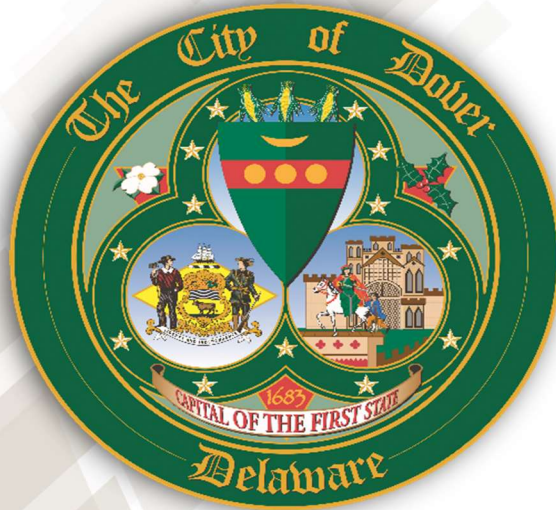


# *City of Dover*



## *Finance Department*

# *MONTHLY REPORT*

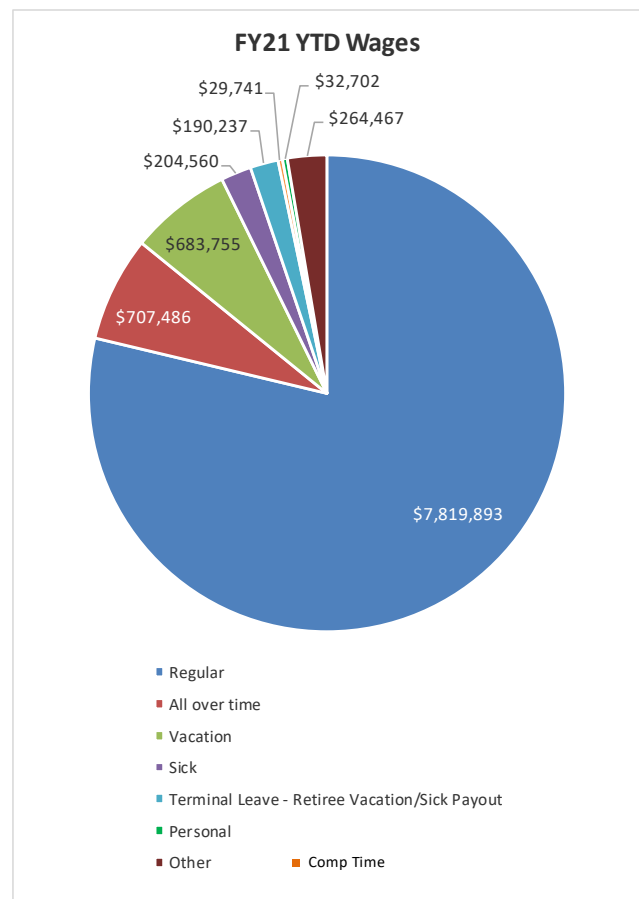
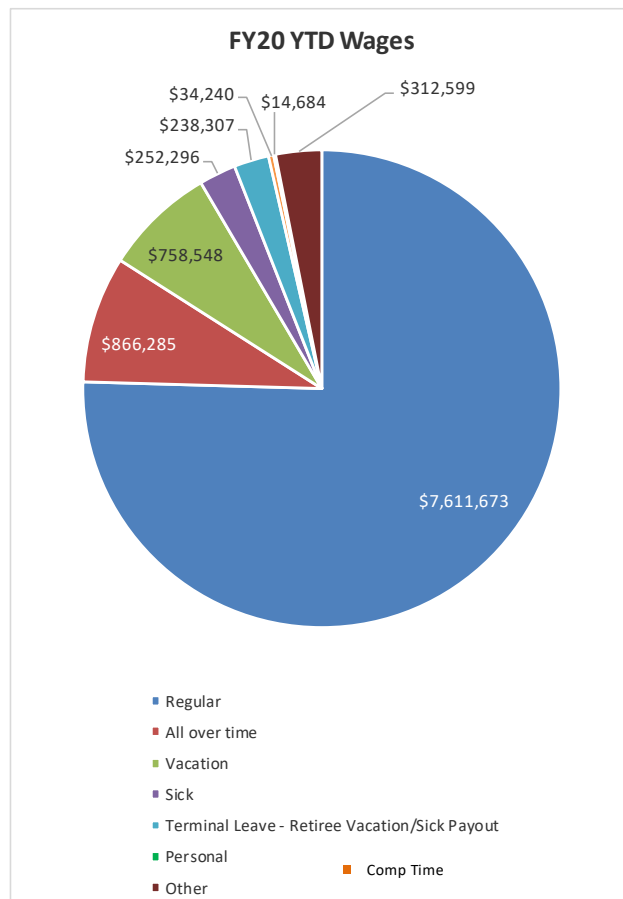
## *November 2020*

***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**  
**November 2020**  
**FINANCE DEPARTMENT ACTIVITY LEVELS**

	FY20 YTD	FY21 YTD
<b>BANK TRENDS</b>		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	3,207	2,626
Total Amount of All Deposits	\$ 80,771,136	\$ 89,367,732
<b>Other Activity</b>		
Number of Pay Periods	11	11
Number of Payroll Checks & Direct Deposits Issued	4,339	4,230
Number of Pension Checks Issued	1,288	1,309
Total Pension Benefits Paid - Defined Benefit Plan	\$ 2,330,735	\$ 2,403,475
<b>ACCOUNTS PAYABLE</b>		
Number of Check Vouchers	2,833	2,570
Number of EFT Vouchers	1,219	1,187
Vouchers Dollar Amount Disbursed	\$ 31,929,034	\$ 29,825,981



