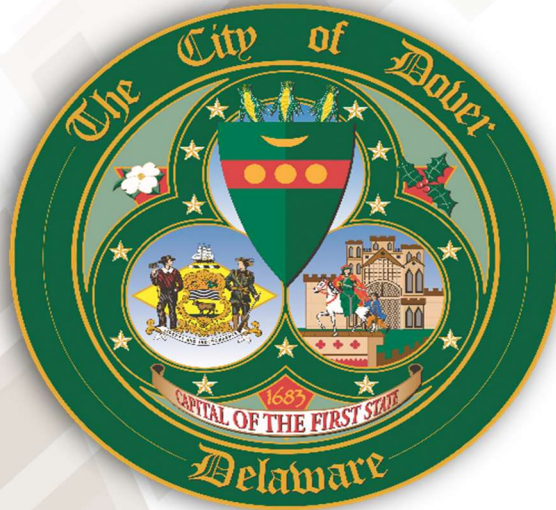


City of Dover



Finance Department

MONTHLY REPORT

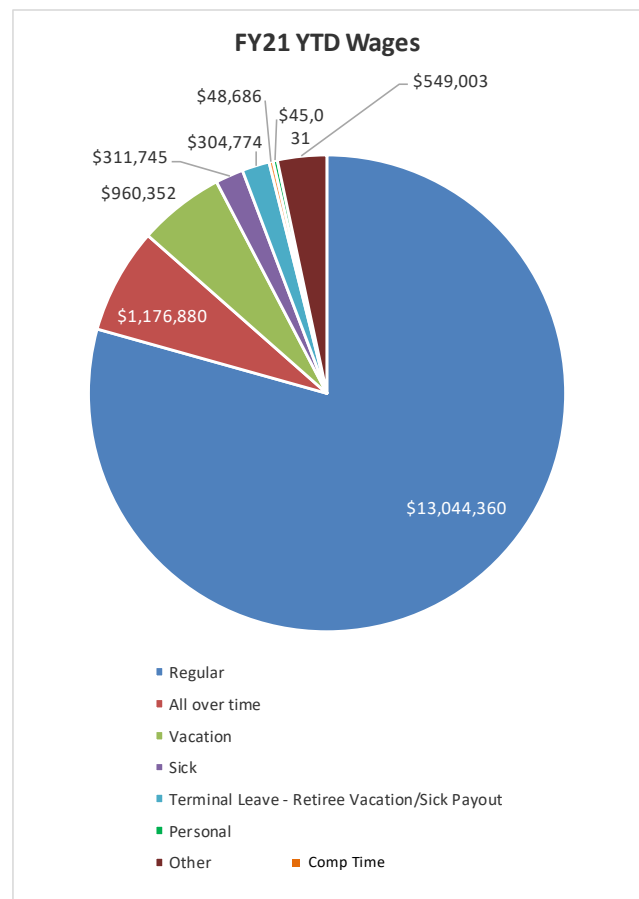
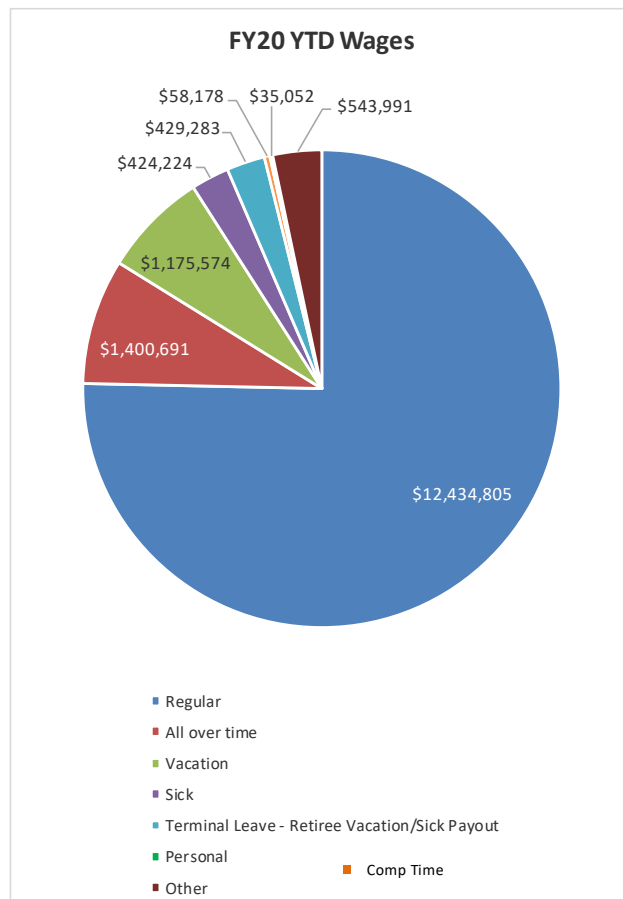
February 2021

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.

This page intentionally left blank

CITY OF DOVER
ACTIVITY REPORTS
February 2021
FINANCE DEPARTMENT ACTIVITY LEVELS

	FY20 YTD	FY21 YTD
BANK TRENDS		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	4,866	4,026
Total Amount of All Deposits	\$ 120,757,315	\$ 125,001,840
Other Activity		
Number of Pay Periods	18	18
Number of Payroll Checks & Direct Deposits Issued	7,083	6,829
Number of Pension Checks Issued	2,066	2,125
Total Pension Benefits Paid - Defined Benefit Plan	\$ 3,753,750	\$ 3,847,795
ACCOUNTS PAYABLE		
Number of Check Vouchers	4,280	3,902
Number of EFT Vouchers	1,869	1,848
Vouchers Dollar Amount Disbursed	\$ 46,440,126	\$ 45,089,662



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

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes	\$ 16,319,300	\$ 16,319,300	\$ 16,702,708	102%
Program Revenues	10,312,800	10,312,800	6,428,749	62%
Utility Transfers	11,000,000	11,000,000	7,333,332	67%
Grants	778,500	778,500	567,206	73%
Interfund Services	5,592,700	5,592,700	3,042,893	54%
All Other ¹	920,000	920,000	490,652	53%
	<u>\$ 44,923,300</u>	<u>\$ 44,923,300</u>	<u>\$ 34,565,540</u>	<u>77%</u>

