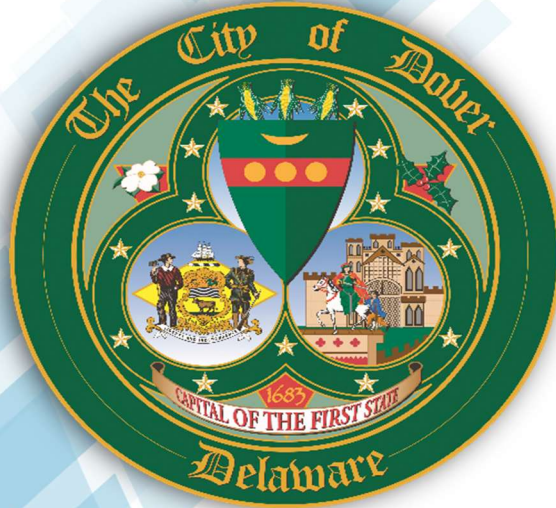


# *City of Dover*



## *Finance Department*

# *MONTHLY REPORT*

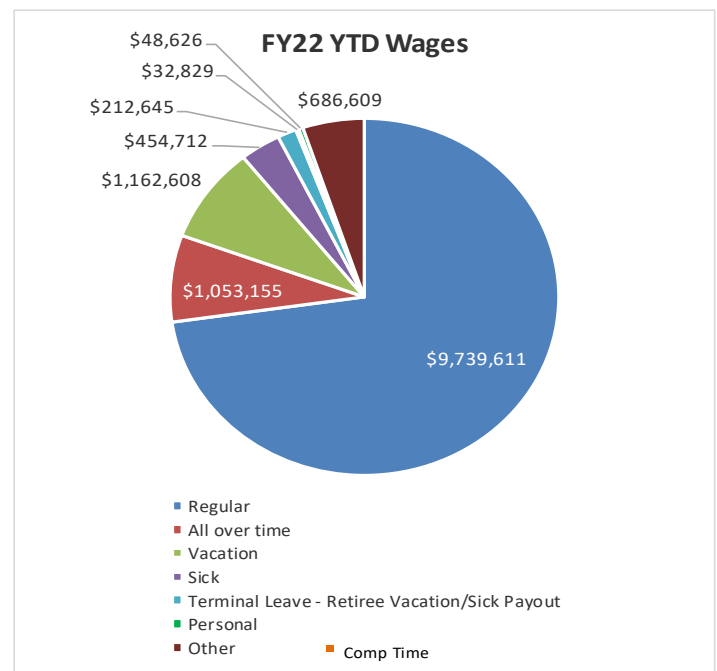
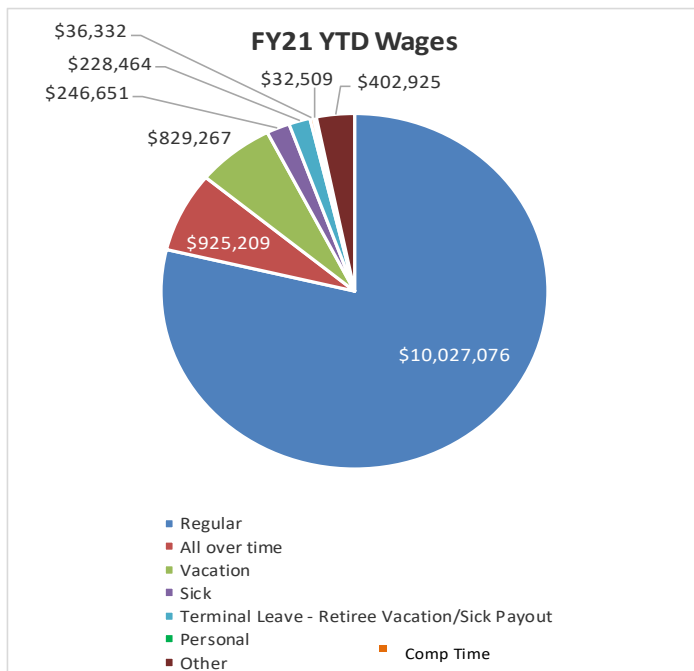
## *December 2021*

***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**  
**December 2021**  
**FINANCE DEPARTMENT ACTIVITY LEVELS**

	FY21 YTD	FY22 YTD
<b>BANK TRENDS</b>		
Number of Deposits Made (Hand, ACH & Wire, Lockbox)	3,155	3,315
Total Amount of All Deposits	\$ 94,229,146	\$ 104,282,057
<b>Other Activity</b>		
Number of Pay Periods	14	14
Number of Payroll Checks & Direct Deposits Issued	5,414	5,790
Number of Pension Checks Issued	1,568	1,610
Total Pension Benefits Paid - Defined Benefit Plan	\$ 2,884,273	\$ 3,063,319
<b>ACCOUNTS PAYABLE</b>		
Number of Check Vouchers	3,069	2,885
Number of EFT Vouchers	1,416	1,473
Vouchers Dollar Amount Disbursed	\$ 35,239,950	\$ 39,554,490



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

**Revenues**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Property & Transfer Taxes <sup>4</sup>	\$ 16,667,700	\$ 16,667,700	\$ 16,897,347	101%
Program Revenues	10,373,400	10,373,400	5,570,885	54%
Utility Transfers	12,000,000	12,000,000	6,000,000	50%
Grants <sup>3</sup>	1,632,400	5,432,000	4,923,089	91%
Interfund Services	5,351,000	5,351,000	2,689,266	50%
All Other <sup>1</sup>	805,000	929,000	401,954	43%
	<b>\$ 46,829,500</b>	<b>\$ 50,753,100</b>	<b>\$ 36,482,540</b>	<b>72%</b>