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

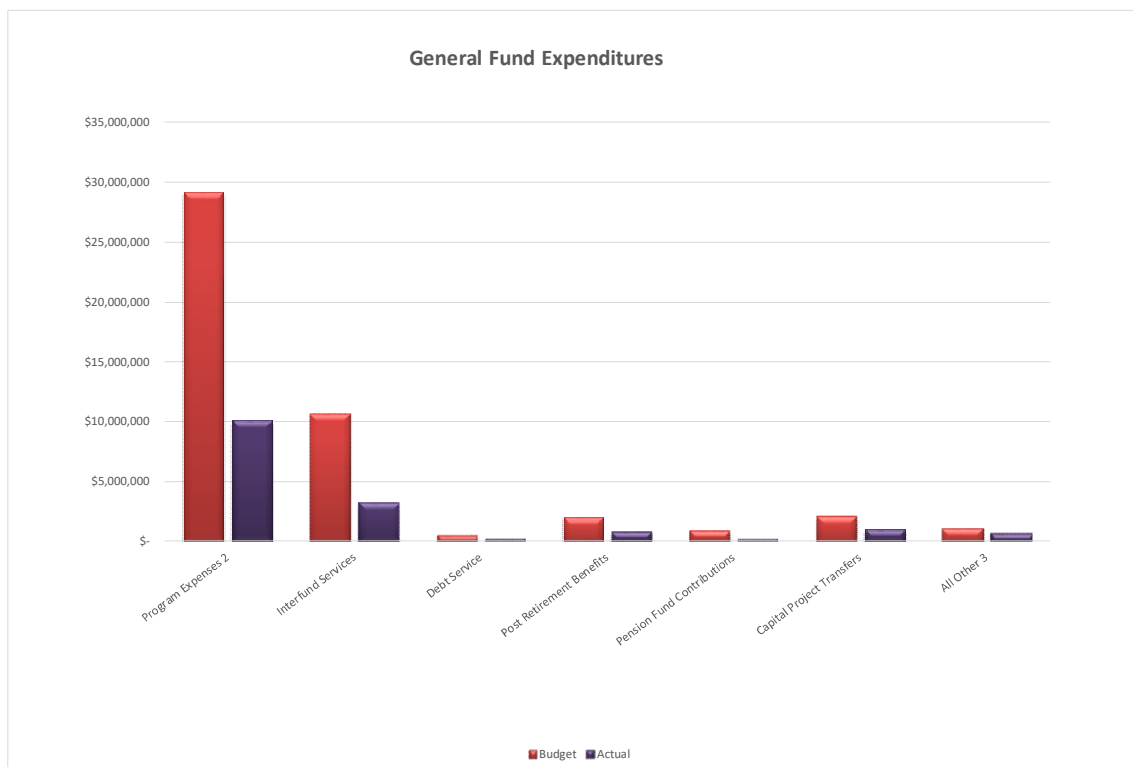
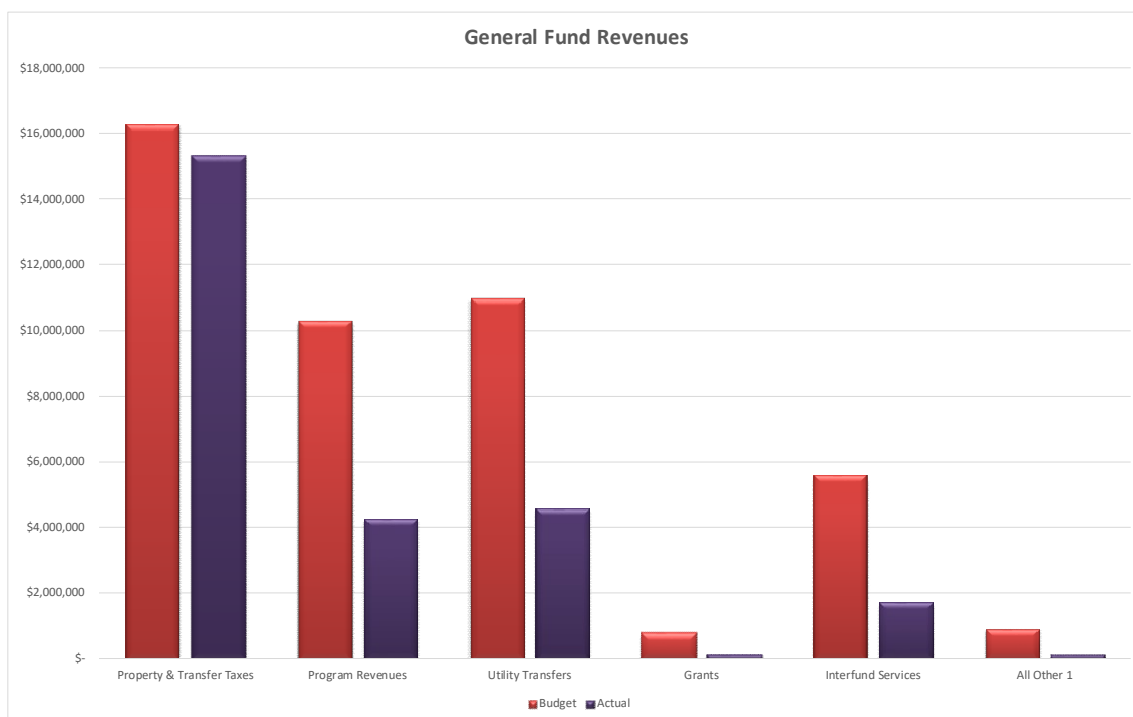
<b>Revenues</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes	\$ 16,319,300	\$ 15,337,164	94%
Program Revenues	10,312,800	4,250,948	41%
Utility Transfers	11,000,000	4,583,334	42%
Grants	778,500	148,722	19%
Interfund Services	5,592,700	1,735,185	31%
All Other <sup>1</sup>	920,000	127,060	14%
	<u>\$ 44,923,300</u>	<u>\$ 26,182,413</u>	<u>58%</u>