Expenditures

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses ²	\$ 29,235,400	\$ 29,214,725	\$ 17,524,461	60%
Interfund Services	10,622,300	10,642,975	5,563,732	52%
Debt Service	462,200	462,200	309,615	67%
Post Retirement Benefits	2,045,400	2,045,400	1,363,600	67%
Pension Fund Contributions	935,100	935,100	540,714	58%
Capital Project Transfers	2,078,100	2,078,100	1,558,575	75%
All Other ³	1,117,000	1,192,000	858,291	72%
	<u>\$ 46,495,500</u>	<u>\$ 46,570,500</u>	<u>\$ 27,718,989</u>	<u>60%</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

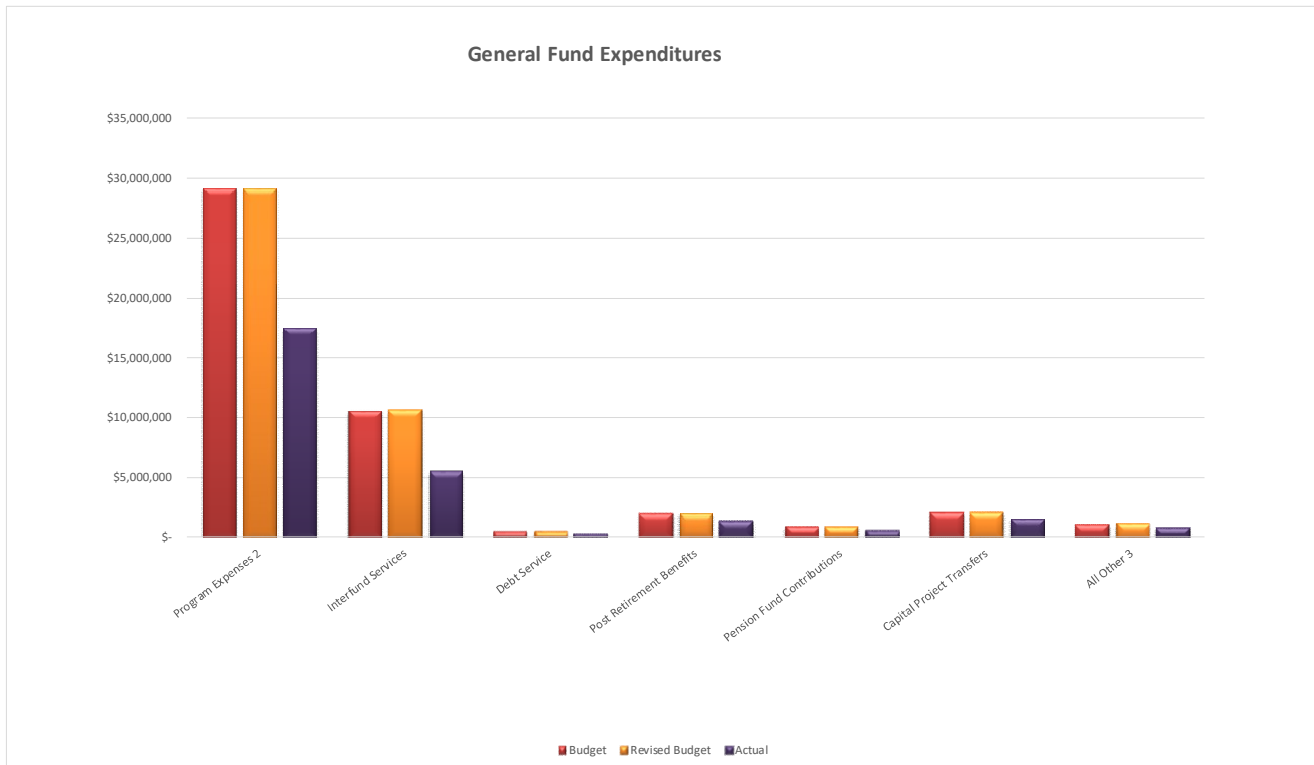
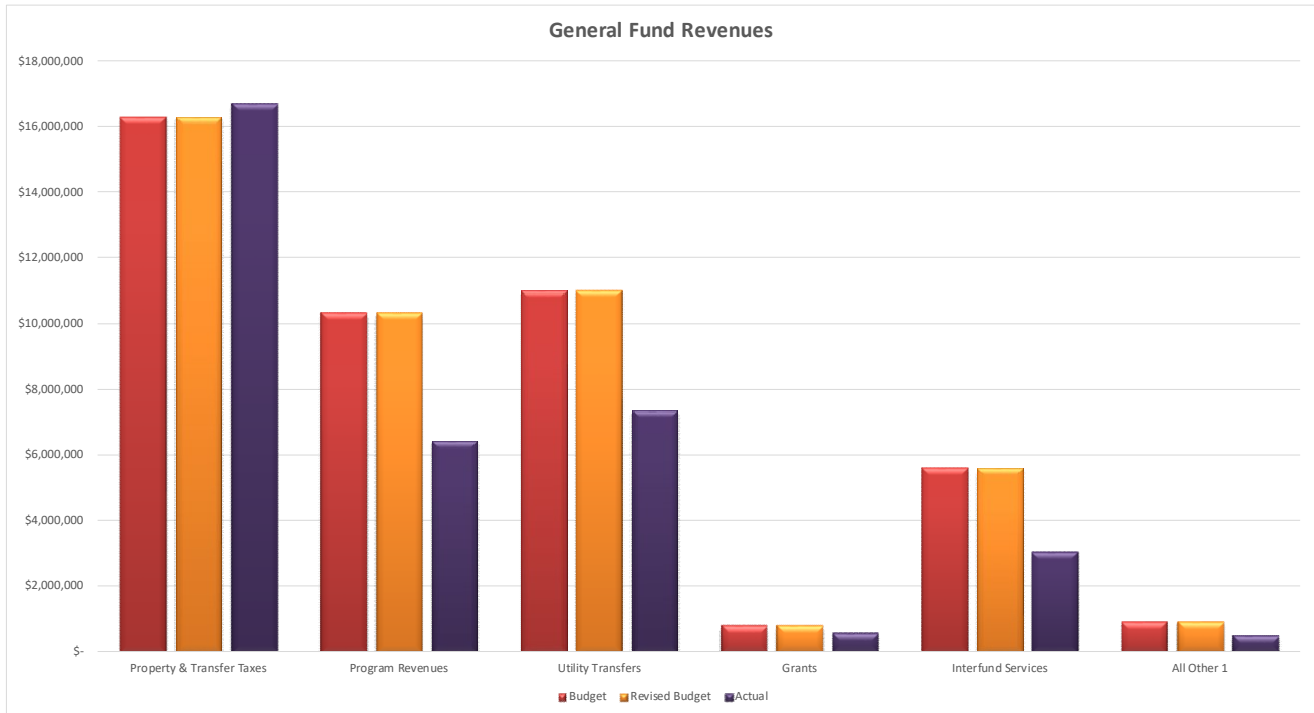
² Includes Stormwater Division

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 102%- 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 131.5% of the \$1.4million budgeted. Actual receipts collected as of this report issuance was \$2.1 million.

