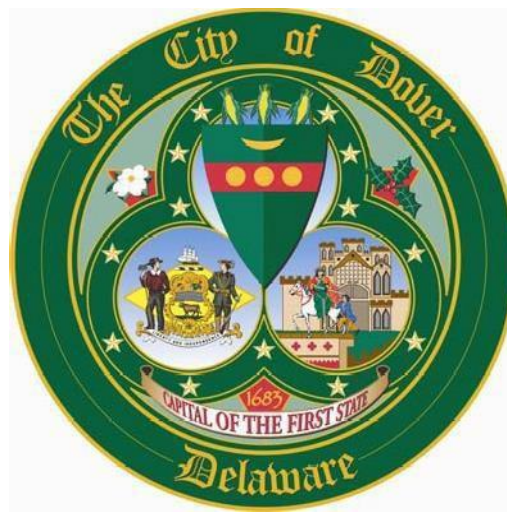


DRAFT ANNUAL OPERATING BUDGET

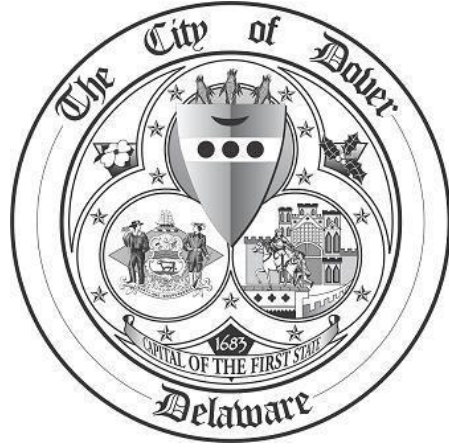
FOR FISCAL YEAR

JULY 1, 2020 - JUNE 30, 2021



***“COMMUNITY EXCELLENCE THROUGH QUALITY
SERVICE”***

Published by:
***The City Manager’s Office
Donna S. Mitchell, City Manager
Matthew C. Harline, Assistant City Manager***

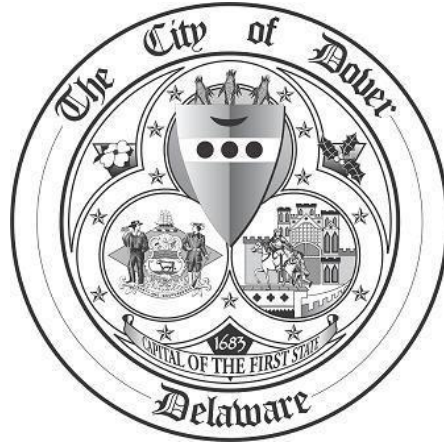


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CITY OF DOVER

VISION

The City of Dover is a place where people want to live! Through the team effort of its elected officials, employees, and citizens, Dover is a clean and safe community with a future of balanced growth and opportunity where all citizens are heard, enjoy a high quality of life, and diversity is valued.



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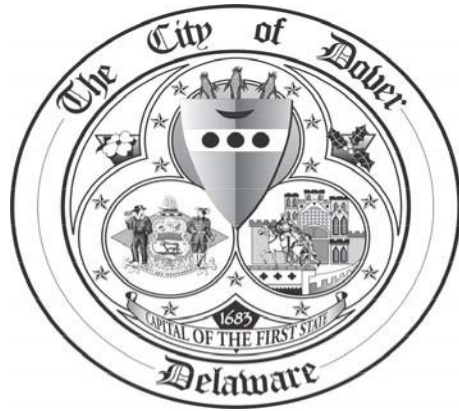
FY 2020 – 2021 Draft Annual Operating Budget

With 2021 – 2025 Capital Investment Plans

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INTRODUCTION

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

CITY MANAGER'S LETTER

HOW TO USE THIS BUDGET

CITY OFFICIALS

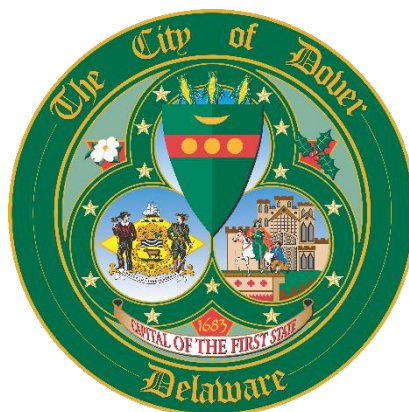
CONTACT INFORMATION

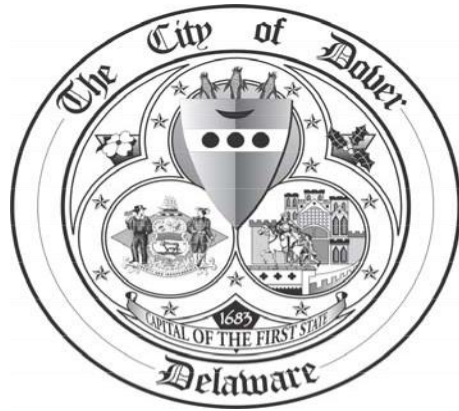
CITY ORGANIZATIONAL

CHART

OPERATIONAL STRUCTURE

DOVER PROFILE





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May 27, 2020

Honorable Mayor & Members of City Council
City of Dover
Dover, DE 19901

RE: Fiscal Year 2020 – 2021 Recommended Budget

Dear Mayor & Members of City Council:

Enclosed is the proposed Fiscal Year 2020-2021 City of Dover Draft Budget for your consideration. The City staff provided a great deal of assistance in meeting the challenges we faced with the presentment of a balanced and policy compliant budget, especially in middle of a global pandemic. The proposed budget reflects our continued commitment to providing cost-effective, efficient, basic municipal services for our citizens, visitors and business community. The proposed budget maintains the increased level of resources for public works, inspections and code enforcement.

The total financial plan for FY-2021 is proposed to be \$138,932,900. The plan includes an operating budget of \$126,270,200 and a capital investments budget of \$12,662,700. The FY 2020-2021 financial plan represents a decrease of (6.00%) over the original FY-2020 financial plan of \$147,799,200. This is the net result of reduced capital projects and level or slightly reduced expenses for personnel and materials.

The budget meets the Council's policy of City operating expenditures not to exceed revenues. The budget recommendation includes use of prior year budget balance favorability to help fund capital project and operating costs. This is a change to past policy of using these funds towards unfunded liabilities. The budget includes a property tax rollback due to reassessment of \$.035 per \$100 of assessed value on taxable properties. The budget does include City rate changes for, water and wastewater, and an increased power cost adjustment (PCA) credit in the electric rates. This year the recommendation is for a distribution of prior year excess earnings of \$5.2 million (-6.7% of revenue) through a power cost adjustment. There is no recommended change to sanitation rates.

The presentations that follow this letter summarize all the key factors that influenced this budget and the end results. The Budget Workshop will be conducted with emphasis on the materials in these documents. The presentation documents for the City of Dover Fiscal Year 2021 Recommended Budget are as follows

Budget Highlights & Discussion Points
Budget Review – Summary of Operating Department & Division Summaries
Capital Investment Plans – Summary of Funding Source & Project Summaries

We look forward to presenting the detailed Draft Fiscal Year 2020-2021 City of Dover Budget on June 1, 2020.

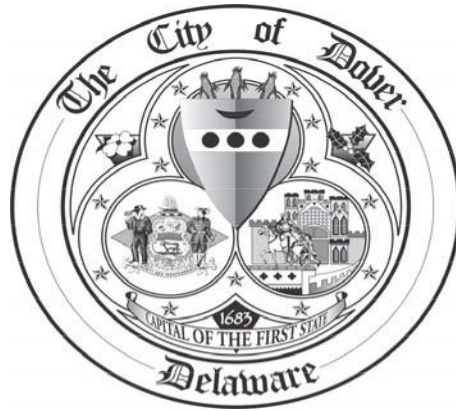
Respectfully,



Donna S. Mitchell, ICMA-CM
City Manager
dmitchell@dover.de.us
(302) 736-7005



Matthew C. Harline
Assistant City Manager
mharline@dover.de.us
(302) 736-7005



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HOW TO USE THIS BUDGET

The City of Dover budget document is intended to provide concise and reliable information to readers (Dover's citizens, the public, and other governmental entities) about the City's policies, financial plan, and operations. It includes information on Dover's objectives and budget for Fiscal Year 2021.

At the front of the budget is a Table of Contents that will aid the reader in finding specific information quickly and provide a summary of the major topics. The budget is divided into 11 major sections: Introduction, Budget Summary, Fund Summaries, Personnel Summary, Capital Investments Plan, Debt Service, General, Public Utilities Water, Public Utilities Wastewater, Public Utilities Electric, and Other Funds. Highlights of each section are as follows:

INTRODUCTION

The City Manager's letter to Council on Page 1 contains an overview of the budget. It discusses goals of the budget and highlights important issues by major fund and division summaries. The Introduction also includes a section on how to use the budget; a listing of elected and appointed officials; contact information; phone numbers; a citywide organizational chart; and the City operational structure. Readers can also find a profile on Dover's history, location, form of government, and demographic statistics.

BUDGET SUMMARY

In this section, all the funds are discussed in summary form. The Budget Summary begins by reviewing the budget process, calendar, budget procedures, financial policies and an All Funds Summary.

FUND SUMMARIES

A Fund Summary of each major fund which shows how revenues and expenditures are reported by fund, a self-balancing set of accounts designed to track specific revenues, and the uses of those revenues. Each fund's origin and purpose.

These explain and discuss, in more detail, the City's major funds and their contingencies. Funds presented in this section include: General Fund, General Capital Project Fund, Water Fund, Water Improvement and Extension Fund, Wastewater Fund, Wastewater Improvement and Extension Fund, Electric Revenue Fund, and Electric Improvement and Extension Fund.

PERSONNEL SUMMARY

This section provides a summary of the City's personnel, Overall Personnel Budget, and overtime trends.

CAPITAL INVESTMENTS PLAN (CIP)

Readers can find information on criteria, guidelines, and summary information on revenue sources and uses in this section. Highlights of Dover's CIP are identified, and a description of each project funded for Fiscal Year 2021 is included.

DEBT SERVICE

In this section, readers get an overview of the City's debt and the charter information on the subject. The City's Debt Policy is also included.

GENERAL, WATER, WASTEWATER, and ELECTRIC

These sections of the budget are arranged by fund with the department listing beginning with Mayor, City Council, and City Manager. Thereafter, the departments are listed alphabetically within each fund. Departments are further categorized into divisions. Each department's budget detail begins with a description of the department vision and an overview of major programs, objectives and measures, and strategic objectives and measures, along with any budget recommendations and notes, if appropriate. A guideline to these pages follows in the next section on Page 8.

OTHER FUNDS

Readers can find information on the City's other funds. These funds are usually internal service funds (cost sharing funds that serve the major funds), trust funds (funds held by the City in a trustee capacity) and agency funds (funds that account for assets held by the City as an agent for another outside agency).

Readers are encouraged to contact the City with any comments or questions they might have regarding the budget. Inquiries may be addressed to the Assistant City Manager, P.O. Box 475, Dover, DE 19903-0475 or by telephone at (302) 736-7005.

City of Dover

ELECTED OFFICIALS

MAYOR

Honorable Robin R. Christiansen (6/14)

CITY COUNCIL

AT-LARGE

Councilman Timothy A. Slavin (5/13)

FIRST DISTRICT

Councilman Matthew J. Lindell (5/17)

Councilman Tanner Wm. Polce (5/17)

SECOND DISTRICT

Councilman William F. Hare (5/11)

Councilman Ralph L. Taylor, Jr. (5/19)

THIRD DISTRICT

Councilman Scott W. Cole (5/15)

Councilman Fred A. Neil (5/15)

FOURTH DISTRICT

Councilman David L. Anderson (5/11)

Councilman Roy Sudler, Jr. (5/15)

Send All Correspondence To:

City Clerk's Office

P.O. Box 475

Dover, DE 19903-0475

Phone: (302) 736-7008

Fax: (302) 736-5068

E-Mail: cityclerk@dover.de.us

PHONE NUMBERS

CITY OFFICES

Accounts Payable.....	736-7152
City Clerk.....	736-7008
City Manager.....	736-7005
Customer Services.....	736-7035
Electric/Water/Sewer/Trash	
Billing	736-7035
Electric Emergencies/Trouble	
Calls – 24 Hours	736-7086
Water/Sewer Utility	
Repair Service and After Hours	
Weekends & Holidays	736-7060
Electric	
Administration	736-7070
Engineering.....	736-7091
Transmission and Distribution.....	736-7091
Finance	736-7018
Fire (non-emergency)	736-7168
Human Resources.....	736-7073
Information	736-7058
Library	736-7030
Mayor	736-7005
Parks and Recreation.....	736-7050
Grounds.....	736-7050
Planning & Inspections	
Code Enforcement	736-7010
Fire Marshal	736-4457
Inspections	736-7010
Planning	736-7196

Police Department - Queen Street	
Administration	736-7100
Complaints and Services.....	736-7111
Public Works	
Administration.....	736-7025
Engineering.....	736-7025
Streets.....	736-7025
Trash/Brush/Bulk Pick-Up.....	736-7025
Tax Assessor.....	736-7022
Warehouse	736-7047
Water/Sewer Utility	
Repair Service and After Hours,	
Weekends, Holidays	736-7060

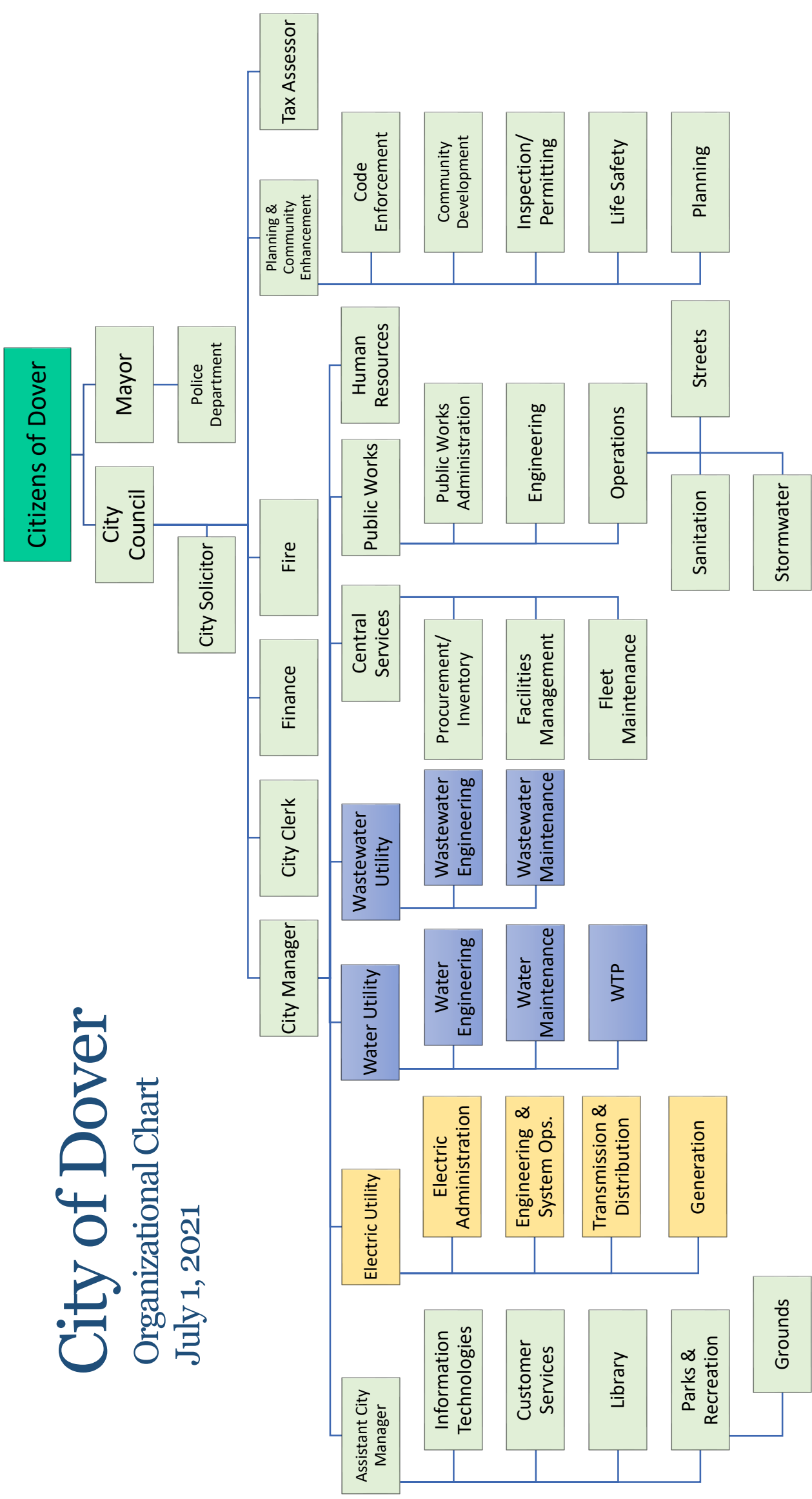
FAX NUMBERS

Central Services	736-7178
City Clerk	736-5068
City Manager	736-7002
Customer Services	736-7193
Electric Admin	736-7081
Electric Dispatchers	736-5001
Finance	760-4930
Fire	736-7166
Human Resources.....	736-7093
Information Technology	672-1847
Library.....	736-5087
Parks and Recreation	678-2674
Planning and Inspections.....	736-4217
Police.....	736-7157
Power Plant	672-6330
Public Works.....	736-7092
Tax Assessor.....	736-4450

City of Dover

Organizational Chart

July 1, 2021



OPERATIONAL STRUCTURE

Each operational fund is comprised of departments which are major organizational units of the City. Each department has overall management responsibility for one or more divisions. For all departments, a departmental vision; major programs, objectives, and measures; and strategic objectives and measures are presented. A line item listing of expenses is included along with a personnel summary and organization charts by functions and staffing.

The operational structure is included as a cross reference to depict relationships among programs, organizational units, and funds. The operational units by fund are listed in the table below.

FUND	DEPARTMENT	DIVISION/PROGRAM
GENERAL FUND	Mayor	Economic Development Community Development Efficient Operations
	City Council	Legislative, Policy, and Administration Fiduciary Community Interaction
	City Manager	Budget Preparation Department Management Project Development Emergency Preparedness
	Central Services	Warehouse and Purchasing Facilities Management Fleet Maintenance
	City Clerk	Administrative Support Codification Ombudsman Municipal Elections and Referenda
	Customer Services	Customer Service Billing Collections
	Finance	Treasury and Cash Management Financial Reporting Administration
	Fire	Fire Suppression and Rescue Response Fire Communications Fire Prevention
	Human Resources	Recruitment and Employment Employee Benefits Risk Management Employee and Labor Relations
	Information Technology	Support Programming Administration

FUND	DEPARTMENT	DIVISION/PROGRAM
GENERAL FUND	Parks and Recreation	Parks and Park Management Grounds - Grounds and Beautification Recreation Youth Intervention Program
	Library	Circulation/Reference Services Adult Services Youth Services
	Police	Core Law Enforcement Operational Support Services Administrative Support Services
	Planning and Inspections	Planning and Planning Services Property Maintenance Construction, Inspection, and Permit Administration Fire Marshal Community Development
	Public Works	Administration Engineering and Inspection Sanitation - Solid Waste Streets Stormwater
	Tax Assessor	Appraisal and Assessment Administration
WATER FUND	Water	Water – Engineering & Inspection Water – Maintenance Water - Treatment Plant
WASTEWATER FUND	Wastewater	Wastewater – Engineering & Inspection Wastewater – Maintenance
ELECTRIC FUND	Public Utilities/Electric	Administration Transmission & Distribution Engineering System Operations & Energy Programs Power Supply Electric Generation

The budget includes other special funds which can be found in Other Funds.

DOVER PROFILE

The City of Dover is in Central Delaware in Kent County and is the capital of Delaware. Dover is approximately 90 miles south of Philadelphia, Pennsylvania and 90 miles east of Washington, D.C. While its population is significantly less than that of Wilmington, Delaware, Dover encompasses a larger area than any other city on the Del-Mar-Va Peninsula. In contrast to most major cities in the northeast United States, Dover is continuing to grow economically, in population, and in land area. The City has an estimated population of 38,597 and a total land area of approximately 23.74 square miles.

The City of Dover was founded in 1683 by William Penn. In 1717, it was officially laid out over an area of 125 acres by a commission of the Delaware General Assembly. It grew to nearly 1,000 acres in size by 1960.

Prodded by the need for better fire protection emphasized by several fire losses, the town began the establishment of a water system in 1881. Dover is fortunate to be located above an underground supply of water which has proved more than enough to meet its needs.

Electricity came to Dover about the year 1900 when the water plant became the Light and Water Plant with the installation of its first steam generating facilities. Current was initially supplied for street lighting, but by the year 1902, electricity was being produced and sold for commercial lighting. The electric generation and distribution system grew with the town and beyond. Today, Dover provides electricity to approximately 25,231 customers inside and outside City limits. North American Energy Services (NAES) manages the generation plant, and power is now purchased utilizing services from The Energy Authority (TEA). Customer sales are approximately \$80.4 million

The greatest periods of expansion in Dover occurred in the years following World War I and World War II. Completion of the Dupont Highway throughout the length of Delaware in 1924 acted as a catalyst. Between 1925 and 1936, Dover's limits were extended and its infrastructure improved.

In 1937, the firm International Latex Corporation was the first major non-agricultural industry to Dover in 1937. It has since been a major source of employment in the area.

In the years immediately preceding World War II, the City of Dover acquired land for the construction of an airport. This land was developed and activated as Dover Air Force Base during World War II. Following the war, personnel at the base was reduced to a housekeeping unit until reactivated by the Military Air Transport Service in 1954. Since that time, it has been developed into one of the largest military air freight terminals in the world.

Dover was first incorporated in 1829 under a charter granted by the General Assembly. After 1929, Dover was named a city, and administration of all departments of government came under the City Manager. The only exception was the police department which was placed under the direction of the Mayor. Today, the City Council appoints the City Manager, City Clerk, City Controller/Treasurer, City Solicitor, City Planner, Fire Marshal, and Tax Assessor who all report directly to Council. The Mayor continues to appoint the Chief of Police. An organizational chart is included in the Introduction section of the budget on Page 7.

Dover's governing body is composed of a full-time mayor and nine council members, with one council member elected by Council to serve as Council president. Council members are elected from four council districts and serve staggered four-year terms. One member of Council and the Mayor are elected at-large and serve four-year terms. The Council is responsible for all matters of policy and is also the authority for levying taxes, securing revenues, authorizing expenditures of City funds, and incurring City debts.

Various committees of the Council study and recommend actions to the full Council. These committees are made up of Council members and citizen members but must be chaired by a Council member. The committees currently are: Legislative, Finance, and Administration Committee; Utility Committee; Safety Advisory and Transportation Committee; and Parks, Recreation, and Community Enhancement Committee.

CITY GOVERNMENT

The City of Dover municipal government consists of the offices of the Mayor, City Council, and City Manager as well as 14 operating departments, each responsible for providing a variety of services to the citizens that live here. They include: Central Services; City Clerk; Customer Services; Finance; Fire; Human Resources; Information Technology; Parks, Recreation, and Library; Planning, Inspections & Community Development; Police; Tax Assessor; and Public Utilities – Water, Wastewater & Electric.

MAYOR

The Mayor is the executive and chief elected official of the City of Dover. In general, the Mayor is the elected representative of the citizens of Dover. The Mayor appoints the Chief of Police and is responsible for the Police Department. The Mayor effectively represents the citizens of Dover; corresponds and works with staff and elected officials of the City in order to maintain and address issues and concerns with priority given to protecting the quality of life that we love and enjoy; maintains and builds communications with citizens, the business community, neighborhood civic associations, and elected officials of the City, county, state, and national levels to establish goals for the betterment of the community; promotes the economic and social interests of the City and the general welfare of its citizens; and serves as an ex-officio member of all committees.

CITY COUNCIL

The nine City Council members are the elected representatives of the citizens of Dover. The City Council is responsible for appointing the City Manager, City Solicitor, City Clerk, Finance Director, Planning and Inspections Director, Fire Chief, Fire Marshal, and Tax Assessor. City Council effectively represents the citizens of Dover; formulates and enacts public policy in response to current and anticipated needs within political, administrative, and fiscal constraints; provides community leadership as the legislative and policy-making body of the municipal government; supervises City administration; and oversees citizen boards and commissions.

CITY MANAGER

The City Manager's office is the management leader for all City Manager departments (Central Services; Customer Services; Electric; Human Resources; Information Technology; Parks & Recreation; Library; and Public Works) and provides administrative support to all departments. The City Manager's office coordinates City government activities; receives and responds to citizens' complaints, inquiries, and requests; monitors Capital Investments Projects; provides administrative support to Council and Council committees; coordinates City legal work through the City Solicitor; and works at the pleasure of Council. The City Manager's office is also responsible for coordinating, preparing, and publishing the City's Capital Investments Plan, the annual budget, and the biennial revenue manual.

Emergency Preparedness became a function of the City Manager's Office in Fiscal Year 2013. Emergency Preparedness provides for emergency planning and preparation through developing and coordinating emergency response plans within the City; providing training to departments on the Emergency Operations Plan; and conducting exercises to test portions of the Plan.

CENTRAL SERVICES

The Central Services Department consists of the Central Services, Facilities Management, and Fleet Maintenance divisions. Central Services handles purchasing, warehousing, and issuing of supplies for all the City departments. Facilities Management maintains and cleans all City buildings. Fleet Maintenance handles the upkeep of City vehicles. Beginning Fiscal Year 1999, this function was provided through a combination of contracted and in-house service.

CITY CLERK

The City Clerk's office provides administrative support to the Mayor and Council, often acting as liaison between elected officials and their constituents to resolve concerns and answer questions. It maintains all official municipal records including agreements, easements, and transcripts of all Council and standing committee meetings. It serves as the depository for all funds received by the City with the Clerk acting in the capacity of Assistant Treasurer. This office coordinates and presides at all official elections and referendums and is responsible for maintaining official voter registration records.

CUSTOMER SERVICES

The Customer Services Department is composed of the Customer Service and Meter Reading divisions. Customer Service bills customers for utility services and taxes and receives payments. This area also handles delinquent collections and legal matters involving billing for all utilities and taxes. Meter Reading reads all water and electric meters.

FINANCE

The Finance Department provides the City Council with assistance in formulating policies and financial analyses. The Department oversees several of the City's key financial policies and monitors internal controls. The Finance Department coordinates and provides for the processing of all financial data in a timely, accurate, and cost-effective manner. The Department is responsible for debt management, pension fund management, investments, accounting, payroll, accounts payable, and the annual audit for all City Governmental and Business Type entities. This allows the Department to monitor budgetary requirements; to invest the City's funds for safety, liquidity, and yield; and to comply with all City, state, and federal laws.

FIRE

The Fire Department protects the lives and property of the citizens and visitors of the City of Dover by providing fire suppression and rescue services. The Department maintains a fire communications center which is staffed 24 hours a day. It also maintains a database system in which occupant and pre-plan information is entered. Our Fire Department is staffed by five paid dispatchers, one administrative assistant, and approximately 80 volunteer firefighters.

HUMAN RESOURCES

Human Resources leads and supports the City in maintaining a competent, capable work force and in creating a work environment that reflects respect for employees and promotes effective service delivery to citizens. The Department also assists the City management team in recruiting and selecting qualified employees and developing and increasing skills and capabilities of individuals and work groups through fostering teamwork, supporting cooperative labor relations, and training and skill assessment and development. The Department manages, evaluates, and controls fringe benefit programs; monitors and provides litigation support when required; and coordinates activities aimed at promoting employee morale and recognition. The Human Resources Department is responsible for the City's Safety Program and conducts safety meetings and site inspections; develops safety procedures; and coordinates the purchase and distribution of safety supplies and equipment. The Human Resources Director acts as chief spokesperson for all City of Dover contract negotiations.

INFORMATION TECHNOLOGY

Information Technology plans and manages the information technology in the City which is necessary to support efficient and effective services to citizens.

LIBRARY

The Dover Public Library is the Anchor Library for Kent County and at 46,000 square feet is the largest municipal public library in Delaware. The Library provides a wide variety of programming and services to a diverse clientele. The service population for DPL is over 59,000 people. The Library is funded by City taxpayers as well as State and County funds and some fees generated for services. In 2020 the City contracted with Library Systems and Services to provide a Library Director and Assistant Director.

PARKS & RECREATION

The Parks & Recreation Department manages over 329 acres of parkland and open space in 30 different locations. Moreover, in the Spring of 2020 the Grounds Department was reintegrated into the Parks Department. The Department operates the John W Pitts Recreation Center in Schutte Park, an after-school program in Towne Pointe Elementary School, and dozens of youth and adult athletic leagues. In summer of 202 the Park Director's office moved into a new maintenance and operations building adjacent to the Pitts Center to make more space available.

POLICE

The Police Department's role is to enforce local, state, and federal laws and to protect the citizens of Dover from crime and disorder. The Dover Police Department enforces parking ordinances and offers services of a patrol unit, criminal investigation unit, drug investigation section, youth services section, motorcycle patrol section, and marine patrol section. The Department provides crime prevention programs; establishes community watch groups; and provides control to victims of crimes or traffic accidents. An animal control section is available, and licenses and permits for bicycles, parades, public gatherings, and hunting are issued by the Dover Police Department.

PLANNING, INSPECTIONS, CODE ENFORCEMENT, FIRE MARSHAL & COMMUNITY DEVELOPMENT

Planning and Inspections insures orderly growth within the City today and in the future through Dover's Zoning Code, Subdivision Regulations, and Comprehensive Plan. The Department controls and monitors business activities through licensing businesses, trailers, mobile homes, multiple occupancy dwellings, charitable solicitors, peddling, handbills, food handling, code compliance with property maintenance, fire investigations, and construction projects. Community Development, through rehabilitation of existing structures, is also a function of this department.

PUBLIC WORKS

The Public Works Department consists of five operating divisions: Administration, Engineering and Inspection, Sanitation, Streets, and Stormwater. The Administration division functions as the coordinating arm of the Public Works Department. The Engineering and Inspection division seeks to ensure that all water, sanitary sewer, drainage, and transportation improvements are designed and constructed in accordance with accepted standards and specifications. In addition, this division is responsible for infrastructure inspection on all private developments throughout the City. The Sanitation division is responsible for the collection, transportation, and disposal of all municipal solid waste. The Streets division performs routine and preventive maintenance on all streets, alleys, parking facilities, public signs, and pavement markings.

TAX ASSESSOR

The Tax Assessor's office maintains all the City's property tax records. This department discovers, lists, and appraises all real property in the City.

WASTEWATER

The Wastewater Utility has two divisions: Engineering and Inspection and Wastewater Management. The Wastewater Management division operates and maintains the City's wastewater collection and transmission system which includes 44 sanitary sewer pumping stations and more than 160 miles of gravity sanitary sewer main and approximately 30 miles of pressurized force main.

WATER

The Water Utilities has three divisions: Water Engineering and Inspection, Water Management and Water Treatment Plant. The Water Management division operates and maintains a water distribution system which includes seven elevated storage tanks and more than 220 miles of varying diameter water mains. The Water Treatment Plant division operates and maintains the Long Point Road Water Treatment Plant along with 14 micro-treatment plants located at each of the deep well sites. This division also maintains 7 elevated water storage tanks.

ELECTRIC

The Electric Department has six divisions: Administration, Engineering, Transmission and Distribution, System Operation and Energy Programs, Power Supply and Power Generation. The Administration division coordinates the activities of the Department and provides administrative support for the other divisions. The Engineering division designs and develops the electric system and designs, operates, and maintains 15 substations with a combined capacity of 346 MW. The Department provides electric service to approximately 24,978 electric customers in a 75 square mile service area. The Transmission and Distribution division is responsible for the maintenance and repair of the system as well as restorations after interruptions of service.

The Electric Department is responsible for maintaining 43.07 miles of transmission lines, 132.49 miles of overhead distribution lines and 300.10 miles of underground distribution lines. The Electric Department is also responsible for the planning and construction of new electric facilities to meet the ever-growing demands for electricity as the City of Dover continues to grow.

MAJOR INDUSTRIES

The Dover and Greater Dover Area economy are fueled by several nationally known companies such as Kraft/Heinz Foods; Procter & Gamble; Edgewell Personal Care Brands, (formerly Playtex) and many others. Dover Air Force Base, with assigned C-5M Super Galaxy and C-17 Globemaster III aircraft, constitutes the largest aerial military port facility on the east coast.

Dover is the Capital City of Delaware and houses the State Legislative offices and employees. Dover is also home of four higher education institutions with Delaware State University, Delaware Technical and Community College, Wesley College, and Wilmington University.

DOVER AIR FORCE BASE

Located about five miles south of the capital city of Delaware, Dover Air Force Base is the home of the 436th Airlift Wing (AMC) and the 512th AW (AFRES Associate) – “The Dover Team.” Viewed from almost any angle, the impact of the air base on the Air Force mission and the landscape and economy of the Delmarva Peninsula is like the huge C-5M Super Galaxy airplanes flown by the wing’s four airlift squadrons – extremely far-reaching and impressive.

The base also operates the largest aerial port facility on the east coast and serves as a focal point for military cargo movement to Europe and the Middle East. The Port features a mechanized-computerized cargo handling arrangement which is one of only two that exist in the United States and which makes possible the processing of up to 1,200 tons of cargo during a 24-hour period.

The people at Dover Air Force Base are actively involved in a variety of off-base activities, and a strong base-community program provides a forum and a spirit for military and civilian cooperation at all levels. A fine and mutually beneficial relationship has always existed between air base personnel and the citizens of the peninsula, and prospects for an equally bright future light the horizon as the First State continues to prosper in the future.

KRAFT/HEINZ FOODS

Dover is the home of some of America's most famous convenience food products such as Jell-O Gelatin, Jell-O Puddings and Pie Fillings, Jell-O Cheesecake, Jell-O No-Bake Pies, Jell-O Americana Desserts, Baker's Coconut, Minute Tapioca, Dream Whip, Capri Sun, Kool-Aid, Tang, Stove Top Stuffing Mix, and Shake 'N Bake. All are "Produced with Pride" by the men and women of the Dover operation of Kraft Foods. Raw materials from around the world flow into the 121-acre site where they are processed in the 27-acre facility. The finished products are shipped to all 50 states, Canada, and the Middle East.

EDGEWELL PERSONAL CARE BRANDS

Playtex Products, Inc. manufactures such items as infant care products, feminine hygiene products, and various other personal care products.

PROCTER & GAMBLE

Procter & Gamble’s manufacturing facility in west Dover encompasses approximately 300,000 square feet of operating and office space and is situated on approximately 80 acres. The Dover plant produces Pampers and Luvs disposable wet wipe paper products.

Procter & Gamble acquired the Dover facility from Kimberly-Clark and Scott Paper Company in 1996. The plant has been part of the Dover community since 1973.

ECONOMIC CONDITION AND FUTURE GROWTH

Dover is the dominant center of population, employment, commerce, education and culture in Central Delaware. Economic growth continues in all sectors, with significant construction and permit activity occurring during the most recent year. Population and employment growth remains steady, typically running ahead of the County growth rates.

Growth in the health care and commercial/retail sectors is especially strong, with significant new projects occurring throughout the City. Revitalization of the historic Downtown commercial core continues, along with increasingly successful efforts to revitalize older nearby residential neighborhoods.

Total value of commercial construction in FY 19 was approximately \$28.0 million, down significantly from the prior year, reflecting a large number of projects still under construction and fewer very large project proposals. Almost 2,000 building permits of all types were issued along with 3,900 business and related licenses and almost 4,200 rental licenses. Year to year comparisons are not necessarily indicative of the health of Dover's economy, due to the timing of activity and the variability of general economic factors.

Growth and development trends during fiscal year 2019 are discussed below.

Population Growth

The last decennial census was conducted in 2010 and set Dover's population at 36,047. The Delaware Population Consortium estimates that Dover's July 1, 2019 population is 38,058, or a 5.6% increase since the 2010 count. Dover's population is projected to reach 38,304 by 2020 and grow to 41,769 by 2035, with a sustained growth rate of about 3% during each of the next five-year periods. Statistically, Dover's population is younger than that of the County or the State, with a slightly lower proportion of the population of senior citizens as well. Working-aged adults (23-64) are projected to remain fairly stable as a percentage of the City's population, making up slightly less than half of the City's population through 2030.

Residential Development

Dover's residential market is slowly emerging from the prior recession 12 years ago, but older developments are seeing increased build-out, and the market for apartment units has been strong. Significant activity has occurred in the Village of Cannon Mills, Clearview Meadow TND, Village of Westover PND, the Arbors, Blue Hen Apartments, and Leander Lakes; many of which are nearing final completion. These projects, and general residential construction, are expected to have a positive impact on Dover's rate of population growth.

Downtown Dover Redevelopment

Revitalization of the historic Downtown core is continuing in both commercial and residential sectors. Building plans are moving forward for a two-building office and retail center on Loockerman Street, along with potential new businesses locating in existing spaces. Through the efforts of National Council on Agricultural Life and Labor (NCALL) Research and others, a number of deteriorated and blighted residential properties have been demolished, and are being replaced by new owner-occupied dwellings, transforming entire block-fronts adjacent to the commercial core. During 2019, nineteen residential units and three commercial units qualified for Downtown Dover Development incentives. Over \$18,600 in City Downtown Development District incentives were awarded in 2019.

Retail/Commercial Development

This sector is showing significant growth with new and expanded locations along the major highway corridors and throughout the City. Construction of Capital Station (replacing a long vacant industrial building on US13) continues to add tenants, including Aldi, Starbucks, Supercuts, Red Robin and Village Optical, with others underway. Lidl is building a new grocery facility nearby. Century Engineering and Chesapeake Utilities completed new headquarters buildings along the Bay Road Corridor, with plans for a new facility for the Solid Waste Authority, an office for Delaware State Police, and other commercial renovations in progress in that portion of the City. Plans are also underway for a number of new restaurants and other businesses along US 13, and along the Route 8 corridor. Other projects included new and proposed office buildings on W. North Street, remodeling of the WAWAs on N. DuPont Highway and Route 8, remodeling/renovations at Victoria's Secret in the Mall and Wendy's on US 13, construction of new offices for Advantech in the Garrison Oak Business and Technology Center, renovations at Fordham Brewery, planning for the renovations of the former Acme to house Hobby Lobby, and many others.

Health Care, Institutional and Other Sectors Development

Dover's economy is well balanced across a range of sectors including health care, government and military, education and industrial categories. Health care, especially in 2019, saw significant projects underway or completed, including medical offices at Eden Hill and the Post-Acute Medical Rehabilitation Hospital on McKee Road. In education, Delaware State University approached completion of their 620 bed dormitory complex, replacing outdated existing facilities, while Wesley College renovated a central dining lounge. NCALL is building a new office building on W. Division Street. On the government side, three projects were in preliminary development: a new office building for the State Police; planning for a future Family Court facility, and site selection for relocation and eventual construction of a new U.S. Post Office for Dover.

Infrastructure

During the period of July 1, 2018 to June 30, 2019, the City has undertaken several large water and sewer projects to upgrade pump stations, as well as distribution and transmission mains. These projects improved water quality, increased system efficiency and reduced the inflow/infiltration in our sewer system. The City continues work on upgrading our Water Treatment Plant to increase production and efficiency. The City has also repaved several streets and upgraded the associated sidewalks during this period.

Summary

Fiscal Year 2019 saw a continuation of strong growth in the state capital. Dover remains the geographic and economic center of the County, and is well posed for future growth, development and reinvestment.

SCHOOL DISTRICTS

Students in Dover and Kent County benefit from the small size of the districts and from the diverse, well-managed programs which are maintained with stable state support. A broad range of upper-level and advanced courses for high school students, plus programs for gifted children and for children with physical, mental, or emotional handicaps are available. The schools in Dover and Kent County are notable for their extracurricular activities, including athletics, the arts, Junior Achievement, and many others. Dover and Kent County schools' benefit from the state's overall high standards for education.

Students in Delaware must master basic skills in order to be promoted, and high school students must master the basic skills to qualify for a diploma. Dover and Kent County schools are governed by local boards of education. While the state provides most of the revenues, local boards have much input in deciding how these funds can best be used to meet the needs of the community.

CAESAR RODNEY SCHOOL DISTRICT

Portions of the Caesar Rodney School District are in the southern sections of the City of Dover. Included in the district are eight elementary schools, three middle schools, one high school, and one school for trainable and severely mentally disabled youngsters. A proud heritage and a highly competent staff contribute to a positive learning environment and high standards.

CAMPUS COMMUNITY SCHOOL

The Campus Community School is a state charter public school for grades K-8. The school emphasizes learning through experience and experimentation, a discipline policy based on student accountability, and shared management through a team composed of parents, teachers, and the school administration.

CAPITAL SCHOOL DISTRICT

The Capital School District consists of seven elementary schools encompassing grades K through 4, one middle school for grades 5 and 6, one middle school for grades 7 and 8, one high school serving grades 9 through 12, and the Kent County Community School and Kent County Secondary Intensive Learning Center. Capital School District is a dynamic school district that includes experienced instructional and support staff and is led by an experienced administrative team and committed Board of Education.

HOLY CROSS SCHOOL

Besides its public schools, Dover is also served by Holy Cross Elementary School. The school covers grades Pre- K through 8. Holy Cross is approved by the State of Delaware and the Diocese of Wilmington. Holy Cross is a member of the National Catholic Educational Association and is Middle States Accredited.

POLYTECH SCHOOL DISTRICT

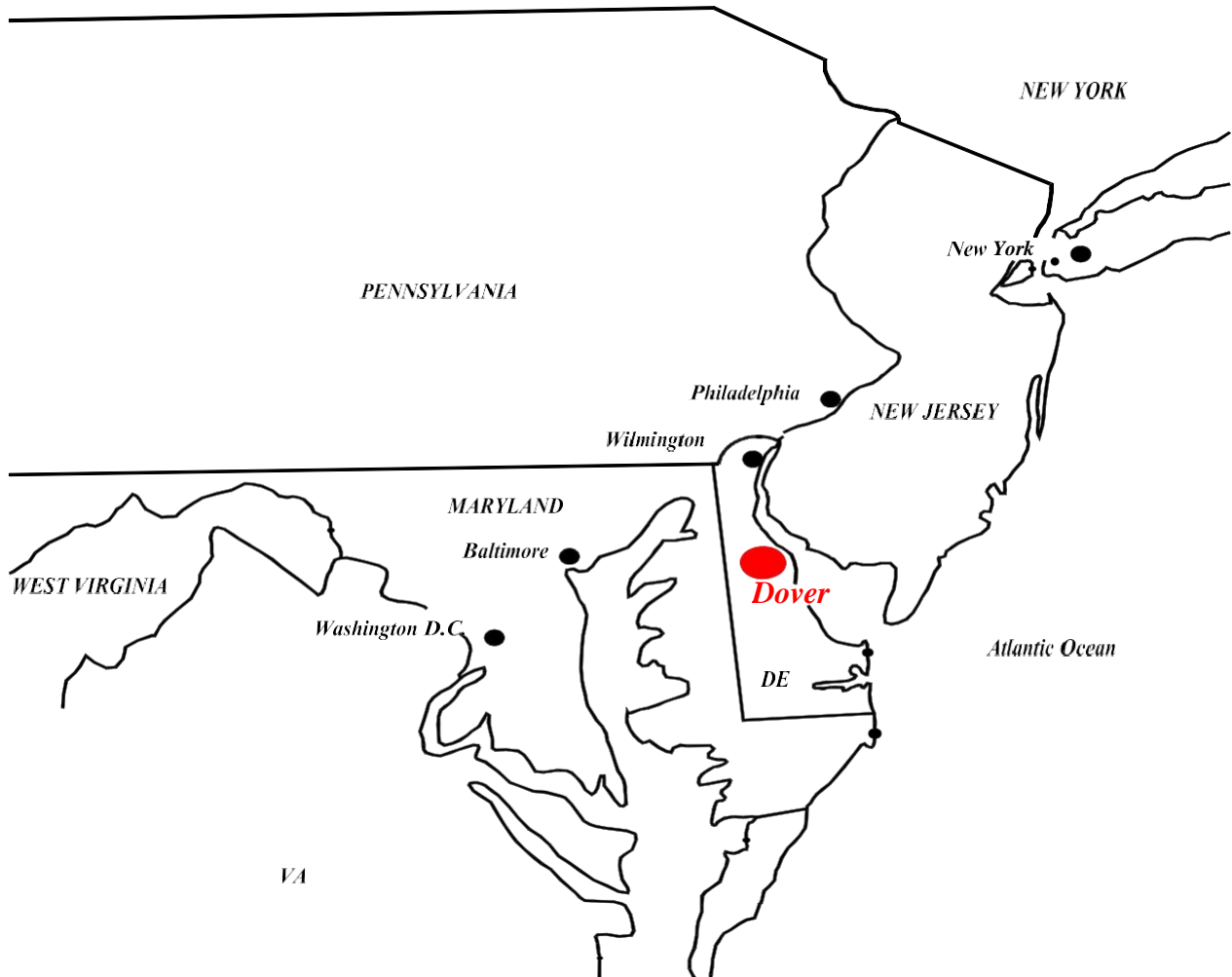
Students who live in Dover can choose to attend Polytech High School for grades 9 through 12. Polytech is a full-time comprehensive vocational-technical high school offering students preparation for college and/or the workplace. Polytech students graduate with an academic diploma, technical skills, and, in most cases, job experience.

MORE ON THE DOVER AREA

DID YOU KNOW ADVENTURE IS A COMMODITY OF KENT COUNTY? For instance, you can discover Delaware's farm and community life of days gone by at the **Delaware Agricultural Museum and Village**. Or search a hangar for planes that have flown in exotic parts of the world at the **Dover Air Mobility Command Museum**. Solve the mystery of who is buried at the **John Dickinson Plantation**. Explore the details of a building carefully restored from plans written in the 1700s at the **State House** in Dover. Imagine the beautiful paintings or decorative arts at the **Sewell C. Biggs Museum of American Art** in your own home. Hunt for unusual gifts or see the latest exhibit at the **Delaware State Visitor Center**. Investigate the predecessor of the boom box at the **Johnson Victrola Museum**. Unearth a wealth of information about Native Americans who lived in Delaware before anyone even wrote about history at the **Meeting House Gallery I**. Finally, experience Dover when Teddy Roosevelt was President at the **Meeting House Gallery II**. From plows to planes, old houses to old music, the Dover area has a wide variety of sites to explore. Start an adventure – visit the Museums of Greater Dover. For information about any of the museums listed above, contact the First State Heritage Park Welcome Center & Galleries at 744-9194.

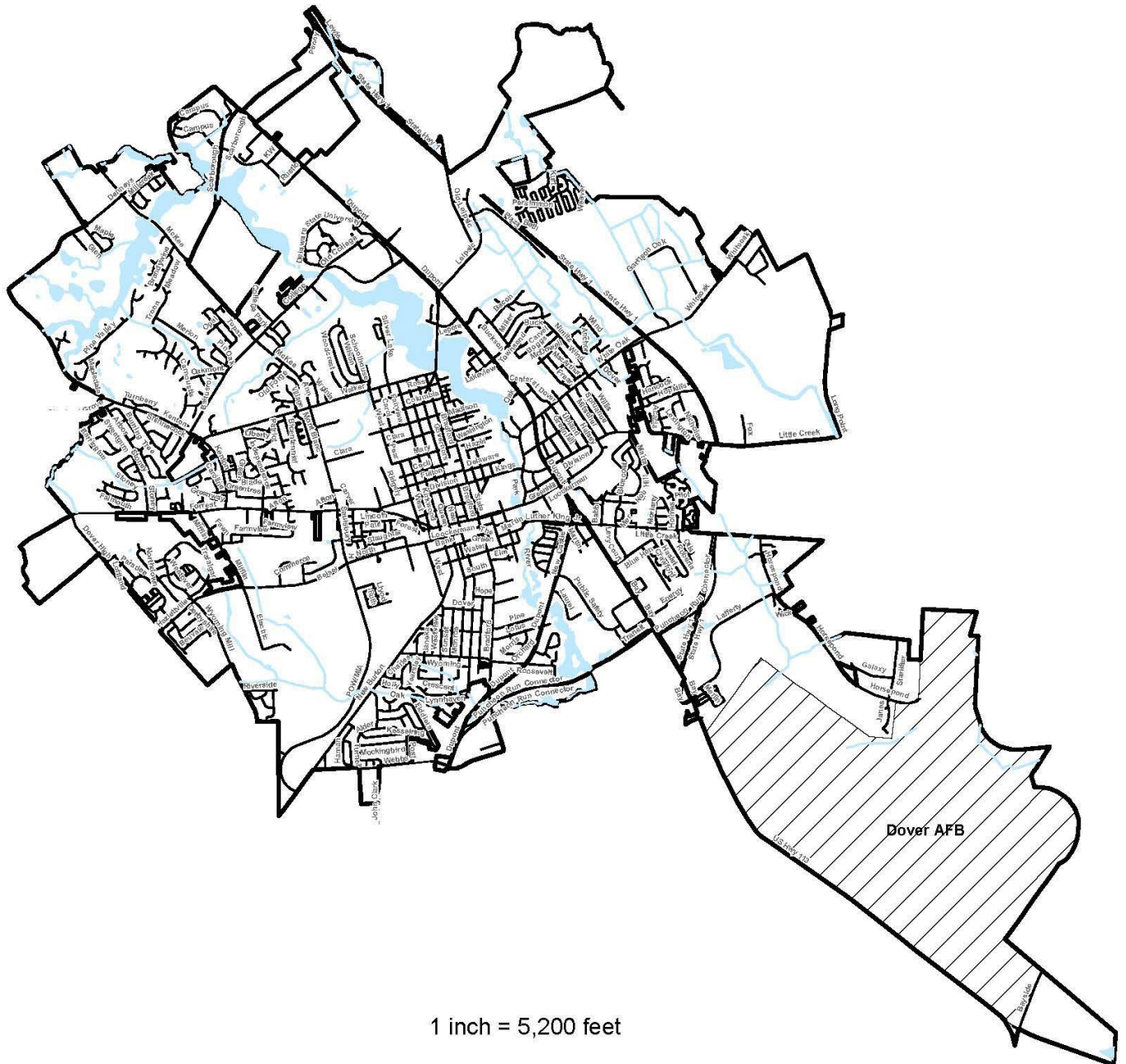
City of Dover

“Capital of the First State”



Delaware was the first to ratify the U.S. Constitution, thus becoming the “First State” in the new union. The City of Dover was founded in 1683 by William Penn.

Map of the City of Dover



1 inch = 5,200 feet

BUDGET SUMMARY

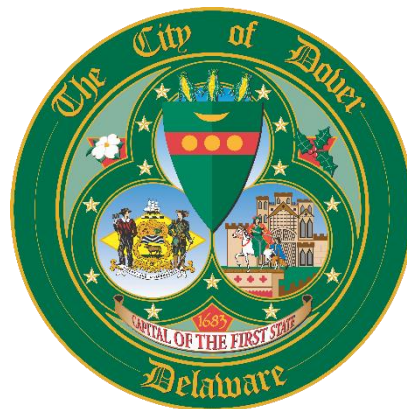
THE FOLLOWING SUBSECTIONS ARE INCLUDED:

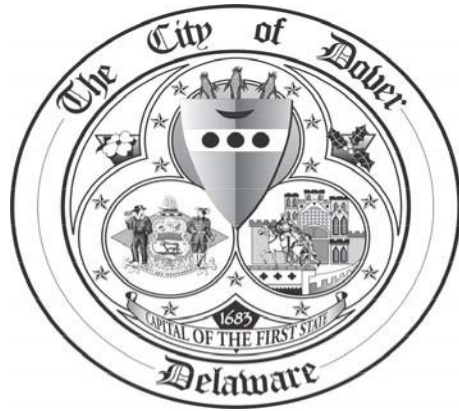
BUDGET PROCESS

CALENDARS

BUDGET PROCEDURES

FINANCIAL POLICIES





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BUDGET PROCESS

The budget process is conducted to comply with all charter mandates.

The City Charter mandates the following:

On or before the second Monday of May each year, the City Manager shall prepare and submit to the Council a budget presenting a financial plan for conducting the affairs of the City for the ensuing fiscal year. The total of proposed expenditures shall not exceed the total of anticipated income.

The budget shall include the following information:

- A detailed statement showing the expenses of conducting each department and office of the City for the current year and last preceding fiscal year
- A detailed estimate of the expenses of conducting each department and office of the City for the ensuing fiscal year with reasons for the increases and decreases recommended
- The value of supplies and materials on hand
- The amount of the debt of the City with a schedule of maturities of bond issues
- A statement showing the amount required for interest on the City debt and for paying off any bonds maturing during the year and the amount required for the sinking fund
- An itemized statement of all anticipated income of the City with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal years
- An estimate of the amount of money to be received from taxes
- Other information as the City Manager may think desirable or as may be required by the Council

The Council shall, on or before the second Monday in July in each year, adopt a budget for the succeeding fiscal year. The Council shall, as far as possible, adhere to the budget so adopted in the making of appropriations.

The preparation of the budget begins with the establishment of goals and parameters through the City Manager's office. In November, the City Manager's Office distributes comprehensive budget instructions to department heads.

The City of Dover's method of budgeting has evolved from concepts of many budgeting methods. A line item form of budget is used to account for expenses and revenues. In recent years, the City has incorporated concepts of programmatic budgeting which focuses on programs performed. Programs are examined periodically for their relevance and effectiveness, a concept which comes from zero-based budgeting philosophy.

In March of 2020, budget line items for both the current budget and proposed budget were reviewed with department heads to determine if service levels were to be maintained, improved, or reduced. New projects for the Capital Investment Plan were reviewed at this time as well. Revenues were projected as accurately as possible in order to set priorities for proposed expenditures.

The Council will review the proposed budget in early June. June 8, 2020 has been set for the Electric Fund Budget Public Hearing. Public comments on the entire FY21 City Budget were also sought on this date. The budget is made available on the City of Dover website at <https://www.cityofdover.com/public-documents>.

According to the ordinance, the proposed budget must go through two readings. After the budget's adoption, monthly financial reports are issued to monitor and control the budget during the fiscal year.

FISCAL 2020-2021

BUDGET CALENDAR*

BUDGET GUIDELINES	
9/20/2019	Budget Memo & Instructions to be distributed
10/7/19	Price guides for computer related items, cell phones, copier maintenance, State radio maintenance, janitorial, HVAC, uniforms, and life cycle replacements placed in the shared folder.
10/1/19 – 11/22/19	Submissions to PW by 10/1/19; Inspections completed 11/13/19; Vehicle inspections and recommendations completed; Submit to Finance and City Manager by 11/22/2019
PERSONNEL	
10/31/19	Personnel changes or headcount request due to Human Resources
11/4/19 – 11/15/19	Personnel budget changes, including reclassifications are reviewed by the City Manager, Controller/Treasurer & Human Resources Director. Meetings held with Department Heads to discuss.
12/2/19	Personnel budget file, 'add pays' and instructions distributed (without benefits);
1/3/20	Completed personnel budget files due back to CMO; CMO to determine benefit rates; CMO enters personnel items into Munis. Department Narrative due.
1/6/20 – 1/24/20	City Manager & Human Resources review draft personnel budget.
REVENUES, EXPENSES & CIP	
9/23/18 – 12/20/19	Department's Revenue & Expense Budget Preparation and entry into Munis; Lockout will occur on 12/20/19.
9/23/19 – 1/24/20	Departments' CIP budget preparation; Department entry into H.T.E. and Plan It completed and matches; Lockout for CIP will occur on 12/20/2019; All CIP support documentation submitted to Finance and City Manager by 1/24/2020;
3/2/20 – 3/20/20	Draft Budget Review meetings held with Department Heads
BUDGET SUMMARIES, ANALYTICS & FORECAST MODELS	
1/27/20 – 2/21/20	Draft Budget Summaries & Forecast Models Prepared
2/24/20 – 3/6/20	Draft Budget Summaries and historical trend review by City Manager & Controller
3/23/20 – 3/31/20	Revised Draft Budget & CIP prepared; Organization Charts due to City Manager;
COUNCIL & COMMITTEE PRESENTATIONS	
1/24/20	Council workshop to review budget goals and objectives [#]
4/3/20	Continuation of Review of Draft CIP with Council Committees [#]
4/13/20 – 5/22/20	Budget Communication Meetings with Commercial Customers & citizens [#]
5/21/20	Final Draft Budget to Council & Electric Public Hearing Advertisement posted
6/1-3/20	Budget review meetings as needed; Standing Committee Members invited;
6/8/20	Electric Public Hearing & First Reading of Budget Ordinance
6/22/20	Second Reading of Budget Ordinance

*** All dates are tentative and subject to change.**

[#]Meetings not held due to pandemic

AMENDING THE BUDGET

There are two ways of amending any individual budget. Although the budget is presented as a line item budget, department heads are permitted to change the breakdown within the materials and supplies and administrative groups of accounts (52000, 53000) if the total budgeted for that department is not exceeded. Department heads are not authorized to re-appropriate salary (51000) or capital items (54000).

Through budget ordinance, the City Manager has the authority to make interdepartmental transfers of up to five percent if financial policies are adhered.

Any re-budgeting of available fund balances must have the approval of the City Council.

BUDGET PROCEDURES

Budgets are prepared for the General Fund, Governmental Capital Projects Fund, Water Fund, Wastewater Fund, Water Capital Projects Fund, Wastewater Capital Projects Fund, Electric Revenue Fund, Electric Capital Projects Fund, Municipal Street Aid Fund, Housing Grant Funds, Workers Compensation Fund, Community Transportation Improvement, Delaware Prevention Network (DPN) Grant, and Lodging Tax Fund (new in FY21).

The Governmental Capital Projects Fund is a section of the General Fund. This section is required by our financial policy. The separate budget for this fund covers the planning and control of only capital items for the General Fund. The Water Capital Projects Fund, Wastewater Capital Projects Fund, and Electric Capital Projects Fund are sections of each utility enterprise. These sections are required by bond resolutions. Separate budgets for these funds cover the planning and control of only capital items of the utilities.

Estimated ending budgetary balances provide the balancing amount for each budget. Acceptable budgetary balance guidelines were established by Council. The General Fund should maintain a minimum reserve in the budget balance of at least eight percent and no greater than twelve percent of the current year operating revenues for the General Fund, excluding the carry forward balance. Water and Wastewater Funds should maintain a minimum reserve in the budget balance of at least eight percent and no greater than 17 percent of the current year operating revenues for each of the Water and Wastewater Funds, excluding the carry forward balance. Electric Revenue Fund should maintain a minimum budget balance of at least twelve percent of the current year operating revenues for the Electric Revenue Fund, excluding the carry forward balance.

The City follows the practice of encumbrance accounting for the Governmental Fund types. Encumbrances represent commitments related to unperformed contracts for goods or services. The encumbrances outstanding at year ends are reported as reservations of fund balances and do not constitute expenditures or liabilities. The commitments will be honored during the subsequent year.

The City Council adopts the budget. The City Council also adopts revisions for major items throughout the year. The City Charter requires the City to adhere to the budget appropriations as adopted by City Council. Department managers may not amend the total department budget amounts. Budget ordinances give the City Council the authority to revise budget appropriations. Budget ordinances give the City Manager the authority to transfer amounts not exceeding five percent of the total departmental budget within departments and between departments within funds. This is the legal level of budgetary control. If expenditures exceed appropriations by less than five percent of the total department budget, no formal Council approval procedure is required by the City budget ordinance. However, the City Council reviews all departmental budget activity on a regular basis and must approve all over expenditures of appropriations or transfer of appropriated amounts. All unencumbered appropriations lapse at the end of the fiscal year.

CAPITAL INVESTMENTS PLAN AND BUDGET

The Capital Investments Plan is a five-year plan for the purchase of property, equipment, and public improvements that are of a permanent nature. The City proposes a five-year Capital Investments Plan annually. The capital investments budget is a one-year appropriation of expenditures from the Capital Investments Plan and is normally funded from bond proceeds, grants, and operating funds. Capital expenditures are those which are not a current expense and have a period of usefulness of at least five years. Such items include projects requiring debt obligation, acquisitions or lease of land, purchase of major equipment or vehicles, construction of buildings or facilities, and major improvements.

CRITERIA

Capital outlays are major projects undertaken by the City that generally fit within one or more of the following categories:

All projects requiring debt obligation or borrowing

Any acquisition or lease of land

Purchase of major equipment and vehicles ordered in excess of \$25,000 with a life expectancy of five years or more

Construction of new buildings or facilities including engineering, design, and other pre-construction costs with an estimated cost in excess of \$25,000

Major building improvements that are not routine expenses and that substantially enhance the value of a structure

Major equipment or furnishings required to furnish new buildings or other projects

Major projects that are generally not recurring on a "year in, year out" basis

Projects costing more than \$1,000 but less than \$25,000 are included with the operating budget (minor capital).

All vehicles requested for replacement were inspected by Fleet Maintenance staff. Each vehicle's brake system, fuel system, suspension, steering mechanism, coupling devices, and operating systems were checked for condition and rated good, fair, or poor. Repair estimates were also included if any of the vehicle systems required maintenance. Any vehicles with a rating of good or fair were not replaced.

BUDGET POLICY GUIDELINES

The City of Dover follows numerous policy guidelines when preparing the budget. The most significant guidelines follow:

The budget should be balanced with current revenues being equal to or greater than current expenditures/expenses. The following approaches are employed to balance the budget in order of priority: improve productivity, create new service fees, raise existing service fees based on the cost of services, eliminate programs, increase property taxes, and lastly, reduce or eliminate services.

The tax rate should be competitive with nearby cities and cities of comparable size. The rate should produce revenue adequate to pay for approved City services. Qualified senior citizens receive a \$50,000 exemption from assessed value.

The General Fund shall realize returns from the Enterprise Funds. The returns should not sacrifice improvements to the utilities. The budget includes transfers of \$10,000,000 from the Electric Fund and \$500,000 each from the Wastewater and Water Funds for a total transfer from the Utility Funds to the General Fund of \$11,000,000. This makes up a combined 23.5% of the General Fund revenues.

Contingency Funds shall be maintained in the General, Wastewater, Water, and Electric Funds. These contingencies should be adequate to handle unexpected expenditures/expenses. The General, Wastewater, and Water Funds should maintain an amount equal to at least two percent of the current year operating revenues. The Electric Revenue Fund should maintain an amount equal to at least one percent of the current year operating revenues. The City may only use monies in the contingency funds in times of unforeseen emergency expenditures.

Investments made by the City will address safety, liquidity, and yield. Interest earned from investment of available funds will be distributed to funds according to ownership of the invested funds. The City's investment policy authorizes investment of City funds in U.S. Government Securities, fully insured or fully collateralized Certificates of Deposit with federally insured institutions, the State investment pool, and Repurchase Agreements.

Utility rates are reviewed annually to ensure that they will generate revenues adequate to cover operating expenses, meet the legal requirements of bond covenants, and allow adequate capital replacement.

EXPLANATION OF FUNDS

The accounting policies of the City conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

- Basis of Presentation - Fund Accounting

The accounts of the City are organized based on funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into eight generic fund types and four broad fund categories as follows:

The City reports the following major governmental fund:

General Fund: The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

The City reports the following major proprietary funds:

Electric Revenue Fund: This fund incorporates all transactions related to the generation transmission and distribution of electricity. The Energy Authority (TEA) is contracted to manage the City's power procurement, and North American Energy Services (NAES) is contracted to operate and maintain Dover's electric generators at the McKee power plant and the Van Sant unit.

Wastewater Fund: This fund accounts for transactions related to wastewater services, including the payment of fees to Kent County for the treatment of sewage.

Water Fund: This fund accounts for transactions related to water services. The City also holds lease agreements with cell phone companies for equipment placed on City water towers.

The City reports the following non-major funds:

Internal Service Fund: The City has created one internal service fund to account for the activities related to self-insured Workers Compensation. Receipts are provided from contributions by the City's three major funds. Expenses are related to payment of claims, premiums, and administration costs. Actuarial analyses are completed triennially to insure enough reserves for claims for the Workers Compensation Fund.

Special Revenue Funds: These funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Fiduciary Funds: Fiduciary funds consist of trust and agency funds and are used to report assets held by the City in a trustee or agency capacity for others. These funds are, therefore, not available to support City programs.

The City is the trustee for the City's two pension plans, the Police Pension Fund and the Employee Pension Fund.

Agency funds are used to account for assets held by the City as an agent for individuals, private organizations, or other governments. The City has six agency funds: Dover Parking Authority, Library Consortium, Dover Arts Council, Downtown Dover Development Corporation, Main Street Dover, Inc., Dover Days, and Fourth of July Celebration Committee.

The City allocates the costs of certain governmental services to the costs of business-type activities (indirect expense allocation). These costs include allocated amounts of City management, centralized budgetary formulation and oversight, accounting financial reporting, information technology, payroll, procurement, contracting and oversight, investing and cash management, personnel services, etc. The allocations are charged to the business-type activities based on the use of these services. As a matter of policy, the costs of certain governmental functions are not allocated to the business-type activities such as public safety, library, recreation, permitting, inspections, streets, sanitation, community, and economic development.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made regardless of the measurement focus applied.

All Governmental Funds, Expendable Trusts, and Agency Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Revenues that are susceptible to accrual include property taxes and billable service charges. All other revenues are accounted for when they are received.

Property taxes are recognized in the fiscal period for which they are levied provided they are "available" – i.e., they are collected in the current period or are expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The City considers all revenues reported in the government funds to be available if the revenues are collected with 60 days after year-end, except for trash collection, which has a 30-day collection period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. The exception to this general rule is principal and interest on general long-term debt which is recognized when due. Also, claims and judgments and compensated absences are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

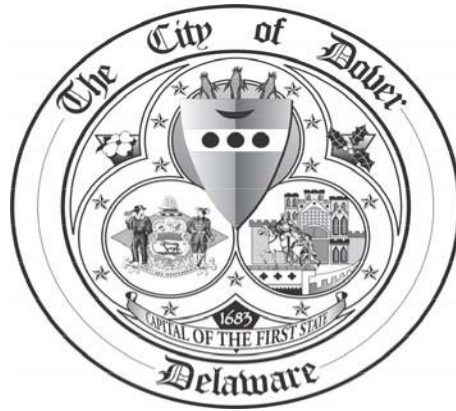
The government-wide financial statements as well as all proprietary and fiduciary trust funds are accounted for using the accrual basis of accounting and the economic resources measurement focus. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

BUDGETARY BASIS OF ACCOUNTING

The City prepares the budget for Governmental Fund types in which the expenditures are estimated based on liabilities for goods and services to be incurred during the fiscal year. Revenues for the General Fund are budgeted on a cash basis except for property taxes and billable services, which are on a modified accrual basis. Under the cash basis of budgeting transactions are recognized only when cash is received. Under modified accrual basis revenues are recorded when they are earned (whether cash is received at the time). The expenditures are accounted for when the purchase orders are issued. Encumbrances are established when purchase orders are issued and accounted for as a designation of fund balance at year-end. The budget is amended in the subsequent year for the outstanding encumbrances of the prior year.

Budgets for the Electric Revenue Fund, Water/Wastewater Fund, and Internal Service Fund are prepared on an accrual basis. Revenues are recorded when they are earned, and expenditures are recorded when goods and services are received whether cash disbursements are made at the time or not. Budgets are prepared under the assumption that the principal redemption of long-term debt must be assumed by Enterprise Fund activity in conformity with the bond ordinance.

The budget is presented in this document in the legal budget format (non-GAAP) adopted by the City. Under this method: Capital outlays are considered expenditures; grants are considered as revenues and not contributions to capital; depreciation is not budgeted; debt service proceeds are considered to be revenues, not an increase in liabilities; debt payments are shown as expenditures rather than reductions of liabilities; proceeds from the sale of assets are considered revenue, however, the gain or loss is not.



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CITY OF DOVER FINANCIAL POLICIES



Amended June 24, 2019

CITY OF DOVER, DELAWARE

FINANCIAL POLICIES

The purpose of these policies is to present a standardized set of principles that the City follows in managing its financial and budgetary affairs. These are general statements of policies, which represent long-standing principles, traditions, and practices that will be used to guide the City in maintaining financial stability. It will be the responsibility of the Finance Department to ensure the financial objectives of these policies are maintained.

Revenue Policy

1. The City will strive to maintain a broad and diversified revenue base that will equitably distribute the burden of supporting City services and will protect the City from short-term fluctuations in any one revenue source.
2. The City will actively support economic and industrial development recruitment and retention efforts to provide for a solid revenue base.
3. The City will maintain timely collection systems and implement necessary enforcement strategies to collect revenues from available sources.
4. The City will establish user fees and charges for services, when feasible, at levels related to the cost of providing the services. The City will review the fees and charges every three to five years to determine modifications needed to keep pace with the cost of providing the services. Property Tax Rates are set annually
5. The City will establish, when feasible, self-supporting enterprise funds and intergovernmental service funds in which a relationship between revenues and expenditures clearly exists.
6. The City will project current revenues on a conservative basis so the actual revenues will consistently meet or exceed budgeted revenues. Revenues greater or less than the original budget will flow through to the audited Ending Budget Balance.
7. The City will maintain a budgetary control system and will prepare reports, which compare actual revenues to budgeted amounts.
8. The City will limit the designation of General Fund revenues for specified purposes to maximize flexibility in budgeting and revenue utilization.
9. The City will review annually and revise, where necessary, its cost allocation formulas, i.e. internal service departments.
10. Upon satisfying all rate covenants the City will provide operating transfers to the General Fund. From the Water/Wastewater Utility no greater than \$1,000,000 and from the Electric Utility no greater than \$10,000,000.

Expenditure Policy

1. Basic and essential services provided by the City will receive priority for funding, i.e. Public Safety & Health, Utilities, Streets, & Sanitation.
2. A report of the expenses of the Public Safety categories that have been identified will be presented to City Council two (2) times; once upon delivery of the proposed budget in May and the other upon the adoption of the budget in July. The report will map the revenues that have been identified to support the expenses, how much of a gap there is, and what the trend is for closing the gap over a 20-year period. The revenues will be the direct revenues of those programs and the Property Tax Revenue, excluding BID taxes.
3. The City will adopt a balanced budget, by fund, for all funds maintained by the City, in which total anticipated revenues must equal or exceed the budgeted expenditures, less capital transfers, for each fund. The Beginning Budget Balance will not be considered a revenue source.
4. The City will maintain a budgetary control system to ensure adherence to the original adopted budget and will prepare reports, which compare actual expenditures to budgeted amounts. Expenditures greater or less than the original adopted budget will flow through the audited Ending Budget Balance.
5. The City will restrict the use of appropriations as follows:
 - Funds appropriated for personnel expenses shall be restricted to use as personnel expenses. Any personnel savings at the end of each fiscal year will be re-appropriated in the next fiscal year to be transferred to the City's capital funds or unfunded retirement liabilities as approved by City Council;
 - Funds appropriated as capital expenses shall be restricted to use as capital expenses;
 - Funds appropriated as operating expenses shall be restricted to use as operating expenses;
 - All requests for additional personnel shall be accompanied with a five-year estimate on the costs of such position(s), including salaries and other employment costs (OEC's);
6. The City will refrain from budgeting revenues derived from infrequent and unanticipated transactions for ongoing expenses. These revenues will be set aside for asset replacement or as otherwise directed by Council.
7. The City will provide access to medical, dental, vision, life, AD & D, and short-term disability insurance for its employees. The cost for these benefits will be a shared responsibility between the City and its employees as outlined in the City Personnel Handbook or collective bargaining agreements
8. The City will provide access to medical and dental insurance for its retirees and their families. The cost for these benefits will be a shared responsibility between the City and its retirees as outlined in the City Personnel Handbook or collective bargaining agreements.

9. The City will provide access to appropriate retirement plans for its employees. The City will make contributions for eligible employees at the actuarial determined percentage defined for each of the respective retirement plans.
10. The City will establish an Other Post-Employment Benefit Fund (OPEB). The City will make contributions for eligible employees and retirees at the actuarial determined rates or percentages to fund future retiree medical benefits.

Debt Policy

1. The City will maintain a debt management policy and full disclosure on financial reports.
2. The City will maintain communications with bond rating agencies and continue to strive for improvements in the City's bond rating.
3. The City will adhere to its debt covenants.
4. The City will review its debt capacity every three (3) years.
5. The City will pay for all capital projects and capital improvements on a pay-as-you-go basis using current revenues if possible. If a project or improvement cannot be financed with current revenues, long-term debt or use of reserves will be recommended.
6. The City will refrain from issuing long-term debt for a period in excess of the expected useful life of the capital project.
7. The City will use special assessment revenue or other self-supporting bonds instead of general obligation bonds, when practical.
8. The City will seek refinancing of outstanding debt if it is determined that the City will benefit by reduced interest expense over the remaining life of the bonds.

Budget Balance/Reserve Policy – General Fund

1. The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 12% of the current year operating revenues for the General Fund, excluding the carry forward balance. The purpose of the budget balance is to meet temporary fluctuations in cash flows and to provide a cushion for loss of revenues until operating changes can be implemented. If the final Budget Balance exceeds the amount as approved in the budget ordinance, such funds shall be used to provide for capital purchases, unfunded retirement liabilities, or as otherwise designated by City Council. The City may use monies in the Budget Balance only in times of fiscal and economic hardship.
2. Once achieved, at no time should the City's budget balances fall below their specified percentages. If a shortfall occurs in the budget balance and immediately restoring the balances to the specified percentage would cause an extreme burden on the taxpayers, the budget balance may, with the City Council's approval, be restored to the specified percentage within one (1) year, but in any case, no longer than three (3) years.

3. The City will maintain a minimum reserve, in a contingency account, of at least \$700,000. The City may only use monies in the contingency accounts to cover emergencies of a non-recurring nature that are over and above the normal course of operations. Examples are uninsured losses, storms or hurricane damages. The Contingency Reserve will not be used to balance the operating budget.
4. The total of the General Fund budget and contingency balances shall not exceed 17% (~ 2 months) of Budgeted Operating Revenues.
5. The City will create a Capital Asset Replacement account for Governmental Fund asset procurements. Optimally, the amount set aside for future asset replacements should equal the annual depreciation of the current assets. (Annual Depreciation is approximately \$3.5 million per year). The City will appropriate excess (amounts greater than budgeted) revenues to fund this account, or if the balance is less than the \$500,000 minimum, \$200,000 per annum until such time the minimum balance is replenished.
6. The City will create a General Capital Project Fund to account for all General Government asset procurements and projects. The City will provide operating fund transfers and/or debt proceeds for each fiscal year's Capital Investment Plan. All vehicle and equipment purchases under \$25,000 will be budgeted on a pay as you go basis.

Budget Balance/Reserve Policy – Wastewater Fund

1. The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 17% (two months) of the current year operating revenues for Wastewater Utility Funds, excluding the carry forward balance. The purpose of the budget balance is to meet temporary fluctuations in cash flows and to provide a cushion for loss of revenues until operating changes can be implemented. If the final Budget Balance exceeds the amount as approved in the budget ordinance, such funds shall be used to provide for capital purchases, unfunded retirement liabilities, or as otherwise designated by City Council. The City may use monies in the Budget Balance only in times of fiscal and economic hardship.
2. Once achieved, at no time should the City's budget balances fall below their specified percentages. If a shortfall occurs in the budget balance and immediately restoring the balances to the specified percentage would cause an extreme burden on the ratepayers, the budget balance may, with the City Council's approval, be restored to the specified percentage within one (1) year, but in any case, no longer than three (3) years.
3. The City will maintain a minimum reserve, in a contingency account, of at least \$250,000 for the Wastewater Fund. The City may only use monies in the contingency accounts to cover emergencies of a non-recurring nature that are over and above the normal course of operations. Examples are uninsured losses, storms or hurricane damages. The Contingency Reserve will not be used to balance the operating budget.
4. The total of the Wastewater Fund budget and contingency balances shall not exceed 25% (3 months) of Budgeted Operating Revenues.
5. The City will maintain a Capital Asset Replacement account to cover replacement or procurement of assets of the utility. Optimally, the amount set aside for future asset

replacements should equal the annual depreciation of the current assets. The City will maintain a minimum balance of \$500,000 for Capital Asset Replacements. The City will appropriate excess revenues to fund this account, or if the balance is less than the minimum \$100,000 per annum for each utility until such time the minimum balance is achieved.

6. The City established by ordinance on December 17, 1996 the Wastewater Impact Fee Reserve to provide for future expansion of the City's wastewater system due to increased demand. The ordinance further provides for debt service payments attributed to wastewater expansion projects to be funded by the current year's collection of Impact Fees and the remainder to be deposited into the reserve account. The City shall maintain a minimum of 20% of wastewater revenues in the Impact Fee Reserve account. Amounts used to finance projects shall be replenished by the operating revenues of the Wastewater Fund over the succeeding seven years of any project completion.
7. The Wastewater Improvement & Extension Fund budget balance shall be no less than \$200,000 of the current fiscal year's appropriation for wastewater projects to allow for project variances and change orders; a 10% contingency shall be included in project budgets greater than \$250,000 if the Department Head determines it to be appropriate. All vehicle and equipment purchases under \$25,000 will be budgeted on a pay as you go basis. The City Manager shall make the necessary budget amendments in accordance with the City of Dover Purchasing & Budget Amendment Policies.