**Expenditures**

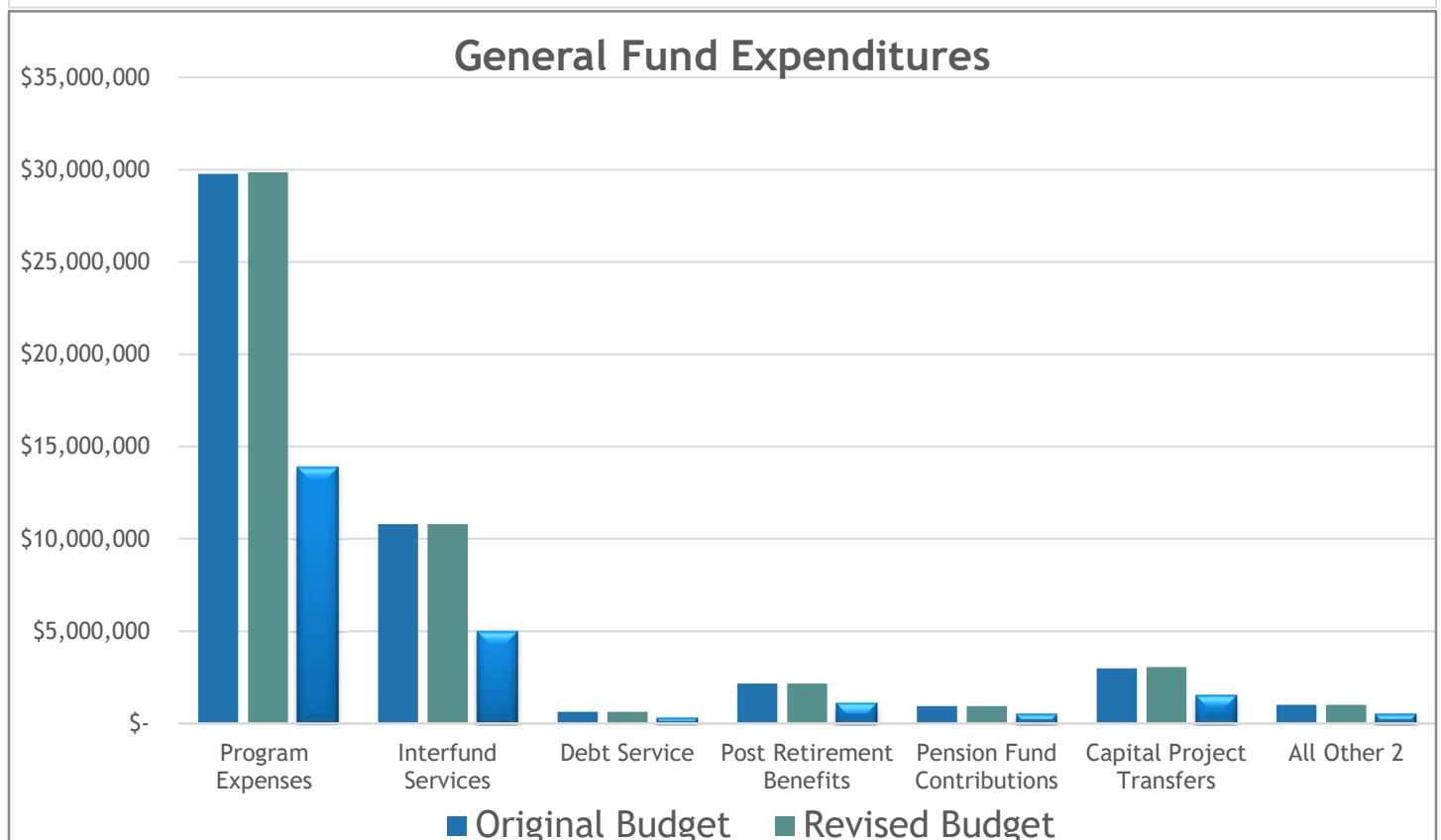
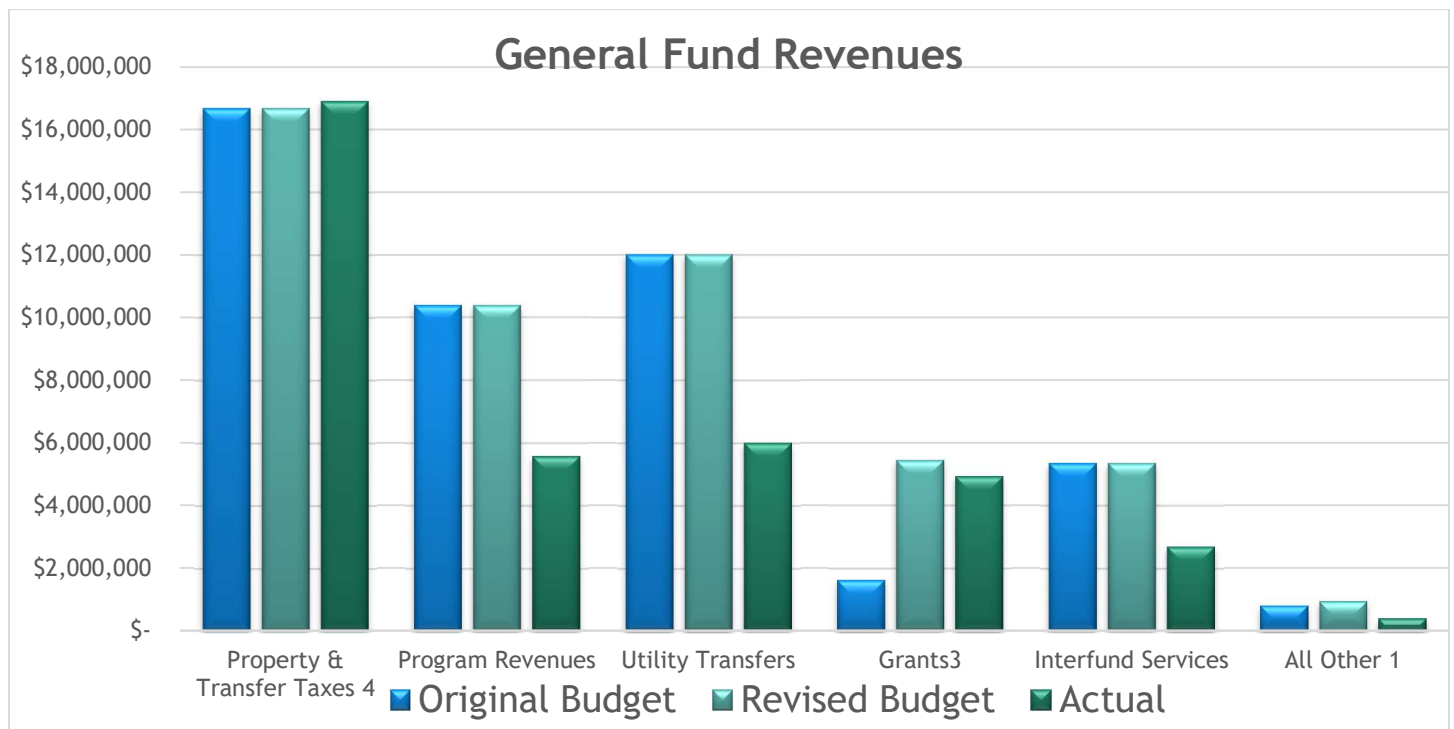
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 29,774,100	\$ 29,859,100	\$ 13,897,957	47%
Interfund Services	10,795,400	10,795,400	4,963,002	46%
Debt Service	632,000	632,000	317,794	50%
Post Retirement Benefits	2,156,000	2,156,000	1,078,002	50%
Pension Fund Contributions	935,100	935,100	519,176	56%
Capital Project Transfers	2,975,600	3,049,300	1,512,950	50%
All Other <sup>2</sup>	1,005,000	1,005,000	513,814	51%
	<b>\$ 48,273,200</b>	<b>\$ 48,431,900</b>	<b>\$ 22,802,694</b>	<b>47%</b>

<sup>1</sup> Includes Cable Franchise Revenue, Miscellaneous Receipts, Garrison Farm Rent, Sale of Assets, Fund Interest Income, and Investment Manager Cost.

<sup>2</sup> Includes Bank and CC Fees, Street Lights Expense, DDP Contribution, Trf to Cable Franchise Reserve, Trf to Electric I & E, and Trf to Electric Revenue Fund

<sup>3</sup> Grant Revenue is favorable due to receipts of ARPA Grant \$4.3M, Clinician Mental Health Grant \$75K & Green Energy Grant \$98.5K. Fire Marshal Equip. Grant \$10K from WalMart, \$109,354 in Police X-Duty Grants and \$3,400 in Public Education Grants.

<sup>4</sup> Property tax is favorable; FY22 \$14,632,447 and FY21 is \$14,263,600. Additionally, Property Tax Receivable is \$263,649 in FY22; FY21 was \$412,841 due to COVID. Transfer Tax is \$1,698,207 in FY22; \$614,266 (variance due to timing of transfer process; actual was \$1,361,375) in FY21, and \$873,753 in FY20.