Grants is at 73% - 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. Collected to date includes \$11,208 for public education grant from Comcast which is passed to the Reserve Account.



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

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 6,231,700	\$ 6,231,700	\$ 3,977,439	64%
Impact Fees	570,000	570,000	155,983	27%
Rents	420,100	420,100	337,222	80%
Miscellaneous ¹	101,800	101,800	162,633	160%
	<u>\$ 7,323,600</u>	<u>\$ 7,323,600</u>	<u>\$ 4,633,276</u>	<u>63%</u>

Expenditures

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,289,200	\$ 3,133,900	\$ 1,658,113	53%
Interfund Services	1,028,800	1,028,800	545,101	53%
Debt Service	762,800	762,800	449,665	59%
Post Retirement Benefits	176,900	176,900	117,935	67%
Capital Project Transfers	1,300,000	1,455,300	975,000	67%
General Fund Transfer	500,000	500,000	333,334	67%
All Other ²	20,000	20,000	10,003	50%
	<u>\$ 7,077,700</u>	<u>\$ 7,077,700</u>	<u>\$ 4,089,152</u>	<u>58%</u>

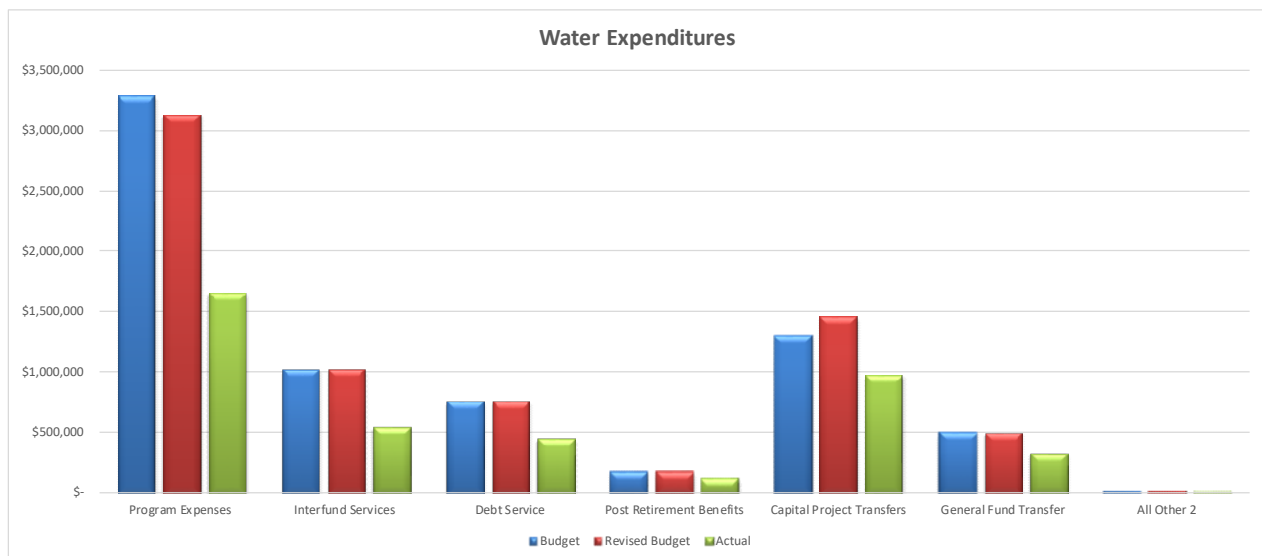
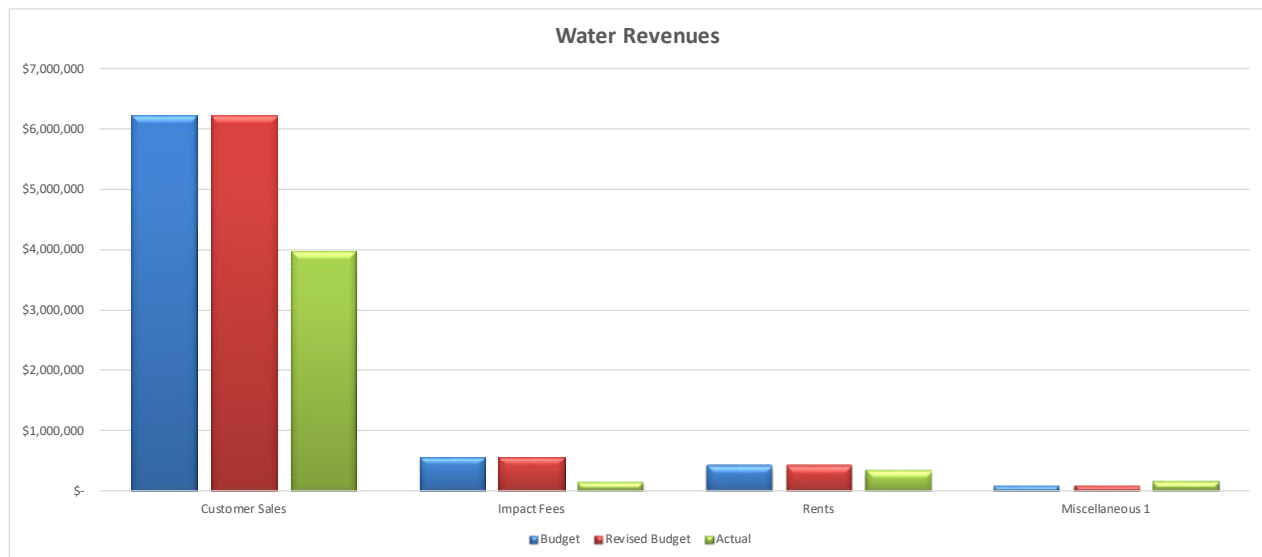
¹ Includes Interest Earnings and Miscellaneous Income