Budget Balance/Reserve Policy – Water Fund

1. The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 17% (two months) of the current year operating revenues for the Water Utility Fund, excluding the carry forward balance. The purpose of the budget balance is to meet temporary fluctuations in cash flows and to provide a cushion for loss of revenues until operating changes can be implemented. If the final Budget Balance exceeds the amount as approved in the budget ordinance, such funds shall be used to provide for capital purchases, unfunded retirement liabilities, or as otherwise designated by City Council. The City may use monies in the Budget Balance only in times of fiscal and economic hardship.
2. Once achieved, at no time should the City's budget balances fall below their specified percentages. If a shortfall occurs in the budget balance and immediately restoring the balances to the specified percentage would cause an extreme burden on the ratepayers, the budget balance may, with the City Council's approval, be restored to the specified percentage within one (1) year, but in any case, no longer than three (3) years.
3. The City will maintain a minimum reserve, in a contingency account, of at least \$250,000 for each of the Water Funds. The City may only use monies in the contingency accounts to cover emergencies of a non-recurring nature that are over and above the normal course of operations. Examples are uninsured losses, storms or hurricane damages. The Contingency Reserve will not be used to balance the operating budget.
4. The total of the Water Fund budget and contingency balances shall not exceed 25% (3 months) of Budgeted Operating Revenues.

5. The City will maintain a Capital Asset Replacement account to cover replacement or procurement of assets of the utility. Optimally, the amount set aside for future asset replacements should equal the annual depreciation of the current assets. The City will maintain a minimum balance of \$500,000 for Capital Asset Replacements. The City will appropriate excess revenues to fund this account, or if the balance is less than the minimum \$100,000 per annum for each utility until such time the minimum balance is achieved.
6. The City established by ordinance on February 1, 2008 the Water Impact Fee Reserve to provide for future expansion of the City's water system due to increased demand. The ordinance further provides for debt service payments attributed to water system expansion projects to be funded by the current year's collection of Impact Fees and the remainder to be deposited into the reserve account. The City shall maintain a minimum of \$1.5 million of water revenues in the Impact Fee Reserve account. Amounts used to finance projects shall be replenished by the operating revenues of the Water Fund over the succeeding seven (7) years of any project completion.
7. The Water Improvement & Extension Fund budget balance shall be no less than \$200,000 of the current fiscal year's appropriation for water projects to allow for project variances and change orders; a 10% contingency shall be included in project budgets greater than \$250,000 if the Department Head determines it to be appropriate. All vehicle and equipment purchases under \$25,000 will be budgeted on a pay as you go basis. The City Manager shall make the necessary budget amendments in accordance with the City of Dover Purchasing & Budget Amendment Policies.

Budget Balance/Reserve Policy – Electric Revenue Fund

1. The City will strive to maintain a minimum Budget Balance, of at least 12% (45 days) of the current year operating revenues for the Electric Revenue Fund, excluding the carry forward balance and power cost adjustments. The purpose of the budget balance is to meet temporary fluctuations in cash flows and to provide a cushion for loss of revenues until operating changes can be implemented. If the final Budget Balance exceeds the amount as approved in the budget ordinance, such funds shall be used to provide for capital purchases, unfunded retirement liabilities, or as otherwise designated by City Council. The City may use monies in the Budget Balance only in times of fiscal and economic hardship.
2. Once achieved, at no time should the City's budget balances fall below their specified percentages. If a shortfall occurs in the budget balance and immediately restoring the balances to the specified percentage would cause an extreme burden on the ratepayers, the budget balance may, with the City Council's approval, be restored to the specified percentage within one (1) year, but in any case, no longer than three (3) years.
3. The City will maintain a minimum reserve, in a contingency account, of at least \$750,000 for the Electric Revenue Fund. The City may only use monies in the contingency accounts to cover emergencies of a non-recurring nature that are over and above the normal course of operations. Examples are uninsured losses, storms or hurricane damages. The Contingency Reserve will not be used to balance the operating budget.
4. The total of the combined Electric Revenue Fund budget and contingency balances shall not exceed 25% (3 months) of Budgeted Operating Revenues.

5. The City has established by bond covenant an account to cover insurance deductibles on the electric transmission and distribution system or the generating plants. The City shall maintain a minimum balance of \$750,000 to cover various deductibles.
6. Recognizing price fluctuations in the wholesale power markets the City has established a rate stabilization reserve. The purpose of using such a reserve is to level off the fluctuations in the wholesale power supply market and in turn provide stable rates to our customers. In those instances where the actual cost of power supply and generation are less/more than the budgeted cost of power supply and generation, the City will transfer the difference to/from the Rate Stabilization Reserve. The balance shall be maintained at a minimum of 10% not to exceed 20% of the purchase power cost in any given year. If the reserve balance exceeds the 20% maximum, a credit will be applied to the power cost adjustment over the next three (3) fiscal years.
7. The Electric Improvement & Extension Fund budget balance shall be no less than \$200,000 of the current fiscal year's appropriation for electric system projects to allow for project variances and change orders; a 10% contingency shall be included in project budgets greater than \$250,000 if the Department Head determines it to be appropriate. All vehicle and equipment purchases under \$25,000 will be budgeted on a pay as you go basis. The City Manager shall make the necessary budget amendments in accordance with the City of Dover Purchasing & Budget Amendment Policies.
8. The City has established an account to provide for capital financing of Future Capacity or system expansion. The City shall maintain a balance equivalent to the value of 10% growth in capacity at any given time, or no less than \$10,000,000. Amounts used to finance projects shall be replenished by the operating revenues of the Electric Revenue Fund over the succeeding seven years of any project completion.
9. The City has established an account to provide for replacement or procurement of utility system assets, otherwise known as Depreciation Reserve. Optimally, the amount set aside for future asset replacements should equal the annual depreciation of the current assets. The City will maintain a minimum balance of \$10,000,000. The primary purpose of this account is to provide partial or all financing of major capital projects and minimize debt service payments. The account is also intended to cover unforeseen capital replacements due to equipment breakdowns, storms or hurricane damages. Amounts used to finance projects shall be replenished by the operating revenues of the Electric Revenue Fund over the succeeding seven (7) years of any project completion
10. The total of the combined Electric Revenue and Electric Improvement & Extension Fund budget and reserve balances shall be benchmarked at 50% Budgeted Operating Revenues. Operating Fund Budget Balance and Reserves shall be adjusted to appropriate levels through adjustments in the operating budget. Improvement & Extension Fund Budget Balance and Reserves shall be adjusted in accordance with the Capital Improvement Plan.

Investment and Cash Management Policy

1. The City will deposit all receipts on a timely basis in interest bearing accounts.

2. The City will strive to maximize the return on its investment portfolio without jeopardizing principal amounts.
3. The City will limit its investments to the types of securities provided for by Delaware statutes.
4. The City will diversify its investments by maturity date to protect against market fluctuations.
5. The City will purchase securities from qualified institutions based on competitive bids in an effort to obtain the highest available rates.
6. The City will maintain an Investment Policy based on prudent investment practices and will monitor all investment managers' compliance with policy objectives.

Capital Improvement Policy

1. The City will prepare and update, as needed a five-year Capital Improvements Program (CIP) which will provide for the orderly maintenance, replacement, and expansion of capital assets.
2. The CIP will identify long-range capital projects and capital improvements of all types, which will be coordinated with the annual operating budget to maintain full utilization of available revenue sources.
3. When preparing the CIP, the City will seek to identify all viable capital projects and capital improvements required during the subsequent five-year period. These projects and improvements will be prioritized by year and by funding source.
4. Every attempt will be made to match projects and improvements with available funding sources. Future operating costs and savings associated with a project or an improvement will also be given consideration in the establishment of priorities.
5. When appropriate, the City will seek Federal, State, and other funding to assist in financing capital projects and capital improvements.
6. The City will incorporate the reasonable findings and recommendations of other cities' Boards, Commissions, Committees, and Citizen Task Forces, as they relate to capital projects and improvements.
7. The City will seek input from the public by holding public hearings in relation to the establishment of projects and project priorities.

Financial Reporting Policy

1. The City's accounting system will maintain records in accordance with accounting standards and principles outlined by the Governmental Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and the State of Delaware.
2. The City will employ an independent accounting firm to perform an annual audit of the City's finances and make the annual audit available to all required and interested parties.

3. The City will produce monthly and quarterly financial statements reporting the current periods' activity for all funds maintained by the City.
4. The City will prepare an annual budget document that provides a basic understanding of the City's planned financial operations for the coming fiscal year. Copies of the proposed and final budget will be made available to all interested parties and opportunities will be provided for citizen input prior to final decisions on the budget.
5. The City will place continued emphasis on review and maintenance of an accounting system which provides strong internal budgetary and accounting controls designed to provide reasonable assurance, but not absolute, assurance regarding:
 - (a) the safeguarding of assets against loss from unauthorized use or disposition and,
 - (b) the reliability of financial records for preparing financial statements and reports, and the maintaining accountability for assets.
6. The City will seek annual renewal of the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

Adoption:

Approval by City Council: January 28, 2002

Most recent amendments:

1. Amended by City Council on September 8, 2014
2. Amended by City Council on October 12, 2015
3. Amended by City Council on June 24, 2019

FUND SUMMARIES

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

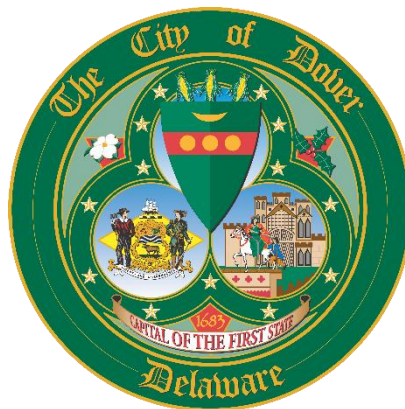
ALL FUNDS SUMMARY

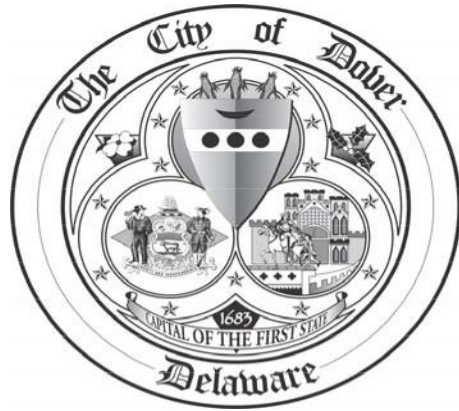
GENERAL FUND

WATER FUND

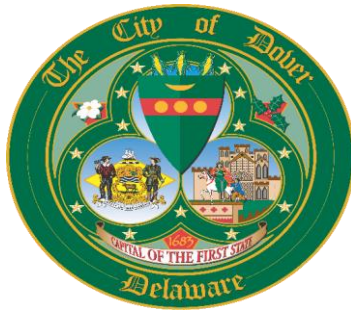
WASTEWATER FUND

ELECTRIC FUND





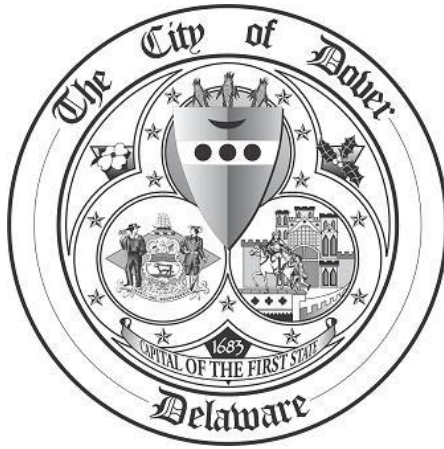
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City of Dover Fiscal Year 2021 Recommended Budget

Budget Highlights & Discussion Points

June 1, 2020



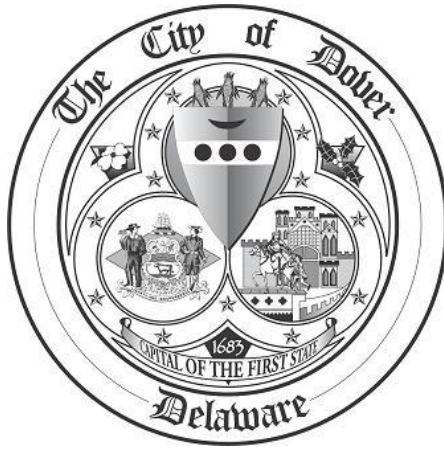
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City of Dover
All Funds Summary
Fiscal 2021 Recommended Budget

Fund or Reserve Account	Beginning Balances	Revenues/ Transfers In	Expenses/ Transfers Out	Ending Balances
1 <u>General Fund</u>				
2 Operating Fund	\$ 5,813,100	\$ 44,944,700	\$ (46,333,300)	\$ 4,424,500
3 Contingency Account	775,000	2,000	-	777,000
4 Capital Project Fund	369,100	6,682,100	(4,867,800)	2,183,400
5 Capital Asset Reserve	1,011,200	-	(346,400)	664,800
6 Parkland Reserve	85,300	-	-	85,300
7 Total General Fund	<u>8,053,700</u>	<u>51,628,800</u>	<u>(51,547,500)</u>	<u>8,135,000</u>
8 <u>Water Fund</u>				
9 Operating Fund	1,218,900	7,323,600	(7,082,100)	1,460,400
10 Contingency Account	262,900	2,000	-	264,900
11 I & E Fund	3,794,200	1,389,200	(1,225,900)	3,957,500
12 Capital Asset Reserve	550,700	4,200	-	554,900
13 Impact Fee Reserve	1,733,900	4,900	(30,900)	1,707,900
14 Total Water Fund	<u>7,560,600</u>	<u>8,723,900</u>	<u>(8,338,900)</u>	<u>7,945,600</u>
15 <u>Wastewater Fund</u>				
16 Operating Fund	47,900	10,284,300	(8,968,800)	1,363,400
17 Contingency Account	296,500	2,300	-	298,800
18 I & E Fund	242,100	1,241,600	(1,099,000)	384,700
19 Capital Asset Reserve	549,400	4,200	-	553,600
20 Impact Fee Reserve	4,603,600	8,200	(4,800)	4,607,000
21 Total Water Fund	<u>5,739,500</u>	<u>11,540,600</u>	<u>(10,072,600)</u>	<u>7,207,500</u>
22 <u>Electric Fund</u>				
23 Operating Fund *	4,984,200	85,086,900	(79,420,400)	10,650,700
24 Contingency Account	908,300	14,500	-	922,800
25 Insurance Reserve	797,500	12,800	-	810,300
26 Rate Stabilization Reserve	22,348,600	(142,400)	-	22,206,200
27 I & E Fund	15,640,000	7,618,200	(6,195,900)	17,062,300
28 Depreciation Reserve	21,273,700	(675,600)	-	20,598,100
29 Future Capacity Reserve	13,896,600	222,300	-	14,118,900
30 Total Electric Fund	<u>79,848,900</u>	<u>92,136,700</u>	<u>(85,616,300)</u>	<u>86,369,300</u>
31 Less:				
32 Interfund Operating Transfers		(11,000,000)	11,000,000	
33 Capital and Reserve Transfers		(10,995,300)	10,995,300	
34 Interfund Allocations		3,016,200	(3,016,200)	
35 Subtotal Major Operating Funds	101,202,700	145,050,900	(136,596,200)	109,657,400
36 Workers Compensation	1,444,700	1,012,400	(724,000)	1,733,100
37 Community Transportation Fund	-	500,000	(500,000)	-
38 Police Grants	50,000	785,000	(835,000)	-
39 Library Grants	-	277,700	(277,700)	(0)
40 CDBG	2,500	332,443	(281,843)	53,100
41 Total All Funds & Reserves	<u>\$102,699,900</u>	<u>\$ 147,958,443</u>	<u>\$ (139,214,743)</u>	<u>\$ 111,443,599</u>

Notes: Special Revenue Funds with receipts that pass over to the General Fund are not individually included.
These are Municipal Street Aid, Civil Traffic Penalties, and Transfer Taxes.

* The Electric Fund Revenues do not include the distribution of prior year's earnings \$5.2 million from the FY20 Beginning Budget Balance as rebated through a Power Cost Adjustment (PCA) credit;



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The Vision

The City of Dover is a place where people want to live! Through the team effort of its elected officials, employees, and citizens, Dover is a clean and safe community, with a future of balanced growth and opportunity where all citizens are heard, enjoy a high quality of life, and diversity is valued.

The Vision

*...Dover is a clean and safe community,
...enjoy a high quality of life...*

This budget document reflects a spending plan for FY21, that maintains the gains for critical service levels from last year and starts a path towards enhanced maintenance of our infrastructure to support the City's taxpayers and citizens beyond FY21.

- This budget **maintains staffing** added last year for maintenance of basic public works such as ditch maintenance, streets, stormwater culverts, catch basins, vegetation/tree maintenance, building inspections and code enforcement.
- This budget anticipates holding the gains in personnel from last year, but due to stagnant revenues, *no additional full-time personnel* are recommended.
- This budget continues with long range **plans to address our aging facilities**, park improvements, and to upgrade HVAC systems in City facilities.
- The budget does not include a self-funding Stormwater Utility. The City will still have to address stormwater infrastructure maintenance and operational requirements as required by Federal and State regulations, but any additional fees will require discussion during FY21 for implementation in late FY21 or in FY22.

The Vision

*...Dover is a clean and safe community,
...enjoy a high quality of life...*

This budget document reflects a spending plan for FY21, ...to support the City's taxpayers and citizens beyond FY21.

- This budget reflects an increased focus on new and upgraded technology for better customer service and greater efficiency.
 - iPlan tables, ARC-GIS upgrades and Electric grid inclusion, radio equipment upgrade, switch to laptop/remote work options, etc.
- This budget implements rate increases in water and wastewater (a.k.a. sewer) for needed improvements to infrastructure as well as establishing a prudent reserve in the wastewater fund over time.
- This budget offsets the increase in water and wastewater fees with an increase in the PCA credit for electric rates.
- This budget reflects the uncertainty of the General Fund revenues by:
 - Reducing the transfer to the Capital fund from \$3.26 million FY20 to a recommendation of \$2.08 million in FY21;
 - Cutting GF CIP from \$6.57 million in FY21 requested CIP to \$4.87 million recommended;
 - Budgeting only 2% raises for Non-bargaining employees; 0% increase in Health Care.

Mission – Planning for the Future

- Create economic opportunities – three prongs
 - ❖ New Businesses
 - ❖ Preserve and Expand Existing Business
 - ❖ Citizens of Dover and local communities with quality jobs

- City buildings and infrastructure
 - ❖ Address space needs and energy efficiencies
 - ❖ Address code compliance for City structures
 - ❖ Look to the future needs and opportunities

- Quality of Life and Collaboration with Partners
 - ❖ Restore Central Dover – lighting, cleanup, events
 - ❖ Safe streets and neighborhoods
 - ❖ Park amenities for families
 - ❖ Increased funds for demolition of dangerous buildings

- Utilities
 - ❖ Continue to address water quality
 - ❖ Address aging water & wastewater infrastructure
 - ❖ Develop a stormwater strategy
 - ❖ Establish partnerships in new generation technologies and renewables

Executive Summary

- General Fund
 - ✓ Property Tax – No rate increase (reassessment → decreased rate)
 - ✓ No new full-time positions; kept additions from prior year
 - ✓ Major Improvements in Dover Park (FY21 – FY22) and Schutte Park (FY22)
 - ✓ Development of a Stormwater Utility for consideration in Winter 2021
- Water Utility – separate Fund since FY20
 - ✓ Cost of service and rate increases start in FY21
 - ✓ Proposed to meet future revenue requirements for operations and capital maintenance
 - ✓ Allows for needed improvements and to preserve prudent reserves
 - ✓ Lowest volume users will see a decrease in their bill
 - ✓ Completion and full operation of the Water Treatment Facility
- Wastewater Utility – separate Fund since FY20
 - ✓ Cost of service and rate increases start in FY21
 - ✓ Proposed to meet future revenue requirements for operations and capital maintenance
 - ✓ Allows for needed improvements and to preserve prudent reserves
- Electric Fund
 - ✓ Decommissioning of McKee 3 during FY21 – FY 23
 - ✓ Secure Solar energy PPAs for 25 years.
 - ✓ Increase in PCA Credit (to \$.00700/kwh)
 - ✓ Offset Water and Wastewater rate increases for most customers
 - ✓ Increased credit the sent back to customers from FY20 PCA (\$.00382/kwh)

Policy Compliance

- Revenue Policy
 - #6 – The City will project current revenues on a conservative basis so the actual revenues will consistently meet or exceed budgeted revenues. Revenues greater or less than the original budget will flow through to the audited Ending Budget Balance.
 - *Last year's General Fund revenues did not meet budgeted revenues at least in part due to loss of Recreation Revenues, Transfer Tax Revenues and Police Extra Duty Revenues. Permits and other fees were also down substantially.*
- Expenditure Policy
 - #3 –The City will adopt a balanced budget, by fund, for all funds maintained by the City, in which total anticipated revenues must equal or exceed the budgeted expenditures, less capital transfers, for each fund.
 - *Due to tight revenues and increasing expenditures, the General Fund budgeted anticipated budget balance under the maximum amount allowed.*
- Budget Balance Policy – General Fund
 - #1 – The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 12% of the current year operating revenues for the General Fund, excluding the carry forward balance. (8.33% = 1 month, 12% = 45 days)
- Budget Balance Policy – Water Fund
 - #1 – The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 17% of the current year operating revenues for the Water Fund, excluding the carry forward balance. (17% = 2 months)
- Budget Balance Policy – Wastewater Fund
 - #1 – The City will strive to maintain a minimum Budget Balance, of at least 8% and no greater than 17% of the current year operating revenues for the Wastewater Fund, excluding the carry forward balance. (17% = 2 months)
- Budget Balance Policy – Electric Fund
 - #1 – The City will strive to maintain a minimum Budget Balance, of at least 12% of the current year operating revenues for the Electric Fund, excluding the carry forward balance.

Policy Compliance as Recommended

	General Fund	Water Utility	Wastewater Utility	Water and Wastewater Fund	Electric Fund *
Revenues	44,944,700	\$7,323,600	\$10,284,300	\$17,607,900	\$85,086,900
Expenses	(46,416,200)	(7,082,100)	(8,968,800)	(16,050,900)	(79,420,400)
Surplus/(Deficit)	(\$1,471,500)	\$241,500	\$1,315,500	\$1,557,000	\$5,666,500
Ending Budget Balance	4,341,600	\$1,460,400	\$1,363,400	\$2,823,800	\$10,650,700
% of Revenue	9.7%	19.9%	13.3%	16.0%	12.5%
Beginning Budget Balance	5,813,100	\$1,218,900	\$47,900	\$1,266,800	\$10,230,300
Less PCA Credit					(5,246,100)
Adjusted Beginning Budget Balance					\$4,984,200
Capital Improvement Transfers	\$2,078,100	\$1,300,000	\$1,200,000	\$2,500,000	\$5,000,000

Revenue Policy #6	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Budget Balance Policy #1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Expenditure Policy #3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

* The Electric Fund Revenue does not include the distribution of prior fiscal year earnings, The FY21 Beginning Budget Balance is reduced \$5.2 million to rebate prior year revenues through a Power Cost Adjustment (PCA) credit;

	<u>2019/20</u> <u>APPROVED</u>	<u>2020/21</u> <u>REQUESTED</u>	<u>2020/21</u> <u>RECOMMENDED</u>
Operating Budgets			
Expenditures less Capital Transfers			
General Fund	\$43,601,200	\$45,601,800	\$44,255,200
Water Fund	5,679,600	5,831,600	5,782,100
Wastewater Fund	8,674,300	7,939,300	7,768,800
Electric Revenue Fund	<u>77,899,400</u>	<u>74,723,700</u>	<u>73,420,400</u>
Total Operating Budgets	\$135,854,500	\$134,096,400	\$131,226,500
Capital Budgets			
General Fund	\$4,904,000	\$6,572,100	\$4,867,800
Water Fund	1,520,100	1,387,400	1,225,900
Wastewater Fund	2,302,600	1,518,000	1,099,000
Electric Revenue Fund	<u>7,058,645</u>	<u>6,355,900</u>	<u>6,355,900</u>
Total Capital Budgets Budgets	\$15,785,345	\$15,833,400	\$13,548,600
Grand Total Major Funds	<u>\$151,639,845</u>	<u>\$149,929,800</u>	<u>\$144,775,100</u>

City of Dover
Major Rate & Fee Trends

GENERAL FUND	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Proposed 2020/21
Property Tax Rate Approved	\$0.3378	\$0.3378	\$0.3378	\$0.4050	\$0.4050	\$0.4050	\$0.4050	\$0.4400	\$0.4050
Proposed Property Tax Rate Increase				\$0.0551				\$0.0350	(\$0.0350)
Trash Fees (in City)	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$21.00	\$21.00	\$21.00	\$21.00
Trash Fees (outside City)	\$42.75	\$42.75	\$42.75	\$42.75	\$42.75	\$54.00	\$0.00	\$0.00	\$0.00
Transfer from Electric Utility	\$8 million	\$8 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million	\$10 million
% of Electric Fund Revenues	8.3%	9.6%	12.5%	12.2%	12.3%	12.2%	12.2%	11.8%	11.8%
% of General Fund Revenues	22.3%	22.5%	25.7%	23.9%	23.7%	23.4%	23.4%	22.0%	21.4%
Transfer from Water/Wastewater Utility	\$500,000	\$500,000	\$500,000	\$850,000	\$875,000	\$900,000	\$1,000,000	\$1,000,000	\$1,000,000
% of Water/Wastewater Fund Revenues	3.7%	3.6%	3.4%	5.7%	5.7%	5.8%	5.8%	6.3%	5.7%
% of General Fund Revenues	1.4%	1.1%	1.3%	2.0%	2.1%	2.1%	2.1%	2.2%	2.1%
WATER/WASTEWATER FUND									
Water per 1,000 gal (Tier 1)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$2.49
Water per 1,000 gal (Tier 2)									\$3.11
Water per 1,000 gal (Outside City Tier 1)	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$3.74
Water per 1,000 gal (Outside City Tier 2)									\$4.67
Water Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00
Wastewater per 1,000 gal. Charge	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.65	\$2.84
Wastewater per 1,000 gal (Outside City)	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$3.98	\$4.25
Wastewater Customer Charge	\$1.25	\$1.25	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50	\$5.00
Kent County Sewer Treatment Fee - Rate set by County	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.34	\$2.58	\$2.58
Kent County Sewer Adjustment (I & I flows)	\$1.05	\$1.05	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	\$1.61
ELECTRIC FUND									
Residential Rates	\$0.1316	\$0.1204	\$0.1204	\$0.1203	\$0.1203	\$0.1203	\$0.1206	\$0.1206	\$0.1209
Increase %	-3.5%	-8.5%	0.0%	-0.1%	0.0%	0.0%	0.2%	0.0%	0.2%
Power Cost Adjustment					(\$0.00252)	(\$0.00855)	(\$0.00382)	(\$0.00382)	(\$0.00700)
Electric Fund Customer Charge	\$5.00	\$5.00	\$5.00	\$7.50	\$7.50	\$7.50	\$8.46	\$8.46	\$9.42
Reconnect Fees	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100	\$50 - \$100
Return Check Fees	\$25	\$25	\$25	\$40	\$40	\$40	\$40	\$40	\$40

Major Operating Funds Personnel

- ***No staff (FTE) increases are recommended.***
- Pay increases and progression steps in accordance with collective bargaining agreements; Non-Bargaining increases of 2% preserved.
- State Health Plan calls for no increase
- Retirement payouts
 - Some known retirements (City Manager, IT Director, etc.) are budgeted
 - Others will be absorbed by attrition and new hires put on hold until such time the budget will cover the position. Exceptions will be reviewed by the City Manager, Controller/Treasurer and Department Head.
- Negotiations with AFSCME and IBEW still pending.
- Possible to review at mid-year for key positions (additional street sweeper, police officers, addition planning and inspection staff.)

Personnel Request

<u>REQUESTED STRATEGIC POSITIONS</u>			
<u>DEPARTMENT</u>	<u>FTE</u>	<u>POSITION</u>	<u>SALARY/BENEFITS</u>
CITY CLERK	1.0	ASST TO DIR OF COUNCIL AFFAIRS & CON SERV	\$ 63,100.00
PLANNING	1.0	SECRETARY II	\$ 54,700.00
PLANNING	1.0	PLANNER I	\$ 59,100.00
LIBRARY	1.0	LIBRARIAN I	\$ 64,000.00
FACILITIES MAINT.	1.0	CRAFTSPERSON I	\$ 59,900.00
FACILITIES MAINT.	1.0	CRAFTSPERSON I	\$ 59,900.00
STORMWATER	1.0	SW MOTOR EQUIPMENT OPERATOR II STEP 1	\$ 58,100.00
STORMWATER	1.0	STORMWATER PROGRAM MANAGER	\$ 81,800.00
GOUNDS	0.5	LABORER - PART TIME	\$ 12,100.00
POLICE CIVILIAN	1.0	SEU ADMIN ASSISTANT	\$ 53,400.00
POLICE	1.0	(1) PD OFFICERS	\$ 89,700.00
POLICE	1.0	(2) PD OFFICERS	\$ 89,700.00
POLICE	1.0	(3) PD OFFICERS	\$ 89,700.00
POLICE	1.0	(4) PD OFFICERS	\$ 89,700.00
POLICE	1.0	(5) PD OFFICERS	\$ 89,700.00
Count = 14	14.5		\$ 1,014,600.00

Personnel Budget Summary

	Budget Fiscal Year 2019/2020	Requested Fiscal Year 2020/2021	Recommended Fiscal Year 2020/2021	% Change
By Fund				
General Fund	\$ 30,585,700	\$ 32,598,900	* \$ 31,290,900	2.31%
Water Utility Fund	2,113,000	2,096,600	2,096,600	-0.78%
Wastewater Utility Fund	891,900	958,400	958,400	7.46%
Electric Utility Fund	5,210,900	5,498,700	5,498,700	5.52%
Grant Funds	93,500	91,000	91,000	-2.67%
	<u>\$ 38,895,000</u>	<u>\$ 41,152,600</u>	<u>\$ 39,844,600</u>	<u>2.68%</u>
By Fund Increase over FY20				
General Fund		\$ 2,013,200	\$ 705,200	
Water Utility Fund		\$ (16,400)	\$ (16,400)	
Wastewater Utility Fund		\$ 66,500	\$ 66,500	
Electric Utility Fund		\$ 287,800	\$ 287,800	
		<u>\$ (2,500)</u>	<u>\$ (2,500)</u>	
		\$ 2,351,100	\$ 1,043,100	

* The Stormwater Division is included in the General Fund Recommended Budget

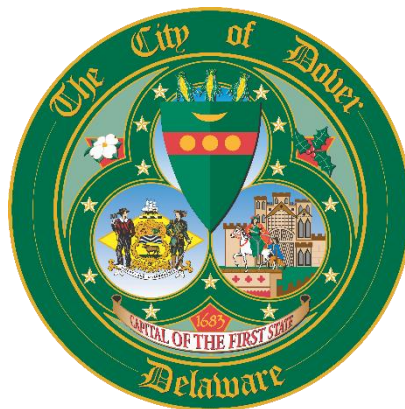
PERSONNEL SUMMARY

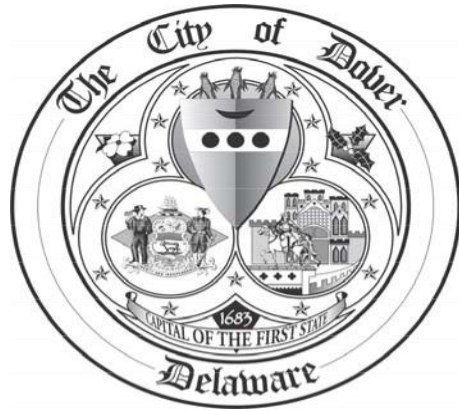
THE FOLLOWING SUBSECTIONS ARE INCLUDED:

PERSONNEL TABLE

PERSONNEL COST SUMMARY

OVERTIME TRENDS





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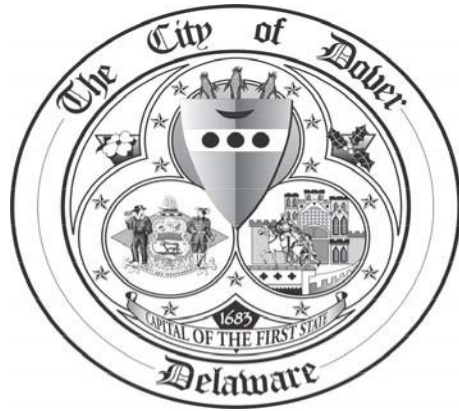
FY 2021 DRAFT ANNUAL OPERATING BUDGET - DOVER, DELAWARE

City of Dover
Fiscal Year 2021 Budget
Personnel Table

DEPT/DIVISION	2018-2019 BUDGET	2019-2020 BUDGET	2020-2021 REQUESTED	CHANGE
CITY CLERK	4.0	4.0	4.0	0.0
CITY MANAGER	5.0	5.0	6.0	1.0
CODE ENFORCEMENT	5.0	6.0	6.0	0.0
CUSTOMER SERVICES	16.0	16.0	16.0	0.0
FACILITIES MAINTENANCE	5.0	5.0	4.0	(1.0)
FINANCE	8.0	8.0	8.0	0.0
FIRE DEPARTMENT	5.0	5.0	5.0	0.0
FLEET MAINTENANCE	6.0	7.0	6.0	(1.0)
GROUNDS	13.0	14.0	17.0	3.0
HUMAN RESOURCES	3.0	4.0	4.0	0.0
INFORMATION TECHNOLOGY	4.0	4.0	4.0	0.0
INSPECTIONS	6.0	7.0	6.0	(1.0)
LIBRARY	13.0	14.0	14.0	0.0
LIFE SAFETY	3.0	3.0	4.0	1.0
MAYOR	1.0	2.0	2.0	0.0
PARKS AND RECREATION	9.0	9.0	6.0	(3.0)
PLANNING	6.0	6.0	6.0	0.0
POLICE - TOTAL*	134.0	135.0	135.0	0.0
PROCUREMENT AND INVENTORY	5.0	4.0	5.0	1.0
PUBLIC WORKS - ADMINISTRATION	6.0	7.0	5.0	(2.0)
PUBLIC WORKS - ENGINEERING	3.0	2.0	2.0	0.0
SANITATION	10.0	10.0	11.0	1.0
STREETS	8.0	7.0	7.0	0.0
STORMWATER	0.0	7.0	7.0	0.0
TAX ASSESSOR	3.0	3.0	3.0	0.0
GENERAL FUND AND CDBG TOTAL	281.0	294.0	293.0	(1.0)
ELECTRIC ADMINISTRATION	3.0	2.0	3.0	1.0
ELECTRIC SYSTEM OPERATIONS	5.0	7.0	7.0	0.0
ELECTRIC ENGINEERING	10.0	10.0	10.0	0.0
ELECTRIC T & D	24.0	23.0	23.0	0.0
METER READING - CUSTOMER SERVICE	4.0	4.0	4.0	0.0
ELECTRIC FUND TOTAL	46.0	46.0	47.0	1.0
WATER ENGINEERING	5.0	3.0	2.5	(0.5)
WASTEWATER ENGINEERING	0.0	2.0	2.5	0.5
WATER MAINTENANCE	7.0	6.0	6.0	0.0
WASTEWATER MAINTENANCE	10.0	11.0	11.0	0.0
WATER TREATMENT PLANT	13.0	14.0	14.0	0.0
WATER/WASTEWATER FUNDS TOTAL	35.0	36.0	36.0	0.0
TOTAL FULL-TIME PERSONNEL	362.0	376.0	376.0	0.0

*101 Officers; 33 Civilians - 134 Total Employees

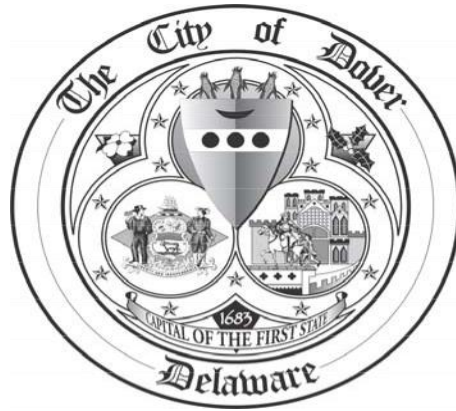
DEPT/DIVISION	2018-2019 BUDGET	2019-2020 BUDGET	2020-2021 PROPOSED	CHANGE
PART-TIME PERSONNEL				
CITY CLERK	1.0	1.0	1.0	0.0
CITY COUNCIL COMMITTEES	17.0	17.0	17.0	0.0
PLANNING COMMISSION	14.0	14.0	14.0	0.0
FIRE (5 On Call Dispatchers)	5.0	6.0	6.0	0.0
GROUNDS	0.0	0.0	1.0	1.0
PARKS AND RECREATION	14.0	14.0	14.0	0.0
LIBRARY	22.0	17.0	17.0	0.0
POLICE CADET PROGRAM	5.0	9.0	6.0	(3.0)
PROCUREMENT AND INVENTORY	1.0	1.0	1.0	0.0
CUSTOMER SERVICES	2.0	0.0	0.0	0.0
METER READING - CUSTOMER SERVICE	1.0	0.0	0.0	0.0
HUMAN RESOURCES	2.0	1.0	0.0	(1.0)
ELECTRIC ENGINEERING	0.0	0.0	1.0	1.0
SUBSTANCE ABUSE GRANT	10.0	10.0	10.0	0.0
POLICE CADET - GRANT	1.0	0.0	0.0	0.0
TOTAL PART-TIME PERSONNEL	95.0	90.0	88.0	(2.0)
TOTAL PERSONNEL	457.0	466.0	464.0	(2.0)



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FY 2021 DRAFT ANNUAL OPERATING BUDGET - DOVER, DELAWARE

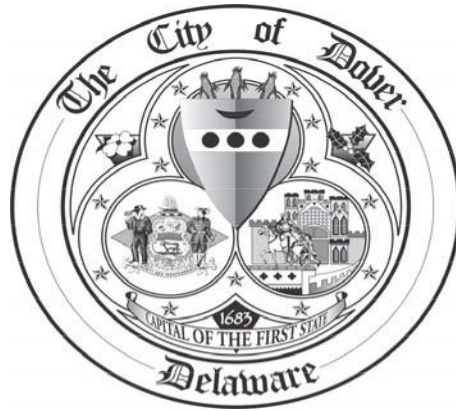
City of Dover 2020-2021 RECOMMENDED Total City Personnel by Fund							
Division Title	Base Pay 51011	Bonus/Allow./SD On Call 51011	Overtime 51012	Part Time/Temp 51013	Total Wages	Total Benefits	Total Personnel
City Clerk	\$ 268,600	\$ 1,900	\$ -	\$ 5,200	\$ 275,700	\$ 175,400	\$ 451,100
City Council	-	-	-	84,300	84,300	6,700	91,000
Assessor	144,100	-	-	-	144,100	71,300	215,400
Planning	417,900	(23,500)	5,000	15,000	414,400	123,200	537,600
City Manager	560,100	-	5,000	-	565,100	236,300	801,400
Human Resources	244,300	-	-	-	244,300	179,700	424,000
Mayor	78,300	-	-	-	78,300	26,300	104,600
Fire	215,400	5,600	35,000	30,000	286,000	121,300	407,300
Life Safety	192,500	13,600	2,000	-	208,100	69,600	277,700
Code Enforcement	299,800	1,400	6,000	-	307,200	223,200	530,400
Building Inspections	309,000	600	4,000	-	313,600	256,400	570,000
Civilian Police	1,712,500	33,400	100,000	71,400	1,917,300	1,119,500	3,036,800
Law Enforcement	8,173,400	233,500	600,000	-	9,006,900	4,630,600	13,637,500
Police Extra Duty	658,900	-	-	-	658,900	91,100	750,000
Public Works Admin	316,500	200	300	-	317,000	261,100	578,100
Streets	298,900	1,000	6,200	-	306,100	241,500	547,600
Sanitation	439,800	1,400	14,800	-	456,000	357,400	813,400
Grounds	685,500	2,700	9,800	10,700	708,700	508,000	1,216,700
Stormwater	268,400	3,000	3,700	-	275,100	145,100	420,200
Facilities	231,000	1,300	4,000	-	236,300	214,100	450,400
Public Works Engineering	112,100	300	1,000	-	113,400	49,500	162,900
Library	631,000	-	-	278,200	909,200	418,700	1,327,900
Recreation	343,200	2,200	1,300	153,200	499,900	171,500	671,400
Procurement & Inventory	257,500	500	1,200	16,100	275,300	147,400	422,700
Fleet Maintenance	276,900	900	5,500	-	283,300	213,600	496,900
Information Technology	362,700	-	1,300	-	364,000	229,400	593,400
Finance	476,300	5,500	-	-	481,800	266,600	748,400
Customer Service	670,400	3,300	500	-	674,200	376,400	1,050,600
Total General Fund	\$ 18,645,000	\$ 288,800	\$ 806,600	\$ 664,100	\$ 20,404,500	\$ 10,930,900	\$ 31,335,400
Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
Water Engineering	\$ 180,100	\$ 300	\$ -	\$ -	\$ 180,400	\$ 64,900	\$ 245,300
Water Maintenance	291,000	6,500	14,800	-	312,300	225,900	538,200
Water Treatment	739,300	5,900	51,900	-	797,100	516,000	1,313,100
Wastewater Engineering	160,900	1,300	-	-	162,200	76,100	238,300
Wastewater Maintenance	448,800	13,400	31,600	-	493,800	226,300	720,100
Total Water/Wastewater Fund	\$ 1,820,100	\$ 27,400	\$ 98,300	\$ -	\$ 1,945,800	\$ 1,109,200	\$ 3,055,000
Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
Engineering	700,000	24,400	6,300	12,100	742,800	315,800	1,058,600
T & D	\$ 1,682,000	\$ 59,100	\$ 152,300	\$ -	\$ 1,893,400	\$ 983,800	\$ 2,877,200
Administration	248,900	-	-	-	248,900	103,100	352,000
Meter Reading	178,400	8,900	19,200	-	206,500	133,500	340,000
System Operators	528,700	4,500	85,100	-	618,300	252,800	871,100
Total Electric Fund	\$ 3,338,000	\$ 96,900	\$ 262,900	\$ 12,100	\$ 3,709,900	\$ 1,789,000	\$ 5,498,900
Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
CDBG	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Substance Abuse Grant	-	-	-	63,500	63,500	5,000	68,500
Total Grant Funds	\$ -	\$ 25,000	\$ -	\$ 63,500	\$ 88,500	\$ 5,000	\$ 93,500
GRAND TOTAL	\$ 23,803,100	\$ 438,100	\$ 1,167,800	\$ 739,700	\$ 26,148,700	\$ 13,834,100	\$ 39,982,800



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CITY OF DOVER
OVERTIME COMPARISON
FISCAL YEAR 2018 THROUGH 2021

DEPARTMENT	2018				2019				2020 THROUGH APRIL				2021
	Orig. Budget	Actual	Variance	% To Date	Orig. Budget	Actual	Variance	% To Date	Orig. Budget	Actual	Variance	% To Date	Proposed
FIRE	35,000	32,223	2,777	92.1%	35,000	32,309	2,691	92.3%	35,000	47,117	(12,117)	134.6%	35,000
GROUNDS	10,000	11,347	(1,347)	113.5%	11,600	4,682	6,918	40.4%	14,000	1,473	12,527	10.5%	9,800
PARKS & RECREATION	1,600	1,688	(88)	105.5%	1,600	3,450	(1,850)	215.6%	1,300	4,226	(2,926)	325.1%	1,300
LIBRARY	-	345	(345)	---	-	608	(608)	---	-	1,074	(1,074)	---	-
LIFE SAFETY	8,000	3,983	4,017	49.8%	8,000	4,263	3,737	53.3%	8,000	915	7,085	11.4%	2,000
CODE ENFORCEMENT	2,500	2,709	(209)	108.4%	2,500	2,596	(96)	103.9%	4,000	2,268	1,732	56.7%	6,000
PLANNING	1,000	4,520	(3,520)	452.0%	1,000	6,511	(5,511)	651.1%	4,000	5,269	(1,269)	131.7%	5,000
PUBLIC INSPECTIONS	2,000	3,731	(1,731)	186.6%	2,000	3,439	(1,439)	171.9%	4,800	1,267	3,533	26.4%	4,000
POLICE CIVILIAN	69,200	92,034	(22,834)	133.0%	80,000	104,500	(24,500)	130.6%	85,000	88,699	(3,699)	104.4%	100,000
POLICE LAW ENFORCEMENT	460,000	402,953	57,047	87.6%	450,000	554,042	(104,042)	123.1%	470,000	594,082	(124,082)	126.4%	600,000
STREET	7,900	5,863	2,037	74.2%	7,900	4,703	3,197	59.5%	10,600	2,120	8,480	20.0%	6,200
STORMWATER	-	-	-	---	-	-	-	---	3,400	1,169	2,231	34.4%	3,700
SANITATION	17,500	16,993	507	97.1%	17,500	10,724	6,776	61.3%	18,200	5,729	12,471	31.5%	14,800
CITY MANAGER	1,500	3,805	(2,305)	253.7%	1,500	1,500	0	100.0%	5,000	1,366	3,634	27.3%	5,000
INFORMATION TECHNOLOGIES	-	-	-	---	-	1,377	(1,377)	---	-	-	-	---	1,300
FINANCE	-	39	(39)	---	-	46	(46)	---	-	308	(308)	---	-
PW ADMINISTRATION	-	-	-	---	-	-	-	---	-	58	(58)	---	300
FACILITIES MANAGEMENT	6,400	5,319	1,081	83.1%	6,400	1,041	5,359	16.3%	3,800	2,174	1,626	57.2%	4,000
PROCUREMENT & INVENTORY	1,000	1,890	(890)	189.0%	1,000	430	570	43.0%	1,000	639	361	63.9%	1,200
PW ENGINEERING	500	502	(2)	100.3%	1,000	564	436	56.4%	-	273	(273)	---	1,000
VEHICLE MAINTENANCE	6,700	6,568	132	98.0%	5,900	3,713	2,187	62.9%	5,400	4,985	415	92.3%	5,500
CUSTOMER SERVICES	-	-	-	---	-	-	-	---	-	77	(77)	---	500
HUMAN RESOURCES	-	-	-	---	-	-	-	---	-	234	(234)	---	-
WATER ENGINEERING	500	330	170	66.0%	250	103	147	41.2%	-	-	-	---	-
WATER	12,000	7,737	4,263	64.5%	14,400	12,786	1,614	88.8%	14,800	8,411	6,389	56.8%	14,800
WATER TREATMENT PLANT	30,000	50,584	(20,584)	168.6%	30,000	53,217	(23,217)	177.4%	55,000	35,030	19,970	63.7%	51,900
WASTEWATER	25,000	42,575	(17,575)	170.3%	22,600	27,707	(5,107)	122.6%	30,400	17,969	12,431	59.1%	31,600
WASTEWATER ENGINEERING	-	165	(165)	---	250	103	147	41.2%	-	-	-	---	-
TRANSMISSION/DISTRIBUTION	106,800	125,478	(18,678)	117.5%	106,800	104,230	2,570	97.6%	101,100	99,067	2,033	98.0%	152,300
ELECTRIC ENGINEERING	10,000	5,451	4,549	54.5%	10,000	5,167	4,833	51.7%	6,900	7,774	(874)	112.7%	6,300
ELECTRIC METERING	19,100	17,472	1,628	91.5%	19,100	17,194	1,906	90.0%	19,200	(15,179)	34,379	-79.1%	19,200
ELECTRIC SYSTEMS OPERATIONS	72,900	85,576	(12,676)	117.4%	72,900	116,932	(44,032)	160.4%	81,300	64,158	17,142	78.9%	85,100
TOTAL	907,100	931,879	(24,779)	102.7%	909,200	1,077,936	(168,736)	118.6%	982,200	982,753	(553)	100.1%	1,167,800
ELECTRIC PLANT OPERATIONS	185,500	233,939	(48,439)	126.1%	263,800	207,694	56,106	78.7%	245,000	178,660	66,340	72.9%	245,000
POLICE EXTRA DUTY	689,800	609,839	79,961	88.4%	527,200	506,429	20,771	96.1%	584,300	267,813	316,487	45.8%	560,000



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CAPITAL INVESTMENTS PLAN

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

INTRODUCTION

REVENUE SOURCES AND FUNDS

TOTAL CITY SUMMARY

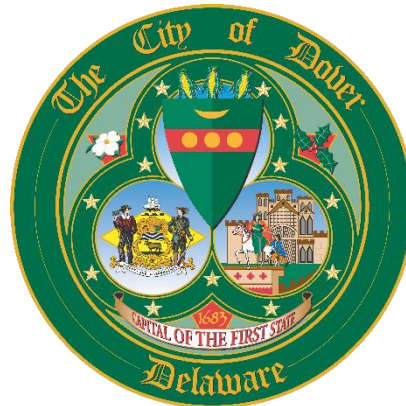
GENERAL

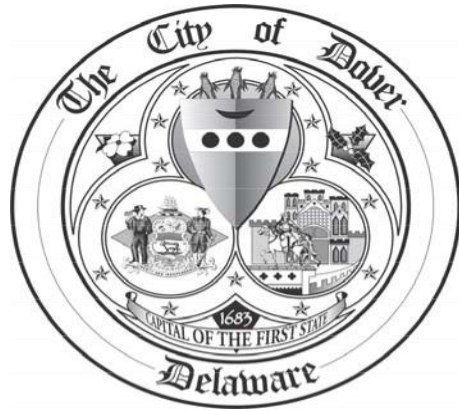
PUBLIC UTILITIES WATER

PUBLIC UTILITIES WASTEWATER

PUBLIC UTILITIES ELECTRIC

VEHICLE REPLACEMENTS





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CAPITAL INVESTMENT PLANS

Revenue Sources & Funds

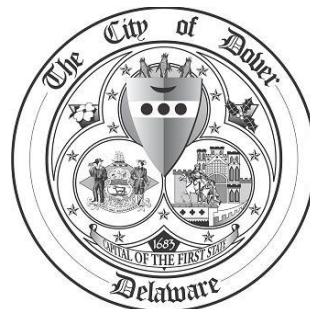
Total City Summary

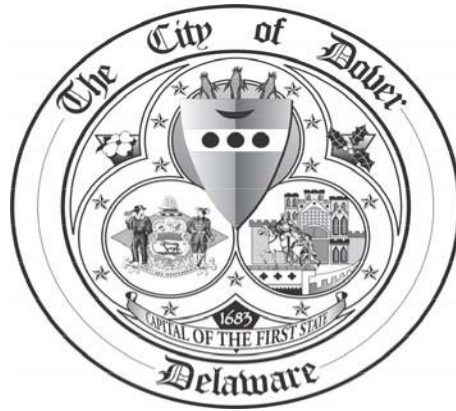
General Fund

Wastewater & Water Fund

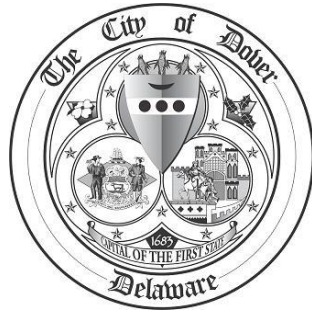
Electric Fund

Vehicle Replacements

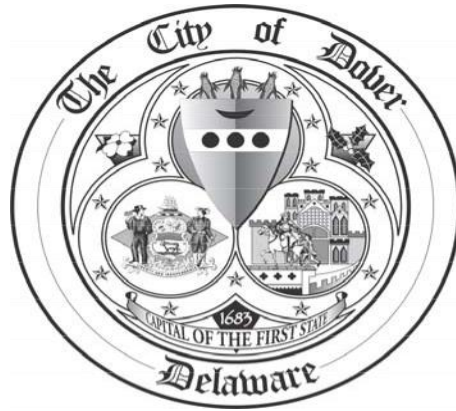




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CITY SUMMARY

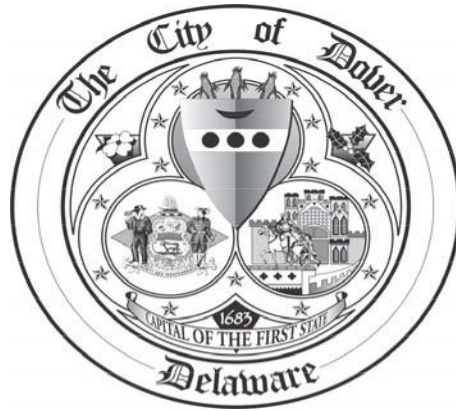


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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	Total
Capital Asset Reserve	346,400	130,000				476,400
Electric Revenue	5,915,900	18,308,000	7,134,000	1,610,000	1,610,000	34,577,900
General Fund	1,292,700	2,300,900	2,031,000	1,581,500	2,384,000	9,590,100
Impact Fee Reserve	59,633	198,550	311,260	330,451	338,600	1,238,494
Other (Loan)	1,198,300					1,198,300
State Grant	1,245,000	73,000				1,318,000
Water/Wastewater Fund	2,265,267	3,294,550	9,323,740	8,593,649	1,950,400	25,427,606
GRAND TOTAL	12,323,200	24,305,000	18,800,000	12,115,600	6,283,000	73,826,800



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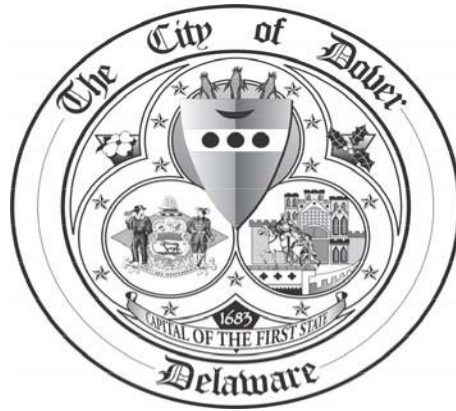
City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

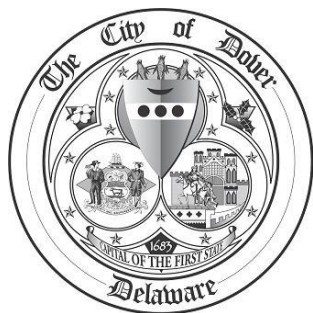
Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Electric Admin								
Reed Street shingled roof	EA2101	1	300,000					300,000
Reed Street chimney refurbish	EA2102	1	15,000					15,000
2021 Electric Utility Admin Facility Improvements	EA2103	n/a	25,000					25,000
2022 Electric Utility Admin Facility Improvements	EA2202	n/a		128,000				128,000
Reed Street IT Room Generator	EE2101	n/a	20,000					20,000
Electric Admin Total			360,000	128,000				488,000
Electric Engineering								
Small Cell Wireless pole replacement	EE2000	n/a		30,000	30,000	30,000	30,000	120,000
Advanced Metering Infrastructure (AMI)	EE2003	n/a		500,000	1,500,000	1,500,000	1,500,000	5,000,000
College Road Consolidation	EE2005	6	110,000					110,000
Garrison Oak Tech Park Substation	EE2016	n/a	750,000	7,000,000				7,750,000
Transmission Line Maintenance Program	EE2017	n/a	50,000	50,000	50,000	50,000	50,000	250,000
Substation Component Upgrade	EE2098	n/a	30,000	30,000	30,000	30,000	30,000	150,000
Substation Test Equipment	EE2102	n/a	12,500					12,500
Radio Infrastructure Upgrade	EE2105	n/a	375,000					375,000
Capitol Green Secondary	EE2106	n/a	33,000					33,000
System Operations Voice Recorder	EE2107	n/a	25,000					25,000
LED Lighting Conversion Phase 1	EE2108	n/a	1,025,000	1,200,000	1,200,000			3,425,000
SCADA Master Hardware Replacement	EE2109	n/a		165,000				165,000
Division St Overhead Rebuild	EE2110	n/a	85,000					85,000
Live Front Transformer & Conductor Restoration	EE2111	n/a	140,000					140,000
Townsend Blvd & Miller Dr	EE2112	n/a	123,000					123,000
ArcFM Migration to Electric Utility Network	EE2113	2	160,000					160,000
IPLAN Touch Screen Tables	EE2114	n/a	20,400					20,400
Bacon Ave/Buckson Drive U/G Upgrade	EE2203	n/a		70,000				70,000
Nimitz Rd/Bacon Ave. U/G Upgrade	EE2204	n/a		70,000				70,000
Kent Trailer Park O/H	EE2205	n/a		65,000				65,000
Derby Estates Underground Upgrade	EE2301	1			140,000			140,000
The Greens Underground Upgrade Phase 1 & 2	EE2302	2			184,000			184,000
Electric Engineering Total			2,938,900	9,180,000	3,134,000	1,610,000	1,610,000	18,472,900
Electric T & D								
FY21 New Developments	EE2120	n/a	850,000					850,000
Electric T & D Total			850,000					850,000
Facilities Management								
2020 City Hall Improvements	FC2001	n/a	700,000					700,000
2022 City Hall Improvements	FC2201	n/a		60,000				60,000
Facilities Management Total			700,000	60,000				760,000
Finance								

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Enterprise Resource Planning (ERP) Solution	FN1701	1	500,000					500,000
Finance Total			500,000					500,000
Information Technology								
Network Infrastructure	IT1801	2	9,300	21,600				30,900
Server Lifecycle	IT1900	3	52,300	17,300				69,600
Information Technology Total			61,600	38,900				100,500
Parks and Recreation								
Park and Playground Improvement Program	PR1800	3		66,000				66,000
Small Park Improvements	PR1801	4	15,000	15,000	15,000	15,000	15,000	75,000
Silver Lake Park - Master Plan&Plan Implementation	PR2000	1	70,000	80,000				150,000
2021 Dover Park Improvements	PR2100	n/a	310,000					310,000
Parks and Recreation Total			395,000	161,000	15,000	15,000	15,000	601,000
Planning								
IPLAN Touch Screen Tables	PW2102	n/a	20,400					20,400
Planning Total			20,400					20,400
Police								
Police Station Chiller Replacement	PD2004	4	179,000					179,000
Police Station 1st Floor Tile Replacement	PD2101	1	42,600					42,600
PD Cooling Station Tower & Pump Replacement	PD2103	3	319,300					319,300
PD Computer Wiring Upgrade	PD2104	4	175,400					175,400
PD Communications Center Workspace	PD2105	3	103,400					103,400
Police Station Building Security Upgrades	PD2302	n/a			15,000			15,000
Police Total			819,700		15,000			834,700
Power Plant								
Van Sant Unit 11 Component Replacements	EG2001	1	35,000					35,000
McKee Run Unit 3 Auxillary System Components	EG2002	1	60,000					60,000
Vansant U/G Fuel Line Relocate	EG2101	n/a	172,000					172,000
Plant Decommissioning	EG2102	1	1,000,000	9,000,000	4,000,000			14,000,000
Power Plant Total			1,267,000	9,000,000	4,000,000			14,267,000
Procurement & Inventory								
2021 Warehouse Improvements	CS2101	4	25,000					25,000
2022 Warehouse Improvements	CS2201	6		70,000				70,000
Procurement & Inventory Total			25,000	70,000				95,000
Public Works - Engineering								
IPLAN TOUCH SCREEN TABLES	PW2101	n/a	14,000					14,000
Public Works - Engineering Total			14,000					14,000
Public Works - Stormwater								
Miscellaneous Emergency Storm Sewer Repairs	SW2101	2	79,000	82,000	85,000	88,000	91,000	425,000
Street Division Barn Door Replacement	SW2102	3	20,000					20,000
Silver Lake Dam Repairs	SW2103	4	51,700		100,000		150,000	301,700
Persimmon Park Place Basin Improvements	SW2104	4	900,000					900,000

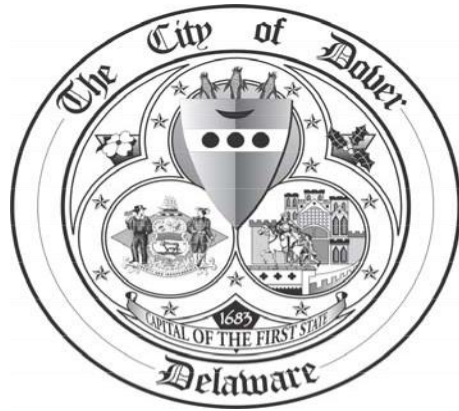
Department	Project #	Priority	2021	2022	2023	2024	2025	Total
West Street Flooding Improvements	SW2105	6	60,000		600,000			660,000
Public Works - Stormwater Total			1,110,700	82,000	785,000	88,000	241,000	2,306,700
Public Works - Streets								
2008 International Dump Truck #329	24Veh#329	n/a				155,500		155,500
Street, Concrete and Alley Program	ST2101	1	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000
Mirror Lake Drainage Basin Improvements	ST2203	3		350,000				350,000
East Lake Garden Drainage Basin Improvements	ST2204	4		500,000				500,000
Water Street Flooding Improvements	ST2206	5		14,000	60,000		750,000	824,000
The Greens of Dover / Lamplighter Stormwater Imp	ST2305	5			16,000	65,000		81,000
Lynnhaven Drive Flooding Improvements	ST2405	5				18,000	70,000	88,000
State Street Flooding Improvements	ST2505	5					20,000	20,000
Public Works - Streets Total			936,000	2,032,000	1,276,000	1,478,500	2,128,000	7,850,500
Wastewater Engineering								
IPLAN Touch Screen Tables	WW2106	n/a	14,000					14,000
Wastewater Engineering Total			14,000					14,000
Wastewater Management								
Inflow/Infiltration Removal	WW2101	1	800,000	419,000	4,270,000	4,270,000		9,759,000
Miscellaneous Emergency Sanitary Sewer Repairs	WW2102	2	150,000	155,000	160,000	165,000	170,000	800,000
College Road Pump Station Replacement	WW2103	5	75,000		580,000			655,000
Lepore Road Sanitary Sewer Upgrade	WW2104	4	50,000		317,000			367,000
Turnberry Pump Station Replacement	WW2105	5	10,000	67,000		600,000		677,000
Meter Replacement Project	WW2200	n/a		418,700	418,700	418,700		1,256,100
Heatherfield Pump Station Replacement	WW2204	4		12,000	69,000		618,000	699,000
Cedar Chase Pump Station Replacement	WW2305	5			14,000	71,000		85,000
Laurel Drive Pump Station Replacement	WW2405	5				16,000	73,000	89,000
Kings Cliffe Pump Station Replacement	WW2505	5					18,000	18,000
Wastewater Management Total			1,085,000	1,071,700	5,828,700	5,540,700	879,000	14,405,100
Water Engineering								
IPLAN Touch Screen Tables	WD2102	n/a	20,400					20,400
Water Engineering Total			20,400					20,400
Water Management								
Wellhead Redevelopment Program	WD2101	1	140,000	75,000	75,000	75,000	75,000	440,000
Meter Replacement Project	WD2200	n/a		418,700	418,700	418,700		1,256,100
Denneys Road 1.0 Mg Elevated Water Storage Tank	WD2204	4		85,000	1,539,900	1,539,900		3,164,800
Future Well Installation	WD2205	5		707,700	707,700			1,415,400
Water Quality Improvements	WQ2101	2	980,500	1,050,000	980,000	1,264,800	1,250,000	5,525,300
Miscellaneous Emergency Water Repairs	WQ2102	3	85,000	85,000	85,000	85,000	85,000	425,000
Water Management Total			1,205,500	2,421,400	3,806,300	3,383,400	1,410,000	12,226,600
GRAND TOTAL			12,323,200	24,245,000	18,860,000	12,115,600	6,283,000	73,826,800



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GENERAL FUND



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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Capital Asset Reserve								
2021 Warehouse Improvements	CS2101	4	25,000					25,000
2022 Warehouse Improvements	CS2201	6		70,000				70,000
2022 City Hall Improvements	FC2201	n/a		60,000				60,000
Police Station 1st Floor Tile Replacement	PD2101	1	42,600					42,600
PD Computer Wiring Upgrade	PD2104	4	175,400					175,400
PD Communications Center Workspace	PD2105	3	103,400					103,400
Capital Asset Reserve Total			346,400	130,000				476,400
General Fund								
2008 International Dump Truck #329	24Veh#329	n/a				155,500		155,500
Network Infrastructure	IT1801	2	9,300	21,600				30,900
Server Lifecycle	IT1900	3	52,300	17,300				69,600
Police Station Building Security Upgrades	PD2302	n/a			15,000			15,000
Park and Playground Improvement Program	PR1800	3		33,000				33,000
Small Park Improvements	PR1801	4	15,000	15,000	15,000	15,000	15,000	75,000
Silver Lake Park - Master Plan&Plan Implementation	PR2000	1	35,000	40,000				75,000
IPLAN TOUCH SCREEN TABLES	PW2101	n/a	14,000					14,000
IPLAN Touch Screen Tables	PW2102	n/a	20,400					20,400
Street, Concrete and Alley Program	ST2101	1	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000
Mirror Lake Drainage Basin Improvements	ST2203	3		350,000				350,000
East Lake Garden Drainage Basin Improvements	ST2204	4		500,000				500,000
Water Street Flooding Improvements	ST2206	5		74,000			750,000	824,000
The Greens of Dover / Lamplighter Stormwater Imp	ST2305	5			16,000	65,000		81,000
Lynnhaven Drive Flooding Improvements	ST2405	5				18,000	70,000	88,000
State Street Flooding Improvements	ST2505	5					20,000	20,000
Miscellaneous Emergency Storm Sewer Repairs	SW2101	2	79,000	82,000	85,000	88,000	91,000	425,000
Street Division Barn Door Replacement	SW2102	3	20,000					20,000
Silver Lake Dam Repairs	SW2103	4	51,700		100,000		150,000	301,700
West Street Flooding Improvements	SW2105	6	60,000		600,000			660,000
General Fund Total			1,292,700	2,300,900	2,031,000	1,581,500	2,384,000	9,590,100
Other (Loan)								
2020 City Hall Improvements	FC2001	n/a	700,000					700,000
Police Station Chiller Replacement	PD2004	4	179,000					179,000
PD Cooling Station Tower & Pump Replacement	PD2103	3	319,300					319,300
Other (Loan) Total			1,198,300					1,198,300
State Grant								
Park and Playground Improvement Program	PR1800	3		33,000				33,000
Silver Lake Park - Master Plan&Plan Implementation	PR2000	1	35,000	40,000				75,000

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
2021 Dover Park Improvements	PR2100	n/a	310,000					310,000
Persimmon Park Place Basin Improvements	SW2104	4	900,000					900,000
State Grant Total			1,245,000	73,000				1,318,000
GRAND TOTAL			4,082,400	2,503,900	2,031,000	1,581,500	2,384,000	12,582,800

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Facilities Management								
2020 City Hall Improvements	FC2001	n/a	700,000					700,000
2022 City Hall Improvements	FC2201	n/a		60,000				60,000
Facilities Management Total			700,000	60,000				760,000
Information Technology								
Network Infrastructure	IT1801	2	9,300	21,600				30,900
Server Lifecycle	IT1900	3	52,300	17,300				69,600
Information Technology Total			61,600	38,900				100,500
Parks and Recreation								
Park and Playground Improvement Program	PR1800	3		66,000				66,000
Small Park Improvements	PR1801	4	15,000	15,000	15,000	15,000	15,000	75,000
Silver Lake Park - Master Plan&Plan Implementation	PR2000	1	70,000	80,000				150,000
2021 Dover Park Improvements	PR2100	n/a	310,000					310,000
Parks and Recreation Total			395,000	161,000	15,000	15,000	15,000	601,000
Planning								
IPLAN Touch Screen Tables	PW2102	n/a	20,400					20,400
Planning Total			20,400					20,400
Police								
Police Station Chiller Replacement	PD2004	4	179,000					179,000
Police Station 1st Floor Tile Replacement	PD2101	1	42,600					42,600
PD Cooling Station Tower & Pump Replacement	PD2103	3	319,300					319,300
PD Computer Wiring Upgrade	PD2104	4	175,400					175,400
PD Communications Center Workspace	PD2105	3	103,400					103,400
Police Station Building Security Upgrades	PD2302	n/a			15,000			15,000
Police Total			819,700		15,000			834,700
Procurement & Inventory								
2021 Warehouse Improvements	CS2101	4	25,000					25,000
2022 Warehouse Improvements	CS2201	6		70,000				70,000
Procurement & Inventory Total			25,000	70,000				95,000
Public Works - Engineering								
IPLAN TOUCH SCREEN TABLES	PW2101	n/a	14,000					14,000
Public Works - Engineering Total			14,000					14,000
Public Works - Stormwater								

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Miscellaneous Emergency Storm Sewer Repairs	SW2101	2	79,000	82,000	85,000	88,000	91,000	425,000
Street Division Barn Door Replacement	SW2102	3	20,000					20,000
Silver Lake Dam Repairs	SW2103	4	51,700		100,000		150,000	301,700
Persimmon Park Place Basin Improvements	SW2104	4	900,000					900,000
West Street Flooding Improvements	SW2105	6	60,000		600,000			660,000
Public Works - Stormwater Total			1,110,700	82,000	785,000	88,000	241,000	2,306,700
Public Works - Streets								
2008 International Dump Truck #329	24Veh#329	n/a				155,500		155,500
Street, Concrete and Alley Program	ST2101	1	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000
Mirror Lake Drainage Basin Improvements	ST2203	3		350,000				350,000
East Lake Garden Drainage Basin Improvements	ST2204	4		500,000				500,000
Water Street Flooding Improvements	ST2206	5		14,000	60,000		750,000	824,000
The Greens of Dover / Lamplighter Stormwater Imp	ST2305	5			16,000	65,000		81,000
Lynnhaven Drive Flooding Improvements	ST2405	5				18,000	70,000	88,000
State Street Flooding Improvements	ST2505	5					20,000	20,000
Public Works - Streets Total			936,000	2,032,000	1,276,000	1,478,500	2,128,000	7,850,500
GRAND TOTAL			4,082,400	2,443,900	2,091,000	1,581,500	2,384,000	12,582,800

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Facilities Management

City of Dover, Delaware

Contact Central Services Director

Project # FC2001
 Project Name 2020 City Hall Improvements

Type Maintenance

Useful Life 25 - 30 years

Category General

Priority n/a

Status Active

Total Project Cost: \$782,000

Description
- Replace cedar shingles.....\$70,000
- Replace rain gutters.....\$5,000
- Replace/repaint all exterior trim as needed.....\$2,000
- Replace exit signs in City Hall.....\$5,000
- Replace all HVAC components to include;duct work, air handlers, controls, chillers, heat pumps, boilers/furnace, etc.....\$700,000

Justification

- The first story cedar shingles are extremely aged and deteriorated to include material detaching from the roof.
- Gutters are deteriorated and showing signs of age. This should take place at the same time as shingle replacement.
- There is trim work that needs to be repainted due to fading and some wood is deteriorated due to weathering.
- It is required that all exit signs be illuminated and most are a glow style that have been determined to be hazardous. The old signs will have to be abated and new signs must be installed.
- The HVAC system is extremely outdated and non-efficient. Every year we have spent thousands of dollars to keep this system running and we are unable to operate it on an energy efficiency level due to the age of the system.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	700,000					700,000
Total	700,000					700,000

Funding Sources	2021	2022	2023	2024	2025	Total
Other (Loan)	700,000					700,000
Total	700,000					700,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Facilities Management

City of Dover, Delaware

Contact Central Services Director

Project #	FC2201
Project Name	2022 City Hall Improvements

Type Maintenance

Useful Life 10-20 years

Category General

Priority n/a

Status Active

Total Project Cost: \$60,000

Description
- Replace all carpet and tile flooring.....\$40,000
- Replace all windows at City Hall.....\$20,000

Justification
- Carpet and tile are worn and discolored. Tile flooring is chipped and peeling up from the floor.
- All windows are outdated and not energy efficient.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		60,000				60,000
Total		60,000				60,000

Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve		60,000				60,000
Total		60,000				60,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Information Technology

Contact IT Director

Type Technology

Useful Life 10 years

Category Information Technology

Priority 2

Status Active

Total Project Cost: \$95,700

Project # IT1801
Project Name Network Infrastructure

Description

The City's network infrastructure (switches and routers) were installed as part of the telephone upgrade in 2006. It consists of approximately 18 switches, 6 routers. All of this equipment is at or nearing Cisco's End of Support/End of Life requiring a phased replacement plan. FY21 funding reduced to absorb lease payments of iSeries AS400; however, funding restored in FY22 for infrastructure expenses.

Justification

Vital network switching and routing equipment allow for communication between servers, computers, printers, telephones, etc.. A loss of any one piece of equipment will prevent up to 48 devices to stop communicating. With no support for the current equipment, it could be an extended outage while completing an unplanned purchase. This plan is critical to maintaining the level of communication and support expected by all users. It calls for a 20% replacement schedule across 5 years until all equipment is replaced and supported.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	9,300	21,600				30,900
Total	9,300	21,600				30,900

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	9,300	21,600				30,900
Total	9,300	21,600				30,900

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Information Technology

Contact IT Director

Type Technology

Useful Life 3 - 5 Years

Category Information Technology

Priority 3

Status Active

Total Project Cost: \$109,600

Project # IT1900
Project Name Server Lifecycle

Description

As with the computer lifecycle, the servers are on a lifecycle and require planned replacements. When a server is up for replacement, it is evaluated for continued use beyond the lifecycle timeframe. As long as it's viable and service can be extended, its service life will be extended. This plan includes the replacement of DOVERDC1 and the SQL server in FY9, two HyperV servers in FY20, and the Storage Area Network (SAN) in FY21. 4/22/2020 - Adjusted amount to include the lease payments for the new iSeries AS400. Added FY22 projected budget. FY22 will need to replace DOVERDC3 and continue lease payments on the iSeries AS400.

Justification

Due to the City's growing need and dependency on data, servers and storage requirements increase. The increased demands on equipment and storage makes it necessary to replace aging equipment. Obtaining extended warranties may be used when possible, but it can be more cost effective to replace with newer technology. Servers and associated equipment listed in this plan are to ensure continued 99.999% availability.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	52,300	17,300				69,600
Total	52,300	17,300				69,600

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	52,300	17,300				69,600
Total	52,300	17,300				69,600

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Parks and Recreation

City of Dover, Delaware

Contact Public Works Director

Project # PR1402
 Project Name Schutte Park Land Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 1

Status Active

Total Project Cost: \$365,000

Description

The project completes the goal of developing multipurpose fields on the west side of the park and work on completing the multiuse pathway around the park's perimeter. It will also include other amenities that are consistent with the Recreation Needs Assessment and Schutte Park Master Plan.

FY20 Field Seeding.....\$49,000

FY20 Sidewalk along Wyoming Mill Rd. portion of park.....\$26,000

Justification

Currently, this donated area of land is unusable. There is a high demand for field space. Completing this project offers us the field space and walking trail that is badly needed.

Budget Impact/Other

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance	5,000	5,000	5,000	5,000	5,000	25,000
Total	5,000	5,000	5,000	5,000	5,000	25,000

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Parks and Recreation

City of Dover, Delaware

Contact Public Works Director

Project # PR1800
 Project Name Park and Playground Improvement Program

Type Improvement

Useful Life 10-15 years

Category General

Priority 3

Status Active

Total Project Cost: \$198,000

Description

Under this project, the city would fund small capital improvements to parks citywide. This could also include improvements to pavilions, fencing, and other structures in the park that require investment over time but exceed the thresholds for non-capital projects.

- FY20 Replace playground surfacing in each playground area.....\$30,000
- FY20 Kyak luanch area at Silver Lake.....\$17,500
- FY20 Balance beam/Spring riders (at Silver Lake & Kirkwood St.).....\$18,500

Justification

As equipment ages it deteriorates and can become unsightly and/or unsafe. Replacement of dated equipment is important to ensure that our parks meet the needs of the population and provides a safe play environment.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		66,000				66,000
Total		66,000				66,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		33,000				33,000
State Grant		33,000				33,000
Total		66,000				66,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Parks and Recreation
 Contact Parks & Recreation Director
 Type Improvement
 Useful Life 10-15 years
 Category General
 Priority 4
 Status Active

City of Dover, Delaware

Project # PR1801
 Project Name Small Park Improvements

Total Project Cost: \$138,000

Description

Under this project, the City would fund small capital improvements in parks citywide. This could include improvements to pavilions, fencing and other structures in the park that require investment over time but exceed the thresholds for non-capital investments.

Justification

There are a number of amenities in the City's park that deteriorate over time and require small capital investments to be safe and attractive. As our park investments age, we need to make sure that we are maintaining the properties, which may require small capital projects.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	15,000	15,000	15,000	15,000	15,000	75,000
Total	15,000	15,000	15,000	15,000	15,000	75,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	15,000	15,000	15,000	15,000	15,000	75,000
Total	15,000	15,000	15,000	15,000	15,000	75,000

Budget Impact/Other

\$5K donated from Councilman Hosfelt toward Bicentennial Village Park for benches and other amenities (Discretionary funds FY2017)

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Parks and Recreation
 Contact Parks & Recreation Director
 Type Improvement
 Useful Life
 Category General
 Priority 1
 Status Active

City of Dover, Delaware

Project # PR2000
 Project Name Silver Lake Park - Master Plan&Plan Implementation

Total Project Cost: \$225,000

Description

Hire a consultant to develop a master plan for Silver Lake Park that includes a vegetation management plan and lighting plan, and also addresses the needs identified in the Recreation Needs Assessment, including paths, restrooms, a splash pad, and other general park improvements such as parking lot improvements and delineation and preservation of the African American Cemetery on the property. The Silver Lake Commission and DNREC would be part of the planning process.

Justification

The plan for Silver Lake Park needs to be updated based on current need as identified in the Recreation Needs Assessment.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	70,000	80,000				150,000
Total	70,000	80,000				150,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	35,000	40,000				75,000
State Grant	35,000	40,000				75,000
Total	70,000	80,000				150,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Parks and Recreation
 Contact Parks & Recreation Director
 Type Improvement
 Useful Life
 Category General
 Priority n/a
 Status Active

City of Dover, Delaware

Project # PR2100
 Project Name 2021 Dover Park Improvements

Total Project Cost: \$310,000

Description

Under this project, the city would fund a Splash Pad at Dover Park. The Recreational Needs Assessment and the Dover Park Master Plan both call for a Splash Pad. This would apparatus that spray water from a variety of fund shapes and spouts. Putting this project in Dover Park offers not only the several surrounding neighborhoods the city as a whole would enjoy going over to Dover Park for an afternoon of water play.