<b>Expenditures</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses <sup>2</sup>	\$ 29,235,400	\$ 10,069,446	34%
Interfund Services	10,622,300	3,227,095	30%
Debt Service	462,200	193,894	42%
Post Retirement Benefits	2,045,400	852,250	42%
Pension Fund Contributions	935,100	181,291	19%
Capital Project Transfers	2,078,100	1,039,050	50%
All Other <sup>3</sup>	1,117,000	616,486	55%
	<u>\$ 46,495,500</u>	<u>\$ 16,179,512</u>	<u>35%</u>

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

<sup>2</sup> Includes Stormwater Account

<sup>3</sup> Includes Misc. Grant Exp., Bank and CC Fees, Street Lights Expense, DDP Contribution, Bond Issue Costs, Trf to Cable Franchise Reserve and Trf to Uncollectible Reserve



**City of Dover**  
**Water Fund Summary**  
**Fiscal Year to Date (November 2020)**

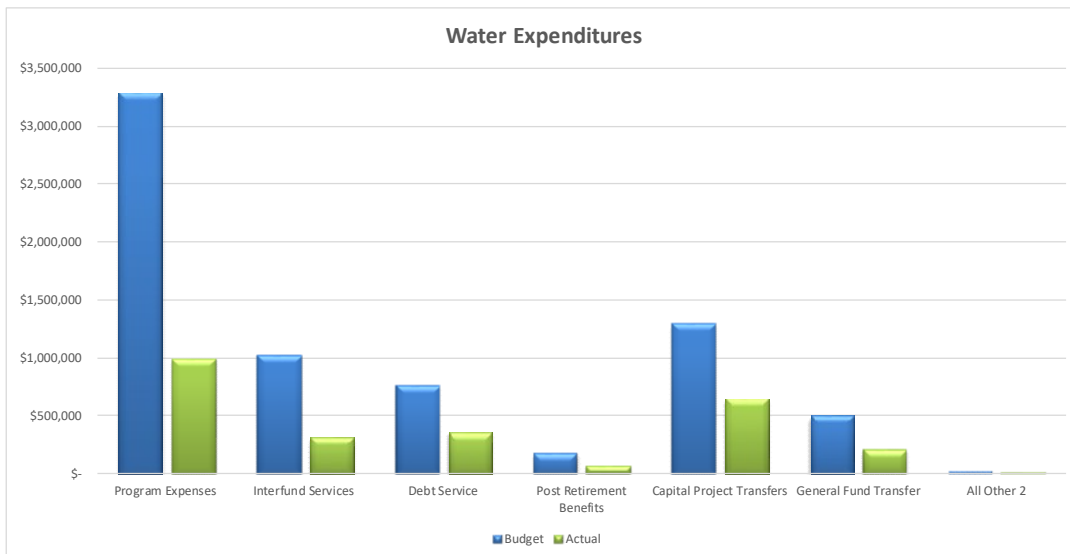
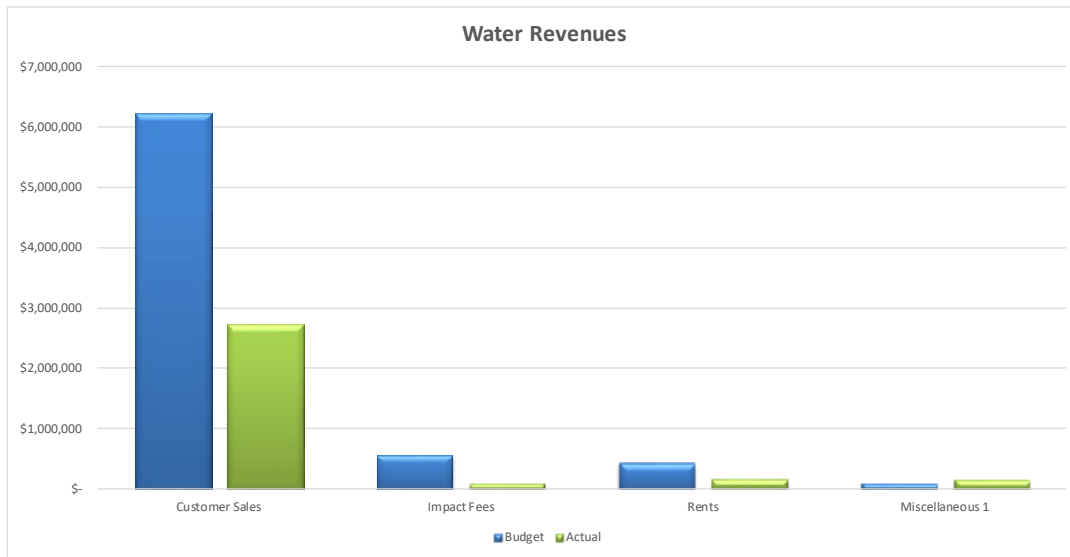
<b>Revenues</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 6,231,700	\$ 2,729,795	44%
Impact Fees	570,000	91,203	16%
Rents	420,100	165,440	39%
Miscellaneous <sup>1</sup>	101,800	158,553	156%
	<u>\$ 7,323,600</u>	<u>\$ 3,144,991</u>	<u>43%</u>

<b>Expenditures</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,289,200	\$ 995,539	30%
Interfund Services	1,028,800	315,793	31%
Debt Service	762,800	359,056	47%
Post Retirement Benefits	176,900	73,709	42%
Capital Project Transfers	1,300,000	650,000	50%
General Fund Transfer	500,000	208,334	42%
All Other <sup>2</sup>	20,000	7,844	39%
	<u>\$ 7,077,700</u>	<u>\$ 2,610,275</u>	<u>37%</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 (November 2020)**