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 (February 2021)

Revenues

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 9,783,000	\$ 9,783,000	\$ 6,283,200	64%
Impact Fees	480,000	480,000	137,084	29%
Miscellaneous ¹	21,300	21,300	11,129	52%
	<u>\$ 10,284,300</u>	<u>\$ 10,284,300</u>	<u>\$ 6,431,413</u>	<u>63%</u>

Expenditures

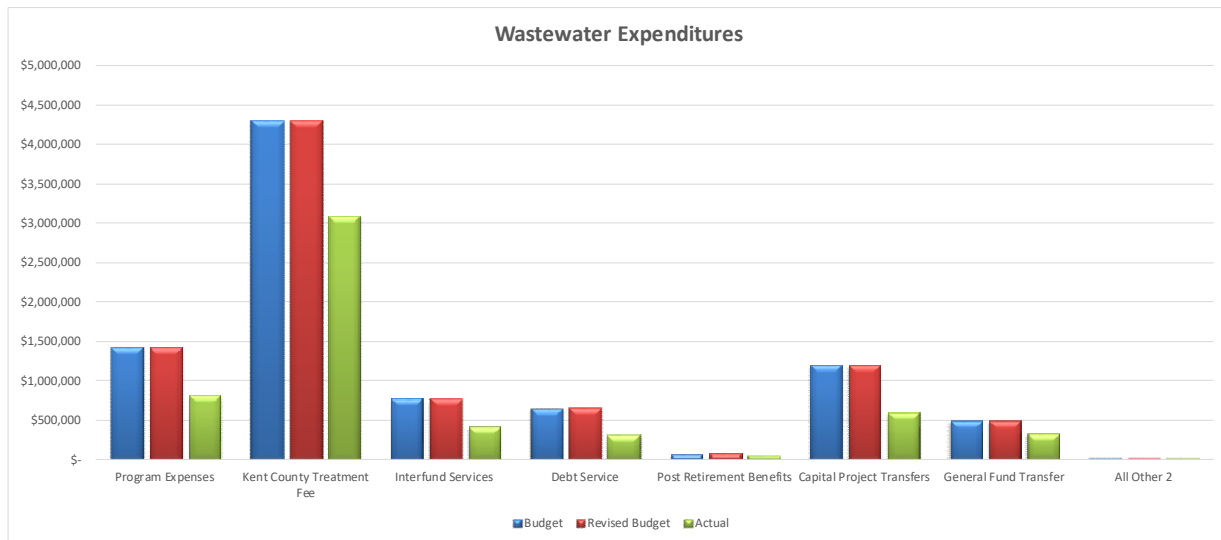
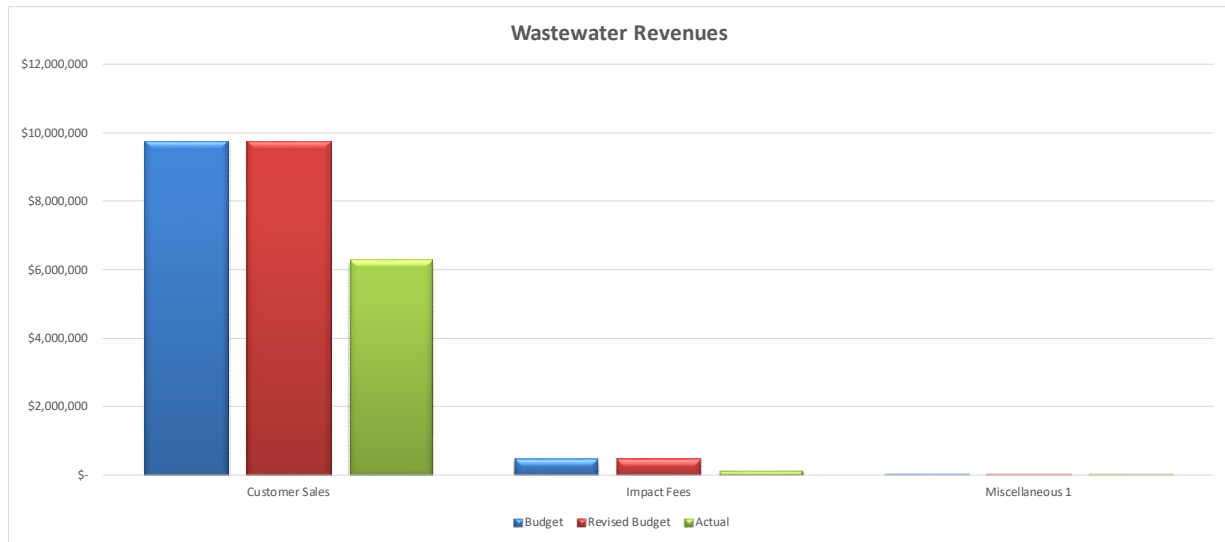
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,432,500	\$ 1,432,500	\$ 821,546	57%
Kent County Treatment Fee	4,302,900	4,302,900	3,089,200	72%
Interfund Services	779,600	779,600	423,663	54%
Debt Service	659,900	659,900	309,112	47%
Post Retirement Benefits	81,500	81,500	54,335	67%
Capital Project Transfers	1,200,000	1,200,000	600,000	50%
General Fund Transfer	500,000	500,000	333,333	67%
All Other ²	10,000	10,000	8,485	85%
	<u>\$ 8,966,400</u>	<u>\$ 8,966,400</u>	<u>\$ 5,939,674</u>	<u>66%</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 (February 2021)

Revenues				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 81,662,500	\$ 81,662,500	\$ 54,350,073	67%
Distribution of Earnings	(5,246,100)	(5,246,100)	(3,475,140)	66%
All Other ¹	3,424,400	3,424,400	2,526,633	74%
	<u>\$ 79,840,800</u>	<u>\$ 79,840,800</u>	<u>\$ 53,401,566</u>	<u>67%</u>

Expenditures				
	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 46,084,100	\$ 46,084,100	\$ 25,846,029	56%
Electric Operating Div. Exp.	7,345,800	7,345,800	4,078,462	56%
Interfund Services	3,784,300	3,784,300	2,074,129	55%
Debt Service	1,378,600	1,378,600	920,290	67%
Post Retirement Benefits	789,600	789,600	526,400	67%
Capital Project Transfers	6,000,000	6,000,000	4,500,000	75%
General Fund Transfer	10,000,000	10,000,000	6,666,665	67%
Rate Stabilization Reserve	2,000,000	2,000,000	2,000,000	100%
All Other ²	2,023,400	2,023,400	1,440,076	71%
	<u>\$ 79,405,800</u>	<u>\$ 79,405,800</u>	<u>\$ 48,052,051</u>	<u>61%</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.