- Splash Pad \$310,000
 - His/Hers Bathroom Complex.....\$60,000

Justification

Dover offers no area for children to have water play during the summer months. This would serve the needs of the whole community.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	310,000					310,000
Total	310,000					310,000

Funding Sources	2021	2022	2023	2024	2025	Total
State Grant	310,000					310,000
Total	310,000					310,000

Budget Impact/Other

Annual Operating:

- \$10K Electric and water
 - \$2K cleaning supplies

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Planning

City of Dover, Delaware

Contact

Project # PW2102
 Project Name IPLAN Touch Screen Tables

Type Unassigned

Useful Life

Category Unassigned

Priority n/a

Status Active

Total Project Cost: \$20,400

Description

Planning table allow for viewing electronic plans at 24" x 36" scale or better. Since we already have Energov as part of our package from Tyler Technologies we would want to use the same company for eReviews. This table and software package can annotate existing plans, create new plans or review documents, spreadsheets and more, our drafting stations can help you get the job done quickly and efficiently. This multi-functional tool allows you to:

- Work in AutoCAD and other commonly used industry programs
- Email plans and documents directly from the drafting table
- Gain a 3D, interactive perspective of your plans
- Easily move your plans and data from room to room
- Work solo or in groups by adjusting the height or adding tilt—all at the touch of a button

Justification

The tables will allow faster review, lower costs, and greater ability to allow multiple to review a set of plans for internal projects or building and site plan review.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	20,400					20,400
Total	20,400					20,400

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	20,400					20,400
Total	20,400					20,400

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Police
 Contact Capt Spicer
 Type Maintenance
 Useful Life 25+ years
 Category General
 Priority 4
 Status Active

Project # PD2004
 Project Name Police Station Chiller Replacement

Total Project Cost: \$179,000

Description

The Police Station building was updated/expanded around 1996, so the building’s heating, ventilation and air-conditioning (HVAC) components are already over 20 years old. The chiller, cooling tower and condenser & chilled water pumps are key components of this system and work together to provide cool air for air-conditioning in the summer. The Chiller is the component that removes the heat from the building. A piped water loop runs through the building, picking up heat along the way, which is circulated though the chiller to be cooled—in a continuous loop called the chilled water loop. The heat removed by the chiller is rejected to the outside through a different piped water loop (called the condenser loop). This condenser water loop runs through the cooling tower, which uses evaporative cooling to cool this piped water and the chilled water pumps circulate it back to the chiller in a continuous loop. All are critical because providing air conditioning in the building is not possible without these two components working together properly. This equipment is nearing the end of its life cycle and many of the controllers on the chiller have already failed and had to be replaced. The chiller controllers regulate the temperatures in the HVAC system and provide communication between the chiller unit and the computer program that controls the whole system. The cost of this equipment was estimated by Service Unlimited, our HVAC maintenance service provider. In addition, Service Unlimited also recommended that both components be replaced at the same time because they work jointly together to provide for air-conditioning in the building during the warmer months. However, they are being requested separately in different years, due to the costs involved.

Justification

1. Air conditioning cannot be provided without this equipment functioning properly.
2. Planning ahead and scheduling the replacement of this equipment would cost less than having to replace it in an emergency situation.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	179,000					179,000
Total	179,000					179,000

Funding Sources	2021	2022	2023	2024	2025	Total
Other (Loan)	179,000					179,000
Total	179,000					179,000

Budget Impact/Other

Controller replacements were required during FY16 (\$12,702) and FY17 (\$6,282).

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Police
 Contact Capt Spicer
 Type Improvement
 Useful Life 25 - 30 years
 Category General
 Priority 1
 Status Active

Project # PD2101
 Project Name Police Station 1st Floor Tile Replacement

Total Project Cost: \$42,600

Description

This project is related to project PD2001 and continues the floor tile replacement project to include the first floor of the Police Station in FY21. The floor tiles in the Police Station are now over 20 years old in many areas of the building. Although the tile on first floor of the station is not in as bad condition as the second floor, it is also starting to buckle up in a few areas. Paul Edwards, one of the most experienced and reliable flooring vendors in the local area, came in and reviewed the area affected and confirmed that the cause of the problem is a combination of the age of the tile and the presence of too much moisture under the tiles. The tile on the floor is VCT type of tile and is wearing badly around the edges, so moisture from cleaning, stripping and waxing the tiles penetrated between them over the years and caused the buckling. Although many more tiles have been replaced on the first floor, as compared to the second floor over the years since it was initially installed in 1996, the newer tiles aren't buckling as badly, but over time they will also fail. As a result, we are proposing to replace the first floor tile flooring currently installed in all the hallway and common areas of the first floor, except for the bathrooms and the roll call area. The cost estimate provided by Paul Edwards includes the removal and replacement of the existing 12" x 12" tile with a newer type prefinished 18" x 18" tile that would not need to be waxed or stripped periodically. In addition the removal and replacement of the cove base is also included.

Justification

- 1.The tile flooring on the second floor is currently a tripping hazard for all employees.
- 2.Replacement of the tile would eliminate the possibility of any employee accidents and any associated workman's comp claims.
- 3.The area does not present a clean professional image for the station.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	42,600					42,600
Total	42,600					42,600

Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve	42,600					42,600
Total	42,600					42,600

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Police
 Contact Capt Spicer
 Type Improvement
 Useful Life 25+ years
 Category General
 Priority 3
 Status Active

Project # PD2103
 Project Name PD Cooling Station Tower & Pump Replacement

Total Project Cost: \$319,300

Description

The Police Station building was updated/expanded around 1996, so the building’s heating, ventilation and air-conditioning (HVAC) components are already over 20 years old. The chiller, cooling tower and condenser & chilled water pumps are key components of this system and work together to provide cool air for air-conditioning in the summer. The Chiller is the component that removes the heat from the building. A piped water loop runs through the building, picking up heat along the way, which is circulated though the chiller to be cooled—in a continuous loop called the chilled water loop. The heat removed by the chiller is rejected to the outside through a different piped water loop (called the condenser loop). This condenser water loop runs through the cooling tower, which uses evaporative cooling to cool this piped water and the chilled water pumps circulate it back to the chiller in a continuous loop. All are critical because providing air conditioning in the building is not possible without these two components working together properly. This equipment is nearing the end of its life cycle and many of the controllers on the chiller have already failed and had to be replaced. The chiller controllers regulate the temperatures in the HVAC system and provide communication between the chiller unit and the computer program that controls the whole system. The cost of this equipment was estimated by Service Unlimited, our HVAC maintenance service provider. In addition, Service Unlimited also recommended that both components be replaced at the same time because they work jointly together to provide for air-conditioning in the building during the warmer months. However, they are being requested separately in different years, due to the costs involved.

Justification

1. Air conditioning cannot be provided without this equipment functioning properly.
2. Planning ahead and scheduling the replacement of this equipment would cost less than having to replace it in an emergency situation.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	319,300					319,300
Total	319,300					319,300

Funding Sources	2021	2022	2023	2024	2025	Total
Other (Loan)	319,300					319,300
Total	319,300					319,300

Budget Impact/Other

Controller replacements were required during FY16 (\$12,702) and FY17 (\$6,282).

FY 2021 Capital Investment Plan

2021 thru 2025

City of Dover, Delaware

Department Police
 Contact Capt Spicer
 Type Improvement
 Useful Life 30 Years
 Category General
 Priority 4
 Status Active

Project # PD2104
 Project Name PD Computer Wiring Upgrade

Total Project Cost: \$175,400

Description

The current Cat 5 wiring infrastructure within the Dover Police station is becoming obsolete and starting to fail. This is the wiring in the building that supports the connectivity for all data from computers and voice instruments in the building with all external computer systems controlled by the state and the city of Dover. If the wiring is not upgraded and replaced, at some point in time, all police communications systems are in jeopardy.

Everyone knows that technology is always changing and increasing. In the past, the technology demands came from implementing computer systems and workstations. As technology became faster, the programming required to run it required more data and faster connections to process it all. Technology continued to evolve and voice communications became part of the demand when VoIP systems were implemented. All the increases drive the need to process more data, so to prevent the increasing bulk of data from slowing down the networks, the connectivity has to keep up.

This is what is happening to the voice and data infrastructure in the police station. The Cat 5 cabling installed in the building during the building remodel in 1996 is starting to fail because it cannot meet the data and speed capacity needs of our current technology. To keep our building network running efficiently now and to help future proof our building for the next 20 years, we need to upgrade the cabling to at least Cat cabling 6 now throughout the station in every room where computer and voice communications equipment is installed.

In addition, The Police Station has as a series of communications wiring boxes on each floor of the station that control the connectivity of technology equipment for both normal operations and emergency operations powered by the emergency generator. These wiring closets will also need to be upgraded/replaced, labeled and tested with the new Cat 6 cables.

The attached proposal from Under/Comm, outlines the labor and materials that are needed to upgrade and replace the existing voice/data infrastructure in the building. Since Under/Comm is a state contract vendor, this project will not have to be bid out.

Justification

1. The voice/data wiring infrastructure within the Police Station is insufficient to keep up with increasing demands of technology and needs to be upgraded and replaced.
- 2.If this upgrade is not funded, all police communications are at risk. As technology continues to advance, our current infrastructure will continue to slow down and eventually fail when the minimum data and speed requirements cannot be met.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	175,400					175,400
Total	175,400					175,400
Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve	175,400					175,400
Total	175,400					175,400

Budget Impact/Other

Department Police
 Contact Capt Spicer
 Type Improvement
 Useful Life 30 Years
 Category General
 Priority 3
 Status Active

Project # PD2105
 Project Name PD Communications Center Workspace

Total Project Cost: \$103,400

Description

The current dispatch workstations are about 14 years old (the workstations before these were replaced after 9 years). The current workstations used to have electronic controls to adjust to each dispatcher’s ergonomic needs, but the electronic controls are broken and not repairable, so they are have been frozen in positions that are not ergonomically correct for many years already. The current workstations are antiquated and do not accommodate the communications center’s increasing needs. Earlier this year, the 800 MHz radio system was upgraded and the workstations cannot accommodate the larger size monitors. In addition, we are currently upgrading the department alarm panel. The alarm system is mandated by Federal law for physical security of the building which includes the safety of the officers and prisoners in the cell block and other areas. The alarm panel is currently located on the back wall of the center and is being replaced with workstation monitors. Unfortunately, there is not enough space to mount these monitors on the current workstations or set them near the workstations due to space limitations.

The city has over 100 cameras within the city limits and these cameras are monitored in the communications center via wall mounted televisions, which are not in direct view of the dispatchers. The dispatchers have to stop what they are doing and get up from their workstations and view cameras at another work station within the center when questions come up regarding activities at the camera locations. The new workstation design is more energy efficient. They are equipped with an active cooling system which will prevent another CPU from catching on fire as has happened in the past when the unit overheated. The new workstations are also wired for simplicity as the monitor arrays and energy chains have easy-access infeeds and generous capacity. Power and video cables are encased in dedicated channels to ease troubleshooting and reduce signal interference; all of which provides easy access for maintenance and cleaning of the insides of the workstations.

The proposed workstations would accommodate all the needs listed above and still have rack space for future needs. All monitors would be mounted at each workstation and easily viewable by the dispatchers. The quote includes 6 workstations which increases the work stations from 5 to 6, to allow for future growth. The workstations are modular so they could easily be reconfigured should the dispatch center be moved.

The quote for the cost of the workstations is attached. If approved, the plan is to purchase the workstations from the vendor that provided the quote as they are a state contract vendor. In addition the Kent County Communications Center used this same vendor for their last two workstation upgrade purchases, and has been very satisfied with this vendor’s support and response to their requests for service needs.

Justification

- 1.The current workstations have aged beyond their useful life and do not allow for the addition of new monitors to the rack system for new systems and requirements.
- 2.If not funded, the dispatchers will not be able to perform their duties efficiently or very comfortably since the workstations are not set up to meet ergonomic standards. Dispatchers will have to leave their workstations more often to find information relating to the city cameras system and other systems only because these systems cannot be added to their current workstations due to lack of space. This could also affect officer safety as dispatchers may not be as readily available to respond in an emergency situation.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	103,400					103,400
Total	103,400					103,400

Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve	103,400					103,400
Total	103,400					103,400

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Police
 Contact Capt Spicer
 Type Improvement
 Useful Life
 Category General
 Priority n/a
 Status Active

Project # PD2302
 Project Name Police Station Building Security Upgrades

Total Project Cost: \$15,000

Description

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			15,000			15,000
Total			15,000			15,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund			15,000			15,000
Total			15,000			15,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Procurement & Inventory

City of Dover, Delaware

Contact

Project # CS2101
 Project Name 2021 Warehouse Improvements

Type Maintenance

Useful Life 20-30 years

Category General

Priority 4

Status Active

Total Project Cost: \$25,000

Description

Replace all windows

Justification

All windows are not energy efficient and do not seal properly causing drafts.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	25,000					25,000
Total	25,000					25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Procurement & Inventory

City of Dover, Delaware

Contact

Project #	CS2201
Project Name	2022 Warehouse Improvements

Type Maintenance

Useful Life 10-20 years

Category General

Priority 6 --

Status Active

Total Project Cost: \$70,000

Description	
- Paint building inside and out.....	\$30,000
- Replace all tile flooring.....	\$20,000
- Remodel all bathrooms.....	\$20,000

Justification
Paint on the outside of the building is peeling and inside surfaces are scuffed and worn.
Tile flooring is peeling up and deteriorating in several places.
All bathrooms must be made ADA compliant.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		70,000				70,000
Total		70,000				70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Capital Asset Reserve		70,000				70,000
Total		70,000				70,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Engineering

City of Dover, Delaware

Contact

Project #	PW2101
Project Name	IPLAN TOUCH SCREEN TABLES

Type Equipment

Useful Life

Category General

Priority n/a

Status Active

Total Project Cost: \$14,000

Description

Planning table allow for viewing electronic plans at 24" x 36" scale or better. Since we already have Energov as part of our package from Tyler Technologies we would want to use the same company for eReviews. This table and software package can annotate existing plans, create new plans or review documents, spreadsheets and more, our drafting stations can help you get the job done quickly and efficiently. This multi-functional tool allows you to:

- Work in AutoCAD and other commonly used industry programs
- Email plans and documents directly from the drafting table
- Gain a 3D, interactive perspective of your plans
- Easily move your plans and data from room to room
- Work solo or in groups by adjusting the height or adding tilt—all at the touch of a button

Justification

The tables will allow faster review, lower costs, and greater ability to allow multiple to review a set of plans for internal projects or building and site plan review.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	14,000					14,000
Total	14,000					14,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	14,000					14,000
Total	14,000					14,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Stormwater

City of Dover, Delaware

Contact Public Works Director

Project #	SW2101
Project Name	Miscellaneous Emergency Storm Sewer Repairs

Type Improvement

Useful Life 50-80

Category General

Priority 2

Status Active

Total Project Cost: \$425,000

Description

This project will repair failing storm sewer infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

Justification

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental impacts.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	79,000	82,000	85,000	88,000	91,000	425,000
Total	79,000	82,000	85,000	88,000	91,000	425,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	79,000	82,000	85,000	88,000	91,000	425,000
Total	79,000	82,000	85,000	88,000	91,000	425,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Stormwater

City of Dover, Delaware

Contact Public Works Director

Project #	SW2102
Project Name	Street Division Barn Door Replacement

Type Improvement

Useful Life 20-30 years

Category General

Priority 3

Status Active

Total Project Cost: \$20,000

Description

This project will install new barn doors at the Street Division Garage, located at 710 William Street

Justification

This project is necessary to properly store Streets Division vehicles, particularly the street sweepers. If the doors are not installed, the weather could impact the operational use of the vehicles.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	20,000					20,000
Total	20,000					20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	20,000					20,000
Total	20,000					20,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Stormwater

City of Dover, Delaware

Contact Public Works Director

Project #	SW2103
Project Name	Silver Lake Dam Repairs

Type Improvement

Useful Life 20-30 years

Category General

Priority 4

Status Active

Total Project Cost: \$301,700

Description

The proposed project, identified by the 2019 Silver Lake Dam Inspection report, will repair spalled concrete, delamination of concrete, and repairing cracks. Preliminary estimates provided by JMT, Consulting Engineer.

Justification

The improvements are necessary to maintain the existing dam in normal working conditions. Failure to maintain the dam could lead to failure and downstream flooding.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	51,700		100,000		150,000	301,700
Total	51,700		100,000		150,000	301,700

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	51,700		100,000		150,000	301,700
Total	51,700		100,000		150,000	301,700

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Stormwater

City of Dover, Delaware

Contact Public Works Director

Project #	SW2104
Project Name	Persimmon Park Place Basin Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 4

Status Active

Total Project Cost: \$900,000

Description

This project was initiated by the development constituents. Significant drainage issues occur throughout the Persimmon Park Place Development. Studies have been completed by consulting firms that indicate the existing infrastructure is not sufficient for proper drainage. The construction is scheduled for FY 2021.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	900,000					900,000
Total	900,000					900,000

Funding Sources	2021	2022	2023	2024	2025	Total
State Grant	900,000					900,000
Total	900,000					900,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Stormwater

City of Dover, Delaware

Contact Public Utilities Director

Project #	SW2105
Project Name	West Street Flooding Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 6 --

Status Active

Total Project Cost: \$660,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is within West Street, from Division Street to Mary Street. This area consistently floods with a moderate rain event in the City. Design is planned for FY 2021 and construction is scheduled for FY 2023.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	60,000					60,000
Construction/Maintenance			600,000			600,000
Total	60,000		600,000			660,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	60,000		600,000			660,000
Total	60,000		600,000			660,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project #	24Veh#329
Project Name	2008 International Dump Truck #329

Type Vehicle

Useful Life

Category Unassigned

Priority n/a

Status Active

Total Project Cost: \$155,500

Description
Replace 2008 International Dump Truck #329

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings				155,500		155,500
Total				155,500		155,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund				155,500		155,500
Total				155,500		155,500

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project #	ST2101
Project Name	Street, Concrete and Alley Program

Type Improvement

Useful Life 20-25 years

Category General

Priority 1

Status Active

Total Project Cost: \$5,832,000

Description

This project will rehabilitate approximately one to three percent (1-3%) of the street and alley network each year. The estimated capital maintenance costs are \$51 million over a 20-year planning horizon in FY 2017 dollars. This estimate is based on the needs survey conducted by Public Works in FY 2017. Continuous maintenance on these assets will prevent costlier reconstruction in the future. This project combines the former Street Resurfacing Program, the Alley Program and the Barrier Free Access Ramp Program. FY 2021 anticipated projects are as follows:

- Clara Street (Pear Street to Queen Street)
- East Water Street (River Road to New Castle Avenue)
- Mishoe Street (College Road to Raymond Street)
- Raymond Street (Mishoe Street to .04 miles west of Mishoe Street)
- Park Drive (E. Loockerman St to E. Division St)
- S. American Avenue (E. Division St to Kings Hwy)
- Turnberry Drive (Entire Road)

Justification

Replacement of deteriorated curbs, gutters, and sidewalks provides improved use, drainage, and the appearance of the pavement section. The Street, Concrete and Alley Program schedule is driven by funding and road ratings. Total street mileage is growing as more roads and alleys are dedicated for public maintenance due to growth. Additionally, this program promotes the interconnection of the sidewalk network to conform to ISTEA (Intermodal Surface Transportation Efficiency Act) and rehabilitates sidewalks that have root damage from City street trees. This program also facilitates compliance with the Americans with Disabilities Act as it relates to the pedestrian network as well as improving localized drainage issues.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000
Total	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000
Total	936,000	1,168,000	1,200,000	1,240,000	1,288,000	5,832,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project #	ST2203
Project Name	Mirror Lake Drainage Basin Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 3

Status Active

Total Project Cost: \$350,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is upstream of Mirror Lake, including the eastern portion of the Dover Library parking lot. This area consistently floods with a moderate rain event in the City. The construction is planned for FY 2022.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		350,000				350,000
Total		350,000				350,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		350,000				350,000
Total		350,000				350,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project #	ST2204
Project Name	East Lake Garden Drainage Basin Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 4

Status Active

Total Project Cost: \$500,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure in the East Lake Garden development. This area consistently floods with a moderate rain event in the City. The construction is planned for FY 2022.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		500,000				500,000
Total		500,000				500,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		500,000				500,000
Total		500,000				500,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project # ST2206
 Project Name Water Street Flooding Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 5

Status Active

Total Project Cost: \$884,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is in Water Street, near the intersection of Governors Avenue. This area consistently floods with a moderate rain event in the City. Feasibility study is scheduled for FY 2022, design is scheduled for FY 2023 and construction is scheduled for FY 2025.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design		14,000	60,000			74,000
Construction/Maintenance					750,000	750,000
Total		14,000	60,000		750,000	824,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		74,000			750,000	824,000
Total		74,000			750,000	824,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Public Works - Streets

Contact Public Works Director

Project # ST2305
 Project Name The Greens of Dover / Lamplighter Stormwater Imp

Type Improvement

Useful Life 50 years

Category General

Priority 5

Status Active

Total Project Cost: \$81,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is behind Lamplighter Lane, near the Greens of Dover. The existing forty-two inch (42") stormwater pipe has a temporary repair to handle the stormwater. Feasibility study is scheduled for FY 2023 and design is scheduled for FY 2024.

Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design			16,000	65,000		81,000
Total			16,000	65,000		81,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund			16,000	65,000		81,000
Total			16,000	65,000		81,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Public Works - Streets

Contact Public Works Director

Project # ST2405
 Project Name Lynnhaven Drive Flooding Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 5

Status Active

Total Project Cost: \$88,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is in Lynnhaven Drive, east of Crescent Drive. The existing infrastructure is failing. Feasibility study is scheduled for FY 2024 and design is scheduled for FY 2025.

Justification

This will provide improved capacity and conveyance of stormwater from this street. Failure to improve this system will result in continued flooding in the area.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design				18,000	70,000	88,000
Total				18,000	70,000	88,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund				18,000	70,000	88,000
Total				18,000	70,000	88,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project #	ST2505
Project Name	State Street Flooding Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 5

Status Active

Total Project Cost: \$20,000

Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is in North State Street, between Division Street and William Street. There is not enough existing infrastructure to handle the needs of the area. Feasibility study is scheduled for FY 2025.

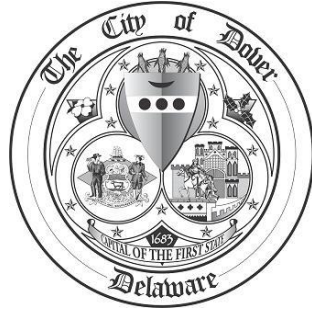
Justification

This will provide improved capacity and conveyance of stormwater from this street. Failure to improve this system will result in continued flooding in the area.

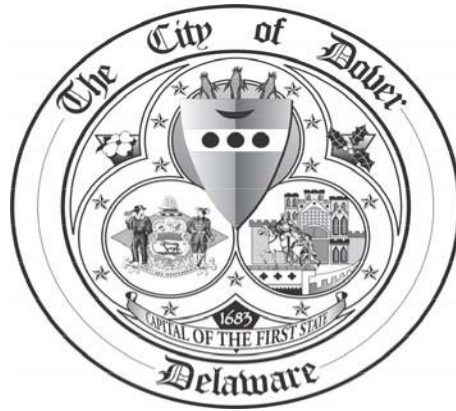
Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					20,000	20,000
Total					20,000	20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund					20,000	20,000
Total					20,000	20,000

Budget Impact/Other



WATER FUNDS



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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	Total
Impact Fee Reserve	25,633	166,950	46,060	55,651	55,000	349,294
Water/Wastewater Fund	1,200,267	2,254,450	3,760,240	3,327,749	1,355,000	11,897,706
GRAND TOTAL	1,225,900	2,421,400	3,806,300	3,383,400	1,410,000	12,247,000

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Impact Fee Reserve								
Water Quality Improvements	WQ2101	2	25,633	166,950	46,060	55,651	55,000	349,294
Impact Fee Reserve Total			25,633	166,950	46,060	55,651	55,000	349,294
Water/Wastewater Fund								
Wellhead Redevelopment Program	WD2101	1	140,000	75,000	75,000	75,000	75,000	440,000
IPLAN Touch Screen Tables	WD2102	n/a	20,400					20,400
Meter Replacement Project	WD2200	n/a		418,700	418,700	418,700		1,256,100
Denneys Road 1.0 Mg Elevated Water Storage Tank	WD2204	4		85,000	1,539,900	1,539,900		3,164,800
Future Well Installation	WD2205	5		707,700	707,700			1,415,400
Water Quality Improvements	WQ2101	2	954,867	883,050	933,940	1,209,149	1,195,000	5,176,006
Miscellaneous Emergency Water Repairs	WQ2102	3	85,000	85,000	85,000	85,000	85,000	425,000
Water/Wastewater Fund Total			1,200,267	2,254,450	3,760,240	3,327,749	1,355,000	11,897,706
GRAND TOTAL			1,225,900	2,421,400	3,806,300	3,383,400	1,410,000	12,247,000

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Water Engineering								
IPLAN Touch Screen Tables	WD2102	n/a	20,400					20,400
Water Engineering Total			20,400					20,400
Water Management								
Wellhead Redevelopment Program	WD2101	1	140,000	75,000	75,000	75,000	75,000	440,000
Meter Replacement Project	WD2200	n/a		418,700	418,700	418,700		1,256,100
Denneys Road 1.0 Mg Elevated Water Storage Tank	WD2204	4		85,000	1,539,900	1,539,900		3,164,800
Future Well Installation	WD2205	5		707,700	707,700			1,415,400
Water Quality Improvements	WQ2101	2	980,500	1,050,000	980,000	1,264,800	1,250,000	5,525,300
Miscellaneous Emergency Water Repairs	WQ2102	3	85,000	85,000	85,000	85,000	85,000	425,000
Water Management Total			1,205,500	2,421,400	3,806,300	3,383,400	1,410,000	12,226,600
GRAND TOTAL			1,225,900	2,421,400	3,806,300	3,383,400	1,410,000	12,247,000

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Water Engineering

City of Dover, Delaware

Contact

Project #	WD2102
Project Name	IPLAN Touch Screen Tables

Type Equipment

Useful Life

Category Water/Wastewater

Priority n/a

Status Active

Total Project Cost: \$20,400

Description

Planning table allow for viewing electronic plans at 24" x 36" scale or better. Since we already have Energov as part of our package from Tyler Technologies we would want to use the same company for eReviews. This table and software package can annotate existing plans, create new plans or review documents, spreadsheets and more, our drafting stations can help you get the job done quickly and efficiently. This multi-functional tool allows you to:

- Work in AutoCAD and other commonly used industry programs
- Email plans and documents directly from the drafting table
- Gain a 3D, interactive perspective of your plans
- Easily move your plans and data from room to room
- Work solo or in groups by adjusting the height or adding tilt—all at the touch of a button

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	20,400					20,400
Total	20,400					20,400

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	20,400					20,400
Total	20,400					20,400

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Water Management

City of Dover, Delaware

Contact Public Works Director

Project #	WD2101
Project Name	Wellhead Redevelopment Program

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 1

Status Active

Total Project Cost: \$440,000

Description

This project will provide for rehabilitation and repair of each deep wellhead in an effort to maintain operations and/or increase/maintain the yield of each well as it relates to the permitted allocation. FY 2008; total well inspection and testing performed. FY 2009: Motors at Wells #6A and #9 were rebuilt, and wells #13R and #15 were redeveloped. FY 2010: Well #10. FY 2011: Well #4 redevelopment and well piping improvements at various well locations, as well as continued well testing. FY 2012: Well #1 redevelopment. FY2013: complete repair of Well #10. FY2014: complete repair of well #14. FY2015 inspected: 2, 3, 11, 13R, 15, PW2. FY 2016 inspected: 4, 6, 8R, 9 & PW8A. FY 2017 inspected: 1, 10, 4, PW6A & 4B. FY 2018 inspected: 3. FY 2019 inspected: 12R, PW1A, 2, 11, 13R, 15. FY 2020 tentatively scheduled: 2, 5 & 6. FY 2021 tentatively scheduled: Well 8R, Well 9, Well 10 and PW6A.

Justification

The well screening and gravel pack requires cleaning over time due to a buildup of mineral deposits and foreign materials such as clay and silt. This maintenance effort is critical to ensure that production can continue to meet demand. It is also necessary to maintain the operational aspects of each well and provide repairs as needed to minimize downtime to maintain system capacity. Delaying or eliminating this project would result in the continued deterioration of the well screen, gravel pack, and well yield over time. It would also result in increased well downtime, emergency repairs, and decreased capacity. These issues can lead to increased flow pattern changes and water quality concerns.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	140,000	75,000	75,000	75,000	75,000	440,000
Total	140,000	75,000	75,000	75,000	75,000	440,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	140,000	75,000	75,000	75,000	75,000	440,000
Total	140,000	75,000	75,000	75,000	75,000	440,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Water Management

City of Dover, Delaware

Contact Public Works Director

Project # WD2200
 Project Name Meter Replacement Project

Type Improvement

Useful Life 20 years

Category Water/Wastewater

Priority n/a

Status Active

Total Project Cost: \$1,256,100

Description

This project will be an ongoing project to replace our aged water meters in the system. A majority of the water meters have exceeded their life expectancy of 15-20 years. The City will benefit from this project by having a more efficient system which will recover maximum revenue to the water utility. Additionally, expenses of maintaining, stocking and operating the out dated meters are greatly reduced.

Justification

This project will provide the City of Dover with accurate readings of our water users, thus creating accurate revenue from the customers. Delaying or eliminating this project would result in the age of the water meters increasing, and consequently the meters will not read the correct volume of water being consumed. Additionally, older water meters typically require more maintenance.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings		418,700	418,700	418,700		1,256,100
Total		418,700	418,700	418,700		1,256,100

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund		418,700	418,700	418,700		1,256,100
Total		418,700	418,700	418,700		1,256,100

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Water Management

Contact Public Works Director

Project # WD2204
 Project Name Denneys Road 1.0 Mg Elevated Water Storage Tank

Type Improvement

Useful Life 100

Category Water/Wastewater

Priority 4

Status Active

Total Project Cost: \$3,249,800

Description

The proposed project, identified by staff and confirmed by the 2004 Water Master Plan Update, will construct a new 1.0 million gallon elevated storage tank within the distribution system. An evaluation concluded that a new 1.0 million gallon elevated storage tank is not merited in the City. FY 2022 will produce a study to evaluate the need of a tower.

Justification

This project was determined necessary by the 2004 Water Mater Plan update in order to meet future storage volume requirements based upon demands and to aid in reducing low pressure areas and enhance fire suppression capability.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design		55,000				55,000
Land Acquisition		30,000				30,000
Construction/Maintenance			1,539,900	1,539,900		3,079,800
Total		85,000	1,539,900	1,539,900		3,164,800

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund		85,000	1,539,900	1,539,900		3,164,800
Total		85,000	1,539,900	1,539,900		3,164,800

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Water Management

Contact Public Works Director

Project # WD2205
 Project Name Future Well Installation

Type Improvement

Useful Life 100

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$1,415,400

Description

The proposed project, identified by staff will drill a new well to increase production capacity for the water distribution system. Estimates provided by AECOM Corp., Consulting Engineer.

Justification

To meet increased water demand and fire suppression requirements. Delaying or eliminating this project would result in the continued reduction in our production capabilities under our permitted allocation, as well as limiting the City's growth. Initial planning was conducted in FY 2016, design completed in FY 2017-18 and construction is planned in both FY 2022-23.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		707,700	707,700			1,415,400
Total		707,700	707,700			1,415,400

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund		707,700	707,700			1,415,400
Total		707,700	707,700			1,415,400

Budget Impact/Other

Electrical costs will increase in the Operations Budget

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Water Management

Contact Public Works Director

Project # WQ2101
 Project Name Water Quality Improvements

Type Improvement

Useful Life 90+ years

Category Water/Wastewater

Priority 2

Status Active

Total Project Cost: \$11,050,600

Description

This project was first identified by staff and the 2006 Water Master Plan Update, and has since become further refined with the FY 2006 Water Quality Evaluation. Projects to be included under this category primarily consist of replacement or relining of old unlined cast iron water main within the City’s water distribution system; system upgrades to improve system control; and utilization of a consultant to provide additional design and evaluation services, as needed. Recent research and data collection has produced a Water Main Rehabilitation Priority List, based on several criteria to identify water mains that are in need of replacement or relining. Pipes will be upgraded according to the severity of the pipe condition, as well as coordination with the City of Dover’s Public Services Street Rehabilitation Program. Between FY 2008 and FY 2010, the deep well contact chambers were designed and installed. Between FY 2008 and FY 2011 the water mains that were replaced include, Washington Street, Pennsylvania Avenue, South Street, Pear Street, West Street, Hazel Road, Maryland Avenue, American Avenue, Bayard Avenue, Greenhill Avenue, Bayard Avenue Alley and Loockerman Street. Operational efforts, such as flushing, will continue to occur on a routine basis. FY 2012 improvements include, N. Pennsylvania Ave., American Ave. Ext., Madison St., Rodney Rd., New Street, Ross Street and Bradford Street (near Wesley College). FY 2013 improvements included North Street. As part of the Water Main Rehabilitation Priority List, water lines were identified throughout the City that requires replacement/relining. FY 2017 improvement include: New Street (Water St. to Loockerman). FY 2018 improvements included: Bradford Street (Loockerman St. to Division St.) and William Street (Pear St. to State St.). FY 2019 improvements included: Lakewood Place. FY 2020 improvements scheduled: Columbia Avenue. FY 2021 anticipate locations:
 •N. West Street West Alley (William Street to Walker Road) - \$680,400
 •Ross Street (Pear Street to .03 mi east of Carol Steet) - \$300,100

Justification

Water quality complaints have eroded consumer confidence in the City’s water supply as the water is perceived to be aesthetically unpleasant. In order to reduce complaints and potentially alleviate this problem, it is necessary to implement the improvements identified by staff, the 2006 Water Master Plan Update, and the FY 2006 Water Quality Evaluation. Delaying or eliminating this project will prolong customer dissatisfaction and further erode confidence in the City’s water supply. In addition, main rehabilitation and replacement, ensuring pipes do not significantly exceed the expected life cycle, is critical to provide a reliable supply of water for our customers and for fire suppression. Water leaks and breaks on older lines can have a significant impact on our ability to serve over time. Addressing the brown water and associated water quality concerns of the City’s water system will not only require capital improvements to the system but also operational changes. Some operation changes will result in no net effect on the operating budget, while others will need to be addressed in the development of future operating budgets. Such items include tools and supplies necessary to improve system sampling and monitoring as well as tools and supplies necessary to improve system-wide flushing operations.

Expenditures	2021	2022	2023	2024	2025	Total
Miscellaneous	980,500	1,050,000	980,000	1,264,800	1,250,000	5,525,300
Total	980,500	1,050,000	980,000	1,264,800	1,250,000	5,525,300

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve	25,633	166,950	46,060	55,651	55,000	349,294
Water/Wastewater Fund	954,867	883,050	933,940	1,209,149	1,195,000	5,176,006
Total	980,500	1,050,000	980,000	1,264,800	1,250,000	5,525,300

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Water Management

Contact Public Works Director

Type Improvement

Useful Life 50-80

Category Water/Wastewater

Priority 3

Status Active

Total Project Cost: \$425,000

Project # WQ2102
 Project Name Miscellaneous Emergency Water Repairs

Description

This project will repair failing water infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

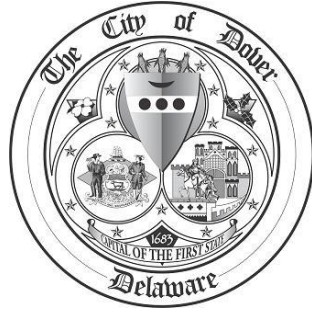
Justification

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental impacts.

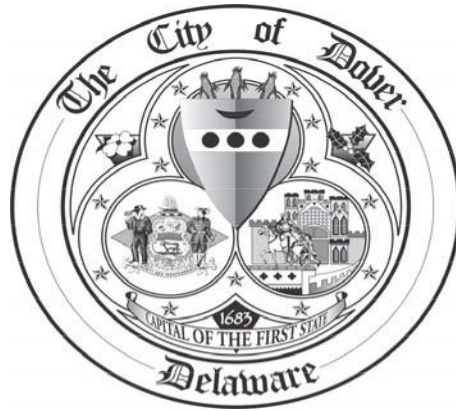
Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	85,000	85,000	85,000	85,000	85,000	425,000
Total	85,000	85,000	85,000	85,000	85,000	425,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	85,000	85,000	85,000	85,000	85,000	425,000
Total	85,000	85,000	85,000	85,000	85,000	425,000

Budget Impact/Other



WASTEWATER FUND



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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	Total
Impact Fee Reserve	34,000	31,600	265,200	274,800	283,600	889,200
Water/Wastewater Fund	1,065,000	1,040,100	5,563,500	5,265,900	595,400	13,529,900
GRAND TOTAL	1,099,000	1,071,700	5,828,700	5,540,700	879,000	14,419,100

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Impact Fee Reserve								
College Road Pump Station Replacement	WW2103	5	30,000		232,000			262,000
Turnberry Pump Station Replacement	WW2105	5	4,000	26,800		240,000		270,800
Heatherfield Pump Station Replacement	WW2204	4		4,800	27,600		247,200	279,600
Cedar Chase Pump Station Replacement	WW2305	5			5,600	28,400		34,000
Laurel Drive Pump Station Replacement	WW2405	5				6,400	29,200	35,600
Kings Cliffe Pump Station Replacement	WW2505	5					7,200	7,200
Impact Fee Reserve Total			34,000	31,600	265,200	274,800	283,600	889,200
Water/Wastewater Fund								
Inflow/Infiltration Removal	WW2101	1	800,000	419,000	4,270,000	4,270,000		9,759,000
Miscellaneous Emergency Sanitary Sewer Repairs	WW2102	2	150,000	155,000	160,000	165,000	170,000	800,000
College Road Pump Station Replacement	WW2103	5	45,000		348,000			393,000
Lepore Road Sanitary Sewer Upgrade	WW2104	4	50,000		317,000			367,000
Turnberry Pump Station Replacement	WW2105	5	6,000	40,200		360,000		406,200
IPLAN Touch Screen Tables	WW2106	n/a	14,000					14,000
Meter Replacement Project	WW2200	n/a		418,700	418,700	418,700		1,256,100
Heatherfield Pump Station Replacement	WW2204	4		7,200	41,400		370,800	419,400
Cedar Chase Pump Station Replacement	WW2305	5			8,400	42,600		51,000
Laurel Drive Pump Station Replacement	WW2405	5				9,600	43,800	53,400
Kings Cliffe Pump Station Replacement	WW2505	5					10,800	10,800
Water/Wastewater Fund Total			1,065,000	1,040,100	5,563,500	5,265,900	595,400	13,529,900
GRAND TOTAL			1,099,000	1,071,700	5,828,700	5,540,700	879,000	14,419,100

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Wastewater Engineering								
IPLAN Touch Screen Tables	WW2106	n/a	14,000					14,000
Wastewater Engineering Total			14,000					14,000
Wastewater Management								
Inflow/Infiltration Removal	WW2101	1	800,000	419,000	4,270,000	4,270,000		9,759,000
Miscellaneous Emergency Sanitary Sewer Repairs	WW2102	2	150,000	155,000	160,000	165,000	170,000	800,000
College Road Pump Station Replacement	WW2103	5	75,000		580,000			655,000
Lepore Road Sanitary Sewer Upgrade	WW2104	4	50,000		317,000			367,000
Turnberry Pump Station Replacement	WW2105	5	10,000	67,000		600,000		677,000
Meter Replacement Project	WW2200	n/a		418,700	418,700	418,700		1,256,100
Heatherfield Pump Station Replacement	WW2204	4		12,000	69,000		618,000	699,000
Cedar Chase Pump Station Replacement	WW2305	5			14,000	71,000		85,000
Laurel Drive Pump Station Replacement	WW2405	5				16,000	73,000	89,000
Kings Cliffe Pump Station Replacement	WW2505	5					18,000	18,000
Wastewater Management Total			1,085,000	1,071,700	5,828,700	5,540,700	879,000	14,405,100
GRAND TOTAL			1,099,000	1,071,700	5,828,700	5,540,700	879,000	14,419,100

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Engineering

City of Dover, Delaware

Contact

Project #	WW2106
Project Name	IPLAN Touch Screen Tables

Type Equipment

Useful Life

Category Water/Wastewater

Priority n/a

Status Active

Total Project Cost: \$14,000

Description

Planning table allow for viewing electronic plans at 24" x 36" scale or better. Since we already have Energov as part of our package from Tyler Technologies we would want to use the same company for eReviews. This table and software package can annotate existing plans, create new plans or review documents, spreadsheets and more, our drafting stations can help you get the job done quickly and efficiently. This multi-functional tool allows you to:

- Work in AutoCAD and other commonly used industry programs
- Email plans and documents directly from the drafting table
- Gain a 3D, interactive perspective of your plans
- Easily move your plans and data from room to room
- Work solo or in groups by adjusting the height or adding tilt—all at the touch of a button

Justification

The tables will allow faster review, lower costs, and greater ability to allow multiple to review a set of plans for internal projects or building and site plan review.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	14,000					14,000
Total	14,000					14,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	14,000					14,000
Total	14,000					14,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project #	WW2101
Project Name	Inflow/Infiltration Removal

Type Improvement
 Useful Life 50-80
 Category Water/Wastewater
 Priority 1
 Status Active

Total Project Cost: \$9,759,000

Description

This project identifies and corrects areas in the sanitary sewer collection system that are deteriorating and allowing groundwater to enter the sanitary sewer system through cracked pipes and/or joints. Video investigations of the lines are performed by in-house crews to determine the condition of subject pipes which may also help with the identification of sump pumps and other illicit connections to the system which will have to be removed by individual property owners. Investigations are occurring systematically through the sewer basins to establish projects for the following year. Sanitary sewer lines are also being inspected in conjunction with water quality improvement project areas to determine main condition. The wet weather which was experienced in both 2003 and 2009/2010/2011, exemplified the fact that the aging and deteriorating sanitary sewer system allows groundwater and rain water to enter the system. This in turn results in higher treatment charges from Kent County. In FY 2011 a new groundwater inflow adjustment charge was established as a result. It is critical to continue making improvements on a regular and planned basis to improve the integrity of the wastewater system. Weather occurs in a cyclical fashion and discrepancies between fees collected and charges received will likely happen again when groundwater and precipitation levels rise. This project would start with an inventory and rating and smoke testing of the approximately 71 miles of sanitary sewer main in FY 2021. Rehabilitation will occur beginning in FY 2023. The intent of this project is to rehabilitate the infrastructure with the worst ratings.

Justification

The wet weather experienced in both 2003 and 2009/2010/2011, highlighted the fact that we have an aging wastewater system that requires more attention to the condition of the old pipe network and more monitoring of illicit connections to the system. Inflow and infiltration are problems that all customers pay for since they are costs that are not assigned to an individual customer. Therefore, all customers are affected by expenses related to inflow and infiltration. Delaying or eliminating this project will result in continued higher treatment charges for wastewater flow to Kent County than is necessary. In addition, the reduction in available capacity in the City and County systems due to inflow and infiltration will reduce the capacity available for future growth.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	800,000					800,000
Construction/Maintenance		419,000	4,270,000	4,270,000		8,959,000
Total	800,000	419,000	4,270,000	4,270,000		9,759,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	800,000	419,000	4,270,000	4,270,000		9,759,000
Total	800,000	419,000	4,270,000	4,270,000		9,759,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Wastewater Management

Contact Public Works Director

Project # WW2102
 Project Name Miscellaneous Emergency Sanitary Sewer Repairs

Type Improvement

Useful Life 50-80

Category Water/Wastewater

Priority 2

Status Active

Total Project Cost: \$800,000

Description

This project will repair failing sanitary sewer infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

Justification

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental contamination.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	150,000	155,000	160,000	165,000	170,000	800,000
Total	150,000	155,000	160,000	165,000	170,000	800,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	150,000	155,000	160,000	165,000	170,000	800,000
Total	150,000	155,000	160,000	165,000	170,000	800,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project # WW2103
 Project Name College Road Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$1,310,000

Description

This project calls for replacement of the Smith & Loveless package pumping station, installed in 1987, in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years and is in need of a capacity upgrade to handle anticipated growth in the basin.

Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Design in FY 2021; construction in FY 2023.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	75,000		580,000			655,000
Total	75,000		580,000			655,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve	30,000		232,000			262,000
Water/Wastewater Fund	45,000		348,000			393,000
Total	75,000		580,000			655,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project # WW2104
 Project Name Lepore Road Sanitary Sewer Upgrade

Type Improvement

Useful Life 90+ years

Category Water/Wastewater

Priority 4

Status Active

Total Project Cost: \$367,000

Description

This project calls for the replacement of approximately 374 linear feet of 8-inch gravity sewer main. Currently, the sewer main operates in a reverse slope condition, which overloads the pipe. The proposed upgrade will provide slope and adequate capacity for current flow to be carried to discharge. Estimates provided by Pennoni Associates, Consulting Engineer.

Justification

This project will allow for proper capacity and slope to handle the current flow. Delaying or eliminating this project could result in overflow of wastewater material. Design in FY 21; construction in FY 23.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	50,000		317,000			367,000
Total	50,000		317,000			367,000

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund	50,000		317,000			367,000
Total	50,000		317,000			367,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Wastewater Management

Contact Public Works Director

Project # WW2105
 Project Name Turnberry Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$1,354,000

Description

This project calls for replacement of the Smith & Loveless package pumping station installed in 1989 in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years and is in need of a capacity upgrade to handle anticipated growth in the basin.

Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Feasibility study in FY 2021, design in FY 2022, construction in FY 2024.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	10,000	67,000		600,000		677,000
Total	10,000	67,000		600,000		677,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve	4,000	26,800		240,000		270,800
Water/Wastewater Fund	6,000	40,200		360,000		406,200
Total	10,000	67,000		600,000		677,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project #	WW2200
Project Name	Meter Replacement Project

Type Improvement

Useful Life 20 years

Category Water/Wastewater

Priority n/a

Status Active

Total Project Cost: \$1,256,100

Description

This project will be an ongoing project to replace our aged water meters in the system. A portion of water meters will be replaced each year. A majority of the water meters have exceeded their life expectancy of 15-20 years. The industry standard is to replace 20% of the meter inventory for five years. The City will benefit from this project by having a more efficient system which will recover maximum revenue to the water utility. Additionally, expenses of maintaining, stocking and operating the out dated meters are greatly reduced.

Justification

This project will provide the City of Dover with accurate readings of our water users, thus creating accurate revenue from the customers. Delaying or eliminating this project would result in the age of the water meters increasing, and consequently the meters will not read the correct volume of water being consumed. Additionally, older water meters typically require more maintenance.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings		418,700	418,700	418,700		1,256,100
Total		418,700	418,700	418,700		1,256,100

Funding Sources	2021	2022	2023	2024	2025	Total
Water/Wastewater Fund		418,700	418,700	418,700		1,256,100
Total		418,700	418,700	418,700		1,256,100

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project # WW2204
 Project Name Heatherfield Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 4

Status Active

Total Project Cost: \$1,398,000

Description

This project calls for replacement of the Smith & Loveless package pumping station installed in 1985 in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years and is in need of a capacity upgrade to handle anticipated growth in the basin.

Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Feasibility study in FY 2022, design in FY 2023, construction in FY 2025.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design		12,000	69,000		618,000	699,000
Total		12,000	69,000		618,000	699,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve		4,800	27,600		247,200	279,600
Water/Wastewater Fund		7,200	41,400		370,800	419,400
Total		12,000	69,000		618,000	699,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Wastewater Management

Contact Public Works Director

Project # WW2305
 Project Name Cedar Chase Pump Station Replacement

Type Improvement

Useful Life 20 years

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$170,000

Description

This project calls for replacement of the Smith & Loveless package pumping station installed in 1986 in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years.

Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Feasibility study in FY 2023 and design in FY 2024.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design			14,000	71,000		85,000
Total			14,000	71,000		85,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve			5,600	28,400		34,000
Water/Wastewater Fund			8,400	42,600		51,000
Total			14,000	71,000		85,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project # WW2405
 Project Name Laurel Drive Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$178,000

Description

This project calls for replacement of the Smith & Loveless package pumping station installed in 1967 in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years.

Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Feasibility study in FY 2024 and design in FY 2025.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design				16,000	73,000	89,000
Total				16,000	73,000	89,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve				6,400	29,200	35,600
Water/Wastewater Fund				9,600	43,800	53,400
Total				16,000	73,000	89,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Wastewater Management

City of Dover, Delaware

Contact Public Works Director

Project # WW2505
 Project Name Kings Cliffe Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 5

Status Active

Total Project Cost: \$36,000

Description

This project calls for replacement of the Smith & Loveless package pumping station, installed in 1987, in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years.

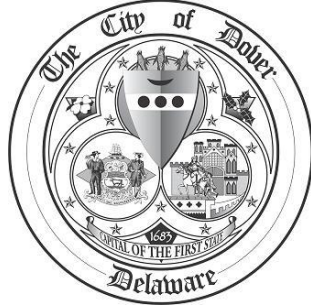
Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable, and replacement of equipment is costly. Feasibility study in FY 2025.

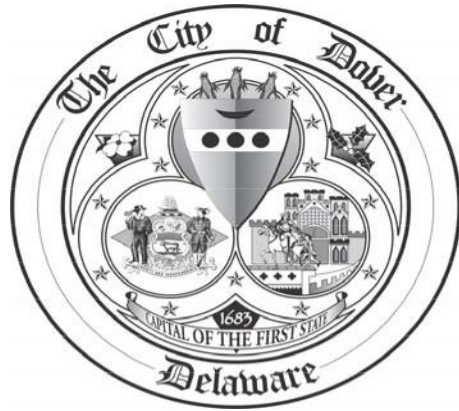
Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					18,000	18,000
Total					18,000	18,000

Funding Sources	2021	2022	2023	2024	2025	Total
Impact Fee Reserve					7,200	7,200
Water/Wastewater Fund					10,800	10,800
Total					18,000	18,000

Budget Impact/Other



ELECTRIC FUND



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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	Total
Electric Revenue	5,415,900	18,180,000	7,134,000	1,610,000	1,610,000	33,949,900
GRAND TOTAL	5,415,900	18,180,000	7,134,000	1,610,000	1,610,000	33,949,900

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Electric Revenue								
Reed Street shingled roof	EA2101	1	300,000					300,000
Reed Street chimney refurbish	EA2102	1	15,000					15,000
2021 Electric Utility Admin Facility Improvements	EA2103	n/a	25,000					25,000
Small Cell Wireless pole replacement	EE2000	n/a		30,000	30,000	30,000	30,000	120,000
Advanced Metering Infrastructure (AMI)	EE2003	n/a		500,000	1,500,000	1,500,000	1,500,000	5,000,000
College Road Consolidation	EE2005	6	110,000					110,000
Garrison Oak Tech Park Substation	EE2016	n/a	750,000	7,000,000				7,750,000
Transmission Line Maintenance Program	EE2017	n/a	50,000	50,000	50,000	50,000	50,000	250,000
Substation Component Upgrade	EE2098	n/a	30,000	30,000	30,000	30,000	30,000	150,000
Reed Street IT Room Generator	EE2101	n/a	20,000					20,000
Substation Test Equipment	EE2102	n/a	12,500					12,500
Radio Infrastructure Upgrade	EE2105	n/a	375,000					375,000
Capitol Green Secondary	EE2106	n/a	33,000					33,000
System Operations Voice Recorder	EE2107	n/a	25,000					25,000
LED Lighting Conversion Phase 1	EE2108	n/a	1,025,000	1,200,000	1,200,000			3,425,000
SCADA Master Hardware Replacement	EE2109	n/a		165,000				165,000
Division St Overhead Rebuild	EE2110	n/a	85,000					85,000
Live Front Transformer & Conductor Restoration	EE2111	n/a	140,000					140,000
Townsend Blvd & Miller Dr	EE2112	n/a	123,000					123,000
ArcFM Migration to Electric Utility Network	EE2113	2	160,000					160,000
IPLAN Touch Screen Tables	EE2114	n/a	20,400					20,400
FY21 New Developments	EE2120	n/a	850,000					850,000
Bacon Ave/Buckson Drive U/G Upgrade	EE2203	n/a		70,000				70,000
Nimitz Rd/Bacon Ave. U/G Upgrade	EE2204	n/a		70,000				70,000
Kent Trailer Park O/H	EE2205	n/a		65,000				65,000
Derby Estates Underground Upgrade	EE2301	1			140,000			140,000
The Greens Underground Upgrade Phase 1 & 2	EE2302	2			184,000			184,000
Van Sant Unit 11 Component Replacements	EG2001	1	35,000					35,000
McKee Run Unit 3 Auxillary System Components	EG2002	1	60,000					60,000
Vansant U/G Fuel Line Relocate	EG2101	n/a	172,000					172,000
Plant Decommissioning	EG2102	1	1,000,000	9,000,000	4,000,000			14,000,000
Electric Revenue Total			5,415,900	18,180,000	7,134,000	1,610,000	1,610,000	33,949,900
GRAND TOTAL			5,415,900	18,180,000	7,134,000	1,610,000	1,610,000	33,949,900

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Electric Admin								
Reed Street shingled roof	EA2101	1	300,000					300,000
Reed Street chimney refurbish	EA2102	1	15,000					15,000
2021 Electric Utility Admin Facility Improvements	EA2103	n/a	25,000					25,000
Reed Street IT Room Generator	EE2101	n/a	20,000					20,000
Electric Admin Total			360,000					360,000
Electric Engineering								
Small Cell Wireless pole replacement	EE2000	n/a		30,000	30,000	30,000	30,000	120,000
Advanced Metering Infrastructure (AMI)	EE2003	n/a		500,000	1,500,000	1,500,000	1,500,000	5,000,000
College Road Consolidation	EE2005	6	110,000					110,000
Garrison Oak Tech Park Substation	EE2016	n/a	750,000	7,000,000				7,750,000
Transmission Line Maintenance Program	EE2017	n/a	50,000	50,000	50,000	50,000	50,000	250,000
Substation Component Upgrade	EE2098	n/a	30,000	30,000	30,000	30,000	30,000	150,000
Substation Test Equipment	EE2102	n/a	12,500					12,500
Radio Infrastructure Upgrade	EE2105	n/a	375,000					375,000
Capitol Green Secondary	EE2106	n/a	33,000					33,000
System Operations Voice Recorder	EE2107	n/a	25,000					25,000
LED Lighting Conversion Phase 1	EE2108	n/a	1,025,000	1,200,000	1,200,000			3,425,000
SCADA Master Hardware Replacement	EE2109	n/a		165,000				165,000
Division St Overhead Rebuild	EE2110	n/a	85,000					85,000
Live Front Transformer & Conductor Restoration	EE2111	n/a	140,000					140,000
Townsend Blvd & Miller Dr	EE2112	n/a	123,000					123,000
ArcFM Migration to Electric Utility Network	EE2113	2	160,000					160,000
IPLAN Touch Screen Tables	EE2114	n/a	20,400					20,400
Bacon Ave/Buckson Drive U/G Upgrade	EE2203	n/a		70,000				70,000
Nimitz Rd/Bacon Ave. U/G Upgrade	EE2204	n/a		70,000				70,000
Kent Trailer Park O/H	EE2205	n/a		65,000				65,000
Derby Estates Underground Upgrade	EE2301	1			140,000			140,000
The Greens Underground Upgrade Phase 1 & 2	EE2302	2			184,000			184,000
Electric Engineering Total			2,938,900	9,180,000	3,134,000	1,610,000	1,610,000	18,472,900
Electric T & D								
FY21 New Developments	EE2120	n/a	850,000					850,000
Electric T & D Total			850,000					850,000
Power Plant								
Van Sant Unit 11 Component Replacements	EG2001	1	35,000					35,000
McKee Run Unit 3 Auxillary System Components	EG2002	1	60,000					60,000
Vansant U/G Fuel Line Relocate	EG2101	n/a	172,000					172,000
Plant Decommissioning	EG2102	1	1,000,000	9,000,000	4,000,000			14,000,000
Power Plant Total			1,267,000	9,000,000	4,000,000			14,267,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
			5,415,900	18,180,000	7,134,000	1,610,000	1,610,000	33,949,900

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Admin
 Contact Central Services Director
 Type Maintenance
 Useful Life 30+ years
 Category Electric
 Priority 1
 Status Active

Project # EA2101
 Project Name Reed Street shingled roof

Total Project Cost: \$300,000

Description

Replace shingled roof and gutters

Justification

Shingles are starting to tear away from the roof and have been found to contain asbestos. Recently there have been leaks located near the chimneys where several shingles are missing or broken. Due to the asbestos, we are unable to replace missing shingles but have sealed leaks with caulk.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	300,000					300,000
Total	300,000					300,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	300,000					300,000
Total	300,000					300,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Admin
 Contact Central Services Director
 Type Maintenance
 Useful Life 30+ years
 Category Electric
 Priority 1
 Status Active

City of Dover, Delaware

Project # EA2102
 Project Name Reed Street chimney refurbish

Total Project Cost: \$15,000

Description
 Repair all brick work associated with chimneys

Justification
 The mortar is deteriorated and the bricking is coming apart. There has been water leaks found in the attic under the chimneys.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	15,000					15,000
Total	15,000					15,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Admin
 Contact Central Services Director
 Type Maintenance
 Useful Life 20-25 years
 Category Electric
 Priority n/a
 Status Active

Project # EA2103
 Project Name 2021 Electric Utility Admin Facility Improvements

Total Project Cost: \$25,000

Description

- Replace damaged vinyl siding.....\$5,000
- Repair or replace metal flashing at roofline.....\$5,000
- Remodel all bathrooms.....\$15,000

Justification

- There are several areas that have cracks and holes due to age and wear.
- The roofline metal flashing has started rusting and once it rusts through will allow water to cause structure damage.
- Bathrooms are not in ADA compliance.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	25,000					25,000
Total	25,000					25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Admin

Contact Electric Director

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$20,000

Project # EE2101
 Project Name Reed Street IT Room Generator

Description

This project is to purchase and install a 25-kW standby generator outside 5 Reed Street. This project will also include the installation and security required to protect the generator and any additional costs discovered during the installation process. Budgetary quotes for the generator alone are between \$8,500 & \$10,000. Installation may be able to be accomplished by City personnel but securing the generator and providing a fuel source may require additional outlay.

Justification

This generator will provide the sensitive computer servers in the IT room with HVAC and back up power in the event of a power failure on that circuit.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	20,000					20,000
Total	20,000					20,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	20,000					20,000
Total	20,000					20,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Maintenance

Useful Life 15-20 years

Category Electric

Priority n/a

Status Active

Total Project Cost: \$145,000

Project #	EE2000
Project Name	Small Cell Wireless pole replacement

Description
Small Cell Wireless Pole Replacement

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		30,000	30,000	30,000	30,000	120,000
Total		30,000	30,000	30,000	30,000	120,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		30,000	30,000	30,000	30,000	120,000
Total		30,000	30,000	30,000	30,000	120,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2003
 Project Name Advanced Metering Infrastructure (AMI)

Type Improvement

Useful Life 20 years

Category Electric

Priority n/a

Status Active

Total Project Cost: \$7,000,000

Description

Design and installation of an advanced metering infrastructure encompassing both electric and water meters throughout the city. The initial efforts will be directed to determine the most robust and effective real-time, high speed communication system. Instead of installing a network that is linked primarily to a specific AMI system or supplier, a system will be selected that will also support outage management, conservation monitoring, demand response and potential distribution automation systems. Once that determination has been made, an AMI system will be selected that not only fulfills the electric and water meter reading and billing requirements but is supportive of other initiatives such as outage management. This will be a multi-year project.

Justification

This system will give the city the ability to read and totalize billing for primary billed customers. It would also eliminate on-site reconnects and disconnects which would reduce wear and tear on vehicles and reduce overtime by allowing these actions to be accomplished using a computer terminal. This system also allows quicker identification of outages, manage peak loads, give better ability to regulate voltages in the system, predictive outage management vs. reactive and load control and rate adjustment data. This system could also save revenues due to better theft protection and when fully implemented drastically reduce the reading time of the 109 total routes driven by the meter readers. Existing meter readers would be utilized in more of a maintenance function to respond to any outages or failures in the system when fully implemented.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		500,000	1,500,000	1,500,000	1,500,000	5,000,000
Total		500,000	1,500,000	1,500,000	1,500,000	5,000,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		500,000	1,500,000	1,500,000	1,500,000	5,000,000
Total		500,000	1,500,000	1,500,000	1,500,000	5,000,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2005
 Project Name College Road Consolidation

Type Improvement

Useful Life 25 - 30 years

Category Electric

Priority 6 --

Status Active

Total Project Cost: \$220,000

Description

This project will relocate the transmission protection relays from the old building into the newer switchgear building on the College Road substation. This relocation will also allow for the removal of the old building and reduce overhead costs associated with having two buildings on the property.

Justification

This project will consolidate the College Road substation into one existing building instead of the current configuration in two buildings. The metal clad switchgear has eight distribution circuits breakers and all the distribution protection relays. All the 69kv transmission line protection relays are in the old College Road building, which is about 25 years old. We plan to move the 69kv transmission line protection relays into the metal clad switchgear with all the other relays so we will have all the protection relays in one location. This will help us reduce the restoration time during an outage as well as cut down the maintenance cost by eliminating the extra building. Subsequent removal of the unused building will also allow for further expansion of the substation as required.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	50,000					50,000
Construction/Maintenance	60,000					60,000
Total	110,000					110,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	110,000					110,000
Total	110,000					110,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2016
 Project Name Garrison Oak Tech Park Substation

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$7,750,000

Description

This project consists of two parts, an engineering and estimate portion in the amount of \$750,000 completed in FY21 and a construction portion to be completed in FY22. The result will be an expandable substation built on Lot 1 of the Garrison Oak Technical Park used to provide both 69 kV and 12.47 kV electrical service to all the lots in the park. The substation will be of a ring bus design that will allow for redundancy in the event of a breaker failure. Additionally, the substation could be used to provide power to any new developments in the area of the and give the City more flexibility to perform system switching by increasing the tie points available.

Justification

As occupancy of Garrison Oak Technology Park increases, the amount of power drawn will exceed the capabilities of the current City of Dover Transmission and Distribution system. We currently have less than 2 megawatts of reserve power for contingency situations for Calpine and we estimate approximately 500 to 2000 kilowatts of demand per lot. This additional load will not be attainable without a new substation to dedicate to the park and allow distribution to a limited number of customers outside the park in residential areas.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	750,000					750,000
Construction/Maintenance		7,000,000				7,000,000
Total	750,000	7,000,000				7,750,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	750,000	7,000,000				7,750,000
Total	750,000	7,000,000				7,750,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2017
 Project Name Transmission Line Maintenance Program

Type Maintenance

Useful Life 20-25 years

Category Electric

Priority n/a

Status Active

Total Project Cost: \$475,000

Description

Started in FY19 there are two remaining sections to complete of the replacement of old porcelain insulators with polymer insulators for the two 69kv lines – from North Street substation to the Vasant switch yard and from Produce Junction to the Dover Downs substation. Similar replacements are planned in the coming years as well as replacement of certain spans of 795 ACSR conductor.

Justification

Insulators have a defined equipment life due to sun and weather conditions breaking down the porcelain and base bonding cement. Insulators installed in 1960's and 1970's are due for replacement because of this deterioration. We have experienced several transmission outages due to insulator failure. Replacing the insulators should extend the life an additional 30 years.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 20-25 years

Category Electric

Priority n/a

Status Active

Total Project Cost: \$180,000

Project #	EE2098
Project Name	Substation Component Upgrade

Description

This project is part of a wider ranging Substation Assessment Program. The goal of the Substation Assessment Program is to identify discrepancies in the substations and proactively manage aging component replacements. This is done by performing monthly inspections and operational checks of the switches, relays, transformers and wiring of each substation in the City of Dover system. This also will encompass replacing outdated communication equipment and installing Real Time Automation Controllers (RTACs) that will allow faster reporting of faults in the system and installation of GPS clocks to provide accurate time stamping of faults for reporting. There are four RTACs and GPS clocks installed in the 15 substations across the City; Frazier, Horsepond, Cartanza, & Gen Scott. There is currently a project underway to upgrade Mayfair Substation that will include an RTAC and GPS clock install, and the College Rd Consolidation will include these as well. This would leave St. Jones, Mid-City, North St, Van Sant, Division St, & Dover Downs to need RTACs & GPS clocks installed. The City has the RTAC units on hand to complete the work but will require the GPS clocks and associated material to be purchased as installation progresses. The last five will be done in FY2022.

Justification

By installing Schweitzer Engineering Laboratories (SEL) communication equipment, the monitoring capabilities of the City's distribution and transmission systems will be greatly improved. This will assist in properly engineering and designing a more stable system. The RTACs are a near-real time communication device that can shave seconds off of the notification of a fault in system. There are currently a mix of communication devices installed that delay reporting to System Operations. This program will also standardize maintenance and reduce multiple test equipment requirements.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$12,500

Project # EE2102
Project Name Substation Test Equipment

Description

This will replace the outdated relay testing equipment used to test reaction, closing, ohm and current readings in the relays and breakers in the substations. This will provide a new Mega-ohmmeter which is used to measure the electrical resistance of insulators, insulating components and equipment and cable jackets. The current Mega-ohmmeter is 21 years old and not supported by the manufacturer. This funding will also provide a new Micro-ohmmeter that is used for testing circuit breaker contacts, bushings, welding joints and any low resistance measuring applications. Additionally, it will provide funds to calibrate other equipment on hand.

Justification

Proper operation of the relays and breakers is critical to ensure a safe and reliable distribution and transmission system. This is a key piece of the substation maintenance culture and will give the relay technicians and engineers the ability to design testing programs and track operational capabilities of the installed relays and breakers. Annual calibration and testing of the equipment is an important step in maximizing the accuracy and life of the test equipment.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	12,500					12,500
Total	12,500					12,500

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	12,500					12,500
Total	12,500					12,500

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$375,000

Project #	EE2105
Project Name	Radio Infrastructure Upgrade

Description

This project will purchase improvements to the aged analog radio communication infrastructure with digital infrastructure to be used across the City. The current system is designed by using equipment in three substations and at McKee Run plant. This new digital system will be capable of transmitting twice the channels of the current system as well as provide the capability to transmit data to the crews in the field.

Justification

The current analog communication system was installed in the 1990s and has reached the end of its life expectancy. It is not possible for the State Radio maintenance teams to obtain parts for the equipment and if the city loses a repeater a whole area of the city will basically go dark for communications. The proposed upgrade will switch from analog to digital signal and will provide for a communications upgrade to all departments in the City. This digital system is more powerful and capable than the current analog system and will double our channels open for communications from 4 to 8. The ability to transfer data over the system will allow for the real-time transfer of electronic work order updates to and from the field. It also considers the retirement of McKee Run and the loss of the antennae located on the plant. The current handheld radios will still function on the new system as well as the base station in System Operations. A robust and reliable communications network is critical for safe operations in the field for all departments in the City.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	375,000					375,000
Total	375,000					375,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	375,000					375,000
Total	375,000					375,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2106
Project Name	Capitol Green Secondary

Type Improvement

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$33,000

Description

This project will eliminate the electric service on an aged pole line behind the homes on River Rd. All the existing infrastructure will be moved to the front of the homes and allow easier access for maintenance. This section to be worked is in a very difficult position to conduct tree trimming and it needs to occur by getting into the backyards of the homes. The pole line will continue to support other utility's wiring.

Justification

The poles in this section of River Rd are located behind the backyards of the residences. Access to the pole line is limited for repairs and tree trimming which requires the crews to transit the backyards around the fencing. The condition of the poles makes climbing them a safety hazard for the linemen and the three trimming crews. Moving the electric service to the front of the homes will reduce outage times and eliminate the need for tree trimming expenses.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	33,000					33,000
Total	33,000					33,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	33,000					33,000
Total	33,000					33,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$25,000

Project # EE2107
 Project Name System Operations Voice Recorder

Description
 Replacing aged and unsupported System Operations voice recorder.

Justification
 The voice recorder is used to tape all System Operations phone calls and radio traffic. These recordings contain switching schedule and outage radio traffic which may be required for litigation purposes and for dispute resolution with customers.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	25,000					25,000
Total	25,000					25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2108
 Project Name LED Lighting Conversion Phase 1

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$3,425,000

Description

Conversion of existing non-LED City lighting to LED in order to increase life expectancy and decrease overall lighting expenditures to the City. The city-wide project will be accomplished in three phases starting with Roadway lights, Decorative lights and Security lights.

Justification

The Electric Department receives numerous requests for lighting maintenance & improvements. These requests are due to the current lights aging and emitting less light. LED lights also provide a brighter light utilizing less wattage and have longer warranties than the high-pressure sodium, mercury vapor and metal halide lights. These factors will reduce the total cost to operate and maintain the approximately 9,000 lights currently installed.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	1,025,000	1,200,000	1,200,000			3,425,000
Total	1,025,000	1,200,000	1,200,000			3,425,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	1,025,000	1,200,000	1,200,000			3,425,000
Total	1,025,000	1,200,000	1,200,000			3,425,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$165,000

Project # EE2109
 Project Name SCADA Master Hardware Replacement

Description

This project will replace the Master Station hardware and associated enclosures/desks. The Master Station receives all the analog data, door alarms, and control for all electrical substations and wastewater lift stations. The Master Station is comprised of dual host servers, dual operator consoles, paging systems, web server, two firewalls for DMZ and one remote access/support firewall. The Master Station also allows the operators to modify and control the city’s electrical grid remotely reducing the amount of time outages affect the residents and reduce harm to the city’s populace. Requested amount includes funds for master hardware replacement and associated training for 2 personnel who are tasked with the day to day maintenance of the SCADA system. This also accounts for modifications to the workstation enclosures to account for new equipment.

Justification

The equipment will reach the end of its life expectancy in 2022. It should be noted that the systems run continuously 24 hours a day seven days a week to monitor and track anomalies in the electrical and wastewater systems. It is also utilized by the Electric Department to open and close circuit breakers and perform switching schedules. Estimate of \$165,000 is based on FY17 budget of \$150,000 plus 10% increase due to cost fluctuations.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings		165,000				165,000
Total		165,000				165,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		165,000				165,000
Total		165,000				165,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2110
Project Name	Division St Overhead Rebuild

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$85,000

Description

This project is to rebuild aspects of the overhead pole line on Division St from West St east to Park Drive. Many of the poles are owned by a communication company who will be providing the poles but the removal and installation and other associated electrical equipment on the poles will be purchased and installed by the City. The new poles installed will be 50-foot poles which will allow better fitment for future 5G SWF installations. This project will also replace primary overhead wiring that has severe insulation damage as well as secondary conductors and crossarms.

Justification

There are numerous poles in this area that require replacement based on pole inspection results and some that have temporary bracing on them due to damage from accidents. There is an increased possibility of primary conductor failure due to the insulation damage. Additionally, there is a risk of outages due to the poor condition of the crossarms. With the possibility of SWF installations, the current condition of the infrastructure may not support the additional load.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	85,000					85,000
Total	85,000					85,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	85,000					85,000
Total	85,000					85,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2111
Project Name	Live Front Transformer & Conductor Restoration

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$140,000

Description

Replace the original underground primary cabling in the Ann Avenue, English Village & Beechwood developments and convert from direct buried conductor to a bored installation. This project will replace antiquated live front transformers and pedestals which will greatly reduce shock hazards to the public and to the lineman.

Justification

The underground wiring and equipment have been in place for over 25+ years and is direct buried. The new cable will be placed in conduit and better protected from the elements and unintentional damage. The original cable also has an external neutral wrapped around the cable while the new cable has an internal neutral offering a more stable and dependable system to the customer. The removal of the live front transformers will also increase safety to the lineman during maintenance.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	140,000					140,000
Total	140,000					140,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	140,000					140,000
Total	140,000					140,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$123,000

Project # EE2112
Project Name Townsend Blvd & Miller Dr

Description

This is to continue with the conversion from overhead to underground in the Towne Point subdivision. This will take the current overhead backyard construction and move it underground in front of the residences. This will allow quicker access to the equipment during outages. There are numerous addresses that are inaccessible to line trucks due to private fencing.

Justification

The current infrastructure was installed in the late 1960s and 1970s and there are numerous areas of pole lines being inaccessible to our bucket trucks due to the private fencing installed. The estimated prices are for boring work being performed by outside contractor but most of the boring could be replaced with trenching which would minimize the possibility of striking non locatable infrastructure.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	123,000					123,000
Total	123,000					123,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	123,000					123,000
Total	123,000					123,000

Budget Impact/Other

Project # EE2113
 Project Name ArcFM Migration to Electric Utility Network

Type Unassigned

Useful Life 10 years

Category Electric

Priority 2

Status Active

Total Project Cost: \$160,000

Description

In order to implement a fully cross functional tool, ESRI Network Utility, the current database attributes need to be analyzed and corrected prior to installing ESRI Utility Network. This will ensure the tool provides a seamless transition upon installation of ArcGIS Version 10.6.

Justification

This database upgrade will have full electrical functionality that would be compatible with our existing GIS requirements and future ARC-GIS versions. This tool will help with management of our pole and hardware inventory and should integrate into future AMI and MUNIS applications.

Expenditures	2021	2022	2023	2024	2025	Total
Other	160,000					160,000
Total	160,000					160,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	160,000					160,000
Total	160,000					160,000

Budget Impact/Other

This is a one-time expenditure that will allow better infrastructure management and efficiency

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact

Project # EE2114
 Project Name IPLAN Touch Screen Tables

Type Equipment

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$20,400

Description

Planning table allow for viewing electronic plans at 24" x 36" scale or better. Since we already have Energov as part of our package from Tyler Technologies we would want to use the same company for eReviews. This table and software package can annotate existing plans, create new plans or review documents, spreadsheets and more, our drafting stations can help you get the job done quickly and efficiently. This multi-functional tool allows you to:

- Work in AutoCAD and other commonly used industry programs
- Email plans and documents directly from the drafting table
- Gain a 3D, interactive perspective of your plans
- Easily move your plans and data from room to room
- Work solo or in groups by adjusting the height or adding tilt—all at the touch of a button

Justification

The tables will allow faster review, lower costs, and greater ability to allow multiple to review a set of plans for internal projects or building and site plan review.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicle/Furnishings	20,400					20,400
Total	20,400					20,400

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	20,400					20,400
Total	20,400					20,400

Budget Impact/Other

There will be recurring cost of \$500/iPlan table for the Bluebeam software and \$6,900 for the software to run the application.

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$70,000

Project # EE2203
 Project Name Bacon Ave/Buckson Drive U/G Upgrade

Description

This is to continue with the conversion from overhead to underground in the Towne Point subdivision. This will take the current overhead backyard construction and move it underground in front of the residences. This will allow quicker access to the equipment during outages. There are numerous addresses that are inaccessible to line trucks due to private fencing.

Justification

The current infrastructure was installed in the late 1960s and 1970s and there are numerous areas of pole lines being inaccessible to our bucket trucks due to the private fencing installed. The estimated prices are for boring work being performed by outside contractor but most of the boring could be replaced with trenching which would minimize the possibility of striking non locatable infrastructure.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		70,000				70,000
Total		70,000				70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		70,000				70,000
Total		70,000				70,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2204
Project Name	Nimitz Rd/Bacon Ave. U/G Upgrade

Type Improvement

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$70,000

Description

This is to continue with the conversion from overhead to underground in the Towne Point subdivision. This will take the current overhead backyard construction and move it underground in front of the residences. This will allow quicker access to the equipment during outages. There are numerous addresses that are inaccessible to line trucks due to private fencing.

Justification

The current infrastructure was installed in the late 1960s and 1970s and there are numerous areas of pole lines being inaccessible to our bucket trucks due to the private fencing installed. The estimated prices are for boring work being performed by outside contractor but most of the boring could be replaced with trenching which would minimize the possibility of striking non locatable infrastructure.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		70,000				70,000
Total		70,000				70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		70,000				70,000
Total		70,000				70,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2205
Project Name	Kent Trailer Park O/H

Type Improvement

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$65,000

Description

Existing overhead distribution system located in rear of mobile home lots. Estimate includes replacing poles, insulators, adding separate primary neutral and new secondary triplex while providing loop capabilities for park.

Justification

The current infrastructure was installed in the 1970s. The pole line needs redesigned due to growth in the park and there are some poles that require replacement. There have been 5 outage calls in 2019 for this area.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		65,000				65,000
Total		65,000				65,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue		65,000				65,000
Total		65,000				65,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life Unknown

Category Electric

Priority 1

Status Active

Total Project Cost: \$140,000

Project # EE2301
 Project Name Derby Estates Underground Upgrade

Description

Replace aging infrastructure that has been installed for 25 + years.

Justification

Current equipment and cable have been installed for over 25 years and have reached the end of their life expectancy. This will replace all pedestals, any live front transformers and cables while also removing the old direct bury cable and replacing with conduit to provide increased protection and reliability of the equipment.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			140,000			140,000
Total			140,000			140,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue			140,000			140,000
Total			140,000			140,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2302
 Project Name The Greens Underground Upgrade Phase 1 & 2

Type Improvement

Useful Life 25 - 30 years

Category Electric

Priority 2

Status Active

Total Project Cost: \$184,000

Description

Replace aging infrastructure that has been installed for 25 + years. This is a continuation of the FY20 project that completes Lamplighter Lane, Colony Drive and Green Blade Drive.

Justification

Current equipment and cable have been installed for over 25 years and have reached the end of their life expectancy. This will replace all pedestals, any live front transformers and cables while also removing the old direct bury cable and replacing with conduit to provide increased protection and reliability of the equipment.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			184,000			184,000
Total			184,000			184,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue			184,000			184,000
Total			184,000			184,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Electric T & D

Contact Electric Director

Type Maintenance

Useful Life

Category Electric

Priority n/a

Status Active

Total Project Cost: \$850,000

Project #	EE2120
Project Name	FY21 New Developments

Description

This project purchases materials and equipment that are used to provide electric service to new housing developments, business, and industrial developments. Additionally, a portion of this expense is offset by the extension payments whereby new developers pay a \$1,600 per residential lot connection fee or business and industrial developers pay the total material expense for line extensions.

