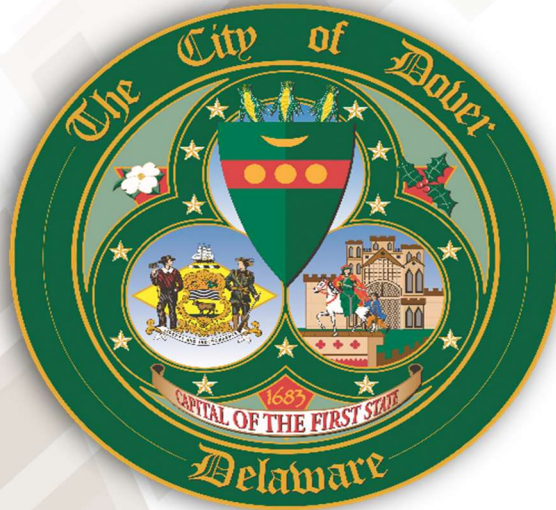


City of Dover



Finance Department

MONTHLY REPORT

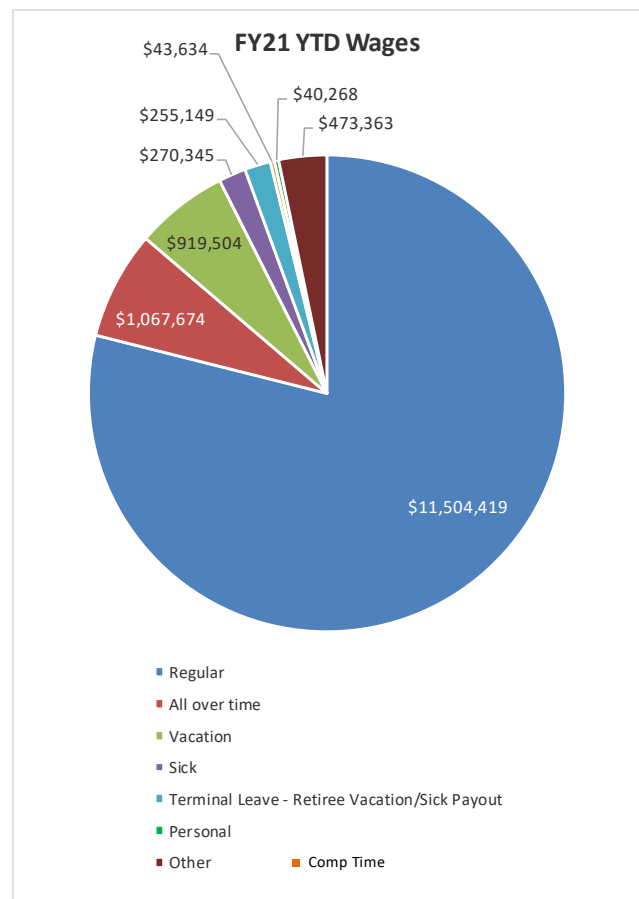
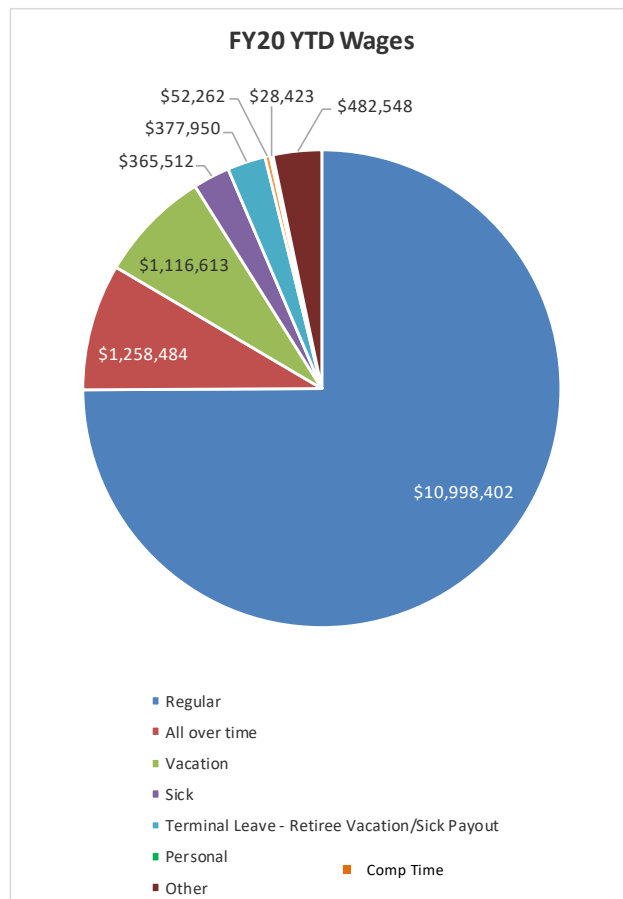
January 2021

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
January 2021
FINANCE DEPARTMENT ACTIVITY LEVELS

	FY20 YTD	FY21 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	4,351	3,582
Total Amount of All Deposits	\$ 108,490,375	\$ 112,115,477
Other Activity		
Number of Pay Periods	16	16
Number of Payroll Checks & Direct Deposits Issued	6,286	6,198
Number of Pension Checks Issued	1,808	1,827
Total Pension Benefits Paid - Defined Benefit Plan	\$ 3,283,236	\$ 3,366,382
ACCOUNTS PAYABLE		
Number of Check Vouchers	3,786	3,454
Number of EFT Vouchers	1,632	1,606
Vouchers Dollar Amount Disbursed	\$ 43,477,203	\$ 39,206,990



City of Dover
General Fund Summary
Fiscal Year to Date (January 2021)

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes	\$ 16,319,300	\$ 16,319,300	\$ 16,547,848	101%
Program Revenues	10,312,800	10,312,800	5,554,727	54%
Utility Transfers	11,000,000	11,000,000	6,416,667	58%
Grants	778,500	778,500	534,325	69%
Interfund Services	5,592,700	5,592,700	2,599,168	46%
All Other ¹	920,000	920,000	299,502	33%
	<u>\$ 44,923,300</u>	<u>\$ 44,923,300</u>	<u>\$ 31,952,238</u>	<u>71%</u>

