

CITY OF MILFORD
RESTRICTED CASH RESERVES REPORT

Date: NOVEMBER 2019

General Fund Reserve Funds

Cash Balance 11/30/19 \$2,758,640

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 \$456,083

Sewer Reserve Funds

Cash Balance 11/30/19 \$4,406,350

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 \$3,596,809

Water Reserve Funds

Cash Balance 11/30/19 \$10,353,412

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 \$7,239,417

Electric Reserve Funds

Cash Balance 11/30/19 \$10,746,803

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 \$1,827,857

REVENUE REPORT

Page Two

Date: Nvember 2019	AMOUNT BUDGETED	MTD	YTD	42% of Year Expended YTD%
ACCOUNT				
Economic Development Fund	166,360	0	101,560	61.05%
General Fund Reserves	623,775	0	86,064	13.80%
General Fund Reserves-New Police	425,000	35,000	175,000	41.18%
Realty Transfer Tax-Police	723,000	60,250	301,250	41.67%
Real Estate Tax	4,154,385	735	4,087,245	98.38%
Business License	50,000	260	4,675	9.35%
Rental License	95,000	300	9,300	9.79%
Building Permits	200,000	21,311	93,913	46.96%
Planning & Zoning	35,000	29,205	44,176	126.22%
Grasscutting Revenue	16,000	0	8,000	50.00%
Police Revenues	502,750	93,156	339,184	67.47%
Misc. Revenues	388,399	61,109	129,806	33.42%
Transfers From	3,396,842	412,877	1,545,158	45.49%
Total General Fund Revenues	\$10,776,511	\$714,203	\$6,925,331	64.26%
Water Revenues	2,859,500	293,571	1,154,004	40.36%
Sewer Revenues	2,610,000	249,740	964,402	36.95%
Kent County Sewer	2,035,000	186,461	721,872	35.47%
Solid Waste Revenues	1,184,965	122,749	523,281	44.16%
Electric Revenues	25,815,000	2,250,159	10,623,749	41.15%
TOTAL REVENUES	\$45,280,976	\$3,816,883	\$20,912,639	46.18%
YTD Enterprise Expense		(27,665)		
YTD Enterprise Revenue		23,296		
LTD Carlisle Fire Company Building Permit Fund		523,380		

EXPENDITURE REPORT

Page Three

Date: November 2019

42% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
City Manager					
Personnel	651,490	\$64,097	237,940	36.52%	413,550
O&M	168,430	\$11,606	53,961	32.04%	114,469
Capital	0	\$0	0		0
Total City Manager	\$819,920	\$75,703	\$291,901	35.60%	528,019
Planning & Zoning					
Personnel	150,020	\$16,587	60,468	40.31%	89,552
O&M	64,387	\$706	22,023	34.20%	42,364
Capital	0	\$0	0		0
Total P, C & I	\$214,407	\$17,293	\$82,491	38.47%	131,916
Code Enforcement & Inspections					
Personnel	286,330	\$31,365	114,808	40.10%	171,522
O&M	85,357	\$4,043	27,163	31.82%	58,194
Capital	32,000	\$0	0	0.00%	32,000
Total P, C & I	\$403,687	\$35,408	\$141,971	35.17%	261,716
Council					
Personnel	33,380	\$3,875	10,711	32.09%	22,669
Contract Service-ADA Transition Pl	50,000	\$0	0	0.00%	50,000
Legal	45,000	\$0	14,170	31.49%	30,830
City Hall Building Expense	19,250	\$1,604	8,021	41.67%	11,229
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	\$1,868	14,257	57.03%	10,743
Employee Recognition	21,000	\$602	2,023	0.00%	18,977
Codification	15,000	\$947	7,331	48.87%	7,669
Carlise 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	\$514	3,824	38.24%	6,176
Kent Economic Partnership	30,000	\$0	0	0.00%	30,000
Election-Wages	6,000	\$0	0	0.00%	6,000
Election-Supplies	3,000	\$0	0	0.00%	3,000
Capital-Council Chambers Recordin	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
Total Council	\$592,455	\$9,210	\$170,717	28.82%	421,738