This is an ongoing project and affects three separate accounts:

411-42-82-99-000-56031

411-42-82-99-000-56034

411-42-82-99-000-56046

COMMENTS: Not all new development projects are known during budget preparation, as some will arise during the year.

Justification

During each budget year, new developers request line extensions for new electric projects. Some are new projects, while other projects may have received plan approval previously but were not completed for any number of reasons.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	850,000					850,000
Total	850,000					850,000
Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	850,000					850,000
Total	850,000					850,000

Budget Impact/Other

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FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Power Plant
 Contact Power Plant Manager
 Type Maintenance
 Useful Life Unknown
 Category Electric
 Priority 1
 Status Active

Project # EG2001
 Project Name Van Sant Unit 11 Component Replacements

Total Project Cost: \$90,000

Description

This fund was developed to perform inspections and repairs to the VanSant Unit 11 auxiliary equipment on a predetermined frequency based on unit operating hours, required regulatory inspection intervals, and known equipment condition. Work to be performed would include the following equipment:
 Replace water treatment system anion and cation resins based on recent analysis results
 Injection water pump and motor refurbishment.
 Lube oil sump clean, inspect, and change filters.
 Replace leaking DI system carbon filter vessel.
 B Cooling Water pump and motor.
 Fogging system inspections and repairs to include nozzle inspections, filter replacement, and instrument calibration

Justification

This project is required to fund the replacement of capital items that are expected to reach their useful life and will need to be replaced or refurbished to maintain plant system and unit reliability. Extended equipment and /or unit outage time will result from lack of funding this project. This will have a direct effect on the cost of energy during the extended outage time as well as increase future energy capacity charges.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	35,000					35,000
Total	35,000					35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	35,000					35,000
Total	35,000					35,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Power Plant
 Contact Power Plant Manager
 Type Maintenance
 Useful Life Unknown
 Category Electric
 Priority 1
 Status Active

Project # EG2002
 Project Name McKee Run Unit 3 Auxillary System Components

Total Project Cost: \$120,000

Description

This project will perform inspections and repairs of Unit 3 auxiliary system components that will require inspections or replacement based on regulatory requirements. The items identified that will be addressed in 2020 include the Unit #3 de-aerator tank inspection, replacement of Unit #3 CEMS sample lines, and hot water boiler inspections / repairs.
 Unit #3 De-aerator storage tank, spray valve, atomizing valves, and baffle inspections. Estimate 14K for inspection and scaffolding and 10K for any repairs to the unit components.
 Unit #3 CEMS sample line replacement. Estimate 26K for materials and installation.
 Hot water boiler inspections - refractory repairs and tube inspection. Estimate 10K for refractory repairs and tube replacement.

Justification

Unit #3 De-aerator inspection required every 5 years based on previous inspection results and subsequent repairs. Unit #3 CEMS sample line last replaced in March 2015 and is required by Part 75 CEMS regulations. Hot water boiler inspections required by the State of Delaware on an annual basis. This work is typically done prior to winter startup of the units. Typically there are refractory repairs and tube replacement or repairs needed prior to startup.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	60,000					60,000
Total	60,000					60,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	60,000					60,000
Total	60,000					60,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Power Plant
 Contact Electric Director
 Type Improvement
 Useful Life
 Category Electric
 Priority n/a
 Status Active

Project # EG2101
 Project Name Vansant U/G Fuel Line Relocate

Total Project Cost: \$172,000

Description

The existing line is buried approximately 5 feet below surface and has been there for 28 years. Relocated line would be in an exposed sealed trench. This trench would serve as containment in the event of a leak.
 Estimated costs as follows:
 Trench / Covers \$55,000
 Piping / Fittings \$18,000
 Epoxy Paint \$5,000
 Equipment Rental \$4,000
 Replacement Transfer Pumps \$40,000
 Berm Transition \$20,000
 Labor Costs \$30,000

Justification

Currently there are annual expenses of approximately \$10K / year to test the line for leaks per Delaware environmental regulations. This includes cathodic system checks and helium leak testing. This testing requirement would no longer be required. If there were an underground leak the exposed area would require clean-up and remediation. The intention is to avoid any potential costs associated with an underground pipe failure.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	172,000					172,000
Total	172,000					172,000

Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	172,000					172,000
Total	172,000					172,000

Budget Impact/Other

FY 2021 Capital Investment Plan

2021 *thru* 2025

City of Dover, Delaware

Department Power Plant
 Contact Electric Director
 Type Unassigned
 Useful Life
 Category Electric
 Priority 1
 Status Active

Project # EG2102
 Project Name Plant Decommissioning

Total Project Cost: \$14,000,000

Description

The City will decommission and dismantle the McKee Run Power Plant. The plant will be taken out of the PJM system on May 31, 2021 and the decommissioning will begin shortly after.
 FY2020-21 Using the playbook developed by NAES, the City will issue an RFP, chose a firm, and develop engineering and demolition plans. Early phases of the demo work might begin in June of 2021.
 FY2021-22 The majority of the demolition will take place this year.
 FY2022-23 Demolition will be completed and some site remediation will be done.

Justification

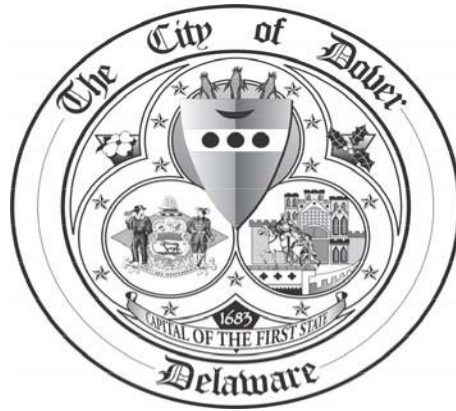
The age, condition and level of efficeincy of the McKee Power Plant make it no longer competetive in the PJM market. With new PJM rules, the rare, but possible intersection of a call to generate for the PJM market and a failure to perform could lead to a penaly being assessed to the City in the millions of dollars, and the lack of consistent use makes the plant no longer viable. The City's Integratated Resource Plan calls for a shift to other resources.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	1,000,000	9,000,000	4,000,000			14,000,000
Total	1,000,000	9,000,000	4,000,000			14,000,000

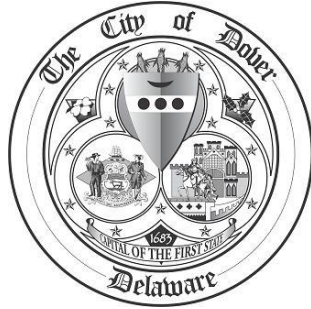
Funding Sources	2021	2022	2023	2024	2025	Total
Electric Revenue	1,000,000	9,000,000	4,000,000			14,000,000
Total	1,000,000	9,000,000	4,000,000			14,000,000

Budget Impact/Other

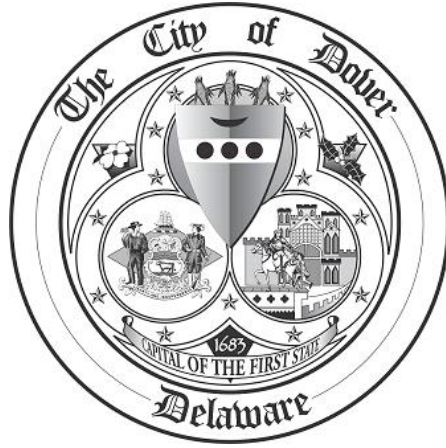
Funds are available to take the plant down. Considering the possible penalties, the diminished capacity decommissioning the plant is the best economic path for the City.



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VEHICLE REPLACEMENTS



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City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	Total
Electric Revenue	440,000	480,000		20,000		940,000
General Fund	777,600	2,792,700	2,340,800	2,403,700	1,640,500	9,955,300
Police Grant	7,800	51,300	26,400			85,500
Water/Wastewater Fund		778,400	591,100	82,000	208,000	1,659,500
GRAND TOTAL	1,225,400	4,102,400	2,958,300	2,505,700	1,848,500	12,640,300

City of Dover, Delaware
FY 2021 Capital Investment Plan
 2021 thru 2025

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Electric Engineering								
2008 Ford Escape	21 Veh#701	n/a	30,000					30,000
Substation Battery Replacement	EE2401	n/a				20,000		20,000
Electric Engineering Total			30,000			20,000		50,000
Electric T & D								
2008 International Dueco Line Truck	21 Veh #772	1	250,000					250,000
2006 Terex Backhoe (#722)	Veh #722	n/a		130,000				130,000
2002 Chevrolet Dump Truck	Veh #753	1		150,000				150,000
2006 International Bucket Truck	Veh #759	1	160,000					160,000
Digger Derrick	Veh#718	n/a		200,000				200,000
Electric T & D Total			410,000	480,000				890,000
Facilities Management								
2005 Ford F150 #433	22Veh#433	n/a		32,200				32,200
Facilities Management Total				32,200				32,200
Fire/Robbins Hose								
Engine 7 - 1997 Pierce Dash Pumper	FR1800	1	77,700	77,700	77,700	77,700	77,700	388,500
Fire Rescue/Pumper Truck #1	FR2000	1	95,600	95,600	95,600	95,600	95,600	478,000
Engine 3 - 2003 Pierce Lance Pumper	FR2201	1		76,100	76,100	76,100	76,100	304,400
Engine 6 - 2003 Pierce Lance Pumper	FR2202	1		76,800	76,800	76,800	76,800	307,200
Engine 4 - 2005 Pierce Lance Pumper	FR2300	1			78,600	78,600	78,600	235,800
Fire/Robbins Hose Total			173,300	326,200	404,800	404,800	404,800	1,713,900
Fleet Maintenance								
2003 Chevrolet 1500HD Flat Bed #119	22Veh#119	n/a		60,000				60,000
Fleet Maintenance Total				60,000				60,000
Permtting and Inspections								
2001 Dodge Pick Up	21Veh# 22	n/a	18,600					18,600
Permtting and Inspections Total			18,600					18,600
Police								
2011 Chev Silverado (215)	21 Veh#215	n/a	57,800					57,800
2002 Dodge Ram 1500 (296)	21 Veh#296	n/a	34,900					34,900
2016 Dodge Charger (202)	22 Veh#202	n/a		43,200				43,200
2011 Ford Crown Victoria PPV (208)	22 Veh#208	n/a		43,200				43,200
2016 Dodge Charger (212)	22 Veh#212	n/a		43,200				43,200
2011 Ford Fusion Admin (218)	22 Veh#218	n/a		29,500				29,500
2014 Dodge Charger PPV (219)	22 Veh#219	n/a		43,200				43,200

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
2012 Chevy Tahoe PPV (223)	22 Veh#223	n/a		57,800				57,800
2015 Chevy Tahoe PPV (229)	22 Veh#229	n/a		43,200				43,200
2014 Dodge Charger PPV (232)	22 Veh#232	n/a		57,800				57,800
2012 Ford Fusion Admin (233)	22 Veh#233	n/a		29,500				29,500
2010 Ford Fusion Admin (235)	22 Veh#235	n/a		29,500				29,500
2013 Dodge Charger PPV (236)	22 Veh#236	n/a		54,900				54,900
2014 Dodge Charger PPV (241)	22 Veh#241	n/a		57,800				57,800
2014 Dodge Charger PPV (242)	22 Veh#242	n/a		47,100				47,100
2016 Dodge Charger (254)	22 Veh#254	n/a		43,200				43,200
2014 Dodge Charger PPV (263)	22 Veh#263	n/a		47,100				47,100
2014 Dodge Charger PPV (264)	22 Veh#264	n/a		43,200				43,200
2007 Ford Crown Victoria (280)	22 Veh#280	n/a		47,100				47,100
2014 Dodge Charger PPV (282)	22 Veh#282	n/a		54,900				54,900
2014 Dodge Charger PPV (283)	22 Veh#283	n/a		54,900				54,900
2014 Dodge Charger PPV (284)	22 Veh#284	n/a		54,900				54,900
2011 Ford Fusion Admin (286)	22 Veh#286	n/a		29,500				29,500
2015 Chevy Tahoe PPV (293)	22 Veh#293	n/a		46,100				46,100
2016 Dodge Charger (213)	23 Veh#213	n/a			47,100			47,100
2014 Dodge Charger PPV (220)	23 Veh#220	n/a			54,900			54,900
2011 Chevy Tahoe PPV (222)	23 Veh#222	n/a			54,900			54,900
2016 Dodge Charger (224)	23 Veh#224	n/a			43,200			43,200
2011 Chevy Tahoe PPV (226)	23 Veh#226	n/a			54,900			54,900
2016 Dodge Charger (228)	23 Veh#228	n/a			47,100			47,100
2014 Dodge Charger PPV (265)	23 Veh#265	n/a			76,400			76,400
2009 Harley FLHTP (266)	23 Veh#266	n/a			24,700			24,700
2011 Harley FLHTP (267)	23 Veh#267	n/a			24,700			24,700
2013 Dodge Charger PPV (269)	23 Veh#269	n/a			54,900			54,900
2016 Dodge Charger (271)	23 Veh#271	n/a			43,200			43,200
2016 Dodge Charger (275)	23 Veh#275	n/a			29,500			29,500
2015 Dodge Charger (278)	23 Veh#278	n/a			29,500			29,500
2012 Ford Fusion Admin (287)	23 Veh#287	n/a			29,500			29,500
2017 Dodge Charger (289)	23 Veh#289	n/a			46,100			46,100
2014 Dodge Charger (290)	23 Veh#290	n/a			43,200			43,200
2014 Dodge Charger (201)	24 Veh#201	n/a				29,500		29,500
2018 Chevrolet Tahoe (206)	24 Veh#206	n/a				43,200		43,200
2018 Chevrolet Tahoe (237)	24 Veh#237	n/a				43,200		43,200
2018 Chevrolet Tahoe (238)	24 Veh#238	n/a				43,200		43,200
2014 Dodge Charger Admin (249)	24 Veh#249	n/a				29,500		29,500
2018 Chevrolet Tahoe (252)	24 Veh#252	n/a				43,200		43,200
2016 Chevrolet Tahoe (253)	24 Veh#253	n/a				43,200		43,200
2016 Harley FLHTP (256)	24 Veh#256	n/a				24,700		24,700
2018 Chevrolet Tahoe (262)	24 Veh#262	n/a				43,200		43,200
2015 Harley FLHTP (268)	24 Veh#268	n/a				24,700		24,700
2017 Dodge Charger (288)	24 Veh#288	n/a				29,500		29,500
2019 Chevrolet Tahoe (203)	25 Veh#203	n/a					43,200	43,200
2017 Harley FLHTP (211)	25 Veh#211	n/a					24,700	24,700
2019 Chevrolet Tahoe (217)	25 Veh#217	n/a					43,200	43,200
2019 Chevrolet tahoe (227)	25 Veh#227	n/a					43,200	43,200
2019 Chevrolet Tahoe (231)	25 Veh#231	n/a					43,200	43,200
2019 Chevrolet Tahoe (234)	25 Veh#234	n/a					43,200	43,200
2014 Dodge Charger (243)	25 Veh#243	n/a					43,200	43,200
2017 Harley FLHTP (244)	25 Veh#244	n/a					24,700	24,700
2016 Ford F150 4WD (245)	25 Veh#245	n/a					34,700	34,700
2018 Dodge Charger (258)	25 Veh#258	n/a					43,200	43,200
2018 Dodge Charger (259)	25 Veh#259	n/a					43,200	43,200
2018 Chevrolet Tahoe (260)	25 Veh#260	n/a					43,200	43,200
Police Officer Body Worn Cameras	PD2301	2			144,200			144,200

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Police Total			92,700	1,000,800	848,000	397,100	472,900	2,811,500
Public Works - Engineering								
2008 Ford F150 Pick-Up #420	21Veh#420	1	25,600					25,600
Public Works - Engineering Total			25,600					25,600
Public Works - Grounds								
2012 Toro Mower #562	22 Veh#562	n/a		62,000				62,000
2010 Torob Zero Turn Mower w/bager #563	22Veh#563	n/a		12,000				12,000
1987 Case Tractor w/mower #571	22Veh#571	n/a		40,000				40,000
2001 Vermeer Chipper #586	23 Veh #586	n/a			89,000			89,000
2011 Ford F350 1 ton Dump Truck #577	23Veh#577	n/a			45,000			45,000
2009 International Bucket Truck #556	24Veh#556	n/a				170,000		170,000
2009 Ford F250 Pick Up #557	25Veh#557	n/a					35,000	35,000
2013 Vermeer Stump Grinder #566	25Veh#566	n/a					60,000	60,000
2006 Ex Mark Mower #573	25Veh#573	n/a					5,000	5,000
Public Works - Grounds Total				114,000	134,000	170,000	100,000	518,000
Public Works - Sanitation								
2008 Intn'l Rear Loader #445	21Veh# 445	2	179,300					179,300
2011 Peterbilt Automated Trash Truck #450	21Veh#450	n/a	295,900					295,900
2014 Peterbilt Automated Trash Truck #442	22Veh#442	1		304,800				304,800
2009 International Bulk Trash Truck #446	22Veh#446	2		177,500				177,500
2015 Peterbilt Automated Trash Truck #443	23Veh#443	1			314,000			314,000
2012 Kenworth Bulk Trash Truck #447	23Veh#447	2			182,800			182,800
2016 Peterbilt Automated Trash Truck #441	24Veh#441	n/a				323,500		323,500
2014 Kenworth Rear Loader Truck #449	24Veh#449	n/a				196,000		196,000
2017 International Bulk Trash Truck #448	25Veh#448	n/a					193,800	193,800
2016 Peterbilt Automated Trash Truck #451	25Veh#451	n/a					333,500	333,500
Public Works - Sanitation Total			475,200	482,300	496,800	519,500	527,300	2,501,100
Public Works - Stormwater								
2012 International Tymco Street Sweeper #357	22 Veh#357	n/a		261,500				261,500
2006 Sterling Vac Track #350	22Veh#350	1		300,000				300,000
2009 Old Dominion Leaf Vac #363	23 Veh#363	n/a			76,500			76,500
2001 Int'l Dump Truck #322	23Veh# 322	2			150,800			150,800
2006 Old Dominion Leaf Vac #365	23Veh#365	n/a			76,500			76,500
2015 International Dump Truck #328	24Veh#328	n/a				155,500		155,500
2016 International Leaf Vac Truck #366	24Veh#366	n/a				170,000		170,000
2019 International Tymco Street Sweeper #356	25Veh#356	n/a					293,000	293,000
Public Works - Stormwater Total				561,500	303,800	325,500	293,000	1,483,800
Public Works - Streets								
2001 International Dump Truck #321	22Veh#321	n/a		147,000				147,000
2000 Caterpillar Backhoe #405	22Veh#405	n/a		120,000				120,000
2006 Signalisation Message Board #304	23Veh#304	n/a			16,500			16,500
2006 Signalisation Message Board #306	23Veh#306	n/a			16,500			16,500
1999 Enclosed Haulmark Trailer #392	23Veh#392	n/a			5,000			5,000
2006 International Flatbed Dump Truck #412	23Veh#412	n/a			125,000			125,000
2002 Airman Mobile Air Compressor #382	24Veh#382	n/a				51,000		51,000
1986 Hudson Trailer #394	24Veh#394	n/a				5,000		5,000
2002 Wolfpack Ride On Roller #307	25veh#307	n/a					30,000	30,000

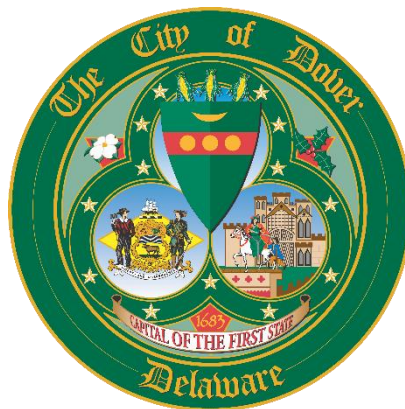
Department	Project #	Priority	2021	2022	2023	2024	2025	Total	
2012 International Dump Truck #327	25Veh#327	n/a					160,500	160,500	
1997 Pequea Utility Trailer #389	25Veh#389	n/a					5,000	5,000	
Public Works - Streets Total				267,000	163,000	56,000	195,500	681,500	
Public Works Admin									
2008 Toyota Camry Hybrid #669	23Veh# 669	n/a			16,800			16,800	
Public Works Admin Total					16,800			16,800	
Wastewater Management									
2008 International Dump Truck 14' #681	22Veh #681	n/a		170,600				170,600	
2013 Ford 1-Ton Utility Truck with Crane #655	22Veh#655	n/a		55,000				55,000	
2013 Ford 1-Ton Utility Truck with Crane #664	22Veh#664	n/a		55,000				55,000	
2013 Ford F150 Pickup Ext Cab #661	23Veh#661	n/a			38,000			38,000	
2006 Sidekick Easement Machine #690	23Veh#690	n/a			60,000			60,000	
2013 Vacocon Jet Truck #692	23Veh#692	n/a			350,000			350,000	
2012 Ford 350 #680	24Veh#680	n/a				42,000		42,000	
Wastewater Management Total				280,600	448,000	42,000		770,600	
Water Engineering									
2008 Dodge Avenger #427	23Veh# 427	n/a			24,400			24,400	
2013 Ford F150 Pick Up Ext. Cab 4WD #418	24Veh#418	n/a				40,000		40,000	
Water Engineering Total					24,400	40,000		64,400	
Water Management									
1995 Caterpillar Excavator #400	22Veh#400	n/a		125,000				125,000	
2012 Ford F250 Super Duty XL #403	22Veh#403	n/a		42,000				42,000	
2005 Case Backhoe #682	22Veh#682	n/a		120,000				120,000	
2008 Ingersoll Air Compressor #407	23Veh#407	n/a			30,000			30,000	
1997 Krug Trailer #415	23Veh#415	n/a			25,000			25,000	
2012 Ford F250 Super Duty XL #426	23Veh#426	n/a			42,000			42,000	
2012 Chevrolet Silverado 1500 Truck #695	23Veh#695	n/a			23,700			23,700	
2015 International 7400 Flat Bed Dump Truck #422	25Veh#422	n/a					160,000	160,000	
Water Management Total				287,000	120,700		160,000	567,700	
Water Treatment Plant									
2007 Kohler Generator Trailer Mounted #604	22Veh# 604	n/a		137,800				137,800	
2008 GMC Cargo Van #662	22Veh# 662	n/a		31,000				31,000	
2013 Dodge Pic up #660	23Veh#660	n/a			40,000			40,000	
2015 Ford F350 Pickup #622	25Veh#622	n/a					48,000	48,000	
Water Treatment Plant Total				168,800	40,000		48,000	256,800	
GRAND TOTAL				1,225,400	4,060,400	3,000,300	1,974,900	2,201,500	12,462,500

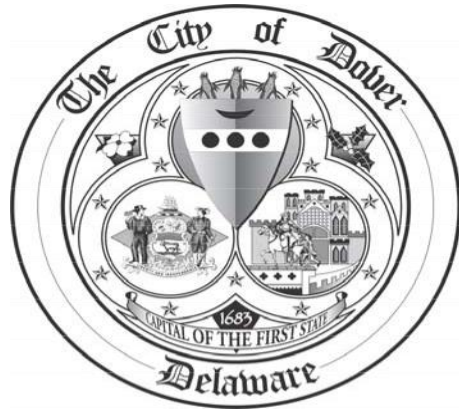
DEBT SERVICE

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

DEBT LIMIT

DEBT SERVICE SCHEDULES





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CAFR 2019 Table 14

Computation of Legal Debt Margin
Last Ten Fiscal Years
(amounts expressed in thousands)

	Fiscal Year									
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Debt Limit	\$ 162,905	\$ 160,737	\$ 157,816	\$ 155,396	\$ 158,485	\$ 157,995	\$ 159,075	\$ 158,465	\$ 156,832	\$ 145,351
Net (Taxable) Assessed Value on Books	3,258,090	3,214,744	3,156,311	3,107,912	3,207,154	3,159,894	3,181,496	3,169,308	3,136,639	2,907,011
Total net debt applicable to limit	5,700	5,877	6,209	6,783	7,337	4,050	4,479	1,550	1,820	2,080
Legal Debt Margin	\$ 157,205	\$ 154,860	\$ 151,606	\$ 148,613	\$ 151,149	\$ 153,945	\$ 154,596	\$ 156,915	\$ 155,012	\$ 143,271
Total Net Debt applicable to limit as a percentage of debt limit	3.50%	3.61%	3.81%	4.36%	4.63%	2.56%	2.82%	0.98%	1.16%	1.43%

Legal Debt Margin Calculation for Fiscal Year 2016

Net (Taxable) Assessed Value on Books \$ 3,258,090

Debt Limit - 5 Percent of Total Assessed Value \$ 162,905

DEBT
(For which the City's full faith and credit has been pledged)

Gross Bonded Debt 5,700

LEGAL DEBT MARGIN \$ 157,205

Source: City of Dover Financial Reports, City of Dover Charter, Section 50(b), and Tax Assessor's Office
July 2009 the Charter was amended and the debt limit was reduced from 25% of the total assessed value to 5%.

The Net Taxable Assessed Value on Books comes from Table 6. Table 6, 11 and 14 all report the Net Taxable Assessed value and they should all be the same every year. Tml FY 2013
The Net Taxable Assessed Value is linked to table 6 - no need to enter here.

City of Dover Debt Service Schedules

Fiscal Year	Wastewater Revenue Bonds Series 2009 - SRF			Wastewater Revenue Bonds Series 2011 - SRF			Wastewater Revenue Bonds Series 2018 - SRF			SRF Total Wastewater
	Principal	Interest	Total Debt Service	Principal	Interest	Total Debt Service	Principal	Interest	Total Debt Service	
2021	\$277,437	\$69,611	\$347,048	\$38,905	\$19,219	\$58,124	\$5,608	\$2,131	\$7,739	\$412,911
2022	283,013	64,035	347,048	40,318	17,806	58,124	5,608	2,019	7,627	412,799
2023	288,702	58,346	347,048	41,783	16,341	58,124	5,608	1,907	7,515	412,687
2024	294,505	52,543	347,048	43,302	14,823	58,125	5,608	1,795	7,403	412,576
2025	300,424	46,624	347,048	44,875	13,250	58,125	5,608	1,682	7,290	412,463
2026	306,463	40,585	347,048	46,505	11,619	58,124	5,608	1,570	7,178	412,350
2027	312,623	34,425	347,048	48,195	9,930	58,125	5,608	1,458	7,066	412,239
2028	318,906	28,142	347,048	49,946	8,178	58,124	5,608	1,346	6,954	412,126
2029	325,316	21,732	347,048	51,761	6,364	58,125	5,608	1,234	6,842	412,015
2030	331,855	15,193	347,048	53,642	4,483	58,125	5,608	1,122	6,730	411,903
2031	338,526	8,522	347,048	55,592	2,534	58,126	5,608	1,009	6,617	411,791
2032	171,807	1,718	173,525	28,548	514	29,062	5,608	897	6,505	209,092
2033	-	-	-	-	-	-	5,608	785	6,393	6,393
2034	-	-	-	-	-	-	5,608	673	6,281	6,281
2035	-	-	-	-	-	-	5,608	561	6,169	6,169
2036	-	-	-	-	-	-	5,608	449	6,057	6,057
2037	-	-	-	-	-	-	5,608	336	5,944	5,944
2038	-	-	-	-	-	-	5,608	224	5,832	5,832
2039	-	-	-	-	-	-	5,605	112	5,717	5,717
Total	\$3,549,577	\$441,476	\$3,991,053	\$543,372	\$125,061	\$668,433	\$106,549	\$21,310	\$127,859	\$4,757,062

City of Dover Debt Service Schedules (continued)

Fiscal Year	General Fund *Series 2019
	Total Debt Service
2021	\$462,194
2022	460,846
2023	459,474
2024	458,121
2025	456,661
2026	455,208
2027	453,716
2028	452,238
2029	2,541,019
2030	0
2031	0
2032	0
2033	0
2034	0
Total	\$6,199,467

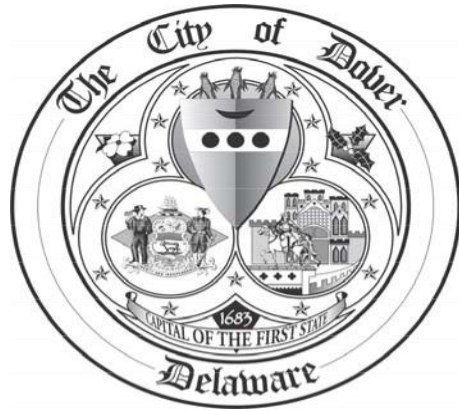
Electric Revenue Bonds Series 2018 (Refunded Series 2008)		
Principal	Interest	Total Debt Service
\$785,000	\$593,575	\$1,378,575
820,000	553,450	1,373,450
865,000	511,325	1,376,325
910,000	466,950	1,376,950
955,000	420,325	1,375,325
1,005,000	371,325	1,376,325
1,055,000	319,825	1,374,825
1,110,000	265,700	1,375,700
1,160,000	214,750	1,374,750
1,200,000	173,550	1,373,550
1,240,000	136,950	1,376,950
1,275,000	99,225	1,374,225
1,315,000	60,375	1,375,375
1,355,000	20,325	1,375,325
\$15,050,000	\$4,207,650	\$19,257,650

Wastewater & Water Revenue Bonds Series 2013		
Principal	Interest	Total Debt Service
\$375,000	\$135,469	\$510,469
385,000	124,069	509,069
395,000	112,369	507,369
410,000	100,294	510,294
215,000	90,919	305,919
220,000	84,256	304,256
225,000	77,106	302,106
235,000	69,281	304,281
245,000	60,269	305,269
255,000	50,269	305,269
265,000	39,869	304,869
275,000	29,069	304,069
285,000	17,869	302,869
295,000	6,084	301,084
\$4,080,000	\$997,192	\$5,077,192

* Series 2019 General Fund refinanced Series 2012 & 2014

City of Dover Debt Service Schedules (continued)

Fiscal Year	Water Revenue Bonds Series 2010 - SRF			Water Revenue Bonds Series 2018 - SRF			SRF
	Principal	Interest	Total Debt Service	Principal	Interest	Total Debt Service	Total Water
2021	\$123,646	\$37,643	\$161,289	\$129,905	\$49,364	\$179,269	\$340,558
2022	126,895	34,395	161,290	129,905	46,766	176,671	337,961
2023	130,228	31,061	161,289	129,905	44,168	174,073	335,362
2024	133,649	27,640	161,289	129,905	41,570	171,475	332,764
2025	137,160	24,129	161,289	129,905	38,971	168,876	330,165
2026	140,764	20,526	161,290	129,905	36,373	166,278	327,568
2027	144,461	16,828	161,289	129,905	33,775	163,680	324,969
2028	148,257	13,033	161,290	129,905	31,177	161,082	322,372
2029	152,151	9,138	161,289	129,905	28,579	158,484	319,773
2030	156,148	5,141	161,289	129,905	25,981	155,886	317,175
2031	79,607	1,039	80,646	129,905	23,383	153,288	233,934
2032	171,807	1,718	173,525	129,905	20,785	150,690	324,215
2033	-	-	-	129,905	18,187	148,092	148,092
2034				129,905	15,589	145,494	145,494
2035				129,905	12,990	142,895	142,895
2036				129,905	10,392	140,297	140,297
2037				129,905	7,794	137,699	137,699
2038				129,905	5,196	135,101	135,101
2039	-	-	-	129,904	2,598	132,502	132,502
Total	\$1,644,773	\$222,291	\$1,867,064	\$2,468,194	\$493,638	\$2,961,832	\$4,828,896



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GENERAL

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

MAYOR

CITY COUNCIL

CITY MANAGER

CITY CLERK

CENTRAL SERVICES

CUSTOMER SERVICES

FINANCE

FIRE

HUMAN RESOURCES

INFORMATION TECHNOLOGY

PARKS, RECREATION, AND LIBRARY

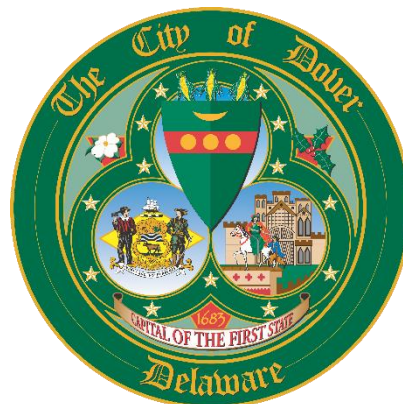
*PLANNING, INSPECTIONS, AND COMMUNITY
DEVELOPMENT*

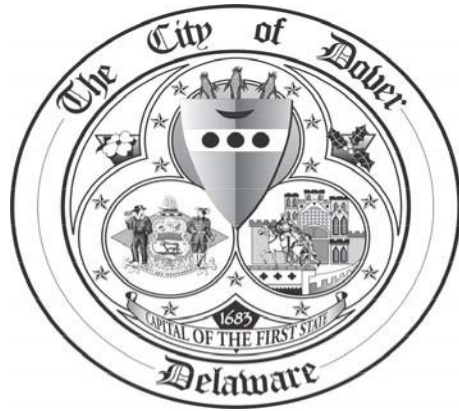
POLICE

PUBLIC WORKS

STORMWATER

TAX ASSESSOR



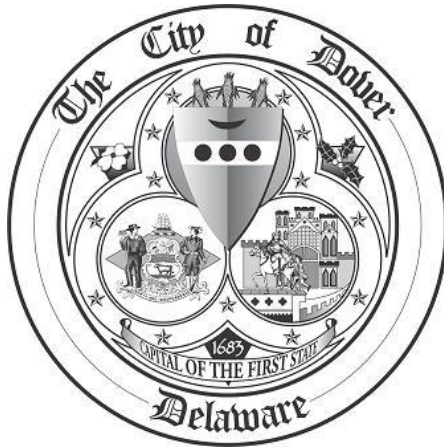


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GENERAL FUND BUDGET REVIEW

Fiscal Year 2020-2021

- June 2020 – Budget Review
Hearing



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- **General Fund**

Public Safety, General & Community Services

Police * Fire * Life Safety * Code Enforcement Planning * Public Inspections * Library * Recreation Streets * Stormwater * Sanitation * Tax Assessor

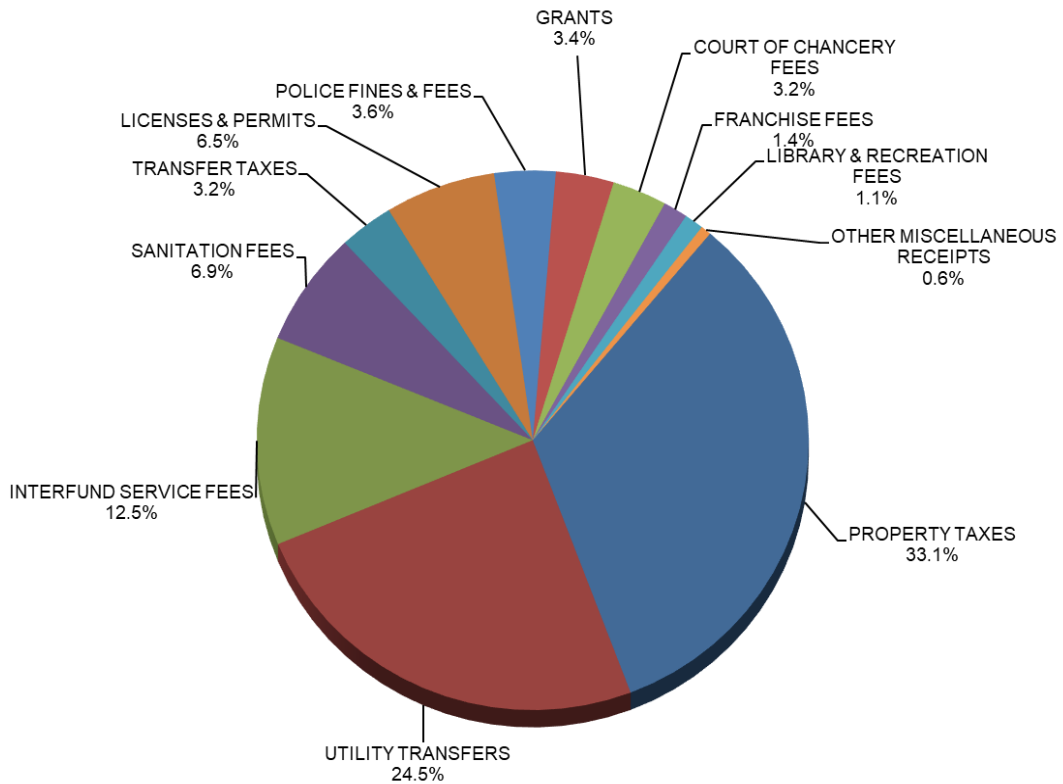
Support Services for all City Operations

Mayor * City Council * City Clerk * City Manager Finance * Customer Service * Human Resources Information Technology * Procurement & Inventory Public Works Administration * Grounds Facilities Management * Fleet Maintenance

General Fund Revenues - Summary

- Projected revenues **are flat** as compared to the FY20 Original Budget
 - **(\$84,200)** or -0.2%
- Major increases affecting revenues
 - Net Property Tax increase related to new construction **\$289,100**
 - *Property Tax rollback (reassessment correction) of \$.035, **\$1,227,600***
 - Interfund Service Receipts **\$309,200**
 - Police Extra Duty **\$89,000** (*Corresponding increase in expense, includes both fees and grants*)
 - Other Grants **\$80,000**
- Major decreases affecting revenues
 - Permits and Inspections **\$278,000**
 - Interfund Service Receipts **\$101,000**
 - Transfer Tax **\$91,500 (-6.0%)**
 - Civic Traffic Penalties **\$87,900 (-16.5%)**
 - Kent County Book Reimbursement **\$30,000 (-\$55,000 since FY19)**

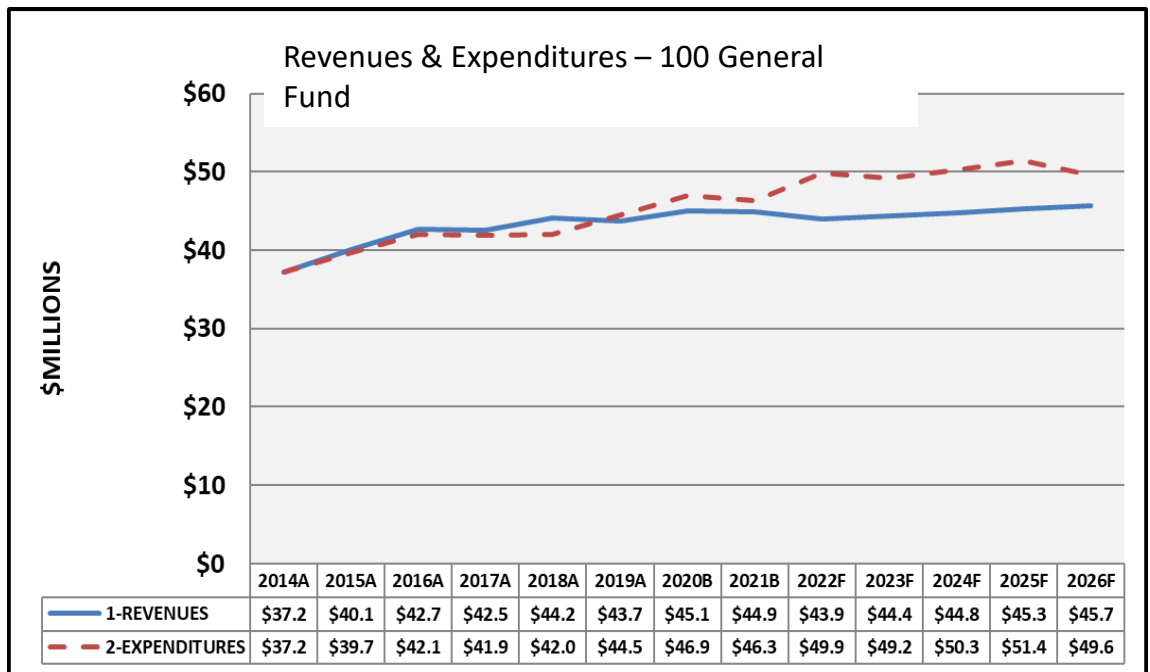
General Fund Revenues - Summary



General Fund Revenues – Property Taxes

CITY OF DOVER					
PROPERTY ASSESSMENT PROJECTION					
2020 BASE YEAR					
TAXABLE ASSESSED VALUE AS OF MARCH 18 2020					\$ 3,581,763,900
Abatement Incentives					(36,184,200)
Filed Tax Exemption Requests (scheduled for Annual Appeals)					(1,317,000)
Supplemental Billing (April) (ALREADY INCLUDED IN TAXABLE VALUE)					Estimate Only 128,800
Annual Appeals (increased because of reval appeals)					Estimate Only (15,000,000)
Senior Citizen/Disability Exemption (approx 425 approved; revenue loss \$88,257)					Estimate Only (22,000,000)
TOTAL ASSESSED VALUE					\$ 3,507,391,500
CITY OF DOVER					
PROJECTED PROPERTY TAX RECEIPTS					
ACCRUAL METHOD OF ACCOUNTING					
7/01/20 - 6/30/21					
Using a tax of \$0.405 per \$100 of assessment, the estimated gross 7/01/20 billing will be					\$ 14,204,900
Penalties					50,000
Estimated Quarterly Billing					80,200
PROJECTED PROPERTY TAX RECEIPT SUBTOTAL					\$ 14,335,100.00
<u>Pay In Lieu of Taxes</u>					
Luther Towers; State of Delaware; Milford Housing; DE State Housing Auth;					550,700
Dover Housing Authority; Whatcoat Village; Liberty Court					
PROJECTED PROPERTY TAX RECEIPTS FOR FY 2020					\$ 14,885,800
\$0.01 of tax rate equate \$ 350,739.15					\$ 350,700

General Fund Trendline



GF Fund Balance Trend

GENERAL FUND FAVORABILITY ACTUAL V. BUDGET FY19 - FY 21				
	2018/19 ACTUAL	2019/20 APPROVED	2020/21 REQUESTED	2020/21 RECOMMENDED
Beginning Balance Adopted	5,882,000	5,548,900	5,813,100	5,813,100
Beginning Balance Actual	8,239,400	7,365,500	5,813,100	5,813,100
Favorability / (Unfavorability)	2,357,400	1,816,600		
Adopted Revenues	43,979,500	45,028,900	45,271,700	44,944,700
Actual/Estimated Revenues	43,637,600	43,981,400		
Favorability / (Unfavorability)	(341,900)	(1,047,500)		
Adopted Expenditures	45,818,700	46,862,800	49,651,000	46,416,200
Actual/Estimated Expenditures	44,511,500	45,533,800		
Favorability / (Unfavorability)	1,307,200	1,329,000		
Ending Balance Adopted	4,042,800	3,560,500	1,433,800	4,341,600
Ending Balance Actual	7,365,500	5,813,100	3.17%	9.66%
Favorability / (Unfavorability)	3,322,700	2,252,600	Percentage of Fund Balance Remaining compared to 8%	
GF Capital Transfer Budget	3,013,800	3,261,600	2,078,100	2,078,100

General Fund Expenditures - Summary

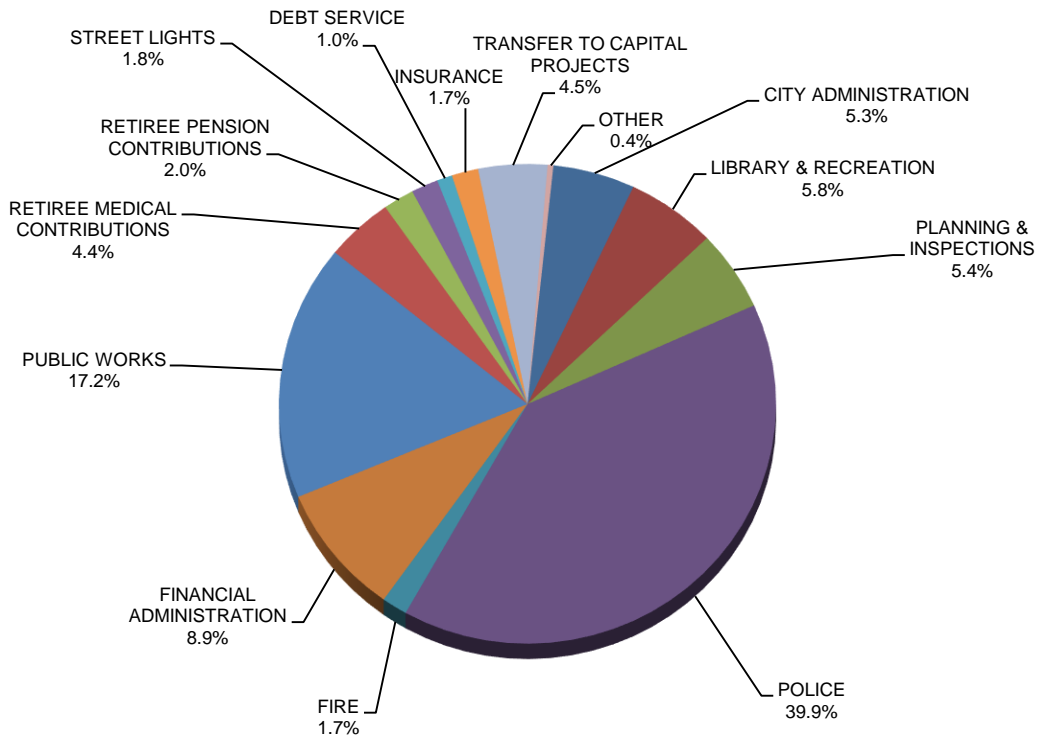
- Overall Expenditures **are flat** as compared to the FY20 Original Budget (**\$280,200**) or -0.6%
- Major increases affecting expenditures
 - Increased cost for Retiree Health Care – **\$150,000**
 - Police Operations – **\$552,000**
 - Only a 3.2% overall increase
 - Requested \$1.3 million operating increase (include +6 FTE)
 - Grounds increases largely offset by transfers – **\$345,000**
 - from Parks 3.0 FTE – **\$186,800**
 - from Streets for mowing – **\$132,300**
- Major decreases affecting expenditures
 - Reduced transfer to CIP – **\$1,183,500**
 - Assessor's Office – reassessment completed in FY20 – **\$154,700**
 - Fleet Maintenance – **\$116,800**
 - 1 FTE moved to Procurement
 - Reduced cost for tools and supplies

General Fund Expenditures - Summary

FY 2021 DRAFT ANNUAL OPERATING BUDGET - DOVER, DELAWARE

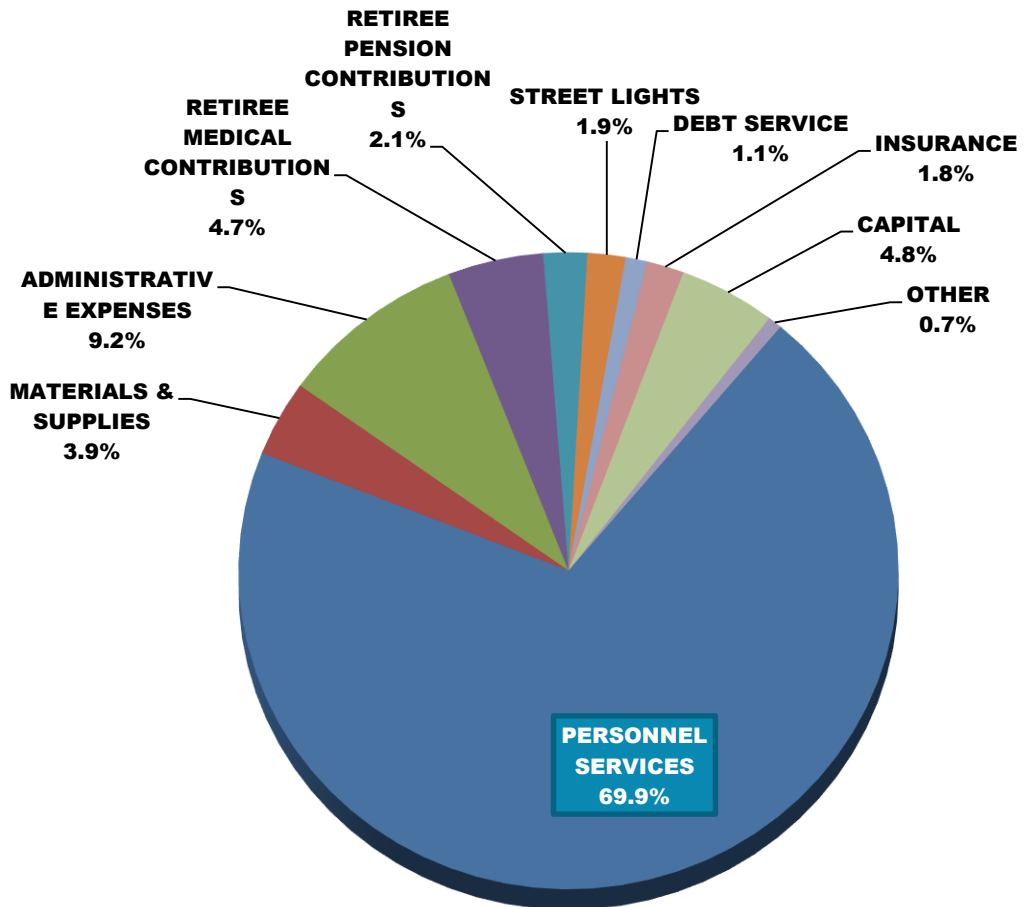
Fiscal Year 2020/2021 General Fund Expenditures

By Major Function

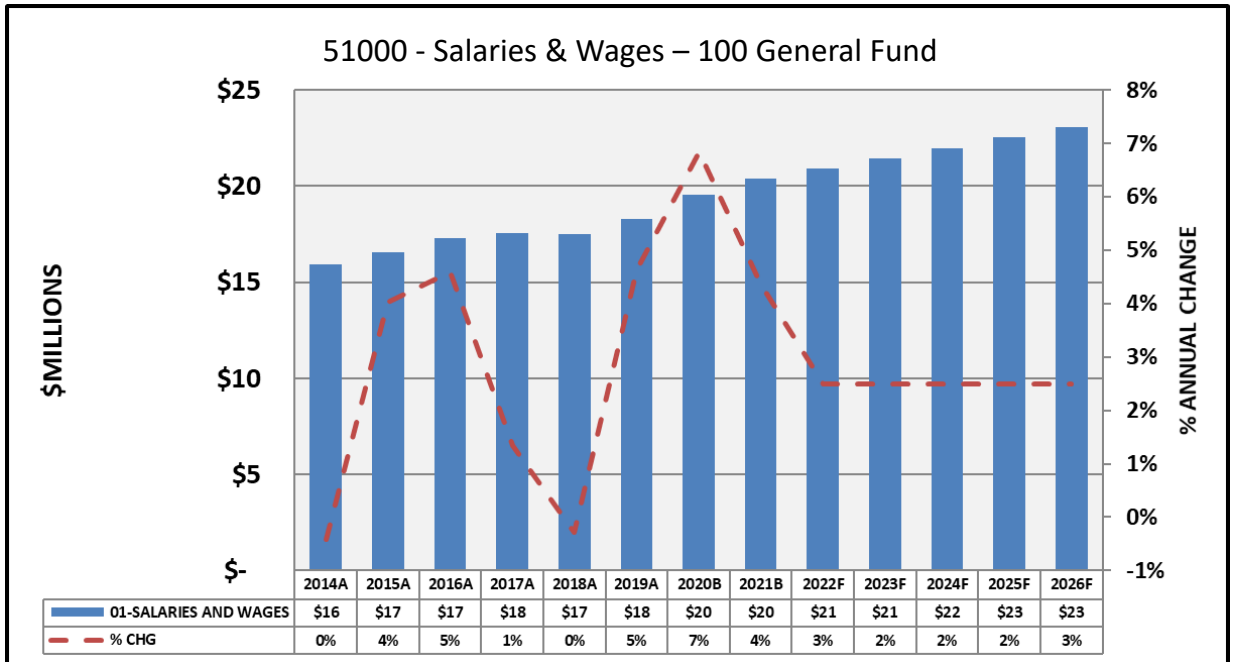


Several General Fund Departments service all City operations. The General Fund bills the utility funds services provided. The receipts are reported as revenue in the General Fund and not netted against the

General Fund Expenditures – Summary By Expenditure Category



General Fund Expenditures

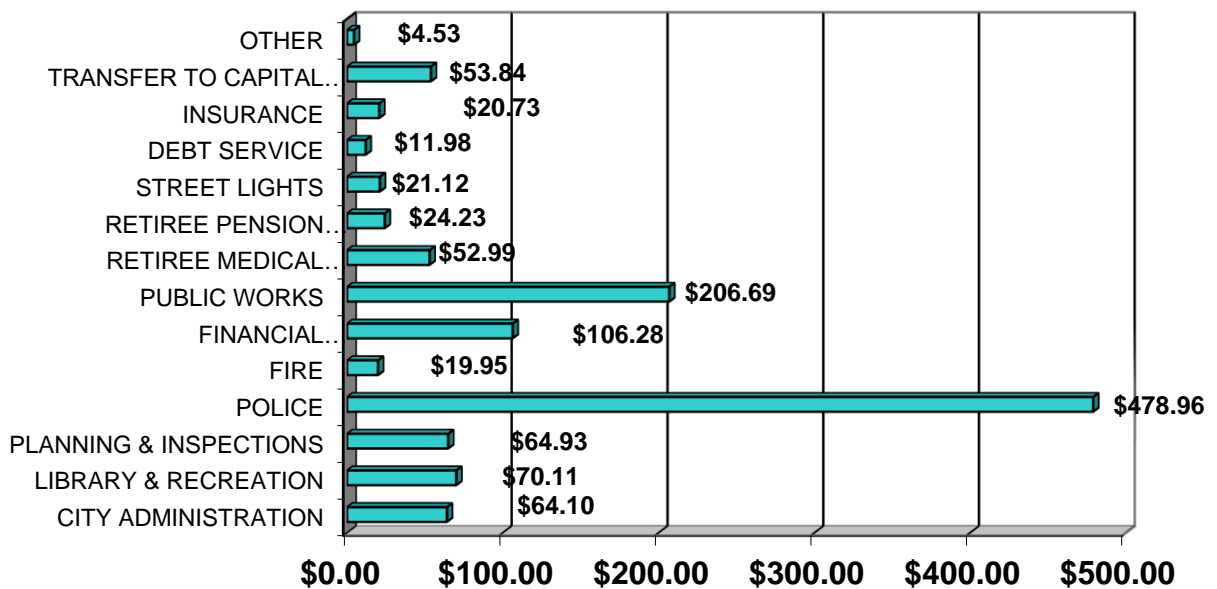


- New positions in FY18 and FY19 to address strategic priorities.
- Model assumes no additional positions.
- All \$1.01 million in FTE requests were in current GF (2 Stormwater FTEs)

FY 2021 DRAFT ANNUAL OPERATING BUDGET - DOVER, DELAWARE

PROJECTED COST PER CAPITA BY FUNCTION

Fiscal Year 2020-2021



Total per capita based on population estimate of
38,597* = \$1,213.99

Public Works: *Sanitation*

Table 2a
Projected Net Margins - Sanitation
5-4-20 - FY20 Revised & FY21 Proposed

	Revised 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025
Net Income - Sanitation						
Trash Fees	\$ 3,076,600	\$ 3,038,400	\$ 3,173,500	\$ 3,308,700	\$ 3,431,500	\$ 3,431,500
Miscellaneous Income	-	75,000	75,000	75,000	75,000	75,000
Transfer from General Fund	-	-	-	-	-	-
Total Revenue	3,076,600	3,113,400	3,248,500	3,383,700	3,506,500	3,506,500
Operating Expenses	2,432,400	2,518,700	2,632,600	2,755,300	2,832,400	2,901,400
Debt Service Payments	-	-	-	-	-	-
Operating Transfers - Out	287,200	475,200	482,300	531,000	519,500	527,300
Total Operating Expenses	2,719,600	2,993,900	3,114,900	3,286,300	3,351,900	3,428,700
Net Cash	\$ 357,000	\$ 119,500	\$ 133,600	\$ 97,400	\$ 154,600	\$ 77,800

- **No rate increase planned in FY21**
- **Operating Revenues exceed Expenditures with overhead allocation removed with slight increases in FY22 and FY23**

General Fund Summary

FY 2020 – 2021 Revenues

GENERAL FUND CASH RECEIPT SUMMARY

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
1 BEGINNING BALANCE	8,239,400	5,548,900	7,365,500	5,813,100	5,813,100	264,200	4.8%
2 FINES AND POLICE REVENUE	571,508	577,400	577,400	572,800	572,800	(4,600)	-0.8%
3 LIBRARY REVENUES	136,141	109,800	104,100	123,400	123,400	13,600	12.4%
4 KENT COUNTY BOOK REIMBURSEMENT	274,013	275,000	238,700	245,000	245,000	(30,000)	-10.9%
5 BUSINESS LICENSES	1,437,532	1,470,000	1,407,200	1,470,000	1,470,000	-	0.0%
6 PERMITS AND OTHER FEES	1,472,140	1,724,000	1,254,000	1,446,000	1,446,000	(278,000)	-16.1%
7 MISCELLANEOUS CHARGES	57,470	70,000	10,000	30,000	30,000	(40,000)	-57.1%
8 POLICE EXTRA DUTY	579,872	520,100	281,200	595,000	595,000	74,900	14.4%
9 PROPERTY TAXES	13,448,025	14,596,700	14,708,600	14,885,800	14,885,800	289,100	2.0%
10 RECREATION REVENUE	141,436	144,500	95,500	135,000	135,000	(9,500)	-6.6%
11 FRANCHISE FEE	631,884	645,000	525,000	645,000	645,000	-	0.0%
12 SANITATION FEES	3,068,399	3,076,600	3,076,600	3,090,600	3,090,600	14,000	0.5%
13 RENT REVENUE - GARRISON FARM	100,418	98,000	102,700	105,000	105,000	7,000	7.1%
14 COURT OF CHANCERY FEES	1,588,140	1,475,000	1,475,000	1,440,000	1,440,000	(35,000)	-2.4%
15 INVESTMENT INCOME	308,893	120,000	80,000	140,000	140,000	20,000	16.7%
16 RECEIPTS SUBTOTAL	23,815,870	24,902,100	23,936,000	24,923,600	24,923,600	21,500	0.1%
17 INTERFUND SERVICE RECEIPTS							
18 INTERFUND SERVICE RECEIPTS GEN GOV	1,139,446	1,072,600	1,295,900	1,455,600	1,381,800	309,200	28.8%
19 INTERFUND SERVICE RECEIPTS PUB WORKS	731,427	774,100	885,700	939,500	792,300	18,200	2.4%
20 INTERFUND SERVICE RECEIPTS CENT SRVCS	939,256	3,868,400	1,171,600	852,100	842,100	(3,026,300)	-78.2%
21 INTERFUND SERVICE RECEIPTS FIN ADMIN	2,423,079	-	2,396,700	2,627,400	2,597,900	2,597,900	0.0%
22 INTERFUND SERVICE RECEIPTS SUBTOTAL	5,233,208	5,715,100	5,749,900	5,874,600	5,614,100	(101,000)	-1.8%
23 GRANTS:							
24 POLICE RELATED/EXTRA DUTY	59,141	145,000	145,000	155,000	155,000	10,000	6.9%
25 POLICE PENSION GRANT	512,152	445,000	445,000	500,000	500,000	55,000	12.4%
26 GREEN ENERGY GRANT	98,500	98,500	98,500	98,500	98,500	-	0.0%
27 MISC GRANT REVENUE	24,513	-	11,000	25,000	25,000	25,000	0.0%
28 GRANTS SUBTOTAL	694,306	688,500	699,500	778,500	778,500	90,000	13.1%
29 TRANSFERS FROM:							
30 TRANSFER TAX	1,638,543	1,525,000	1,400,000	1,500,000	1,433,500	(91,500)	-6.0%
31 MUNICIPAL STREET AID	806,285	665,300	796,000	750,000	750,000	84,700	12.7%
32 CIVIL TRAFFIC PENALTIES	449,412	532,900	400,000	445,000	445,000	(87,900)	-16.5%
33 WATER/WASTEWATER	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
34 ELECTRIC	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	-	0.0%
35 OTHER RESERVES	-	-	-	-	-	-	0.0%
36 TRANSFERS FROM SUBTOTAL	13,894,240	13,723,200	13,596,000	13,695,000	13,628,500	(94,700)	-0.7%
37 TOTAL REVENUES	43,637,624	45,028,900	43,981,400	45,271,700	44,944,700	(84,200)	-0.2%
38 TOTAL BEGINNING BALANCE & REVENUE	51,877,024	50,577,800	51,346,900	51,084,800	50,757,800	180,000	0.4%

General Fund Summary

FY 2020 – 2021 Expenses

GENERAL FUND EXPENSE SUMMARY

** Denotes the addition of a requested
Strategic Planning position **

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
1 DEPARTMENT EXPENSES:							
2 CITY CLERK	426,163	432,600	362,600	570,500	508,400	75,800	17.5%
3 COUNCIL	114,103	157,700	157,700	157,700	156,600	(1,100)	-0.7%
4 TAX ASSESSOR	239,845	399,200	390,600	245,900	245,900	(152,300)	-38.2%
5 PLANNING	572,172	570,400	570,400	696,000	663,200	92,800	16.3%
6 CITY MANAGER	857,431	1,007,900	982,900	1,063,300	1,063,300	55,400	5.5%
7 HUMAN RESOURCES	415,233	523,300	526,800	513,100	524,200	900	0.2%
8 MAYOR	145,329	226,900	181,900	221,700	221,700	(5,200)	-2.3%
9 FIRE	722,254	763,700	763,700	769,900	769,900	6,200	0.8%
10 LIFE SAFETY	465,240	381,500	386,500	440,100	432,700	51,200	13.4%
11 CODE ENFORCEMENT	484,807	680,200	580,200	816,900	815,000	134,800	19.8%
12 INSPECTIONS	565,567	644,700	544,700	597,500	595,300	(49,400)	-7.7%
13 POLICE	17,361,675	17,183,900	17,230,000	18,549,900	17,736,600	552,700	3.2%
14 POLICE EXTRA DUTY	563,847	665,100	427,100	750,000	750,000	84,900	12.8%
15 PUBLIC WORKS - ADMINISTRATION	731,292	802,300	736,700	653,500	594,600	(207,700)	-25.9%
16 STREETS	1,094,290	810,600	666,600	702,900	699,700	(110,900)	-13.7%
17 SANITATION	2,192,665	2,432,400	2,442,400	2,506,800	2,506,800	74,400	3.1%
18 GROUNDS MAINTENANCE	1,140,066	1,269,500	969,500	1,605,500	1,605,500	336,000	26.5%
19 STORMWATER	-	859,000	724,200	924,200	785,900	(73,100)	-8.5%
20 FACILITIES MANAGEMENT	637,578	655,700	655,700	762,200	655,800	100	0.0%
21 PUBLIC WORKS - ENGINEERING	266,332	368,800	345,800	197,800	198,700	(170,100)	-46.1%
22 LIBRARY	1,682,610	1,779,800	1,784,800	1,786,500	1,725,500	(54,300)	-3.1%
23 RECREATION	931,374	1,156,600	1,088,600	980,600	980,600	(176,000)	-15.2%
24 PROCUREMENT & INVENTORY	575,660	684,400	697,000	724,000	715,900	31,500	4.6%
25 FLEET MAINTENANCE	845,193	1,051,200	876,200	945,600	930,600	(120,600)	-11.5%
26 INFORMATION TECHNOLOGY	747,527	747,000	747,000	955,000	912,800	165,800	22.2%
27 FINANCE	866,905	935,800	929,800	992,700	992,700	56,900	6.1%
28 CUSTOMER SERVICE	1,139,037	1,067,500	1,067,500	1,113,400	1,107,600	40,100	3.8%
29 DEPARTMENT SUBTOTALS	35,784,194	38,256,700	36,836,900	40,242,100	38,895,500	638,800	1.7%
30 OTHER EXPENDITURES:							
31 DEBT SERVICE	455,574	500,000	500,000	462,200	462,200	(37,800)	-7.6%
32 CONTRIBUTION TO DDP	150,000	150,000	150,000	150,000	150,000	-	0.0%
33 MISCELLANEOUS GRANT RELATED EXP	8,323	-	800	25,000	25,000	25,000	0.0%
34 INSURANCE	644,963	750,000	840,000	800,000	800,000	50,000	6.7%
35 RETIREES HEALTH CARE	1,894,900	1,894,900	1,894,900	2,045,400	2,045,400	150,500	7.9%
36 OTHER EMPLOYMENT EXPENSES	-	-	-	-	-	-	0.0%
37 BANK & CREDIT CARD FEES	18,719	20,000	20,000	27,000	27,000	7,000	35.0%
38 UNCOLLECTIBLES - TRASH AND OTHER	100,000	-	-	100,000	100,000	100,000	0.0%
39 STREET LIGHTS	805,185	815,000	815,000	815,000	815,000	-	0.0%
40 BOND ISSUANCE COST	(98,056)	-	-	-	-	-	0.0%
40 OTHER EXPENSE SUBTOTAL	3,979,608	4,129,900	4,220,700	4,424,600	4,424,600	294,700	7.1%
41 TRANSFERS							
42 TRANSFER TO CAPITAL ASSET RESERVE	-	-	-	-	-	-	0.0%
43 TRANSFER TO CAPITAL FUND - PROJECTS	3,432,000	3,261,600	3,261,600	3,782,400	2,078,100	(1,183,500)	-36.3%
44 APPROP. TO THE POLICE PENSION FUND	585,000	519,600	519,600	435,100	435,100	(84,500)	-16.3%
45 APPROP. POLICE PENSION - STATE GRANT	512,151	445,000	445,000	500,000	500,000	55,000	12.4%
46 APPROP. TO THE GENERAL PENSION FUND	-	-	-	-	-	-	0.0%
47 TRANSFER TO ELECTRIC I & E FUND	200,000	250,000	250,000	-	-	(250,000)	-100.0%
48 TRANSFER TO OTHER/CABLE FRANCHISE RESV	16,355	-	-	-	-	-	0.0%
49 TRANSFER TO INVENTORY WRITE-OFFS	2,192	-	-	-	-	-	0.0%
50 TRANSFERS SUBTOTAL	4,747,699	4,476,200	4,476,200	4,717,500	3,013,200	(1,463,000)	-32.7%
51 TOTAL EXPENDITURES	44,511,500	46,862,800	45,533,800	49,384,200	46,333,300	(529,500)	-1.1%
52 BUDGET BALANCE	7,365,524	3,715,000	5,813,100	1,700,600	4,424,500	709,500	19.1%
53 TOTAL BUDGET BALANCE & EXPENDITURES	51,877,024	50,577,800	51,346,900	51,084,800	50,757,800	180,000	0.4%
54 EXCEEDS/(REMAINS) TO MEET REQUIREMENT	3,874,500	112,700	2,294,600	(1,921,100)	828,900		

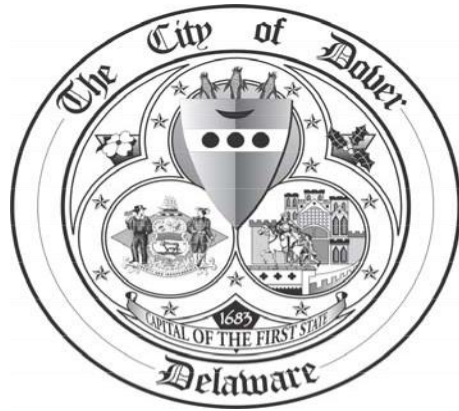
General Fund Summary

FY 2020 – 2021 Capital Expenditures

GOVERNMENTAL CAPITAL PROJECTS FUND SUMMARY

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
1 BEGINNING BALANCE - PROJECTS	1,415,200	304,300	2,841,100	369,100	369,100	64,800	21.3%
2 REVENUES							
3 STATE GRANTS - Other	44,000	241,800	241,800	1,245,000	1,245,000	1,003,200	414.9%
4 BUDGET BOND/BANK PROCEEDS	-	1,228,600	528,600	1,198,300	1,198,300	(30,300)	-2.5%
5 INCOME FROM SALE OF ASSETS	94,351	-	-	-	-	-	0.0%
6 MISCELLANEOUS RECEIPTS	39,601	-	125,000	-	-	-	0.0%
7 INTEREST EARNINGS	112,119	-	-	-	-	-	0.0%
8 TRANSFER FROM GENERAL FUND	3,432,000	3,261,600	3,261,600	3,782,400	2,078,100	(1,183,500)	-36.3%
9 TRANSFER FROM COM TRANSP FUND	-	-	-	-	-	-	0.0%
10 TRANSFER FROM MUNICIPAL STREET AID - CAPI	-	-	-	-	-	-	0.0%
11 TRANSFER FROM PARKLAND RESERVE	88,886	-	191,800	-	-	-	0.0%
12 TRANSFER FROM CAPITAL ASSET RESERVE	89,993	172,000	445,300	346,400	346,400	174,400	101.4%
13 TRANSFER FROM LODGING TAX	-	-	-	110,000	110,000	110,000	0.0%
14 SUBTOTAL CAPITAL PROJECT FUNDING SOURCES	3,900,949	4,904,000	4,794,100	6,682,100	6,682,100	1,778,100	36.3%
15 TOTAL FUNDING SOURCES	3,900,949	4,904,000	4,794,100	6,682,100	6,682,100	1,778,100	36.3%
16 TOTAL BEGINNING BALANCE & FUNDING SOURCES	5,316,149	5,208,300	7,635,200	7,051,200	7,051,200	1,842,900	35.4%
17 EXPENDITURES							
18 CITY CLERK	-	-	-	-	-	-	0.0%
19 COUNCIL	-	-	-	-	-	-	0.0%
19 TAX ASSESSOR	-	-	-	-	-	-	0.0%
16 FIRE	216,813	281,100	281,100	173,300	173,300	(107,800)	-38.3%
17 GROUNDS	220,866	128,400	153,400	151,000	-	(128,400)	-100.0%
18 LIBRARY	-	-	125,000	-	-	-	0.0%
18 RECREATION	156,020	476,000	1,073,600	595,000	395,000	(81,000)	-17.0%
19 LIFE SAFETY	-	48,900	48,900	-	-	(48,900)	-100.0%
20 CODE ENFORCEMENT	-	37,200	37,200	-	-	(37,200)	-100.0%
21 PLANNING	-	-	-	20,400	20,400	20,400	0.0%
21 INSPECTIONS	-	18,600	18,600	18,600	18,600	-	0.0%
22 ECONOMIC DEVELOPMENT	-	-	-	-	-	-	0.0%
22 POLICE	495,228	753,900	954,700	1,735,900	912,400	158,500	21.0%
23 STREETS	723,549	1,266,500	3,289,400	936,000	936,000	(330,500)	-26.1%
24 STORMWATER	-	365,000	365,000	1,372,200	1,110,700	745,700	204.3%
25 SANITATION	447,826	287,200	287,200	507,400	475,200	188,000	65.5%
26 CITY MANAGER	19,500	-	-	-	-	-	0.0%
27 INFORMATION TECHNOLOGY	55,735	45,600	45,600	61,600	61,600	16,000	35.1%
27 FINANCE	-	-	-	-	-	-	0.0%
28 PUBLIC WORKS - ADMINISTRATION	-	-	-	-	-	-	0.0%
28 FACILITIES MANAGEMENT	48,219	784,000	174,800	936,100	700,000	(84,000)	-10.7%
29 PUBLIC WORKS - ENGINEERING	-	-	-	39,600	39,600	39,600	0.0%
29 PROCUREMENT & INVENTORY	-	390,000	390,000	25,000	25,000	(365,000)	-93.6%
30 FLEET MAINTENANCE	-	21,600	21,600	-	-	(21,600)	-100.0%
31 CUSTOMER SERVICES	-	-	-	-	-	-	0.0%
32 HUMAN RESOURCES	-	-	-	-	-	-	0.0%
33 MAYOR	-	-	-	-	-	-	0.0%
31 DEPARTMENT SUBTOTAL	2,383,756	4,904,000	7,266,100	6,572,100	4,867,800	(36,200)	-0.7%
32 TRANSFERS & MISCELLANEOUS EXPENSES							
33 TRANSFER TO PARKLAND RESERVE	-	-	-	-	-	-	0.0%
34 TRANSFERS & MISCELLANEOUS SUBTOTAL	3,000	-	-	-	-	-	0.0%
35 TOTAL EXPENDITURES	2,386,756	4,904,000	7,266,100	6,572,100	4,867,800	(36,200)	-0.7%
36 BUDGET BALANCE	2,841,105	304,300	369,100	479,100	2,183,400	1,879,100	617.5%
37 TOTAL BUDGET BALANCE & EXPENDITURES	5,227,861	5,208,300	7,635,200	7,051,200	7,051,200	1,842,900	35.4%

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	POLICY
38 RESERVE BALANCES							
39 CAPITAL ASSET RESERVE	1,456,500	969,900	1,011,200	664,800	664,800	(305,100)	Mn \$500K
40 PARKLAND/RECREATION	277,100	54,500	85,300	85,300	85,300	30,800	N/A



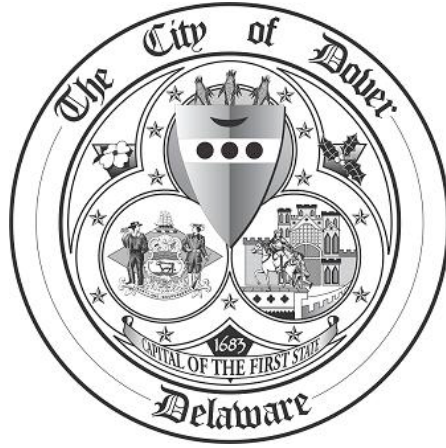
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GENERAL FUND BUDGET REVIEW

Fiscal Year 2020-2021

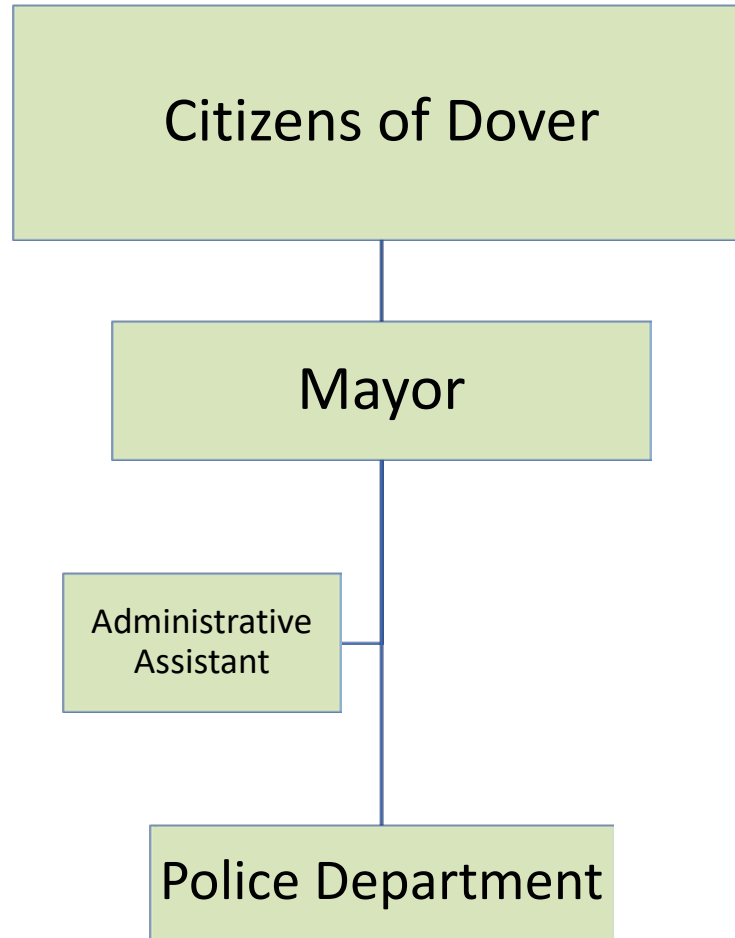
Operating Department & Division Summaries

- June 2020 – Budget Review
Hearing



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Mayor



Mayor

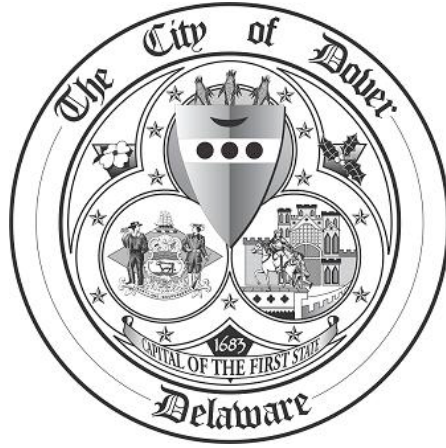
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 108,300	\$ 104,600	\$ 104,600	-3%
MATERIALS & SUPPLIES	2,500	1,100	1,100	-56%
ADMINISTRATIVE EXPENDITURES	116,100	116,000	116,000	0%
OPERATING EXPENDITURES	\$ 226,900	\$ 221,700	\$ 221,700	-2%

Highlights:

- Personnel Costs are projected to remain relatively flat after the inclusion of an administrative assistant in FY20.
- Materials & Supplies decreased \$1,400. Last year's amount was increased to outfit the new Administrative Assistant.
- Overall costs decreased 2%