Expenditures

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses ²	\$ 29,235,400	\$ 29,214,725	\$ 15,533,842	53%
Interfund Services	10,622,300	10,642,975	4,788,886	45%
Debt Service	462,200	462,200	271,328	59%
Post Retirement Benefits	2,045,400	2,045,400	1,193,150	58%
Pension Fund Contributions	935,100	935,100	504,456	54%
Capital Project Transfers	2,078,100	2,078,100	1,558,575	75%
All Other ³	1,117,000	1,192,000	790,394	66%
	<u>\$ 46,495,500</u>	<u>\$ 46,570,500</u>	<u>\$ 24,640,631</u>	<u>53%</u>

¹ 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

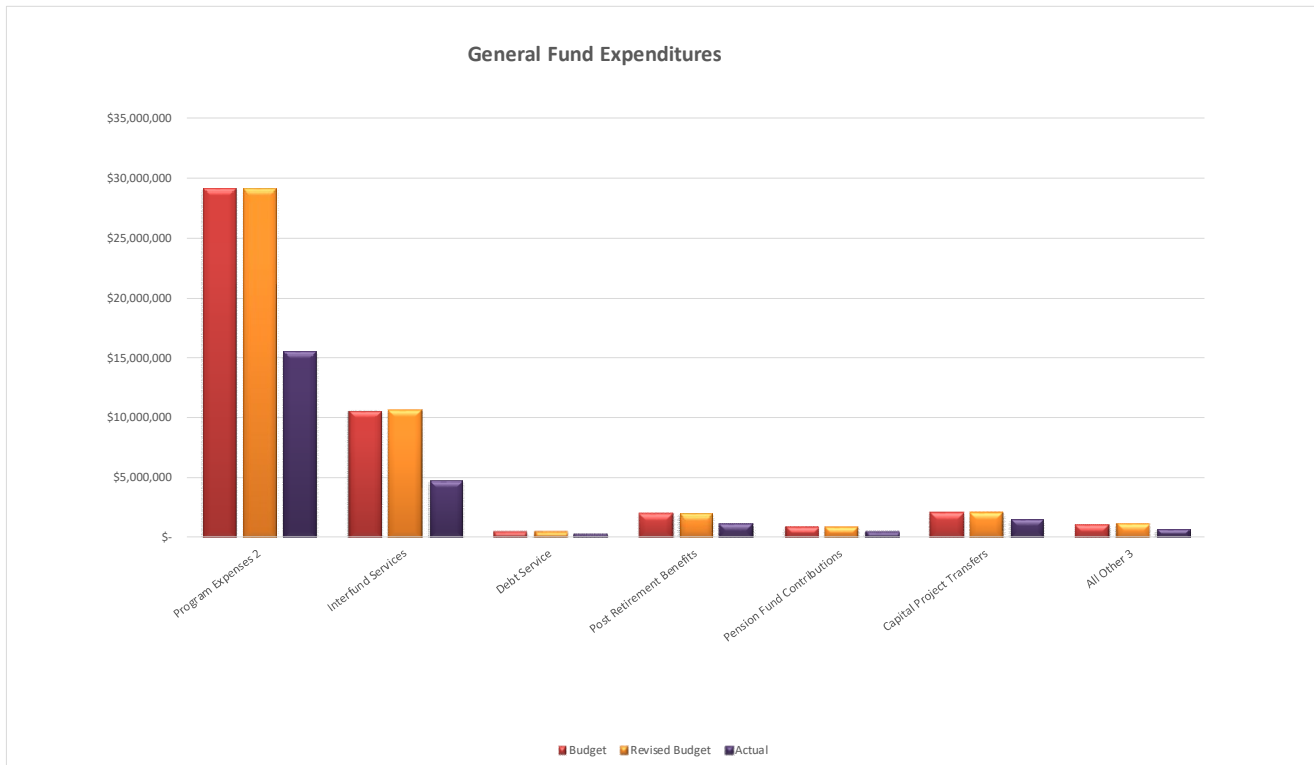
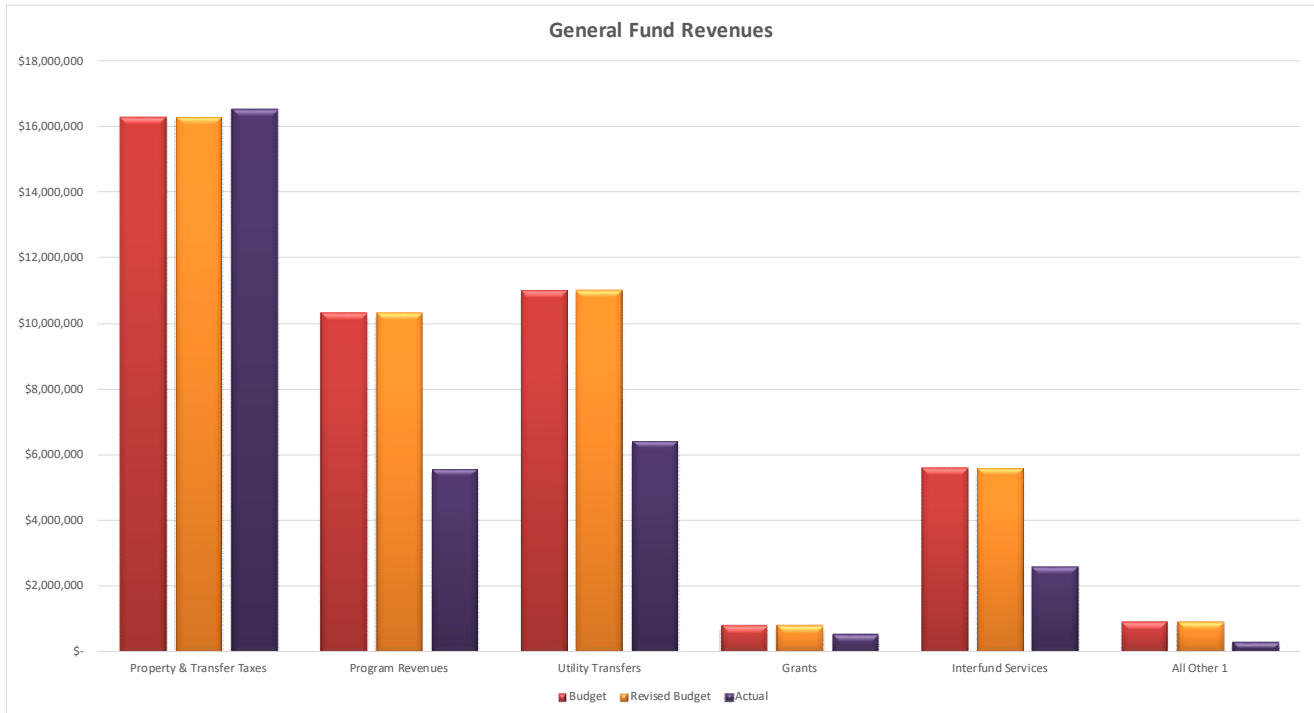
² Includes Stormwater Division

³ 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

Footnotes

Property & Transfer Taxes is at 101%- Property Taxes actual \$14.8million vs \$14.9million budgeted is at 99.5%. Also included in this line item is Transfer tax which is at 121.2% of the \$1.4million budgeted. Actual receipts collected as of this report issuance was \$1.7 million.