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

**Revenues**

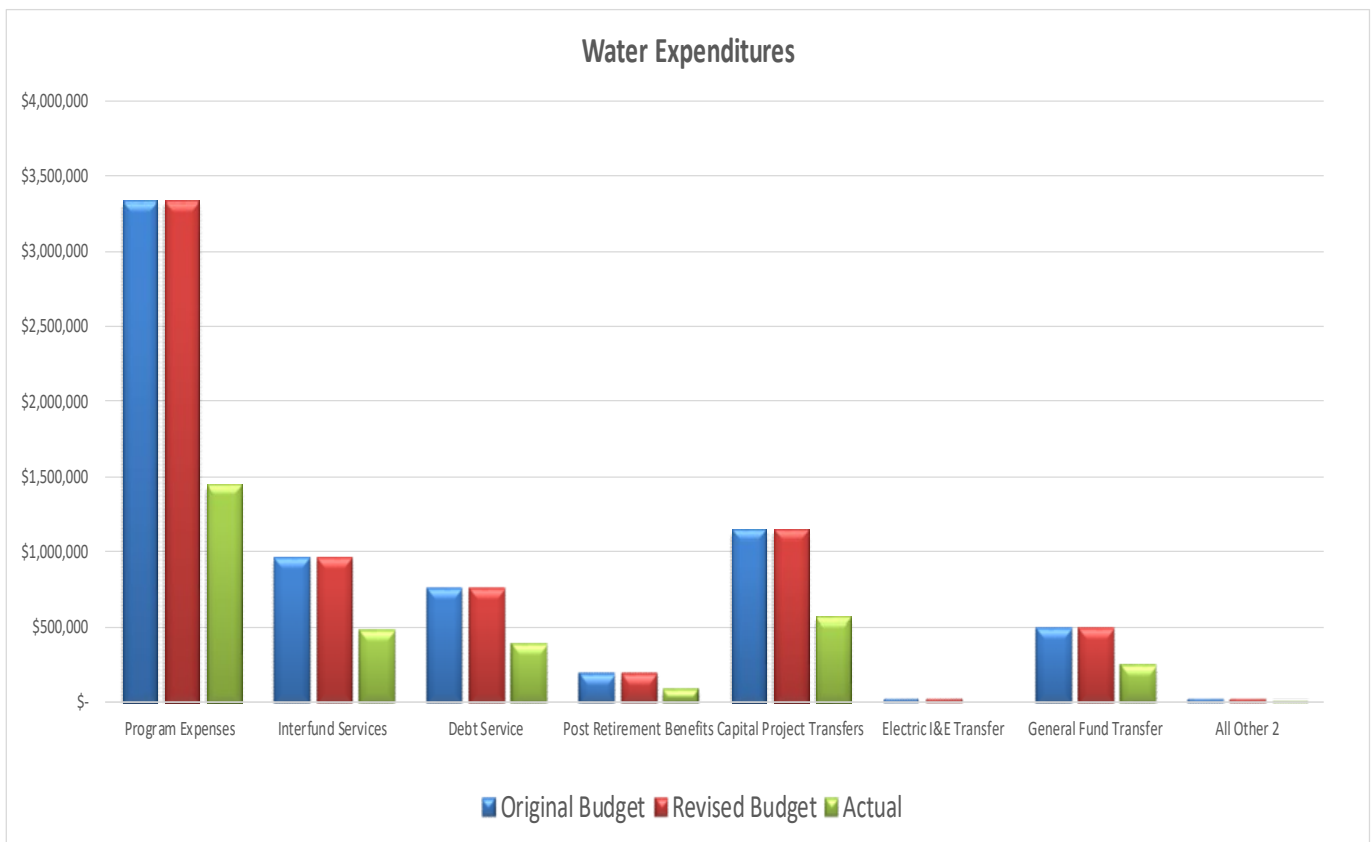
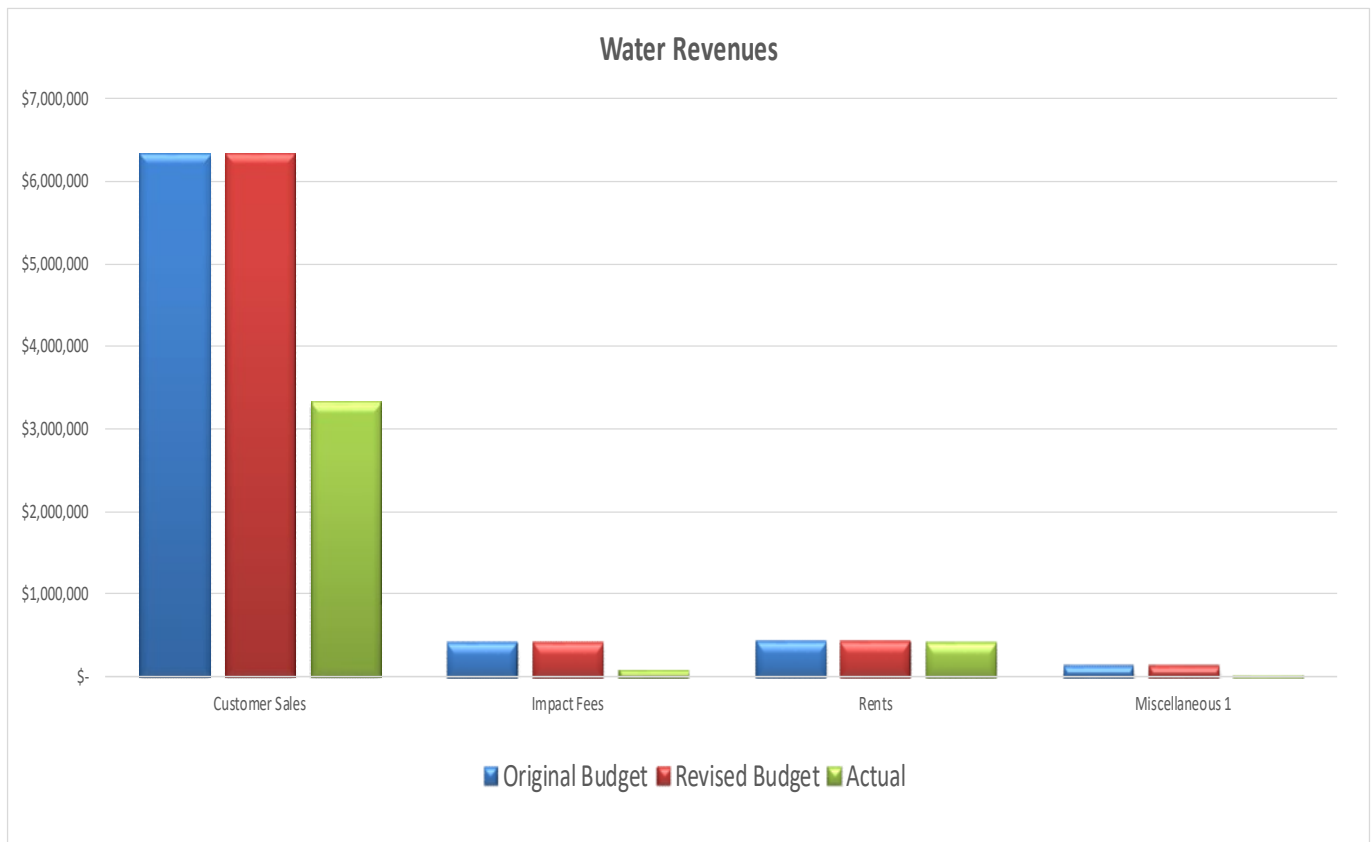
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 6,353,800	\$ 6,353,800	\$ 3,343,236	53%
Impact Fees	420,000	420,000	95,685	23%
Rents	436,700	436,700	417,107	96%
Miscellaneous <sup>1</sup>	138,600	138,600	32,545	23%
	<u>\$ 7,349,100</u>	<u>\$ 7,349,100</u>	<u>\$ 3,888,572</u>	<u>53%</u>

