

**CITY OF MILFORD  
FUND BALANCES REPORT**

Date: October 2019

Cash Balance - General Fund Bank Balance	4,457,275
Cash Balance - Electric Fund Bank Balance	4,570,021
Cash Balance - Water Fund Bank Balance	442,203
Cash Balance - Sewer Fund Bank Balance	201,560
Cash Balance - Trash Fund Bank Balance	97,702

	General <u>Improvement</u>	Municipal <u>Street Aid</u>	Real Estate <u>Transfer Tax</u>	Economic Development <u>Fund</u>
Beginning Cash Balance	467,018	466,708	3,158,774	\$235,852
Deposits		68,478	4,393	
Interest Earned this Month	608	673	4,042	
Disbursements this Month		(18,608)	(60,250)	
Investments				
Ending Cash Balance	\$467,626	\$517,251	\$3,106,959	\$235,852

	GF Capital <u>Reserves</u>	Water Capital <u>Reserves</u>	Sewer Capital <u>Reserves</u>	Electric <u>Reserves</u>
Beginning Cash Balance	2,919,706	10,417,533	4,472,408	10,728,847
Deposits				
Interest Earned this Month	5,239	19,055	7,951	19,243
Disbursements this Month	(164,039)	(73,665)	(55,459)	(2,785)
Investments				
Ending Cash Balance	\$2,760,906	\$10,362,923	\$4,424,900	\$10,745,305

	Water <u>Impact Fee</u>	Sewer <u>Impact Fee</u>	Electric <u>Impact Fee</u>
Beginning Cash Balance	2,653,244	\$1,616,400	\$777,540
Deposits	11,521	\$6,088	\$3,000
Interest Earned this Month			
Disbursements this Month			
Investments			
Ending Cash Balance	\$2,664,765	\$1,622,488	\$780,540

INTEREST THROUGH THE FOURTH MONTH OF THE FISCAL YEAR:

General Fund	17,579	Water Fund	2,242
GF Capital Reserves	23,398	Water Capital Reserves	75,226
Municipal Street Aid	3,201	Sewer Fund	3,180
Real Estate Transfer Tax	20,868	Sewer Capital Reserves	31,716
Electric Fund	25,694	Trash Fund	491
Electric Reserves	79,135		

TOTAL INTEREST EARNED TO DATE \$282,730

CITY OF MILFORD  
RESTRICTED CASH RESERVES REPORT

Date: OCTOBER 2019

**General Fund Reserve Funds**

**Cash Balance 10/31/19 \$2,760,906**

**Restricted Funds**

FY 18 Approved with Budget (\$303,936)  
 FY 18 Capital -Council Approved (\$23,700)  
 FY 19 Approved with Budget (\$128,449)  
 FY 19 Capital -Council Approved (\$169,217)  
 FY 19 Capital -Council Approved (\$66,121)  
 FY 20 Approved with Budget (\$623,775)  
 Year 2 Funding 5 Police Officers (\$450,000)  
 Year 3 Funding 5 Police Officers (\$537,359)

**Cost of Asset Replacement**      **????**

**Available Cash Balance \$458,349**

**Sewer Reserve Funds**

**Cash Balance 10/31/19 \$4,424,900**

**Restricted Funds**

FY18-Shawnee Acres Pump St (\$211,000)  
 Lighthouse Fencing (\$20,000)  
 PW-HVAC & Breakroom (\$112,500)  
 UFS-Cost of Service Study (\$14,250)  
 F250 Pickup Truck (\$35,000)  
 Hook/ Dump Truck W/Plow (\$211,791)  
 I&I Engineering Study (\$50,000)  
 SE 2ND Street utility,curb,sidewalk (\$5,000)  
 SE 2ND Street-Sewer Main (\$150,000)

**Cost Of Service Minimum Cash**      **????**

**Cost of Asset Replacement**      **????**

**Available Cash Balance \$3,615,359**

**Water Reserve Funds**

**Cash Balance 10/31/19 \$10,362,923**

**Restricted Funds**

NW & NE Front St Waterline (\$149,555)  
 Smart Metering (\$239,290)  
 FY 18 Budgeted Capital (\$45,000)  
 PW-HVAC & Breakroom (\$112,500)  
 UFS-Cost of Service Study (\$14,250)  
 FY 19 Budgeted Capital (\$214,000)  
 SE 2ND Street-utilities, curb&sidewalk (\$25,000)  
 SE Second Lead Gooseneck (\$814,400)

Front Street water lines (\$1,500,000)