Grants is at 69% - The City has received misc. grants of \$45(k) of COVID Cares Act Funding and since the December 2020 report we've received another \$17(k) of COVID Cares Act Funding neither of these amounts were included in the budgeted amount



City of Dover
Water Fund Summary
Fiscal Year to Date (January 2021)

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 6,231,700	\$ 6,231,700	\$ 3,604,691	58%
Impact Fees	570,000	570,000	107,683	19%
Rents	420,100	420,100	264,023	63%
Miscellaneous ¹	101,800	101,800	161,268	158%
	<u>\$ 7,323,600</u>	<u>\$ 7,323,600</u>	<u>\$ 4,137,664</u>	<u>56%</u>

Expenditures

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,289,200	\$ 3,289,200	\$ 1,452,543	44%
Interfund Services	1,028,800	1,028,800	469,538	46%
Debt Service	762,800	762,800	419,462	55%
Post Retirement Benefits	176,900	176,900	103,193	58%
Capital Project Transfers	1,300,000	1,300,000	975,000	75%
General Fund Transfer	500,000	500,000	291,668	58%
All Other ²	20,000	20,000	9,273	46%
	<u>\$ 7,077,700</u>	<u>\$ 7,077,700</u>	<u>\$ 3,720,677</u>	<u>53%</u>

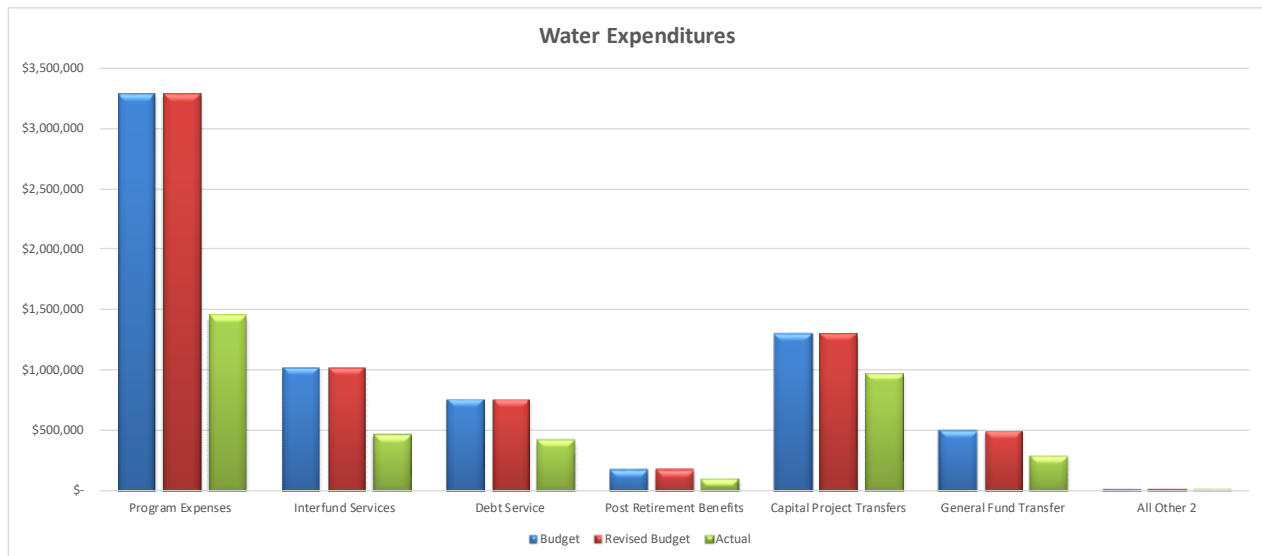
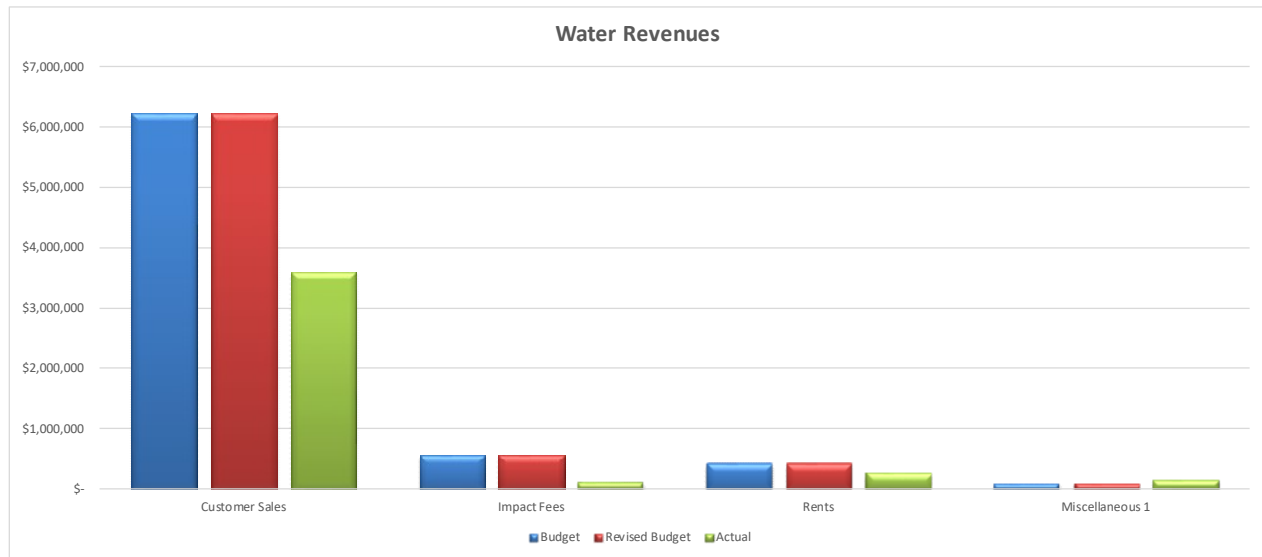
¹ Includes Interest Earnings and Miscellaneous Income

² Includes Bank & CC Fees

Footnotes

Impact fees - under budget due to slowed construction of housing due to Covid-19.

