

**CITY OF MILFORD  
FUND BALANCES REPORT**

Date: May 2020

Cash Balance - General Fund Bank Balance	2,085,127
Cash Balance - Electric Fund Bank Balance	5,540,709
Cash Balance - Water Fund Bank Balance	858,579
Cash Balance - Sewer Fund Bank Balance	356,661
Cash Balance - Trash Fund Bank Balance	660,246

	<u>General Improvement</u>	<u>Municipal Street Aid</u>	<u>Real Estate Transfer Tax</u>	<u>Economic Development Fund</u>
Beginning Cash Balance	470,424	386,731	3,169,268	\$73,149
Deposits			132,677	
Interest Earned this Month	283	222	1,857	
Disbursements this Month	(11,778)		(60,250)	
Ending Cash Balance	\$458,909	\$386,953	\$3,243,552	\$73,149

	<u>GF Capital Reserves</u>	<u>Water Capital Reserves</u>	<u>Sewer Capital Reserves</u>	<u>Electric Reserves</u>
Beginning Cash Balance	2,732,292	9,625,073	4,358,750	10,760,735
Deposits	350,000			
Interest Earned this Month	283	1,030	450	1,092
Disbursements this Month	(150,193)	(173,307)	(307)	(22,176)
Ending Cash Balance	\$2,932,382	\$9,452,796	\$4,358,893	\$10,739,651

	<u>Water Impact Fee</u>	<u>Sewer Impact Fee</u>	<u>Electric Impact Fee</u>	<u>Police &amp; General Government Facilities</u>
Beginning Cash Balance	2,927,080	\$1,759,699	\$835,140	\$179,349
Deposits	77,804	\$39,554	\$3,600	\$38,814
Interest Earned this Month				
Disbursements this Month				
Ending Cash Balance	\$3,004,884	\$1,799,253	\$838,740	\$218,163

**INTEREST THROUGH THE ELEVENTH MONTH OF THE FISCAL YEAR:**

General Fund	40,902	Water Fund	6,476
GF Capital Reserves	52,483	Water Capital Reserves	183,023
Municipal Street Aid	6,548	Sewer Fund	6,188
Real Estate Transfer Tax	42,048	Sewer Capital Reserves	76,941
Electric Fund	59,037	Trash Fund	3,494
Electric Reserves	188,594		

**TOTAL INTEREST EARNED TO DATE                      \$665,734**

CITY OF MILFORD  
RESTRICTED CASH RESERVES REPORT

Date: MAY 2020

**General Fund Reserve Funds**

<b>Cash Balance 5/31/20</b>	<b>\$2,932,382</b>
<b>Restricted Funds</b>	
FY 18 Approved with Budget	(\$290,843)
FY 18 Capital -Council Approved	(\$29,759)
FY 19 Approved with Budget	(\$130,251)
FY 19 Capital -Council Approved	(\$169,217)
FY 20 Approved with Budget	(\$483,775)
FY 20 Approved after Budget	(222,487)
Year 2 Funding 5 Police Officers	(\$450,000)
Year 3 Funding 5 Police Officers	(\$537,359)
<b>Cost of Asset Replacement</b>	<b>?????????</b>
<b>Available Cash Balance</b>	<b>\$618,691</b>

**Sewer Reserve Funds**

<b>Cash Balance 5/31/20</b>	<b>\$4,358,893</b>
<b>Restricted Funds</b>	
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)
25% Mobile Lift System	(\$15,115)
DNREC Surface Water Grant	(\$50,000)
Mill Street Line Rerouting	(13,733)
<b>Cost Of Service Minimum Cash</b>	<b>(\$3,562,637)</b>
<b>Cost of Asset Replacement</b>	<b>?????????</b>
<b>Available Cash Balance</b>	<b>\$118,867</b>

**Water Reserve Funds**

<b>Cash Balance 5/31/20</b>	<b>\$9,452,796</b>
<b>Restricted Funds</b>	
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)
25% Mobile Lift System	(\$15,115)
Two test wells 10TH Street	(80,000)
Front Street water lines	(\$1,500,000)
<b>Cost of Service Minimum Cash</b>	<b>(\$2,433,832)</b>
<b>Cost of Asset Replacement</b>	<b>?????????</b>
<b>Available Cash Balance</b>	<b>\$3,809,854</b>