**Expenditures**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 3,341,300	\$ 3,341,300	\$ 1,452,200	43%
Interfund Services	967,600	967,600	483,516	50%
Debt Service	762,800	762,800	388,139	51%
Post Retirement Benefits	192,000	192,000	96,000	50%
Capital Project Transfers	1,148,600	1,148,600	574,300	50%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	500,000	500,000	249,996	50%
All Other <sup>2</sup>	27,000	27,000	11,076	41%
	<u>\$ 6,964,300</u>	<u>\$ 6,964,300</u>	<u>\$ 3,255,227</u>	<u>47%</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 (December 2021)**

**Revenues**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 10,007,700	\$ 10,007,700	\$ 4,775,108	48%
Impact Fees	380,000	380,000	86,518	23%
Miscellaneous <sup>1</sup>	82,900	82,900	9,419	11%
	<u>\$ 10,470,600</u>	<u>\$ 10,470,600</u>	<u>\$ 4,871,045</u>	<u>47%</u>

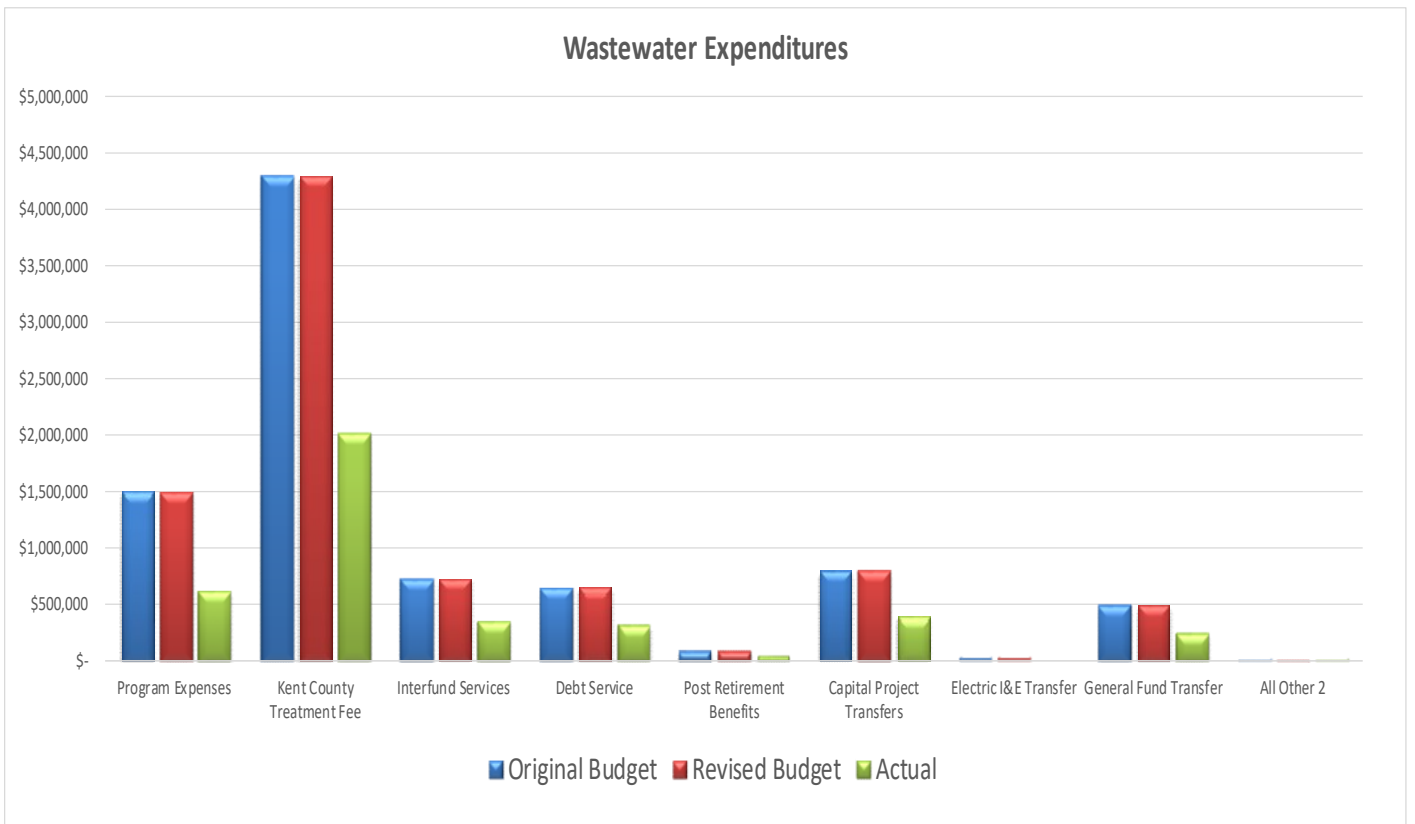
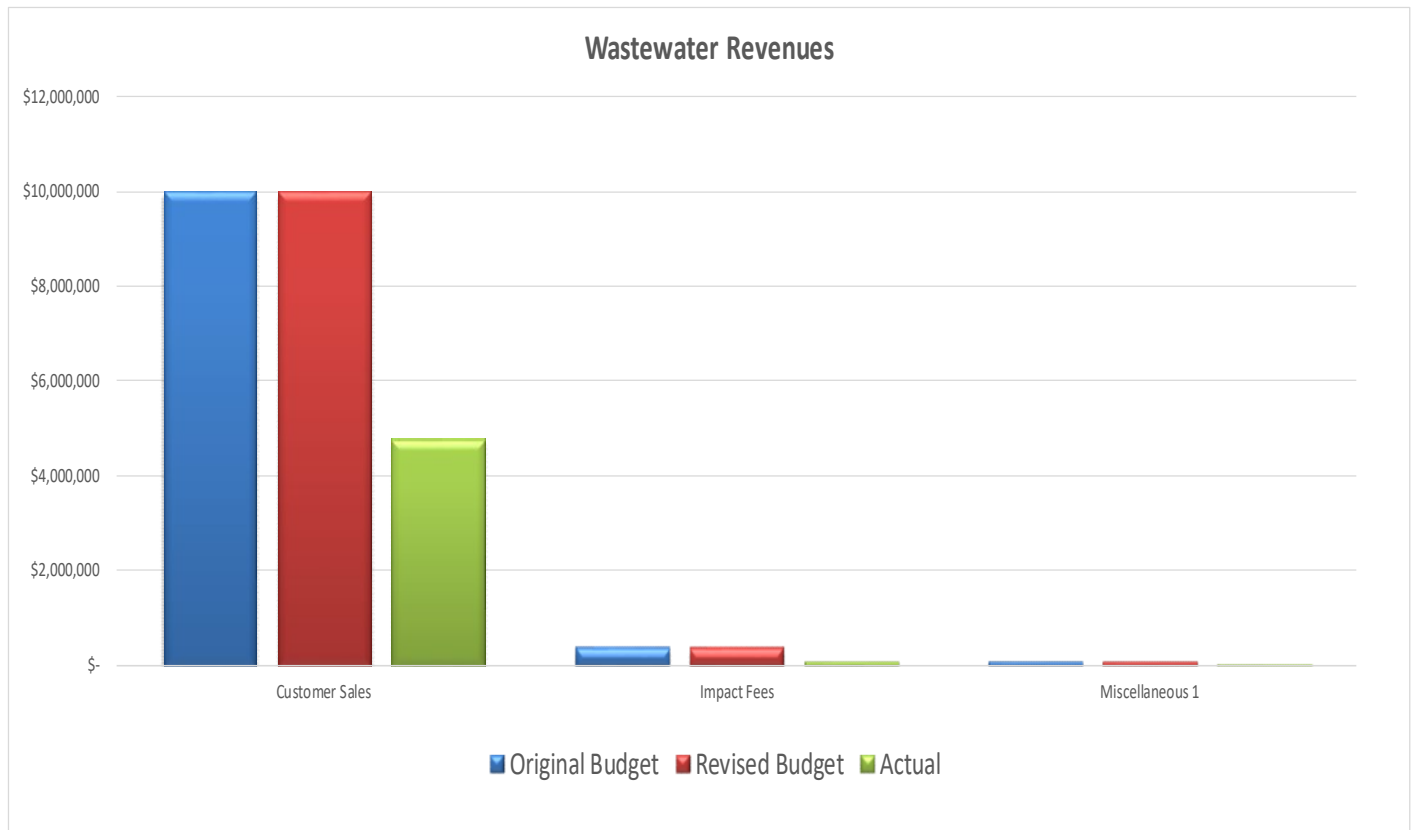
**Expenditures**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Program Expenses	\$ 1,506,200	\$ 1,506,200	\$ 623,304	41%
Kent County Treatment Fee	4,302,900	4,302,900	2,022,802	47%
Interfund Services	736,000	736,000	354,955	48%
Debt Service	659,900	659,900	312,263	47%
Post Retirement Benefits	93,000	93,000	46,500	50%
Capital Project Transfers	799,200	799,200	399,600	50%
Electric I&E Transfer	25,000	25,000	-	0%
General Fund Transfer	500,000	500,000	250,002	50%
All Other <sup>2</sup>	12,000	12,000	3,814	32%
	<u>\$ 8,634,200</u>	<u>\$ 8,634,200</u>	<u>\$ 4,013,241</u>	<u>46%</u>