<b>Revenues</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 9,783,000	\$ 4,163,817	43%
Impact Fees	480,000	78,993	16%
Miscellaneous <sup>1</sup>	21,300	2,844	13%
	<u>\$ 10,284,300</u>	<u>\$ 4,245,654</u>	<u>41%</u>

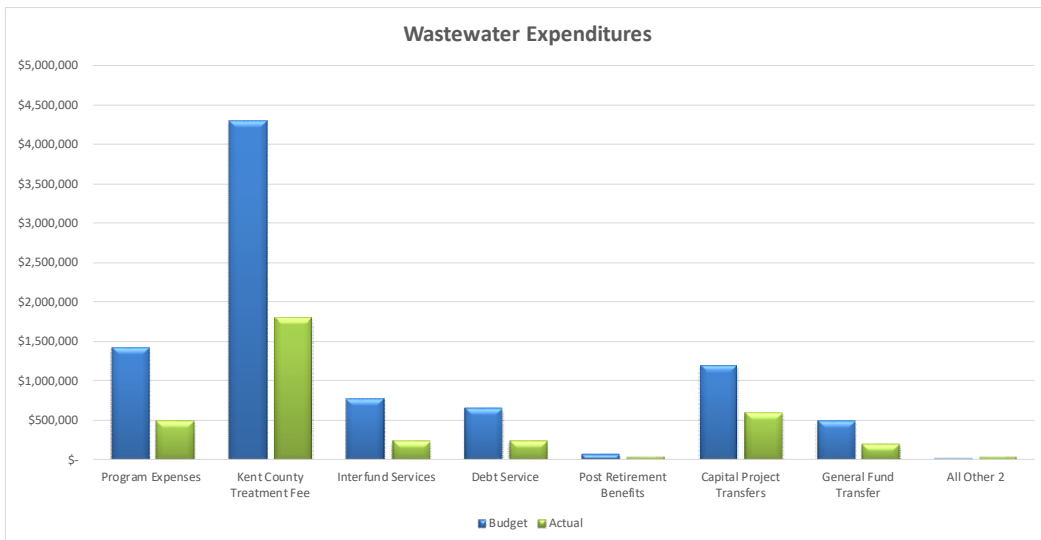
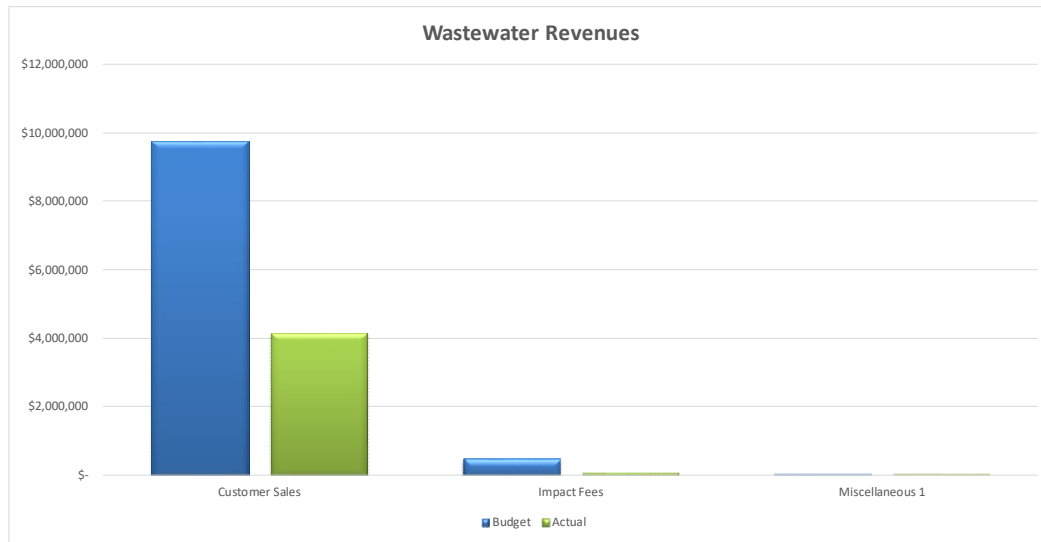
  

<b>Expenditures</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,432,500	\$ 495,058	35%
Kent County Treatment Fee	4,302,900	1,801,061	42%
Interfund Services	779,600	242,083	31%
Debt Service	659,900	243,042	37%
Post Retirement Benefits	81,500	33,959	42%
Capital Project Transfers	1,200,000	600,000	50%
General Fund Transfer	500,000	208,334	42%
All Other <sup>2</sup>	10,000	35,565	356%
	<u>\$ 8,966,400</u>	<u>\$ 3,659,102</u>	<u>41%</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 (November 2020)**