Miscellaneous revenues - positive variance due to \$121(k) reimbursement from Kent County a reimbursement request that the City remitted to the County regarding a shared cost agreement involving pump station #7.



City of Dover
Wastewater Fund Summary
Fiscal Year to Date (January 2021)

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 9,783,000	\$ 9,783,000	\$ 5,613,350	57%
Impact Fees	480,000	480,000	93,384	19%
Miscellaneous ¹	21,300	21,300	9,612	45%
	<u>\$ 10,284,300</u>	<u>\$ 10,284,300</u>	<u>\$ 5,716,345</u>	<u>56%</u>

Expenditures

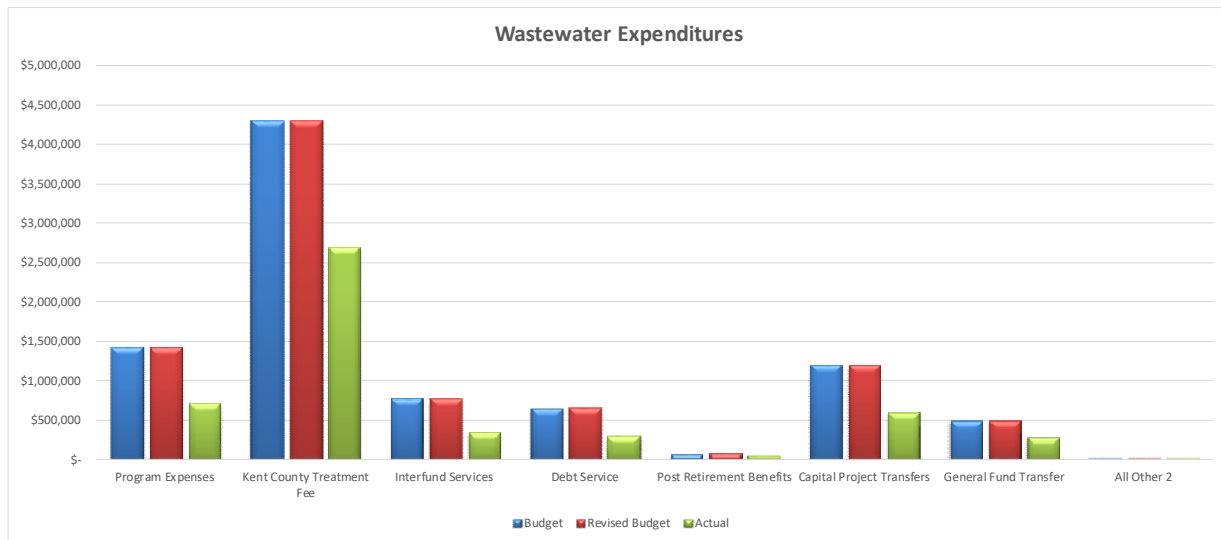
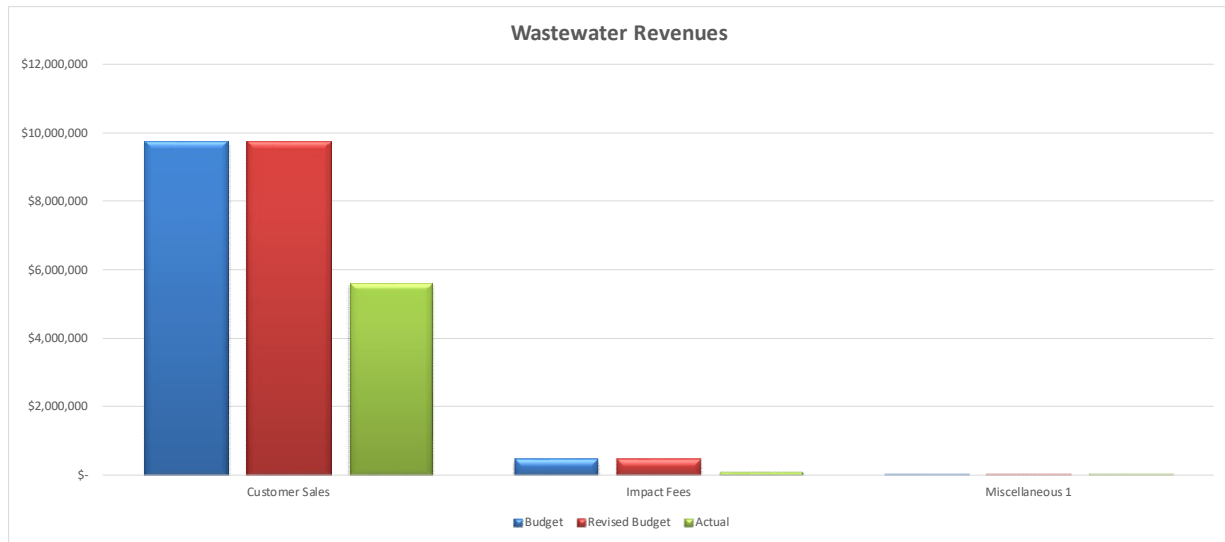
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,432,500	\$ 1,432,500	\$ 718,752	50%
Kent County Treatment Fee	4,302,900	4,302,900	2,695,167	63%
Interfund Services	779,600	779,600	362,664	47%
Debt Service	659,900	659,900	296,776	45%
Post Retirement Benefits	81,500	81,500	47,543	58%
Capital Project Transfers	1,200,000	1,200,000	600,000	50%
General Fund Transfer	500,000	500,000	291,667	58%
All Other ²	10,000	10,000	7,755	78%
	<u>\$ 8,966,400</u>	<u>\$ 8,966,400</u>	<u>\$ 5,320,325</u>	<u>59%</u>

¹ Includes Interest Earnings, Miscellaneous Income, and Wastewater Penalties

² Includes Bank & CC Fees and Bond Issuance Cost

Footnotes

Impact fees - under budget due to slowed construction of houses from Covid-19.