<sup>1</sup> Includes Interest Earnings, Income from Sale of Assets, Miscellaneous Income, and Wastewater Penalties

<sup>2</sup> Includes Bank & CC Fees





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

**Revenues**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Customer Sales	\$ 83,232,400	\$ 83,232,400	\$ 41,617,533	50%
Distribution of Earnings	(5,196,000)	(5,196,000)	(2,693,813)	52%
All Other <sup>1</sup>	3,825,000	3,825,000	1,963,975	51%
	<u>\$ 81,861,400</u>	<u>\$ 81,861,400</u>	<u>\$ 40,887,695</u>	<u>50%</u>

**Expenditures**

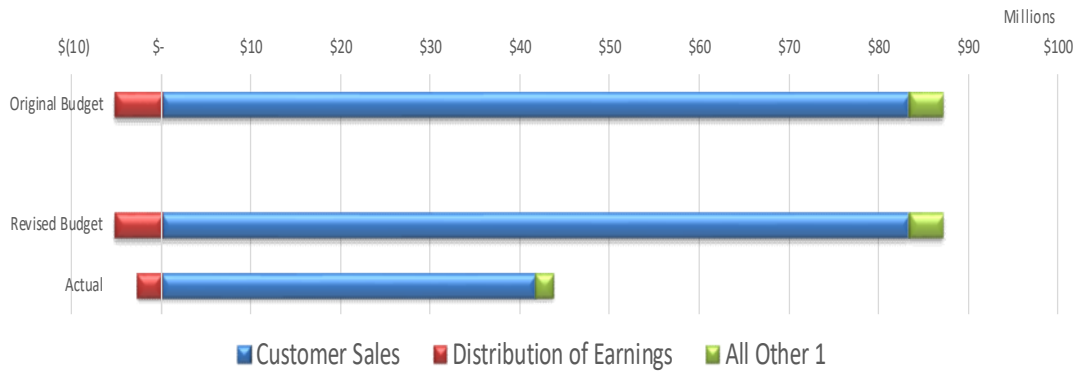
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Power Supply & Generation	\$ 47,757,300	\$ 47,757,300	\$ 25,399,210	53%
Electric Operating Div. Exp.	7,788,700	7,788,700	3,441,127	44%
Interfund Services	3,647,400	3,647,400	1,850,794	51%
Debt Service	1,800,000	1,800,000	699,345	39%
Post Retirement Benefits	843,500	843,500	421,752	50%
Capital Project Transfers	3,711,100	3,711,100	1,855,550	50%
General Fund Transfer	11,000,000	11,000,000	5,500,002	50%
Rate Stabilization Reserve	2,000,000	2,000,000	1,400,000	70%
All Other <sup>2</sup>	2,259,500	2,259,500	1,248,892	55%
	<u>\$ 80,807,500</u>	<u>\$ 80,807,500</u>	<u>\$ 41,816,672</u>	<u>52%</u>

<sup>1</sup> Includes Rental Revenue, Miscellaneous Service Revenue, Interest Earnings, Investment Management Fees, New Service Fees, Sale of Assets, Trf from Uncollectible Reserves, General Service Billing, Revenue from Rate Stabilization, Penalties, and Green Energy Charges.

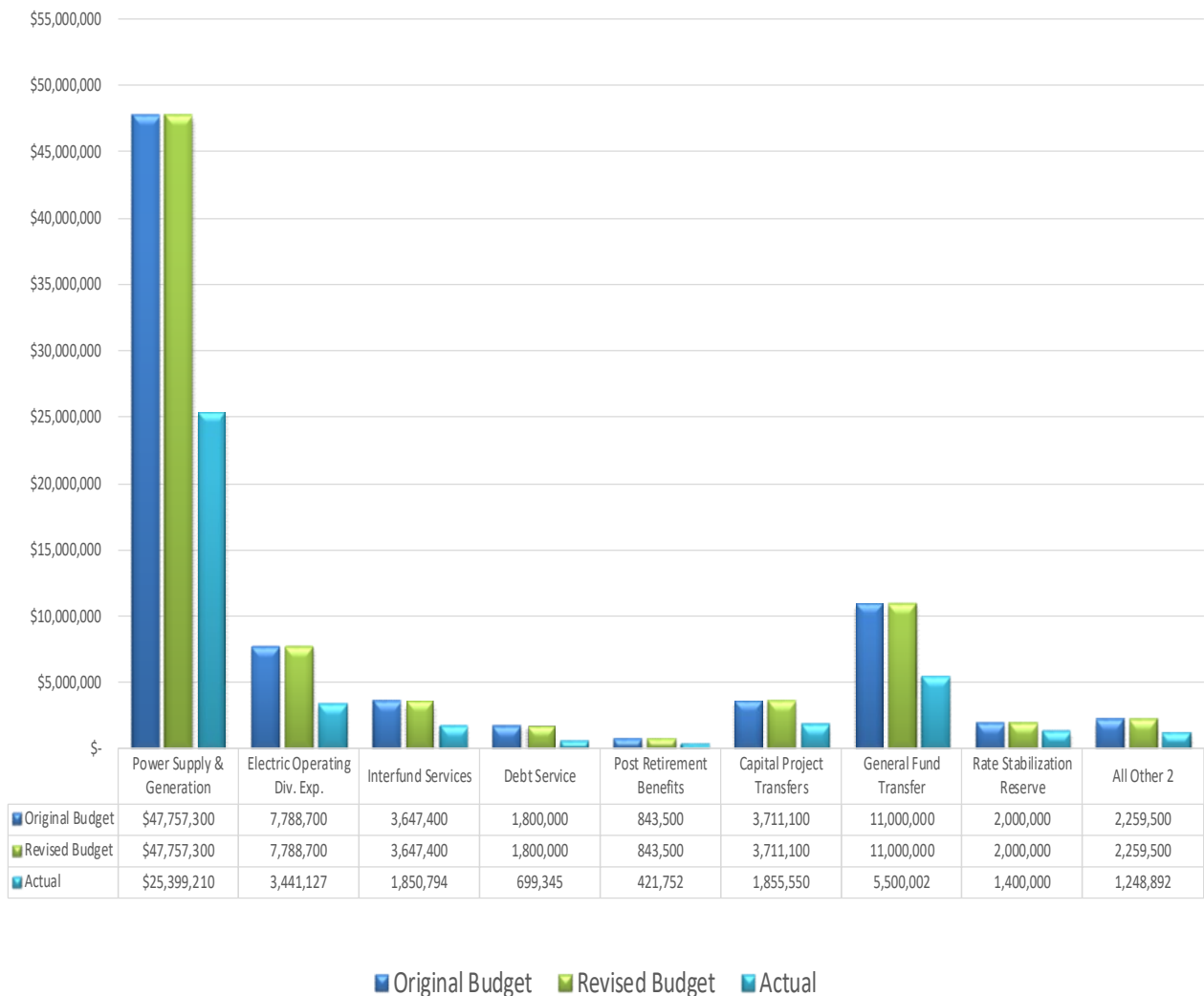
<sup>2</sup> Includes Utility Tax, Interest on Deposits, Bank & CC Fees, Green Energy, Bond Issue Costs, Trf to Uncollectible Reserve, and Trf to Other Reserve.