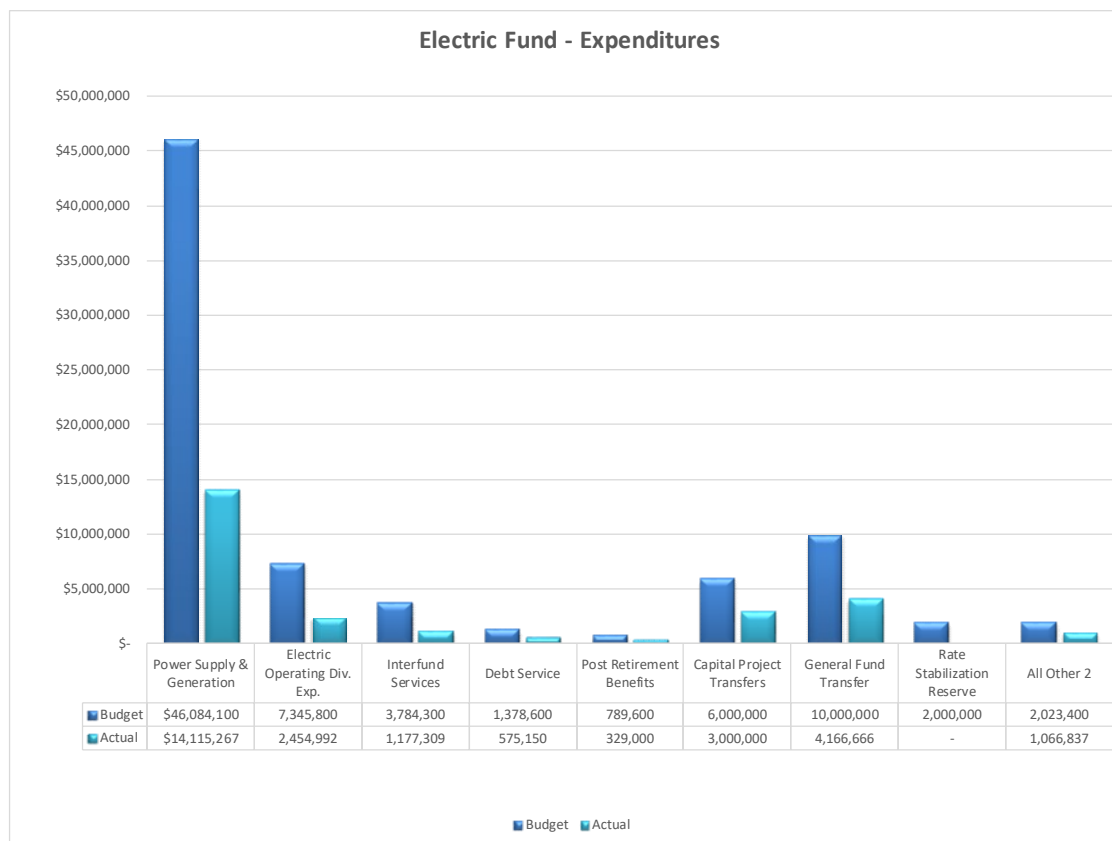
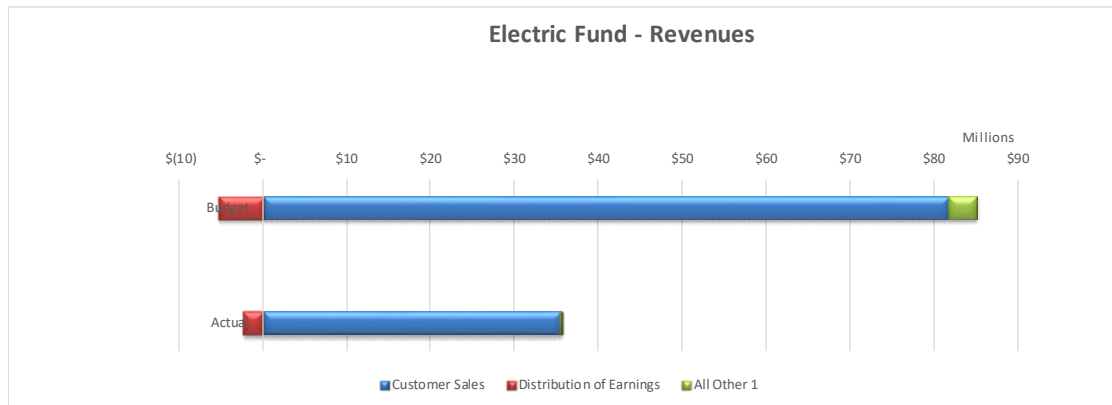
<b>Revenues</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 81,662,500	\$ 35,392,150	43%
Distribution of Earnings	(5,246,100)	(2,276,552)	43%
All Other <sup>1</sup>	3,424,400	307,119	9%
	<u>\$ 79,840,800</u>	<u>\$ 33,422,717</u>	<u>42%</u>

<b>Expenditures</b>			
	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 46,084,100	\$ 14,115,267	31%
Electric Operating Div. Exp.	7,345,800	2,454,992	33%
Interfund Services	3,784,300	1,177,309	31%
Debt Service	1,378,600	575,150	42%
Post Retirement Benefits	789,600	329,000	42%
Capital Project Transfers	6,000,000	3,000,000	50%
General Fund Transfer	10,000,000	4,166,666	42%
Rate Stabilization Reserve	2,000,000	-	0%
All Other <sup>2</sup>	2,023,400	1,066,837	53%
	<u>\$ 79,405,800</u>	<u>\$ 26,885,222</u>	<u>34%</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, and Transfer to Other Reserve.