EXPENDITURE REPORT

Page Four

Date: November 2019

42% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
Finance					
Personnel	420,713	\$46,386	161,581	38.41%	259,132
O&M	105,875	\$2,650	41,175	38.89%	64,700
Capital	0	\$0	0		0
Total Finance	\$526,588	\$49,036	\$202,756	38.50%	323,832
Information Technology					
Personnel	164,130	\$18,322	65,839	40.11%	98,291
O&M	181,950	\$830	45,716	25.13%	136,234
Capital	48,500	\$0	33,123	68.29%	15,377
Total Information Technology	\$394,580	\$19,152	\$144,678	36.67%	249,902
Police Department					
Personnel	4,972,163	\$528,677	1,926,366	38.74%	3,045,797
O&M	618,970	\$34,351	204,330	33.01%	414,640
Capital	106,165	\$0	12,648	11.91%	93,537
Total Police	\$5,697,318	\$563,028	\$2,143,344	37.62%	3,553,974
Streets & Grounds Division					
Personnel	336,000	\$36,176	135,114	40.21%	200,886
O&M	443,745	\$26,958	147,314	33.20%	296,431
Capital	200,000	\$0	32,223	16.11%	167,777
Total Streets & Grounds	\$979,745	\$63,134	\$314,651	32.12%	665,094
Parks & Recreation					
Personnel	692,200	\$67,493	264,565	38.22%	427,635
O&M	263,610	\$14,518	95,072	36.07%	168,538
Capital	192,000	\$0	7,800	4.06%	184,200
Total Parks & Recreation	\$1,147,810	\$82,011	\$367,437	32.01%	780,373
Total General Fund					
Operating Budget	\$10,776,510	\$913,975	\$3,859,946	35.82%	6,916,564

EXPENDITURE REPORT

Page Five

Date: November 2019

42% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
Water Division					
Personnel	319,798	\$28,293	109,409	34.21%	210,389
O&M	1,498,188	\$157,053	579,660	38.69%	918,528
Capital	657,509	\$0	1,455	0.22%	656,054
Debt Service	384,005	\$0	136,137	35.45%	247,868
Total Water	\$2,859,500	\$185,346	\$826,661	28.91%	2,032,839
Sewer Division					
Personnel	318,498	\$26,791	104,540	32.82%	213,958
O&M	1,796,962	\$142,262	745,194	41.47%	1,051,768
Capital	90,000	\$0	83,260	92.51%	6,740
Debt Service	404,540	\$0	25,470	6.30%	379,070
Sewer Sub Total	\$2,610,000	\$169,053	\$958,464	36.72%	1,651,536
Kent County Sewer	2,035,000	\$152,517	688,035	33.81%	1,346,965
Total Sewer	\$4,645,000	\$321,570	\$1,646,499	35.45%	2,998,501
Solid Waste Division					
Personnel	350,737	\$42,905	134,586	38.37%	216,151
O&M	834,228	\$98,187	365,576	43.82%	468,652
Capital	0	\$0	0		0
Total Solid Waste	\$1,184,965	\$141,092	\$500,162	42.21%	684,803
Total Water, Sewer Solid Waste	\$8,689,465	\$648,008	\$2,973,322	34.22%	5,716,143
Electric Division					
Personnel	1,043,591	\$124,724	458,514	43.94%	585,077
O&M	2,712,754	\$255,938	962,292	35.47%	1,750,462
Transfer to General Fund	2,500,000	\$208,334	1,041,667	41.67%	1,458,333
Capital	1,038,040	\$119,035	119,035	11.47%	919,005
Debt Service	320,615	\$0	0	0.00%	320,615
Electric Sub Total	\$7,615,000	\$708,301	\$2,581,778	33.90%	5,033,222
Power Purchased	18,200,000	\$1,280,110	7,200,298	39.56%	10,999,702
Total Electric	\$25,815,000	\$1,988,411	\$9,782,076	37.89%	16,032,924
TOTAL OPERATING BUDGET	\$45,280,975	\$3,550,394	\$16,615,344	36.69%	28,665,631

INTERSERVICE DEPARTMENTS REPORT

Page Six

Date: November 2019

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	42% of Year Expended	UNEXPENDED BALANCE
				YTD%	
Garage					
Personnel	92,725	10,548	38,812	41.86%	53,913
O&M	113,887	9,407	45,878	40.28%	68,009
Capital	0				
Total Garage Expense	\$206,612	\$19,955	\$84,690	40.99%	121,922
Public Works					
Personnel	720,729	58,555	210,600	29.22%	510,129
O&M	208,665	11,112	66,796	32.01%	141,869
Capital	132,000	0	0	0.00%	132,000
Total Public Works Expense	\$1,061,394	\$69,667	\$277,396	26.14%	783,998
Tech Services					
Personnel	230,513	26,131	97,413	42.26%	133,100
O&M	430,711	28,075	120,199	27.91%	310,512
Capital	64,000	0	32,350	50.55%	31,650
Total Tech Services Expense	\$725,224	54,206	\$249,962	34.47%	475,262
Billing & Collections					
Personnel	787,589	73,961	294,663	37.41%	492,926
O&M	234,850	19,426	99,353	42.30%	135,497
Capital	47,000	0	14,205	30.22%	32,795
Total Billing & Collections	\$1,069,439	93,387	\$408,221	38.17%	661,218
City Hall Cost Allocation					
Personnel	0				0
O&M	45,500	3,060	18,357	40.35%	27,143
Capital	102,414	26,945	35,927	35.08%	66,487
Total City Hall Cost Allocation	\$147,914	30,005	\$54,284	36.70%	93,630

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.