**Cost of Service Minimum Cash**      **????**

**Cost of Asset Replacement**      **????**

**Available Cash Balance \$7,248,928**

**Electric Reserve Funds**

**Cash Balance 10/31/19 \$10,745,305**

**Restricted Funds**

FY 17 Smart Meter Project (\$26,426)  
 FY 18 Budgeted Capital (\$380,739)  
 FY 19 Budgeted Capital (\$255,000)  
 FY 19 Budgeted From Res. (\$318,717)  
 PW- HVAC & Breakroom (\$121,324)

**Cost of Service Minimum Cash**      **(\$4,816,739)**

**Cost of Asset Replacement**      **(\$3,000,000)**

**Available Cash Balance \$1,826,359**

**REVENUE REPORT**

Page Two

33% of Year Expended

Date: October 2019	AMOUNT BUDGETED	MTD	YTD	YTD%
ACCOUNT				
Economic Development Fund	166,360	0	101,560	61.05%
General Fund Reserves	623,775	63,099	86,064	13.80%
General Fund Reserves-New Polici	425,000	35,000	140,000	32.94%
Realty Transfer Tax-Police	723,000	60,250	241,000	33.33%
Real Estate Tax	4,148,385	43,217	4,086,510	98.51%
Business License	50,000	(2,960)	4,415	8.83%
Rental License	95,000	6,150	9,000	9.47%
Building Permits	200,000	8,192	72,602	36.30%
Planning & Zoning	35,000	7,530	14,971	42.77%
Grasscutting Revenue	16,000	2,000	8,000	50.00%
Police Revenues	502,750	7,901	246,028	48.94%
Misc. Revenues	388,399	18,959	68,697	17.69%
Transfers From	3,396,842	283,070	1,132,281	33.33%
<b>Total General Fund Revenues</b>	<b>\$10,770,511</b>	<b>\$532,408</b>	<b>\$6,211,128</b>	<b>57.67%</b>
Water Revenues	2,859,500	81,564	860,433	30.09%
Sewer Revenues	2,610,000	75,544	714,662	27.38%
Kent County Sewer	2,035,000	44,775	535,411	26.31%
Solid Waste Revenues	1,184,965	88,117	400,532	33.80%
Electric Revenues	25,815,000	870,157	8,373,590	32.44%
<b>TOTAL REVENUES</b>	<b>\$45,274,976</b>	<b>\$1,692,565</b>	<b>\$17,095,756</b>	<b>37.76%</b>
YTD Enterprise Expense		(22,415)		
YTD Enterprise Revenue		17,041		
LTD Carlisle Fire Company Building Permit Fund		517,705		

**EXPENDITURE REPORT**

Page Three

Date: October 2019

33% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>City Manager</b>					
Personnel	651,490	\$45,243	173,843	26.68%	477,647
O&M	168,430	\$9,666	42,355	25.15%	126,075
Capital	0	\$0	0		0
<b>Total City Manager</b>	<b>\$819,920</b>	<b>\$54,909</b>	<b>\$216,198</b>	<b>26.37%</b>	<b>603,722</b>
<b>Planning &amp; Zoning</b>					
Personnel	150,020	\$11,501	43,881	29.25%	106,139
O&M	64,387	(\$5,034)	21,317	33.11%	43,070
Capital	0	\$0	0		0
<b>Total P, C &amp; I</b>	<b>\$214,407</b>	<b>\$6,467</b>	<b>\$65,198</b>	<b>30.41%</b>	<b>149,209</b>
<b>Code Enforcement &amp; Inspections</b>					
Personnel	286,330	\$21,867	83,443	29.14%	202,887
O&M	85,357	\$4,503	23,120	27.09%	62,237
Capital	32,000	\$0	0	0.00%	32,000
<b>Total P, C &amp; I</b>	<b>\$403,687</b>	<b>\$26,370</b>	<b>\$106,563</b>	<b>26.40%</b>	<b>297,124</b>
<b>Council</b>					
Personnel	33,380	\$1,669	6,836	20.48%	26,544
Contract Service-ADA Transition PI	50,000	\$0	0	0.00%	50,000
Legal	45,000	\$4,620	14,170	31.49%	30,830
City Hall Building Expense	19,250	\$1,604	6,417	33.34%	12,833
Insurance	18,270	\$0	8,820	48.28%	9,450
Christmas Decorations	7,000	\$0	0	0.00%	7,000
Computer Expense	7,400	\$0	0	0.00%	7,400
Council Expense	25,000	\$2,900	12,589	50.36%	12,411
Employee Recognition	21,000	\$571	1,421	0.00%	19,579
Codification	15,000	\$1,756	6,384	42.56%	8,616
Carise Fire Company	140,000	\$0	0	0.00%	140,000
Museum	30,500	\$0	30,000	98.36%	500
Downtown Milford Inc.	45,860	\$0	45,860	100.00%	0
Milford Public Library	25,000	\$0	25,000	100.00%	0
Economic Development	2,000	\$0	700	35.00%	1,300
Armory Expenses	10,000	\$220	3,310	33.10%	6,690
Kent Economic Partnership	30,000	\$0	0	0.00%	30,000
Election-Supplies	3,000	\$0	0	0.00%	3,000
Capital-Council Chambers Recordi	8,795	\$0	0	0.00%	8,795
Capital-Council Chambers Monitors	25,000	\$0	0	0.00%	25,000
Capital-Video Monitoring system	25,000	\$0	0	0.00%	25,000
<b>Total Council</b>	<b>\$586,455</b>	<b>\$13,340</b>	<b>\$161,507</b>	<b>27.54%</b>	<b>424,948</b>