<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)	760,877	760,877	386,299
Sales per MWh	\$100.89	\$100.89	\$99.19
Purchased/Generated MWh	778,465	778,465	398,500

### Electric Fund - Revenues



### Electric Fund - Expenditures



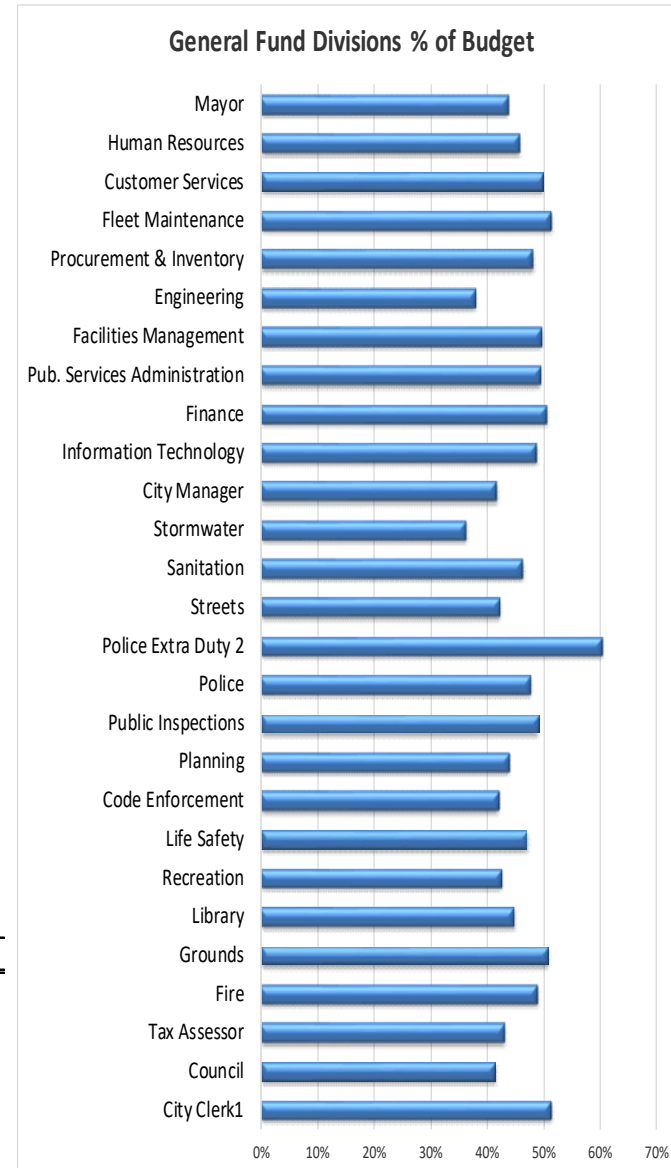
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**City of Dover**  
**Division Expense Summary (General Fund)**  
**Fiscal Year to Date (December 2021)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
City Clerk <sup>1</sup>	\$ 535,800	\$ 535,800	\$ 274,409	51%
Council	190,800	190,800	78,698	41%
Tax Assessor	263,800	263,800	112,918	43%
Fire	797,200	797,200	388,319	49%
Grounds	1,487,500	1,487,500	752,218	51%
Library	1,859,900	1,859,900	829,228	45%
Recreation	1,191,500	1,191,500	505,891	42%
Life Safety	472,300	482,300	226,162	47%
Code Enforcement	654,100	654,100	273,638	42%
Planning	642,000	642,000	279,976	44%
Public Inspections	651,200	651,200	318,182	49%
Police	18,544,700	18,619,700	8,842,154	47%
Police Extra Duty <sup>2</sup>	541,400	541,400	325,835	60%
Streets	636,000	635,600	267,137	42%
Sanitation	2,564,800	2,564,800	1,180,625	46%
Stormwater	774,100	774,300	279,533	36%
City Manager	920,100	920,100	382,127	42%
Information Technology	738,500	738,500	358,361	49%
Finance	932,100	932,100	469,166	50%
Pub. Services Administration	587,200	587,200	288,830	49%
Facilities Management	837,000	837,000	413,519	49%
Engineering	181,100	181,300	68,359	38%
Procurement & Inventory	738,600	738,600	353,785	48%
Fleet Maintenance	906,500	906,500	464,057	51%
Customer Services	1,048,300	1,048,300	520,131	50%
Human Resources	600,200	600,200	273,134	46%
Mayor	222,800	222,800	96,727	43%
	<b>\$ 39,519,500</b>	<b>\$ 39,604,500</b>	<b>\$ 18,623,120</b>	<b>47%</b>

<sup>1</sup> City Clerk unfavorable variance due to retirement payout of City Clerk.

<sup>2</sup> Police Extra Duty is at 60% due to Firefly event in September but paid in October PR.