**Electric Reserve Funds**

<b>Cash Balance 5/31/20</b>	<b>\$10,739,651</b>
<b>Restricted Funds</b>	
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)
50% Mobile Lift System	(\$30,231)
<b>Bond Early Redemption After 1/1/22</b>	<b>(\$4,060,000)</b>
<b>Cost of Service Minimum Cash</b>	<b>(\$4,816,739)</b>
<b>Cost of Asset Replacement</b>	<b>?????????</b>
<b>Available Cash Balance</b>	<b>\$730,474</b>

**REVENUE REPORT**

Page Two

92% of Year Expended

Date: May 2020	AMOUNT BUDGETED	MTD	YTD	YTD%
ACCOUNT				
Economic Development Fund	171,360	0	162,703	94.95%
General Fund Reserves	735,775	32,000	244,836	33.28%
General Fund Reserves-New Police	425,000	35,000	385,000	90.59%
Realty Transfer Tax-Police	723,000	60,250	662,750	91.67%
Real Estate Tax	4,154,385	12,355	4,165,868	100.28%
Business License	50,000	1,240	53,845	107.69%
Rental License	95,000	250	85,150	89.63%
Building Permits	200,000	24,330	259,842	129.92%
Planning & Zoning	35,000	1,000	56,846	162.42%
Grasscutting Revenue	16,000	2,000	14,000	87.50%
Police Revenues	502,750	9,398	401,846	79.93%
Misc. Revenues	388,398	85,928	416,367	107.20%
Transfers From	3,396,842	283,071	3,113,773	91.67%
<b>Total General Fund Revenues</b>	<b>\$10,893,510</b>	<b>\$546,822</b>	<b>\$10,022,826</b>	<b>92.01%</b>
Water Revenues	2,859,500	210,709	2,680,847	93.75%
Sewer Revenues	2,610,000	179,561	2,251,914	86.28%
Kent County Sewer	2,035,000	131,765	1,706,220	83.84%
Solid Waste Revenues	1,184,965	136,997	1,167,593	98.53%
Electric Revenues	25,815,000	1,628,098	23,261,115	90.11%
<b>TOTAL REVENUES</b>	<b>\$45,397,975</b>	<b>\$2,833,952</b>	<b>\$41,090,515</b>	<b>90.51%</b>
YTD Enterprise Expense		<b>(44,729)</b>		
YTD Enterprise Revenue		<b>37,136</b>		
LTD Carlisle Fire Company Building Permit Fund		<b>481,503</b>		

**EXPENDITURE REPORT**

Page Three

Date: May 2020

92% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>City Manager</b>					
Personnel	651,490	\$137,409	642,541	98.83%	8,949
O&M	188,430	\$10,560	120,641	71.83%	47,789
Capital	0	\$0	0		0
<b>Total City Manager</b>	<b>\$819,920</b>	<b>\$147,969</b>	<b>\$763,182</b>	<b>93.08%</b>	<b>56,738</b>
<b>Planning &amp; Zoning</b>					
Personnel	150,020	\$15,745	134,413	89.60%	15,607
O&M	74,387	\$2,311	41,477	55.76%	32,910
Capital	0	\$0	0		0
<b>Total P, C &amp; I</b>	<b>\$224,407</b>	<b>\$18,056</b>	<b>\$175,890</b>	<b>78.38%</b>	<b>48,517</b>
<b>Code Enforcement &amp; Inspections</b>					
Personnel	288,330	\$31,009	250,181	87.38%	38,149
O&M	85,357	\$4,208	50,410	59.06%	34,947
Capital	32,000	\$0	28,777	89.93%	3,223
<b>Total P, C &amp; I</b>	<b>\$403,687</b>	<b>\$35,217</b>	<b>\$329,368</b>	<b>81.59%</b>	<b>74,319</b>
<b>Council</b>					
Personnel	33,380	\$2,853	22,499	67.40%	10,881
Contract Service-ADA Transition P1	50,000	\$0	200	0.40%	49,800
Legal	45,000	\$1,233	38,879	81.51%	8,321
City Hall Building Expense	19,250	\$1,604	17,646	81.67%	1,604
Insurance	18,270	\$0	18,235	99.81%	35
Christmas Decorations	7,000	\$0	0	0.00%	7,000
Computer Expense	8,450	\$0	8,245	97.57%	205
Council Expense	23,950	\$82	17,983	75.09%	5,967
Employee Recognition	21,000	\$0	19,517	0.00%	1,483
Codification	15,000	\$352	14,795	98.63%	205
Carlisle 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	1,843	92.15%	157
Armory Expenses	10,000	\$0	6,659	66.59%	3,341
Kent Economic Partnership	30,000	\$0	30,000	100.00%	0
Election-Wages	6,000	\$0	0	0.00%	6,000
Election-Supplies	3,000	\$0	1,008	33.53%	1,994
Police Facility Promotion	7,000	\$0	7,000	100.00%	0
Ladybug Festival	30,000	\$0	30,000	100.00%	0
Chamber of Commerce	25,000	\$0	0	0.00%	25,000
Capital-Council Chambers Recordii	8,795	\$0	0	0.00%	8,795
Capital-Council Chambers Monitors	25,000	\$0	9,930	39.72%	15,070
Capital-Video Monitoring system	25,000	\$0	0	0.00%	25,000
<b>Total Council</b>	<b>\$654,455</b>	<b>\$8,124</b>	<b>\$343,097</b>	<b>52.42%</b>	<b>311,358</b>