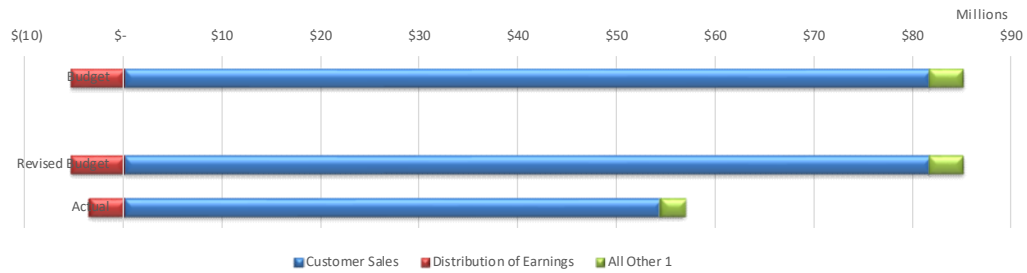
<u>Megawatt Hours Sold & Purchased</u>	<u>Budget</u>	<u>Rev. Budget</u>	<u>Actual</u>
Sales to Customers MWh (excl. Street Light MWh)	749,446	749,446	530,777
Sales per MWh	\$100.30	\$100.30	\$94.39
Purchased/Generated MWh	779,796	779,796	514,968
All In MWh Supply & Generation	\$59.10	\$59.10	\$50.19

Footnotes

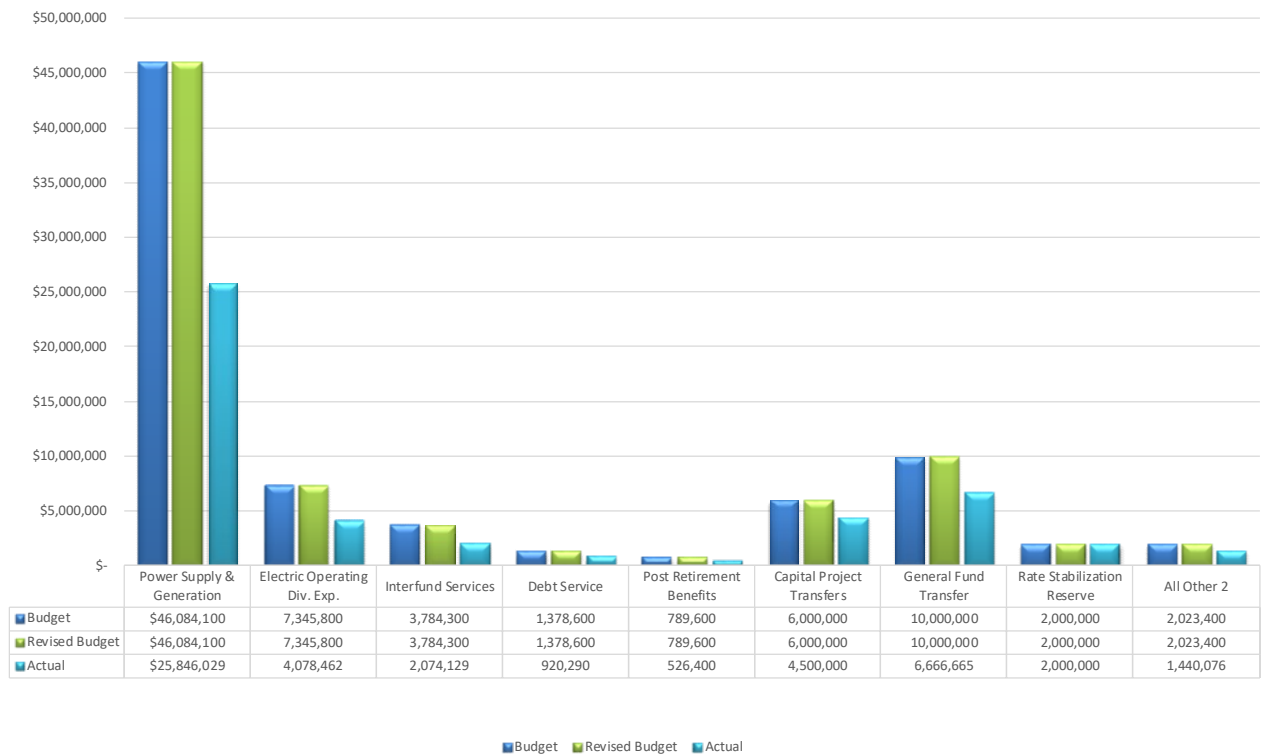
Revenues: All Other is at 74% included is an appropriation to the rate stabilization reserve of \$2.0 million of the \$2.5 million budgeted.