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

**Water Division**

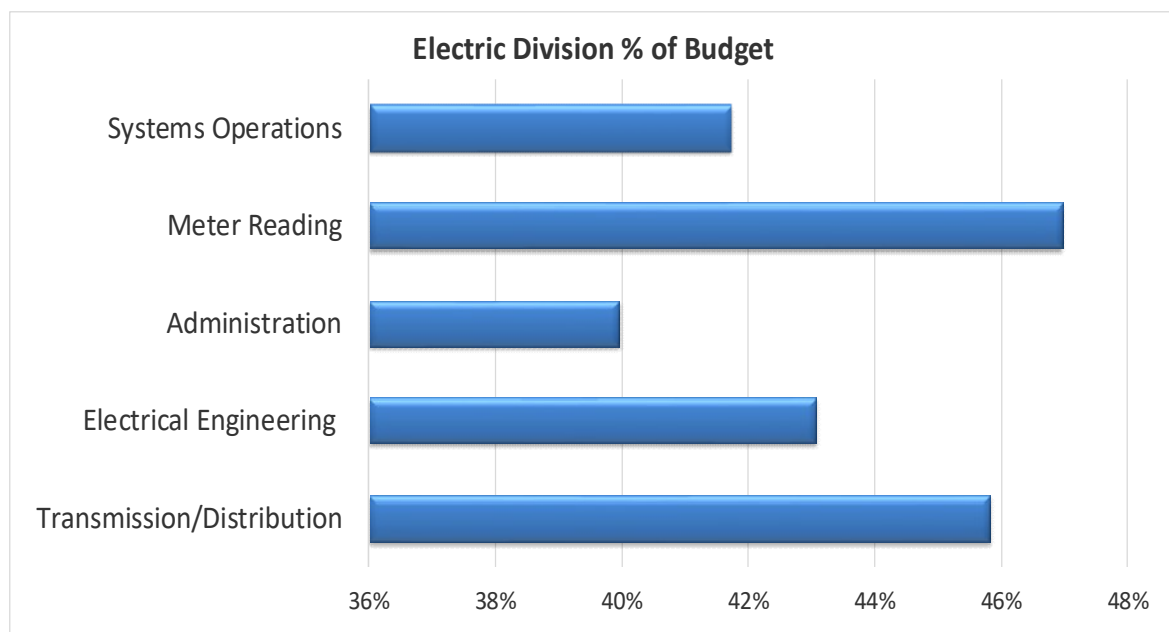
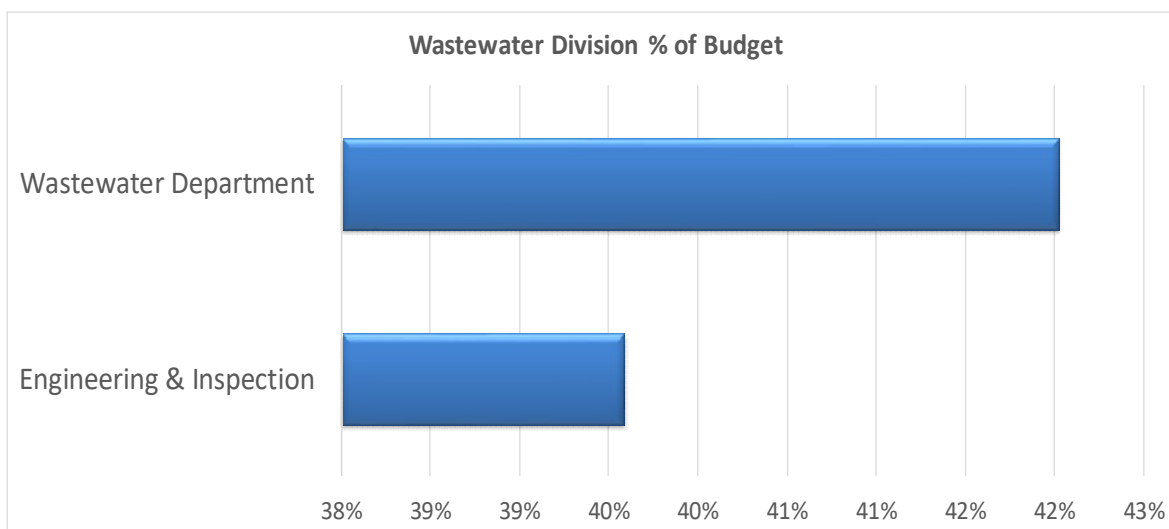
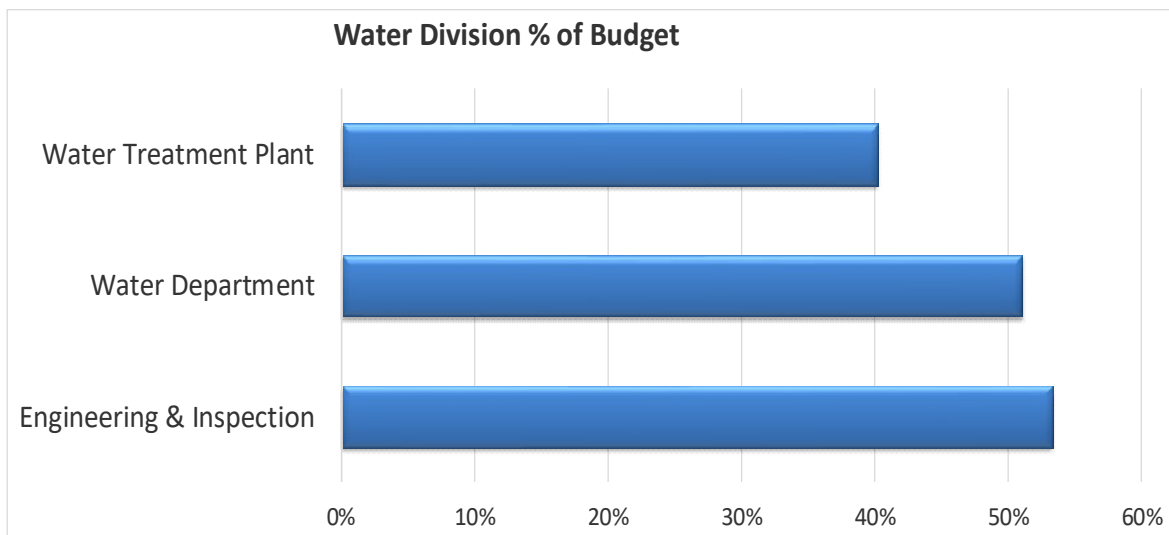
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 294,400	\$ 294,400	\$ 156,602	53%
Water Department	676,300	676,300	344,470	51%
Water Treatment Plant	2,370,600	2,370,600	951,129	40%
	<u>\$ 3,341,300</u>	<u>\$ 3,341,300</u>	<u>\$ 1,452,200</u>	<u>43%</u>

**Wastewater Division**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Engineering & Inspection	\$ 393,700	\$ 393,700	\$ 155,842	40%
Wastewater Department	1,112,500	1,112,500	467,462	42%
	<u>\$ 1,506,200</u>	<u>\$ 1,506,200</u>	<u>\$ 623,304</u>	<u>41%</u>