**EXPENDITURE REPORT**

Page Four

Date: May 2020

82% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>Finance</b>					
Personnel	420,713	\$48,553	380,096	90.35%	40,617
O&M	105,875	\$5,101	73,415	69.34%	32,460
Capital	0	\$0	0		0
<b>Total Finance</b>	<b>\$526,588</b>	<b>\$54,654</b>	<b>\$453,511</b>	<b>86.12%</b>	<b>73,077</b>
<b>Information Technology</b>					
Personnel	164,130	\$18,205	149,374	91.01%	14,756
O&M	181,950	\$1,725	176,250	96.87%	5,700
Capital	48,500	\$0	45,798	94.42%	2,704
<b>Total Information Technology</b>	<b>\$394,580</b>	<b>\$19,930</b>	<b>\$371,420</b>	<b>94.13%</b>	<b>23,160</b>
<b>Police Department</b>					
Personnel	4,972,163	\$466,889	4,350,270	87.49%	621,893
O&M	688,970	\$24,606	502,621	72.96%	186,349
Capital	106,185	\$232	88,542	83.36%	17,643
<b>Total Police</b>	<b>\$5,767,318</b>	<b>\$491,627</b>	<b>\$4,941,433</b>	<b>85.68%</b>	<b>825,885</b>
<b>Streets &amp; Grounds Division</b>					
Personnel	336,000	\$36,648	300,873	89.55%	35,127
O&M	418,745	\$54,341	334,799	79.95%	83,946
Capital	200,000	\$0	32,223	16.11%	167,777
<b>Total Streets &amp; Grounds</b>	<b>\$954,745</b>	<b>\$90,989</b>	<b>\$667,895</b>	<b>69.96%</b>	<b>286,850</b>
<b>Parks &amp; Recreation</b>					
Personnel	692,200	\$64,001	547,822	78.14%	144,378
O&M	263,810	\$21,222	201,420	76.41%	62,190
Capital	192,000	\$0	7,800	4.06%	184,200
<b>Total Parks &amp; Recreation</b>	<b>\$1,147,810</b>	<b>\$85,223</b>	<b>\$757,042</b>	<b>65.96%</b>	<b>390,768</b>
<b>Total General Fund</b>					
<b>Operating Budget</b>	<b>\$10,893,510</b>	<b>\$948,689</b>	<b>\$8,802,838</b>	<b>80.81%</b>	<b>2,090,672</b>

