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To: Mayor and City Council
Cc: Mark Whitfield, City Manager; Finance Department
From: Louis C. Vitola, Finance Director
Date: February 25, 2022
Re: January 2022 Financial Reporting Package

The Financial Reporting Package for the fiscal year through January 2022 (FY22 YTD) is enclosed. The following executive summary highlights this month's notable developments and recaps any changes to the report. The "Quick Reference" section of this memo recaps important financial highlights and modifications made in FY22 to help shorten the executive summaries.

YTD results continue to exceed budget expectations through the first half of the fiscal year. Operating expenditures remain below even the seasonalized budget across funds for the seventh consecutive month. Electric Fund margins fell in January on higher wholesale power costs and higher distribution losses as timing issues between wholesale and retail electric sales continue to drive artificially choppy results on a month-to-month basis. The water fund, while still behind compared to the first half of FY21, has improved in each of the last two months; the new water fund transfer to the general fund represents the only variance, and is partially offset by otherwise stronger year-over-year results. Strong results in the sewer fund through December were tempered in January due to debt service payments. Operating cash balances in the enterprise funds were drawn in January due to receivable growth and timing issues, but are expected to reverse by March depending on billing cycles.

Quick Reference for FY22 Financial Developments and Report Upgrades

Recap FY22 Financial Highlights



Summary of FY22 Modifications (no changes this month)

- P.1 – Cash Rollforward
 - New Solid Waste Reserves Acct created by FY22 Water Fund interfund loan forgiveness; new variance indicators
- P.2 – Restricted Cash Reserves Report
 - The MSA and RTT reserves were combined into one shared summary to make room for Solid Waste Fund
 - Lines 3 & 17 added to show additions & interest earnings in the capital reserve accounts
 - Lines 12, 13, 24 & 25 feature updated MCR & ERR calculations for FY22 pursuant to cash reserve policy
- P.3 – The Enterprise Funds “P&L Style” Report features a new comparative column and four new rows
 - The rightmost column compares current vs prior FYTD periods by revenue and expense lines and subtotals
 - Rows 16 & 17 compare current & prior FYTD periods net surplus by fund
 - Rows 18 & 19 compare actual surplus vs seasonalized budget surplus for the current FYTD period
 - Variance indicators added for quick reference to both P&L reports; refined in October 2021
- P.4 – The General Fund “P&L Style” Report was created to complement the existing Enterprise Funds P&L Report
 - The new statement presents the same general fund financial performance available in the legacy Revenue and Expenditure Reports in a one-page consolidated executive summary
 - The scaled, common-size columns at right match the prior year comparability goals featured in the Enterprise Fund version of the report, while also putting general fund revenues and expenses in context for the first time in the monthly financial reporting package
 - Rows 19 & 20 allow for a comparison of the current and prior year FYTD periods by major function
 - Rows 21-22 show comparison of actual surplus vs seasonalized budget surplus for the current FYTD period
- P.5 (prev p.10) – Planned Use of ARPA Funding by Category compared to Actual Spending added in Sept 2021
- P.6-10 – Revenue (p.6) & Expenditure/Inter-dept Reports (p.7-10) will be produced indefinitely as “legacy” reports



Financial Reporting Package
As of and For the Period Ended January 31, 2022

Cash & Investment Balance Rollforward

Restricted Cash Reserves Report

Enterprise Funds YTD Revenue & Expenditure Report

General Fund YTD Revenue & Expenditure Report

Appendix: ARPA Funding Plan vs Actual Expenses

Legacy Revenue Report with MTD & YTD vs Annual Budget

Legacy Expenditure Report with MTD & YTD vs Annual Budget

Legacy Interservice Department Cost Allocation

City of Milford, Delaware
Cash and Investment Balance¹ Rollforward
For the Period Ended January 31, 2022

1 **Operating Cash Balances**

▼ Marks Ref Closing Bal⁵

Description	Opening Balance (Dec 31, 2021)	Receipts	Interest Earned	Disbursements	Closing Balance (Jan 31, 2022)
General Fund	\$ 5,226,118	\$ 1,171,098	\$ 721	\$ (1,579,168) →	\$ 4,818,770
Electric Fund ⁴	4,436,470	1,805,855	2,198	(2,456,574) ↓	3,787,949
Water Fund	1,969,408	237,069	1,280	(165,502) →	2,042,255
Sewer Fund	1,079,056	356,144	493	(536,977) ↓	898,717
Solid Waste Fund	568,016	128,705	71	(98,094) →	598,698
Operating Cash Totals⁴	\$ 13,279,068	\$ 3,698,871	\$ 4,764	\$ (4,836,315) ●	\$ 12,146,389

