

To: Mayor and City Council
From: Louis C. Vitola, Finance Director
Date: June 10, 2021
Re: April 2021 Financial Reporting Package

The April 2021 Month-to-Date and Fiscal Year-to-Date (YTD) Financial Reporting Package is enclosed for your review. The following executive summary highlights this month's notable developments; no changes were made to the format or delivery of the document this month.

- Pages 1-2: Cash and Reserve Balances
 - Operating cash balances (page 1), particularly in the General Fund, dipped during April primarily due to the twice annual occurrence that three payroll dates fall within a single month. The City reports monthly expenditures on a modified accrual basis, permitting the recognition of personnel expenses at payroll date intervals. Adjustments to report payroll on an accrual basis are made annually in connection with the year-end financial statement production.
 - Investment balances (page 1) remain strong through April, but the standard caution is that reserve requirements and funding commitments (page 2) encumber a significant portion of the balance in each fund, most notably the general fund, sewer fund, the Municipal Street Aid (MSA) fund and Realty Transfer Tax (RTT) fund.
 - The disbursements made from the special-purpose accounts and major reserve accounts (page 2, lines 9-22) during April were all made in support of Council-approved capital project expenditures incurred during March and April.
 - Impact fee collections and permit charges (page 2, lines 23-30) were strong for the third consecutive month, representing a continuation of the above-average activity in residential and commercial construction. RTT receipts were particularly high in February and April this year; an early look at May receipts suggests that the FY21 RTT receipts should finish the year roughly equal to the three-year average of \$1 million.
- Page 3: Enterprise Funds – Statement of Revenue & Expenditures (P&L Style Statement)
 - This presentation, first reported in February 2021, features a consolidated view of the YTD performance of the City's four major enterprise funds using a "P&L" or income statement format readers may recognize more readily than the detailed revenue (p. 4) and expenditure (p. 5-9) reports that follow.
 - The statement was modeled after the presentation of the Proprietary Funds Statement of Revenues, Expenses and Changes in Net Position found in the City's annual audited financial statements and will be modified as needed based on feedback and the Finance Department's plans to incorporate comparative data and non-financial operating data into the monthly report.
 - The City's enterprise fund gross, operating and net margins through April each posted improvements over March results in total and on a fund-by-fund basis. However, despite a positive operating margin and improvement in the net sewer margin since March, the net margin in the sewer fund is negative as a result of reserve-funded capital spending. Recall that the P&L report attempts to mimic the year-end audited financial statements, which consolidate capital and operating expenditures in one statement, regardless of funding. This should alleviate any concern of the sewer fund's achievement of operating budget targets while at the same time highlighting the fact that the sewer fund is unable to support its operations, debt service and capital needs through the sewer rate alone, highlighting the need to effectuate the rate adjustments set forth in the City's recent Cost of Service Study.
- Page 4-8: Revenue & Expenditures
 - YTD general fund revenue as a percentage of the annual budget is more than 90%, but as always, the figure is skewed by the annual tax billing and the monthly recognition of reserves and transfers to match the budget. Adjusted for property tax billing, incoming transfers and reserve-funded initiatives, YTD general fund

revenue is 83% of the annual budget, which is just shy of the ten-month levelization of the annual budget. General fund expenditures continue to be monitored closely, again measuring under the levelized budgeted expenditures through the YTD reporting period.

- Enterprise fund revenues likewise remain strong through April. After December's light results, revenue rebounded in the third quarter to exceed the budget in all funds, pushing the YTD revenue variance ahead of the levelized revenue budget by 4%.
- Total enterprise fund expenses were lower than the prior period for the second month in a row, again due almost entirely to lower wholesale power costs, which were partially offset by the aforementioned artificial spike in personnel expenses and additional capital project activity. On a YTD basis, enterprise fund expenditures continue to track below the levelized budget in total and on a fund-by-fund basis with the exception of the sewer fund. Expenditure overages versus the levelized budget in the sewer division are primarily attributable to Kent County wastewater expenditures, which are uncontrollable but recovered directly through the County component of the sewer rate, and inflow and infiltration (I&I expenses), which are extremely difficult to control much less predict or eliminate, though efforts to mitigate I&I are ongoing.
- The narrative through fiscal year 2021 continues to hold through ten months; the City's controllable operating expenses and capital spending funded by current operations have been held deliberately low as long as possible. Necessary operating and capital expenditures deferred to the seasonal, project-friendly weather of the fourth quarter of the fiscal year have the potential to contribute to a reversal of the positive budget variance experienced throughout the ten months of the year.