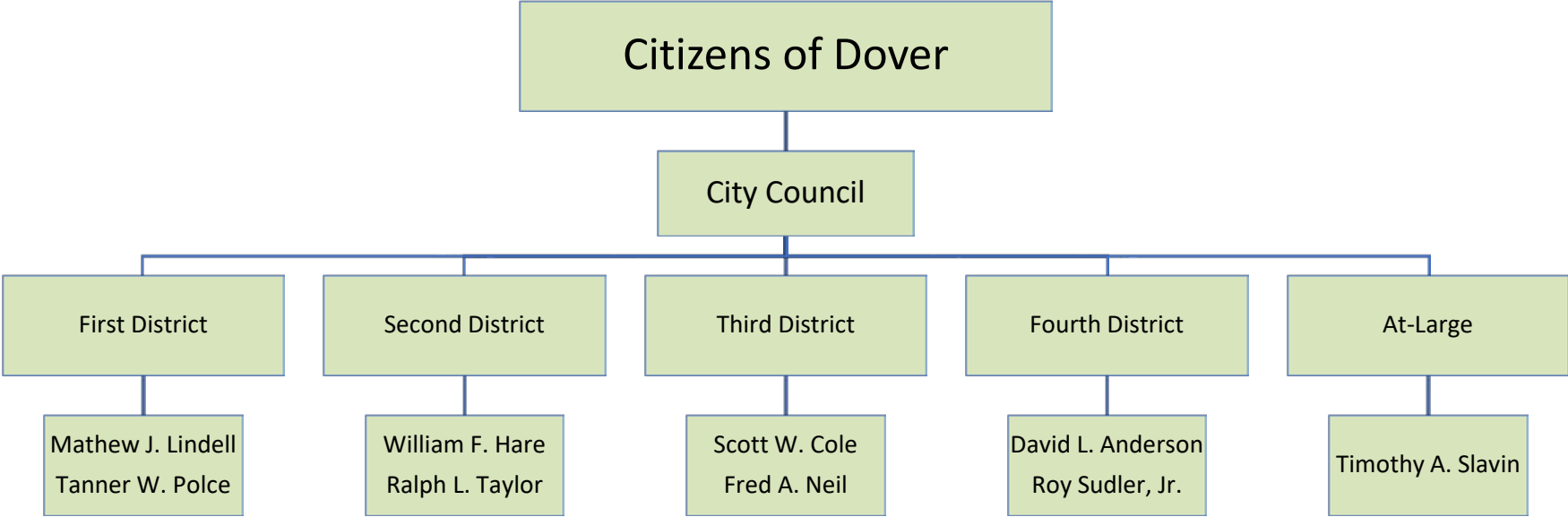
MAYOR
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ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 45,000	\$ 77,100	\$ 77,100	\$ 78,300	\$ 78,300	2%
51014	FICA TAXES	3,218	5,900	5,900	6,000	6,000	2%
51015	HEALTH INSURANCE	8,569	20,900	20,900	17,200	17,200	-18%
51016	L I D INSURANCE	332	500	500	600	600	20%
51017	WORKERS COMPENSATION	146	200	200	300	300	50%
51019	PENSION	-	1,900	1,900	1,000	1,000	-47%
51020	OPEB	-	1,800	1,800	1,200	1,200	-33%
	PERSONNEL COSTS	57,265	108,300	108,300	104,600	104,600	-3%
52022	OFFICE SUPPLIES	121	600	600	600	600	0%
52023	PRINTING AND DUPLICATING	1,177	500	500	500	500	0%
52037	COMPUTER SOFTWARE	-	100	100	-	-	-100%
52038	COMPUTER HARDWARE	-	1,300	1,300	-	-	-100%
	MATERIALS & SUPPLIES	1,298	2,500	2,500	1,100	1,100	-56%
53021	TELEPHONE/FAX	244	300	300	300	300	0%
53025	ADVERTISEMENT	618	1,500	1,500	1,500	1,500	0%
53027	SUBSCRIPTIONS AND DUES	1,258	3,500	3,500	2,000	2,000	-43%
53035	COMMUNITY RELATIONS EXP	6,798	5,500	5,500	7,000	7,000	27%
53037	OTHER EXPENSES	4,251	5,000	5,000	5,000	5,000	0%
53062	GASOLINE	-	200	200	100	100	-50%
53062	AUTO REPAIRS/MAINTENANCE	48	100	100	100	100	0%
53091	ECONOMIC DEVELOPMENT	73,549	100,000	100,000	100,000	100,000	0%
	ADMINISTRATIVE EXPENDITURES	86,766	116,100	116,100	116,000	116,000	0%
	OPERATING EXPENDITURES	145,329	226,900	226,900	221,700	221,700	-2%
	TOTAL EXPENDITURES	\$ 145,329	\$ 226,900	\$ 226,900	\$ 221,700	\$ 221,700	-2%
	REVENUES						
	GENERAL FUND	\$ 145,329	\$ 226,900	\$ 226,900	\$ 221,700	\$ 221,700	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	1.0	2.0	2.0	2.0	2.0	



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City Council



City Council

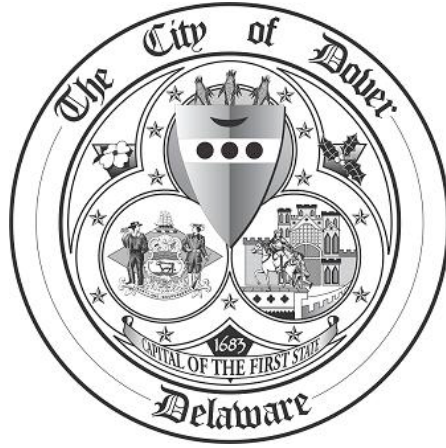
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 91,000	\$ 91,000	\$ 91,000	0%
MATERIALS & SUPPLIES	3,900	2,200	2,200	-44%
ADMINISTRATIVE EXPENDITURES	62,800	63,400	63,400	1%
OPERATING EXPENDITURES	\$ 157,700	\$ 156,600	\$ 156,600	-1%

Highlights:

- Materials & Supplies decreased \$1,700.
- \$600 was added to Community Relations Expenses for increased cost of awards and recognition expenses.
- Overall costs decreased 1%

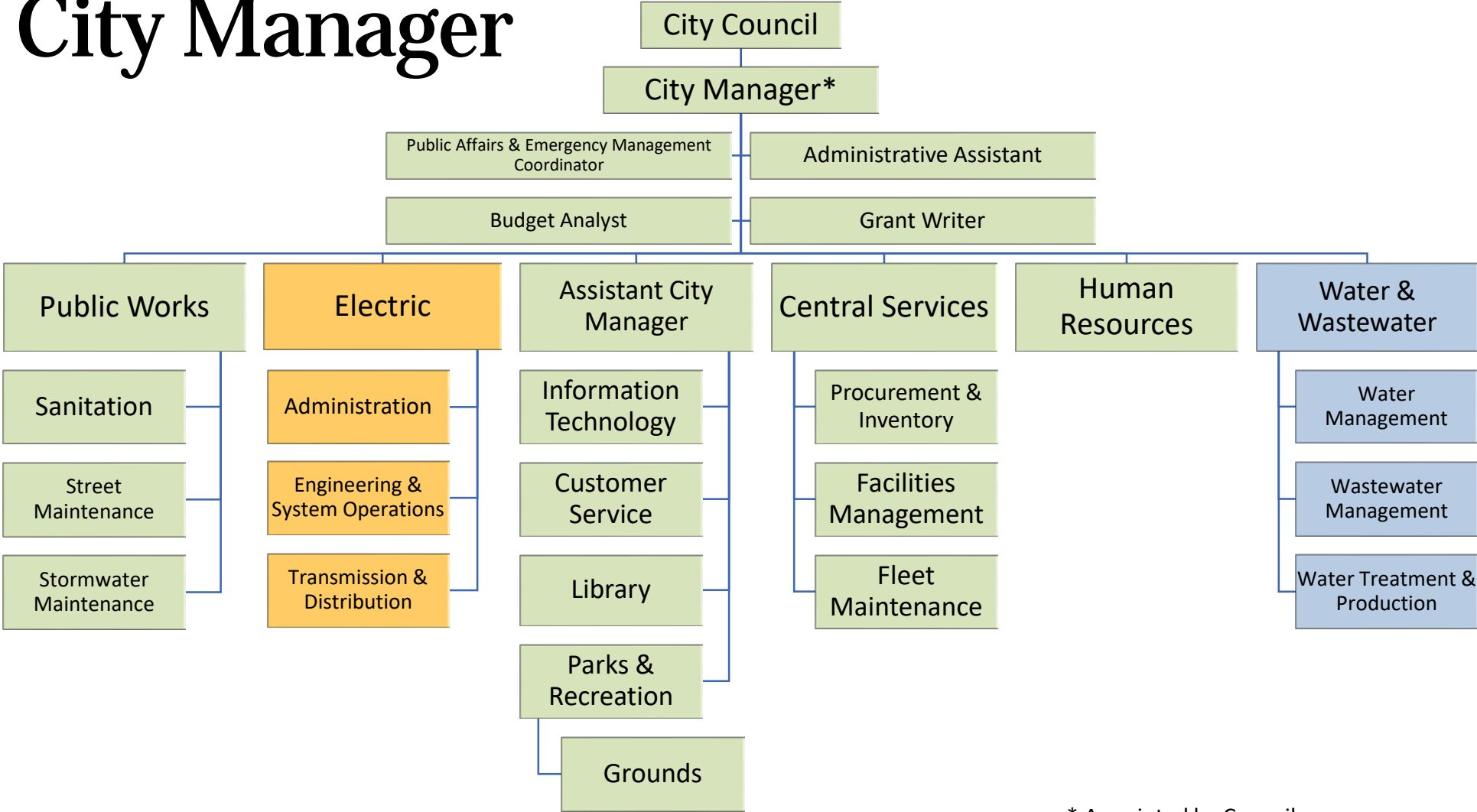
CITY COUNCIL
100-10-12-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51013	TEMPORARY HELP	\$ 69,753	\$ 84,300	\$ 84,300	\$ 84,300	\$ 84,300	0%
51014	FICA TAXES	5,371	6,400	6,400	6,400	6,400	0%
51017	WORKERS COMPENSATION	227	300	300	300	300	0%
	PERSONNEL COSTS	75,351	91,000	91,000	91,000	91,000	0%
52022	OFFICE SUPPLIES	394	300	300	100	100	-67%
52023	PRINTING AND DUPLICATING	187	300	300	300	300	0%
52038	COMPUTER HARDWARE	-	3,300	3,300	1,800	1,800	-45%
	MATERIALS & SUPPLIES	580	3,900	3,900	2,200	2,200	-44%
53021	TELEPHONE/FAX	489	2,200	2,200	2,200	2,200	0%
53027	SUBSCRIPTIONS AND DUES	11,496	11,600	11,600	11,600	11,600	0%
53028	TRAINING/CONF/FOOD/TRAVEL	1,057	8,600	8,600	7,900	7,900	-8%
53031	CONTRACTUAL SERVICES	-	8,900	8,900	8,900	8,900	0%
53035	COMMUNITY RELATIONS EXP	2,529	3,500	3,500	4,800	4,800	37%
53037	DISCRETIONARY FUNDS	22,601	25,000	25,000	25,000	25,000	0%
53092	HRC-OFFICE SUPPLIES	-	3,000	3,000	3,000	3,000	0%
	ADMINISTRATIVE EXPENDITURES	38,172	62,800	62,800	63,400	63,400	1%
	OPERATING EXPENDITURES	114,103	157,700	157,700	156,600	156,600	-1%
	TOTAL EXPENDITURES	\$ 114,103	\$ 157,700	\$ 157,700	\$ 156,600	\$ 156,600	-1%
	REVENUES						
	GENERAL FUND	\$ 114,103	\$ 157,700	\$ 157,700	\$ 156,600	\$ 156,600	
	PERSONNEL						
	PP/COUNCIL	9.0	9.0	9.0	9.0	9.0	
	PP/TEMP COMMITTEES	8.0	8.0	8.0	8.0	8.0	



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City Manager



* Appointed by Council

City Manager

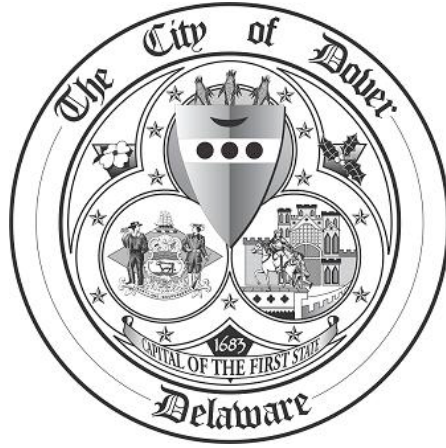
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 689,800	\$ 801,400	\$ 801,400	16%
MATERIALS & SUPPLIES	7,500	7,500	7,500	0%
ADMINISTRATIVE EXPENDITURES	310,600	254,400	254,400	-18%
OPERATING EXPENDITURES	\$ 1,007,900	\$ 1,063,300	\$ 1,063,300	5%

Highlights:

- Personnel Costs increased \$109,400 primarily due to the expenses to bring a new City Manager on board while Mrs. Mitchell's leave balance is paid out (8-month overlap).
- Administrative expenses are down \$75,000 because the Compensation, Classification and Benefits Study (Segal-Waters) was a one-time cost in FY20.
- Overall expenditures are up 5% budget to budget (BTB), but this is a one-time increase

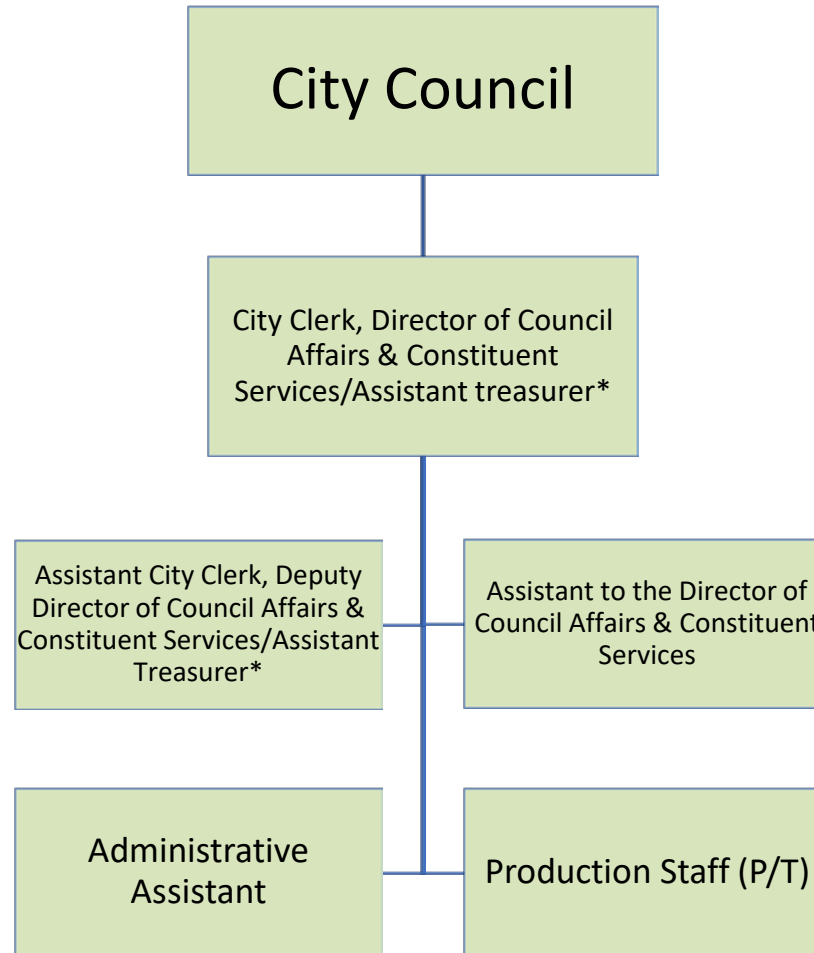
CITY MANAGER
100-10-21-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 351,105	\$ 463,500	\$ 463,500	\$ 560,100	\$ 560,100	21%
51012	OVERTIME	1,500	5,000	5,000	5,000	5,000	0%
51014	FICA TAXES	25,454	35,900	35,900	43,200	43,200	20%
51015	HEALTH INSURANCE	56,571	83,300	83,300	92,000	92,000	10%
51016	L I D INSURANCE	1,739	2,600	2,600	2,900	2,900	12%
51017	WORKERS COMPENSATION	1,269	1,500	1,500	1,800	1,800	20%
51018	EDUCATIONAL ASSISTANCE	6,383	8,400	8,400	-	-	-100%
51019	PENSION	53,398	63,700	63,700	76,800	76,800	21%
51020	OPEB	48,524	25,900	25,900	19,600	19,600	-24%
	PERSONNEL COSTS	545,942	689,800	689,800	801,400	801,400	16%
52022	OFFICE SUPPLIES	4,321	500	500	500	500	0%
52023	PRINTING AND DUPLICATING	3,353	3,100	3,100	3,100	3,100	0%
52038	COMPUTER HARDWARE	1,030	3,900	3,900	3,900	3,900	0%
	MATERIALS & SUPPLIES	10,537	7,500	7,500	7,500	7,500	0%
53021	TELEPHONE/FAX	2,973	2,500	2,500	2,500	2,500	0%
53027	SUBSCRIPTIONS AND DUES	4,931	4,400	4,400	4,700	4,700	7%
53028	TRAINING/CONF/FOOD/TRAVEL	6,823	10,000	10,000	10,000	10,000	0%
53029	CONSULTING FEES	125,397	75,000	75,000	-	-	-100%
53032	LEGAL EXPENSES	142,201	200,000	200,000	200,000	200,000	0%
53035	COMMUNITY RELATIONS EXP	129	200	200	200	200	0%
53037	OTHER EXPENSES	-	-	-	18,500	18,500	100%
53091	ECONOMIC DEVELOPMENT	18,500	18,500	18,500	18,500	18,500	0%
	ADMINISTRATIVE EXPENDITURES	300,953	310,600	310,600	254,400	254,400	-18%
	OPERATING EXPENDITURES	857,431	1,007,900	1,007,900	1,063,300	1,063,300	5%
	TOTAL EXPENDITURES	\$ 876,931	\$ 1,007,900	\$ 1,007,900	\$ 1,063,300	\$ 1,063,300	5%
	REVENUES						
	GENERAL FUND	\$ 857,431	\$ 1,007,900	\$ 1,007,900	\$ 1,063,300	\$ 1,063,300	
	GOV. CAPITAL PROJECT FUND	19,500	-	\$ -	-	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	6.0	6.0	6.0	6.0	
	BUDGETED PART-TIME POSITIONS		-	-	-	-	



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City Clerk



City Clerk

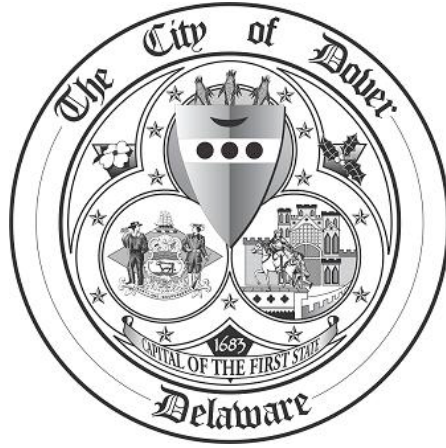
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 383,100	\$ 451,100	\$ 451,100	18%
MATERIALS & SUPPLIES	11,700	8,800	8,600	-26%
ADMINISTRATIVE EXPENDITURES	37,800	38,700	48,700	29%
TOTAL EXPENDITURES	\$ 432,600	\$ 498,600	\$ 508,400	18%

Highlights:

- Personnel Costs increased \$68,000 in case expenses are needed to bring on a new City Clerk concurrent with Ms. McDowell; and her leave balance will be paid out.
- Administrative Expenses has increased by \$10,000, primarily for the election on April 20, 2021.
- Overall expenditures are up 18% budget to budget (BTB), but this is a one-time increase.

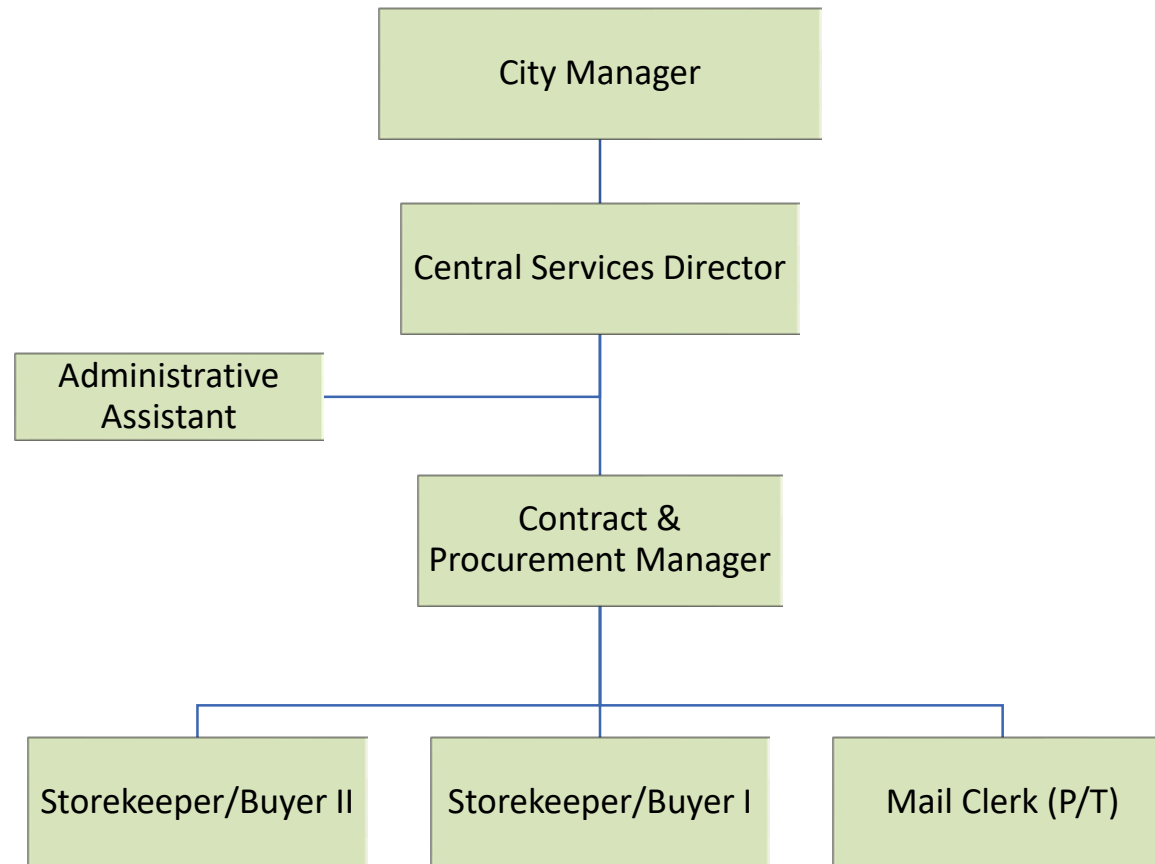
CITY CLERK
100-10-11-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 233,674	\$ 231,400	\$ 231,400	\$ 270,500	\$ 270,500	17%
51013	TEMPORARY HELP	-	5,200	5,200	5,200	5,200	0%
51014	FICA TAXES	17,164	18,100	18,100	21,100	21,100	17%
51015	HEALTH INSURANCE	41,563	43,500	43,500	56,700	56,700	30%
51016	L I D INSURANCE	1,444	1,700	1,700	1,800	1,800	6%
51017	WORKERS COMPENSATION	757	800	800	900	900	13%
51019	PENSION	65,093	69,400	69,400	85,500	85,500	23%
51020	OPEB	31,253	13,000	13,000	9,400	9,400	-28%
	PERSONNEL COSTS	390,947	383,100	383,100	451,100	451,100	18%
52021	FURNITURE & FIXTURES	-	300	300	-	-	-100%
52022	OFFICE SUPPLIES	1,286	1,500	1,500	1,500	1,500	0%
52023	PRINTING AND DUPLICATING	1,315	2,700	2,700	2,700	2,700	0%
52037	COMPUTER SOFTWARE	635	7,200	7,200	1,200	1,000	-86%
52038	COMPUTER HARDWARE	4,284	-	-	3,400	3,400	100%
52048	PERSONNEL RELATED SUP	-	-	-	-	-	0%
	MATERIALS & SUPPLIES	7,520	11,700	11,700	8,800	8,600	-26%
53021	TELEPHONE/FAX	1,222	1,300	1,300	1,300	1,300	0%
53025	ADVERTISEMENT	526	1,000	1,000	1,000	1,000	0%
53027	SUBSCRIPTIONS AND DUES	380	600	600	400	400	-33%
53028	TRAINING/CONF/FOOD/TRAVEL	3,169	3,300	3,300	3,300	3,300	0%
53031	CONTRACTUAL SERVICES	19,529	31,100	31,100	23,200	33,200	7%
53034	ELECTION RELATED EXPENSES	2,869	200	200	9,200	9,200	4500%
53061	OFF EQUIP/REPAIRS & MAINT	-	300	300	300	300	0%
	ADMINISTRATIVE EXPENDITURES	27,695	37,800	37,800	38,700	48,700	29%
	OPERATING EXPENDITURES	426,163	432,600	432,600	498,600	508,400	18%
	TOTAL EXPENDITURES	\$ 426,163	\$ 432,600	\$ 432,600	\$ 498,600	\$ 508,400	18%
	REVENUES						
	GENERAL FUND	\$ 426,163	\$ 432,600	\$ 432,600	\$ 498,600	\$ 508,400	
	GOV. CAPITAL PROJECT FUND	\$ -	\$ -	\$ -	\$ -	\$ -	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	
	BUDGETED PART-TIME POSITIONS	1.0	1.0	1.0	1.0	1.0	



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Procurement & Inventory



Procurement & Inventory

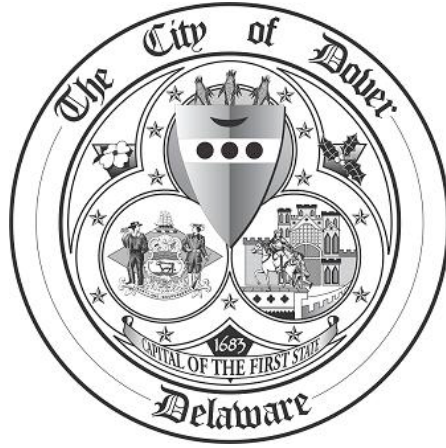
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 388,200	\$ 422,700	\$ 422,700	9%
MATERIALS & SUPPLIES	16,900	13,500	12,900	-24%
ADMINISTRATIVE EXPENDITURES	279,300	287,800	280,300	0%
OPERATING EXPENDITURES	684,400	724,000	715,900	5%
CAPITAL OUTLAY	390,000	25,000	25,000	-94%
TOTAL EXPENDITURES	\$ 1,074,400	\$ 749,000	\$ 740,900	-31%

Highlights:

- Personnel Costs have increased due to the inclusion of an Administrative Assistant transferred from Fleet Maintenance.
- Capital Outlay includes the replacement of all Warehouse windows.

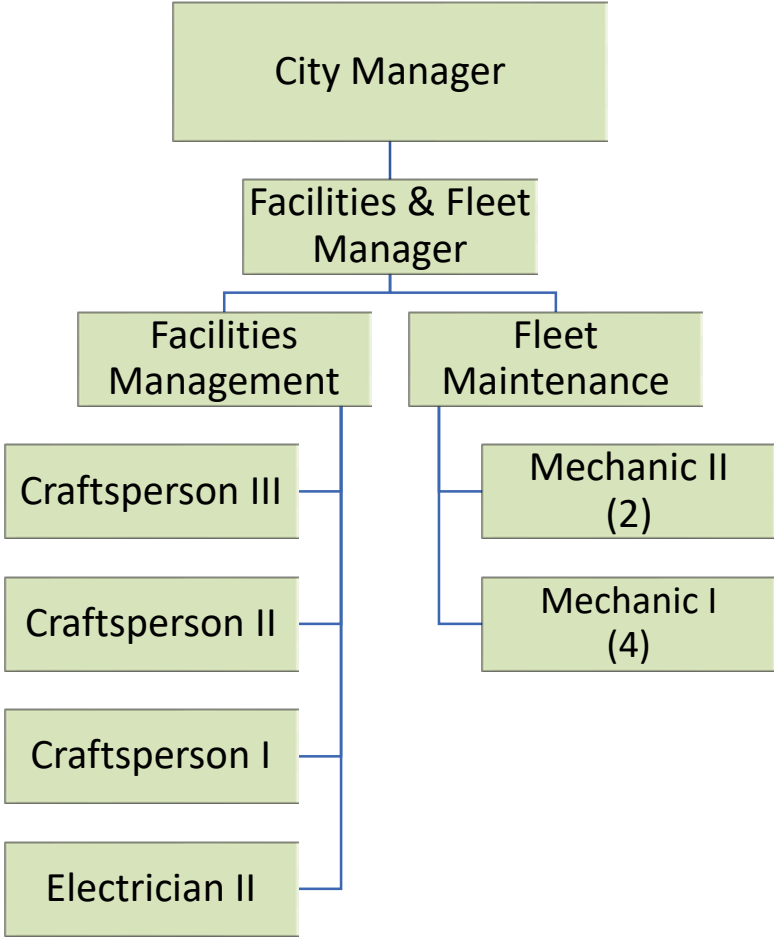
PROCUREMENT & INVENTORY
100-15-27-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 195,251	\$ 221,700	\$ 246,700	\$ 258,000	\$ 258,000	16%
51012	OVERTIME	430	1,000	1,000	1,200	1,200	20%
51013	TEMPORARY HELP	-	33,600	17,600	16,100	16,100	-52%
51014	FICA TAXES	14,538	19,600	19,600	21,000	21,000	7%
51015	HEALTH INSURANCE	25,004	42,700	42,700	38,900	38,900	-9%
51016	L I D INSURANCE	924	1,100	1,100	1,100	1,100	0%
51017	WORKERS COMPENSATION	3,247	7,100	7,100	4,900	4,900	-31%
51018	EDUCATIONAL ASSISTANCE	-	-	16,000	16,500	16,500	100%
51019	PENSION	59,777	49,000	49,000	56,000	56,000	14%
51020	OPEB	26,405	12,400	12,400	9,000	9,000	-27%
	PERSONNEL COSTS	325,576	388,200	413,200	422,700	422,700	9%
52021	FURNITURE/FIXTURES	193	300	300	300	300	0%
52022	OFFICE SUPPLIES	401	500	500	1,600	1,000	100%
52023	PRINTING AND DUPLICATING	3,185	3,200	3,200	3,200	3,200	0%
52026	PROGRAM EXPENSES/SUPPLIES	350	1,000	1,000	1,000	1,000	0%
52029	UNIFORMS/UNIFORM ALLOW	629	900	900	900	900	0%
52032	SECURITY/SAFETY MATERIALS	2	600	600	200	200	-67%
52038	COMPUTER HARDWARE	1,676	2,100	2,100	2,100	2,100	0%
52046	CITY BLDG MAINT SUPPLIES	4,355	5,300	5,300	1,200	1,200	-77%
52058	WATER/SEWER	2,080	3,000	3,000	3,000	3,000	0%
	MATERIALS & SUPPLIES	12,870	16,900	16,900	13,500	12,900	-24%
53021	TELEPHONE/FAX	1,879	3,300	3,300	2,400	2,400	-27%
53022	POSTAGE	139,071	157,500	165,100	157,500	150,000	-5%
53023	ELECTRICITY	55,718	70,000	70,000	70,000	70,000	0%
53024	HEATING OIL/GAS	-	300	400	300	300	0%
53025	ADVERTISEMENT	1,239	2,500	2,500	2,500	2,500	0%
53027	SUBSCRIPTIONS AND DUES	438	5,700	5,700	5,700	5,700	0%
53028	TRAINING/CONF/FOOD/TRAVEL	1,555	2,800	2,800	2,800	2,800	0%
53031	CONTRACTUAL SERVICES	24,326	25,100	25,100	34,700	34,700	38%
53043	ENVIRONMENTAL EXPENSES	6,586	3,600	3,600	3,600	3,600	0%
53061	OFF EPUIP/REPAIRS & MAINT	2,548	5,000	5,000	5,000	5,000	0%
53062	GASOLINE	1,648	1,700	1,600	1,700	1,700	0%
53066	OTHER EPUIP REPAIRS/MAINT	1,744	1,100	1,100	1,100	1,100	0%
53067	RADIO REPAIRS/MAINTENANCE	460	700	700	500	500	-29%
	ADMINISTRATIVE EXPENDITURES	237,213	279,300	286,900	287,800	280,300	0%
	OPERATING EXPENDITURES	575,660	684,400	717,000	724,000	715,900	5%
54025	OTHER EQUIP - PURCHASE	-	300,000	300,000	-	-	-100%
54031	CONSTRUCTION - PURCHASE	-	90,000	90,000	25,000	25,000	-72%
	CAPITAL OUTLAY	-	390,000	390,000	25,000	25,000	-94%
	TOTAL EXPENDITURES	\$ 575,660	\$ 1,074,400	\$ 1,107,000	\$ 749,000	\$ 740,900	-31%
	REVENUES						
	GENERAL FUND	\$ 575,660	\$ 684,400	\$ 717,000	\$ 724,000	\$ 715,900	
	GOV. CAPITAL PROJECT FUND		\$ -	\$ 390,000	\$ 25,000	\$ 25,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	3.0	4.0	4.0	5.0	5.0	
	BUDGETED PART-TIME POSITIONS	1.0	1.0	1.0	1.0	1.0	



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Facilities & Fleet Maintenance



Facilities Maintenance

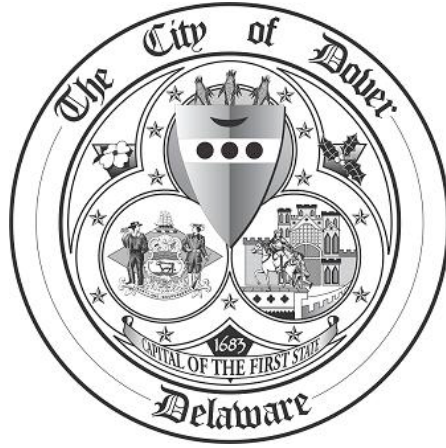
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 460,300	\$ 450,400	\$ 450,400	-2%
MATERIALS & SUPPLIES	25,800	17,600	28,600	11%
ADMINISTRATIVE EXPENDITURES	169,600	176,800	176,800	4%
OPERATING EXPENDITURES	655,700	644,800	655,800	0%
CAPITAL OUTLAY	784,000	885,700	700,000	-11%
TOTAL EXPENDITURES	\$1,439,700	\$ 1,530,500	\$ 1,355,800	-6%

Highlights:

- Personnel is down 2% - this includes the loss of a custodial position through attrition and the adding of a Craftsperson III who will also be responsible for HVAC maintenance duties (previously contracted out).
- Capital Outlay includes the carried forward project to replace City Hall HVAC components, including duct work, air handlers, chillers, heat pumps, furnace/boiler, and etc.

FACILITIES MANAGEMENT
100-12-25-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 256,558	\$ 241,400	\$ 241,400	\$ 232,300	\$ 232,300	-4%
51012	OVERTIME	1,041	3,800	3,800	4,000	4,000	5%
51014	FICA TAXES	18,982	18,700	18,700	18,100	18,100	-3%
51015	HEALTH INSURANCE	47,448	41,800	41,800	39,400	39,400	-6%
51016	L I D INSURANCE	1,092	1,200	1,200	1,000	1,000	-17%
51017	WORKERS COMPENSATION	14,271	13,600	13,600	13,100	13,100	-4%
51019	PENSION	128,513	126,300	126,300	134,400	134,400	6%
51020	OPEB	35,066	13,500	13,500	8,100	8,100	-40%
	PERSONNEL COSTS	502,971	460,300	460,300	450,400	450,400	-2%
52025	CUSTODIAL	9,369	10,000	100	-	-	-100%
52029	UNIFORMS/UNIFORM ALLOW	1,780	1,800	1,800	1,900	1,900	6%
52032	SECURITY/SAFETY MATERIALS	200	200	200	200	200	0%
52033	SMALL TOOLS	1,413	1,500	1,500	3,000	3,000	100%
52038	COMPUTER HARDWARE	-	1,600	1,600	-	-	-100%
52046	CITY BLDG MAINT SUPPLIES	4,111	7,000	7,000	9,000	20,000	186%
52058	WATER/SEWER	1,148	1,500	1,500	1,500	1,500	0%
52061	ELEC MATERIALS/SUPPLIES	1,817	2,200	2,200	2,000	2,000	-9%
	MATERIALS & SUPPLIES	19,838	25,800	15,900	17,600	28,600	11%
53021	TELEPHONE/FAX	244	300	300	300	300	0%
53023	ELECTRICITY	58,451	60,000	60,000	60,000	60,000	0%
53024	HEATING OIL/GAS	2,022	3,000	3,000	3,000	3,000	0%
53027	SUBSCRIPTIONS & DUES	100	100	100	200	200	100%
53028	TRAINING/CONF/FOOD/TRAVEL	10	200	200	100	100	-50%
53031	CONTRACTUAL SERVICES	48,482	100,000	109,900	107,200	107,200	7%
53062	GASOLINE	4,016	4,200	4,200	4,200	4,200	0%
53067	RADIO REPAIRS/MAINTENANCE	1,443	1,800	1,800	1,800	1,800	0%
	ADMINISTRATIVE EXPENDITURES	114,769	169,600	179,500	176,800	176,800	4%
	OPERATING EXPENDITURES	637,578	655,700	655,700	644,800	655,800	0%
54023	TRUCKS-PURCHASE	48,219	-	-	25,200	-	0%
54025	OTHER EPUIP - PURCHASE	-	700,000	-	700,000	700,000	0%
54030	CONSTRUCTION - PURCHASE	-	84,000	174,800	160,500	-	-100%
	CAPITAL OUTLAY	48,219	784,000	174,800	885,700	700,000	-11%
	TOTAL EXPENDITURES	\$ 685,797	\$ 1,439,700	\$ 830,500	\$ 1,530,500	\$ 1,355,800	-6%
	REVENUES						
	GENERAL FUND	\$ 637,578	\$ 655,700	\$ 655,700	\$ 644,800	\$ 655,800	
	GOV. CAPITAL PROJECT FUND	48,219	784,000	174,800	885,700	700,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	4.0	



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Fleet Maintenance

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 596,600	\$ 496,900	\$ 496,900	-17%
MATERIALS & SUPPLIES	441,600	433,200	419,200	-5%
ADMINISTRATIVE EXPENDITURES	13,000	15,500	14,500	12%
OPERATING EXPENDITURES	\$ 1,051,200	\$ 945,600	\$ 930,600	-11%

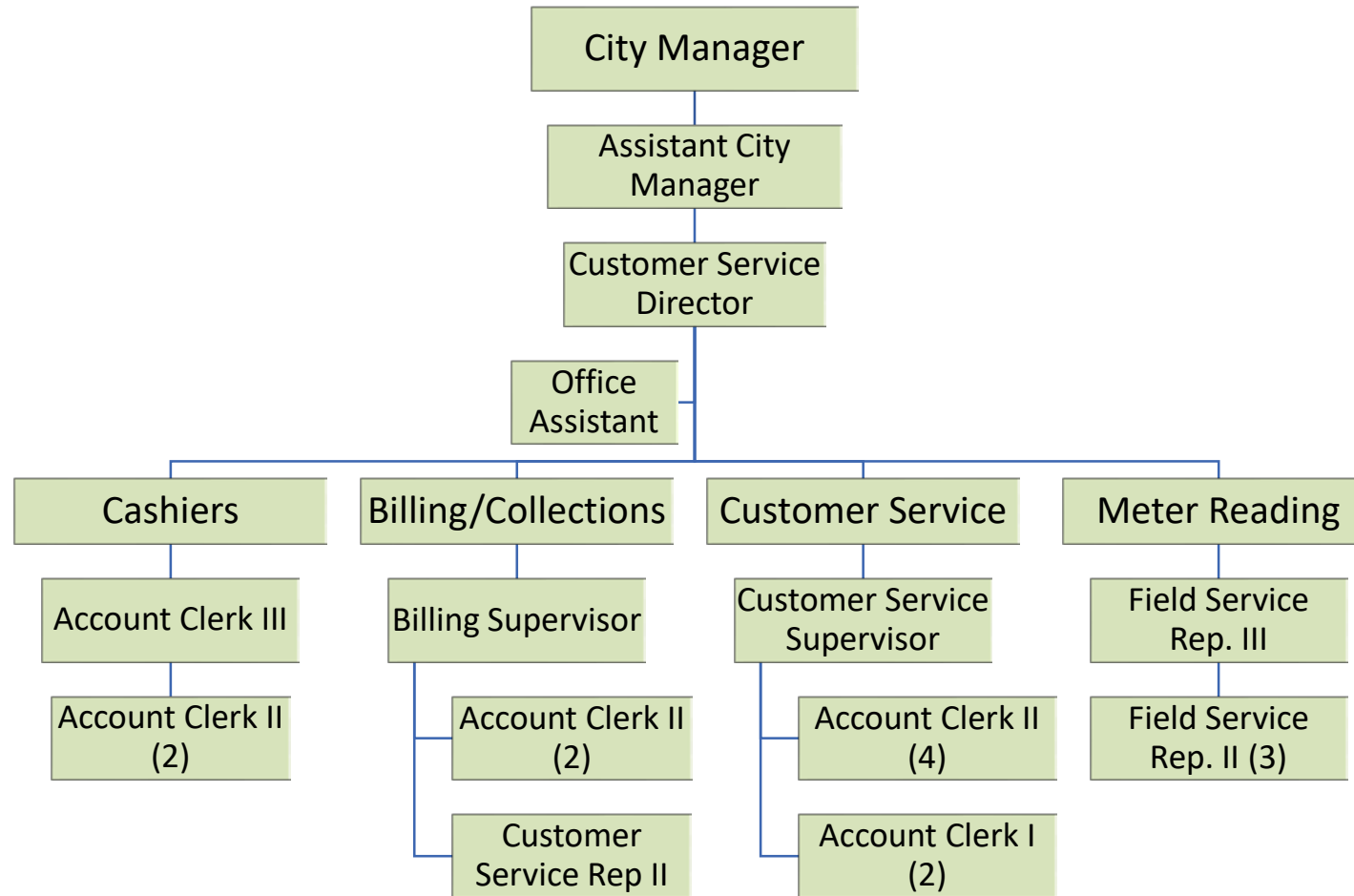
Highlights:

- Personnel Costs will be reduced in FY21 with the moving of the Administrative Assistant position back to Procurement & Inventory.
- Materials & Supplies should flatten out in FY21. This will be the third year of the department maintain all PD vehicles, in-house.
- Slight increase in Administrative Expenditures to cover increased training.

FLEET MAINTENANCE
100-15-28-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 242,656	\$ 339,800	\$ 298,800	\$ 277,800	\$ 277,800	-18%
51012	OVERTIME	3,713	5,400	21,400	5,500	5,500	2%
51014	FICA	17,907	26,400	26,400	21,700	21,700	-18%
51015	HEALTH INSURANCE	54,973	77,400	77,400	72,600	72,600	-6%
51016	LID	1,243	1,900	1,900	1,400	1,400	-26%
51017	WORKERS COMPENSATION	13,649	16,300	16,300	15,700	15,700	-4%
51019	PENSION	70,586	110,600	110,600	92,500	92,500	-16%
51020	OPEB	33,048	18,800	18,800	9,700	9,700	-48%
	PERSONNEL COSTS	437,775	596,600	571,600	496,900	496,900	-17%
52022	OFFICE SUPPLIES	-	1,600	1,600	1,600	1,600	0%
52026	PROGRAM EXPENSES/SUPPLIES	380,313	414,000	414,000	414,000	400,000	-3%
52029	UNIFORMS/UNIFORM ALLOW	911	1,300	1,300	1,200	1,200	-8%
52032	SECURITY/SAFETY MATERIALS	374	400	-	400	400	0%
52033	SMALL TOOLS	5,372	14,700	13,200	7,900	7,900	-46%
52037	COMPUTER SOFTWARE	2,280	2,800	2,800	2,800	2,800	0%
52038	COMPUTER HARDWARE	-	1,500	1,500	-	-	-100%
52046	CITY BLDG MAINT SUPPLIES	3,812	5,300	5,000	5,300	5,300	0%
	MATERIALS & SUPPLIES	393,063	441,600	439,400	433,200	419,200	-5%
53021	TELEPHONE/FAX	1,629	1,000	1,300	1,000	1,000	0%
53028	TRAINING/CONF/FOOD/TRAVEL	9,163	7,600	9,100	10,100	9,100	20%
53031	CONTRACTUAL SERVICES	150	800	800	800	800	0%
53043	ENVIRONMENTAL EXPENSES	200	200	200	200	200	0%
53062	GASOLINE	1,769	1,800	2,200	1,800	1,800	0%
53067	RADIO REPAIRS/MAINTENANCE	1,443	1,600	1,600	1,600	1,600	0%
	ADMINISTRATIVE EXPENDITURES	14,355	13,000	15,200	15,500	14,500	12%
	OPERATING EXPENDITURES	845,193	1,051,200	1,026,200	945,600	930,600	-11%
40-23	TRUCKS - PURCHASE	-	21,600	-	-	-	-100%
	CAPITAL OUTLAY	-	21,600	-	-	-	-100%
	TOTAL EXPENDITURES	\$ 845,193	\$ 1,072,800	\$ 1,026,200	\$ 945,600	\$ 930,600	-13%
	REVENUES						
	GENERAL FUND	\$ 845,193	\$ 1,051,200	\$ 1,026,200	\$ 945,600	\$ 930,600	
	GOV. CAPITAL PROJECT FUND	\$ -	\$ 21,600	\$ -	\$ -	\$ -	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	6.0	7.0	7.0	6.0	6.0	

Customer Service



Customer Service

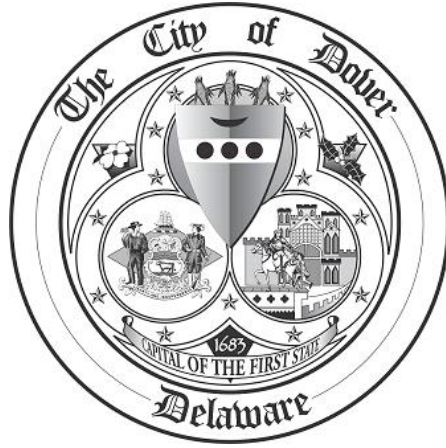
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 1,009,800	\$ 1,048,600	\$ 1,048,600	4%
MATERIALS & SUPPLIES	33,300	38,300	35,500	7%
ADMINISTRATIVE EXPENDITURES	24,400	24,500	21,500	-12%
OPERATING EXPENDITURES	\$ 1,067,500	\$ 1,111,400	\$ 1,105,600	4%

Highlights:

- No major changes.
- Materials & Supplies increased \$2,200 for computer replacement on schedule.
- No Capital Outlay in FY2020-21.

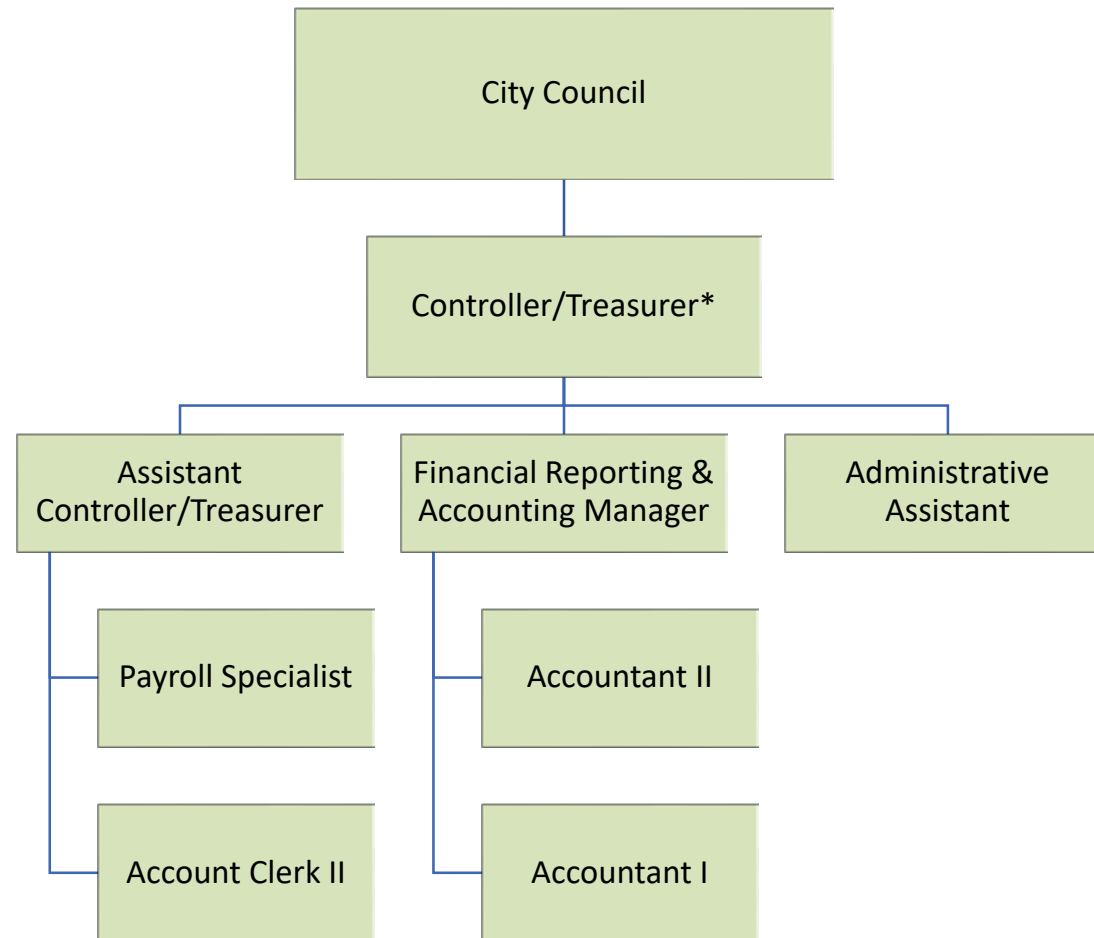
CUSTOMER SERVICES
100-16-29-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 668,213	\$ 648,000	\$ 648,000	\$ 673,700	\$ 673,700	4%
51012	OVERTIME	-	-	-	500	500	100%
51014	FICA TAXES	48,240	49,500	49,500	51,500	51,500	4%
51015	HEALTH INSURANCE	155,809	161,200	161,200	169,800	169,800	5%
51016	L I D INSURANCE	3,332	3,600	3,600	3,300	3,300	-8%
51017	WORKERS COMPENSATION	2,165	2,100	2,100	2,200	2,200	5%
51019	PENSION	122,729	109,100	109,100	126,100	126,100	16%
51020	OPEB	89,129	36,300	36,300	23,500	23,500	-35%
	PERSONNEL COSTS	1,089,617	1,009,800	1,009,800	1,050,600	1,050,600	4%
52021	FURNITURE/FIXTURES	400	400	400	1,000	400	0%
52022	OFFICE SUPPLIES	13,376	13,600	13,600	13,600	13,600	0%
52023	PRINTING AND DUPLICATING	14,824	16,000	16,000	16,000	16,000	0%
52038	COMPUTER HARDWARE	3,300	3,300	3,300	7,700	5,500	67%
	MATERIALS & SUPPLIES	31,899	33,300	33,300	38,300	35,500	7%
53021	TELEPHONE/FAX	4,138	4,700	4,700	5,300	5,300	13%
53028	TRAINING/CONF/FOOD/TRAVEL	711	1,000	1,000	4,000	1,000	0%
53031	CONTRACTUAL SERVICES	795	1,000	1,000	1,200	1,200	20%
53061	OFF EQUIP/REPAIRS & MAINT	11,876	17,700	17,700	14,000	14,000	-21%
	ADMINISTRATIVE EXPENDITURES	17,521	24,400	24,400	24,500	21,500	-12%
	OPERATING EXPENDITURES	1,139,037	1,067,500	1,067,500	1,113,400	1,107,600	4%
	TOTAL EXPENDITURES	\$ 1,139,037	\$ 1,067,500	\$ 1,067,500	\$ 1,113,400	\$ 1,107,600	4%
	REVENUES						
	GENERAL FUND	\$ 1,139,037	\$ 1,067,500	\$ 1,067,500	\$ 1,113,400	\$ 1,107,600	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	16.0	16.0	16.0	16.0	16.0	
	BUDGETED PART-TIME POSITIONS	2.0	-	-	-	-	



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Finance



Finance

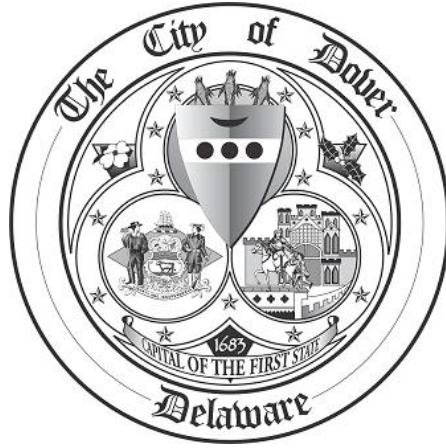
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 736,100	\$ 748,400	\$ 748,400	2%
MATERIALS & SUPPLIES	5,900	5,900	5,900	0%
ADMINISTRATIVE EXPENDITURES	193,800	238,400	238,400	23%
OPERATING EXPENDITURES	\$ 935,800	\$ 992,700	\$ 992,700	6%

Highlights:

- Personnel Costs are up 2% for raises.
- Administrative Expenses has increased \$44,600 (23%) primarily in Contractual Services to budget for increased maintenance costs for MUNIS and payroll software.
- Total increase for the department BTB is 6%.

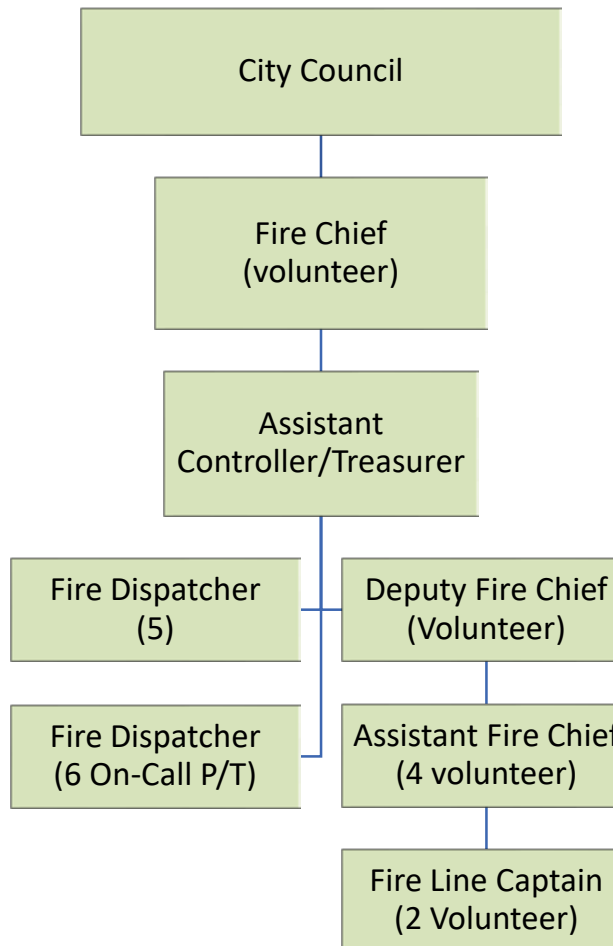
FINANCE
100-16-23-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	%
							CHANGE
51011	SALARIES	\$ 414,528	\$ 478,900	\$ 478,900	\$ 481,800	\$ 481,800	1%
51014	FICA TAXES	29,375	36,600	36,600	36,800	36,800	1%
51015	HEALTH INSURANCE	92,339	109,000	109,000	104,700	104,700	-4%
51016	L I D INSURANCE	2,489	2,700	2,700	2,800	2,800	4%
51017	WORKERS COMPENSATION	1,343	1,600	1,600	1,500	1,500	-6%
51018	EDUCATIONAL ASSISTANCE	-	7,000	7,000	20,400	20,400	191%
51019	PENSION	67,235	73,500	73,500	82,200	82,200	12%
51020	OPEB	56,275	26,800	26,800	18,200	18,200	-32%
	PERSONNEL COSTS	668,727	736,100	736,100	748,400	748,400	2%
52022	OFFICE SUPPLIES	571	900	900	900	900	0%
52023	PRINTING AND DUPLICATING	2,120	2,500	2,500	2,500	2,500	0%
52038	COMPUTER HARDWARE	1,308	2,500	2,500	2,500	2,500	0%
	MATERIALS & SUPPLIES	3,999	5,900	5,900	5,900	5,900	0%
53021	TELEPHONE/FAX	2,461	3,000	3,000	3,300	3,300	10%
53025	ADVERTISEMENT	-	500	500	500	500	0%
53027	SUBSCRIPTIONS AND DUES	535	1,200	1,200	1,700	1,700	42%
53028	TRAINING/CONF/FOOD/TRAVEL	575	3,000	3,000	4,000	4,000	33%
53031	CONTRACTUAL SERVICES	186,795	182,200	182,200	225,000	225,000	23%
53061	OFF EQUIP/REPAIRS & MAINT	3,814	3,900	3,900	3,900	3,900	0%
	ADMINISTRATIVE EXPENDITURES	194,179	193,800	193,800	238,400	238,400	23%
	OPERATING EXPENDITURES	866,905	935,800	935,800	992,700	992,700	6%
	TOTAL EXPENDITURES	\$ 866,905	\$ 935,800	\$ 935,800	\$ 992,700	\$ 992,700	6%
	REVENUES						
	GENERAL FUND	\$ 866,905	\$ 935,800	\$ 935,800	\$ 992,700	\$ 992,700	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	8.0	8.0	8.0	9.0	8.0	
	BUDGETED PART-TIME POSITIONS	-	-	-	-	-	



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Fire Department



Fire

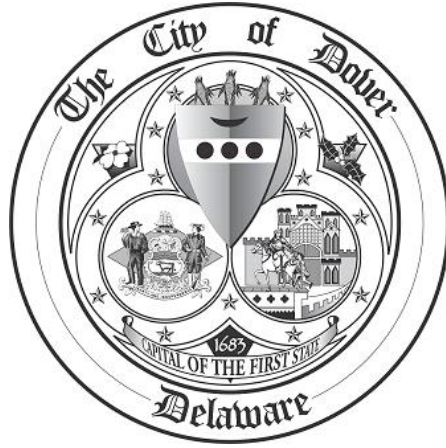
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 401,100	\$ 407,300	\$ 407,300	2%
MATERIALS & SUPPLIES	1,600	1,600	1,600	0%
ADMINISTRATIVE EXPENDITURES	361,000	361,000	361,000	0%
OPERATING EXPENDITURES	763,700	769,900	769,900	1%
CAPITAL OUTLAY	281,100	173,300	173,300	-38%
TOTAL EXPENDITURES	\$ 1,044,800	\$ 943,200	\$ 943,200	-10%

Highlights:

- Payments for Squad 1 will begin when the unit is delivered in fall of 2020. There are no additional truck purchases budgeted for FY21.
- Operating expenditures are budgeted for only a 1% increase.

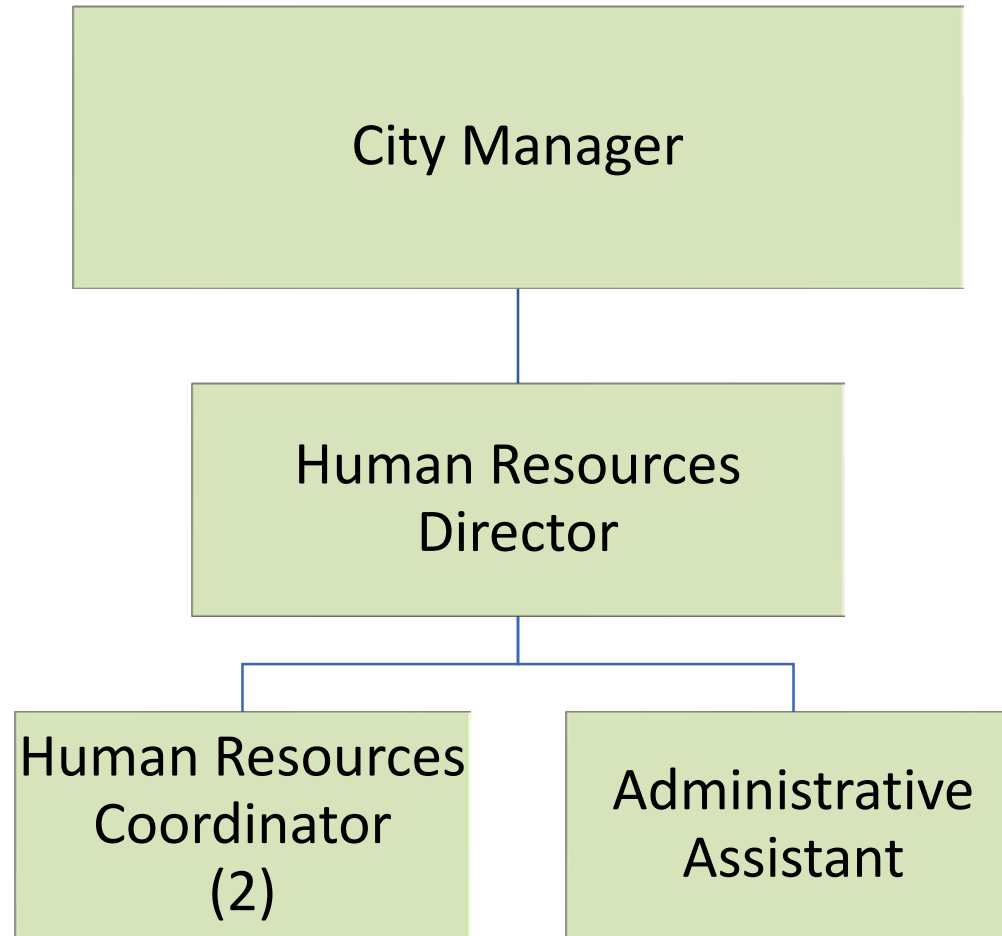
FIRE DEPARTMENT
100-11-14-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 205,856	\$ 216,700	\$ 191,700	\$ 221,000	\$ 221,000	2%
51012	OVERTIME	32,309	35,000	60,000	35,000	35,000	0%
51013	TEMPORARY HELP	11,596	30,000	30,000	30,000	30,000	0%
51014	FICA TAXES	18,360	21,500	21,500	21,900	21,900	2%
51015	HEALTH INSURANCE	40,732	38,000	38,000	38,000	38,000	0%
51016	L I D INSURANCE	974	1,100	1,100	1,000	1,000	-9%
51017	WORKERS COMPENSATION	795	900	900	900	900	0%
51019	PENSION	51,244	46,000	46,000	52,000	52,000	13%
51020	OPEB	27,328	11,900	11,900	7,500	7,500	-37%
	PERSONNEL COSTS	389,194	401,100	401,100	407,300	407,300	2%
52026	PROGRAM EXPENSES/SUPPLIES	1,560	1,600	1,600	1,600	1,600	0%
	MATERIALS & SUPPLIES	1,560	1,600	1,600	1,600	1,600	0%
53028	TRAINING/CONF/FOOD/TRAVEL	-	1,000	1,000	1,000	1,000	0%
53031	CONTRACTUAL SERVICES	331,500	360,000	360,000	360,000	360,000	0%
	ADMINISTRATIVE EXPENDITURES	331,500	361,000	361,000	361,000	361,000	0%
	OPERATING EXPENDITURES	722,254	763,700	763,700	769,900	769,900	1%
54025	OTHER EQUIP - PURCHASE	216,813	173,300	173,300	173,300	173,300	0%
54031	CONSTRUCTION - PURCHASE	-	107,800	107,800	-	-	-100%
	CAPITAL OUTLAY	216,813	281,100	281,100	173,300	173,300	-38%
	TOTAL EXPENDITURES	\$ 939,066	\$ 1,044,800	\$ 1,044,800	\$ 943,200	\$ 943,200	-10%
	REVENUES						
	GENERAL FUND	\$ 722,254	\$ 763,700	\$ 763,700	\$ 769,900	\$ 769,900	
	GOV. CAPITAL PROJECT FUND	216,813	281,100	281,100	173,300	173,300	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	
	BUDGETED PART-TIME POSITIONS	5.0	6.0	6.0	6.0	6.0	



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Human Resources



Human Resources

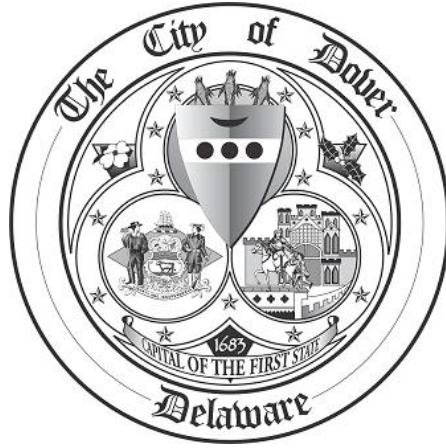
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 437,300	\$ 424,000	\$ 424,000	-3%
MATERIALS & SUPPLIES	46,200	35,400	32,000	-31%
ADMINISTRATIVE EXPENDITURES	39,800	53,700	68,200	71%
OPERATING EXPENDITURES	\$ 523,300	\$ 513,100	\$ 524,200	0.2%

Highlights:

- Personnel Costs are essentially level. One additional FTE was added in FY20
- Materials & Supplies decreased \$14,200 (31%). Computer and equipment were purchased in FY20 for new FTE.
- Administrative Expenses reflect a \$28,400 increase overall; including \$20,000 in Contractual Services to add Pay-for-Performance study; \$7,100 increase in the Training budget.

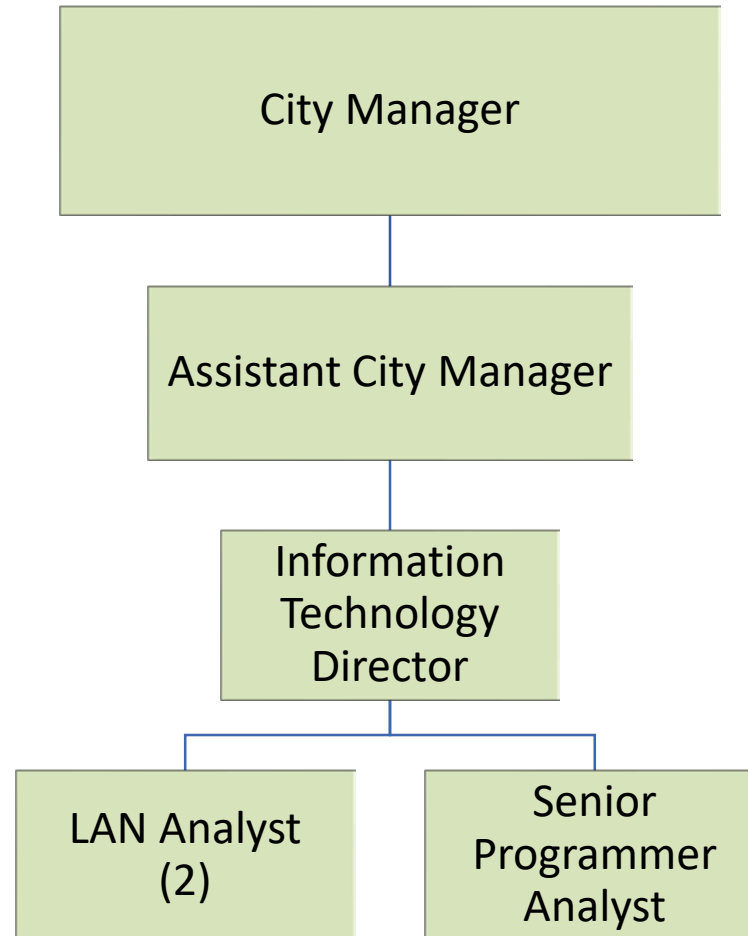
HUMAN RESOURCES
100-10-31-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 208,882	\$ 244,500	\$ 244,500	\$ 244,300	\$ 244,300	0%
51013	TEMPORARY HELP	-	18,100	18,100	-	-	-100%
51014	FICA TAXES	14,633	20,100	20,100	18,700	18,700	-7%
51015	HEALTH INSURANCE	52,941	70,600	70,600	70,700	70,700	0%
51016	L I D INSURANCE	1,161	1,600	1,600	1,700	1,700	6%
51017	WORKERS COMPENSATION	665	900	900	800	800	-11%
51019	PENSION	67,064	67,800	67,800	79,200	79,200	17%
51020	OPEB	27,285	13,700	13,700	8,600	8,600	-37%
	PERSONNEL COSTS	369,139	437,300	437,300	424,000	424,000	-3%
52021	FURNITURE/FIXTURES	-	100	100	2,300	-	-100%
52022	OFFICE SUPPLIES	791	900	900	1,000	1,000	11%
52023	PRINTING AND DUPLICATING	2,929	4,500	7,500	3,200	3,200	-29%
52026	PROGRAM EXPENSES/SUPPLIES	-	1,200	4,700	300	300	-75%
52028	MEDICAL SUP & PHYSICALS	9,208	15,200	15,200	12,000	12,000	-21%
52032	SECURITY/SAFETY MATERIALS	300	300	300	500	500	67%
52038	COMPUTER HARDWARE	2,752	4,000	4,000	1,100	-	-100%
52048	PERSONNEL RELATED SUP MATERIALS & SUPPLIES	8,251 24,231	20,000 46,200	12,000 44,700	15,000 35,400	15,000 32,000	-25% -31%
53021	TELEPHONE/FAX	977	1,000	1,000	1,100	1,100	10%
53025	ADVERTISEMENT	11,647	10,000	10,100	10,000	10,000	0%
53027	SUBSCRIPTIONS AND DUES	1,118	800	800	1,100	1,100	38%
53028	TRAINING/CONF/FOOD/TRAVEL	2,677	2,900	2,900	10,000	10,000	245%
53029	CONSULTING FEES	2,677	-	-	-	20,000	100%
53031	CONTRACTUAL SERVICES	1,000	100	50,800	1,100	1,000	900%
53032	LEGAL	-	-	5,100	-	-	0%
53039	IN-HOUSE TRAINING	87	15,000	15,000	20,400	15,000	0%
53041	UNEMPLOYMENT COMP EXPENSE ADMINISTRATIVE EXPENDITURES	1,680 21,863	10,000 39,800	10,000 95,700	10,000 53,700	10,000 68,200	0% 71%
	OPERATING EXPENDITURES	415,233	523,300	577,700	513,100	524,200	0%
	TOTAL EXPENDITURES	\$ 415,233	\$ 523,300	\$ 577,700	\$ 513,100	\$ 524,200	0%
	REVENUES						
	GENERAL FUND	\$ 415,233	\$ 523,300	\$ 577,700	\$ 513,100	\$ 524,200	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	3.0	3.0	3.0	4.0	4.0	
	BUDGETED PART-TIME POSITIONS	-	1.0	1.0	-	-	



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Information Technology



Information Technologies

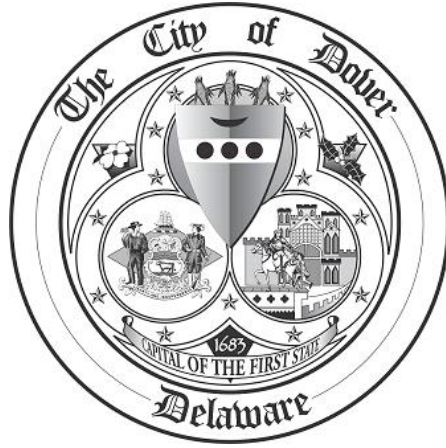
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 452,800	\$ 586,300	\$ 586,300	29%
MATERIALS & SUPPLIES	96,900	106,500	71,500	-26%
ADMINISTRATIVE EXPENDITURES	197,300	255,100	247,900	26%
OPERATING EXPENSES	747,000	947,900	905,700	21%
CAPITAL OUTLAY	45,600	61,600	61,600	35%
TOTAL EXPENDITURES	\$ 792,600	\$ 1,009,500	\$ 967,300	22%

Highlights:

- Personnel Costs increased \$140,600 (31%) primarily due to the expenses to bring a new IT Director on board while Andy Siegel's leave balance is paid out (6-month overlap).
- Materials & Supplies decreased \$25,400 (26%) due to the distribution of costs for the GIS system over several funds.
- Administrative Expenditures have increased \$50,600 (26%) to cover additional costs in Contractual Services – cybersecurity enhancements and HTE software maintenance increases.

INFORMATION TECHNOLOGY
100-16-22-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 260,106	\$ 264,300	\$ 264,300	\$ 362,700	\$ 362,700	37%
51012	OVERTIME	1,377	-	-	1,300	1,300	100%
51014	FICA TAXES	19,163	20,200	20,200	27,800	27,800	38%
51015	HEALTH INSURANCE	38,450	38,600	38,600	47,100	47,100	22%
51016	L I D INSURANCE	1,277	1,400	1,400	1,800	1,800	29%
51017	WORKERS COMPENSATION	847	900	900	1,200	1,200	33%
51019	PENSION	102,918	112,600	112,600	138,800	138,800	23%
51020	OPEB	35,082	14,800	14,800	12,700	12,700	-14%
	PERSONNEL COSTS	459,220	452,800	452,800	593,400	593,400	31%
52022	OFFICE SUPPLIES	149	200	200	700	700	250%
52034	DATA PROCESSING SUPPLIES	247	300	300	300	300	0%
52037	COMPUTER SOFTWARE	86,750	88,800	88,800	96,000	61,000	-31%
52038	COMPUTER HARDWARE	7,461	7,600	7,600	9,500	9,500	25%
	MATERIALS & SUPPLIES	94,607	96,900	96,900	106,500	71,500	-26%
53021	TELEPHONE/FAX	2,722	3,000	3,000	3,000	3,000	0%
53027	SUBSCRIPTIONS AND DUES	150	200	200	1,300	1,300	550%
53028	TRAINING/CONF/FOOD/TRAVEL	3,059	3,500	3,500	3,500	3,000	-14%
53031	CONTRACTUAL SERVICES	36,457	35,800	35,800	66,600	64,900	81%
53039	IN-HOUSE TRAINING	6,650	6,700	6,700	8,000	3,000	-55%
53061	OFF EPUIP/REPAIRS & MAINT	144,422	147,600	147,600	172,300	172,300	17%
53062	GASOLINE	22	100	100	100	100	0%
53067	RADIO REPAIRS/MAINTENANCE	218	400	400	300	300	-25%
	ADMINISTRATIVE EXPENDITURES	193,700	197,300	197,300	255,100	247,900	26%
	OPERATING EXPENSES	747,527	747,000	747,000	955,000	912,800	22%
54028	COMPUTER HARDWARE/CAPITAL CAPITAL OUTLAY	55,735	45,600	45,600	61,600	61,600	35%
	TOTAL EXPENDITURES	\$ 803,263	\$ 792,600	\$ 792,600	\$ 1,016,600	\$ 974,400	23%
	REVENUES						
	GENERAL FUND	\$ 747,527	\$ 747,000	\$ 747,000	\$ 955,000	\$ 912,800	
	GOV. CAPITAL PROJECT FUND	\$ 55,735	\$ 45,600	\$ 45,600	\$ 61,600	\$ 61,600	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	
	BUDGETED PART-TIME POSITIONS		-	-	-	-	



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Parks & Recreation



Recreation

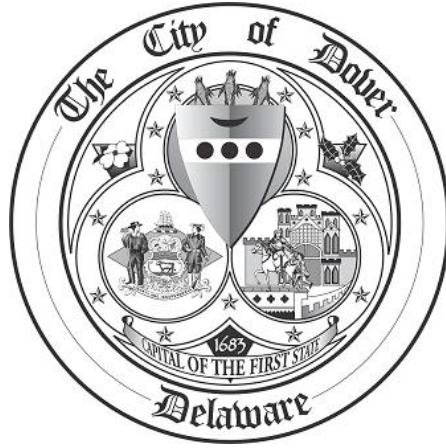
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 854,900	\$ 664,700	\$ 664,700	-22%
MATERIALS & SUPPLIES	72,600	77,300	77,300	6%
ADMINISTRATIVE EXPENDITURES	229,100	231,900	231,900	1%
OPERATING EXPENDITURES	1,156,600	973,900	973,900	-16%
CAPITAL OUTLAY	476,000	595,000	395,000	-17%
TOTAL EXPENDITURES	\$ 1,632,600	\$ 1,568,900	\$ 1,368,900	-16%

Highlights:

- Personnel Costs decreased \$190,200 (22%) when the parks maintenance crew was moved to the Grounds Department.
- Materials & Supplies 6% increase due to additional need for Furniture and Small Tools (\$4,500 increase over FY20).
- Capital Outlay reflects the construction of a splash pad and building in Dover Park, pending State funding.