**Electric Division**

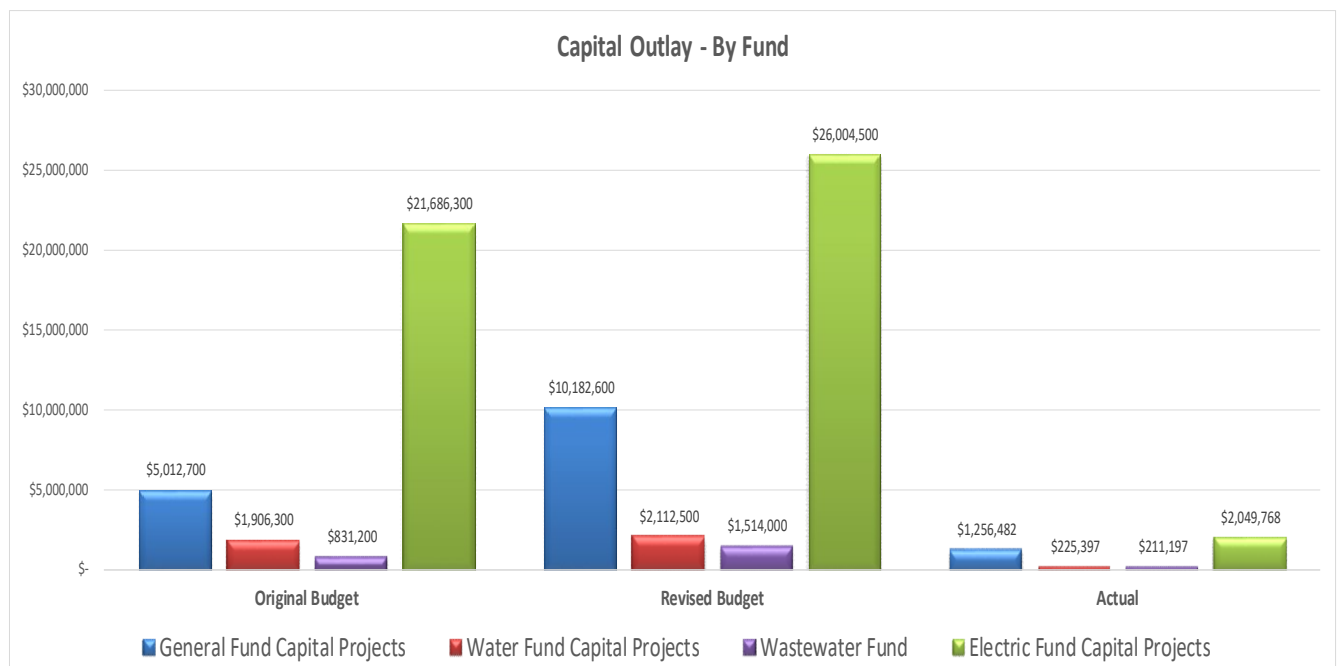
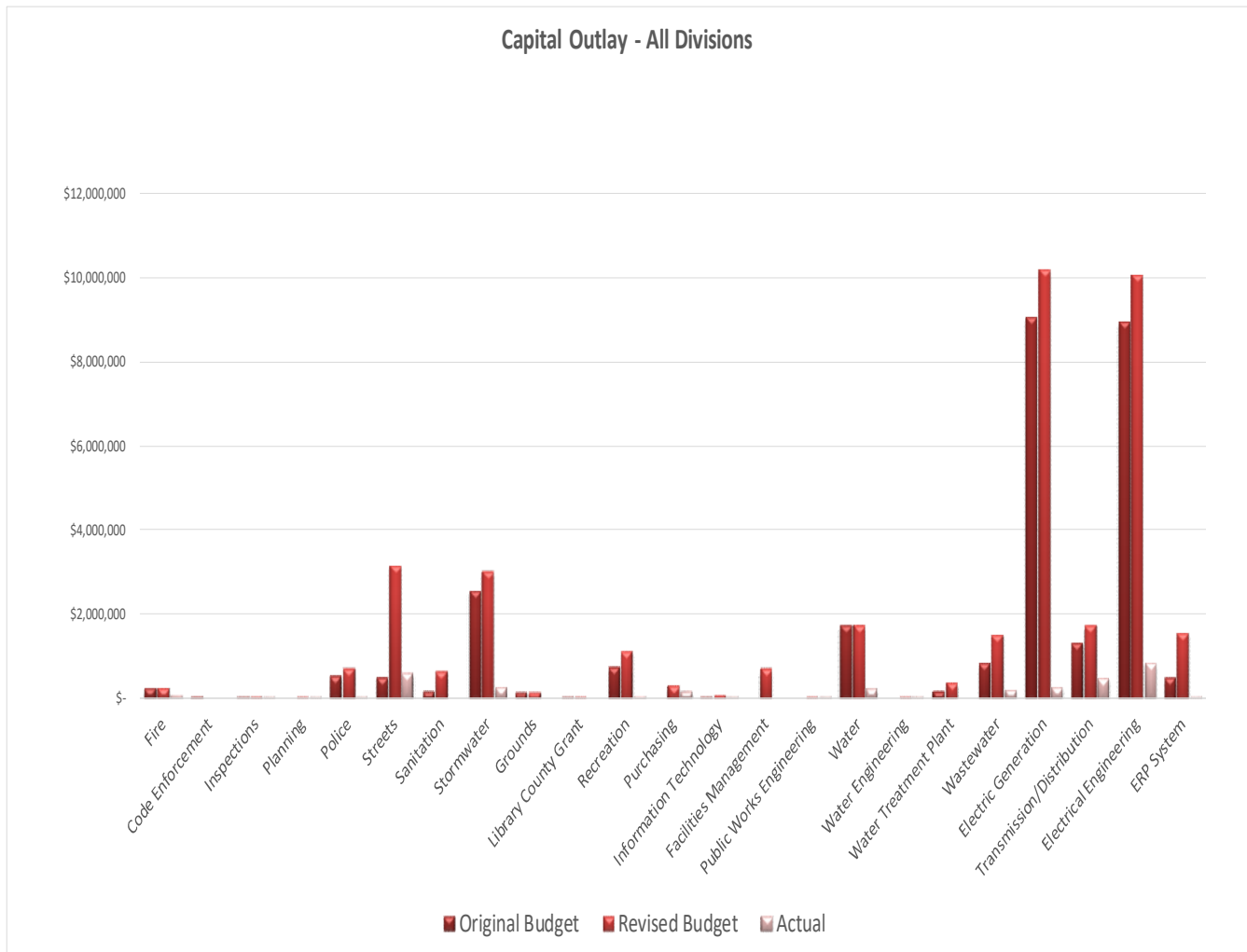
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Transmission/Distribution	\$ 4,127,400	\$ 4,127,400	\$ 1,890,543	46%
Electrical Engineering	1,419,600	1,419,600	611,106	43%
Administration	910,100	910,100	363,611	40%
Meter Reading	389,400	389,400	182,822	47%
Systems Operations	942,200	942,200	393,045	42%
	<u>\$ 7,788,700</u>	<u>\$ 7,788,700</u>	<u>\$ 3,441,127</u>	<u>44%</u>



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

<u>General Fund</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>%</u>
Fire	\$ 250,300	\$ 250,300	\$ 80,509	32%
Code Enforcement	50,300	-	-	0%
Inspections	25,100	47,700	22,578	47%
Planning	-	500	458	92%
Police	526,000	711,300	16,892	2%
Streets	506,000	3,153,600	609,192	19%
Sanitation	166,200	635,000	-	0%
Stormwater	2,546,200	3,012,600	276,338	9%
Grounds	125,000	125,000	-	0%
Library County Grant	25,000	25,000	-	0%
Recreation	756,000	1,118,700	50,597	5%
Purchasing	-	293,500	163,350	56%
Information Technology	36,600	84,100	11,420	14%
Facilities Management	-	700,000	-	0%
Public Works Engineering	-	25,300	25,149	99%
<b>General Fund Capital Projects</b>	<b>\$ 5,012,700</b>	<b>\$ 10,182,600</b>	<b>\$ 1,256,482</b>	<b>12%</b>
<u>Water Fund</u>				
Water	\$ 1,729,000	\$ 1,729,000	\$ 225,283	13%
Water Engineering	-	200	114	0%
Water Treatment Plant	177,300	383,300	-	0%
<b>Water Fund Capital Projects</b>	<b>\$ 1,906,300</b>	<b>\$ 2,112,500</b>	<b>\$ 225,397</b>	<b>11%</b>
<u>Wastewater Fund</u>				
Wastewater Engineering	\$ -	\$ 200	\$ 114	57%
Wastewater	831,200	1,513,800	211,083	14%
<b>Wastewater Fund Capital Projects</b>	<b>\$ 831,200</b>	<b>\$ 1,514,000</b>	<b>\$ 211,197</b>	<b>14%</b>
<u>Electric Fund</u>				
Electric Generation	\$ 9,070,000	\$ 10,198,800	\$ 271,983	3%
Transmission/Distribution	1,320,800	1,740,900	483,355	28%
Electrical Engineering	8,952,300	10,062,000	847,935	8%
ERP System	500,000	1,556,700	35,769	2%
Electric Administration	1,843,200	2,446,100	410,727	17%
<b>Electric Fund Capital Projects</b>	<b>\$ 21,686,300</b>	<b>\$ 26,004,500</b>	<b>\$ 2,049,768</b>	<b>8%</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 29,436,500</b>	<b>\$ 39,813,600</b>	<b>\$ 3,742,844</b>	<b>9%</b>





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