cc: Mark Whitfield, City Manager
Finance Department



Financial Reporting Package
As of and For the Period Ended April 30, 2021

Cash & Investment Balance Rollforward
Restricted Cash Reserves Report
Enterprise Funds YTD Revenue & Expenditure Report
Revenue Report with MTD & YTD vs Annual Budget
Expenditure Report with MTD & YTD vs Annual Budget
Interservice Department Cost Allocation

City of Milford, Delaware
Cash and Investment Balance¹ Rollforward
For the Period Ended April 30, 2021

1 **Operating Cash Balances**

Description	Opening Balance (Mar 31, 2021)	Receipts	Interest Earned	Disbursements	Closing Balance (Apr 30, 2021)
3 General Fund	\$ 4,258,280	\$ 1,165,768	\$ 653	\$ (1,735,467)	\$ 3,689,234
4 Electric Fund	3,066,345	2,140,065	1,759	(2,036,663)	3,171,504
5 Water Fund	1,168,183	235,318	956	(132,647)	1,271,810
6 Sewer Fund	906,592	402,274	444	(431,953)	877,357
7 Solid Waste Fund	399,225	114,429	56	(90,452)	423,257
Operating Cash Totals	\$ 9,798,624	\$ 4,057,853	\$ 3,868	\$ (4,427,181)	\$ 9,433,163

9 **Federal, State and Other Special Purpose Cash Balances**

Description	Opening Balance (Mar 31, 2021)	Receipts	Interest Earned	Disbursements ³	Closing Balance (Apr 30, 2021)
11 General Improvement	\$ 277,828	\$ -	\$ 31	\$ (44,950)	\$ 232,909
12 Municipal Street Aid (MSA)	547,417	68,284	76	(38,821)	576,956
13 Realty Transfer Tax (RTT)	3,380,380	190,051	464	(41,667)	3,529,228
14 Economic Development	32,289	-	-	-	32,289
Special Purpose Cash Totals	\$ 4,237,914	\$ 258,334	\$ 571	\$ (125,437)	\$ 4,371,382

16 **Reserve Fund Cash Balances²**

Description	Opening Balance (Mar 31, 2021)	Receipts	Interest Earned	Disbursements ⁴	Closing Balance (Apr 30, 2021)
18 General Fund Capital Reserves	\$ 1,829,698	\$ -	\$ 8	\$ (2)	\$ 1,829,704
19 Water Fund Capital Reserves	9,660,476	-	58	(232,174)	9,428,360
20 Sewer Fund Capital Reserves	3,981,166	-	24	(27,606)	3,953,584
21 Electric Fund Capital Reserves	14,219,685	-	64	(14)	14,219,736
Reserve Fund Cash Totals	\$ 29,691,025	\$ -	\$ 155	\$ (259,796)	\$ 29,431,384

23 **Impact Fees and Police/General Facilities Cash Balances**

Description	Opening Balance (Mar 31, 2021)	Receipts	Interest Earned	Disbursements	Closing Balance (Apr 30, 2021)
25 Police & General Gov't Facilities	\$ 534,220	\$ 21,166	\$ -	\$ -	\$ 555,386
26 Carlisle Fire Co Permit Fund	586,856	7,055	-	-	593,911
27 Water Impact Fee Reserves	4,095,116	74,497	-	-	4,169,613
28 Sewer Impact Fee Reserves	2,376,748	39,361	-	-	2,416,108
29 Electric Impact Fee Reserves	998,990	26,000	-	-	1,024,990
Impact Fees & Police/GF Totals	\$ 8,591,929	\$ 168,079	\$ -	\$ -	\$ 8,760,008

Grand Totals	\$ 52,319,492	\$ 4,484,266	\$ 4,593	\$ (4,812,415)	\$ 51,995,937
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32 ¹Balances reflect banking and investment account statements and are not indicative of funding availability

33 ²See enclosed Restricted Cash Reserves Report for breakdown of reserve funding commitments

34 ³Pre-funding LED project pending grant receipt (line 11), Street Rehab/ADA Ramp Project (line 12) and Transfer to Police to support OpEx (line 13)

35 ⁴Disbursements from Water Reserves (line 19) primarily SE 2nd St Project; also includes reimbursement for March & April capital project spending (SE Wells, Well #5 Fencing, NE/NW Front St). Disbursement from Sewer Reserves (line 20) to support fencing project.