RECREATION
100-13-15-12-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 402,898	\$ 471,000	\$ 465,900	\$ 345,400	\$ 345,400	-27%
51012	OVERTIME	3,450	1,300	6,300	1,300	1,300	0%
51013	TEMPORARY HELP	45,867	152,100	152,100	153,200	153,200	1%
51014	FICA TAXES	33,422	47,700	47,700	38,200	38,200	-20%
51015	HEALTH INSURANCE	65,447	89,900	89,900	65,200	65,200	-27%
51016	L I D INSURANCE	2,102	2,500	2,600	1,800	1,800	-28%
51017	WORKERS COMPENSATION	3,542	7,000	7,000	1,600	1,600	-77%
51019	PENSION	48,756	57,000	57,000	52,700	52,700	-8%
51020	OPEB	50,109	26,400	26,400	12,000	12,000	-55%
	PERSONNEL COSTS	655,592	854,900	854,900	671,400	671,400	-21%
52021	FURNITURE/FIXTURES	30	-	-	3,000	3,000	100%
52022	OFFICE SUPPLIES	1,962	2,000	2,000	2,200	2,200	10%
52023	PRINTING AND DUPLICATING	2,437	2,800	2,800	2,800	2,800	0%
52026	PROGRAM EXPENSES/SUPPLIES	43,120	45,000	45,000	45,000	45,000	0%
52029	UNIFORMS/UNIFORM ALLOW	-	1,200	1,200	1,200	1,200	0%
52032	SECURITY/SAFETY MATERIALS	432	500	500	500	500	0%
52033	SMALL TOOLS	-	-	-	1,500	1,500	100%
52037	COMPUTER SOFTWARE	4,600	6,800	6,800	6,800	6,800	0%
52038	COMPUTER HARDWARE	3,079	2,600	2,600	2,600	2,600	0%
52044	CITY BLDG MAINT SUPPLIES	6,774	10,200	10,200	10,200	10,200	0%
52058	WATER/SEWER	677	1,500	1,500	1,500	1,500	0%
	MATERIALS & SUPPLIES	63,111	72,600	72,600	77,300	77,300	6%
53021	TELEPHONE/FAX	4,106	3,000	3,000	3,500	3,500	17%
53023	ELECTRICITY	50,948	62,000	62,000	62,000	62,000	0%
53024	HEATING OIL/GAS	7,807	11,000	11,000	11,000	11,000	0%
53027	SUBSCRIPTIONS AND DUES	1,973	2,500	2,500	2,800	2,800	12%
53028	TRAINING/CONF/FOOD/TRAVEL	1,772	3,500	3,500	4,500	4,500	29%
53031	CONTRACTUAL SERVICES	142,816	142,000	142,000	142,000	142,000	0%
53061	OFF EQUIP/REPAIRS & MAINT	914	1,000	1,000	1,000	1,000	0%
53062	GASOLINE	1,899	2,500	2,500	3,800	3,800	52%
53067	RADIO REPAIRS/MAINTENANCE	435	1,600	1,600	1,300	1,300	-19%
	ADMINISTRATIVE EXPENDITURES	212,671	229,100	229,100	231,900	231,900	1%
	OPERATING EXPENDITURES	931,374	1,156,600	1,156,600	980,600	980,600	-15%
54031	CONSTRUCTION - PURCHASE	135,053	476,000	1,073,600	595,000	395,000	-17%
	CAPITAL OUTLAY	156,020	476,000	1,073,600	595,000	395,000	-17%
	TOTAL EXPENDITURES	\$ 1,087,393	\$ 1,632,600	\$ 2,230,200	\$ 1,575,600	\$ 1,375,600	-16%
	REVENUES						
	GENERAL FUND	\$ 931,374	\$ 1,156,600	\$ 1,156,600	\$ 980,600	\$ 980,600	
	GOV. CAPITAL PROJECT FUND	156,020	476,000	1,073,600	595,000	395,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	9.0	9.0	9.0	6.0	
	PP/TEMP	14.0	14.0	14.0	14.0	14.0	



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Grounds

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 1,021,600	\$ 1,216,700	\$ 1,216,700	19%
MATERIALS & SUPPLIES	58,600	60,700	60,700	4%
ADMINISTRATIVE EXPENDITURES	189,300	328,100	328,100	73%
OPERATING EXPENDITURES	1,269,500	1,605,500	1,605,500	26%
CAPITAL OUTLAY	128,400	151,000	-	-100%
TOTAL EXPENDITURES	\$ 1,397,900	\$ 1,756,500	\$ 1,605,500	15%

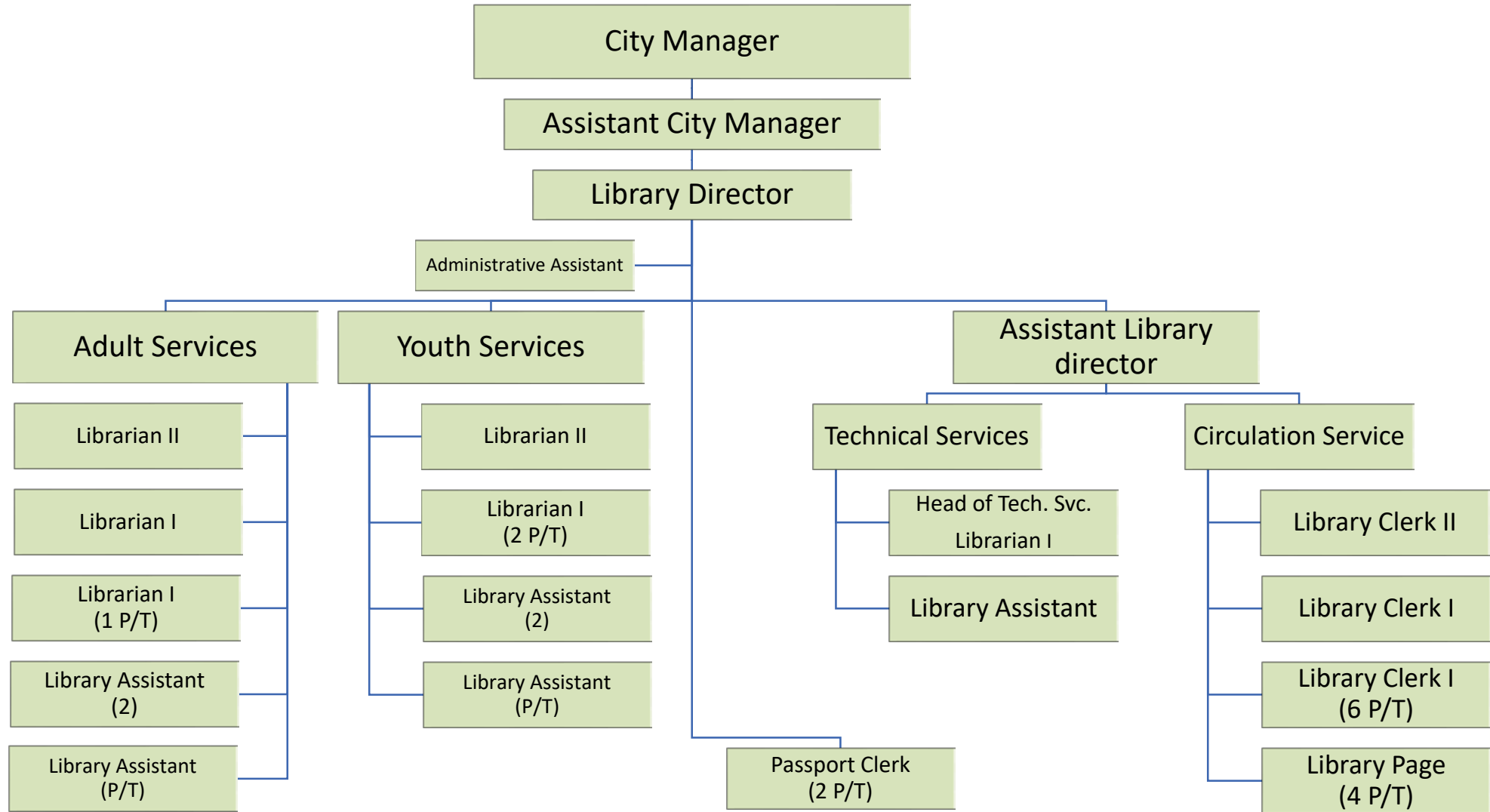
Highlights:

- The bulk of the >\$200K (19%) increase is due to the moving of 3 Grounds people from Parks & Rec to Grounds. Otherwise the change would be closer to a 4.5% increase.
- The increase in Administrative Expenses is due to the outsourcing of Garrison Oak Park maintenance and mowing contracts (GOTP maintenance previously budgeted in Streets division).

GROUNDS
100-12-18-51-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 481,511	\$ 563,200	\$ 558,200	\$ 688,200	\$ 688,200	22%
51012	OVERTIME	4,682	14,000	19,000	9,800	9,800	-30%
51013	TEMPORARY HELP	-	-	-	10,700	10,700	100%
51014	FICA TAXES	35,240	44,200	44,200	54,200	54,200	23%
51015	HEALTH INSURANCE	118,581	156,700	156,700	172,200	172,200	10%
51016	L I D INSURANCE	2,316	2,900	2,900	3,100	3,100	7%
51017	WORKERS COMPENSATION	26,620	31,900	31,900	39,100	39,100	23%
51019	PENSION	151,493	177,200	177,200	215,400	215,400	22%
51020	OPEB	65,236	31,500	31,500	24,000	24,000	-24%
	PERSONNEL COSTS	885,679	1,021,600	1,021,600	1,216,700	1,216,700	19%
52025	CUSTODIAL	280	300	300	300	300	0%
52026	PROGRAM EXPENSES/SUPPLIES	57,554	45,500	45,500	46,000	46,000	1%
52028	MEDICAL SUP & PHYSICALS	-	-	-	-	-	0%
52029	UNIFORMS/UNIFORM ALLOW	2,711	3,400	3,400	3,400	3,400	0%
52032	SECURITY/SAFETY MATERIALS	1,538	1,800	1,800	2,500	2,500	39%
52033	SMALL TOOLS	4,448	4,300	4,300	4,100	4,100	-5%
52038	COMPUTER HARDWARE	1,569	-	-	1,100	1,100	100%
52044	SAND AND SALT	-	400	400	400	400	0%
52046	CITY BLDG MAINT SUPPLIES	1,281	500	500	500	500	0%
52058	WATER/SEWER	5,833	2,400	2,400	2,400	2,400	0%
	MATERIALS & SUPPLIES	75,215	58,600	58,600	60,700	60,700	4%
53021	TELEPHONE/FAX	682	1,000	1,000	700	700	-30%
53023	ELECTRICITY	2,964	3,000	3,000	3,000	3,000	0%
53024	HEATING OIL/GAS	5,996	3,500	3,500	3,500	3,500	0%
53027	SUBSCRIPTIONS AND DUES	282	700	700	1,100	1,100	57%
53028	TRAINING/CONF/FOOD/TRAVEL	1,951	2,400	2,400	2,100	2,100	-13%
53031	CONTRACTUAL SERVICES	103,413	113,200	113,200	250,900	250,900	122%
53043	ENVIRONMENTAL EXPENSES	200	700	700	900	900	29%
53044	AGENCY BILLING-TEMP HELP	18,386	30,000	30,000	30,000	30,000	0%
53062	GASOLINE	23,397	18,000	18,000	19,400	19,400	8%
53065	MAINT EQUIP REPAIRS/MAINT	18,628	13,000	13,000	13,000	13,000	0%
53067	RADIO REPAIRS/MAINTENANCE	3,272	3,800	3,800	3,500	3,500	-8%
	ADMINISTRATIVE EXPENDITURES	179,172	189,300	189,300	328,100	328,100	73%
	OPERATING EXPENSES	1,140,066	1,269,500	1,269,500	1,605,500	1,605,500	26%
54023	TRUCKS - PURCHASE	163,017	21,000	21,600	-	-	-100%
54024	MAINT EQUIP - PURCHASE	57,849	107,400	132,600	151,000	-	-100%
	CAPITAL OUTLAY	220,866	128,400	154,200	151,000	-	-100%
	TOTAL EXPENDITURES	\$ 1,360,932	\$ 1,397,900	\$ 1,423,700	\$ 1,756,500	\$ 1,605,500	15%
	REVENUES						
	GENERAL FUND	\$ 1,140,066	\$ 1,269,500	\$ 1,269,500	\$ 1,605,500	\$ 1,605,500	
	GOV. CAPITAL PROJECT FUND	220,866	128,400	154,200	151,000	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	13.0	13.0	13.0	17.0	17.0	
	BUDGETED PART-TIME POSITIONS	-	-	-	-	1.0	

Dover Public Library



Library

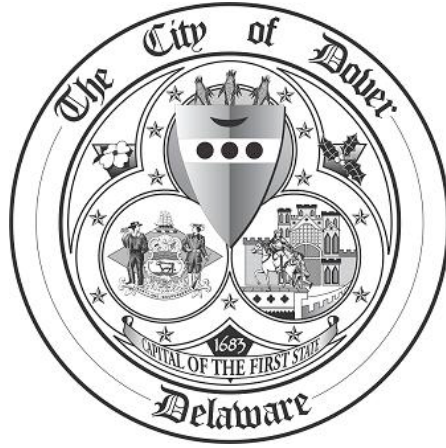
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 1,483,400	\$ 1,310,600	\$ 1,310,600	-12%
MATERIALS & SUPPLIES	83,700	83,400	83,400	0%
ADMINISTRATIVE EXPENDITURES	212,700	314,200	314,200	48%
OPERATING EXPENDITURES	1,779,800	1,708,200	1,708,200	-4%
CAPITAL OUTLAY	-	-	-	0%
TOTAL EXPENDITURES	\$ 1,779,800	\$ 1,708,200	\$ 1,708,200	-4%

Highlights:

- Personnel Costs decreased 10% assuming 6 months under contract with LS&S and 6 months a new Director and Assistant Director
- Administrative Expenses has increased \$119,500 in Contractual Services to budget for 6 months under contract with LS&S and for the Security Service.

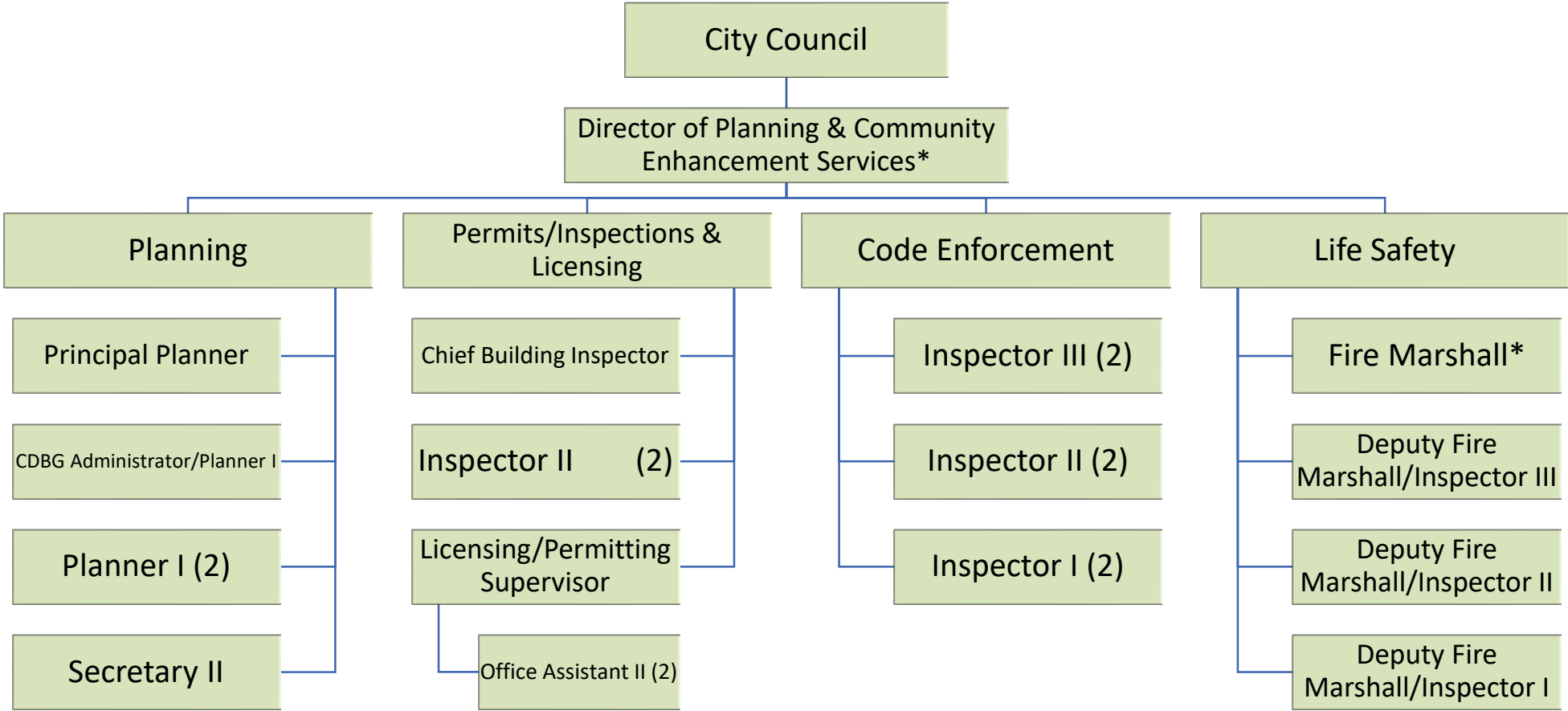
LIBRARY
100-13-15-11-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 693,977	\$ 686,500	\$ 591,500	\$ 631,000	\$ 631,000	-8%
51012	OVERTIME	608	-	10,000	-	-	0%
51013	TEMPORARY HELP	210,029	296,100	286,100	278,200	278,200	-6%
51014	FICA TAXES	65,879	75,100	75,100	69,500	69,500	-7%
51015	HEALTH INSURANCE	171,633	190,600	190,600	164,700	164,700	-14%
51016	L I D INSURANCE	3,119	3,600	3,600	3,000	3,000	-17%
51017	WORKERS COMPENSATION	9,995	9,100	9,100	8,400	8,400	-8%
51019	PENSION	170,429	184,000	184,000	151,000	151,000	-18%
51020	OPEB	84,011	38,400	38,400	22,100	22,100	-42%
	PERSONNEL COSTS	1,409,681	1,483,400	1,388,400	1,327,900	1,327,900	-10%
52022	OFFICE SUPPLIES	1,500	1,500	1,500	1,500	1,500	0%
52026	PROGRAM EXPENSES/SUPPLIES	5,991	6,000	6,000	6,000	6,000	0%
52031	BOOKS	54,000	54,000	54,000	54,000	54,000	0%
52032	SECURITY/SAFETY MATERIALS	972	1,000	1,000	1,000	1,000	0%
52037	COMPUTER SOFTWARE	400	400	400	400	400	0%
52038	COMPUTER HARDWARE	11,000	1,000	1,000	1,000	1,000	0%
52046	CITY BLDG MAINT SUPPLIES	17,014	17,500	17,500	17,500	17,500	0%
52058	WATER/SEWER	1,920	2,300	2,300	2,000	2,000	-13%
	MATERIALS & SUPPLIES	92,796	83,700	83,700	83,400	83,400	0%
53021	TELEPHONE/FAX	8,309	8,600	8,600	8,600	8,600	0%
53023	ELECTRICITY	68,452	93,000	93,000	75,000	75,000	-19%
53024	HEATING OIL/GAS	7,580	7,000	7,000	7,000	7,000	0%
53027	SUBSCRIPTIONS AND DUES	9,695	11,000	11,000	11,000	11,000	0%
53031	CONTRACTUAL SERVICES	82,331	89,300	244,300	208,800	208,800	134%
53061	OFF EQUIP/REPAIRS & MAINT	3,765	3,800	3,800	3,800	3,800	0%
	ADMINISTRATIVE EXPENDITURES	180,132	212,700	367,700	314,200	314,200	48%
	OPERATING EXPENDITURES	1,682,610	1,779,800	1,839,800	1,725,500	1,725,500	-3%
	TOTAL EXPENDITURES	\$ 1,682,610	\$ 1,779,800	\$ 1,964,800	\$ 1,725,500	\$ 1,725,500	-3%
	REVENUES						
	GENERAL FUND	\$ 1,682,610	\$ 1,779,800	\$ 1,839,800	\$ 1,725,500	\$ 1,725,500	
	GOV. CAPITAL PROJECT FUND	-	-	125,000	-	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	13.0	14.0	14.0	14.0	14.0	
	BUDGETED PART-TIME POSITIONS	22.0	17.0	17.0	17.0	17.0	



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Planning & Community Enhancement Services



* Appointed by Council

Planning

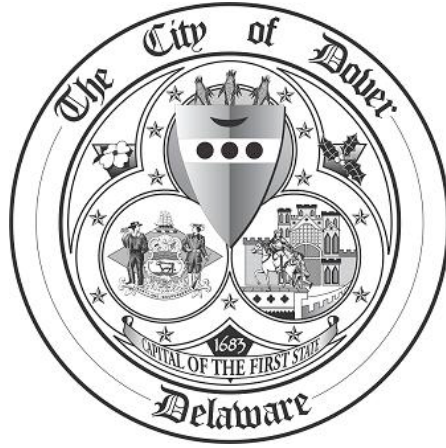
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 534,400	\$ 532,200	\$ 532,200	0%
MATERIALS & SUPPLIES	26,300	35,500	35,500	35%
ADMINISTRATIVE EXPENDITURES	9,700	10,100	90,100	829%
OPERATING EXPENDITURES	570,400	577,800	657,800	15%
CAPITAL OUTLAY	-	20,400	20,400	100%
TOTAL EXPENDITURES	\$ 570,400	\$ 598,200	\$ 678,200	19%

Highlights:

- Personnel Costs will remain primarily flat due to reduction in OPEB rates.
- Materials & Supplies will increased to cover the inclusion of new computers and software (iPlan touch screen tables)
- Increased Administrative Expenses will cover the scanning of back logged documentation into Docuware.
- Capital outlay will cover 33% of the cost of 3 iPlan tables, related software and etc.

PLANNING
100-10-16-21-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 398,749	\$ 409,900	\$ 399,400	\$ 417,900	\$ 417,900	2%
51012	OVERTIME	6,511	4,000	14,500	5,000	5,000	25%
51013	TEMPORARY HELP	11,575	15,000	15,000	15,000	15,000	0%
51014	FICA TAXES	30,966	32,800	32,800	33,600	33,600	2%
51015	HEALTH INSURANCE	55,586	55,700	55,700	55,700	55,700	0%
51016	L I D INSURANCE	1,711	2,200	2,200	2,000	2,000	-9%
51017	WORKERS COMPENSATION	1,350	1,400	1,400	1,400	1,400	0%
51019	PENSION	15,028	15,400	15,400	15,900	15,900	3%
51020	OPEB	54,514	23,000	23,000	14,600	14,600	-37%
51021	COSTS ALLOCATED TO CDBG	(30,147)	(25,000)	(25,000)	(23,500)	(23,500)	-6%
	PERSONNEL COSTS	545,843	534,400	534,400	537,600	537,600	1%
52022	OFFICE SUPPLIES	4,466	4,600	4,600	4,600	4,600	0%
52023	PRINTING AND DUPLICATING	7,877	6,500	6,500	6,500	6,500	0%
52026	PROGRAM EXPENSES	2,000	11,500	11,500	11,300	11,300	-2%
52029	UNIFORMS/UNIFORM ALLOW	-	-	-	300	300	100%
52031	BOOKS	900	900	900	900	900	0%
52037	COMPUTER SOFTWARE	353	-	-	1,900	1,900	100%
52038	COMPUTER HARDWARE	2,900	2,800	2,800	10,000	10,000	257%
	MATERIALS & SUPPLIES	18,496	26,300	26,300	35,500	35,500	35%
53021	TELEPHONE/FAX	3,187	3,200	3,200	2,500	2,500	-22%
53025	ADVERTISEMENT	1,445	1,500	1,500	1,800	1,800	20%
53027	SUBSCRIPTIONS AND DUES	732	1,700	1,700	2,000	2,000	18%
53028	TRAINING/CONF/FOOD/TRAVEL	1,855	3,000	3,000	3,500	3,500	17%
53031	CONTRACTUAL SERVICES	-	-	-	-	80,000	100%
53067	RADIO REPAIRS/MAINTENANCE	218	300	300	300	300	0%
	ADMINISTRATIVE EXPENDITURES	7,833	9,700	9,700	10,100	90,100	829%
	OPERATING EXPENDITURES	572,172	570,400	570,400	583,200	663,200	16%
54025	OTHER EQUIPMENT				20,400	20,400	
	CAPITAL OUTLAY	-	-	-	20,400	20,400	100%
	TOTAL EXPENDITURES	\$ 572,172	\$ 570,400	\$ 570,400	\$ 603,600	\$ 683,600	20%
	REVENUES						
	GENERAL FUND	\$ 572,172	\$ 570,400	\$ 545,400	\$ 559,700	\$ 639,700	
	CDBG GRANT	30,147	25,000	25,000	23,500	23,500	
	GOV. CAPITAL PROJECT FUND	-	-	-	20,400	20,400	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	
	PP/TEMP/COMMITTEES	14.0	14.0	14.0	14.0	14.0	



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Inspections

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 616,300	\$ 563,700	\$ 563,700	-9%
MATERIALS & SUPPLIES	7,600	3,800	3,200	-58%
ADMINISTRATIVE EXPENDITURES	20,800	23,700	22,100	6%
OPERATING EXPENSES	644,700	591,200	589,000	-9%
CAPITAL OUTLAY	18,600	18,600	18,600	0%
TOTAL EXPENDITURES	\$ 663,300	\$ 609,800	\$ 607,600	-8%

Highlights:

- Personnel Costs decrease with the transfer of an FY20 Strategic Position from Inspections to Life Safety.
- Materials & Supplies reduction is part of moved position Office Furniture and Computer Equipment will be transferred to Life Safety as well.
- Capital Outlay will include the replacement of one vehicle

INSPECTIONS
100-11-16-22-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 287,312	\$ 338,700	\$ 324,200	\$ 309,600	\$ 309,600	-9%
51012	OVERTIME	3,439	4,800	4,800	4,000	4,000	-17%
51013	TEMPORARY HELP	-	-	14,500	-	-	0%
51014	FICA TAXES	20,846	26,200	26,200	24,000	24,000	-8%
51015	HEALTH INSURANCE	77,302	97,500	97,500	72,300	72,300	-26%
51016	L I D INSURANCE	1,128	1,700	1,700	1,300	1,300	-24%
51017	WORKERS COMPENSATION	1,628	2,000	2,000	1,700	1,700	-15%
51019	PENSION	112,840	126,500	126,500	146,300	146,300	16%
51020	OPEB	39,480	18,900	18,900	10,800	10,800	-43%
	PERSONNEL COSTS	543,975	616,300	616,300	570,000	570,000	-8%
52021	FURNITURE/FIXTURES	-	1,500	1,500	-	-	-100%
52029	UNIFORMS/UNIFORM ALLOW	498	300	300	700	700	133%
52031	BOOKS	-	1,100	1,100	1,100	1,100	0%
52032	SECURITY/SAFETY MATERIALS	-	400	400	1,000	400	0%
52038	COMPUTER HARDWARE	1,800	4,300	4,300	1,000	1,000	-77%
	MATERIALS & SUPPLIES	2,298	7,600	7,600	3,800	3,200	-58%
53021	TELEPHONE/FAX	2,182	2,700	2,700	2,700	2,700	0%
53027	SUBSCRIPTIONS AND DUES	716	900	900	1,100	1,100	22%
53028	TRAINING/CONF/FOOD/TRAVEL	440	1,600	1,600	3,200	1,600	0%
53031	CONTRACTUAL SERVICES	9,384	9,000	9,000	9,000	9,000	0%
53061	OFF EPUIP/REPAIRS & MAINT	2,763	2,900	2,900	4,000	4,000	38%
53062	GASOLINE	3,143	3,000	3,000	3,000	3,000	0%
53067	RADIO REPAIRS/MAINTENANCE	665	700	700	700	700	0%
	ADMINISTRATIVE EXPENDITURES	19,294	20,800	20,800	23,700	22,100	6%
	OPERATING EXPENSES	565,567	644,700	644,700	597,500	595,300	-8%
54022	AUTOMOBILES- PURCHASE	-	18,600	18,600	18,600	18,600	0%
	CAPITAL OUTLAY	-	18,600	18,600	18,600	18,600	0%
	TOTAL EXPENDITURES	\$ 565,567	\$ 663,300	\$ 663,300	\$ 616,100	\$ 613,900	-7%
	REVENUES						
	GENERAL FUND	\$ 565,567	\$ 644,700	\$ 644,700	\$ 597,500	\$ 595,300	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	

Code Enforcement

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 493,400	\$ 530,400	\$ 530,400	7%
MATERIALS & SUPPLIES	27,200	27,200	26,000	-4%
ADMINISTRATIVE EXPENDITURES	159,600	259,300	258,600	62%
OPERATING EXPENDITURES	680,200	816,900	815,000	20%
CAPITAL OUTLAY	37,200	-	-	-100%
TOTAL EXPENDITURES	\$ 717,400	\$ 816,900	\$ 815,000	14%

Highlights:

- Personnel Costs will increase in FY21 due to the promotion of an inspector from Inspector I to Inspector II.
- Administrative Expenses increase primarily due to the increasing of demolition Expenses for FY21 (up \$100K, over last year).

CODE ENFORCEMENT
100-11-16-20-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 226,749	\$ 281,500	\$ 281,500	\$ 301,200	\$ 301,200	7%
51012	OVERTIME	2,596	4,400	4,400	6,000	6,000	36%
51014	FICA TAXES	16,351	21,800	21,800	23,500	23,500	8%
51015	HEALTH INSURANCE	57,866	76,600	76,600	76,800	76,800	0%
51016	L I D INSURANCE	967	1,600	1,600	1,500	1,500	-6%
51017	WORKERS COMPENSATION	1,557	2,000	2,000	1,900	1,900	-5%
51019	PENSION	79,277	89,800	89,800	109,000	109,000	21%
51020	OPEB	30,448	15,700	15,700	10,500	10,500	-33%
	PERSONNEL COSTS	418,207	493,400	493,400	530,400	530,400	7%
52026	PROGRAM EXPENSES/SUPPLIES	15,565	18,000	18,000	19,200	18,000	0%
52029	UNIFORMS/UNIFORM ALLOW	750	800	800	900	900	13%
52031	BOOKS	273	200	200	200	200	0%
52032	SECURITY/SAFETY MATERIALS	2,300	2,500	2,500	2,500	2,500	0%
52038	COMPUTER HARDWARE	1,400	4,200	4,200	4,400	4,400	5%
	MATERIALS & SUPPLIES	20,287	27,200	27,200	27,200	26,000	-4%
53021	TELEPHONE/FAX	2,000	2,000	2,000	2,000	1,300	-35%
53027	SUBSCRIPTIONS AND DUES	170	200	200	300	300	50%
53028	TRAINING/CONF/FOOD/TRAVEL	711	1,000	1,000	1,600	1,600	60%
53031	CONTRACTUAL SERVICES	-	1,200	1,200	-	-	-100%
53062	DEMOLITION EXPENSES	38,372	150,000	150,000	250,000	250,000	67%
53063	GASOLINE	3,984	4,000	4,000	4,000	4,000	0%
53067	RADIO REPAIRS/MAINTENANCE	1,075	1,200	1,200	1,400	1,400	17%
	ADMINISTRATIVE EXPENDITURES	46,313	159,600	159,600	259,300	258,600	62%
	OPERATING EXPENDITURES	484,807	680,200	680,200	816,900	815,000	20%
54022	AUTOMOBILES- PURCHASE	-	37,200	37,800	-	-	-100%
	CAPITAL OUTLAY	-	37,200	37,800	-	-	-100%
	TOTAL EXPENDITURES	\$ 484,807	\$ 717,400	\$ 718,000	\$ 816,900	\$ 815,000	14%
	REVENUES						
	GENERAL FUND	\$ 484,807	\$ 680,200	\$ 680,200	\$ 816,900	\$ 815,000	
	GOV. CAPITAL PROJECT FUND	-	37,200	37,800	-	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	5.0	6.0	6.0	6.0	

Life Safety

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$229,700	\$ 277,700	\$ 277,700	21%
MATERIALS & SUPPLIES	14,100	10,000	8,900	-37%
ADMINISTRATIVE EXPENDITURES	137,700	152,400	146,100	6%
OPERATING EXPENDITURES	381,500	440,100	432,700	13%
CAPITAL OUTLAY	48,900	-	-	-100%
TOTAL EXPENDITURES	\$430,400	\$ 440,100	\$ 432,700	1%

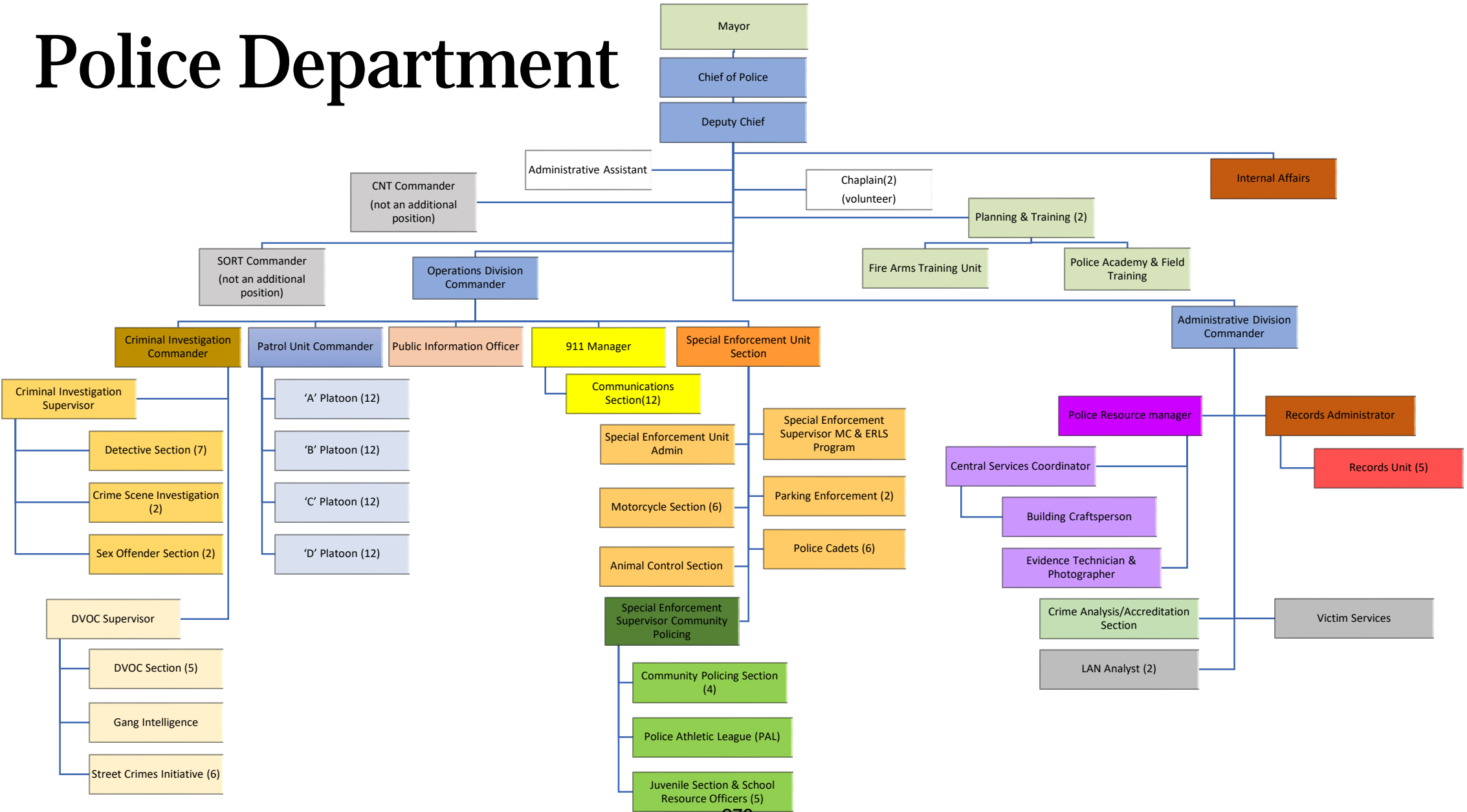
Highlights:

- Personnel Costs will increase due to the inclusion of an FY20 Strategic Position transferred from Inspections.
- Materials & Supplies will be slightly down from FY20.
- Administrative Expenses increase tied to new employee training and expenses not budgeted in FY20; portable radio & Knox Box (incl. software).

LIFE SAFETY
100-11-16-13-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 149,996	\$ 160,600	\$ 160,600	\$ 206,100	\$ 206,100	28%
51012	OVERTIME	4,263	8,000	8,000	2,000	2,000	-75%
51014	FICA TAXES	11,422	12,900	12,900	15,900	15,900	23%
51015	HEALTH INSURANCE	22,317	25,200	25,200	29,600	29,600	17%
51016	L I D INSURANCE	800	1,000	1,000	1,100	1,100	10%
51017	WORKERS COMPENSATION	1,047	1,100	1,100	1,400	1,400	27%
51018	EDUCATIONAL ASSISTANCE	-	4,000	4,000	4,000	4,000	0%
51019	PENSION	12,350	8,400	8,400	10,900	10,900	30%
51020	OPEB	19,645	8,500	8,500	6,700	6,700	-21%
	PERSONNEL COSTS	221,841	229,700	229,700	277,700	277,700	21%
52026	PROGRAM EXPENSES/SUPPLIES	1,196	1,200	1,200	1,500	1,200	0%
52029	UNIFORMS/UNIFORM ALLOW	649	300	300	600	600	100%
52031	BOOKS	-	2,400	2,400	1,000	1,000	-58%
52032	SECURITY/SAFETY MATERIALS	6,000	7,200	7,200	6,100	6,100	-15%
52038	COMPUTER HARDWARE	-	3,000	3,000	800	-	-100%
	MATERIALS & SUPPLIES	8,106	14,100	14,100	10,000	8,900	-37%
53021	TELEPHONE/FAX	2,087	2,300	2,300	3,400	3,100	35%
53027	SUBSCRIPTIONS AND DUES	2,300	2,300	2,300	2,600	2,600	13%
53028	TRAINING/CONF/FOOD/TRAVEL	3,721	7,100	7,100	9,000	7,000	-1%
53031	CONTRACTUAL SERVICES	223,165	120,000	120,000	120,000	120,000	0%
53062	GASOLINE	2,230	3,000	3,000	3,000	3,000	0%
53065	MAINT EQUIP REPAIRS/MAINT	-	600	600	600	600	0%
53067	RADIO REPAIRS/MAINTENANCE	1,789	2,400	2,400	13,800	9,800	308%
	ADMINISTRATIVE EXPENDITURES	235,293	137,700	137,700	152,400	146,100	6%
	OPERATING EXPENDITURES	465,240	381,500	381,500	440,100	432,700	13%
54022	AUTOMOBILE/PURCHASE	-	48,900	48,900	-	-	-100%
	CAPITAL OUTLAY	-	48,900	48,900	-	-	-100%
	TOTAL EXPENDITURES	\$ 465,240	\$ 430,400	\$ 430,400	\$ 440,100	\$ 432,700	1%
	REVENUES						
	GENERAL FUND	\$ 465,240	\$ 381,500	\$ 381,500	\$ 440,100	\$ 432,700	
	GOV. CAPITAL PROJECT FUND	-	48,900	48,900	-	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	3.0	3.0	3.0	4.0	4.0	

Police Department



Police

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 16,735,500	\$ 17,524,700	\$ 17,424,300	4%
MATERIALS & SUPPLIES	395,100	426,300	352,000	-11%
ADMINISTRATIVE EXPENDITURES	718,400	804,400	710,300	-1%
OPERATING EXPENDITURES	17,849,000	18,755,400	18,486,600	4%
CAPITAL OUTLAY	753,900	1,735,900	912,400	21%
TOTAL EXPENDITURES	\$ 18,602,900	\$ 20,491,300	\$ 19,399,000	4%

Highlights:

- Personnel increase of 4% based on FOP contract.
- Capital Outlay consists of first floor retiling, cooling tower & pump replacement, computer wiring upgrade, and communications center workspace.
- Two replacement vehicles included; current fleet of patrol vehicles deemed road-worthy by Fleet department, with no replacements needed in FY21.

POLICE - ADMINISTRATION
100-11-17-00-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
52021	FURNITURE/FIXTURES	2,309	2,300	2,300	2,800	2,800	22%
52022	OFFICE SUPPLIES	5,564	7,000	7,000	7,000	6,000	-14%
52023	PRINTING AND DUPLICATING	16,165	22,200	22,200	14,500	14,500	-35%
52024	PHOTOGRAPHIC	477	1,500	1,500	1,500	1,500	0%
52025	CUSTODIAL	6,166	5,500	5,500	1,500	1,500	-73%
52026	PROGRAM EXPENSES/SUPPLIES	68,248	72,000	72,000	96,500	72,000	0%
52028	MEDICAL SUP & PHYSICALS	31,649	37,000	37,000	37,000	37,000	0%
52029	UNIFORMS/UNIFORM ALLOW	94,364	97,000	148,100	120,000	120,000	24%
52031	BOOKS	2,723	100	100	2,800	2,800	2700%
52032	SECURITY/SAFETY MATERIALS	1,070	1,800	1,800	1,800	1,800	0%
52036	ANIMAL CARE EXPENSES	5,223	6,500	6,500	6,000	6,000	-8%
52037	COMPUTER SOFTWARE	9,313	19,300	19,300	12,000	12,000	-38%
52038	COMPUTER HARDWARE	73,972	75,800	75,800	75,800	31,800	-58%
52046	CITY BLDG MAINT SUPPLIES	39,235	44,800	44,800	44,800	40,000	-11%
52058	WATER/SEWER	1,722	2,300	2,300	2,300	2,300	0%
	MATERIALS & SUPPLIES	358,200	395,100	446,200	426,300	352,000	-11%
53021	TELEPHONE/FAX	48,987	65,100	60,100	82,100	82,100	26%
53022	POSTAGE	-	-	-	100	100	100%
53023	ELECTRICITY	74,843	79,000	79,000	79,000	75,000	-5%
53024	HEATING OIL/GAS	10,456	10,800	10,800	10,800	10,800	0%
53025	ADVERTISEMENT	1,000	2,500	2,500	3,200	3,200	28%
53026	INSURANCE	21,380	30,000	30,000	30,000	30,000	0%
53027	SUBSCRIPTIONS AND DUES	4,930	7,200	7,200	7,200	7,200	0%
53028	TRAINING/CONF/FOOD/TRAVEL	49,480	55,000	45,000	145,100	55,000	0%
53029	CONSULTING FEES/AUDIT FEES	8,801	10,400	10,400	11,200	11,200	8%
53031	CONTRACTUAL SERVICES	150,529	161,200	156,200	149,600	149,600	-7%
53061	OFF EQUIP/REPAIRS & MAINT	33,040	51,300	51,300	55,400	55,400	8%
53062	GASOLINE	163,921	150,000	150,000	150,000	150,000	0%
53063	AUTO REPAIRS/MAINTENANCE	119,572	65,900	65,900	50,800	50,800	-23%
53067	RADIO REPAIRS/MAINTENANCE	20,603	21,500	21,500	21,500	21,500	0%
53068	RADIO EQUIPMENT/LEASE	8,450	8,500	8,500	8,400	8,400	-1%
	ADMINISTRATIVE EXPENDITURES	715,993	718,400	698,400	804,400	710,300	-1%
	OPERATING EXPENDITURES	17,925,522	17,849,000	17,820,100	18,755,400	18,486,600	4%
54022	AUTOMOBILES - PURCHASE	388,629	346,300	346,300	916,200	92,700	-73%
54031	CONSTRUCTION - PURCHASE	106,600	407,600	608,400	819,700	819,700	101%
	CAPITAL OUTLAY	495,228	753,900	954,700	1,735,900	912,400	21%
	TOTAL EXPENDITURES	\$ 18,420,750	\$ 18,602,900	\$ 18,774,800	\$ 20,491,300	\$ 19,399,000	4%
	REVENUES						
	GENERAL FUND	\$ 17,925,522	\$ 17,849,000	\$ 17,820,100	\$ 18,755,400	\$ 18,486,600	
	GOV. CAPITAL PROJECT FUND	495,228	753,900	954,700	1,735,900	912,400	

POLICE - CIVILIAN
100-11-17-24-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 1,542,046	\$ 1,641,200	\$ 1,607,200	\$ 1,745,900	\$ 1,745,900	6%
51012	OVERTIME	104,500	85,000	115,000	100,000	100,000	18%
51013	TEMPORARY HELP	8,364	162,900	102,900	71,400	71,400	-56%
51014	FICA TAXES	120,160	144,500	144,500	146,700	146,700	2%
51015	HEALTH INSURANCE	332,021	355,800	355,800	396,700	396,700	11%
51016	L I D INSURANCE	6,767	8,000	8,000	8,100	8,100	1%
51017	WORKERS COMPENSATION	11,603	8,700	12,700	6,200	6,200	-29%
51018	EDUCATIONAL ASSISTANCE	5,531	10,400	10,400	-	-	-100%
51019	PENSION	429,265	445,100	445,100	465,900	465,900	5%
51020	OPEB	203,468	90,000	90,000	95,900	95,900	7%
	PERSONNEL COSTS	2,763,724	2,951,600	2,891,600	3,036,800	3,036,800	3%
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	33	33	33	34	34	
	BUDGETED PART-TIME POSITIONS	6	6	6	6	6	

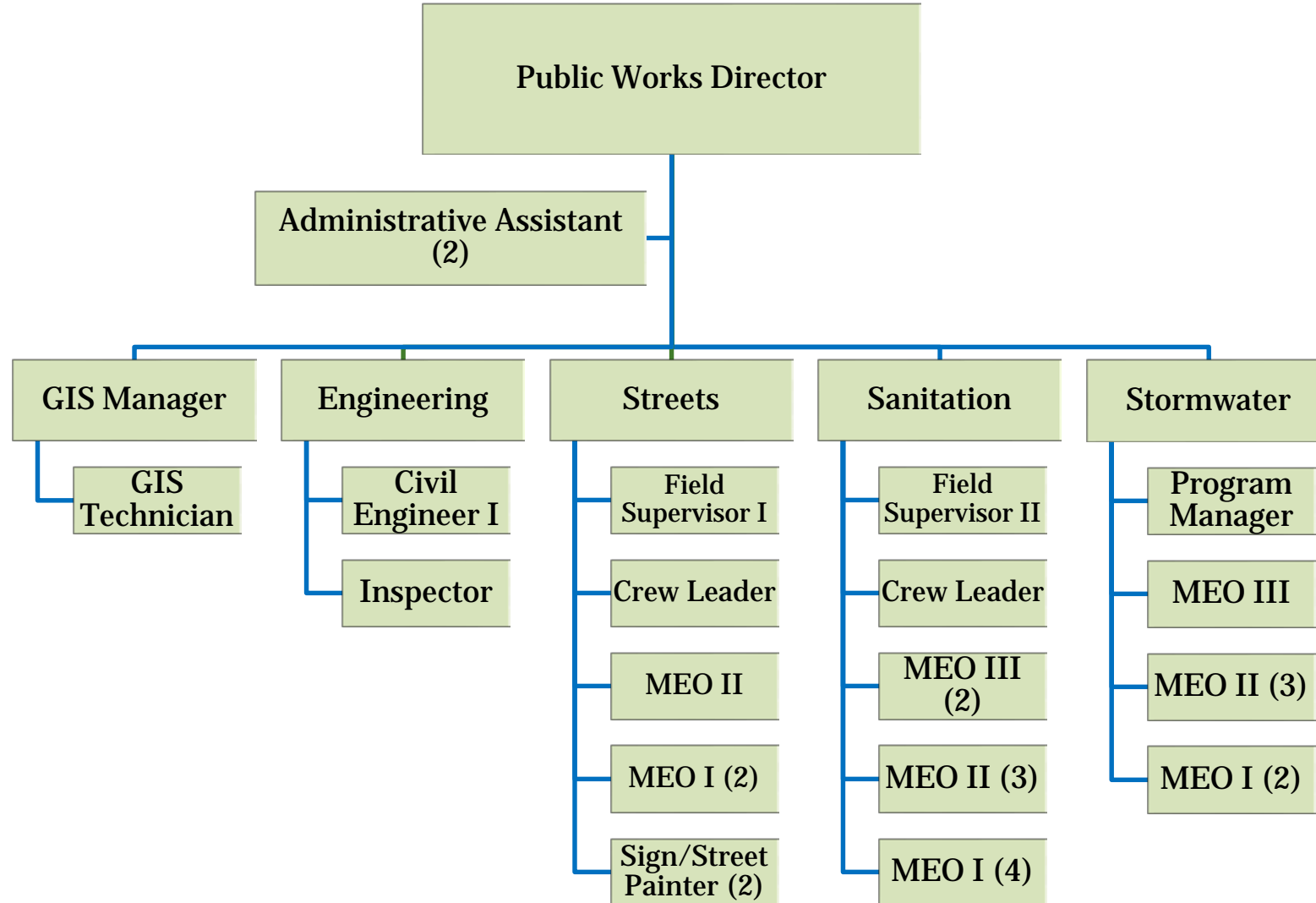
POLICE - LAW ENFORCEMENT
100-11-17-30-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	8,119,390	8,126,100	7,856,100	8,406,900	8,406,900	3%
51012	OVERTIME	554,042	470,000	720,000	650,000	600,000	28%
51014	FICA TAXES	644,462	657,400	657,400	692,900	692,900	5%
51015	HEALTH INSURANCE	1,434,334	1,472,400	1,472,400	1,473,800	1,473,800	0%
51016	L I D INSURANCE	27,394	32,100	32,100	32,400	32,400	1%
51017	WORKERS COMPENSATION	405,461	530,400	530,400	558,800	558,800	5%
51018	EDUCATIONAL ASSISTANCE	52,299	50,000	70,000	109,400	59,000	18%
51019	PENSION	1,276,048	1,336,100	1,336,100	1,356,000	1,356,000	1%
51020	OPEB	1,010,329	444,300	444,300	457,700	457,700	3%
	PERSONNEL COSTS	13,523,759	13,118,800	13,118,800	13,737,900	13,637,500	4%
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	101	101	101	101	101	
	BUDGETED PART-TIME POSITIONS	-	-	-	-	-	

POLICE - EXTRA DUTY
100-11-17-31-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	506,429	584,300	584,300	658,900	658,900	13%
51014	FICA TAXES	31,784	44,700	44,700	50,400	50,400	13%
51017	WORKERS COMPENSATION	25,635	36,100	36,100	40,700	40,700	13%
	PERSONNEL COSTS	563,847	665,100	665,100	750,000	750,000	13%
	TOTAL PERSONNEL COSTS	\$ 16,851,330	\$ 16,735,500	\$ 16,675,500	\$ 17,524,700	\$ 17,424,300	4%
	TOTAL PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	134.0	134.0	134.0	135.0	135.0	
	BUDGETED PART-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	

Public Works



Public Works Admin

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 767,200	\$ 670,300	\$ 670,300	-13%
MATERIALS & SUPPLIES	21,000	64,900	10,400	-50%
ADMINISTRATIVE EXPENDITURES	14,100	10,500	6,100	-57%
OPERATING EXPENDITURES	\$ 802,300	\$ 745,700	\$ 686,800	-14%

Highlights:

- Personnel Costs decreased with the loss of the Operations Manager (position vacated with move of employee to Parks & Recreation Director) . Position will not be backfilled. Also, two, long-time, Admin. Assistants retired in FY20. MEO I (floater) added to Sanitation staff.
- Materials & Administrative Expenses have been moved to Parks & Recreation along with new director.

PUBLIC WORKS - ADMINISTRATION
100-12-18-10-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 394,227	\$ 441,500	\$ 420,600	\$ 316,700	\$ 316,700	-28%
51012	OVERTIME	-	-	2,500	300	300	100%
51014	FICA TAXES	28,825	33,800	33,800	24,200	24,200	-28%
51015	HEALTH INSURANCE	74,361	86,700	86,700	65,000	65,000	-25%
51016	L I D INSURANCE	2,240	2,600	2,600	1,700	1,700	-35%
51017	WORKERS COMPENSATION	1,277	3,000	3,000	1,000	1,000	-67%
51019	PENSION	157,794	174,900	174,900	158,100	158,100	-10%
51020	OPEB	53,435	24,700	24,700	11,100	11,100	-55%
	PERSONNEL COSTS	712,160	767,200	748,800	578,100	578,100	-25%
52021	FURNITURE/FIXTURES	198	-	5,000	1,000	1,000	100%
52022	OFFICE SUPPLIES	4,770	3,500	3,500	2,800	2,800	-20%
52023	PRINTING AND DUPLICATING	4,936	3,000	8,500	8,100	4,500	50%
52029	UNIFORM/UNIFORM ALLOW	-	300	300	300	300	0%
52032	SECURITY/SAFETY MATERIALS	-	200	200	300	300	50%
52037	COMPUTER SOFTWARE	-	12,000	12,800	48,000	-	-100%
52038	COMPUTER HARDWARE	1,021	2,000	2,000	4,400	1,500	-25%
	MATERIALS & SUPPLIES	10,925	21,000	32,300	64,900	10,400	-50%
53021	TELEPHONE/FAX	2,329	4,100	4,100	3,700	3,300	-20%
53027	SUBSCRIPTIONS AND DUES	1,035	5,000	2,200	1,000	900	-82%
53028	TRAINING/CONF/FOOD/TRAVEL	3,156	3,000	3,000	3,700	1,200	-60%
53031	CONTRACTUAL SERVICES	-	-	19,300	-	-	0%
53062	GASOLINE	1,037	1,300	1,300	1,300	500	-62%
53067	RADIO REPAIRS/MAINTENANCE	651	700	700	800	200	-71%
	ADMINISTRATIVE EXPENDITURES	8,207	14,100	30,600	10,500	6,100	-57%
	OPERATING EXPENDITURES	731,292	802,300	811,700	653,500	594,600	-26%
	TOTAL EXPENDITURES	\$ 731,292	\$ 802,300	\$ 811,700	\$ 653,500	\$ 594,600	-26%
	REVENUES						
	GENERAL FUND	\$ 731,292	\$ 802,300	\$ 811,700	\$ 653,500	\$ 594,600	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	6.0	7.0	7.0	5.0	5.0	

Public Works Engineering

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 160,200	\$ 161,100	\$ 161,100	1%
MATERIALS & SUPPLIES	11,400	11,400	13,100	15%
ADMINISTRATIVE EXPENDITURES	197,200	23,500	22,700	-88%
OPERATING EXPENDITURES	368,800	196,000	196,900	-47%
CAPITAL OUTLAY	-	39,600	39,600	100%
TOTAL EXPENDITURES	\$ 368,800	\$ 235,600	\$ 236,500	-36%

Highlights:

- **Materials & Supplies increase based largely on new GIS software.**
- **Administrative Expenses back to normal expense level – last year included the Silver Lake Emergency Repair Plan (\$175K)**
- **Capital Outlay includes replacement vehicle as well as a portion of the iPlan software expense.**

PUBLIC WORKS ENGINEERING
100-12-26-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 160,298	\$ 109,000	\$ 109,000	\$ 112,400	\$ 112,400	3%
51012	OVERTIME	564	-	5,000	1,000	1,000	100%
51014	FICA TAXES	11,556	8,300	8,300	8,700	8,700	5%
51015	HEALTH INSURANCE	41,872	29,400	29,400	29,400	29,400	0%
51016	L I D INSURANCE	839	500	600	400	400	-20%
51017	WORKERS COMPENSATION	1,092	400	700	400	400	0%
51019	PENSION	9,007	6,500	6,500	6,700	6,700	3%
51020	OPEB	21,867	6,100	6,100	3,900	3,900	-36%
	PERSONNEL COSTS	247,792	160,200	165,600	162,900	162,900	2%
52029	UNIFORMS/UNIFORM ALLOW	200	200	200	100	100	-50%
52032	SECURITY/SAFETY MATERIALS	96	200	200	100	100	-50%
52033	SMALL TOOLS	210	10,100	10,100	100	100	-99%
52037	COMPUTER SOFTWARE	168	200	200	1,600	11,300	5550%
52038	COMPUTER HARDWARE	-	700	700	9,500	1,500	114%
	MATERIALS & SUPPLIES	674	11,400	11,400	11,400	13,100	15%
53021	TELEPHONE/FAX	1,481	2,200	2,200	1,800	2,000	-9%
53028	TRAINING/CONF/FOOD/TRAVEL	800	900	1,400	300	300	-67%
53031	CONTRACTUAL SERVICES	13,557	191,800	191,800	19,000	18,000	-91%
53062	GASOLINE	1,504	1,400	1,400	1,700	1,700	21%
53067	RADIO REPAIRS/MAINTENANCE	524	900	900	700	700	-22%
	ADMINISTRATIVE EXPENDITURES	17,866	197,200	197,700	23,500	22,700	-88%
	OPERATING EXPENDITURES	266,332	368,800	374,700	197,800	198,700	-46%
54023	TRUCKS - PURCHASE	-	-	-	25,600	25,600	100%
54025	OTHER EQUIPMENT	-	-	-	14,000	14,000	100%
	CAPITAL OUTLAY	-	-	-	39,600	39,600	100%
	TOTAL EXPENDITURES	\$ 266,332	\$ 368,800	\$ 374,700	\$ 237,400	\$ 238,300	-35%
	REVENUES						
	GENERAL FUND	\$ 266,332	\$ 368,800	\$ 374,700	\$ 197,800	\$ 198,700	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	3.0	2.0	2.0	2.0	2.0	

Streets

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 545,100	\$ 547,600	\$ 547,600	0%
MATERIALS & SUPPLIES	71,600	122,100	118,900	66%
ADMINISTRATIVE EXPENDITURES	193,900	33,200	33,200	-83%
OPERATING EXPENDITURES	810,600	702,900	699,700	-14%
CAPITAL OUTLAY	1,266,500	936,000	936,000	-26%
TOTAL EXPENDITURES	\$ 2,077,100	\$ 1,638,900	\$ 1,635,700	-21%

Highlights:

- **Materials & Supplies, up, due to the need for DelDOT mandated replacement cones, flags, & signage (\$4K). Also, herbicide chemical expense, transferred from Grounds (\$38K)**
- **Administrative Expenses decrease due to the transferring of GOTP maintenance contract (\$125K) and Wood Chip Disposal (\$11K) to Grounds.**
- **\$441K decrease in Capital Outlay due to the transfer of related projects to Stormwater Division. Now, strictly Street & Alley program.**

STREETS
100-12-18-35-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 303,525	\$ 293,200	\$ 273,200	\$ 299,900	\$ 299,900	2%
51012	OVERTIME	4,703	10,600	30,600	6,200	6,200	-42%
51014	FICA TAXES	22,334	23,200	23,200	23,400	23,400	1%
51015	HEALTH INSURANCE	73,853	85,600	85,600	73,200	73,200	-14%
51016	L I D INSURANCE	1,556	1,700	1,700	1,500	1,500	-12%
51017	WORKERS COMPENSATION	17,076	16,700	16,700	16,900	16,900	1%
51019	PENSION	93,104	97,800	97,800	116,000	116,000	19%
51020	OPEB	41,066	16,300	16,300	10,500	10,500	-36%
	PERSONNEL COSTS	557,218	545,100	545,100	547,600	547,600	0%
52026	PROGRAM EXPENSES/SUPPLIES	157,713	-	-	38,000	38,000	100%
52029	UNIFORMS/UNIFORM ALLOW	1,558	1,900	1,900	1,600	1,600	-16%
52032	SECURITY/SAFETY MATERIALS	945	1,100	1,100	5,300	5,300	382%
52033	SMALL TOOLS	9,734	2,500	2,500	2,800	2,800	12%
52038	COMPUTER HARDWARE	-	400	400	-	-	-100%
52041	STREET REPAIRING MATERIAL	13,404	30,000	30,000	30,000	30,000	0%
52043	STREET SIGNS/MARKING	16,983	18,500	18,500	23,000	23,000	24%
52044	SAND AND SALT	17,647	17,000	17,000	21,200	18,000	6%
52046	CITY BLDG MAINT SUPPLIES	-	200	200	200	200	0%
	MATERIALS & SUPPLIES	222,946	71,600	71,600	122,100	118,900	66%
53021	TELEPHONE/FAX	673	500	500	700	700	40%
53028	TRAINING/CONF/FOOD/TRAVEL	130	300	300	200	200	-33%
53029	CONSULTING FEES	890	1,000	1,000	1,000	1,000	0%
53031	CONTRACTUAL SERVICES	250,385	137,500	130,900	5,200	5,200	-96%
53062	GASOLINE	29,422	17,000	17,000	18,400	18,400	8%
53065	MAINT EPUIP REPAIRS/MAINT	4,614	4,300	4,300	4,300	4,300	0%
53067	RADIO REPAIRS/MAINTENANCE	6,061	33,300	5,900	3,400	3,400	-90%
	ADMINISTRATIVE EXPENDITURES	314,126	193,900	159,900	33,200	33,200	-83%
	OPERATING EXPENDITURES	1,094,290	810,600	776,600	702,900	699,700	-14%
54031	CONSTRUCTION - PURCHASE	437,444	936,000	2,895,900	936,000	936,000	0%
	CAPITAL OUTLAY	723,549	1,266,500	3,211,400	936,000	936,000	-26%
	TOTAL EXPENDITURES	\$ 1,817,839	\$ 2,077,100	\$ 3,988,000	\$ 1,638,900	\$ 1,635,700	-21%
	REVENUES						
	GENERAL FUND	\$ 1,094,290	\$ 810,600	\$ 776,600	\$ 702,900	\$ 699,700	
	GOV. CAPITAL PROJECT FUND	723,549	1,266,500	3,211,400	936,000	936,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	8.0	8.0	8.0	7.0	7.0	

Sanitation

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 739,000	\$ 813,400	\$ 813,400	10%
MATERIALS & SUPPLIES	43,400	45,800	45,800	6%
ADMINISTRATIVE EXPENDITURES	1,650,000	1,647,600	1,647,600	0%
OPERATING EXPENSES	2,432,400	2,506,800	2,506,800	3%
CAPITAL OUTLAY	287,200	507,400	475,200	65%
TOTAL EXPENDITURES	\$ 2,719,600	\$ 3,014,200	\$ 2,982,000	10%

Highlights:

- Personnel Costs increase with the inclusion of an MEO I and the filling of the, vacant, Field Supervisor II position.
- Slight increase to Materials & Supplies to cover new (small) tools and new/replace-ment trash cans (supplies).

SANITATION
100-12-18-50-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 337,589	\$ 402,500	\$ 360,500	\$ 441,200	\$ 441,200	10%
51012	OVERTIME	10,724	18,200	43,200	14,800	14,800	-19%
51014	FICA TAXES	25,044	32,200	32,200	34,900	34,900	8%
51015	HEALTH INSURANCE	81,376	101,800	101,800	113,100	113,100	11%
51016	L I D INSURANCE	1,684	2,200	2,200	2,300	2,300	5%
51017	WORKERS COMPENSATION	15,933	23,200	23,200	25,200	25,200	9%
51019	PENSION	121,767	136,400	136,400	166,500	166,500	22%
51020	OPEB	45,771	22,500	22,500	15,400	15,400	-32%
	PERSONNEL COSTS	639,889	739,000	722,000	813,400	813,400	10%
52026	PROGRAM EXPENSES/SUPPLIES	34,003	38,400	38,400	40,000	40,000	4%
52029	UNIFORMS/UNIFORM ALLOW	2,070	2,600	2,600	2,600	2,600	0%
52032	SECURITY/SAFETY MATERIALS	1,399	1,500	2,500	1,700	1,700	13%
52033	SMALL TOOLS	384	400	400	1,000	1,000	150%
52038	COMPUTER HARDWARE	923	-	-	-	-	0%
52046	CITY BLDG MAINT SUPPLIES	-	500	500	500	500	0%
	MATERIALS & SUPPLIES	38,779	43,400	44,400	45,800	45,800	6%
53021	TELEPHONE/FAX	378	1,000	1,000	500	500	-50%
53025	ADVERTISEMENT	3,300	4,600	4,600	5,000	5,000	9%
53028	TRAINING/CONF/FOOD/TRAVEL	135	200	200	300	300	50%
53031	CONTRACTUAL SERVICES	1,389,373	1,520,600	1,519,600	1,516,000	1,516,000	0%
53043	ENVIRONMENTAL EXPENSES	338	2,000	2,000	2,000	2,000	0%
53044	AGENCY BILLING-TEMP HELP	42,880	35,700	52,700	36,600	36,600	3%
53062	GASOLINE	73,699	81,500	81,500	82,000	82,000	1%
53067	RADIO REPAIRS/MAINTENANCE	3,894	4,400	4,400	5,200	5,200	18%
	ADMINISTRATIVE EXPENDITURES	1,513,997	1,650,000	1,666,000	1,647,600	1,647,600	0%
	OPERATING EXPENSES	2,192,665	2,432,400	2,432,400	2,506,800	2,506,800	3%
54023	TRUCKS - PURCHASE	447,826	287,200	287,200	507,400	475,200	65%
	CAPITAL OUTLAY	447,826	287,200	287,200	507,400	475,200	65%
	TOTAL EXPENDITURES	\$ 2,640,491	\$ 2,719,600	\$ 2,719,600	\$ 3,014,200	\$ 2,982,000	10%
	REVENUES						
	GENERAL FUND	\$ 2,192,665	\$ 2,432,400	\$ 2,432,400	\$ 2,506,800	\$ 2,506,800	
	GOV. CAPITAL PROJECT FUND	447,826	287,200	287,200	507,400	475,200	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	9.0	9.0	10.0	11.0	11.0	

Stormwater

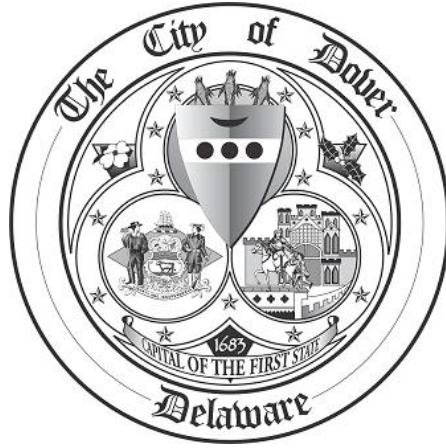
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 402,800	\$ 420,200	\$ 420,200	4%
MATERIALS & SUPPLIES	148,100	72,300	70,200	-53%
ADMINISTRATIVE EXPENDITURES	308,100	295,700	295,500	-4%
OPERATING EXPENDITURES	859,000	788,200	785,900	-9%
CAPITAL OUTLAY	365,000	1,372,200	1,110,700	204%
TOTAL EXPENDITURES	\$ 1,224,000	\$ 2,160,400	\$ 1,896,600	55%

Highlights:

- Increase in Personnel Costs primarily due to inclusion of employee in FY20 who waived benefit coverage; all vacant positions in FY21 are estimated at employee + child(ren)rate. Otherwise 2% increase in Salaries.
- Materials & Supplies decrease primarily due to the transferring of ditch maintenance to Grounds.
- Second year with stand alone Capital Improvement Program for Stormwater.

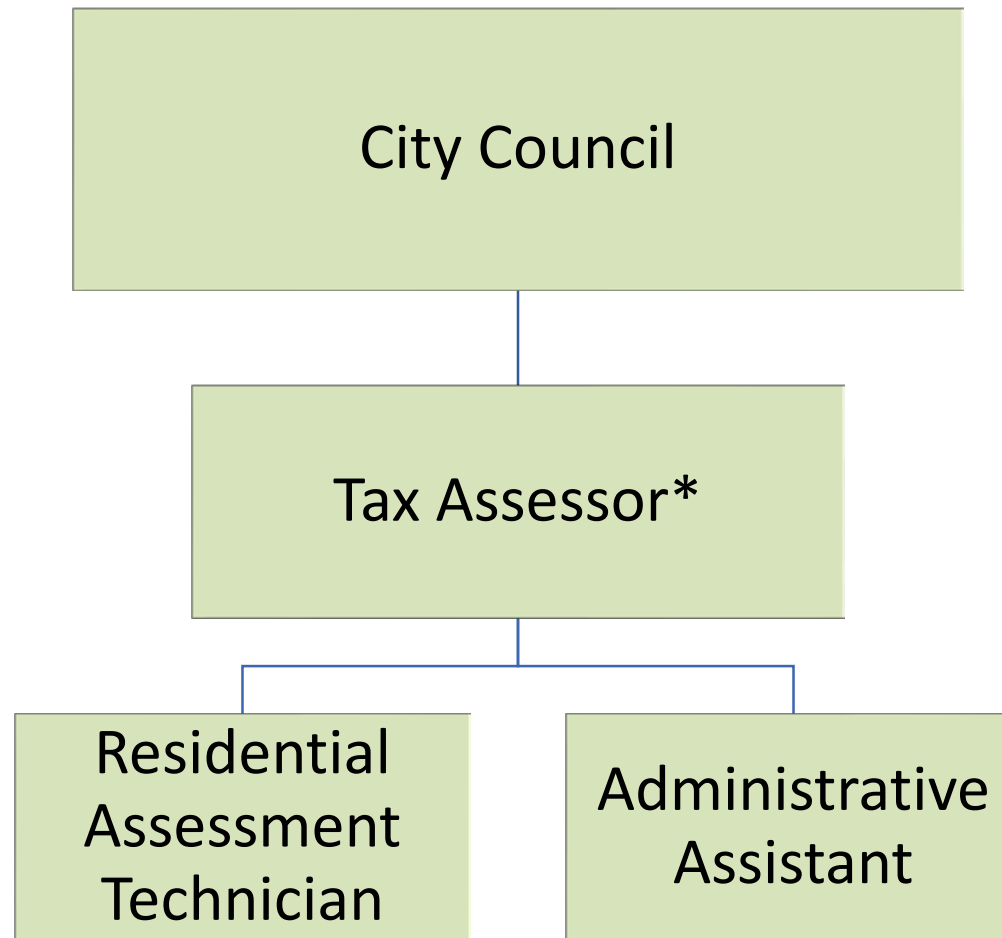
STORMWATER
100-12-18-60-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ -	\$ 261,400	\$ 252,600	\$ 271,400	\$ 271,400	4%
51012	OVERTIME	-	3,400	3,400	3,700	3,700	9%
51014	FICA TAXES	-	20,200	20,200	21,000	21,000	4%
51015	HEALTH INSURANCE	-	73,700	73,700	83,700	83,700	14%
51016	L I D INSURANCE	-	1,700	1,700	1,500	1,500	-12%
51017	WORKERS COMPENSATION	-	11,600	11,600	11,900	11,900	3%
51019	PENSION	-	16,200	16,200	17,600	17,600	9%
51020	OPEB	-	14,600	14,600	9,400	9,400	-36%
	PERSONNEL COSTS	-	402,800	394,000	420,200	420,200	4%
52021	FURNITURE/FIXTURES	-	-	-	-	-	0%
52026	PROGRAM EXPENSES/SUPPLIES	-	122,800	119,300	41,000	41,000	-67%
52029	UNIFORMS/UNIFORM ALLOW	-	1,600	1,600	1,600	1,600	0%
52032	SECURITY/SAFETY MATERIALS	-	700	700	1,000	1,000	43%
52033	SMALL TOOLS	-	10,000	10,000	2,500	2,500	-75%
52038	COMPUTER HARDWARE	-	-	-	3,200	1,100	100%
52042	STREET CLEANING SUPPLIES	-	3,000	3,000	3,000	3,000	0%
52062	STORM SEWER SUPPLIES	-	10,000	10,000	20,000	20,000	100%
	MATERIALS & SUPPLIES	-	148,100	144,600	72,300	70,200	-53%
53021	TELEPHONE/FAX	-	300	300	1,300	1,100	267%
53025	ADVERTISEMENT	-	1,000	1,000	1,000	1,000	0%
53028	TRAINING/CONF/FOOD/TRAVEL	-	200	1,600	1,100	1,100	450%
53029	CONSULTING FEES	-	22,000	35,300	10,000	10,000	-55%
53031	CONTRACTUAL SERVICES	-	239,800	246,400	239,800	239,800	0%
53043	ENVIRONMENTAL EXPENSES	-	1,500	1,500	1,500	1,500	0%
53044	AGENCY BILLING-TEMP HELP	-	20,000	20,000	21,600	21,600	8%
53062	GASOLINE	-	15,000	15,000	15,000	15,000	0%
53065	MAINT EPUIP REPAIRS/MAINT	-	1,500	7,700	1,500	1,500	0%
53067	RADIO REPAIRS/MAINTENANCE	-	6,800	6,800	2,900	2,900	-57%
	ADMINISTRATIVE EXPENDITURES	-	308,100	335,600	295,700	295,500	-4%
	OPERATING EXPENDITURES	-	859,000	874,200	788,200	785,900	-9%
54023	TRUCKS - PURCHASE	-	40,000	40,000	-	-	-100%
54025	OTHER EPUIPMENT PURCHASE	-	80,000	80,000	261,500	-	-100%
54031	CONSTRUCTION - PURCHASE	-	245,000	308,000	1,110,700	1,110,700	353%
	CAPITAL OUTLAY	-	365,000	428,000	1,372,200	1,110,700	204%
	TOTAL EXPENDITURES	\$ -	\$ 1,224,000	\$ 1,302,200	\$ 2,160,400	\$ 1,896,600	55%
	REVENUES						
	GENERAL FUND	\$ -	\$ 859,000	\$ 874,200	\$ 788,200	\$ 785,900	
	GOV. CAPITAL PROJECT FUND	-	365,000	428,000	1,372,200	1,110,700	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	-	7.0	7.0	7.0	7.0	



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Tax Assessor



Tax Assessor

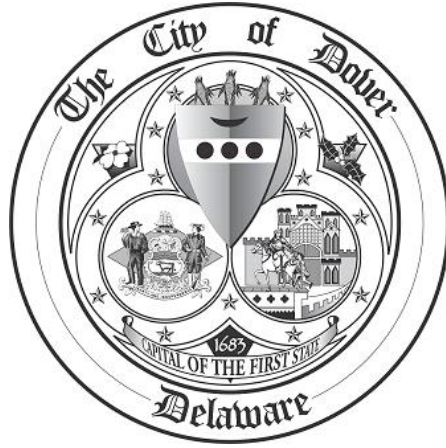
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 209,500	\$ 215,400	\$ 215,400	3%
MATERIALS & SUPPLIES	12,600	4,400	4,400	-65%
ADMINISTRATIVE EXPENDITURES	176,100	26,100	26,100	-85%
OPERATING EXPENDITURES	\$ 398,200	\$ 245,900	\$ 245,900	-38%

Highlights:

- **Materials & Supplies and Administrative Expenditures are down as a result of the completion of the re-assessment in FY20.**

TAX ASSESSOR
100-10-13-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 139,482	\$ 140,800	\$ 140,600	\$ 144,100	\$ 144,100	2%
51012	OVERTIME	-	-	200	-	-	0%
51014	FICA TAXES	10,362	10,800	10,800	11,200	11,200	4%
51015	HEALTH INSURANCE	16,677	16,700	16,700	16,700	16,700	0%
51016	L I D INSURANCE	817	1,000	1,000	900	900	-10%
51017	WORKERS COMPENSATION	803	800	800	800	800	0%
51019	PENSION	29,022	31,500	31,500	36,700	36,700	17%
51020	OPEB	18,684	7,900	7,900	5,000	5,000	-37%
	PERSONNEL COSTS	215,848	209,500	209,500	215,400	215,400	3%
52022	OFFICE SUPPLIES	2,555	2,600	4,100	2,300	2,300	-12%
52023	PRINTING AND DUPLICATING	92	10,000	10,000	300	300	-97%
52038	COMPUTER HARDWARE	1,600	-	-	1,800	1,800	100%
	MATERIALS & SUPPLIES	4,247	12,600	14,100	4,400	4,400	-65%
53021	TELEPHONE/FAX	1,157	1,300	1,300	1,300	1,300	0%
53025	ADVERTISEMENT	472	1,400	1,400	1,000	1,000	-29%
53027	SUBSCRIPTIONS AND DUES	575	1,100	1,100	700	700	-36%
53028	TRAINING/CONF/FOOD/TRAVEL	3,196	7,500	6,000	7,500	7,500	0%
53031	CONTRACTUAL SERVICES	13,130	163,800	156,200	14,600	14,600	-91%
53062	GASOLINE	1,003	600	600	600	600	0%
53067	RADIO REPAIRS/MAINTENANCE	218	400	400	400	400	0%
	ADMINISTRATIVE EXPENDITURES	19,750	176,100	167,000	26,100	26,100	-85%
	OPERATING EXPENDITURES	239,845	398,200	390,600	245,900	245,900	-38%
	TOTAL EXPENDITURES	\$ 239,845	\$ 398,200	\$ 390,600	\$ 245,900	\$ 245,900	-38%
	REVENUES						
	GENERAL FUND	\$ 239,845	\$ 398,200	\$ 390,600	\$ 245,900	\$ 245,900	
	GOV. CAPITAL PROJECT FUND	-	-	-	-	-	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	3.0	3.0	3.0	3.0	3.0	



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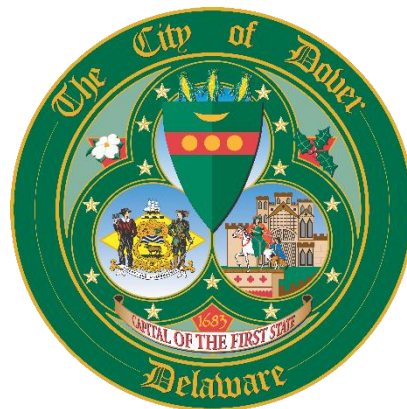
PUBLIC UTILITIES WATER

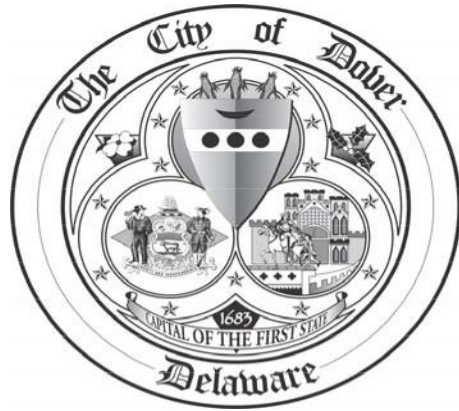
THE FOLLOWING SUBSECTIONS ARE INCLUDED:

WATER ENGINEERING & INSPECTION

WATER MAINTENANCE

WATER TREATMENT PLANT



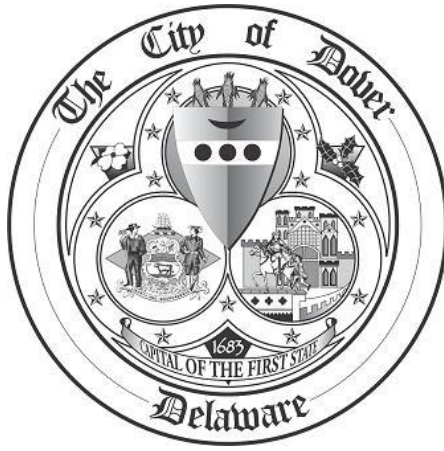


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WATER FUND BUDGET REVIEW

Fiscal Year 2020-2021

- June 2020 – Budget Review Hearing



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Water Fund Operations

- Accomplishments in FY20
 - Bulk Water Station purchased and installed, awaiting the software integration.
 - Wellhead Redevelopment Inspection of 6 deep wells and associated repairs.
 - Columbia Avenue Water Main Replacement.
 - Initial Assessment of Elevated Water Storage Tanks.
- Accomplishments planned in FY21
 - Finalization of Geospatial location of Water Meters in GIS.
 - Water Main Replacement – West Street W. Alley and Ross Street.
 - Completion of Water Treatment Plant Improvements.
 - Wellhead Redevelopment of four (4) deep wells.
 - Fully staff the Division, currently having two (2) vacancies.
 - Water Master Plan Update.
 - Begin Elevated Water Storage Tank Maintenance Contract.
 - Finalize Allocation Permit with DNREC.
 - Continue to work with Tyler / Munis for Integration.