City of Dover
Electric Fund Summary
Fiscal Year to Date (January 2021)

Revenues				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 81,662,500	\$ 81,662,500	\$ 47,694,516	58%
Distribution of Earnings	(5,246,100)	(5,246,100)	(3,048,956)	58%
All Other ¹	3,424,400	3,424,400	2,458,994	72%
	<u>\$ 79,840,800</u>	<u>\$ 79,840,800</u>	<u>\$ 47,104,555</u>	<u>59%</u>

Expenditures				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 46,084,100	\$ 46,084,100	\$ 20,490,376	44%
Electric Operating Div. Exp.	7,345,800	7,345,800	3,619,619	49%
Interfund Services	3,784,300	3,784,300	1,766,965	47%
Debt Service	1,378,600	1,378,600	805,410	58%
Post Retirement Benefits	789,600	789,600	460,600	58%
Capital Project Transfers	6,000,000	6,000,000	4,500,000	75%
General Fund Transfer	10,000,000	10,000,000	5,833,332	58%
Rate Stabilization Reserve	2,000,000	2,000,000	2,000,000	0%
All Other ²	2,023,400	2,023,400	1,312,787	65%
	<u>\$ 79,405,800</u>	<u>\$ 79,405,800</u>	<u>\$ 40,789,089</u>	<u>51%</u>

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

² Includes Utility Tax, Interest on Deposits, Green Energy, A/R Write-offs, and Bank & CC Fees, and Transfer to Other Reserve.

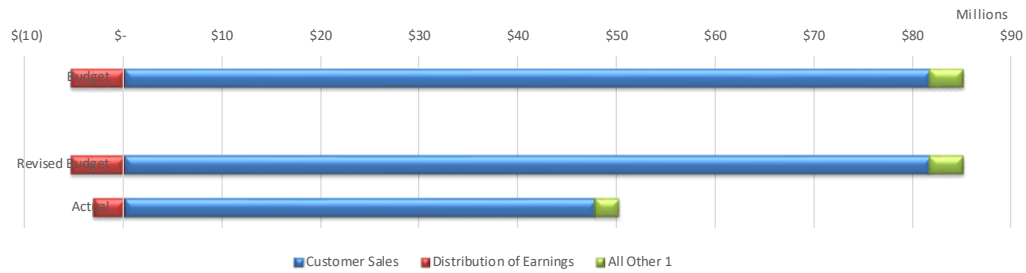
<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	749,446	749,446	469,753
Sales per MWh	\$100.30	\$100.30	\$93.58
Purchased/Generated MWh	779,796	779,796	456,510
All In MWh Supply & Generation	\$59.10	\$59.10	\$44.88

Footnotes

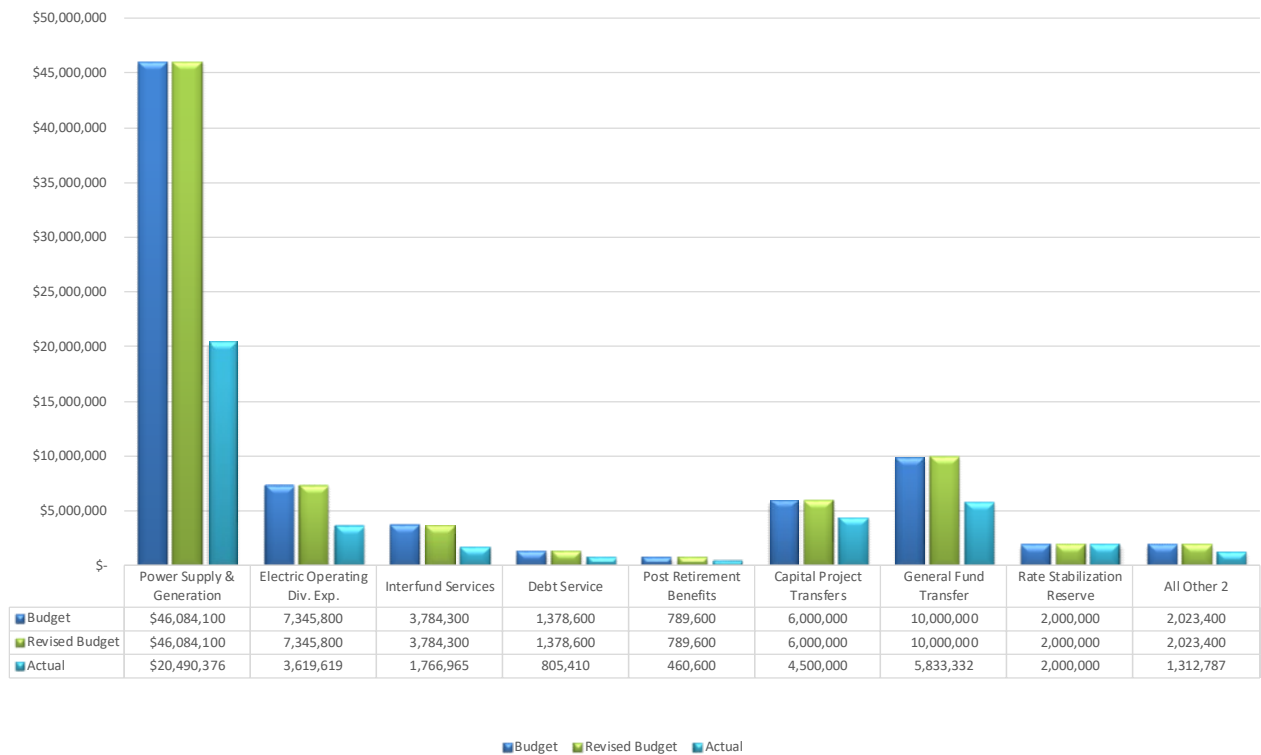
Revenues: All Other is at 72% included is an appropriation to the rate stabilization reserve of \$2.0 million of the \$2.5 million budgeted.

Expenses: Power Supply & Generation - is at 44% of budget due to lower PJM Energy (30.1%), Congestion and Losses Transmission and Fees (42.9%).