City of Milford, Delaware
Restricted Cash Reserves Report
As of April 30, 2021

General Fund Capital Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	1,829,704
Restricted Funds:		
FY'19 Approved with Budget		(21,659)
FY'19 Capital - Council Approved		(52,330)
FY'20 Approved with Budget		(230,165)
FY'20 Capital - Council Approved		(7,233)
FY'21 Approved with Budget ¹		(580,606)
FY'21 Capital - Council Approved		(244,690)
Funding for 5 Police Officers - Yr 3		(375,000)
Support Policy with RTT ²		2,000,000
Draft Reserve (MCR) Policy ³		(1,357,614)
Equipment Replacement Reserve ³		(771,581)
Uncommitted Reserve Balance	\$	188,827

Electric Fund Capital Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	14,219,736
Restricted Funds:		
SCADA / Smart Metering Wall		(100,000)
FY'19 Budgeted Capital		(297,150)
FY'20 Budgeted Capital		(181,961)
FY'21 Capital - Council Approved		(75,000)
Early Redemption of Bond (1/1/22)		(4,060,000)
Draft Reserve (MCR) Policy ⁴		(6,329,000)
Equipment Replacement Reserve ⁴		(97,000)
Uncommitted Reserve Balance	\$	3,079,625

Water Fund Capital Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	9,428,360
Restricted Funds:		
NW & NE Front Street Waterline		(119,490)
Streets 2020 Utility Engineering		(3,226)
SE Second Street - Lead Gooseneck		(2,554)
Two Test Wells - 10th Street		(50,800)
Automated Blow-Off Valves		(48,628)
Lovers Lane & Mispillion St Group		(245,904)
Fencing & Water Source Study		(24,152)
SE Regional Water Quality Study		(36,750)
Front Street Water Lines		(1,500,000)
Draft Reserve (MCR) Policy ⁴		(2,333,000)
Equipment Replacement Reserve ⁴		(101,000)
Uncommitted Reserve Balance	\$	4,962,856

Municipal Street Aid Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	576,956
Projected Receipts through FY'21:		-
Restricted Funds:		
Mispillion Street Group		(434,440)
Street Improvement Plan: 2020		(59,190)
Street Improvement Plan: 2019		(72,000)
Balance of Fisher, Plum, Masten, etc		(1,094)
Balance of Lovers Lane Project		(3,125)
Restricted for Bridge Improvements		(6,552)
Uncommitted Reserve Balance	\$	555

Sewer Fund Capital Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	3,953,584
Restricted Funds:		
Vehicles: F250 Svc & H/D w/Plow		(71,051)
I&I Studies: & Shawnee/Truitt		(141,634)
DNREC Surface Water Grant		(50,000)
Mill Street - Line Rerouting		(5,439)
Streets 2020 Utility Engineering		(3,226)
Fencing - Lighthouse Pump Station		(28,000)
Upgrade Line - Mispillion St Group		(28,618)
Backup Generator		(40,950)
Draft Reserve (MCR) Policy ⁴		(3,327,000)
Equipment Replacement Reserve ⁴		(235,000)
Uncommitted Reserve Balance	\$	22,666

Realty Transfer Tax Reserves		Amount
Cash/Investment Balance (4/30/21)	\$	3,529,228
Projected Receipts through FY'21:		101,833
Restricted Funds:		
Transfer to Police Dept		(83,330)
Sidewalk Project Funding		(140,000)
Mispillion Street Group		(80,000)
Support GF Policies ²		(2,000,000)
Draft Reserve Policy ⁵		(1,000,000)
Uncommitted Reserve Balance	\$	327,731

¹Includes \$347,899 for FY'21 General Fund Operating Budget Deficit-Funding

²Per discussions held at 11/17/2020 Council Retreat, implementation of GF Reserve Policies would require support from an eligible funding source

³Initial draft of GF Policies recommend MCR of 60 days OpEx & Equip Repl Res of PY Equipment Depreciation Expense; CIP budgeting process March-April 2021 resulting in updated recommendation to MCR of 45 days OpEx & Equip Repl Res minimum of 110% of upcoming CIP budget

⁴Initial Fund Policy draft split Minimum Cash Req'd from COS study into new MCR & Equip Repl Reserve (20% of CIP); proportion of split updated w/CIP progress & Fund Policy revision