**EXPENDITURE REPORT**

**Page Four**

Date: October 2019

33% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>Finance</b>					
Personnel	420,713	\$31,811	115,195	27.38%	305,518
O&M	105,875	\$6,849	38,525	36.39%	67,350
Capital	0	\$0	0		0
<b>Total Finance</b>	<b>\$526,588</b>	<b>\$38,660</b>	<b>\$153,720</b>	<b>29.19%</b>	<b>372,868</b>
<b>Information Technology</b>					
Personnel	164,130	\$12,582	47,517	28.95%	116,613
O&M	181,950	\$26,476	44,886	24.67%	137,064
Capital	48,500	\$0	33,123	68.29%	15,377
<b>Total Information Technology</b>	<b>\$394,580</b>	<b>\$39,058</b>	<b>\$125,526</b>	<b>31.81%</b>	<b>269,054</b>
<b>Police Department</b>					
Personnel	4,972,163	\$364,820	1,397,689	28.11%	3,574,474
O&M	618,970	\$34,498	169,979	27.46%	448,991
Capital	106,185	\$12,648	12,648	11.91%	93,537
<b>Total Police</b>	<b>\$5,697,318</b>	<b>\$411,966</b>	<b>\$1,580,316</b>	<b>27.74%</b>	<b>4,117,002</b>
<b>Streets &amp; Grounds Division</b>					
Personnel	336,000	\$26,000	98,938	29.45%	237,062
O&M	443,745	\$21,277	120,356	27.12%	323,389
Capital	200,000	\$11,637	32,223	16.11%	167,777
<b>Total Streets &amp; Grounds</b>	<b>\$979,745</b>	<b>\$58,914</b>	<b>\$251,517</b>	<b>25.67%</b>	<b>728,228</b>
<b>Parks &amp; Recreation</b>					
Personnel	692,200	\$50,009	197,072	28.47%	495,128
O&M	263,610	\$12,557	80,554	30.56%	183,056
Capital	192,000	\$0	9,290	4.84%	182,710
<b>Total Parks &amp; Recreation</b>	<b>\$1,147,810</b>	<b>\$62,566</b>	<b>\$286,916</b>	<b>25.00%</b>	<b>860,894</b>
<b>Total General Fund</b>					
<b>Operating Budget</b>	<b>\$10,770,510</b>	<b>\$712,250</b>	<b>\$2,947,461</b>	<b>27.37%</b>	<b>7,823,049</b>