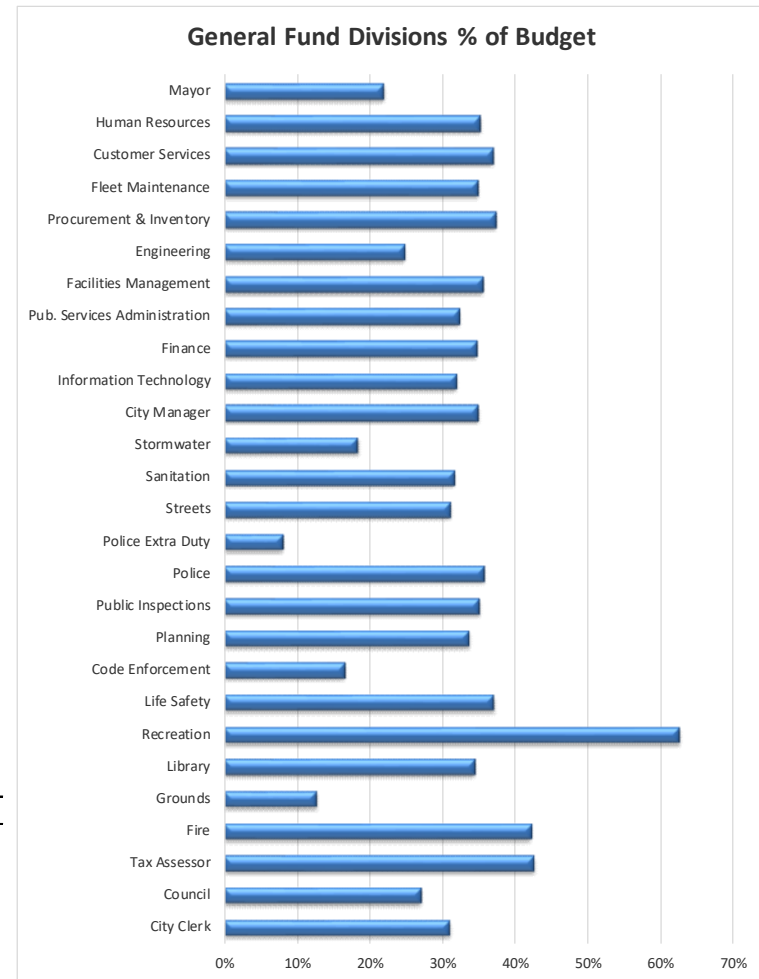
<u>Megawatt Hours Sold &amp; Purchased</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	749,446	359,121
Sales per MWh	\$100.30	\$90.79
Purchased/Generated MWh	779,796	332,684
All In MWh Supply & Generation	\$59.10	\$42.43



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

	<u>Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 508,400	\$ 157,781	31%
Council	156,600	42,162	27%
Tax Assessor	245,900	101,228	42%
Fire	769,900	323,824	42%
Grounds	1,456,600	181,169	12%
Library	1,822,700	624,432	34%
Recreation	1,129,700	705,615	62%
Life Safety	432,700	159,732	37%
Code Enforcement	815,000	133,106	16%
Planning	663,200	222,126	33%
Public Inspections	595,300	208,122	35%
Police	17,819,900	6,334,019	36%
Police Extra Duty	750,000	59,208	8%
Streets	699,700	216,054	31%
Sanitation	2,506,800	785,261	31%
Stormwater	785,900	124,189	18%
City Manager	1,044,800	363,467	35%
Information Technology	912,800	290,258	32%
Finance	992,700	342,488	35%
Pub. Services Administration	594,600	193,811	32%
Facilities Management	655,800	231,979	35%
Engineering	198,700	72,528	25%
Procurement & Inventory	715,900	269,194	37%
Fleet Maintenance	930,600	322,621	35%
Customer Services	1,107,600	407,563	37%
Human Resources	524,200	183,828	35%
Mayor	221,700	48,354	22%
<b>\$ 39,057,700</b>	<b>\$ 13,104,122</b>	<b>34%</b>	