⁵Per 11/17 Retreat, initial draft of RTT Fund Policy recommends dynamic MCR based on average of trailing-three-year RTT receipts

City of Milford, Delaware
 Enterprise Funds: YTD Actual Statement of Revenues & Expenditures¹
 For the YTD Period Ended April 30, 2021 (in thousands)

Enterprise Funds Profit & Loss (P&L) Statement	Electric	Water	Sewer	Solid Waste	Total	Total (as % of Revenue)
1 Operating Revenue	\$ 21,006	\$ 2,549	\$ 3,844	\$ 1,149	\$ 28,548	100.0%
2 Cost of Revenue ²	(14,019)	(270)	(2,620)	(289)	(17,199)	-60.2%
3 Gross Margin	6,987	2,279	1,224	860	11,350	39.8%
4 Operating Expenses						
5 Operations & Maintenance	(1,973)	(812)	(706)	(494)	(3,986)	-14.0%
6 Personnel	(943)	(251)	(245)	(219)	(1,658)	-5.8%
7 Total Operating Expenses	(2,916)	(1,063)	(951)	(713)	(5,644)	-19.8%
8 Operating Income	\$ 4,071	\$ 1,216	\$ 273	\$ 147	\$ 5,706	20.0%
9 Non-Operating Revenue (Expense)	20	21	(3)	1	39	0.1%
10 Surplus (Deficit) available for debt service & capital	4,090	1,237	270	148	5,745	20.1%
11 Debt Service - Principal & Interest	(274)	(319)	(329)	(71)	(993)	-3.5%
12 Capital Spending / Contributions from (to) Reserves	(161)	(11)	(256)	-	(428)	-1.5%
13 Surplus (deficit) available for transfers	3,655	907	(316)	77	4,323	15.1%
14 Transfers Out	(2,083)	-	-	-	(2,083)	-7.3%
15 Net Surplus (Deficit)	\$ 1,572	\$ 907	\$ (316)	\$ 77	\$ 2,240	7.8%

¹Future iterations of this report will be modified to show comparable data versus the budget and/or prior year performance, common size (percentage-based) figures, operational data and/or customer data to further inform the current year performance in the enterprise funds.

²Cost of Revenue reported in the electric fund reflects wholesale cost of power and serves as an ideal revenue offset to arrive at gross margin. Cost of revenue in the water, sewer and solid waste funds are estimated based on a limited set of known, direct inputs to the cost of providing the utility services billed. Aside from Kent County sewer treatment charges, costs of revenue in the water, sewer and solid waste funds are likely understated.

City of Milford, Delaware
 Revenue Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended April 30, 2021

83.3% of Year Elapsed

Account / Function	FY'21 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget
General Fund:				
Economic Development Fund	\$ 70,860	\$ -	\$ 70,860	100.0%
General Fund Reserves	813,099	54,681	565,202	69.5%
General Fund Reserves - New Officers	436,800	36,400	364,000	83.3%
Realty Transfer Tax - Police	500,000	41,667	416,667	83.3%
Real Estate Tax	4,316,000	1,682	4,332,896	100.4%
Business License	50,000	6,340	68,210	136.4%
Rental License	100,000	1,375	100,825	100.8%
Building Permits	250,000	27,299	331,385	132.6%
Planning & Zoning	47,000	8,040	46,290	98.5%
Grasscutting Revenue	16,000	1,333	13,333	83.3%
Police Revenues	508,375	6,587	379,945	74.7%
Misc. Revenues	417,100	58,343	324,025	77.7%
Transfers In	3,486,525	290,543	2,905,437	83.3%
Total General Fund Revenue	\$ 11,011,759	\$ 534,290	\$ 9,919,075	90.1%
Enterprise Funds:				
Water Fund Revenues	\$ 2,984,929	\$ 264,567	\$ 2,569,794	86.1%
Sewer Fund Revenues	2,528,345	266,767	2,203,851	87.2%
Kent County Sewer	1,900,000	186,624	1,672,926	88.0%
Solid Waste Fund Revenues	1,314,770	114,259	1,150,240	87.5%
Electric Fund Revenues	24,310,398	1,934,248	21,023,045	86.5%
Total Enterprise Fund Revenue	\$ 33,038,442	\$ 2,766,465	\$ 28,619,856	86.6%
Other Enterprise Expense		(1,552)	(8,028)	
Other Enterprise Revenue		1,660	19,750	
Total General & Enterprise Fund Revenue	\$ 44,050,201	\$ 3,300,863	\$ 38,550,653	87.5%