Electric Fund - Revenues



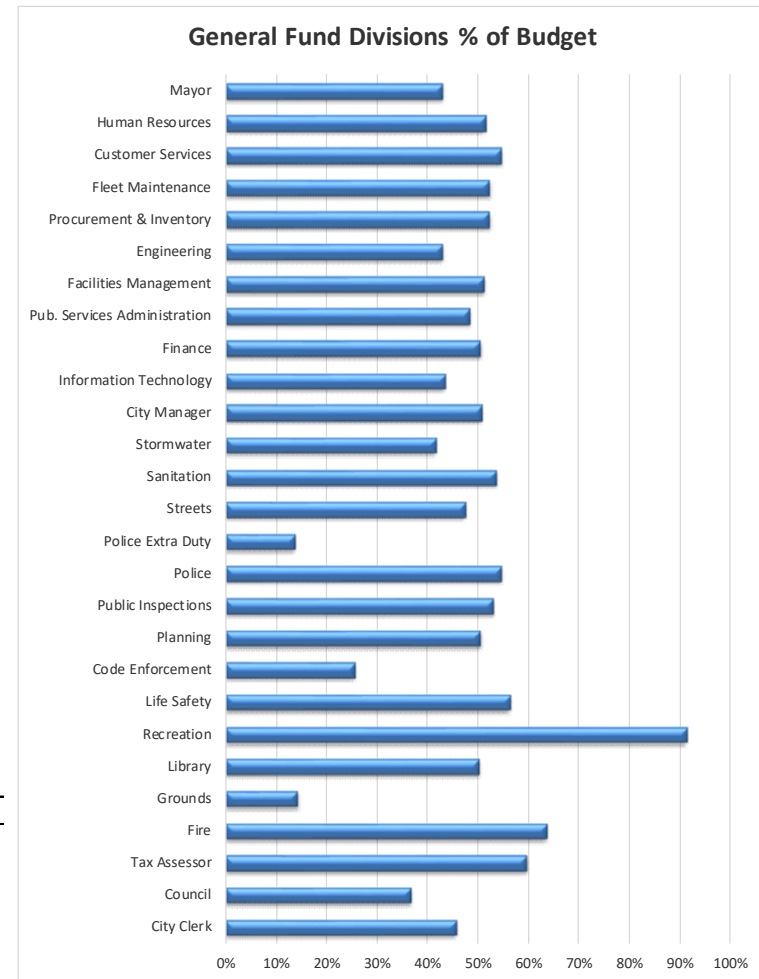
Electric Fund - Expenditures



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City of Dover
Division Expense Summary (General Fund)
Fiscal Year to Date (January 2021)

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 508,400	\$ 511,891	\$ 232,922	46%
Council	156,600	156,600	57,199	37%
Tax Assessor	245,900	238,400	141,533	59%
Fire	769,900	769,900	487,276	63%
Grounds	1,456,600	1,456,600	205,745	14%
Library	1,822,700	1,822,700	912,749	50%
Recreation	1,129,700	1,129,700	1,028,411	91%
Life Safety	432,700	432,700	242,997	56%
Code Enforcement	815,000	815,000	206,794	25%
Planning	663,200	663,200	333,612	50%
Public Inspections	595,300	595,300	314,908	53%
Police	17,819,900	17,819,900	9,688,809	54%
Police Extra Duty	750,000	750,000	100,850	13%
Streets	699,700	699,300	330,642	47%
Sanitation	2,506,800	2,502,425	1,337,316	53%
Stormwater	785,900	681,300	281,781	41%
City Manager	1,044,800	1,039,800	523,830	50%
Information Technology	912,800	912,800	393,980	43%
Finance	992,700	992,700	499,562	50%
Pub. Services Administration	594,600	603,400	290,689	48%
Facilities Management	655,800	655,800	335,246	51%
Engineering	198,700	294,900	126,165	43%
Procurement & Inventory	715,900	730,284	380,914	52%
Fleet Maintenance	930,600	924,600	481,100	52%
Customer Services	1,107,600	1,107,600	602,785	54%
Human Resources	524,200	529,200	271,004	51%
Mayor	221,700	221,700	94,841	43%
	\$ 39,057,700	\$ 39,057,700	\$ 19,903,657	51%



City of Dover
Utilities Expenditure Summary
Fiscal Year to Date (January 2021)

Water Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 397,800	\$ 397,800	\$ 137,186	34%
Water Department	669,800	669,800	297,271	44%
Water Treatment Plant	2,221,600	2,221,600	1,018,086	46%
	<u>\$ 3,289,200</u>	<u>\$ 3,289,200</u>	<u>\$ 1,452,543</u>	<u>44%</u>

Wastewater Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 288,300	\$ 288,300	\$ 133,067	46%
Wastewater Department	1,144,200	1,144,200	585,685	51%
	<u>\$ 1,432,500</u>	<u>\$ 1,432,500</u>	<u>\$ 718,752</u>	<u>50%</u>

Electric Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 3,995,600	\$ 3,995,600	\$ 2,030,026	51%
Electrical Engineering	1,396,400	1,396,400	705,936	51%
Administration	707,400	707,400	273,493	39%
Meter Reading	375,300	375,300	208,480	56%
Systems Operations	871,100	871,100	401,683	46%
	<u>\$ 7,345,800</u>	<u>\$ 7,345,800</u>	<u>\$ 3,619,619</u>	<u>49%</u>

Footnotes

Water Division:

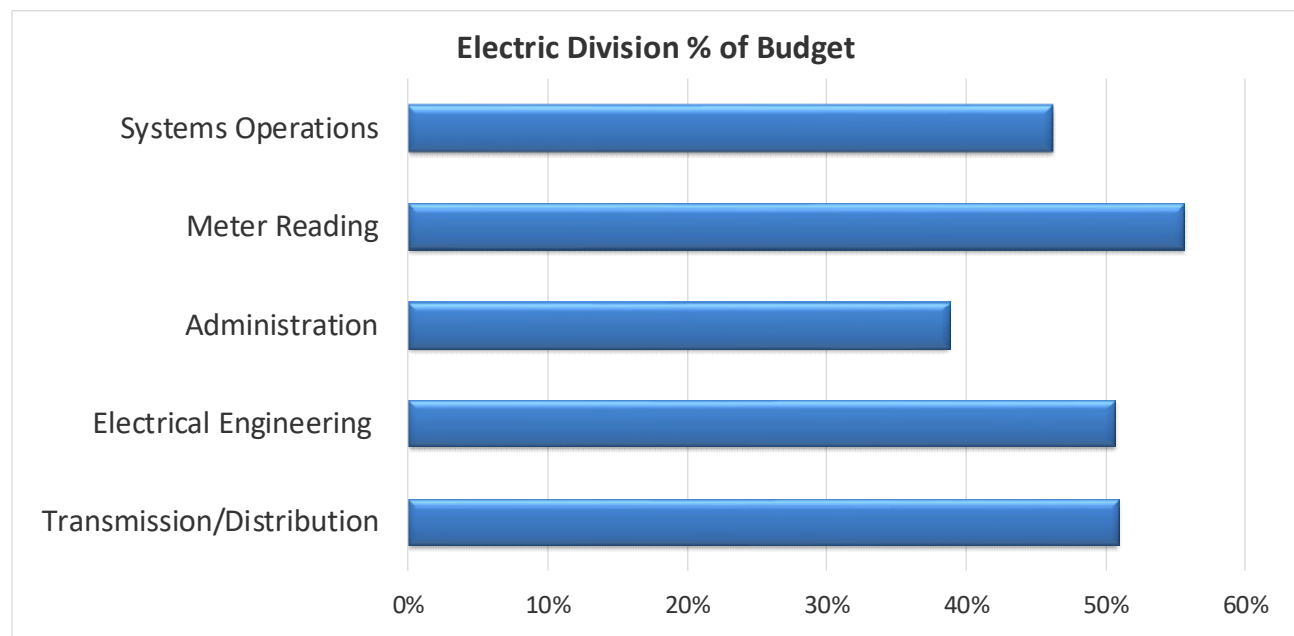
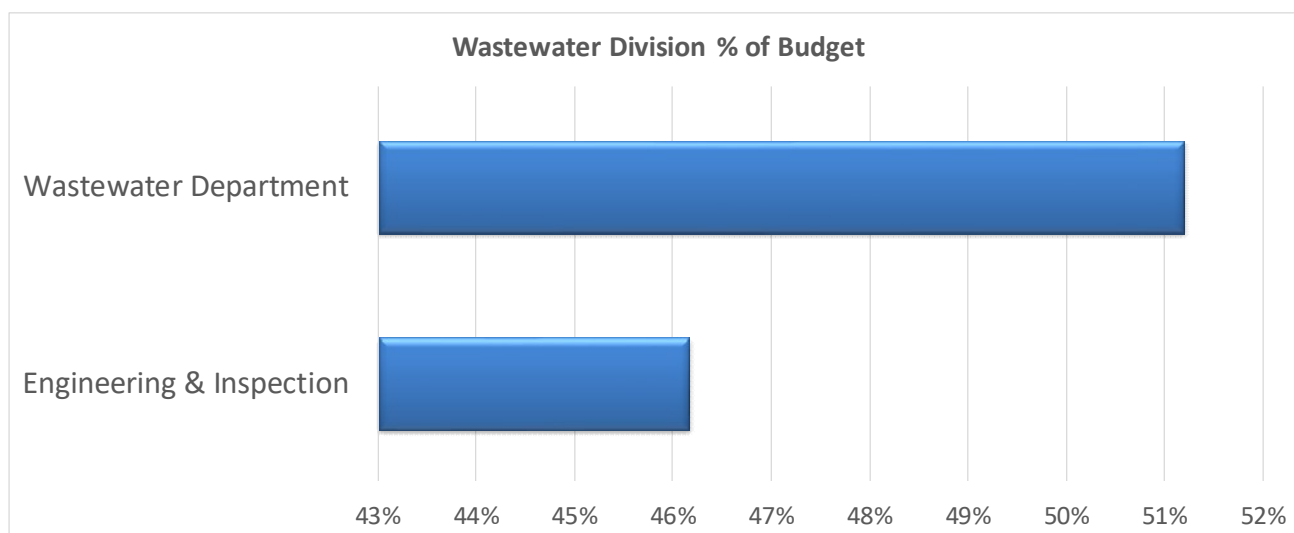
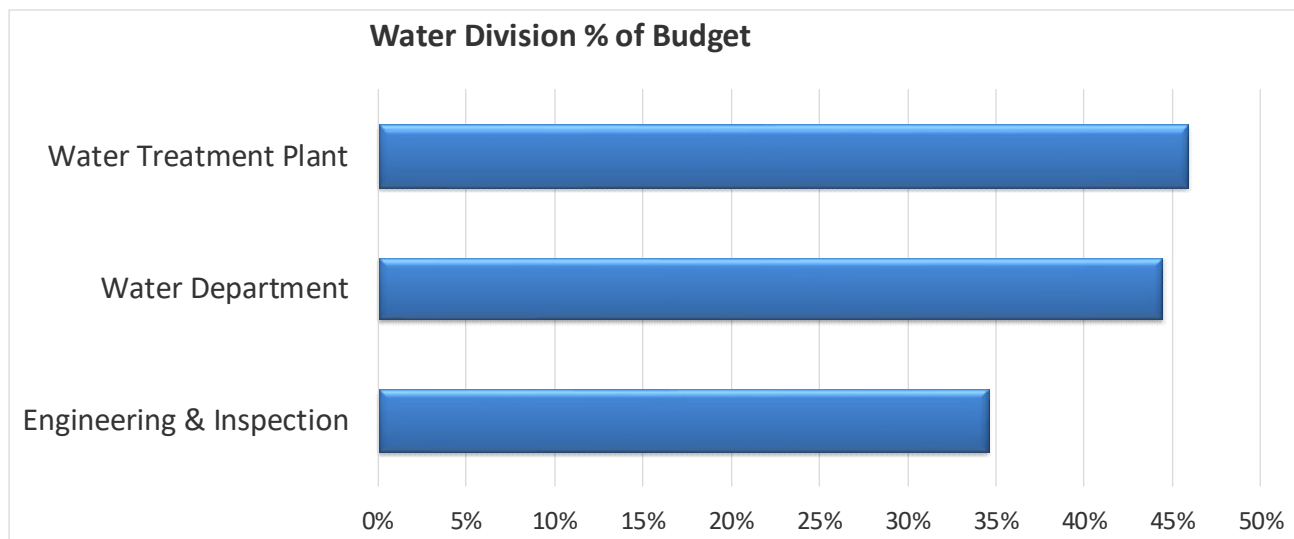
- Engineering department at 34% due to staffing, an additionally, the contractual services within this division is under budget as the Water Master Plan work has not started and Utility locating services is not even ½ way through performing their services \$8(k) spent v. \$118(k) budgeted.
- Water department at 44% due to staffing.
- Water Treatment Plant at 46% mostly due to Contractual Services as a result of the work to be completed for the Water Storage Tank maintenance. This CAF was just presented to Council 1/25.

Wastewater Division:

- Wastewater department at 51% due to staffing.