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

**Water Division**

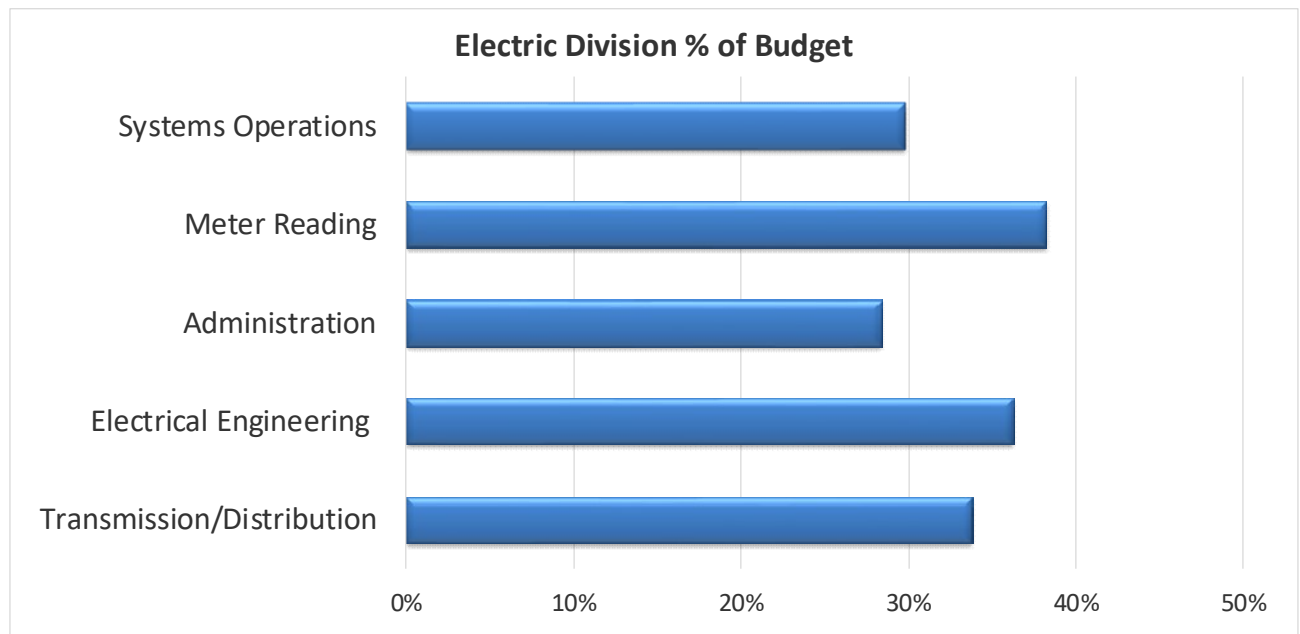
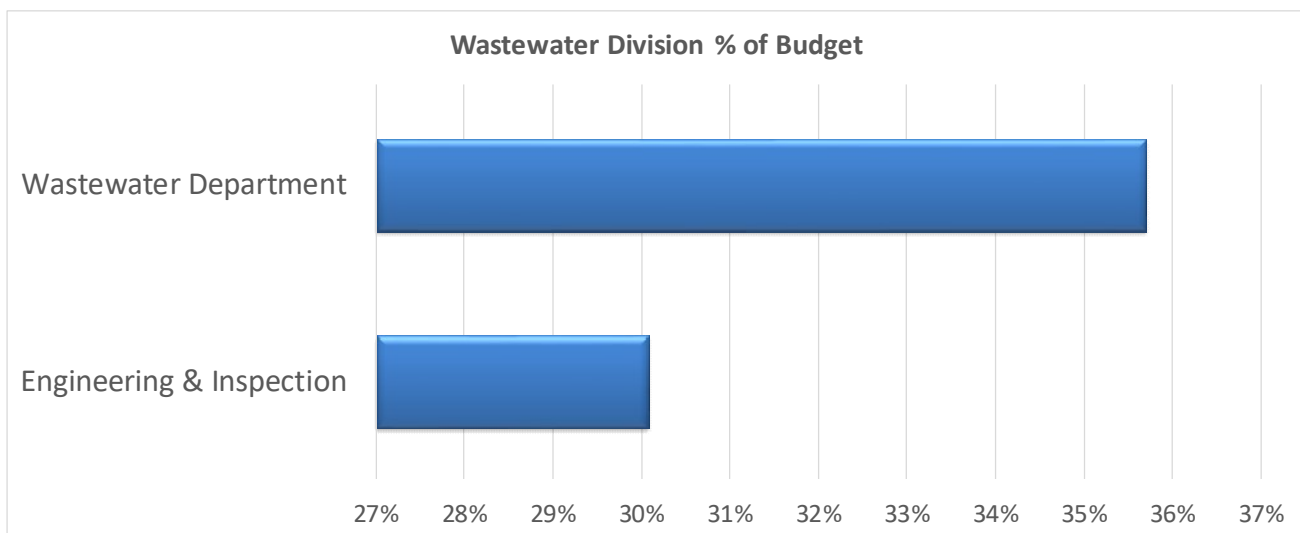
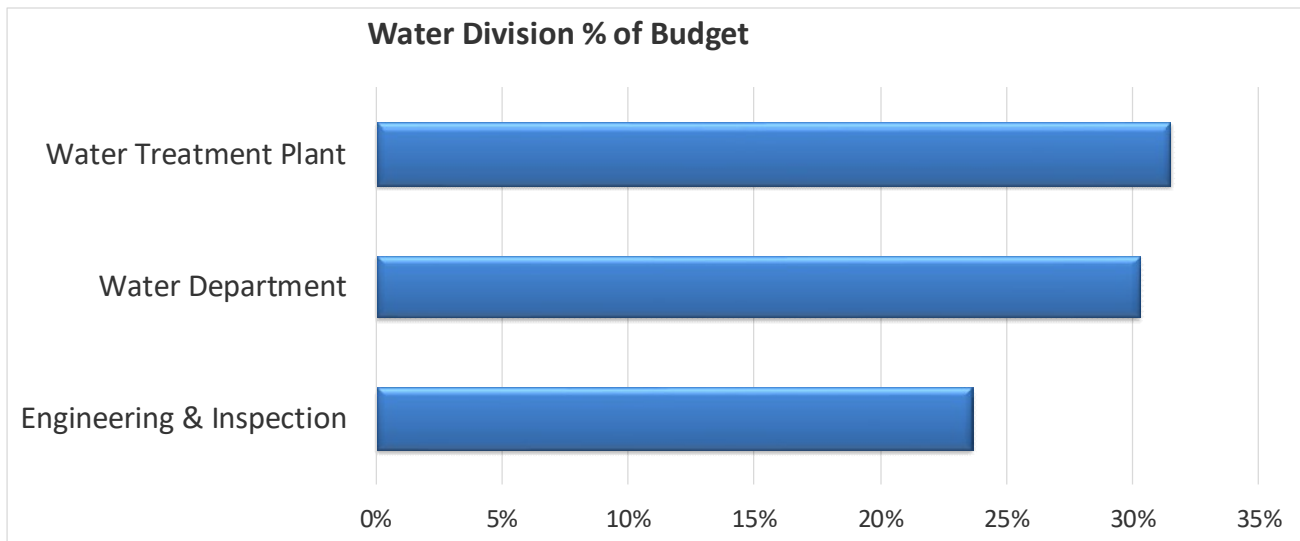
	<u>Budget</u>		<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 397,800	\$	93,886	24%
Water Department	669,800		202,499	30%
Water Treatment Plant	2,221,600		699,153	31%
	<u>\$ 3,289,200</u>	<u>\$</u>	<u>995,539</u>	<u>30%</u>

**Wastewater Division**

	<u>Budget</u>		<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 288,300	\$	86,677	30%
Wastewater Department	1,144,200		408,381	36%
	<u>\$ 1,432,500</u>	<u>\$</u>	<u>495,058</u>	<u>35%</u>