City of Milford, Delaware
Expenditure Report: MTD and YTD Actual vs Annual Budget
For the YTD Period Ended April 30, 2021

83.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'21 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
General Fund					
City Administration					
Personnel	\$ 623,686	\$ 62,094	\$ 469,675	75.3%	\$ 154,011
Operation & Maintenance (O&M)	191,289	11,362	97,263	50.8%	94,026
Capital	-	-	-		-
Subtotal: City Administration	814,975	73,456	566,938	69.6%	248,037
Planning & Zoning					
Personnel	158,111	17,123	131,130	82.9%	26,981
O&M	82,647	6,393	43,722	52.9%	38,925
Capital	-	-	-		-
Subtotal: Planning & Zoning	240,758	23,516	174,852	72.6%	65,906
Code Enforcement & Inspections					
Personnel	288,296	23,962	220,598	76.5%	67,698
O&M	91,722	14,435	50,871	55.5%	40,851
Capital	32,000	-	28,542	89.2%	3,458
Subtotal: Code Enforcement & Inspections	412,018	38,397	300,011	72.8%	112,007
Council					
Personnel	32,295	3,757	26,192	81.1%	6,103
Legal	45,000	2,020	15,355	34.1%	29,645
City Hall Building Expense	30,014	2,501	25,012	83.3%	5,002
Insurance	20,400	-	21,859	107.2%	(1,459)
Christmas Decorations	7,000	-	-	0.0%	7,000
Council Expense	34,200	86	14,387	42.1%	19,813
Employee Recognition	28,000	1,234	14,863	53.1%	13,137
Codification	15,000	-	6,728	44.9%	8,272
Carlisle Fire Company	140,000	-	140,000	100.0%	-
Museum	30,000	-	30,000	100.0%	-
Downtown Milford, Inc.	45,860	-	45,860	100.0%	-
Milford Public Library	25,000	-	25,000	100.0%	-
Economic Development	2,000	-	207	10.4%	1,793
Armory Expenses	9,000	-	5,502	61.1%	3,498
Kent Economic Partnership	30,000	-	-	0.0%	30,000
Election - Wages	6,000	-	337	5.6%	5,663
Election - Supplies	2,000	-	810	40.5%	1,190
Community Festivals	60,000	30,000	30,000	50.0%	30,000
Subtotal: Council	561,769	39,598	402,112	71.6%	159,657

City of Milford, Delaware
Expenditure Report: MTD and YTD Actual vs Annual Budget
For the YTD Period Ended April 30, 2021

83.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'21 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
37 Finance					
38 Personnel	504,477	46,228	460,063	91.2%	44,414
39 O&M	86,400	2,734	37,229	43.1%	49,171
40 Capital	-	-	-		-
41 Subtotal: Finance	590,877	48,962	497,292	84.2%	93,585
42 Information Technology					
43 Personnel	274,394	11,188	136,547	49.8%	137,847
44 O&M	276,418	25,668	235,843	85.3%	40,575
45 Capital	62,000	-	29,000	46.8%	33,000
46 Subtotal: Information Technology	612,812	36,856	401,390	65.5%	211,422
47 Police Department					
48 Personnel	4,969,863	538,093	3,931,996	79.1%	1,037,867
49 O&M	724,875	38,370	489,310	67.5%	235,565
50 Capital	105,700	-	93,987	88.9%	11,713
51 Subtotal: Police Department	5,800,438	576,463	4,515,293	77.8%	1,285,145
52 Streets & Grounds Division					
53 Personnel	353,451	36,256	281,509	79.6%	71,942
54 O&M	440,195	25,107	277,871	63.1%	162,324
55 Capital	-	-	-		-
56 Subtotal: Streets & Grounds Division	793,646	61,363	559,380	70.5%	234,266
57 Parks & Recreation					
58 Personnel	550,946	46,925	361,484	65.6%	189,462
59 O&M	368,020	37,935	281,850	76.6%	86,170
60 Capital	265,500	29,742	169,786	63.9%	95,714
61 Subtotal: Parks & Recreation	1,184,466	114,602	813,120	68.6%	371,346
62 Total General Fund Expenditures	\$ 11,011,759	\$ 1,013,213	\$ 8,230,388	74.7%	\$ 2,781,371

City of Milford, Delaware
Expenditure Report: MTD and YTD Actual vs Annual Budget
For the YTD Period Ended April 30, 2021

