%
Information Technology	45,600	45,600	6,189	14%
Transfer to Parkland Reserve	-	-	57,271	0%
Code Enforcement	37,200	37,800	-	0%
Inspections	18,600	24,100	-	0%
Grounds	128,400	154,200	126,089	82%
<b>General Fund Capital Projects</b>	<b>\$ 4,904,000</b>	<b>\$ 7,966,100</b>	<b>\$ 1,946,782</b>	<b>24%</b>
<u>Water Fund</u>				
Water	\$ 960,400	\$ 1,142,400	\$ 158,424	14%
Water Treatment Plant	559,700	3,355,200	1,598,526	48%
<b>Water Fund Capital Projects</b>	<b>\$ 1,520,100</b>	<b>\$ 4,497,600</b>	<b>\$ 1,756,950</b>	<b>39%</b>
<u>Wastewater Fund</u>				
Wastewater	2,302,600	3,544,100	718,511	20%
<b>Wastewater Fund Capital Projects</b>	<b>\$ 2,302,600</b>	<b>\$ 3,544,100</b>	<b>\$ 718,511</b>	<b>20%</b>
<u>Electric Fund</u>				
Electric Generation	\$ 115,000	\$ 376,000	\$ 217,445	58%
Transmission/Distribution	1,255,000	1,182,000	666,884	56%
Electrical Engineering	3,293,000	3,366,000	542,765	16%
Metering	21,800	21,800	18,599	85%
ERP System	488,000	842,800	52,064	6%
Electric Administration	1,643,200	1,643,200	-	0%
<b>Electric Fund Capital Projects</b>	<b>\$ 6,816,000</b>	<b>\$ 7,431,800</b>	<b>\$ 1,497,756</b>	<b>20%</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 15,542,700</b>	<b>\$ 23,439,600</b>	<b>\$ 5,919,999</b>	<b>25%</b>





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