**Electric Division**

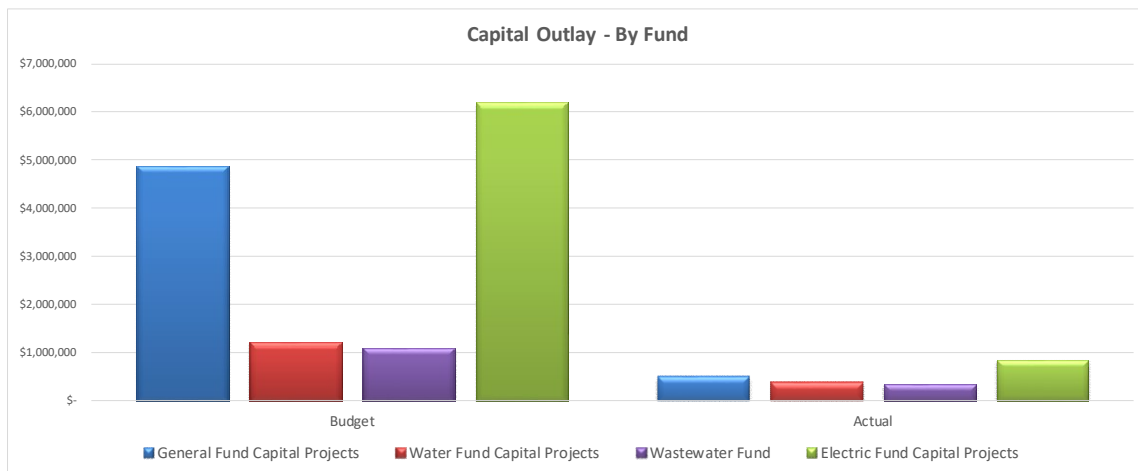
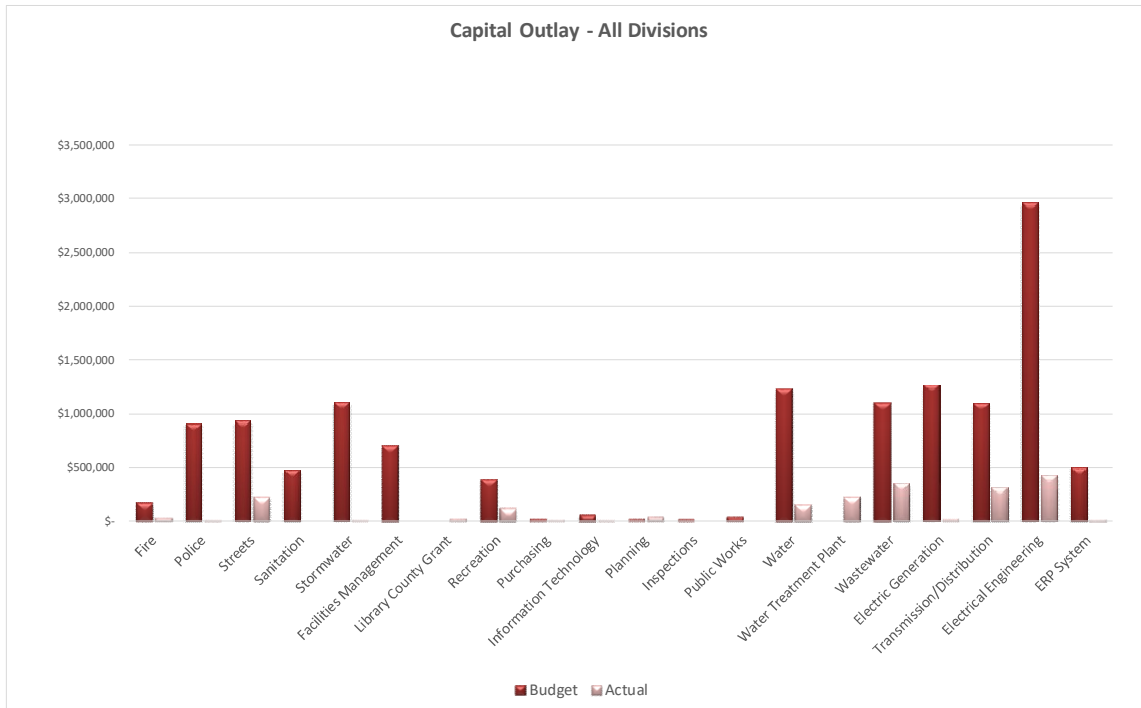
	<u>Budget</u>		<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 3,995,600	\$	1,347,186	34%
Electrical Engineering	1,396,400		505,161	36%
Administration	707,400		200,390	28%
Meter Reading	375,300		143,196	38%
Systems Operations	871,100		259,059	30%
	<u>\$ 7,345,800</u>	<u>\$</u>	<u>2,454,992</u>	<u>33%</u>



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

<u>General Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 173,300	\$ 32,363	19%
Police	912,400	2,728	0%
Streets	936,000	223,962	7%
Sanitation	475,200	-	0%
Stormwater	1,110,700	10,448	1%
Facilities Management	700,000	-	0%
Library County Grant	-	23,414	118%
Recreation	395,000	115,301	11%
Purchasing	25,000	1,792	7%
Information Technology	61,600	4,067	7%
Planning	20,400	37,776	100%
Inspections	18,600	-	0%
Public Works	39,600	-	0%
<b>General Fund Capital Projects</b>	<b>\$ 4,867,800</b>	<b>\$ 515,072</b>	<b>10%</b>
<hr/>			
<u>Water Fund</u>			
Water	\$ 1,225,900	\$ 158,360	13%
Water Treatment Plant	-	226,676	40%
<b>Water Fund Capital Projects</b>	<b>\$ 1,225,900</b>	<b>\$ 385,036</b>	<b>22%</b>
<hr/>			
<u>Wastewater Fund</u>			
Wastewater	1,099,000	357,165	14%
<b>Wastewater Fund Capital Projects</b>	<b>\$ 1,099,000</b>	<b>\$ 357,165</b>	<b>14%</b>
<hr/>			
<u>Electric Fund</u>			
Electric Generation	\$ 1,267,000	\$ 19,560	2%
Transmission/Distribution	1,100,000	315,804	28%
Electrical Engineering	2,968,900	430,563	15%
ERP System	500,000	13,875	3%
Electric Administration	360,000	74,578	21%
<b>Electric Fund Capital Projects</b>	<b>\$ 6,195,900</b>	<b>\$ 854,380</b>	<b>14%</b>
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<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 13,388,600</b>	<b>\$ 2,111,653</b>	<b>13%</b>





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