Water Fund Budget

- Revenue increase over FY20 Original Budget **\$779,600 (11.9%)**
 - *Due to rate increase*
- Expense essentially flat v. FY20 Original Budget \$48,000 (+0.7%)
- Budget Balance increase of **\$559,500 (65.7%)**
- Major **increases/(decreases)** affecting revenues
 - Water Service fees **\$700,900 (12.7%)** due to rate increase
 - Misc. & Interest increase **\$68,800 (208%)** (based on trends)
- Major **increases/(decreases)** affecting expenses
 - Overall decrease in Personnel Costs **\$16,400 (-0.8%)** with Director being funded 50% in Wastewater too in FY21, offsets raises.
 - Increase of **63,700 (56.3%)** in Retiree Healthcare and **\$58,000 (20.4%)** pension expenses due to splitting out Water and Wastewater funds
 - Increase in Contractual Services for the Water Master Plan Update
 - Capital Project Appropriation reduction (**\$200,000**)

Planning for the future - Water

- Implementation of cost of service rates and modeling
 - Presented to City Council in January 2020
 - Implemented in this Budget
 - Based on a long-range financial plan
- Customer Service/Technology enhancements
 - Advance Metering Infrastructure (AMI)
 - Roll out of new billing system with Tyler Munis
 - Continue water quality improvements with flushing program and water main replacements
- Capacity improvements
 - Evaluating future well installation
 - Denney's Road Water Tower

Water Capital Investment Plan

CAPITAL PROJECTS	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
Vehicles & Equipment (Split W/WW 50%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water, Water Construction & Water Treatment							
Vehicles & Equipment - Water	\$ 160,744	\$ 70,300	\$ 20,400	\$ 455,800	\$ 185,100	\$ 40,000	\$ 208,000
Meter Reading - Radio Read Meters (Split W/WW 50%)	28,784	17,200	-	418,700	418,700	418,700	-
N. State Street Water Main Replacement	155,380	-	-	-	-	-	-
Denney's Road (Water Tower?) - Design	-	-	-	85,000	1,539,900	1,539,900	-
Bulk Water Station - William Street	4,289	38,100	-	-	-	-	-
Projects with Locations to be Determined							
Future Well Installation	-	-	-	707,700	707,700	-	-
Wellhead Redevelopment	90,000	75,000	140,000	75,000	75,000	75,000	75,000
Water Quality Improvements	162,197	900,800	980,500	1,050,000	980,000	1,264,800	1,250,000
Emergency Repairs - line breaks	54,770	85,000	85,000	85,000	85,000	85,000	85,000
Treatment Plant Improvements	4,157,995	3,311,200	-	-	-	-	-
Total Water	\$ 4,814,159	\$ 4,497,600	\$ 1,225,900	\$ 2,877,200	\$ 3,991,400	\$ 3,423,400	\$ 1,618,000

FUNDING SOURCES	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Projection 2025
I & E Fund Budget Balance - Water	\$ 5,672,600	\$ 5,349,000	\$ 3,794,200	\$ 3,917,500	\$ 2,592,300	\$ 1,790,000	\$ 1,467,100
Transfer from Operating Fund - Water	1,800,000	1,500,000	1,300,000	1,500,000	1,600,000	1,500,000	1,700,000
Transfer from Impact Fee Reserve - Water	40,400	30,900	39,200	42,000	39,200	50,600	-
State Loan Fund - Water	2,598,099	1,401,900	-	-	1,539,900	1,539,900	-
Interest Income - Water	52,024	10,000	10,000	10,000	10,000	10,000	10,000
Total Funding Sources - Water	\$ 4,490,523	\$ 2,942,800	\$ 1,349,200	\$ 1,552,000	\$ 3,189,100	\$ 3,100,500	\$ 1,710,000
Total Sources of Funds (incl. Budget Balances)	\$ 12,628,109	\$ 12,078,000	\$ 6,627,100	\$ 7,397,400	\$ 12,403,800	\$ 11,008,200	\$ 5,214,100
Water - Ending Budget Balance	\$ 5,348,964	\$ 3,794,200	\$ 3,917,500	\$ 2,592,300	\$ 1,790,000	\$ 1,467,100	\$ 1,559,100

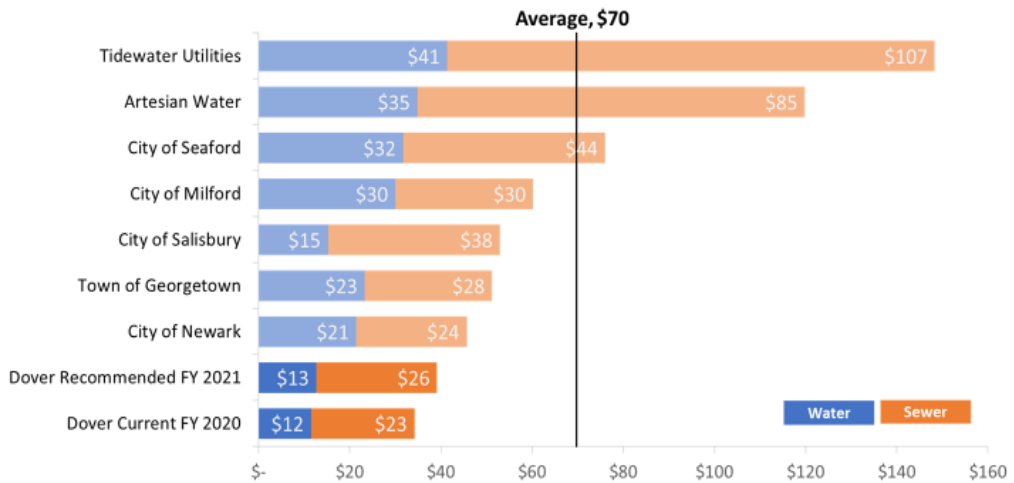
Water Fund Forecast

Projected Net Margins - Water 4/17/2020 - FY18 Actual & FY19 Budget

	Actual 2019	Projection 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025	Yr 1 - Yr 5 Total
Net Income - Water								
Water Fees	\$ 5,682,005	\$ 5,530,800	\$ 6,231,700	\$ 6,619,500	\$ 6,975,100	\$ 7,100,800	\$ 7,229,000	\$ 34,156,100
Miscellaneous Income - Water	401,878	433,200	487,900	451,900	460,700	469,300	480,400	2,350,200
Impact Fees - Water	753,200	570,000	570,000	570,000	570,000	570,000	570,000	2,850,000
Total Revenue	6,837,083	6,534,000	7,289,600	7,641,400	8,005,800	8,140,100	8,279,400	39,356,300
Operating Expenses - Water	(3,215,484)	(4,344,000)	(4,634,700)	(4,630,300)	(4,760,700)	(4,894,900)	(5,033,200)	(23,953,800)
Operating Transfers - Out	(649,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(2,500,000)
Total Operating Expenses	(3,864,484)	(4,844,000)	(5,134,700)	(5,130,300)	(5,260,700)	(5,394,900)	(5,533,200)	(26,453,800)
Operating Income	2,972,599	1,690,000	2,154,900	2,511,100	2,745,100	2,745,200	2,746,200	12,902,500
Non-Oper. Rev. - Interest on Operating	95,508	10,000	34,000	34,000	34,000	34,000	34,000	170,000
Non-Oper. Rev. - Interest on Reserves	63,337	19,500	19,400	19,200	19,000	18,900	18,700	95,200
Income Available For Debt Service	3,131,444	1,719,500	2,208,300	2,564,300	2,798,100	2,798,100	2,798,900	13,167,700
Interest for Long-Term Debt	(158,170)	(222,700)	(208,500)	(193,900)	(178,900)	(224,500)	(208,200)	(1,014,000)
Cash From Operations	2,973,274	1,496,800	1,999,800	2,370,400	2,619,200	2,573,600	2,590,700	12,153,700
Depreciation Expense	(977,121)	(753,600)	(801,900)	(972,700)	(1,129,700)	(1,245,700)	(1,338,300)	(5,488,300)
Net Income (\$)	\$ 1,996,153	\$ 743,200	\$ 1,197,900	\$ 1,397,700	\$ 1,489,500	\$ 1,327,900	\$ 1,252,400	\$ 6,665,400
Debt Service Coverage								
Income Avail. for Debt Service	\$ 3,131,444	\$ 1,719,500	\$ 2,208,300	\$ 2,564,300	\$ 2,798,100	\$ 2,798,100	\$ 2,798,900	\$ 13,167,700
Total Debt Service	\$ 519,022	\$ 760,000	\$ 762,800	\$ 761,800	\$ 760,600	\$ 950,300	\$ 806,900	\$ 4,042,400
Debt Service Coverage Ratio	6.03	2.26	2.89	3.37	3.68	2.94	3.47	
Transfer to I & E Fund - Water	\$ 1,800,000	\$ 1,649,000	\$ 1,300,000	\$ 1,500,000	\$ 1,600,000	\$ 1,500,000	\$ 1,700,000	\$ 7,600,000
Transfer to Impact Fee Reserve - Water	394,209	-	-	-	-	-	-	-
Reinvestment of Reserve Interest	63,337	19,500	19,400	19,200	19,000	18,900	18,700	95,200
Debt Service Principal	366,359	537,300	554,300	567,900	581,700	725,800	598,700	3,028,400
Total Cash Budget Requirements	2,623,905	2,205,800	1,873,700	2,087,100	2,200,700	2,244,700	2,317,400	\$ 10,723,600
Net Positive/(Negative Cash)	\$ 349,369	\$ (709,000)	\$ 126,100	\$ 283,300	\$ 418,500	\$ 328,900	\$ 273,300	\$ 1,430,100

Rate Increases

Every Third Year
Residential, 3,000 gallons/mo. (Dover Median)



Water Fund

Revenues and Expenses 2020 - 2021

WATER FUND SUMMARY

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
1 BEGINNING BALANCE - WATER	1,912,800	1,487,000	1,854,500	1,218,900	1,218,900	(268,100)	-18.0%
2 BASE REVENUE:							
3 WATER SERVICES	5,682,005	5,530,800	5,530,800	6,231,700	6,231,700	700,900	12.7%
4 WATER TANK SPACE LEASING	399,849	410,200	410,200	420,100	420,100	9,900	2.4%
5 BOND PROCEEDS	-	-	-	-	-	-	0.0%
5 WATER IMPACT FEES	753,200	570,000	570,000	570,000	570,000	-	0.0%
6 WASTEWATER IMPACT FEES	-	-	-	-	-	-	0.0%
6 INTEREST - WATER	34,121	10,000	10,000	34,000	34,000	24,000	240.0%
7 MISCELLANEOUS SERVICE FEE	2,030	23,000	23,000	67,800	67,800	44,800	194.8%
8 TOTAL REVENUES	6,871,204	6,544,000	6,544,000	7,323,600	7,323,600	779,600	11.9%
9 TOTAL BEGINNING BALANCE & REVENUES	8,784,004	8,031,000	8,398,500	8,542,500	8,542,500	511,500	6.4%
10 DIRECT EXPENSES:							
11 ENGINEERING & INSPECTION	212,190	371,400	372,600	388,100	397,800	16,700	4.5%
12 WATER MAINTENANCE	621,906	638,400	637,200	681,300	669,800	42,900	6.7%
13 WATER TREATMENT PLANT	1,737,023	2,080,900	2,080,900	2,211,600	2,221,600	130,700	6.3%
14 DIRECT EXPENDITURE SUBTOTAL	2,571,119	3,090,700	3,090,700	3,281,000	3,289,200	190,300	6.2%
15 OTHER EXPENSES:							
16 DEBT SERVICE - WATER	523,093	760,000	760,000	762,800	762,800	2,800	0.4%
17 RETIREES HEALTH CARE	107,800	113,200	113,200	176,900	176,900	63,700	56.3%
18 OTHER EMPLOYMENT EXPENSES	(6,000)	-	-	-	-	-	0.0%
19 OPEB UNFUNDED LIABILITY	20,700	-	-	-	-	-	0.0%
20 INTERFUND SERVICE FEES	844,121	1,052,700	1,052,700	1,090,900	1,033,200	38,200	3.6%
21 BANK & CREDIT CARD FEES	19,696	14,000	14,000	20,000	20,000	6,000	42.9%
22 BOND ISSUANCE COSTS	5,813	-	-	-	-	-	0.0%
23 OTHER EXPENSES SUBTOTAL	1,515,223	1,939,900	1,939,900	2,050,600	1,992,900	110,700	5.7%
24 TRANSFER TO:							
25 GENERAL FUND FROM WATER	500,000	500,000	500,000	500,000	500,000	-	0.0%
26 WATER IMP AND EXT	1,800,000	1,500,000	1,500,000	1,300,000	1,300,000	(200,000)	-13.3%
27 WATER IMPACT FEE RESERVE	394,209	-	-	-	-	-	0.0%
28 ELECTRIC IMP AND EXT	149,000	149,000	149,000	-	-	(149,000)	-100.0%
29 GENERAL EMPLOYEES PENSION	-	-	-	-	-	-	0.0%
30 TRANSFER TO SUBTOTAL	2,843,209	2,149,000	2,149,000	1,800,000	1,800,000	(349,000)	-16.2%
31 TOTAL EXPENSES	6,929,551	7,179,600	7,179,600	7,131,600	7,082,100	(48,000)	-0.7%
32 BUDGET BALANCE WATER	1,854,454	851,400	1,218,900	1,410,900	1,460,400	559,500	65.7%
33 BUDGET BALANCE WASTEWATER	-	-	-	-	-	-	0.0%
34 BUDGET BALANCE KCSA	-	-	-	-	-	-	0.0%
33 BUDGET BALANCE SUBTOTALS	1,854,454	851,400	1,218,900	1,410,900	1,460,400	559,500	65.7%
33 TOTAL BUDGET BALANCES & EXPENSES	8,784,004	8,031,000	8,398,500	8,542,500	8,542,500	511,500	6.4%
34 EXCEEDS/(REMAINS) TO MEET REQ MNT	1,854,454	328,800	696,300	827,700	877,200		
35 RESERVE BALANCES							
36 CONTINGENCY - WATER	260,940	259,600	262,900	264,900	264,900	5,300	\$250K

Water Fund

FY 2020 – 2021 Capital Expenditures

WATER IMPROVEMENT & EXTENSION FUND SUMMARY

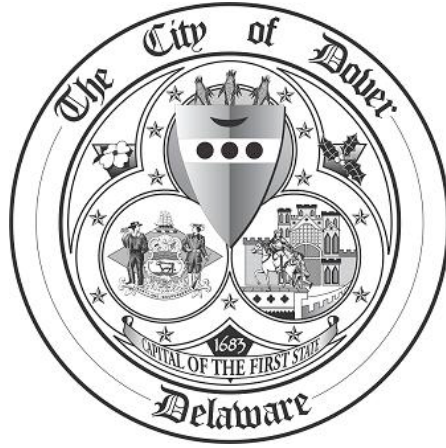
	2018/19	2019/20	2019/20 PROJECTED	2020/21	2020/21	\$ DIFFERENCE	%CHG
	ACTUAL	ORIGINAL APPROVED		REQUESTED	RECOMMENDED	FY21 VS FY20 BUDGET	FY21 VS FY20 VS
1 BEGINNING BALANCE - WATER	5,672,600	4,366,100	5,349,000	3,794,200	3,794,200	(571,900)	-13.1%
2 REVENUES							
3 BOND PROCEEDS - WATER	-	-	-	-	-	-	0.0%
4 STATE LOAN FUND - WATER	2,598,099	-	1,401,900	-	-	-	0.0%
5 TRANS FR OPERATING FUND - WATER	1,800,000	1,500,000	1,500,000	1,300,000	1,300,000	(200,000)	-13.3%
6 TRANSFER FR WATER IMPACT FEE	40,400	30,900	30,900	39,200	39,200	8,300	26.9%
7 PROCEEDS FROM SALE OF ASSETS	-	-	-	-	-	-	0.0%
8 INTEREST INCOME	52,023	10,000	10,000	50,000	50,000	40,000	400.0%
9 MISCELLANEOUS RECEIPTS	-	-	-	-	-	-	0.0%
10 TOTAL REVENUES	4,490,522	1,540,900	2,942,800	1,389,200	1,389,200	(151,700)	-9.8%
11 TOTAL BEGINNING BALANCES & REVENUES	10,163,122	5,907,000	8,291,800	5,183,400	5,183,400	(723,600)	-12.2%
12 EXPENSES							
13 ENGINEERING & INSPECTION	-	-	-	20,400	20,400	20,400	0.0%
14 WATER MAINTENANCE	656,164	960,400	1,143,500	1,229,200	1,205,500	268,800	28.0%
15 WATER TREATMENT PLANT	4,157,995	559,700	3,354,100	137,800	-	(421,900)	-75.4%
16 TOTAL EXPENSES	4,814,159	1,520,100	4,497,600	1,387,400	1,225,900	(132,700)	-8.7%
17 BUDGET BALANCE - WATER	5,348,964	2,886,900	3,794,200	3,796,000	3,957,500	909,100	31.5%
18 TOTAL ENDING BUDGET BALANCES	5,348,964	2,886,900	3,794,200	3,796,000	3,957,500	909,100	31.5%
19 TOTAL BUDGET BALANCES & EXPENSES	10,163,122	4,407,000	8,291,800	5,183,400	5,183,400	776,400	17.6%
<hr/>							
	2018/19	2019/20	2019/20 PROJECTED	2020/21	2020/21	\$ DIFFERENCE	
	ACTUAL	ORIGINAL APPROVED		REQUESTED	RECOMMENDED	FY21 VS FY20 BUDGET	POLICY
20 RESERVE BALANCES							
21 CAPITAL ASSET RESERVE-WATER	546,540	543,800	550,700	554,900	554,900	11,100	MIN \$500K
22 IMPACT FEE RESERVE - WATER	1,751,468	1,319,000	1,733,900	1,707,900	1,707,900	388,900	20% of Rev.

WATER FUND BUDGET REVIEW

Fiscal Year 2020-2021

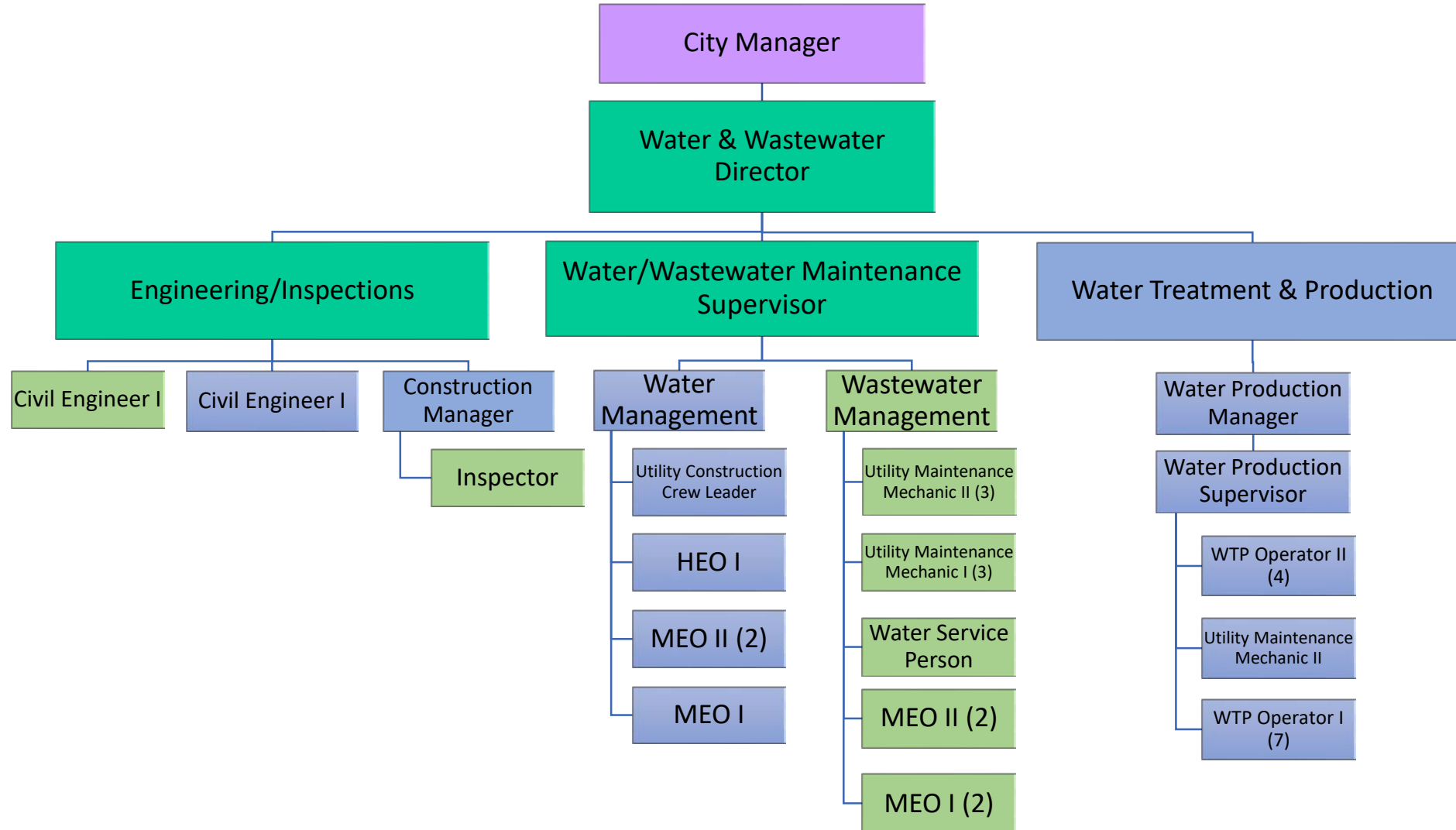
Operating Department & Division Summaries

- June 2020 – Budget Review Hearing



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Water & Wastewater



Water Engineering

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 339,900	\$ 245,300	\$ 245,300	-28%
MATERIALS & SUPPLIES	9,300	19,800	29,500	217%
ADMINISTRATIVE EXPENDITURES	22,200	123,000	123,000	454%
OPERATING EXPENDITURES	371,400	388,100	397,800	7%
CAPITAL OUTLAY	-	20,400	20,400	100%
TOTAL EXPENDITURES	\$ 371,400	\$ 408,500	\$ 418,200	13%

Highlights:

- **Personnel Costs decrease due to the fact that the new Water/Wastewater Director's salary will now be shared between both Water and Wastewater Engineering. The Manager position was funded solely by Water Engineering in FY20.**
- **Materials & Supplies increased based on shared GIS software purchase.**
- **Administrative Expenditure will increase \$100K over last year with the implement of the Water Master Plan this year.**

WATER ENGINEERING
400-40-26-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 116,790	\$ 225,500	\$ 224,300	\$ 180,400	\$ 180,400	-20%
51014	FICA TAXES	9,167	17,200	17,200	11,800	11,800	-31%
51015	HEALTH INSURANCE	25,195	30,300	30,300	26,000	26,000	-14%
51016	L I D INSURANCE	696	1,400	1,400	900	900	-36%
51017	WORKERS COMPENSATION	691	1,000	1,000	700	700	-30%
51019	PENSION	24,822	51,200	51,200	22,400	22,400	-56%
51020	OPEB	2,695	13,300	13,300	3,100	3,100	-77%
	PERSONNEL COSTS	180,158	339,900	338,700	245,300	245,300	-28%
52022	OFFICE SUPPLIES	1,259	1,400	1,400	1,400	1,400	0%
52029	UNIFORMS/UNIFORM ALLOW	97	100	100	100	100	0%
52031	BOOKS	194	300	300	300	300	0%
52032	SECURITY/SAFETY MATERIALS	88	100	100	100	100	0%
52033	SMALL TOOLS	100	100	300	100	100	0%
52037	COMPUTER SOFTWARE	7,492	6,900	7,100	9,400	19,100	177%
52038	COMPUTER HARDWARE	1,021	400	1,400	8,400	8,400	2000%
	MATERIALS & SUPPLIES	10,252	9,300	10,700	19,800	29,500	217%
53021	TELEPHONE/FAX	870	1,100	1,100	1,300	1,300	18%
53027	SUBSCRIPTIONS AND DUES	300	1,300	1,300	900	900	-31%
53028	TRAINING/CONF/FOOD/TRAVEL	1,300	500	500	1,100	1,100	120%
53031	CONTRACTUAL SERVICES	17,200	16,500	17,700	117,700	117,700	613%
53039	IN-HOUSE TRAINING	700	900	900	-	-	-100%
53062	GASOLINE	1,083	1,300	1,100	1,400	1,400	8%
53067	RADIO REPAIRS/MAINTENANCE	326	600	600	600	600	0%
	ADMINISTRATIVE EXPENDITURES	21,780	22,200	23,200	123,000	123,000	454%
	OPERATING EXPENDITURES	212,190	371,400	372,600	388,100	397,800	7%
54025	OTHER EQUIPMENT				20,400	20,400	100%
	CAPITAL OUTLAY	-	-	-	20,400	20,400	100%
	TOTAL EXPENDITURES	\$ 212,190	\$ 371,400	\$ 372,600	\$ 408,500	\$ 418,200	13%
	REVENUES						
	WATER FUND	\$ 212,190	\$ 371,400	\$ 372,600	\$ 388,100	\$ 397,800	
	WATER I & E FUND	-	-	-	20,400	20,400	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	2.5	3.0	3.0	2.5	2.5	

Water Maintenance

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 508,200	\$ 538,200	\$ 538,200	6%
MATERIALS & SUPPLIES	88,400	104,900	93,400	6%
ADMINISTRATIVE EXPENDITURES	41,800	38,200	38,200	-9%
OPERATING EXPENDITURES	638,400	681,300	669,800	5%
CAPITAL OUTLAY	960,400	1,229,200	1,205,500	26%
TOTAL EXPENDITURES	\$ 1,598,800	\$ 1,910,500	\$ 1,875,300	17%

Highlights:

- **Difference in Personnel Costs over last year largely driven by pension cost. Actuarial report for CAFR separated Water and Wastewater OPEB and pension costs – previously split 50/50.**
- **Capital Outlay includes: Wellhead Redevelopment (\$140K), Emergency Water Repairs (\$85K), and the ongoing project of, Water Quality Improvements (\$980.5K). This year will concentrate on the areas of N. West Street and Ross Street.**

WATER MAINTENANCE
400-40-68-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 282,021	\$ 288,900	\$ 278,900	\$ 297,500	\$ 297,500	3%
51012	OVERTIME	12,786	14,800	24,800	14,800	14,800	0%
51014	FICA TAXES	21,861	23,200	23,200	23,900	23,900	3%
51015	HEALTH INSURANCE	68,298	68,300	68,300	68,300	68,300	0%
51016	L I D INSURANCE	1,436	1,700	1,700	1,500	1,500	-12%
51017	WORKERS COMPENSATION	16,137	16,800	16,800	17,300	17,300	3%
51019	PENSION	79,539	77,900	77,900	109,100	109,100	40%
51020	OPEB	6,038	16,600	16,600	5,800	5,800	-65%
	PERSONNEL COSTS	488,115	508,200	508,200	538,200	538,200	6%
52028	MEDICAL SUP & PHYSICALS	-	600	600	600	600	0%
52029	UNIFORMS/UNIFORM ALLOW	1,116	1,300	1,300	1,300	1,300	0%
52032	SECURITY/SAFETY MATERIALS	972	1,000	1,000	1,000	1,000	0%
52033	SMALL TOOLS	4,831	5,500	5,500	5,500	5,500	0%
52051	WATER/SEWER SYSTEM SUP	38,319	45,000	45,000	45,000	45,000	0%
52053	METERS/METER SUPPLIES	42,120	35,000	35,000	51,500	40,000	14%
	MATERIALS & SUPPLIES	87,358	88,400	88,400	104,900	93,400	6%
53021	TELEPHONE/FAX	2,641	4,100	4,100	3,600	3,600	-12%
53025	ADVERTISEMENT	4,717	3,800	3,800	5,400	5,400	42%
53027	SUBSCRIPTIONS AND DUES	3,166	3,200	3,200	3,300	3,300	3%
53028	TRAINING/CONF/FOOD/TRAVEL	465	900	900	1,000	1,000	11%
53029	CONSULTING FEES	16,691	1,000	1,000	1,000	1,000	0%
53031	CONTRACTUAL SERVICES	2,224	10,000	8,800	10,100	10,100	1%
53062	GASOLINE	13,497	15,000	15,000	9,700	9,700	-35%
53065	MAINT EQUIP REPAIRS/MAINT	173	500	500	500	500	0%
53067	RADIO REPAIRS/MAINTENANCE	2,858	3,300	3,300	3,600	3,600	9%
	ADMINISTRATIVE EXPENDITURES	46,433	41,800	40,600	38,200	38,200	-9%
	OPERATING EXPENDITURES	621,906	638,400	637,200	681,300	669,800	5%
54023	TRUCKS - PURCHASE	-	27,400	26,300	23,700	-	-100%
54025	OTHER EQUIP - PURCHASE	28,784	-	17,200	-	-	0%
54031	CONSTRUCTION - PURCHASE	466,635	933,000	1,098,900	1,205,500	1,205,500	29%
	CAPITAL OUTLAY	656,164	960,400	1,142,400	1,229,200	1,205,500	26%
	TOTAL EXPENDITURES	\$ 1,278,070	\$ 1,598,800	\$ 1,779,600	\$ 1,910,500	\$ 1,875,300	17%
	REVENUES						
	WATER FUND	\$ 621,906	\$ 638,400	\$ 637,200	\$ 681,300	\$ 669,800	
	WATER I & E FUND	\$ 656,164	\$ 960,400	\$ 1,142,400	\$ 1,229,200	\$ 1,205,500	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	6.0	7.0	7.0	6.0	6.0	

Water Treatment Plant

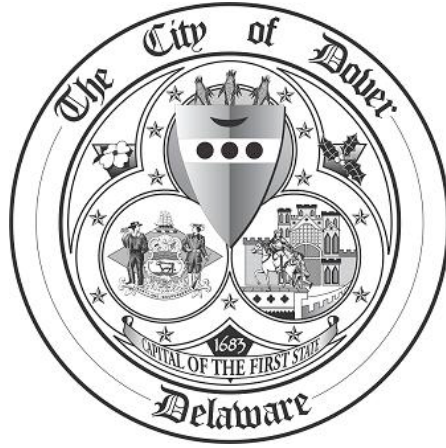
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 1,273,400	\$ 1,313,100	\$ 1,313,100	3%
MATERIALS & SUPPLIES	181,700	229,800	239,800	32%
ADMINISTRATIVE EXPENDITURES	625,800	668,700	668,700	7%
OPERATING EXPENDITURES	2,080,900	2,211,600	2,221,600	7%
CAPITAL OUTLAY	559,700	137,800	-	-100%
TOTAL EXPENDITURES	\$ 2,640,600	\$ 2,349,400	\$ 2,221,600	-16%

Highlights:

- **Materials & Supplies increase driven by the additional need for nearly \$50K in added chemicals and \$10K back wash tank cover, otherwise expenses on par with FY20.**
- **Administrative Expenses increases are primarily tied to increases in Elevated Storage Tank maintenance and Environmental Health Billing.**
- **Trailer mounted generator, moved out to FY22.**

**WATER TREATMENT PLANT
400-40-76-99-000**

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 626,862	\$ 726,200	\$ 711,200	\$ 745,200	\$ 745,200	3%
51012	OVERTIME	53,217	55,000	70,000	51,900	51,900	-6%
51014	FICA TAXES	49,319	60,700	60,700	61,000	61,000	0%
51015	HEALTH INSURANCE	168,196	183,500	183,500	179,200	179,200	-2%
51016	L I D INSURANCE	2,921	3,800	3,800	3,100	3,100	-18%
51017	WORKERS COMPENSATION	36,908	44,000	44,000	44,200	44,200	0%
51019	PENSION	150,459	157,700	157,700	213,700	213,700	36%
51020	OPEB	14,576	42,500	42,500	14,800	14,800	-65%
	PERSONNEL COSTS	1,102,459	1,273,400	1,273,400	1,313,100	1,313,100	3%
52025	CUSTODIAL	336	600	-	100	100	-83%
52029	UNIFORMS/UNIFORM ALLOW	3,853	4,800	4,800	4,900	4,900	2%
52032	SECURITY/SAFETY MATERIALS	1,809	2,000	2,000	2,200	2,200	10%
52033	SMALL TOOLS	4,294	4,700	4,700	4,700	4,700	0%
52035	CHEMICALS & ADDITIVES	125,914	150,000	150,000	198,500	198,500	32%
52038	COMPUTER HARDWARE	923	-	1,600	-	-	0%
52046	CITY BLDG MAINT SUPPLIES	2,489	7,600	7,600	7,400	17,400	129%
52049	WELL SUPPLIES/REHAB	10,154	12,000	12,000	12,000	12,000	0%
	MATERIALS & SUPPLIES	149,772	181,700	182,700	229,800	239,800	32%
53021	TELEPHONE/FAX	874	600	1,200	1,200	1,200	100%
53023	ELECTRICITY	403,861	425,000	425,000	430,000	430,000	1%
53024	HEATING OIL/GAS	2,540	5,000	5,000	5,000	5,000	0%
53025	ADVERTISEMENT	750	900	900	900	900	0%
53027	SUBSCRIPTIONS AND DUES	500	700	800	700	700	0%
53028	TRAINING/CONF/FOOD/TRAVEL	1,124	3,500	3,400	3,900	3,900	11%
53031	CONTRACTUAL SERVICES	54,704	170,400	170,400	206,300	206,300	21%
53062	GASOLINE	9,115	8,000	8,000	8,700	8,700	9%
53066	OTHER EQUIP REPAIRS/MAINT	9,994	10,000	8,400	10,000	10,000	0%
53067	RADIO REPAIRS/MAINTENANCE	1,329	1,700	1,700	2,000	2,000	18%
	ADMINISTRATIVE EXPENDITURES	484,792	625,800	624,800	668,700	668,700	7%
	OPERATING EXPENDITURES	1,737,023	2,080,900	2,080,900	2,211,600	2,221,600	7%
54023	TRUCKS - PURCHASE	-	42,900	44,000	137,800	-	-100%
54031	CONSTRUCTION PURCHASES	4,157,995	516,800	3,311,200	-	-	-100%
	CAPITAL OUTLAY	4,157,995	559,700	3,355,200	137,800	-	-100%
	TOTAL EXPENDITURES	\$ 5,895,018	\$ 2,640,600	\$ 5,436,100	\$ 2,349,400	\$ 2,221,600	-16%
	REVENUES						
	WATER FUND	\$ 1,737,023	\$ 2,080,900	\$ 2,080,900	\$ 2,211,600	\$ 2,221,600	
	WATER I & E FUND	\$ 4,157,995	\$ 559,700	\$ 3,355,200	\$ 137,800	\$ -	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	13.0	14.0	14.0	14.0	14.0	



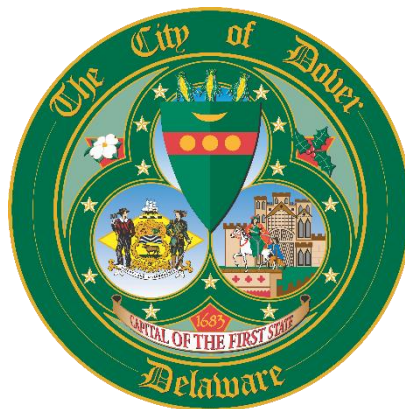
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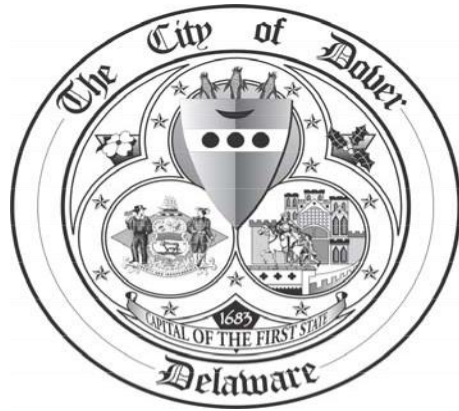
PUBLIC UTILITIES WASTEWATER

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

WASTEWATER ENGINEERING & INSPECTIONS

WASTEWATER MAINTENANCE



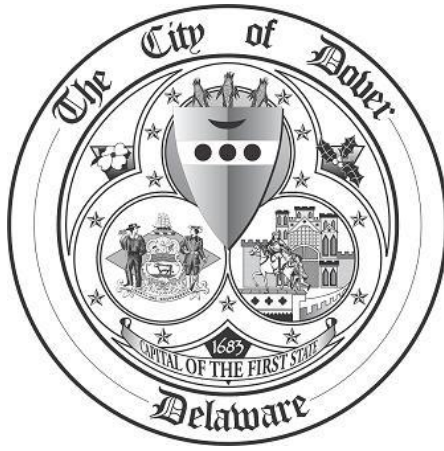


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WASTEWATER FUND BUDGET REVIEW

Fiscal Year 2020-2021

- June 2020 – Budget Review
Hearing



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Wastewater Fund Operations

- Accomplishments in FY20
 - Inflow and Infiltration Removal in Rodney Village, Downtown Area, Wesley College Area, Overlook.
 - Replacement of Camera Truck Equipment.
 - Finalization of a Feasibility Study for College Road Pump Station Replacement.
 - Completion of Pump Station Replacement:
 - Walker Woods PS
 - Silver Lake PS
 - Del Tech PS
- Accomplishments planned in FY21
 - Begin City Wide Inflow and Infiltration Investigation – 2 year project.
 - Finalize Design of College Road PS Replacement.
 - Finalize Design of Lepore Road Sanitary Sewer Upgrade.
 - Finalize Feasibility Study of Turnberry Pump Station Upgrade.
 - Fully staff the Division, currently having three (3) vacancies.
 - Meeting House Branch Sanitary Sewer Replacement.
 - Pump Station #7 Upgrades.
 - Puncheon Run Grit Removal System Upgrade.
 - Upgrade SCADA Equipment for Pump Stations.
 - Continue to work with Tyler / Munis for Integration.

Wastewater Fund Budget

- Revenue increase over FY20 Original Budget \$1,007,500 (10.9%)
- Expense decrease over FY20 Original Budget \$435,000 or -4.5%
- Major **increases/(decreases)**) affecting revenues
 - Wastewater Service Fees \$812,800 (22.2%) due to rate increase
 - Groundwater Inflow Adjustment Revenue increase of \$198,500 (10.8%) due to rate increase (7.3%) and growth.
- Major **increases/(decreases)** affecting expenses
 - Overall increase in Personnel Costs \$66,500 (7.5%) with Director being funded 50% in Wastewater too in FY21, offsets raises.
 - Increase in materials and supplies for purchase of GIS software and iPlan annual maintenance costs
 - Decrease of 31,600 (27.9%) in Retiree Healthcare due to splitting out Water and Wastewater funds
 - Decrease of \$799,000 (15.7%) in Kent County Sewer Fees, returning to previous levels.
 - Capital Project Appropriation increase of \$300,000 (33.3%)

Planning for the future - Wastewater

- Implementation of cost of service rates and modeling
 - Presented to City Council in January 2020
 - Implemented in this Budget
- Customer Service enhancements
 - Roll out of new billing system with Tyler Munis
 - Continue inflow & infiltration improvements with relining program and sewer main replacements
- Capacity improvements
 - Continuation of pump station replacements and upgrades
- Technology updates to SCADA equipment and systems

Wastewater Capital Investment Plan

CAPITAL PROJECTS	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025
Wastewater							
Vehicles & Equipment - Wastewater	\$ -	\$ 43,200	\$ 14,000	\$ 280,600	\$ 448,000	\$ 42,000	\$ -
Sanitary Sewer Video Kit	-	166,000	-	-	-	-	-
Meter Reading - Radio Read Meters (Split W/WW 50%)	28,784	17,200	-	418,700	418,700	418,700	-
Tar Ditch Interceptor Upgrade (Meeting House Branch)	3,901	246,100	-	-	-	-	-
Tumberly Pump Station	-	-	10,000	67,000	-	600,000	-
DeITech Pump Station Replacement	248,049	133,300	-	-	-	-	-
Lepore Road Sanitary Sewer upgrade	-	-	50,000	-	317,000	-	-
Sliver Lake Pump Station Replacement	397,538	147,000	-	-	-	-	-
Walker Woods Pump Station Replacement	105,025	458,200	-	-	-	-	-
College Road Pump Station Replacement	-	12,000	75,000	-	580,000	-	-
Heatherfield Pump Station Replacement	-	-	-	12,000	69,000	-	618,000
Cedar Chase Pump Station Replacement	-	-	-	-	14,000	71,000	-
Laurel Drive Pump Station Replacement	-	-	-	-	-	16,000	73,000
Kings Cliff Pump Station Replacement	-	-	-	-	-	-	18,000
Puncheon Run Pump Station Upgrade/Repair	47,900	665,100	-	-	-	-	-
Kurt Drive Pump Station - emergency repair	-	217,600	-	-	-	-	-
US Rt. 113 East PS # 7 Repair - Controller	43,389	280,400	-	-	-	-	-
SCADA Equipment & Technology Upgrade	-	308,000	-	-	-	-	-
Location/Pump Station to be Determined							
Inflow/Infiltration Removal/System Improvements	529,158	750,000	800,000	419,000	4,270,000	4,270,000	-
Misc. Sewer System Improvements	154,618	100,000	150,000	155,000	160,000	165,000	170,000
Total Wastewater	\$ 1,558,362	\$ 3,544,100	\$ 1,099,000	\$ 1,352,300	\$ 6,276,700	\$ 5,582,700	\$ 879,000

FUNDING SOURCES	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Projection 2025
I & E Fund Budget Balance - Wastewater	\$ 1,148,800	\$ 906,600	\$ 242,100	\$ 384,700	\$ 575,600	\$ 345,700	\$ 535,000
Transfer from Operating Fund - Wastewater	1,100,000	900,000	1,200,000	1,500,000	1,500,000	1,300,000	1,300,000
Transfer from Impact Fee Reserve - Wastewater	20,997	404,900	31,600	33,200	266,800	192,000	192,000
State Loan Fund - Wastewater	112,157	1,564,700	-	-	4,270,000	4,270,000	-
Interest Income - Wastewater	83,032	10,000	10,000	10,000	10,000	10,000	10,000
Total Funding Sources - Wastewater	\$ 1,316,186	\$ 2,879,600	\$ 1,241,600	\$ 1,543,200	\$ 6,046,800	\$ 5,772,000	\$ 1,502,000
Wastewater - Ending Budget Balance	\$ 906,624	\$ 242,100	\$ 384,700	\$ 575,600	\$ 345,700	\$ 535,000	\$ 1,158,000

Total Funding Sources excludes Budget Balances

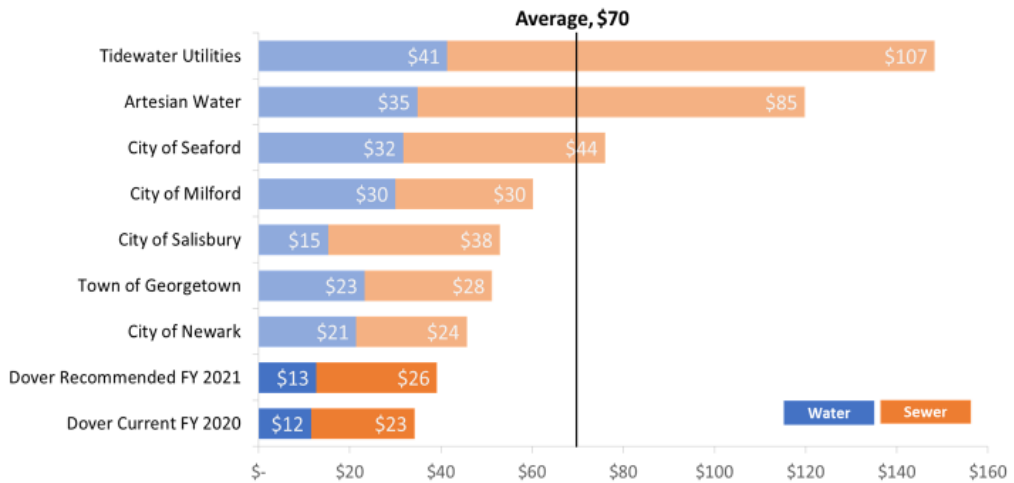
Wastewater Fund Forecast

Projected Net Margins - Wastewater 4/17/2020 - FY18 Actual & FY19 Budget

	Actual 2019	Projection 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025	Yr 1 - Yr 5 Total
Net Income - Wastewater								
Wastewater Fees	\$ 3,720,797	\$ 3,654,700	\$ 4,467,500	\$ 4,709,500	\$ 4,931,500	\$ 4,971,800	\$ 5,012,500	\$ 24,092,800
Treatment Fees - Kent County	2,902,852	3,267,000	3,275,100	3,313,700	3,350,200	3,368,700	3,387,200	16,694,900
Groundwater Inflow Adjustment	1,858,169	1,841,900	2,040,400	2,172,600	2,293,900	2,315,900	2,338,200	11,161,000
Miscellaneous Income - Wastewater	10,273	23,200	1,300	23,400	23,500	23,500	23,500	95,200
Impact Fees - Wastewater	688,132	480,000	480,000	480,000	480,000	480,000	480,000	2,400,000
Total Revenue	9,180,223	9,266,800	10,264,300	10,699,200	11,079,100	11,159,900	11,241,400	54,443,900
Treatment Expense - Kent County	(4,816,650)	(5,101,900)	(4,302,900)	(4,389,000)	(4,476,800)	(4,566,300)	(4,657,600)	(22,392,600)
Operating Expenses - Wastewater	(2,101,834)	(2,325,900)	(2,406,000)	(2,452,900)	(2,521,400)	(2,592,100)	(2,664,700)	(12,637,100)
Operating Transfers - Out	(649,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(2,500,000)
Total Operating Expenses	(7,567,484)	(7,927,800)	(7,208,900)	(7,341,900)	(7,498,200)	(7,658,400)	(7,822,300)	(37,529,700)
Operating Income	1,612,739	1,339,000	3,055,400	3,357,300	3,580,900	3,501,500	3,419,100	16,914,200
Non-Oper. Rev. - Interest on Operating	94,952	10,000	20,000	10,000	10,000	10,000	10,000	60,000
Non-Oper. Rev. - Interest on Reserves	114,070	44,100	41,500	41,500	41,500	39,900	38,700	203,100
Income Available For Debt Service	1,821,761	1,393,100	3,116,900	3,408,800	3,632,400	3,551,400	3,467,800	17,177,300
Interest for Long-Term Debt	(158,611)	(161,300)	(161,700)	(149,900)	(137,800)	(297,000)	(280,500)	(1,026,900)
Cash From Operations	1,663,150	1,231,800	2,955,200	3,258,900	3,494,600	3,254,400	3,187,300	16,150,400
Depreciation Expense	(1,409,071)	(1,732,100)	(1,825,800)	(1,974,700)	(2,297,400)	(2,533,100)	(2,627,800)	(11,258,800)
Net Income (\$)	\$ 254,079	\$ (500,300)	\$ 1,129,400	\$ 1,284,200	\$ 1,197,200	\$ 721,300	\$ 559,500	\$ 4,891,600
Debt Service Coverage								
Income Avail. for Debt Service	\$ 1,821,761	\$ 1,393,100	\$ 3,116,900	\$ 3,408,800	\$ 3,632,400	\$ 3,551,400	\$ 3,467,800	\$ 17,177,300
Total Debt Service	\$ 609,872	\$ 672,500	\$ 659,900	\$ 659,500	\$ 659,000	\$ 1,187,700	\$ 1,134,300	\$ 4,300,400
Debt Service Coverage Ratio	2.99	2.07	4.72	5.17	5.51	2.99	3.06	
Transfer to I & E Fund - Wastewater	\$ 1,100,000	\$ 1,049,000	\$ 1,200,000	\$ 1,500,000	\$ 1,500,000	\$ 1,300,000	\$ 1,300,000	\$ 6,800,000
Transfer to Impact Fee Reserve - Wastewater	535,229	-	-	-	-	-	-	-
Reinvestment of Reserve Interest	114,070	44,100	41,500	41,500	41,500	39,900	38,700	203,100
Debt Service Principal	458,600	511,200	498,200	509,600	521,200	890,700	853,800	3,273,500
Total Cash Budget Requirements	\$ 2,207,899	\$ 1,604,300	\$ 1,739,700	\$ 2,051,100	\$ 2,062,700	\$ 2,230,600	\$ 2,192,500	\$ 10,276,600
Net Positive/(Negative Cash)	\$ (544,749)	\$ (372,500)	\$ 1,215,500	\$ 1,207,800	\$ 1,431,900	\$ 1,023,800	\$ 994,800	\$ 5,873,800

Rate Increases

Every Third Year
Residential, 3,000 gallons/mo. (Dover Median)



Wastewater Fund

Revenues and Expenses 2020 - 2021

WASTEWATER FUND SUMMARY

still needs updating		2018/19	2019/20	2019/20	2020/21	2020/21	\$ DIFFERENCE	% CHG
		ACTUAL	ORIGINAL APPROVED	PROJECTED	REQUESTED	RECOMMENDED	FY21 VS FY20 BUDGET	FY21 VS FY20 VS
1	BEGINNING BALANCE - WASTEWATER	1,053,000	1,038,700	345,400	47,900	47,900	(990,800)	-95.4%
2	BASE REVENUE:							
3	WASTEWATER SERVICES	3,720,797	3,654,700	3,654,700	4,467,500	4,467,500	812,800	22.2%
4	WASTEWATER TREATMENT SERVICES	2,902,852	3,267,000	3,267,000	3,275,100	3,275,100	8,100	0.2%
5	GROUNDWATER INFLOW ADJUSTMENT	1,858,169	1,841,900	1,841,900	2,040,400	2,040,400	198,500	10.8%
6	WASTEWATER IMPACT FEES	688,132	480,000	480,000	480,000	480,000	-	0.0%
7	INTEREST - WASTEWATER	21,283	10,000	10,000	20,000	20,000	10,000	100.0%
8	MISCELLANEOUS SERVICE FEE	10,273	23,200	23,200	1,300	1,300	(21,900)	-94.4%
9	TOTAL REVENUES	9,201,506	9,276,800	9,276,800	10,284,300	10,284,300	1,007,500	10.9%
10	TOTAL BEGINNING BALANCE & REVENUES	10,254,506	10,315,500	9,622,200	10,332,200	10,332,200	16,700	0.2%
11	DIRECT EXPENSES:							
12	ENGINEERING & INSPECTION	209,519	195,100	195,100	403,600	288,300	208,500	106.9%
13	WASTEWATER MAINTENANCE	990,837	1,153,900	1,153,900	1,161,300	1,144,200	7,400	0.6%
14	DIRECT EXPENDITURE SUBTOTAL	1,200,356	1,349,000	1,349,000	1,564,900	1,432,500	215,900	16.0%
15	OTHER EXPENSES:							
16	DEBT SERVICE - WASTEWATER	612,565	672,500	672,500	659,900	659,900	(12,600)	-1.9%
17	RETIRES HEALTH CARE	107,700	113,100	113,100	81,500	81,500	(31,600)	-27.9%
18	OTHER EMPLOYMENT EXPENSES	6,000	-	-	-	-	-	0.0%
19	OPEB UNFUNDED LIABILITY	20,700	-	-	-	-	-	0.0%
20	KENT COUNTY TREATMENT CHARGE	4,816,650	5,101,900	5,101,900	4,302,900	4,302,900	(799,000)	-15.7%
21	INTERFUND SERVICE FEES	844,121	759,800	759,800	820,100	782,000	60,300	7.9%
22	BANK & CREDIT CARD FEES	9,438	14,000	14,000	10,000	10,000	(4,000)	-28.6%
23	BOND ISSUANCE COSTS	7,339	15,000	15,000	-	-	(15,000)	-100.0%
24	OTHER EXPENSES SUBTOTAL	6,424,513	6,676,300	6,676,300	5,874,400	5,836,300	(801,900)	-12.0%
25	TRANSFER TO:							
26	GENERAL FUND FROM WASTEWATER	500,000	500,000	500,000	500,000	500,000	-	0.0%
27	WASTEWATER IMP AND EXT	1,100,000	900,000	900,000	1,200,000	1,200,000	300,000	33.3%
28	SEWER IMPACT FEE RESERVE	535,229	-	-	-	-	-	0.0%
29	ELECTRIC IMP AND EXT	149,000	149,000	149,000	-	-	(149,000)	-100.0%
30	GENERAL EMPLOYEES PENSION	-	-	-	-	-	-	0.0%
31	TRANSFER TO SUBTOTAL	2,284,229	1,549,000	1,549,000	1,700,000	1,700,000	151,000	9.7%
32	TOTAL EXPENSES	9,909,098	9,574,300	9,574,300	9,139,300	8,968,800	(435,000)	-4.5%
33	BUDGET BALANCE WASTEWATER	345,407	741,200	47,900	1,192,900	1,363,400	451,700	60.9%
34	TOTAL BUDGET BALANCES & EXPENSES	10,254,506	10,315,500	9,622,200	10,332,200	10,332,200	16,700	0.2%
35	EXCEEDS/(REMAINS) TO MEET REQ MNT	345,407	-	(693,300)	370,200	540,700		

		2018/19	2019/20	2019/20	2020/21	2020/21	\$ DIFFERENCE	
		ACTUAL	ORIGINAL APPROVED	PROJECTED	REQUESTED	RECOMMENDED	FY21 VS FY20 BUDGET	POLICY
36	RESERVE BALANCES							
38	CONTINGENCY - WATER/WASTEWATER	294,250	287,000	296,500	298,800	298,800	11,800	\$250K

Wastewater Fund

FY 2020 – 2021 Capital Expenditures

WASTEWATER IMPROVEMENT & EXTENSION FUND SUMMARY

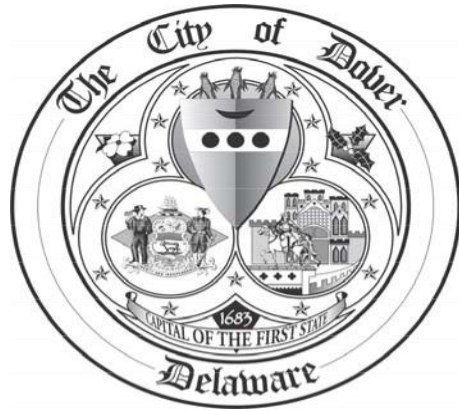
	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	%CHG FY21 VS FY20 VS
1 BEGINNING BALANCE - WASTEWATER	1,148,800	1,110,700	906,600	242,100	242,100	(868,600)	-78.2%
2 TOTAL BEGINNING BALANCES	1,148,800	1,110,700	906,600	242,100	242,100	(868,600)	-78.2%
3 REVENUES							
5 STATE LOAN FUND - WASTEWATER	112,157	643,000	1,564,700	-	-	(643,000)	-100.0%
7 TRANS FR OPERATING FUND - WW	1,100,000	900,000	900,000	1,200,000	1,200,000	300,000	33.3%
9 TRANSFER FR WASTEWATER IMPACT FEE	20,997	4,800	404,900	31,600	31,600	26,800	558.3%
10 PROCEEDS FROM SALE OF ASSETS	-	-	-	-	-	-	0.0%
11 INTEREST INCOME	83,033	10,000	10,000	10,000	10,000	-	0.0%
12 MISCELLANEOUS RECEIPTS	-	-	-	-	-	-	0.0%
13 TOTAL REVENUES	1,316,187	1,557,800	2,879,600	1,241,600	1,241,600	(316,200)	-20.3%
14 TOTAL BEGINNING BALANCES & REVENUES	2,464,987	2,668,500	3,786,200	1,483,700	1,483,700	(1,184,800)	-44.4%
15 EXPENSES							
16 ENGINEERING & INSPECTION	-	-	-	14,000	14,000	14,000	0.0%
17 WASTEWATER MAINTENANCE	1,558,361	2,302,600	3,544,100	1,504,000	1,085,000	(798,600)	-34.7%
18 TOTAL EXPENSES	1,558,361	2,302,600	3,544,100	1,518,000	1,099,000	(784,600)	-34.1%
19 BUDGET BALANCE - WASTEWATER	906,625	365,900	242,100	(34,300)	384,700	(400,200)	-109.4%
20 TOTAL ENDING BUDGET BALANCES	906,625	365,900	242,100	(34,300)	384,700	(400,200)	-109.4%
21 TOTAL BUDGET BALANCES & EXPENSES	2,464,987	2,668,500	3,786,200	1,483,700	1,483,700	(1,184,800)	-44.4%
<hr/>							
22 RESERVE BALANCES						\$ DIFFERENCE FY21 VS FY20 BUDGET	POLICY
23 CAPITAL ASSET RESERVE-WASTEWATER	545,290	534,000	549,400	553,600	553,600	19,600	MIN \$500K
24 IMPACT FEE RESERVE - WASTEWATER	4,970,695	4,464,200	4,603,600	4,607,000	4,607,000	142,800	20% of Rev.

WASTEWATER FUND BUDGET REVIEW

Fiscal Year 2020-2021

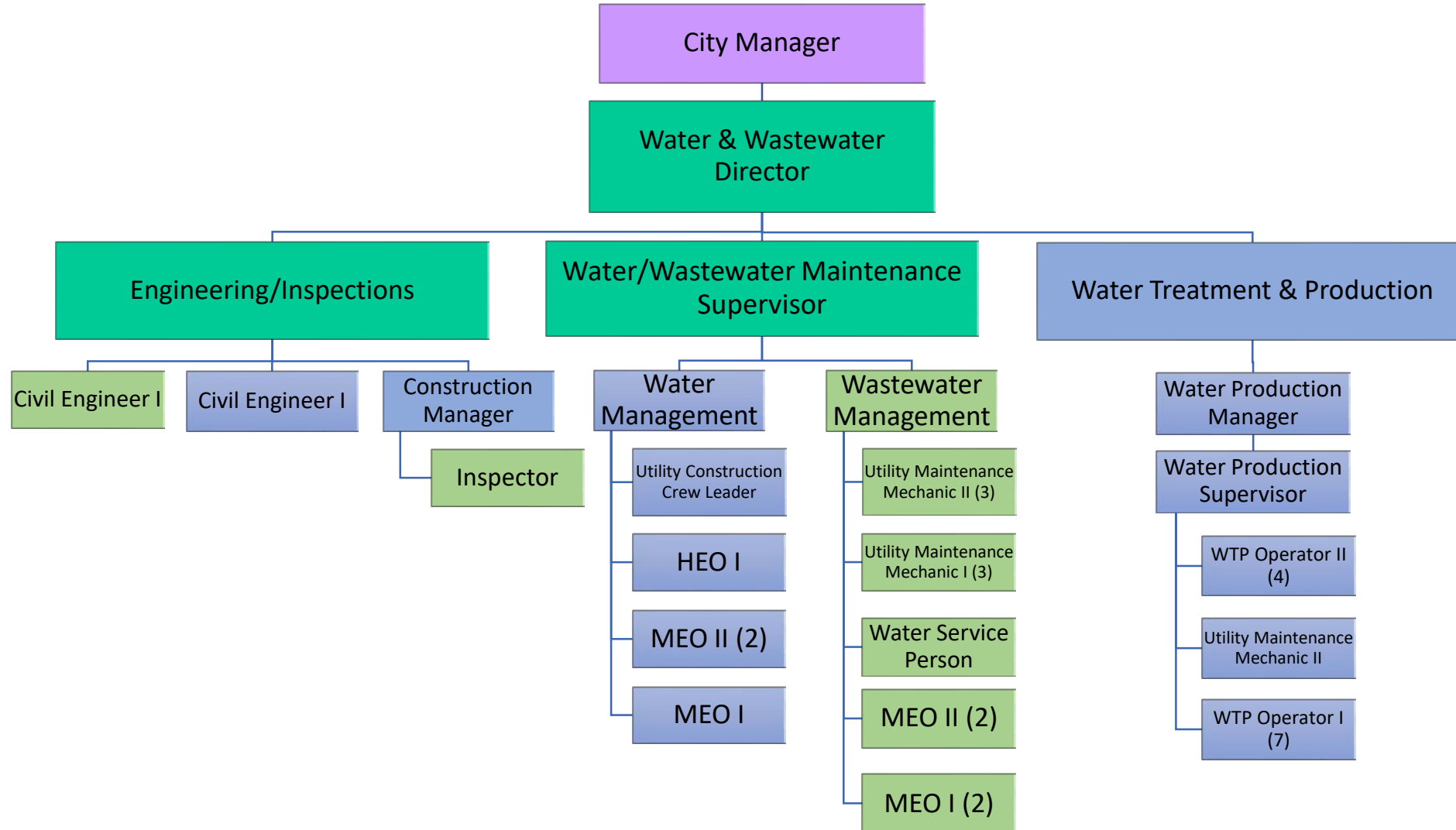
Operating Department & Division Summaries

- June 2020 – Budget Review
Hearing



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Water & Wastewater



Wastewater Engineering

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 165,000	\$ 238,300	\$ 238,300	44%
MATERIALS & SUPPLIES	6,600	16,000	25,700	289%
ADMINISTRATIVE EXPENDITURES	23,500	149,300	24,300	3%
OPERATING EXPENDITURES	195,100	403,600	288,300	48%
CAPITAL OUTLAY	-	14,000	14,000	100%
TOTAL EXPENDITURES	\$ 195,100	\$ 417,600	\$ 302,300	55%

Highlights:

- **Personnel Costs will increase as the Water /Wastewater Director's salary is split between both Water and Wastewater, starting in FY21. Previously the Manager position was expensed out of Water Engineering alone. Actuarial report for CAFR separated Water and Wastewater OPEB and pension costs – previously split 50/50.**
- **Materials & Supplies increase based on purchase of shared GIS software.**
- **Capital Outlay includes share of iPlan software and install expense.**

WASTEWATER ENGINEERING
402-41-26-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 120,259	\$ 108,800	\$ 107,600	\$ 162,200	\$ 162,200	49%
51014	FICA TAXES	8,806	8,300	8,300	10,500	10,500	27%
51015	HEALTH INSURANCE	21,566	34,000	34,000	38,300	38,300	13%
51016	L I D INSURANCE	644	500	500	700	700	40%
51017	WORKERS COMPENSATION	663	500	500	600	600	20%
51019	PENSION	23,846	6,500	6,500	23,300	23,300	258%
51020	OPEB	2,586	6,400	6,400	2,700	2,700	-58%
	PERSONNEL COSTS	178,474	165,000	163,800	238,300	238,300	44%
52022	OFFICE SUPPLIES	1,200	1,400	1,400	1,400	1,400	0%
52029	UNIFORMS/UNIFORM ALLOW	97	100	100	100	100	0%
52031	BOOKS	194	300	300	300	300	0%
52032	SECURITY/SAFETY MATERIALS	88	100	100	100	100	0%
52033	SMALL TOOLS	100	100	200	100	100	0%
52037	COMPUTER SOFTWARE	7,492	4,200	4,200	5,600	15,300	264%
52038	COMPUTER HARDWARE	1,021	400	300	8,400	8,400	2000%
	MATERIALS & SUPPLIES	10,193	6,600	6,600	16,000	25,700	289%
53021	TELEPHONE/FAX	870	1,100	1,100	1,000	1,000	-9%
53027	SUBSCRIPTIONS AND DUES	300	2,600	2,600	600	600	-77%
53028	TRAINING/CONF/FOOD/TRAVEL	373	500	500	1,600	1,600	220%
53031	CONTRACTUAL SERVICES	17,200	16,500	17,700	142,700	17,700	7%
53039	IN-HOUSE TRAINING	700	900	900	1,800	1,800	100%
53062	GASOLINE	1,083	1,300	1,300	1,200	1,200	-8%
53067	RADIO REPAIRS/MAINTENANCE	326	600	600	400	400	-33%
	ADMINISTRATIVE EXPENDITURES	20,853	23,500	24,700	149,300	24,300	3%
	OPERATING EXPENDITURES	209,519	195,100	195,100	403,600	288,300	48%
50425	OTHER EQUIPMENT	-	-	-	14,000	14,000	100%
	CAPITAL OUTLAY	-	-	-	14,000	14,000	100%
	TOTAL EXPENDITURES	\$ 209,519	\$ 195,100	\$ 195,100	\$ 417,600	\$ 302,300	55%
	REVENUES						
	WATER/WASTEWATER FUND	\$ 209,519	\$ 195,100	\$ 195,100	\$ 403,600	\$ 288,300	
	WATER/WASTEWATER I & E FUND	-	-	-	14,000	14,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	2.5	2.0	2.0	2.0	2.5	

Wastewater Management

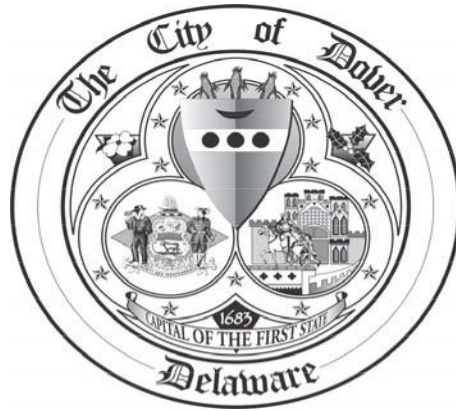
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 736,900	\$ 720,100	\$ 720,100	-2%
MATERIALS & SUPPLIES	109,700	125,400	113,900	4%
ADMINISTRATIVE EXPENDITURES	307,300	315,800	310,200	1%
OPERATING EXPENDITURES	1,153,900	1,161,300	1,144,200	-1%
CAPITAL OUTLAY	2,302,600	1,504,000	1,085,000	-53%
TOTAL EXPENDITURES	\$ 3,456,500	\$ 2,665,300	\$ 2,229,200	-36%

Highlights:

- Overall Personnel Costs decrease driven by a reduction in OPEB and Pension expense.
- Capital Outlay includes (\$800K) I&I Project (reduced with remainder being completed in FY22). Also includes (\$150K) in emergency repairs and (\$135K) worth of Pump Station replacements.

WASTEWATER MAINTENANCE
402-41-69-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 346,623	\$ 441,800	\$ 441,800	\$ 462,200	\$ 462,200	5%
51012	OVERTIME	27,707	30,400	30,400	31,600	31,600	4%
51014	FICA TAXES	27,388	36,100	36,100	37,800	37,800	5%
51015	HEALTH INSURANCE	81,747	112,900	112,900	104,800	104,800	-7%
51016	L I D INSURANCE	1,523	2,500	2,500	2,300	2,300	-8%
51017	WORKERS COMPENSATION	20,531	26,100	26,100	27,300	27,300	5%
51019	PENSION	58,046	61,900	61,900	45,100	45,100	-27%
51020	OPEB	7,375	25,200	25,200	9,000	9,000	-64%
	PERSONNEL COSTS	570,940	736,900	736,900	720,100	720,100	-2%
52028	MEDICAL SUP & PHYSICALS	-	2,400	2,400	1,200	1,200	-50%
52029	UNIFORMS/UNIFORM ALLOW	2,124	2,900	2,900	2,900	2,900	0%
52032	SECURITY/SAFETY MATERIALS	1,535	2,500	2,500	3,000	3,000	20%
52033	SMALL TOOLS	4,337	5,500	5,500	5,500	5,500	0%
52037	COMPUTER SOFTWARE	3,661	3,700	3,700	1,500	1,500	-59%
52046	CITY BLDG MAINT SUPPLIES	967	6,900	6,600	500	500	-93%
52051	WATER/SEWER SYSTEM SUP	13,197	14,000	14,000	16,400	16,400	17%
52053	METERS/METER SUPPLIES	34,450	35,000	35,000	51,500	40,000	14%
52054	PUMPING STATION SUPPLIES	33,193	35,000	35,000	41,100	41,100	17%
52058	WATER/SEWER	2,438	1,800	1,800	1,800	1,800	0%
	MATERIALS & SUPPLIES	95,903	109,700	109,400	125,400	113,900	4%
53021	TELEPHONE/FAX	5,761	6,500	6,500	6,500	6,500	0%
53023	ELECTRICITY	204,936	213,700	213,700	200,000	200,000	-6%
53024	HEATING OIL/GAS	-	500	500	500	500	0%
53028	TRAINING/CONF/FOOD/TRAVEL	1,068	1,700	1,700	1,200	1,200	-29%
53029	CONSULTING FEES	16,191	1,000	1,000	1,000	1,000	0%
53031	CONTRACTUAL SERVICES	75,243	66,000	66,000	80,000	80,000	21%
53062	GASOLINE	17,120	13,800	13,800	22,600	17,000	23%
53064	MAINT EQUIP REPAIRS/MAINT	887	1,300	1,600	500	500	-62%
53067	RADIO REPAIRS/MAINTENANCE	2,787	2,800	2,800	3,500	3,500	25%
	ADMINISTRATIVE EXPENDITURES	323,993.31	307,300	307,600	315,800	310,200	1%
	OPERATING EXPENDITURES	990,837	1,153,900	1,153,900	1,161,300	1,144,200	-1%
54025	OTHER EQUIPMENT	28,784	166,000	491,200	-	-	-100%
54031	CONSTRUCTION - PURCHASE	1,495,277	2,093,400	3,009,700	1,504,000	1,085,000	-48%
54035	SEWER LINES	-	-	-	-	-	0%
	CAPITAL OUTLAY	1,524,061	2,302,600	3,544,100	1,504,000	1,085,000	-53%
	TOTAL EXPENDITURES	\$ 2,514,898	\$ 3,456,500	\$ 4,698,000	\$ 2,665,300	\$ 2,229,200	-36%
	REVENUES						
	WATER/WASTEWATER FUND	\$ 990,837	\$ 1,153,900	\$ 1,153,900	\$ 1,161,300	\$ 1,144,200	
	WATER/WASTEWATER I & E FUND	\$ 1,524,061	\$ 2,302,600	\$ 3,544,100	\$ 1,504,000	\$ 1,085,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	10.0	11.0	11.0	11.0	11.0	



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PUBLIC UTILITIES ELECTRIC

THE FOLLOWING SUBSECTIONS ARE INCLUDED:

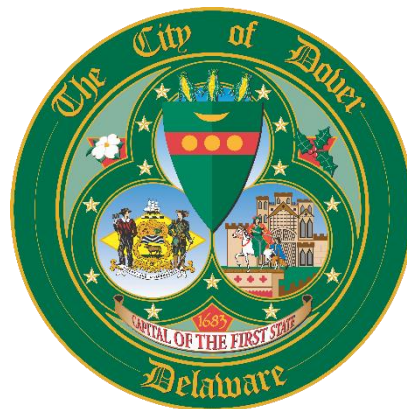
ELECTRIC GENERATION & POWER SUPPLY

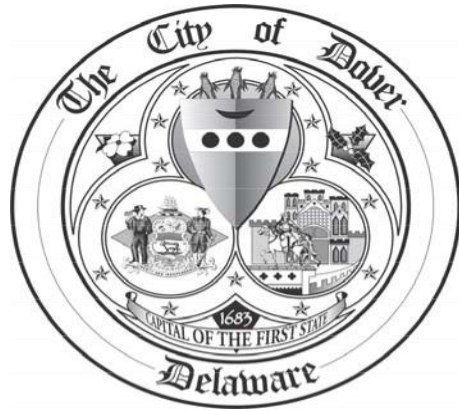
ELECTRIC ADMINISTRATION

ELECTRIC ENGINEERING

ELECTRIC TRANSMISSION & DISTRIBUTION

SYSTEM OPERATIONS



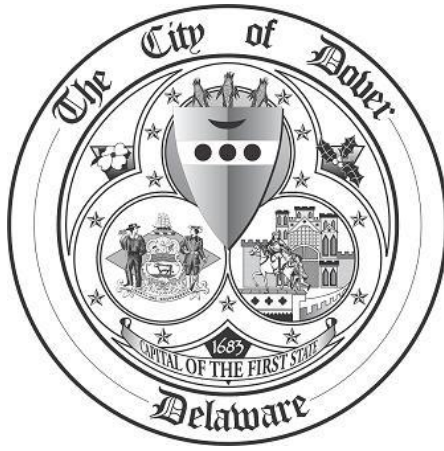


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ELECTRIC FUND BUDGET REVIEW

Fiscal Year 2020-2021

- June 2020 – Budget Review
Hearing



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Electric Fund Budget

- Revenue **decreased** v. FY20 Original Budget-to-Budget (BTB) +**\$2,381,900 (-2.8%)**
 - *Exclusive of revenue reduction for PPA credit (\$5.2 million) or -6.2%*
 - *Planned rate changes for residential offset by increased PPA Credit (\$.0070)*
 - *Implementing the cost of service model in FY21 will reduce most business and commercial bills*
 - *Overall the utility is in excellent financial condition*
- Expense decrease from FY20 Original Budget **\$5,295,000 (6.3%)**
 - *Reduction in transfers to reserves of \$5 million v. FY20*
 - *Reduced transfer to I&E of \$816,000 (12%)*

Electric Fund Budget

- Major increases/(decreases) affecting revenues
 - Customer sales decrease \$2,269,000 due to rate reductions
- Major increases/(decreases) affecting expenses
 - Power Supply (\$2,400,100)
 - *Hedges recommended by TEA are beginning to improve the bottom line*
 - *Lower costs of generation affected by lower energy prices*
 - Capacity Credits improved (\$3,769,700)
 - *PJM Capacity costs at auction have been lower*
 - Wages & Benefits \$287,800
 - Operating expenses increased \$299,600 due to increased tree trimming and increased expense for Administration
 - Transfers to other accounts as follows
 - Transfer to Rate Stabilization Reserve \$2.0 million
 - Transfer to Improvement & Extension Reserve of \$6.0 million
 - Transfer to General Fund of \$10 million (11.8% of revenues compare to \$8M = 9.6% in FY14)

Electric Fund Budget – PCA Credit

	2018/19	2019/20	2019/20	2020/21	2020/21	\$ DIFFERENCE
	ACTUAL	ORIGINAL APPROVED	PROJECTED	REQUESTED	RECOMMENDED	FY21 VS
BEGINNING BALANCE	16,024,400	13,548,100	16,550,700	10,230,300	10,230,300	(3,317,800)
DISTRIBUTION OF EARNINGS - PCA CREDIT	(2,839,650)	(2,873,800)	(2,873,800)	(5,246,100)	(5,246,100)	(2,372,300)
BEGINNING BALANCE - ADJUSTED	13,184,750	10,674,300	13,676,900	4,984,200	4,984,200	(5,690,100)
TOTAL REVENUES	83,553,369	84,968,800	84,968,800	85,086,900	85,086,900	118,100
TOTAL BEGINNING BALANCE & REVENUES	96,738,100	95,643,100	98,645,700	90,071,100	90,071,100	(5,572,000)
TOTAL EXPENSES	80,187,500	84,715,400	88,415,400	79,743,800	79,440,500	(5,274,900)
BUDGET BALANCE - WORKING CAPITAL	16,550,700	10,927,700	10,230,300	10,327,300	10,630,600	(297,100)

Increased PCA (lower electric bill)is due to...