**EXPENDITURE REPORT**

Page Five

Date: May 2020

92% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>Water Division</b>					
Personnel	317,548	\$37,409	258,093	81.28%	59,455
O&M	1,500,438	\$130,278	1,296,535	86.41%	203,903
Capital	657,509	\$0	27,120	4.12%	630,389
Debt Service	384,005	\$0	318,774	83.01%	65,231
<b>Total Water</b>	<b>\$2,859,500</b>	<b>\$187,685</b>	<b>\$1,900,522</b>	<b>66.46%</b>	<b>958,978</b>
<b>Sewer Division</b>					
Personnel	316,248	\$36,125	249,136	78.78%	87,112
O&M	1,799,212	\$156,670	1,548,562	86.12%	249,650
Capital	90,000	\$0	83,280	92.51%	6,740
Debt Service	404,540	\$0	307,489	76.01%	97,051
<b>Sewer Sub Total</b>	<b>\$2,610,000</b>	<b>\$191,795</b>	<b>\$2,189,447</b>	<b>83.89%</b>	<b>420,553</b>
Kent County Sewer	2,035,000	\$131,694	1,569,089	77.10%	465,931
<b>Total Sewer</b>	<b>\$4,645,000</b>	<b>\$323,489</b>	<b>\$3,758,516</b>	<b>80.92%</b>	<b>886,484</b>
<b>Solid Waste Division</b>					
Personnel	350,737	\$43,887	316,134	90.13%	34,603
O&M	834,228	\$64,614	784,524	94.04%	49,704
Capital	0	\$0	0		0
<b>Total Solid Waste</b>	<b>\$1,184,965</b>	<b>\$108,301</b>	<b>\$1,100,658</b>	<b>92.89%</b>	<b>84,307</b>
<b>Total Water, Sewer Solid Waste</b>					
	<b>\$8,689,465</b>	<b>\$599,475</b>	<b>\$6,759,696</b>	<b>77.79%</b>	<b>1,829,769</b>
<b>Electric Division</b>					
Personnel	1,039,091	\$127,526	1,026,746	98.81%	12,345
O&M	2,717,254	\$206,864	2,321,016	85.42%	396,238
Transfer to General Fund	2,500,000	\$208,334	2,291,667	91.67%	208,333
Capital	1,036,040	\$0	196,732	18.95%	841,308
Debt Service	320,615	\$0	271,408	84.65%	49,207
<b>Electric Sub Total</b>	<b>\$7,615,000</b>	<b>\$542,724</b>	<b>\$6,107,569</b>	<b>80.20%</b>	<b>1,507,431</b>
Power Purchased	18,200,000	\$1,206,006	14,834,987	81.51%	3,365,013
<b>Total Electric</b>	<b>\$25,815,000</b>	<b>\$1,748,730</b>	<b>\$20,942,556</b>	<b>81.13%</b>	<b>4,872,444</b>
<b>TOTAL OPERATING BUDGET</b>					
	<b>\$46,397,975</b>	<b>\$3,297,894</b>	<b>\$36,505,080</b>	<b>80.41%</b>	<b>8,892,885</b>

**INTERSERVICE DEPARTMENTS REPORT**

Page Six

Date: May 2020

92% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
<b>Garage</b>					
Personnel	92,725	10,152	84,766	91.42%	7,959
O&M	113,887	6,187	96,289	84.55%	17,598
Capital	0				
<b>Total Garage Expense</b>	<b>\$206,612</b>	<b>\$16,339</b>	<b>\$181,055</b>	<b>87.63%</b>	<b>25,557</b>
<b>Public Works</b>					
Personnel	720,729	76,574	545,386	75.67%	175,343
O&M	208,665	29,332	193,673	92.82%	14,992
Capital	132,000	0	0	0.00%	132,000
<b>Total Public Works Expense</b>	<b>\$1,061,394</b>	<b>\$105,906</b>	<b>\$739,059</b>	<b>69.63%</b>	<b>322,335</b>
<b>Tech Services</b>					
Personnel	239,513	25,911	217,608	90.85%	21,905
O&M	430,711	18,587	262,004	60.83%	168,707
Capital	64,000	0	61,545	96.16%	2,455
<b>Total Tech Services Expense</b>	<b>\$734,224</b>	<b>44,478</b>	<b>\$541,157</b>	<b>73.70%</b>	<b>193,067</b>
<b>Billing &amp; Collections</b>					
Personnel	776,589	69,726	614,817	79.17%	161,772
O&M	245,850	11,998	204,029	82.99%	41,821
Capital	47,000	0	14,205	30.22%	32,795
<b>Total Billing &amp; Collections</b>	<b>\$1,069,439</b>	<b>81,724</b>	<b>\$833,051</b>	<b>77.90%</b>	<b>236,388</b>
<b>City Hall Cost Allocation</b>					
Personnel	0				0
O&M	53,066	2,370	48,952	92.25%	4,114
Capital	208,411	0	125,811	60.37%	82,600
<b>Total City Hall Cost Allocation</b>	<b>\$261,477</b>	<b>2,370</b>	<b>\$174,763</b>	<b>66.84%</b>	<b>86,714</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.