Expenses: Power Supply & Generation - is at 56% of budget due to lower PJM Energy (38.9%), Congestion and Losses Transmission and Fees (53.6%), Renewable Energy Credits, including solar (23%) and Dover Sun Park Energy (39.4%)

Electric Fund - Revenues



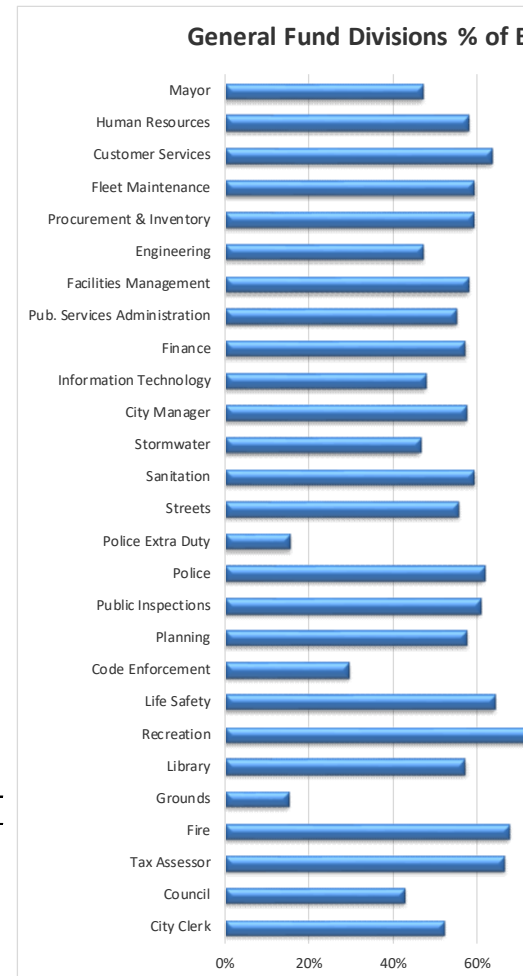
Electric Fund - Expenditures



This page intentionally left blank

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

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk	\$ 508,400	\$ 511,891	\$ 265,147	52%
Council	156,600	156,600	66,765	43%
Tax Assessor	245,900	238,400	157,958	66%
Fire	769,900	769,900	518,123	67%
Grounds	1,456,600	1,456,600	217,129	15%
Library	1,822,700	1,822,700	1,036,972	57%
Recreation	1,129,700	1,129,700	1,166,372	103%
Life Safety	432,700	432,700	276,432	64%
Code Enforcement	815,000	815,000	238,919	29%
Planning	663,200	663,200	379,242	57%
Public Inspections	595,300	595,300	360,374	61%
Police	17,819,900	17,819,900	10,955,866	61%
Police Extra Duty	750,000	750,000	115,243	15%
Streets	699,700	699,300	386,865	55%
Sanitation	2,506,800	2,502,425	1,478,560	59%
Stormwater	785,900	681,300	314,869	46%
City Manager	1,044,800	1,039,800	593,162	57%
Information Technology	912,800	912,800	433,508	47%
Finance	992,700	992,700	564,806	57%
Pub. Services Administration	594,600	603,400	330,097	55%
Facilities Management	655,800	655,800	378,780	58%
Engineering	198,700	294,900	138,666	47%
Procurement & Inventory	715,900	730,284	430,838	59%
Fleet Maintenance	930,600	924,600	545,815	59%
Customer Services	1,107,600	1,107,600	701,329	63%
Human Resources	524,200	529,200	305,029	58%
Mayor	221,700	221,700	103,846	47%
	\$ 39,057,700	\$ 39,057,700	\$ 22,460,712	58%



Recreation a portion of salaries and related fringe benefits associated with approximately (3) three employees needs to be properly reclassified to the Grounds division. This will be corrected in the next monthly report.

presented.

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

Water Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 397,800	\$ 397,800	\$ 156,466	39%
Water Department	669,800	669,800	337,087	50%
Water Treatment Plant	2,221,600	2,066,300	1,164,560	56%
	\$ 3,289,200	\$ 3,133,900	\$ 1,658,113	53%

Wastewater Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 288,300	\$ 288,300	\$ 152,024	53%
Wastewater Department	1,144,200	1,144,200	669,521	59%
	\$ 1,432,500	\$ 1,432,500	\$ 821,546	57%

Electric Division

	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 3,995,600	\$ 3,995,600	\$ 2,290,418	57%
Electrical Engineering	1,396,400	1,396,400	793,989	57%
Administration	707,400	707,400	305,020	43%
Meter Reading	375,300	375,300	236,433	63%
Systems Operations	871,100	871,100	452,603	52%
	\$ 7,345,800	\$ 7,345,800	\$ 4,078,462	56%

FootnotesWater Division:

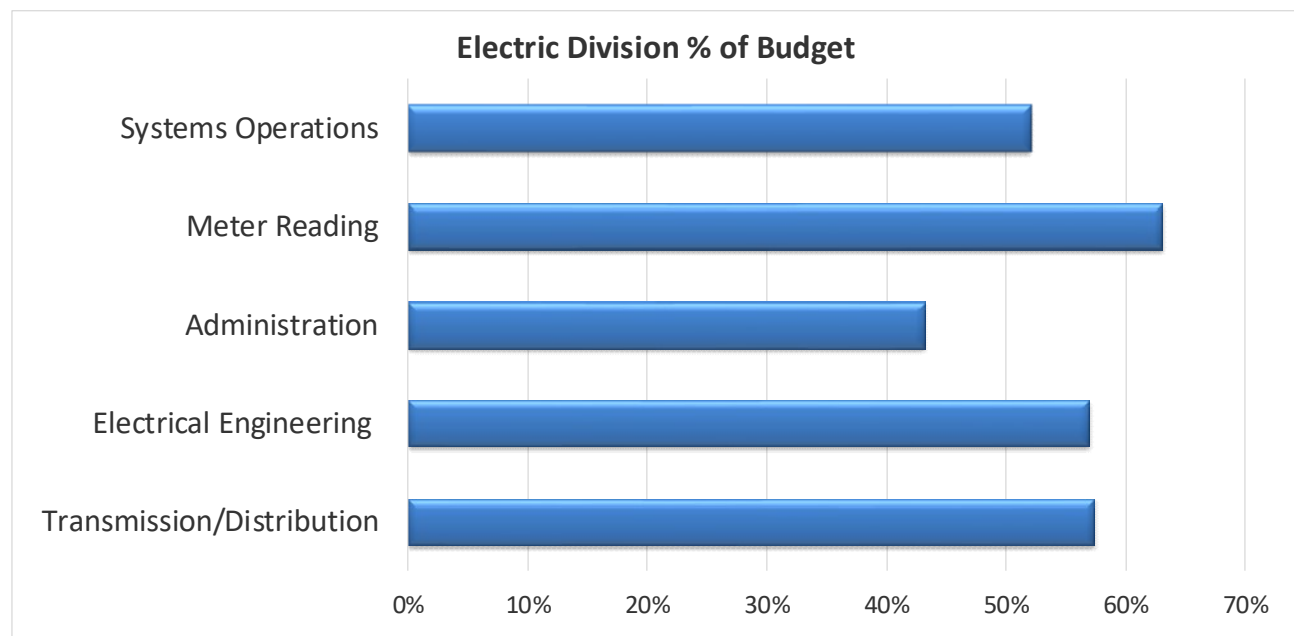
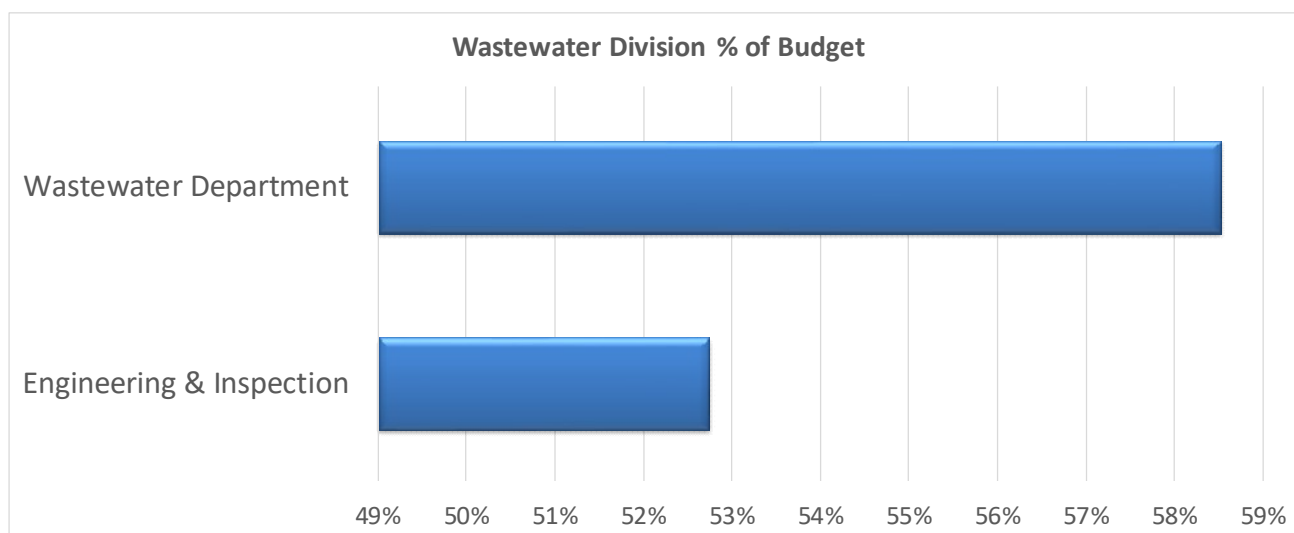
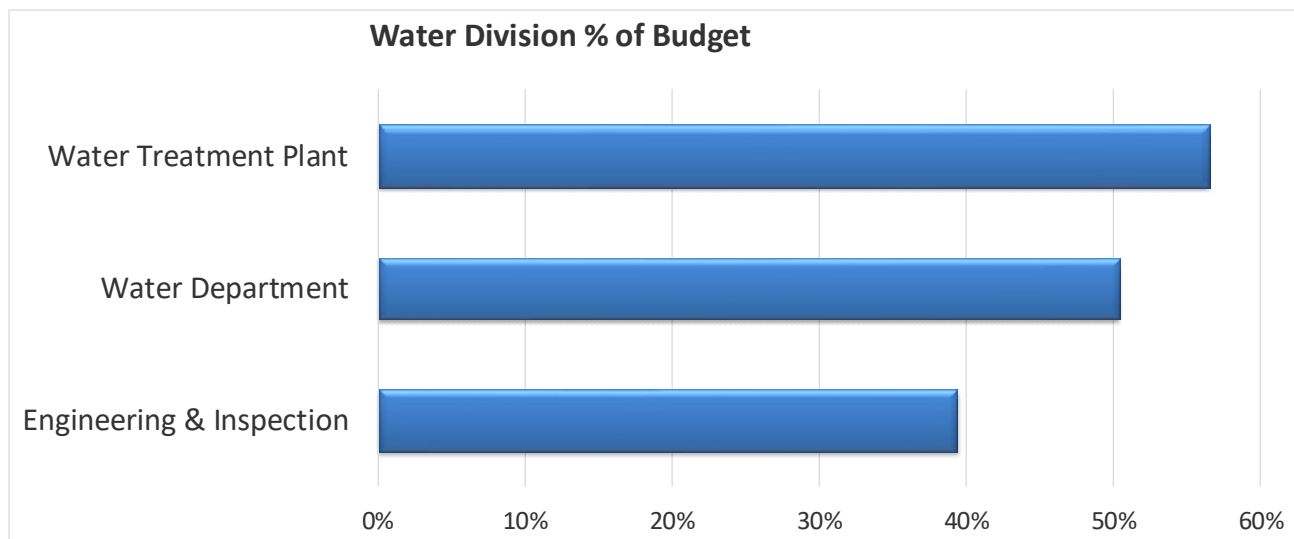
- Engineering department at 39% due to staffing, an additionally, the contractual services within this division is under budget as the Water Master Plan work has not started and Utility locating services is not even ½ way through performing their services \$8(k) spent v. \$118(k) budgeted.
- Water department at 50% due to staffing.
- Water Treatment Plant at 56% mostly due to Contractual Services as a result of the work to be completed for the Water Storage Tank maintenance. This CAF presented to Council 1/25/21.

Wastewater Division:

- Wastewater department at 59% due to staffing.