Electric Division:

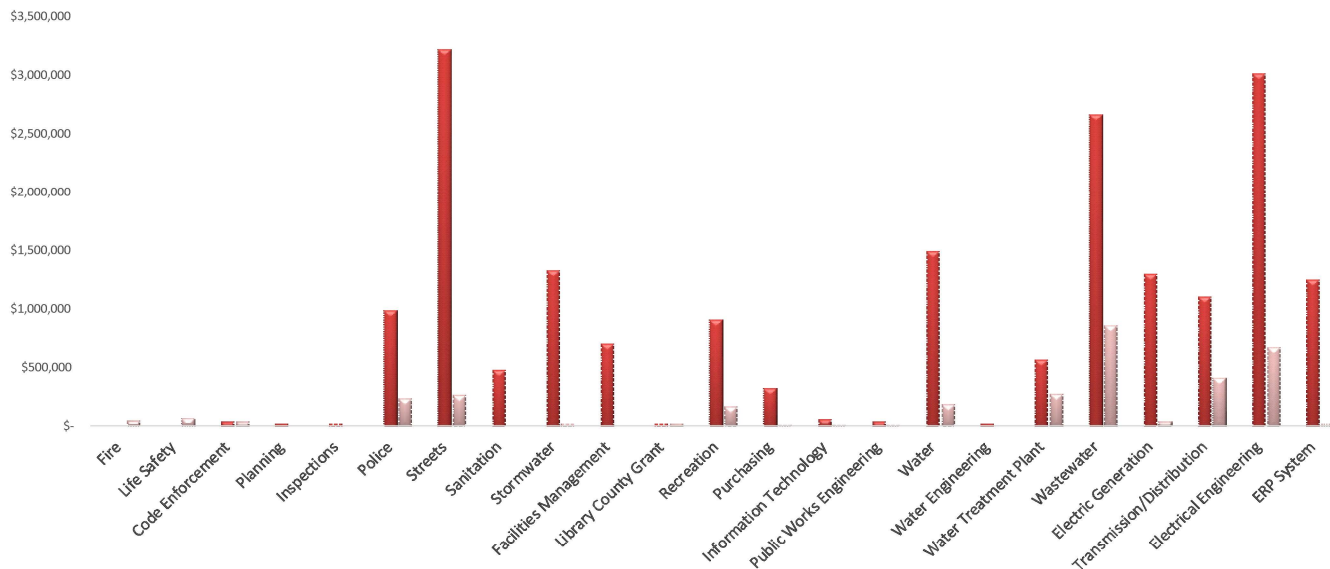
- Electric Admin 39% due to staffing
- System Operations 46% due to staffing.



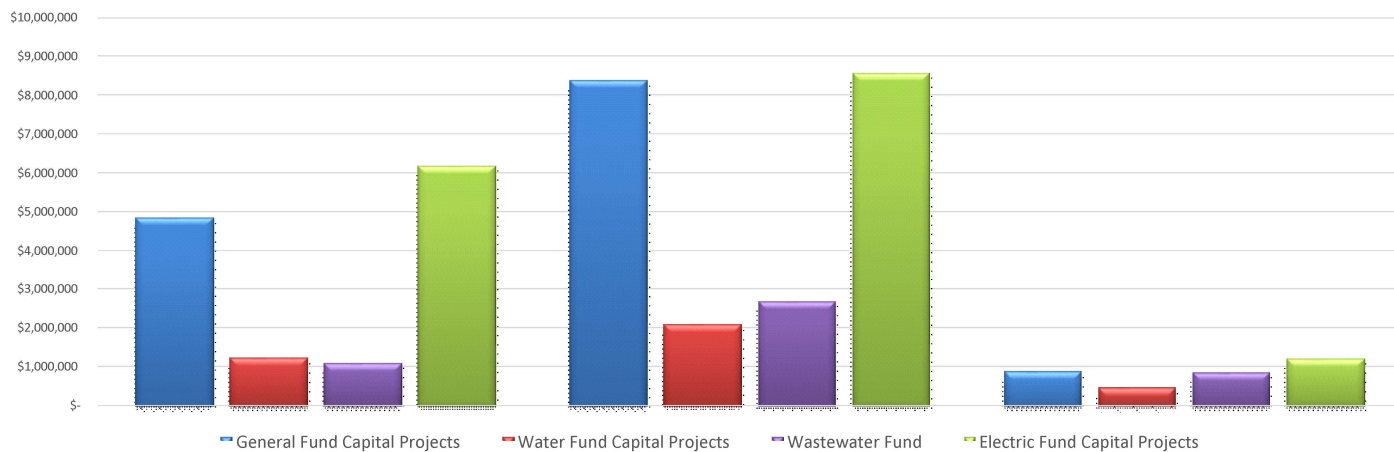
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date (January 2021)

<u>General Fund</u>	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 173,300	\$ 173,300	\$ 45,308	26%
Life Safety	-	67,500	67,291	100%
Code Enforcement	-	37,800	37,776	100%
Planning	-	20,400	-	0%
Inspections	18,600	18,600	-	0%
Police	912,400	986,800	236,406	24%
Streets	936,000	3,224,100	262,680	8%
Sanitation	475,200	475,200	-	0%
Stormwater	1,110,700	1,327,500	19,629	1%
Facilities Management	700,000	700,000	-	0%
Library County Grant	-	19,900	23,414	118%
Recreation	395,000	904,000	167,841	19%
Purchasing	25,000	325,000	1,792	1%
Information Technology	61,600	61,600	5,084	8%
Public Works Engineering	39,600	39,600	453	1%
General Fund Capital Projects	\$ 4,847,400	\$ 8,381,300	\$ 867,674	10%
<u>Water Fund</u>				
Water	\$ 1,205,500	\$ 1,491,900	\$ 187,221	13%
Water Engineering	20,400	20,400	-	0%
Water Treatment Plant	-	568,500	276,022	49%
Water Fund Capital Projects	\$ 1,225,900	\$ 2,080,800	\$ 463,243	22%
<u>Wastewater Fund</u>				
Wastewater Engineering	\$ 14,000	\$ 14,000	\$ -	0%
Wastewater	1,085,000	2,665,200	861,986	32%
Wastewater Fund Capital Projects	\$ 1,099,000	\$ 2,679,200	\$ 861,986	32%
<u>Electric Fund</u>				
Electric Generation	\$ 1,267,000	\$ 1,302,700	\$ 41,652	3%
Transmission/Distribution	1,100,000	1,100,000	413,574	38%
Electrical Engineering	2,968,900	3,011,300	670,360	22%
ERP System	500,000	1,244,800	16,951	1%
Electric Administration	360,000	1,925,400	74,578	4%
Electric Fund Capital Projects	\$ 6,195,900	\$ 8,584,200	\$ 1,217,115	14%

Capital Outlay - All Divisions



Capital Outlay - By Fund



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