**EXPENDITURE REPORT**  
**Page Five**

Date: October 2019

33% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>Water Division</b>					
Personnel	319,798	\$19,956	81,116	25.36%	238,682
O&M	1,498,188	\$98,718	422,607	28.21%	1,075,581
Capital	657,509	\$1,455	1,455	0.22%	656,054
Debt Service	384,005	\$0	136,137	35.45%	247,868
<b>Total Water</b>	<b>\$2,859,500</b>	<b>\$120,129</b>	<b>\$641,315</b>	<b>22.43%</b>	<b>2,218,185</b>
<b>Sewer Division</b>					
Personnel	318,498	\$19,051	77,749	24.41%	240,749
O&M	1,796,962	\$119,494	602,932	33.55%	1,194,030
Capital	90,000	\$83,260	83,260	92.51%	6,740
Debt Service	404,540	\$12,735	25,470	6.30%	379,070
<b>Sewer Sub Total</b>	<b>\$2,610,000</b>	<b>\$234,540</b>	<b>\$789,411</b>	<b>30.25%</b>	<b>1,820,589</b>
Kent County Sewer	2,035,000	\$181,961	535,518	26.32%	1,499,482
<b>Total Sewer</b>	<b>\$4,645,000</b>	<b>\$416,501</b>	<b>\$1,324,929</b>	<b>28.52%</b>	<b>3,320,071</b>
<b>Solid Waste Division</b>					
Personnel	350,737	\$12,272	91,681	26.14%	259,056
O&M	834,228	\$52,692	267,389	32.05%	566,839
Capital	0	\$0	0		0
<b>Total Solid Waste</b>	<b>\$1,184,965</b>	<b>\$64,964</b>	<b>\$359,070</b>	<b>30.30%</b>	<b>825,895</b>
<b>Total Water, Sewer Solid Waste</b>	<b>\$8,689,465</b>	<b>\$601,594</b>	<b>\$2,325,314</b>	<b>26.76%</b>	<b>6,364,151</b>
<b>Electric Division</b>					
Personnel	1,043,591	\$86,612	333,790	31.98%	709,801
O&M	2,612,754	\$167,059	706,354	27.03%	1,906,400
Transfer to General Fund	2,500,000	\$208,333	833,333	33.33%	1,666,667
Capital	1,038,040	\$0	0	0.00%	1,038,040
Debt Service	320,615	\$0	0	0.00%	320,615
<b>Electric Sub Total</b>	<b>\$7,515,000</b>	<b>\$462,004</b>	<b>\$1,873,477</b>	<b>24.93%</b>	<b>5,641,523</b>
Power Purchased	18,300,000	\$1,224,710	5,920,188	32.35%	12,379,812
<b>Total Electric</b>	<b>\$25,815,000</b>	<b>\$1,686,714</b>	<b>\$7,793,665</b>	<b>30.19%</b>	<b>18,021,335</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$45,274,975</b>	<b>\$3,000,558</b>	<b>\$13,066,440</b>	<b>28.86%</b>	<b>32,208,535</b>

**INTERSERVICE DEPARTMENTS REPORT**

Page Six

Date: October 2019

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	33% of Year Expended	UNEXPENDED BALANCE
				YTD%	
<b>Garage</b>					
Personnel	92,725	7,446	28,264	30.48%	64,461
O&M	113,887	14,959	36,471	32.02%	77,416
Capital	0				
<b>Total Garage Expense</b>	<b>\$206,612</b>	<b>\$22,405</b>	<b>\$64,735</b>	<b>31.33%</b>	<b>141,877</b>
<b>Public Works</b>					
Personnel	720,729	40,067	152,045	21.10%	568,684
O&M	208,665	13,306	55,684	26.69%	152,981
Capital	132,000	0	0	0.00%	132,000
<b>Total Public Works Expense</b>	<b>\$1,061,394</b>	<b>\$53,373</b>	<b>\$207,729</b>	<b>19.57%</b>	<b>853,665</b>
<b>Tech Services</b>					
Personnel	230,513	18,760	71,282	30.92%	159,231
O&M	430,711	17,955	92,124	21.39%	338,587
Capital	64,000	2,904	32,350	50.55%	31,650
<b>Total Tech Services Expense</b>	<b>\$725,224</b>	<b>39,619</b>	<b>\$195,756</b>	<b>26.99%</b>	<b>529,468</b>
<b>Billing &amp; Collections</b>					
Personnel	787,589	57,219	220,702	28.02%	566,887
O&M	234,850	22,148	79,927	34.03%	154,923
Capital	47,000	14,205	14,205	30.22%	32,795
<b>Total Billing &amp; Collections</b>	<b>\$1,069,439</b>	<b>93,572</b>	<b>\$314,834</b>	<b>29.44%</b>	<b>754,605</b>
<b>City Hall Cost Allocation</b>					
Personnel	0				0
O&M	45,500	4,261	15,297	33.62%	30,203
Capital	102,414	8,982	8,982	8.77%	93,432
<b>Total City Hall Cost Allocation</b>	<b>\$147,914</b>	<b>13,243</b>	<b>\$24,279</b>	<b>16.41%</b>	<b>123,635</b>

ALL COSTS SHOWN ON PAGE 6 ARE ALSO INCLUDED IN THE VARIOUS DEPARTMENTS LISTED ON PAGES 3-5 OF THE EXPENDITURE REPORT WHO UTILIZE THE SERVICES OF THE DEPARTMENTS LISTED ABOVE. INTERSERVICE FUNDS ARE ENTIRELY FUNDED BY OTHER CITY DEPARTMENTS.