83.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'21 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Enterprise Funds:					
Water Division					
Personnel	\$ 319,598	\$ 34,298	\$ 250,827	78.5%	\$ 68,771
O&M	1,542,611	105,380	1,082,147	70.2%	460,464
Capital	757,445	-	-	0.0%	757,445
Debt Service	365,275	-	318,774	87.3%	46,501
Subtotal: Water Division	2,984,929	139,678	1,651,748	55.3%	1,333,181
Sewer Division					
Personnel	307,738	33,419	245,100	79.6%	62,638
O&M	1,814,277	100,798	1,661,455	91.6%	152,822
Capital	-	-	-	-	-
Debt Service	406,330	17,961	329,050	81.0%	77,280
Subtotal: Sewer Division (excl. Kent County)	2,528,345	152,178	2,235,605	88.4%	292,740
Kent County Sewer	1,900,000	186,615	1,672,666	88.0%	227,334
Subtotal: Sewer Division (Comprehensive)	4,428,345	338,793	3,908,271	88.3%	520,074
Solid Waste Division					
Personnel	315,705	27,434	218,981	69.4%	96,724
O&M	999,065	64,415	854,683	85.5%	144,382
Capital	-	-	-	-	-
Subtotal: Solid Waste Division	1,314,770	91,849	1,073,664	81.7%	241,106
Subtotal: Water, Sewer & Solid Waste	8,728,044	570,320	6,633,683	76.0%	2,094,361
Electric Division					
Personnel	1,135,845	119,225	943,017	83.0%	192,828
O&M	2,605,859	204,144	1,973,873	75.7%	631,986
Transfer to General Fund	2,500,000	208,333	2,083,333	83.3%	416,667
Capital	947,529	59,663	161,035	17.0%	786,494
Debt Service	321,165	-	274,208	85.4%	46,957
Subtotal: Electric Division (excl. Power)	7,510,398	591,365	5,435,466	72.4%	2,074,932
Power Purchased	16,800,000	1,175,874	14,019,197	83.4%	2,780,803
Subtotal: Electric Division (Comprehensive)	24,310,398	1,767,239	19,454,663	80.0%	4,855,735
Total Enterprise Fund Expenditures	\$ 33,038,442	\$ 2,337,559	\$ 26,088,346	79.0%	\$ 6,950,096
Grand Total Operating Budget	\$ 44,050,201	\$ 3,350,772	\$ 34,318,734	77.9%	\$ 9,731,467

City of Milford, Delaware
 Interservice Department Expenditures: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended April 30, 2021

83.3% of Year Elapsed

Account / Divisional Groupings	FY'21 Budget	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Interservice Departments					
Garage					
Personnel	\$ 94,752	\$ 9,453	\$ 71,804	75.8%	\$ 22,948
Operation & Maintenance (O&M)	120,672	4,456	94,440	78.3%	26,232
Capital	-	-	-		-
Subtotal: Garage	215,424	13,909	166,244	77.2%	49,180
Public Works					
Personnel	727,521	70,754	532,882	73.2%	194,639
O&M	270,155	13,390	145,699	53.9%	124,456
Capital	216,773	-	-	0.0%	216,773
Subtotal: Public Works	1,214,449	84,144	678,581	55.9%	535,868
Tech Services					
Personnel	249,059	29,292	212,604	85.4%	36,455
O&M	445,181	29,604	356,849	80.2%	88,332
Capital	-	-	-		-
Subtotal: Tech Services	694,240	58,896	569,453	82.0%	124,787
Billing & Collections					
Personnel	662,726	67,266	490,034	73.9%	172,692
O&M	282,655	20,173	193,155	68.3%	89,500
Capital	49,500	19,837	44,166	89.2%	5,334
Subtotal: Billing & Collections	994,881	107,276	727,355	73.1%	267,526
City Hall Cost Allocation					
O&M	70,620	40,712	40,712	57.6%	29,908
Capital	-	-	-		-
Subtotal: City Hall Cost Allocation	70,620	40,712	40,712	57.6%	29,908
Interdepartmental Cost Allocation	\$ (3,189,614)	\$ (304,937)	\$ (2,182,345)	68.4%	\$ (1,007,269)
Net Interdepartmental Costs¹	\$ -	\$ -	\$ -		\$ -

¹All costs reported here are allocated to and entirely funded by the various departments that use the services provided internally by these shared departments.