Electric Division:

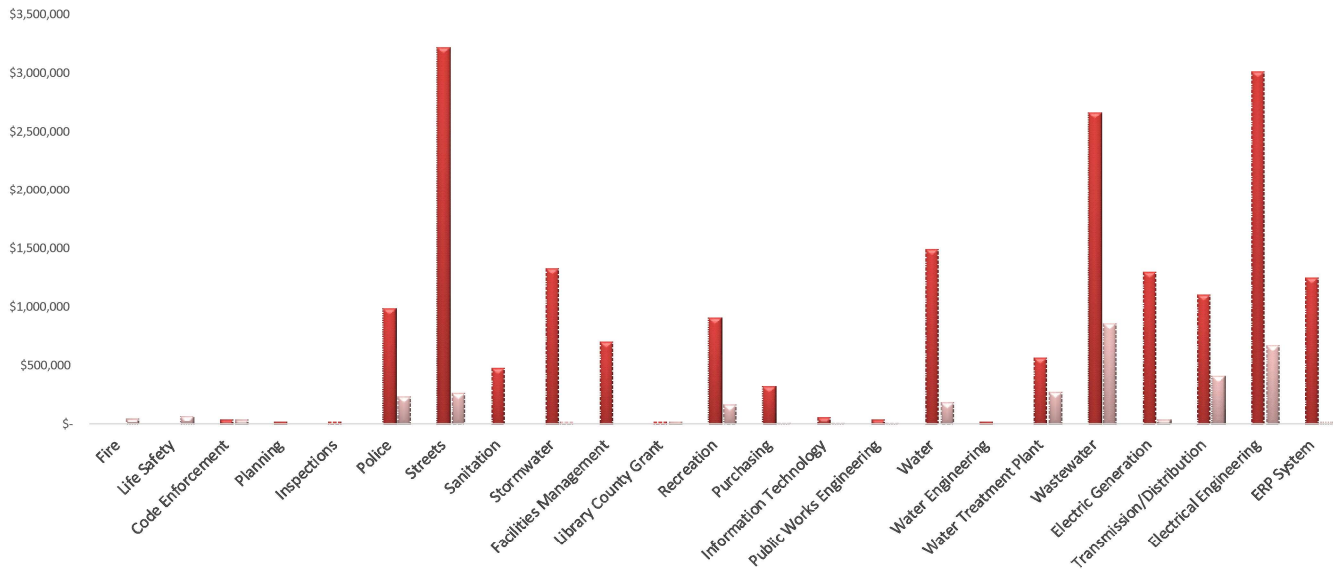
- Electric Admin 43% due to staffing
- System Operations 52% due to staffing.



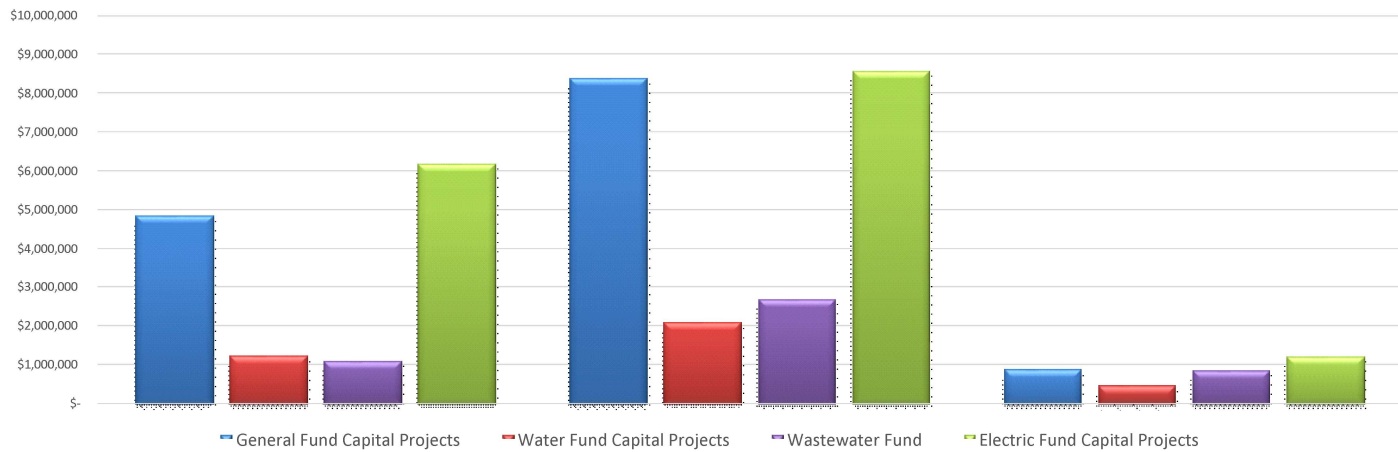
City of Dover
Capital Outlay Summary (All Funds)
Fiscal Year to Date (February 2021)

<u>General Fund</u>	<u>Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 173,300	\$ 173,300	\$ 65,672	38%
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	239,285	24%
Streets	936,000	3,209,400	262,680	8%
Sanitation	475,200	475,200	-	0%
Stormwater	1,110,700	1,342,200	19,629	1%
Facilities Management	700,000	700,000	-	0%
Library County Grant	-	19,900	23,414	118%
Recreation	395,000	904,000	186,919	21%
Purchasing	25,000	325,000	1,792	1%
Information Technology	61,600	61,600	8,134	13%
Public Works Engineering	39,600	39,600	828	2%
General Fund Capital Projects	\$ 4,847,400	\$ 8,381,300	\$ 913,420	11%
<u>Water Fund</u>				
Water	\$ 1,205,500	\$ 1,491,900	\$ 187,409	13%
Water Engineering	20,400	20,400	-	0%
Water Treatment Plant	-	568,500	295,165	52%
Water Fund Capital Projects	\$ 1,225,900	\$ 2,080,800	\$ 482,574	23%
<u>Wastewater Fund</u>				
Wastewater Engineering	\$ 14,000	\$ 14,000	\$ -	0%
Wastewater	1,085,000	2,665,200	864,224	32%
Wastewater Fund Capital Projects	\$ 1,099,000	\$ 2,679,200	\$ 864,224	32%
<u>Electric Fund</u>				
Electric Generation	\$ 1,267,000	\$ 1,302,700	\$ 45,819	4%
Transmission/Distribution	1,100,000	1,100,000	472,956	43%
Electrical Engineering	2,968,900	3,011,300	757,889	25%
ERP System	500,000	1,244,800	73,726	6%
Electric Administration	360,000	1,925,400	74,578	4%
Electric Fund Capital Projects	\$ 6,195,900	\$ 8,584,200	\$ 1,424,968	17%

Capital Outlay - All Divisions



Capital Outlay - By Fund



This page intentionally left blank