- Implementing the Integrated Resource Plan;
- PPAs with lower cost of power than McKee/Van Sant; and
- Increased slightly for COVID relief as well

Electric Debt Coverage

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025
Debt Service Coverage							
Income Avail. for Debt Service	\$ 18,920,387	\$ 14,582,800	\$16,789,800	\$ 16,953,000	\$ 15,436,000	\$ 17,364,500	\$ 17,585,600
Total Debt Service	\$ 1,577,367	\$ 1,379,500	\$ 1,378,600	\$ 1,373,500	\$ 1,376,300	\$ 1,377,000	\$ 1,375,400
Debt Service Coverage Ratio	11.99	10.57	12.18	12.34	11.22	12.61	12.79
Debt Service Coverage Requirement	1.25	2.25	1.25	2.25	3.25	4.25	5.25
<i>Debt Service Coverage Requirement Status</i>	<i>Met</i>	<i>Met</i>	<i>Met</i>	<i>Met</i>	<i>Met</i>	<i>Met</i>	<i>Met</i>

Electric Fund Operations

- Accomplishments in FY20
 - Completed RFP for Renewable Energy Purchased Power Agreement (PPA).
 - Received 81 proposals from 15 different companies
 - In final stages of developing first of two 25-MW PPAs at competitive price
 - Completed of the street light audit, began Phase 1 implementation.
 - Downtown installation
 - City-wide design
 - Completed Phase 4 Towne-Point Underground project
 - Completed McKee Decommissioning Study → Playbook for RFP
- Accomplishments planned in FY21
 - Provide a more customer centric approach to our business model with outreach and programs geared toward energy efficiency and large customers.
 - Renewable energy RFP. Recommendation to increase renewable energy resources.
 - Conversion of Electric GIS information into ACR-GIS (ESRI product) from ARC-FM (not ESRI).
 - Phase 1 (engineering) of the McKee #3 decommissioning budgeted at \$1 million.
 - Integration of new billing system with Tyler Munis

Electric Fund Forecast

	Revised 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
Net Income						
Revenue from Current Electric Rates	\$ 82,607,300	\$ 82,686,400	\$ 83,231,900	\$ 83,788,300	\$ 82,983,400	\$ 82,983,400
Utility Tax	1,320,700	1,322,000	1,330,800	1,339,700	1,326,400	1,326,400
Miscellaneous Receipts	1,208,800	1,165,400	1,167,000	1,169,000	1,266,000	1,268,000
Total Operating Revenue	85,136,800	85,173,800	85,729,700	86,297,000	85,575,800	85,577,800
Power Supply & Production	(48,350,100)	(47,485,900)	(47,590,000)	(53,435,300)	(53,554,000)	(54,915,500)
Operating Expenses	(13,880,000)	(14,245,800)	(14,297,600)	(14,687,401)	(15,068,502)	(15,476,803)
Operating Transfers - Out	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)	(10,000,000)
Total Operating Expenses	(72,230,100)	(71,731,700)	(71,887,600)	(78,122,701)	(78,622,502)	(80,392,303)
Operating Income	12,906,700	13,442,100	13,842,100	8,174,299	6,953,298	5,185,497
Non-Oper. Rev. - Interest on Operating	304,800	388,900	374,200	285,000	323,000	373,600
Non-Oper. Rev. - Interest on Reserves	709,400	760,700	824,200	808,500	792,600	776,600
Income Available For Debt Service	13,920,900	14,591,700	15,040,500	9,267,799	8,068,899	6,335,699
Interest on Long-Term Debt	(819,700)	(629,500)	(593,600)	(553,500)	(511,300)	(467,000)
Cash From Operations	13,101,200	13,962,200	14,446,900	8,714,299	7,557,599	5,868,699
Other Non-Operating Income, Loss, & Transfers						
Distributon of Earnings - PCA Credit	(2,877,400)	(2,873,800)	(2,890,000)	(2,906,500)	(2,906,500)	(2,906,500)
Depreciation Expense	(6,045,300)	(6,406,800)	(6,801,600)	(7,105,100)	(7,258,200)	(7,382,587)
Net Income	\$ 4,178,500	\$ 4,681,600	\$ 4,755,300	\$ (1,297,301)	\$ (2,607,101)	\$ (4,420,388)

The above forecast has not been adjusted for future generation cost in concert with the decommissioning of Unit 3 as included in power supply and production for Fiscal Year 2022 – Fiscal Year 2024.

Electric Capital Investment Plan (Part 1)

CAPITAL PROJECTS	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	FY1 - FY5 Total
Electric Engineering Projects								
Cross Arm Cut Out Replacement	\$ -	\$ 43,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Substation Battery Replacement	-	27,000	-	-	-	20,000	-	20,000
Clearview Meadows Tiepoint	-	148,000	-	-	-	-	-	-
The Greens - Underground	-	-	-	-	184,000	-	-	184,000
Derby Estates - Underground	-	-	-	-	140,000	-	-	140,000
Division Street Overhead Rebuild	-	-	85,000	-	-	-	-	85,000
Townpoint Distribution Upgrades	252,127	-	123,000	140,000	-	-	-	263,000
Kent Trailer Park Overhead	-	-	-	65,000	-	-	-	65,000
Bayside Drive Upgrade	24,869	-	-	-	-	-	-	-
Ted Harvey Underground	12,683	-	-	-	-	-	-	-
Substation Relay Upgrade	113,362	30,000	30,000	30,000	30,000	30,000	30,000	150,000
Lighting Project and Rehabilitation - LED	448,716	2,300,000	1,025,000	1,200,000	1,200,000	-	-	3,425,000
LED Lighting - MLK Parkway	28,840	-	-	-	-	-	-	-
Substation Equipment & Fencing (Division St)	-	-	12,500	-	-	-	-	12,500
SCADA Master Hardware Replacement	-	-	-	165,000	-	-	-	165,000
Transmission Line Maintenance Program	37,325	50,000	50,000	50,000	50,000	50,000	50,000	250,000
College Road Consolidation	-	110,000	110,000	-	-	-	-	110,000
Garrison Oak Substation	16,632	-	750,000	7,000,000	-	-	-	7,750,000
Distribution Capacitors - Overhead	5,568	25,000	-	-	-	-	-	-
Distribution Capacitors - Underground	-	25,000	-	-	-	-	-	-
Fault Indicators	-	10,000	-	-	-	-	-	-
ArcFM Migratin to ArcGIS	-	-	160,000	-	-	-	-	-
Capitol Green - Secondary	-	-	33,000	-	-	-	-	33,000
System Operations Voice Recorder	-	-	25,000	-	-	-	-	25,000
Advanced Metering Infrastructure (AMI)	-	500,000	-	500,000	1,500,000	1,500,000	1,500,000	5,000,000
System Automation/Radio Upgrades	-	-	375,000	-	-	-	-	375,000
Livefront Transformer Replacement	-	-	140,000	-	-	-	-	140,000
Vehicles, Trucks, & Equipment	33,377	-	50,400	-	-	-	-	50,400
Subtotal Electric Engineering Division	\$ 973,499	\$ 3,268,000	\$ 2,968,900	\$ 9,150,000	\$ 3,104,000	\$ 1,600,000	\$ 1,580,000	\$ 18,242,900

Electric Capital Investment Plan (Part 2)

CAPITAL PROJECTS	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	FY1 - FY5 Total
Electric Transmission & Distribution Projects								
New Developments - UG Transformers	\$ 144,117	\$ 285,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
New Developments - UG Conductors/Devices	256,796	513,000	500,000	500,000	500,000	500,000	500,000	2,500,000
Meter Replacements & System upgrades	104,795	52,000	100,000	100,000	100,000	100,000	100,000	500,000
Vehicles, Trucks, & Equipment	226,630	405,000	410,000	480,000	-	-	-	890,000
Subtotal Electric Transmission Division	\$ 732,338	\$ 1,255,000	\$ 1,260,000	\$ 1,330,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 5,140,000
Electric Generation Projects								
McKee Run & VanSant Preservation of Structures	\$ 51,413	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unit 3 Decommissioning	-	-	1,000,000	9,000,000	4,000,000	-	-	14,000,000
Unit 3 Boiler Systems	134,091	266,000	60,000	-	-	-	-	60,000
Unit 3 Auxillary System Components	156,800	55,000	-	-	-	-	-	-
Unit 3 Turbine Outage - Inspections & Repairs	54,680	-	-	-	-	-	-	-
Unit 3 Turbine Repairs - Intercept Valves	487,850	-	-	-	-	-	-	-
VanSant Major Overhaul & Inspection	82,925	-	-	-	-	-	-	-
VanSant Component replacements	-	55,000	35,000	-	-	-	-	35,000
VanSant Fire Suppression System Upgrade	25,807	-	-	-	-	-	-	-
Safety & Compliance Improvements	75,986	-	172,000	-	-	-	-	172,000
Subtotal Electric Generation Division	\$ 1,069,552	\$ 376,000	\$ 1,267,000	\$ 9,000,000	\$ 4,000,000	\$ -	\$ -	\$ 14,267,000
Electric Administration Projects								
Electric Administration Building Improvements	\$ -	\$ 318,000	\$ 25,000	\$ 128,000	\$ -	\$ -	\$ -	\$ 153,000
Weyandt Hall Building Improvements	-	1,325,200	335,000	-	-	-	-	335,000
Subtotal Electric Administration Division	\$ -	\$ 1,643,200	\$ 360,000	\$ 128,000	\$ -	\$ -	\$ -	\$ 488,000
Electric Metering Division								
Vehicles, Trucks, & Equipment	-	21,800	-	-	-	-	-	-
Subtotal Electric Administration Division	\$ -	\$ 21,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ERP Consulting and Systems	730,645	842,800	500,000	-	-	-	-	500,000
Total Electric Improvements	\$ 3,506,034	\$ 7,406,800	\$ 6,355,900	\$ 19,608,000	\$ 7,954,000	\$ 2,450,000	\$ 2,430,000	\$ 43,774,700

Electric Capital Investment Plan (Part 3)

	Actual 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Projected 2025	FY1 - FY5 Total
Funding Sources								
Electric I & E Fund Beginning Budget Balance	\$ 9,123,890	\$ 9,362,700	\$ 9,869,900	\$ 11,132,600	\$ 6,163,400	\$ 8,768,700	\$ 11,919,700	
Transfer from Operating Fund	6,400,000	6,816,000	6,000,000	5,000,000	5,000,000	5,000,000	5,000,000	26,000,000
Transfer from Other Funds - ERP	498,000	548,000	-	-	-	-	-	-
Electric Depreciation Reserve Account	-	-	1,000,000	9,000,000	1,000,000	-	-	11,000,000
Electric Future Capacity Reserve	-	-	-	-	4,000,000	-	-	4,000,000
State Reimbursements & Developer Contributions	21,515	-	-	-	-	-	-	-
General Service Billing	429,498	400,000	400,000	400,000	400,000	400,000	400,000	2,000,000
Interest Earnings	190,860	150,000	218,600	238,800	159,300	201,000	251,400	1,069,100
Total Funding Sources	7,539,873	7,914,000	7,618,600	14,638,800	10,559,300	5,601,000	5,651,400	46,331,700
Total Beginning Balance & Funding Sources	\$ 16,663,763	\$ 17,276,700	\$ 17,488,500	\$ 25,771,400	\$ 16,722,700	\$ 14,369,700	\$ 17,571,100	
Electric I & E Fund Ending Budget Balance	\$ 13,157,729	\$ 9,869,900	\$ 11,132,600	\$ 6,163,400	\$ 8,768,700	\$ 11,919,700	\$ 15,141,100	

Planning for the Future

- Integrated Resource Plan
 - Energy Generation/Purchase
 - *Unit 3 McKee to go out of service May 31, 2021*
 - *25 MW Solar Farm ~ June – Dec 2021*
 - *Additional 25 MW to come online in PJM PY22 or PY23*
 - Future Capacity
 - *Solar PPAs include some capacity*
 - *Evaluating options with TEA, customers and system*
 - Enhancements Substations
 - *DAFB Replacement & Consolidation*
 - *Garrison Oak Business & Technical Park RFP in FY21*
- Improved Operations
 - Technology
 - *LED street lights*
 - *Advance Metering Infrastructure (AMI)*
 - Better partnerships with DAFB and large volume customers

Electric Fund

Revenues 2020 - 2021

ELECTRIC REVENUE FUND SUMMARY

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
1 BEGINNING BALANCE	16,024,400	13,548,100	16,550,700	10,230,300	10,230,300	(3,317,800)	-24.5%
2 DISTRIBUTION OF EARNINGS - PCA CREDIT	(2,839,650)	(2,873,800)	(2,873,800)	(5,246,100)	(5,246,100)	(2,372,300)	82.5%
3 BEGINNING BALANCE - ADJUSTED	13,184,750	10,674,300	13,676,900	4,984,200	4,984,200	(5,690,100)	-53.3%
4 BASE REVENUE:							
5 DIRECT SALES TO CUSTOMER	80,706,745	82,686,400	82,686,400	80,417,400	80,417,400	(2,269,000)	-2.7%
6 UTILITY TAX	1,270,320	1,322,000	1,322,000	1,245,100	1,245,100	(76,900)	-5.8%
7 MISCELLANEOUS REVENUE	1,031,168	528,000	528,000	530,000	530,000	2,000	0.4%
8 RENT REVENUE	116,267	110,000		110,000	110,000	-	0.0%
9 GREEN ENERGY	133,902	127,400	127,400	127,000	127,000	(400)	-0.3%
10 INTEREST EARNINGS	294,968	195,000	195,000	157,400	157,400	(37,600)	-19.3%
11 TRANSFER FROM RATE STABILIZATION	-	-	-	2,500,000	2,500,000	2,500,000	0.0%
12 TOTAL REVENUES	83,553,369	84,968,800	84,968,800	85,086,900	85,086,900	118,100	0.1%
13 TOTAL BEGINNING BALANCE & REVENUES	96,738,119	95,643,100	98,645,700	90,071,100	90,071,100	(5,572,000)	-5.8%

Electric Fund

Expenditures 2020 - 2021

ELECTRIC REVENUE FUND SUMMARY

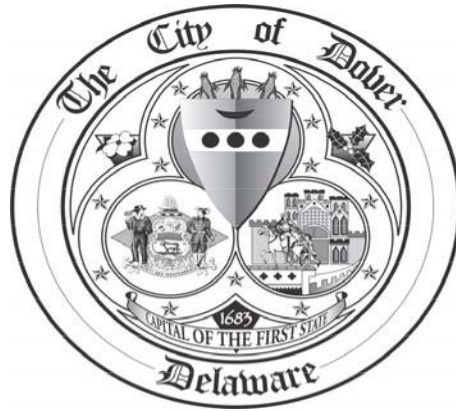
	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
14 EXPENSES:							
15 POWER SUPPLY	23,453,963	22,115,400	22,115,400	19,715,300	19,715,300	(2,400,100)	-10.9%
16 DOVER SUN PARK ENERGY	2,474,940	2,703,900	2,703,900	3,401,100	3,401,100	697,200	25.8%
17 SOLAR RENEWAL ENERGY CREDITS	359,905	395,200	395,200	384,100	384,100	(11,100)	-2.8%
18 POWER SUPPLY MANAGEMENT	834,996	835,000	835,000	634,800	634,800	(200,200)	-24.0%
19 REC'S (Renewable Energy Credits)	489,071	411,000	411,000	614,600	614,600	203,600	49.5%
20 RGGI	-	67,500	67,500	12,300	12,300	(55,200)	-81.8%
21 PJM CHARGES - ENERGY	2,670,097	5,678,600	5,678,600	5,871,900	5,871,900	193,300	3.4%
22 PJM CHARGES - TRANSMISSION & FEES	6,661,642	7,792,400	7,792,400	8,476,800	8,476,800	684,400	8.8%
23 CAPACITY CHARGES	16,215,822	11,101,900	11,101,900	15,048,100	15,048,100	3,946,200	35.5%
24 SUB-TOTAL POWER SUPPLY	53,160,436	51,100,900	51,100,900	54,159,000	54,159,000	3,058,100	6.0%
25 PLANT OPERATIONS	5,569,240	5,530,700	5,530,700	5,821,800	4,706,100	(824,600)	-14.9%
26 GENERATIONS FUELS	1,306,819	956,300	956,300	488,400	488,400	(467,900)	-48.9%
27 PJM SPOT MARKET ENERGY	(1,006,903)	(1,163,100)	(1,163,100)	(808,300)	(808,300)	354,800	-30.5%
28 PJM CREDITS	(452,916)	(516,900)	(516,900)	(369,400)	(369,400)	147,500	-28.5%
29 CAPACITY CREDITS	(14,589,001)	(8,422,000)	(8,422,000)	(12,191,700)	(12,191,700)	(3,769,700)	44.8%
30 GENERATION SUBTOTAL	(9,172,761)	(3,615,000)	(3,615,000)	(7,059,200)	(8,174,900)	(4,559,900)	126.1%
31 POWER SUPPLY & GENERATION SUBTOTAL	43,987,674	47,485,900	47,485,900	47,099,800	45,984,100	(1,501,800)	-3.2%
32 DIRECT EXPENDITURES							
33 TRANSMISSION/DISTRIBUTION	3,194,308	3,802,800	3,802,800	3,995,600	3,995,600	192,800	5.1%
34 ELECTRICAL ENGINEERING	1,105,770	1,372,900	1,372,900	1,386,700	1,396,400	23,500	1.7%
35 ADMINISTRATION	617,336	615,500	615,500	738,900	707,400	91,900	14.9%
36 METER READING	417,611	401,900	401,900	376,400	375,300	(26,600)	-6.6%
37 SYSTEMS OPERATIONS	636,053	853,100	853,100	871,100	871,100	18,000	2.1%
38 DIRECT EXPENDITURE SUBTOTALS	5,971,077	7,046,200	7,046,200	7,368,700	7,345,800	299,600	4.3%
39 OTHER EXPENSES:							
40 UTILITY TAX	1,270,320	1,322,000	1,322,000	1,245,100	1,245,100	(76,900)	-5.8%
41 ALLOW FOR UNCOLLECTIBLES	250,000	250,000	250,000	300,000	300,000	50,000	20.0%
42 CONTRACTUAL SERVICES - RFP'S	-	200,000	200,000	-	-	(200,000)	-100.0%
43 LEGAL EXPENSES	-	100,000	100,000	100,000	100,000	-	0.0%
41 RETIREES HEALTH CARE	721,400	721,400	721,400	789,600	789,600	68,200	9.5%
42 OTHER EMPLOYMENT EXPENSES	-	-	-	-	-	-	0.0%
43 PENSION UNFUNDED LIABILITY	1,234,500	-	-	-	-	-	0.0%
44 OPEB UNFUNDED LIABILITY	-	-	-	-	-	-	0.0%
45 GREEN ENERGY PAYMENT TO DEMEC	134,718	137,000	137,000	127,000	127,000	(10,000)	-7.3%
46 INTERFUND SERVICE FEES	3,544,967	3,912,900	3,912,900	3,963,600	3,798,900	(114,000)	-2.9%
47 INTEREST ON DEPOSITS	18,237	17,500	17,500	21,000	21,000	3,500	20.0%
48 BANK & CREDIT CARD FEES	334,509	327,000	327,000	330,300	330,300	3,300	1.0%
49 BOND ISSUANCE COST	228,275	-	-	-	-	-	0.0%
50 DEBT SERVICE	1,591,774	1,379,500	1,379,500	1,378,600	1,378,600	(900)	-0.1%
51 OTHER EXPENSES SUBTOTAL	9,328,700	8,367,300	8,367,300	8,255,200	8,090,500	(276,800)	-3.3%
52 TRANSFER TO:							
53 IMPROVEMENT & EXTENSION	6,400,000	6,816,000	6,816,000	5,000,000	6,000,000	(816,000)	-12.0%
54 GENERAL FUND	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	-	0.0%
55 TRANSFER TO FUTURE CAPACITY RESERVE	-	-	-	-	-	-	0.0%
55 TRANSFER TO DEPRECIATION RESERVE	2,500,000	5,000,000	5,000,000	-	-	(5,000,000)	-100.0%
56 TRANSFER INSURANCE RESERVE	-	-	-	-	-	-	0.0%
57 TRANSFER CONTINGENCY RESERVE	-	-	-	-	-	-	0.0%
56 RATE STABILIZATION RESERVE	2,000,000	-	3,700,000	2,000,000	2,000,000	2,000,000	0.0%
57 TRANSFER TO SUBTOTAL	20,900,000	21,816,000	25,516,000	17,000,000	18,000,000	(3,816,000)	-17.5%
58 TOTAL EXPENSES	80,187,451	84,715,400	88,415,400	79,723,700	79,420,400	(5,295,000)	-6.3%
59 BUDGET BALANCE - WORKING CAPITAL	16,550,668	10,927,700	10,230,300	10,347,400	10,650,700	(277,000)	-2.5%
60 TOTAL BUDGET BALANCE & EXPENSES	96,738,119	95,643,100	98,645,700	90,071,100	90,071,100	(5,572,000)	-5.8%
61 EXCEEDS/(REMAINS) TO MEET REQUIREMENT	6,676,668	731,400	34,000	437,000	740,300		
	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	POLICY
62 RESERVE BALANCES							
63 CONTINGENCY RESERVE	894,149	904,400	908,300	922,800	922,800	18,400	\$750K
64 INSURANCE RESERVE	784,856	812,500	797,500	810,300	810,300	(2,200)	\$750K
65 RATE STABILIZATION RESERVE	18,354,912	16,541,000	22,348,600	22,206,200	22,206,200	5,665,200	10% - 20%

Electric Fund

FY 2020 – 2021 Capital Expenditures

ELECTRIC IMPROVEMENT & EXTENSION FUND SUMMARY

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 REQUESTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	%CHG FY21 VS FY20 VS
1 BEGINNING BALANCE	11,123,900	12,120,900	15,157,800	15,640,000	15,640,000	3,519,100	29.0%
2 REVENUES							
3 TRANSFER FROM ELECTRIC	6,400,000	6,816,000	6,816,000	5,000,000	6,000,000	(816,000)	-12.0%
4 TRANSFER FROM WATER/WASTEWATER	298,000	298,000	298,000	-	-	(298,000)	-100.0%
5 TRANSFER FROM GENERAL FUND	200,000	250,000	250,000	-	-	(250,000)	-100.0%
6 BOND ISSUE PROCEEDS	-	-	-	-	-	-	0.0%
6 GENERAL SERVICE BILLING	388,896	400,000	400,000	400,000	400,000	-	0.0%
7 TRF FROM DEPRECIATION RSV	-	-	-	1,000,000	1,000,000	1,000,000	0.0%
7 OTHER FED/STATE GRANTS	21,515	-	-	-	-	-	0.0%
8 MISC. RECEIPTS	40,607	-	-	-	-	-	0.0%
9 INTEREST EARNINGS	190,861	150,000	150,000	218,200	218,200	68,200	45.5%
10 TOTAL REVENUES	7,539,884	7,914,000	7,914,000	6,618,200	7,618,200	(295,800)	-3.7%
11 TOTALS	18,663,784	20,034,900	23,071,800	22,258,200	23,258,200	3,223,300	16.1%
12 EXPENSES							
13 ELECTRIC ADMINISTRATION	-	1,643,200	1,643,200	360,000	360,000	(1,283,200)	-78.1%
14 ELECTRIC GENERATION	1,069,552	115,000	376,000	1,267,000	1,267,000	1,152,000	1001.7%
15 TRANSMISSION AND DISTRIBUTION	732,338	1,255,000	1,255,000	1,100,000	1,100,000	(155,000)	-12.4%
16 ELECTRICAL ENGINEERING	973,499	3,293,000	3,293,000	2,968,900	2,968,900	(324,100)	-9.8%
17 METER READING	-	21,800	21,800	-	-	(21,800)	-100.0%
18 ERP SYSTEM	730,645	730,645	842,800	500,000	500,000	(230,645)	-31.6%
19 TOTAL EXPENSES	3,506,034	7,058,645	7,431,800	6,195,900	6,195,900	(862,745)	-12.2%
20 BUDGET BALANCE	15,157,750	12,976,255	15,640,000	16,062,300	17,062,300	4,086,045	31.5%
21 TOTAL BUDGET BALANCE & EXPENSES	18,663,784	20,034,900	23,071,800	22,258,200	23,258,200	3,223,300	16.1%
22 RESERVE BALANCES							
23 DEPRECIATION RESERVE	16,017,422	21,213,800	21,273,700	20,598,100	20,598,100	(615,700)	Min \$10M
24 FUTURE CAPACITY RESERVE	13,677,826	13,836,400	13,896,600	14,118,900	14,118,900	282,500	Min \$10M



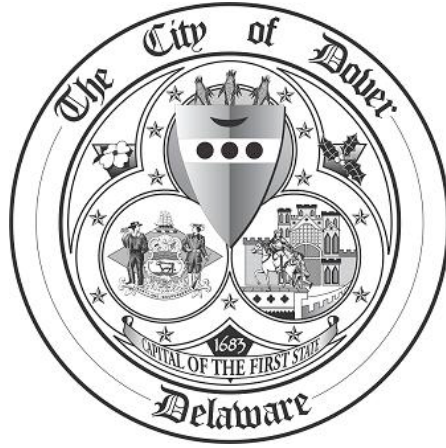
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ELECTRIC FUND BUDGET REVIEW

Fiscal Year 2020-2021

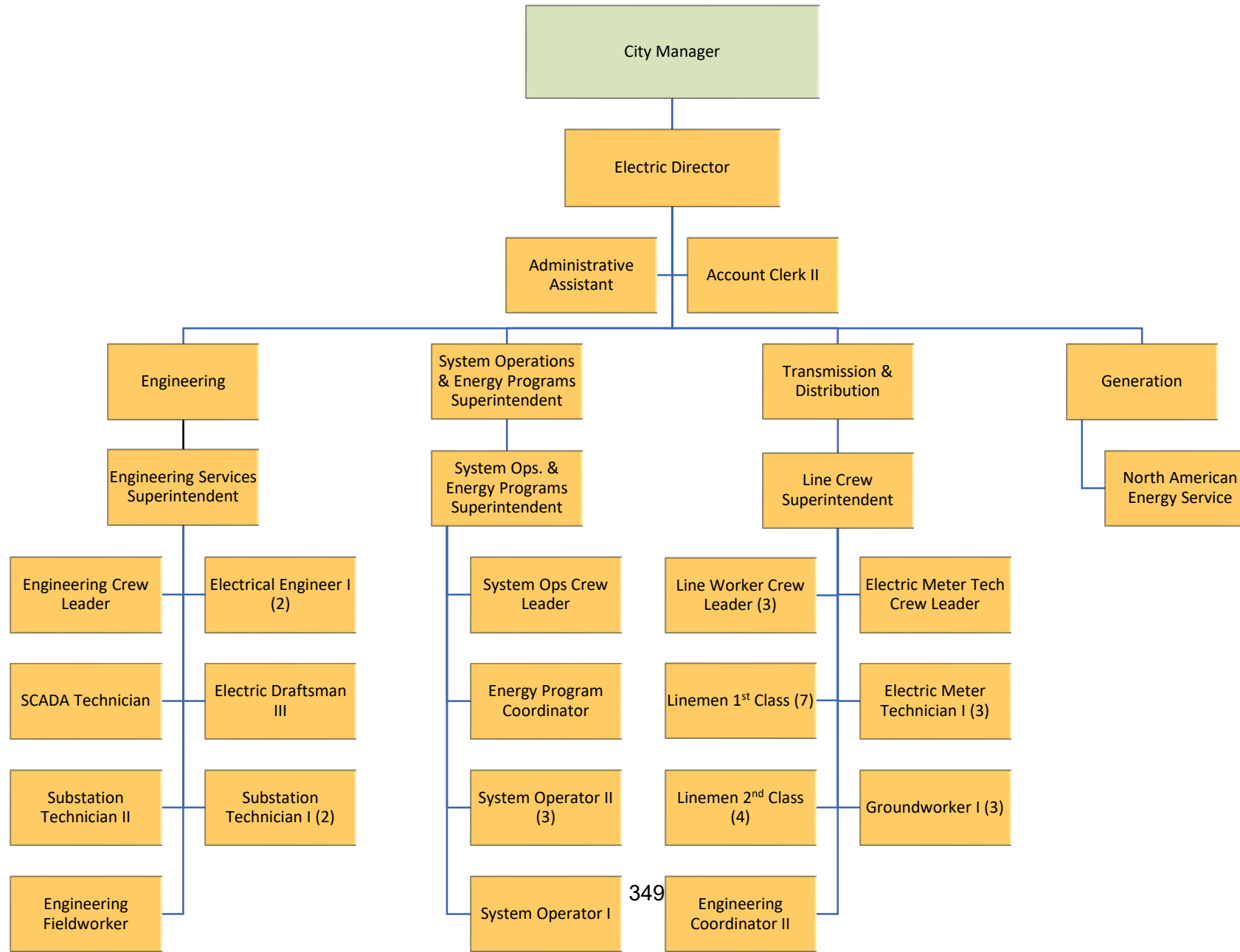
Operating Department & Division Summaries

- June 2020 – Budget Review
Hearing



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Electric Utility



Electric Admin

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 209,100	\$ 350,500	\$ 350,500	68%
MATERIALS & SUPPLIES	210,900	210,900	210,900	0%
ADMINISTRATIVE EXPENDITURES	195,500	176,000	144,500	-26%
OPERATING EXPENDITURES	615,500	737,400	705,900	15%
CAPITAL OUTLAY	1,643,200	360,000	360,000	-78%
TOTAL EXPENDITURES	\$ 2,258,700	\$ 1,097,400	\$ 1,065,900	-53%

Highlights:

- Personnel Costs increase based on the inclusion of new Electric Director (at market rate) as well as the reinstatement of an Admin Assistant position.
- Administrative Expenses decrease primarily due to the City leaving DEMEC. Saves \$40K annually in dues.
- Capital Outlay to include: Roof Shingling @ Reed Street (\$300K), Chimney replacement (\$15K), Generator for Reed Street (\$20K), and Admin Facility improvements (\$25K).

ELECTRIC ADMINISTRATION
410-42-84-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 145,206	\$ 171,400	\$ 129,000	\$ 248,900	\$ 248,900	45%
51014	FICA TAXES	10,814	13,100	13,100	19,000	19,000	45%
51015	HEALTH INSURANCE	9,313	8,600	8,600	25,800	25,800	200%
51016	L I D INSURANCE	738	1,000	1,000	1,200	1,200	20%
51017	WORKERS COMPENSATION	470	600	600	800	800	33%
51019	PENSION	8,307	8,900	8,900	48,200	48,200	442%
51020	OPEB	2,960	5,500	5,500	8,100	8,100	47%
	PERSONNEL COSTS	177,808	209,100	166,700	352,000	352,000	68%
52022	OFFICE SUPPLIES	950	1,000	1,000	1,000	1,000	0%
52023	PRINTING AND DUPLICATING	6,412	9,000	9,000	9,000	9,000	0%
52028	MEDICAL SUP & PHYSICALS	48	100	100	100	100	0%
52038	COMPUTER HARDWARE	-	-	700	-	-	0%
52046	CITY BLDG MAINT SUPPLIES	201,843	200,000	199,300	200,000	200,000	0%
52058	WATER/SEWER	705	800	800	800	800	0%
	MATERIALS & SUPPLIES	209,958	210,900	210,900	210,900	210,900	0%
53021	TELEPHONE/FAX	4,688	6,000	6,000	4,000	5,000	-17%
53023	ELECTRICITY	14,574	15,000	15,000	15,000	15,000	0%
53027	SUBSCRIPTIONS AND DUES	71,355	80,800	80,800	75,800	40,800	-50%
53028	TRAINING/CONF/FOOD/TRAVEL	1,546	3,000	3,000	3,000	3,000	0%
53031	CONTRACTUAL SERVICES	64,937	75,000	75,000	75,000	75,000	0%
53035	COMMUNITY RELATIONS EXP	2,279	15,000	15,000	2,500	5,000	-67%
53062	GASOLINE	-	300	300	300	300	0%
53067	RADIO REPAIRS/MAINTENANCE	-	400	400	400	400	0%
	ADMINISTRATIVE EXPENDITURES	159,379.09	195,500	195,500	176,000	144,500	-26%
	OPERATING EXPENDITURES	547,145	615,500	573,100	738,900	707,400	15%
54025	OTHER EQUIP - PURCHASE	-	-	-	20,000	20,000	100%
54031	CONSTRUCTION - PURCHASE	-	1,643,200	1,643,200	340,000	340,000	-79%
	CAPITAL OUTLAY	-	1,643,200	1,643,200	360,000	360,000	-78%
	TOTAL EXPENDITURES	\$ 547,145	\$ 2,258,700	\$ 2,216,300	\$ 1,098,900	\$ 1,067,400	-53%
	REVENUES						
	ELECTRIC FUND	\$ 547,145	\$ 615,500	\$ 573,100	\$ 738,900	\$ 707,400	
	ELECTRIC I & E FUND	\$ -	\$ 1,643,200	\$ 1,643,200	\$ 360,000	\$ 360,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	4.0	3.0	3.0	3.0	3.0	

Electric Engineering

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 1,053,900	\$ 1,054,300	\$ 1,054,300	0%
MATERIALS & SUPPLIES	65,300	63,900	73,600	13%
ADMINISTRATIVE EXPENDITURES	253,700	264,200	264,200	4%
OPERATING EXPENDITURES	1,372,900	1,382,400	1,392,100	1%
CAPITAL OUTLAY	3,293,000	2,968,900	2,968,900	-10%
TOTAL EXPENDITURES	\$ 4,665,900	\$ 4,351,300	\$ 4,361,000	-7%

Highlights:

- Salaries (3%) increase offset by lack of request for Educational Assistance this year.
- Materials & Supplies increase due to the inclusion of iPlan software expense and portion of new GIS software.
- Capital Outlay to include: City Radio Infrastructure upgrade, LED Lighting Conversion, Transmission Line Maintenance, GOTP Substation Replacement, College Rd Consolidation, Division St Overhead Rebuild and O/H to Underground Line Conversion @ Townsend Blvd..

ELECTRIC ENGINEERING
410-42-26-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 628,896	\$ 706,400	\$ 691,400	\$ 724,400	\$ 724,400	3%
51012	OVERTIME	5,167	6,900	21,900	6,300	6,300	-9%
51013	TEMPORARY HELP	-	11,900	11,900	12,100	12,100	2%
51014	FICA TAXES	46,419	55,400	55,400	56,800	56,800	3%
51015	HEALTH INSURANCE	104,948	129,100	129,100	124,800	124,800	-3%
51016	L I D INSURANCE	2,619	3,200	3,200	3,000	3,000	-6%
51017	WORKERS COMPENSATION	19,860	33,200	33,200	34,100	34,100	3%
51018	EDUCATIONAL ASSISTANCE	7,473	14,500	14,500	-	-	-100%
51019	PENSION	69,149	71,800	71,800	75,400	75,400	5%
51020	OPEB	12,539	21,500	21,500	21,700	21,700	1%
	PERSONNEL COSTS	897,071	1,053,900	1,053,900	1,058,600	1,058,600	0%
52021	FURNITURE/FIXTURES	-	-	-	4,000	4,000	100%
52029	UNIFORMS/UNIFORM ALLOW	6,974	7,000	10,500	7,700	7,700	10%
52031	BOOKS	283	400	400	400	400	0%
52032	SECURITY/SAFETY MATERIALS	4,731	6,850	6,800	4,700	4,700	-31%
52033	SMALL TOOLS	1,087	1,500	1,500	1,500	1,500	0%
52037	COMPUTER SOFTWARE	10,896	11,250	11,300	18,300	28,000	149%
52038	COMPUTER HARDWARE	242	3,300	3,300	2,300	2,300	-30%
52061	ELEC MATERIALS/SUPPLIES	22,821	35,000	35,000	25,000	25,000	-29%
	MATERIALS & SUPPLIES	47,034	65,300	68,800	63,900	73,600	13%
53021	TELEPHONE/FAX	9,402	20,000	20,000	20,000	20,000	0%
53023	ELECTRICITY	1,655	1,700	1,700	1,700	1,700	0%
53027	SUBSCRIPTIONS AND DUES	500	300	300	400	400	33%
53028	TRAINING/CONF/FOOD/TRAVEL	16,643	21,900	21,900	24,200	24,200	11%
53031	CONTRACTUAL SERVICES	78,527	126,800	126,800	133,600	133,600	5%
53043	ENVIRONMENTAL EXPENSES	37,704	60,000	56,500	60,000	60,000	0%
53062	GASOLINE	7,716	9,000	9,000	8,000	8,000	-11%
53066	OTHER EQUIP REPAIRS/MAINT	1,696	7,500	7,500	7,500	7,500	0%
53067	RADIO REPAIRS/MAINTENANCE	7,821	6,500	6,500	8,800	8,800	35%
	ADMINISTRATIVE EXPENDITURES	161,665	253,700	250,200	264,200	264,200	4%
	OPERATING EXPENDITURES	1,105,770	1,372,900	1,372,900	1,386,700	1,396,400	2%
54022	AUTOMOBILES - PURCHASE	-	-	-	30,000	30,000	100%
54025	OTHER EQUIP - PURCHASE	9,231	52,000	85,000	592,900	592,900	1040%
54031	CONSTRUCTION - PURCHASE	113,362	-	-	-	-	0%
55076	LIGHTING IMPROVEMENTS	477,556	2,300,000	2,300,000	1,025,000	1,025,000	-55%
56046	METERS - AMI	-	500,000	500,000	-	-	-100%
56082	CAPACITOR INSTALLATIONS	5,566	50,000	50,000	-	-	-100%
57035	TRANSMISSION/SWITCHES	37,325	160,000	200,000	160,000	160,000	0%
57060	GARRISON SUBSTATION	16,632	-	-	750,000	750,000	100%
59025	DISTRIBUTION UPGRADES	280,612	231,000	231,000	411,000	411,000	78%
	CAPITAL OUTLAY	973,499	3,293,000	3,366,000	2,968,900	2,968,900	-10%
	TOTAL EXPENDITURES	\$ 2,079,268	\$ 4,665,900	\$ 4,738,900	\$ 4,355,600	\$ 4,365,300	-6%
	REVENUES						
	ELECTRIC FUND	\$ 1,105,770	\$ 1,372,900	\$ 1,372,900	\$ 1,386,700	\$ 1,396,400	
	ELECTRIC I & E FUND	\$ 973,499	\$ 3,293,000	\$ 3,366,000	\$ 2,968,900	\$ 2,968,900	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	10.0	10.0	10.0	10.0	10.0	

Electric T&D

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 2,735,400	\$ 2,877,200	\$ 2,877,200	5%
MATERIALS & SUPPLIES	425,000	415,000	415,000	-2%
ADMINISTRATIVE EXPENDITURES	642,400	703,400	703,400	9%
OPERATING EXPENDITURES	3,802,800	3,995,600	3,995,600	5%
CAPITAL OUTLAY	1,255,000	1,260,000	1,260,000	0%
TOTAL EXPENDITURES	\$ 5,057,800	\$ 5,255,600	\$ 5,255,600	4%

Highlights:

- Personnel Costs increase due primarily to O/T and Pension expense.
- Administrative Expenses includes an additional \$55,000 for Transmission Line tree trimming (over last year).
- Capital Outlay will consist of the normal \$850K for 'New Developments' with an additional \$250K for a replacement Line Truck.

ELECTRIC TRANSMISSION & DISTRIBUTION
410-42-82-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 1,370,743	\$ 1,693,900	\$ 1,643,900	\$ 1,741,100	\$ 1,741,100	3%
51012	OVERTIME	104,230	101,100	151,100	152,300	152,300	51%
51014	FICA TAXES	109,342	137,300	137,300	144,800	144,800	5%
51015	HEALTH INSURANCE	208,856	278,600	278,600	266,300	266,300	-4%
51016	L I D INSURANCE	5,226	6,900	6,900	6,400	6,400	-7%
51017	WORKERS COMPENSATION	78,742	99,400	99,400	104,900	104,900	6%
51019	PENSION	360,093	365,500	365,500	407,600	407,600	12%
51020	OPEB	28,721	52,700	52,700	53,800	53,800	2%
	PERSONNEL COSTS	2,265,952	2,735,400	2,735,400	2,877,200	2,877,200	5%
52026	PROGRAM EXPENSES/SUPPLIES	-	-	-	-	-	0%
52029	UNIFORMS/UNIFORM ALLOW	15,116	23,000	23,000	23,000	23,000	0%
52032	SECURITY/SAFETY MATERIALS	20,335	20,000	20,000	20,000	20,000	0%
52033	SMALL TOOLS	24,760	25,000	25,000	25,000	25,000	0%
52038	COMPUTER HARDWARE	555	2,400	2,400	2,400	2,400	0%
52053	METERS/METER SUPPLIES	39,947	38,000	38,000	38,000	38,000	0%
52058	WATER/SEWER	481	500	500	500	500	0%
52061	ELEC MATERIALS/SUPPLIES	317,351	316,100	316,100	306,100	306,100	-3%
	MATERIALS & SUPPLIES	418,546	425,000	425,000	415,000	415,000	-2%
53021	TELEPHONE/FAX	5,366	4,400	4,400	4,400	4,400	0%
53023	ELECTRICITY	1,254	500	500	500	500	0%
53024	HEATING OIL/GAS	5,944	6,000	6,000	6,000	6,000	0%
53026	INSURANCE	3,736	20,000	20,000	20,000	20,000	0%
53028	TRAINING/CONF/FOOD/TRAVEL	11,534	20,200	20,200	23,200	23,200	15%
53031	CONTRACTUAL SERVICES	406,669	481,500	481,000	541,500	541,500	12%
53043	ENVIRONMENTAL EXPENSES	4,439	28,000	28,000	28,000	28,000	0%
53051	RIGHT OF WAY	5,995	6,000	6,000	6,000	6,000	0%
53062	GASOLINE	30,123	30,000	30,000	30,000	30,000	0%
53064	TRUCK REPAIRS/MAINTENANCE	20,430	20,000	20,500	20,000	20,000	0%
53066	OTHER EQUIP REPAIRS/MAINT	6,494	15,500	15,500	13,500	13,500	-13%
53067	RADIO REPAIRS/MAINTENANCE	7,824	10,300	10,300	10,300	10,300	0%
	ADMINISTRATIVE EXPENDITURES	509,809.59	642,400	642,400	703,400	703,400	9%
	OPERATING EXPENDITURES	3,194,308	3,802,800	3,802,800	3,995,600	3,995,600	5%
54023	TRUCKS - PURCHASE	226,630	340,000	340,000	250,000	250,000	-26%
54025	OTHER EQUIP - PURCHASE	-	65,000	65,000	-	-	-100%
56031	UG TRANSFORMERS	149,009	285,000	285,000	285,000	285,000	0%
56034	UG CONDUCTORS/DEVICES	250,184	513,000	440,000	513,000	513,000	0%
56046	METERS	106,516	52,000	52,000	52,000	52,000	0%
	CAPITAL OUTLAY	732,338	1,255,000	1,182,000	1,100,000	1,100,000	-12%
	TOTAL EXPENDITURES	\$ 3,926,646	\$ 5,057,800	\$ 4,984,800	\$ 5,095,600	\$ 5,095,600	1%
	REVENUES						
	ELECTRIC FUND	\$ 3,194,308	\$ 3,802,800	\$ 3,802,800	\$ 3,995,600	\$ 3,995,600	
	ELECTRIC I & E FUND	\$ 732,338	\$ 1,255,000	\$ 1,182,000	\$ 1,100,000	\$ 1,100,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	24.0	23.0	23.0	23.0	23.0	

Power Plant Operations

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 2,677,500	\$ 3,024,500	\$ 2,329,200	-13%
MATERIALS & SUPPLIES	210,200	181,700	111,300	-47%
ADMINISTRATIVE EXPENDITURES	2,643,000	2,615,600	2,265,600	-14%
OPERATING EXPENDITURES	5,530,700	5,821,800	4,706,100	-15%
CAPITAL OUTLAY	115,000	1,267,000	1,267,000	1002%
TOTAL EXPENDITURES	\$ 5,645,700	\$ 7,088,800	\$ 5,973,100	6%

Highlights:

- The decrease in Personnel Costs of \$348,300 (-13%) is due to the phased in RIF of NAES personnel at the power plant.
- Decreases in Materials & Supplies is due to a favorable contract for janitorial services NAES secured, and reduced need for an inventory of supplies.
- Administrative Expenses decreased \$377,400 (-15%) for reduced travel and training, utilities, contractual services, etc. due to upcoming plant closing
- Capital Outlay of \$1,000,000 is budgeted for plant decommissioning in FY21.

POWER PLANT OPERATIONS
410-42-80-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES & WAGES	\$ 2,014,523	\$ 1,775,000	\$ 1,775,000	\$ 2,047,000	\$ 1,534,200	-14%
51012	OVERTIME	207,694	245,000	245,000	245,000	245,000	0%
51018	EDUCATIONAL ASSISTANCE	-	2,500	2,500	2,500	-	-100%
51024	BURDEN @ 40%	719,894	655,000	655,000	730,000	550,000	-16%
	PERSONNEL COSTS	2,942,110	2,677,500	2,677,500	3,024,500	2,329,200	-13%
52022	OFFICE SUPPLIES/SUBSCRIPT	5,112	6,600	6,600	6,600	4,000	-39%
52023	PRINTING & DUPLICATING	1,771	2,500	2,500	2,000	2,000	-20%
52025	JANITORIAL SERV/SUPPLIES	35,380	35,000	30,000	18,000	18,000	-49%
52028	MEDICAL SUPPLIES	-	2,400	2,400	2,400	2,400	0%
52029	UNIFORMS/UNIFORM ALLOW	11,988	9,000	9,000	9,600	9,600	7%
52032	SECURITY/SAFETY MATERIALS	16,200	9,300	14,300	8,200	8,200	-12%
52033	SMALL TOOLS	320	1,500	1,500	900	500	-67%
52035	WATER TREATMENT CHEMICALS	7,257	31,400	21,400	21,400	20,000	-36%
52037	COMPUTER SOFTWARE	5,667	12,500	15,500	12,500	12,500	0%
52038	COMPUTER HARDWARE	3,227	5,500	5,500	5,000	-	-100%
52046	CITY BUILDING MAINTENANCE	28,432	19,500	29,500	20,100	19,100	-2%
52058	WATER/SEWER	87,974	75,000	57,000	75,000	15,000	-80%
	MATERIALS & SUPPLIES	203,328	210,200	195,200	181,700	111,300	-47%
53019	OPERATOR INSURANCE	451,611	479,900	479,900	514,000	475,000	-1%
53021	TELEPHONE	6,621	5,500	5,500	5,500	5,500	0%
53022	POSTAGE	6,660	7,500	7,500	7,500	7,500	0%
53023	ELECTRICITY	595,819	625,000	590,000	625,000	450,000	-28%
53024	HEATING OIL/GAS	57,402	50,000	60,000	50,000	50,000	0%
53028	TRAINING/CONF/FOOD/TRAVEL	45,494	50,500	50,500	38,500	25,300	-50%
53031	CONTRACTUAL SERVICES	89,536	57,400	92,400	29,400	29,400	-49%
53043	ENVIRONMENT EXPENSES	132,169	200,000	200,000	157,500	250,000	25%
53045	OPERATOR MANAGEMENT FEE	815,289	838,000	838,000	865,000	761,200	-9%
53047	HOME OFFICE LABOR	42,848	18,000	18,000	18,000	18,000	0%
53051	RIGHT OF WAY/PERMITS	39,185	40,000	40,000	40,000	40,000	0%
53062	GASOLINE	3,279	3,600	3,600	3,600	3,600	0%
53066	OTHER EQUIPT/MAINTENANCE	14,619	50,000	50,000	24,000	24,000	-52%
53067	RADIO REPAIRS/MAINTENANCE	1,407	3,500	3,500	2,500	500	-86%
53080	AUXILLARY SYSTEMS	29,567	37,600	37,600	36,600	29,600	-21%
53081	BOILER SYSTEMS	28,952	62,000	62,000	112,000	40,000	-35%
53082	CONTINUOUS EMISSIONS MONI	8,206	4,000	4,000	4,000	4,000	0%
53083	DCS CONTROL SYSTEM	3,000	7,500	7,500	7,500	-	-100%
53084	FIRE PROTECTION SYSTEM	4,650	13,000	13,000	13,000	13,000	0%
53085	COOLING TOWER	13,286	5,000	5,000	5,000	2,000	-60%
53086	FUEL OIL/GAS SYSTEMS	600	3,000	3,000	3,000	3,000	0%
53087	COMBUSTION TURBINE MAINT	20,743	24,000	29,000	36,000	24,000	0%
53088	POWER DISTRIBUTION SYSTEM	7,717	50,000	50,000	10,000	10,000	-80%
53089	TURBINE GENERATOR SYSTEMS	5,142	8,000	8,000	8,000	-	-100%
	ADMINISTRATIVE EXPENDITURES	2,423,801.14	2,643,000	2,658,000	2,615,600	2,265,600	-14%
	OPERATING EXPENDITURES	5,569,240	5,530,700	5,530,700	5,821,800	4,706,100	-15%
54031	CONSTRUCTION-PURCHASE	1,069,552	115,000	376,000	1,267,000	1,267,000	1002%
	CAPITAL OUTLAY	1,069,552	115,000	376,000	1,267,000	1,267,000	1002%
	TOTAL EXPENDITURES	\$ 6,638,792	\$ 5,645,700	\$ 5,906,700	\$ 7,088,800	\$ 5,973,100	6%
	REVENUES						
	ELECTRIC FUND - OPERATING	\$ 5,569,240	\$ 5,530,700	\$ 5,530,700	\$ 5,821,800	\$ 4,706,100	
	ELECTRIC I & E FUND - CIP	\$ 1,069,552	\$ 115,000	\$ 376,000	\$ 1,267,000	\$ 1,267,000	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	24.0	24.0	24.0	24.0	24.0	

Power Supply

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
65 SERIES TOTAL	\$ 1,135,000	\$ 734,800	\$ 734,800	-35%
95 SERIES TOTAL	40,163,900	40,154,800	40,154,800	0%
98 SERIES TOTAL	956,300	488,400	488,400	-49%
OPERATING EXPENDITURES	\$ 42,255,200	\$ 41,378,000	\$ 41,378,000	-2%

Highlights:

- The 65 Series will decrease in FY21 due to the lower charges by TEA and because FY20 included costs for the McKee Decommissioning Study.
- Purchased power costs and hedges will remain the same overall in the 95 Series in FY21.
- The Series 98 decrease reflects the anticipated reduction in natural gas purchases in FY21.

POWER SUPPLY
410-42-81-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
53031	CONTRACTUAL SERVICES	\$ 30,915	\$ 200,000	\$ 200,000	\$ -	\$ -	-100%
53032	LEGAL EXPENSES	23,827	100,000	100,000	100,000	100,000	0%
56544	OPERATOR/SUPPLY MGMT FEE	834,996	835,000	835,000	634,800	634,800	-24%
	65 SERIES TOTAL	889,737	1,135,000	1,135,000	734,800	734,800	-35%
59548	3RD PARTY HEDGE PURCHASES	23,453,963	22,115,400	22,115,400	19,715,300	19,715,300	-11%
59549	CAPACITY CHARGES	16,215,822	11,101,900	11,101,900	15,048,100	15,048,100	36%
59550	CAPACITY CREDITS	(14,589,001)	(8,422,000)	(8,422,000)	(12,191,700)	(12,191,700)	45%
59558	SOLAR POWER SUPPLY	2,474,940	2,703,900	2,703,900	3,401,100	3,401,100	26%
59559	SOLAR RENEWAL ENERGY CREDIT	359,905	395,200	395,200	384,100	384,100	-3%
59560	RENEWABLE ENERGY CREDITS	489,071	411,000	411,000	614,600	614,600	50%
59561	REGIONAL GREENHOUSE GAS	-	67,500	67,500	12,300	12,300	-82%
59590	PJM CHARGES - TRANS. & FEES	6,661,642	7,792,400	7,792,400	8,476,800	8,476,800	9%
59591	PJM CHARGES - ENERGY	2,670,097	5,678,600	5,678,600	5,871,900	5,871,900	3%
59592	PJM CREDITS	(452,916)	(516,900)	(516,900)	(369,400)	(369,400)	-29%
59593	PJM SPOT MARKET ENERGY	(1,006,903)	(1,163,100)	(1,163,100)	(808,300)	(808,300)	-31%
	95 SERIES TOTAL	36,276,620	40,163,900	40,163,900	40,154,800	40,154,800	0%
59891	GAS FUEL	1,279,845	956,300	956,300	488,400	488,400	-49%
	98 SERIES TOTAL	1,306,819	956,300	956,300	488,400	488,400	-49%
	OPERATING EXPENDITURES	38,473,175.82	42,255,200	42,255,200	41,378,000	41,378,000	-2%
	TOTAL EXPENDITURES	\$ 38,473,176	\$ 42,255,200	\$ 42,255,200	\$ 41,378,000	\$ 41,378,000	-2%
	REVENUES						
	ELECTRIC FUND	\$ 38,473,176	\$ 42,255,200	\$ 42,255,200	\$ 41,378,000	\$ 41,378,000	

Meter Reading

DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 366,700	\$ 338,100	\$ 338,100	-8%
MATERIALS & SUPPLIES	16,000	16,200	15,100	-6%
ADMINISTRATIVE EXPENDITURES	19,200	20,200	20,200	5%
OPERATING EXPENDITURES	401,900	374,500	373,400	-7%
CAPITAL OUTLAY	21,800	-	-	-100%
TOTAL EXPENDITURES	\$ 423,700	\$ 374,500	\$ 373,400	-12%

Highlights:

- Personnel Costs overall decrease due to Supervisor Position turnover.
- Administrative Expenses includes training for new supervisor.

METER READING
410-42-85-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 194,466	\$ 204,000	\$ 239,000	\$ 187,300	\$ 187,300	-8%
51012	OVERTIME	17,194	19,200	19,200	19,200	19,200	0%
51014	FICA TAXES	15,442	17,100	19,800	15,800	15,800	-8%
51015	HEALTH INSURANCE	52,433	52,500	52,500	52,000	52,000	-1%
51016	L I D INSURANCE	863	1,000	1,000	900	900	-10%
51017	WORKERS COMPENSATION	11,704	9,200	10,800	9,300	9,300	1%
51019	PENSION	79,968	57,500	59,600	49,800	49,800	-13%
51020	OPEB	4,161	6,200	7,200	5,700	5,700	-8%
	PERSONNEL COSTS	376,231	366,700	409,100	340,000	340,000	-7%
52029	UNIFORMS/UNIFORM ALLOW	4,306	5,000	5,000	5,200	5,200	4%
52032	SECURITY/SAFETY MATERIALS	-	100	100	100	100	0%
52033	SMALL TOOLS	5,146	5,400	5,400	4,400	4,400	-19%
52038	COMPUTER HARDWARE	-	-	-	1,000	1,000	100%
52055	METER READING SUPPLIES	4,377	5,500	5,500	5,500	4,400	-20%
	MATERIALS & SUPPLIES	13,829	16,000	16,000	16,200	15,100	-6%
53021	TELEPHONE/FAX	2,163	2,300	2,300	2,300	2,300	0%
53028	TRAINING/CONF/FOOD/TRAVEL	500	500	500	1,000	1,000	100%
53062	GASOLINE	6,836	7,500	7,500	7,500	7,500	0%
53066	OTHER EQUIP REPAIRS/MAINT	6,943	7,000	7,000	7,500	7,500	7%
53067	RADIO REPAIRS/MAINTENANCE	1,379	1,900	1,900	1,900	1,900	0%
	ADMINISTRATIVE EXPENDITURES	17,821.26	19,200	19,200	20,200	20,200	5%
	OPERATING EXPENDITURES	407,881	401,900	444,300	376,400	375,300	-7%
54022	AUTOMOBILES - PURCHASE	-	21,800	21,800	-	-	-100%
	CAPITAL OUTLAY	-	21,800	21,800	-	-	-100%
	TOTAL EXPENDITURES	\$ 407,881	\$ 423,700	\$ 466,100	\$ 376,400	\$ 375,300	-11%
	REVENUES						
	ELECTRIC FUND	\$ 407,881	\$ 401,900	\$ 444,300	\$ 376,400	\$ 375,300	
	ELECTRIC I & E FUND	\$ -	\$ 21,800	\$ 21,800	\$ -	\$ -	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	

System Operations

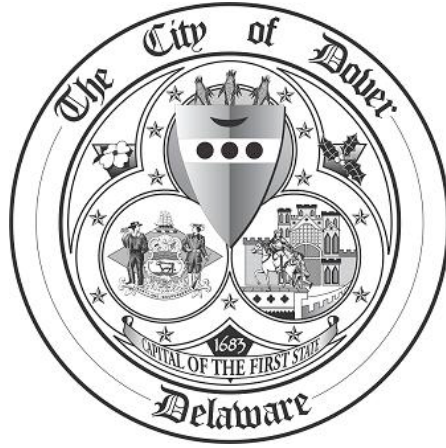
DESCRIPTION	2019-2020 BUDGET	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
PERSONNEL COSTS	\$ 853,100	\$ 871,100	\$ 871,100	2%
TOTAL EXPENDITURES	\$ 853,100	\$ 871,100	\$ 871,100	2%

Highlights:

- Personnel Costs 2%.

SYSTEM OPERATIONS
410-42-86-99-000

ACCT	DESCRIPTION	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 REVISED	2020-2021 REQUESTED	2020-2021 RECOMMENDED	% CHANGE
51011	SALARIES	\$ 337,541	\$ 522,900	\$ 507,900	\$ 533,200	\$ 533,200	2%
51012	OVERTIME	116,932	81,300	96,300	85,100	85,100	5%
51014	FICA TAXES	33,516	46,200	46,200	47,300	47,300	2%
51015	HEALTH INSURANCE	66,039	86,400	86,400	82,100	82,100	-5%
51016	L I D INSURANCE	1,262	2,400	2,400	2,200	2,200	-8%
51017	WORKERS COMPENSATION	14,414	27,300	27,300	28,000	28,000	3%
51019	PENSION	59,303	70,000	70,000	76,300	76,300	9%
51020	OPEB	7,047	16,600	16,600	16,900	16,900	2%
	PERSONNEL COSTS	636,053	853,100	853,100	871,100	871,100	2%
	TOTAL EXPENDITURES	636,052.65	\$ 853,100	\$ 853,100	\$ 871,100	\$ 871,100	2%
	REVENUES						
	ELECTRIC FUND	\$ 636,053	\$ 853,100	\$ 853,100	\$ 871,100	\$ 871,100	
	PERSONNEL						
	BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	7.0	7.0	



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OTHER FUNDS

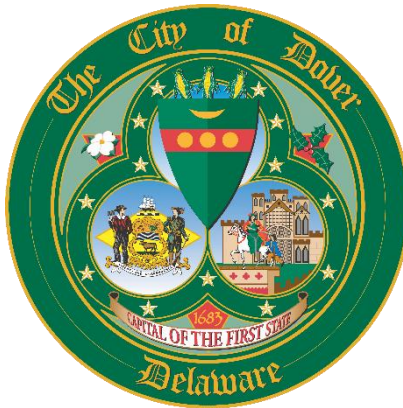
THE FOLLOWING SUBSECTIONS ARE INCLUDED:

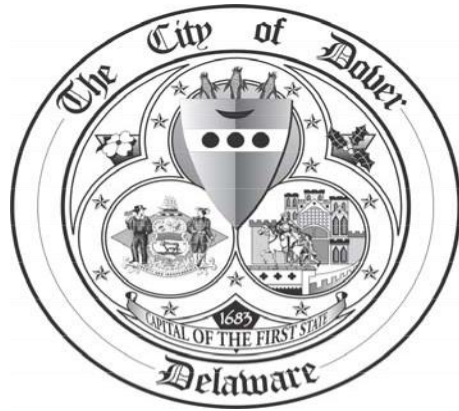
MUNICIPAL STREET AID FUND

WORKERS COMPENSATION FUND

COMMUNITY TRANSPORTATION IMPROVEMENT FUND

OPEB (POST-RETIREMENT BENEFITS) RESERVE





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SPECIAL REVENUE FUNDS

Special Revenue Funds include the group of funds classified as grant funds and a Realty Transfer Tax Fund. The proceeds from specific revenue sources are restricted to specified expenditure purposes. The City adopts budgets for selected Special Revenue Funds. Combining and individual statements appear in this section.

POLICE GRANTS

The City of Dover Police Department receives various grants from the State of Delaware for public and highway safety and the U.S. Department of Justice for local law enforcement. All grant transactions are recorded in this fund.

LIBRARY GRANTS

The City of Dover Public Library receives various grants from the State of Delaware, Kent County, and the Federal Government. Activities associated with these grants are recorded in this fund.

MUNICIPAL STREET AID

The State of Delaware has passed legislation to share a portion of Delaware's motor fuel tax revenue with local municipalities through grants. The amount of the grant the City receives depends on its population and miles of streets maintained. The grant is used for street light expense within the City.

CDBG HOUSING GRANTS & NEIGHBORHOOD STABILIZATION PROGRAM

The City receives a U.S. Department of Housing and Urban Development Entitlement Grant for the Community Development Block Grant Program. This is to provide decent housing, a suitable living environment and expand economic opportunities primarily for people of low and moderate incomes. Combined with the CDBG Fund is the Neighborhood Stabilization Program (NSP) that provides assistance in the redevelopment of residential properties that have been abandoned and foreclosed upon to stabilize residential communities.

SPECIAL REVENUE FUNDS

(continued)

STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION GRANTS

The State of Delaware Department of Transportation grants provide funds for specific street projects in the City. State law provides funds to the State's elected officials for suburban street aid, which officials can then provide to their respective districts. The City receives these funds for designated street projects and records all transactions for this fund.

SUBSTANCE ABUSE PREVENTION GRANT

The State of Delaware General Assembly Grant-In-Aid Program provides funds to implement an after-school program for at-risk and/or disadvantaged youths in the City of Dover. The City runs this program out of the Parks & Recreation Department.

ELECTRONIC RED-LIGHT SAFETY PROGRAM (ERLSP)

The State of Delaware Department of Transportation provides a grant to municipalities that implement the Electronic Red- Light Safety Program. Under this program, the City is granted a portion of the fines collected from drivers who are ticketed for running red lights installed with electronic photo identification equipment within the City limits.

REALTY TRANSFER TAX

Delaware Code states that realty transfer tax realized by the City shall be segregated from the general fund and the funds shall be expended solely for the capital and operating costs of public safety services, economic development programs, public works services, capital projects and improvements, infrastructure projects and improvements and debt reduction.

LODGING TAX

In 2019 the Delaware General Assembly authorized Kent County and the City of Dover to charge up to 3% of the cost of a room rental at a hotel, motel or other overnight lodging business as provided in 30 Del C. §6101. On September 30, 2019 the Dover City Council approved Ordinance #2019-16 adopting a phased-in lodging tax for the City of Dover. On July 1, 2020 a tax of 0.5% will be implemented. On July 1, 2021 the rate will be 1.0% and a year later the lodging tax will be increased to 1.5% and remain at that level unless changed by the City Council.

POLICE GRANTS

OPERATING REVENUES

	2018/19 ACTUAL	2019/20		2020/21 RECOMMENDED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2019/20 PROJECTED		FY21 VS FY20 BUDGET	\$ CHANGE
PRIOR YEAR BALANCE	121,559	129,000	129,000	50,000	(79,000)	-61.2%
GRANTS RECEIVED	517,826	635,000	635,000	785,000	150,000	23.6%
INTEREST INCOME	2,949	-	-	-	-	0.0%
TOTALS	642,334	764,000	764,000	835,000	71,000	9.3%

OPERATING EXPENSES

	2018/19 ACTUAL	2019/20		2020/21 RECOMMENDED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2019/20 PROJECTED		FY21 VS FY20 BUDGET	\$ CHANGE
EXPENDITURES						
PERSONNEL EXPENDITURES						
CADET PROGRAM SALARIES	11,856	11,900	11,900	-	(11,900)	-100.0%
CADET PROGRAM FICA	907	900	900	-	(900)	-100.0%
CADET PROGRAM W/COMP	732	700	700	-	(700)	-100.0%
MATERIALS AND SUPPLIES						
POLICE EQUIPT & PROG SUPP	217,560	317,000	643,600	585,000	268,000	84.5%
TECHNOLOGY EQUIPMENT	-	-	-	-	-	0.0%
ADMINISTRATIVE EXPENDITURES						
CELL PHONE CHARGES	18,603	20,000	20,000	20,000	-	0.0%
TRAINING	15,500	15,000	19,700	75,000	60,000	400.0%
AUDIT FEES	-	1,000	1,000	-	(1,000)	-100.0%
CONTRACTUAL SERVICES	9,443	-	-	-	-	0.0%
TOTAL EXPENDITURES	274,600	366,500	697,800	680,000	313,500	85.5%
OTHER FINANCING USES						
OPERATING TRANSFERS-OUT	123,140	90,000	100,300	155,000	65,000	72.2%
TOTAL FINANCING USES	123,140	90,000	100,300	155,000	65,000	72.2%
CURRENT YEAR BALANCE	244,593	307,500	(34,100)	-	(307,500)	-100.0%
TOTALS	642,334	764,000	764,000	835,000	71,000	9.3%

THE ABOVE BUDGET INCLUDES THE POLICE GRANTS FUND,
USDOJ BYRNE GRANTS FUND AS WELL AS THE OTHER FEDERAL
POLICE GRANTS FUND.

205 - LIBRARY GRANT

OPERATING REVENUES

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	\$ CHANGE
PRIOR YEAR BALANCE		1,000	18,900	-	(1,000)	-100.0%
STATE GRANT	293,431	287,900	280,800	275,000	(12,900)	-4.5%
FEDERAL GRANT	2,340	2,500	1,800	2,700	200	8.0%
TOTALS	295,771	291,400	301,500	277,700	(13,700)	-4.7%

OPERATING EXPENSES

	2018/19 ACTUAL	2019/20 ORIGINAL APPROVED	2019/20 PROJECTED	3,090,600 RECOMMENDED	552,700 84,900 (207,700)	\$ CHANGE
STATE GRANTS						
FURNITURE/FIXTURES	5,500	1,500	5,500	5,000	3,500	233.3%
OFFICE SUPPLIES	25,667	30,000	28,000	23,100	(6,900)	-23.0%
PRINTING AND DUPLICATING	13,500	13,000	13,700	15,000	2,000	15.4%
PROGRAM EXPENSES/SUPPLIES	30,352	23,500	25,500	28,200	4,700	20.0%
BOOKS	124,024	126,400	128,800	125,000	(1,400)	-1.1%
COMPUTER SOFTWARE	1,869	2,100	2,500	3,000	900	42.9%
COMPUTER HARDWARE	386	1,000	5,300	500	(500)	-50.0%
AUDIO VISUAL SUPPLIES	76,693	74,700	79,000	67,700	(7,000)	-9.4%
POSTAGE	31	100	200	100	-	0.0%
TRAINING/CONF/FOOD/TRAV	4,422	2,500	4,200	3,000	(2,500)	0.0%
CONSULTING FEES		-			-	0.0%
CONTRACTUAL SERVICES	-	-			-	0.0%
OFF EQP/REPAIRS & MAINT	4,562	4,900	4,000	1,900	(3,000)	-61.2%
OTHER EQUIP - PURCHASE		-			-	0.0%
OTHER EQUIP - LEASE	2,158	2,000	2,100	2,500	500	25.0%
SUBTOTAL EXPENSES STATE GRANTS	289,163	281,700	298,800	275,000	(6,700)	-2.4%
FEDERAL GRANTS						
PROGRAM EXPENSES/SUPPLIES	1,600	2,500	2,700	2,700	200	8.0%
SUBTOTAL EXPENSES FEDERAL GRANT	1,600	2,500	2,700	2,700	200	8.0%
GRAND TOTAL EXPENSES	290,763	284,200	301,500	277,700	(6,500)	-2.3%
CURRENT YEAR BALANCE	5,008	7,200	-	(0)	(7,200)	-100.0%
TOTALS	295,771	291,400	301,500	277,700	(13,700)	-4.7%

200 - MUNICIPAL STREET AID FUND

CASH RECEIPTS

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
BEGINNING BALANCE	100	100	100	100	-	0.0%
STATE GRANT	665,325	665,300	796,000	750,000	84,700	12.7%
INTEREST EARNED	2,791	-	-	-	-	0.0%
TOTALS	668,216	665,400	796,100	750,100	84,700	12.7%

BUDGET SUMMARY

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
TRANSFER TO GENERAL FUND	666,079	665,300	673,100	750,000	84,700	12.7%
CURRENT YEAR BALANCE	2,137	100	123,000	100	-	0.0%
TOTALS	668,216	665,400	796,100	750,100	84,700	12.7%

206 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

OPERATING REVENUES

	2018/2019 ACTUAL	2019/20		2020/21 RECOMMENDED	\$ DIFFERENCE	
		ORIGINAL BUDGET	2019/20 PROJECTED		FY21 VS FY20 BUDGET	% CHANGE
PRIOR YEAR BALANCE CDBG	-	2,500	2,500	2,500	-	0.0%
PRIOR YEAR BALANCE NSP	-	-	-	-	-	0.0%
CDBG GRANTS RECEIVED	217,691	282,400	632,077	332,443	50,043	17.7%
REVENUE FROM NSP	-	-	-	-	-	0.0%
TOTALS	217,691	284,900	634,577	334,943	50,043	17.6%

OPERATING EXPENSES

	2018/2019 ACTUAL	2019/20		2020/21 RECOMMENDED	\$ DIFFERENCE	
		ORIGINAL BUDGET	2019/20 PROJECTED		FY21 VS FY20 BUDGET	% CHANGE
Prior year Closing cost/down payment program	1,793	-	1,855	-	-	0.0%
Prior year Dover Interfaith Ministry	1,353	-	-	-	-	0.0%
Prior year Ncall Research Inc.	-	-	-	-	-	0.0%
Prior year Connection Supp Program	551	-	-	-	-	0.0%
Prior year MHDC emergency home repair	7,667	-	35,385	-	-	0.0%
Prior year Habitat for Humanity	-	-	-	-	-	0.0%
Prior year Milford housing H/O rehab	9,478	-	55,522	-	-	0.0%
Prior year Central Delaware Housing Collab	-	-	-	-	-	0.0%
Prior year Cares Act COVID-19	-	-	-	-	-	0.0%
Current year closing cost/down payment program	103,145	97,900	97,845	100,000	2,100	2.1%
Current year Connection Comm Supp program	486	-	-	-	-	0.0%
Current year Dover Interfaith Ministry	22,000	30,000	30,000	61,016	31,016	103.4%
Current year Ncall Research Inc.	-	-	-	30,000	30,000	0.0%
Current year MHDC emergency home repair	4,334	33,000	33,000	40,000	7,000	21.2%
Current year Habitat for Humanity	13,846	-	-	-	-	0.0%
Current year MHDC homeowner rehab.	17,890	25,000	25,000	25,827	827	3.3%
Current year Peoples Place	-	-	-	-	-	0.0%
Current year DIMH & Central DE Housing Collaborative	-	40,000	75,284	20,600	(19,400)	-48.5%
Current year Cares Act COVID-19	-	-	163,211	-	-	0.0%
Current year admin expense	35,147	56,500	114,976	55,000	(1,500)	-2.7%
NSP program expenditures	-	-	-	-	-	0.0%
CURRENT YEAR BALANCE CDBG	-	2,500	2,500	2,500	-	0.0%
CURRENT YEAR BALANCE NSP	-	-	-	-	-	0.0%
TOTALS	217,691	284,900	634,577.36	334,943	50,043	17.6%

203 - COMMUNITY TRANSPORTATION IMPROVEMENT FUND

OPERATING REVENUES

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHANGE
PRIOR YEAR BALANCE	70,913	70,900	334,000	662,352	591,452	834.2%
GRANTS REVENUE	273,636	500,000	500,000	400,000	(100,000)	-20.0%
INTEREST INCOME	7,322	-	-	-	-	0.0%
TOTALS	351,871	570,900	834,000	1,062,352	491,452	86.1%

OPERATING EXPENSES

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHANGE
PROGRAM EXP. GRANT RELATED	236,937	500,000	834,000	750,000	250,000	50.0%
CURRENT YEAR BALANCE	114,934	70,900	-	312,352	241,452	340.6%
TOTALS	351,871	570,900	834,000	1,062,352	491,452	86.1%

204 - SUBSTANCE ABUSE PREVENTION PROGRAM

OPERATING REVENUES

	2018/2019	2019/20	2019/20	2020/21	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	PROJECTED	RECOMMENDED	FY21 VS FY20 BUDGET	% CHANGE
PRIOR YEAR BALANCE	93,700	52,000	52,000	83,700	31,700	61.0%
GRANTS REVENUE	28,030	28,000	28,000	28,000	-	0.0%
RECREATION REVENUE	61,147	33,000	33,000	33,000	-	0.0%
TOTALS	182,877	113,000	113,000	144,700	31,700	28.1%

OPERATING EXPENSES

	2018/2019	2019/20	2019/20	2020/21	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	PROJECTED	RECOMMENDED	FY21 VS FY20 BUDGET	% CHANGE
TEMPORARY HELP/BENEFITS	66,272	68,500	68,500	68,500	-	0.0%
PROGRAM EXPENSES/SUPPLIES	35,512	35,000	35,000	35,000	-	0.0%
CURRENT YEAR BALANCE	81,092	9,500	9,500	41,200	31,700	333.7%
TOTALS	182,877	113,000	113,000	144,700	31,700	28.1%

ELECTRIC RED LIGHT PROGRAM

CASH RECEIPTS

	2018/2019	2019/20	2019/20	2020/21	\$ DIFFERENCE	% CHG
	ACTUAL	ORIGINAL BUDGET	PROJECTED	RECOMMENDED	FY21 VS FY20 BUDGET	FY21 VS FY20 VS
BEGINNING BALANCE	100	100	100	100	-	0.0%
POLICE FINES	449,412	532,900	532,900	445,000	(87,900)	-16.5%
TOTALS	449,512	533,000	533,000	445,100	(87,900)	-16.5%

BUDGET SUMMARY

	2018/2019	2019/20	2019/20	2020/21	\$ DIFFERENCE	% CHG
	ACTUAL	ORIGINAL BUDGET	PROJECTED	RECOMMENDED	FY21 VS FY20 BUDGET	FY21 VS FY20 VS
TRANSFER TO GENERAL FUND	449,412	532,900	532,900	445,000	(87,900)	-16.5%
CURRENT YEAR BALANCE	100	100	100	100	-	0.0%
TOTALS	449,512	533,000	533,000	445,100	(87,900)	0.0%

202 - REALTY TRANSFER TAX

CASH RECEIPTS

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
BEGINNING BALANCE	-	-	-	-	-	0.0%
REALTY TRANSFER TAXES	1,637,194	1,525,000	1,525,000	1,433,500	(91,500)	-6.0%
INTEREST EARNED	1,349	-	-	-	-	0.0%
TOTALS	1,638,543	1,525,000	1,525,000	1,433,500	(91,500)	-6.0%

BUDGET SUMMARY

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
PROGRAM EXPENDITURES	-	-	-	-	-	0.0%
TRANSFER TO GENERAL FUND	1,638,543	1,525,000	1,525,000	1,433,500	(91,500)	-6.0%
CURRENT YEAR BALANCE	-	-	-	-	-	0.0%
TOTALS	1,638,543	1,525,000	1,525,000	1,433,500	(91,500)	-6.0%

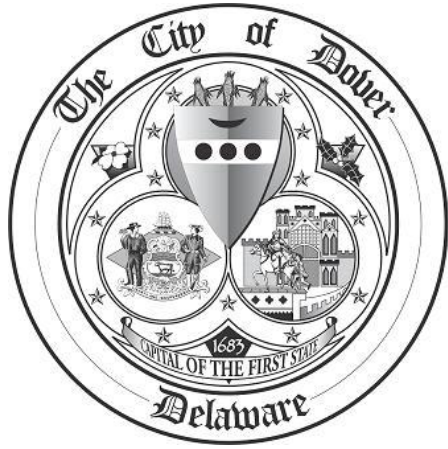
208 - LODGING TAX

CASH RECEIPTS

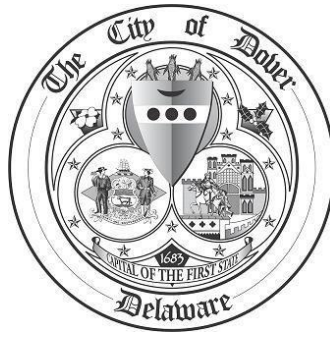
	2018/19 ACTUAL	2018/19 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
BEGINNING BALANCE	-	-	-	-	-	0.0%
LODGING TAXES	-	-	-	110,000	110,000	0.0%
INTEREST EARNED	-	-	-	-	-	0.0%
TOTALS	- ✔	- ✔	- ✔	110,000 ✔	110,000	0.0%

BUDGET SUMMARY

	2018/19 ACTUAL	2018/19 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHG FY21 VS FY20 VS
PROGRAM EXPENDITURES	-	-	-	-	-	0.0%
TRF TO GOVT CAPITAL PRJCTS (101)	-	-	-	110,000	110,000	0.0%
CURRENT YEAR BALANCE	-	-	-	-	-	0.0%
TOTALS	- ✔	- ✔	- ✔	110,000 ✔	110,000	0.0%



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FINANCIAL SCHEDULES PROPRIETARY FUND TYPES INTERNAL SERVICE FUNDS

WORKERS' COMPENSATION INSURANCE FUND

The City has created this fund to account for the revenues and expenses related to a self-insured Workers' Compensation Fund. The revenues are received from the City's various funds. These funds contribute to the Workers' Compensation Fund an amount based on salaries at a pre-determined assessment rate. Claims paid, reinsurance cost and third-party administrator's fees are charged to this fund.

Budgetary schedule is included for public review of budgetary compliance.

600 - WORKER'S COMPENSATION FUND

OPERATING REVENUES

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHANGE
BEGINNING BALANCE	1,259,284	1,444,700	1,444,700	1,540,000	95,300	6.6%
INTEREST INCOME	79,929	22,500	22,500	22,500	-	0.0%
PREMIUM FROM CITY	782,228	908,500	908,500	968,700	60,200	6.6%
MISCELLANEOUS REVENUE	47,877	-	-	-	-	0.0%
TOTALS	2,169,318	2,375,700	2,375,700	2,531,200	155,500	6.5%

OPERATING EXPENSES

	2018/2019 ACTUAL	2019/20 ORIGINAL BUDGET	2019/20 PROJECTED	2020/21 RECOMMENDED	\$ DIFFERENCE FY21 VS FY20 BUDGET	% CHANGE
PROGRAM EXPENSE - CLAIMS	396,169	550,000	550,000	560,000	10,000	1.8%
INSURANCE	121,636	110,000	110,800	130,000	20,000	18.2%
STATE OF DEL - SELF INSURANCE TAX	40,949	39,000	39,000	39,000	-	0.0%
CONTRACTUAL SERVICES	15,829	25,000	25,000	20,000	(5,000)	-20.0%
TOTAL EXPENSES	574,583	724,000	724,800	749,000	(800)	3.5%
CURRENT YEAR BALANCE	1,594,735	1,651,700	1,650,900	1,782,200	130,500	7.9%
TOTALS	2,169,318	2,375,700	2,375,700	2,531,200	155,500	6.5%