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

Description	Opening Balance (Dec 31, 2021)	Receipts	Interest Earned	Disbursements ²	Closing Balance (Jan 31, 2022)
General Improvement	\$ 537,042	\$ -	\$ 77	\$ - →	\$ 537,119
Municipal Street Aid (MSA)	492,074	67,886	77	(28,000) →	532,037
Realty Transfer Tax (RTT)	4,264,286	173,470	640	(33,333) →	4,405,063
Economic Development	681,714	-	-	- →	681,714
ARPA Grant Fund	2,317,093	-	-	(312,454) ↓	2,004,639
Special Purpose Cash Totals⁴	\$ 8,292,209	\$ 241,356	\$ 794	\$ (373,787) ●	\$ 8,160,572

17 **Reserve Fund Cash Balances¹**

Description	Opening Balance (Dec 31, 2021)	Receipts	Interest Earned ³	Disbursements ²	Closing Balance (Jan 31, 2022)
General Fund Capital Reserves	\$ 1,454,226	\$ -	\$ -	\$ - →	\$ 1,454,226
Water Fund Capital Reserves	2,778,586	-	-	- →	2,778,586
Sewer Fund Capital Reserves	3,884,132	-	-	- →	3,884,132
Solid Waste Fund Capital Reserves	71,287	-	-	- →	71,287
Electric Fund Capital Reserves	13,497,165	-	-	(52,667) →	13,444,498
Reserve Fund Cash Totals⁴	\$ 21,685,395	\$ -	\$ -	\$ (52,667) ●	\$ 21,632,728

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

Description	Opening Balance (Dec 31, 2021)	Receipts	Interest Earned	Disbursements ²	Closing Balance (Jan 31, 2022)
Police & General Gov't Facilities	\$ 286,444	\$ 3,300	\$ -	\$ (16,130) →	\$ 273,614
Carlisle Fire Co Permit Fund	534,710	1,100	-	- →	535,810
Water Impact Fee Reserves	4,709,528	7,029	-	- →	4,716,557
Sewer Impact Fee Reserves	2,699,734	3,714	-	- →	2,703,447
Electric Impact Fee Reserves	1,081,990	3,000	-	- →	1,084,990
Impact Fees & Police/GF Totals⁴	\$ 9,312,405	\$ 18,143	\$ -	\$ (16,130) ●	\$ 9,314,418

Grand Totals⁴	\$ 52,569,078	\$ 3,958,370	\$ 5,558	\$ (5,278,899) ◆	\$ 51,254,107
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¹Balances are not indicative of funding availability; see enclosed Restricted Cash Reserves Report for reserve funding commitments
²Please see Appendix for ARPA Spend (line 15) vs Plan Detail. Disbursements from MSA & RTT (lines 12-13) include the monthly recurring PD support and Mispillion St project spending. Outflows from General Fund Reserves (line 19) supported the Mispillion St Project and Equipment & Tech spending. Disbursements from Electric Reserves (line 23) consists of data security initiatives. Line 27 reflects cash outflows for Police Facility design costs.
³Interest earned in WSFS reserves flow to operating cash accounts (PFM reserve accounts liquidated), so reserve interest reported at \$0
⁴Cash collections in the Electric Fund surged in the first week of February, offsetting the net cash outflow in January
⁵Closing Balance Indicator sets **Red**, **Yellow** and **Green** signify month-to-month cash variance as follows:

-10% ≤ Variance ≤ 10%	-5% ≤ Variance ≤ 5%	-2.5% ≤ Variance ≤ 2.5%

City of Milford, Delaware
Restricted Cash Reserves Report
As of January 31, 2022

General Fund Capital Reserves		Amount
Cash/Investment Balance (1/31/22)	\$	1,454,226
Expected Contributions & Interest		658,799
Restricted Funds:		
Vehicle & Equipment Replacement		(151,283)
Building Upgrades		(205,415)
Parking Enhancements		(200,000)
Parkland, Trails & Recreation		(610,180)
2020 Combined Utilities		(22,396)
OpEx Support (Tax R/A & PD R/M)		(522,000)
Support Policy with RTT ¹		2,000,000
Draft Reserve (MCR) Policy ²		(1,236,356)
Equipment Replacement Reserve ²		(764,100)
Uncommitted Reserve Balance	\$	401,296

Electric Fund Capital Reserves		Amount
Cash/Investment Balance (1/31/22)	\$	13,444,498
Expected Contributions & Interest		1,999,880
Restricted Funds:		
Electric Vehicles & Equipment		(96,026)
Lighting & System Improvements		(593,628)
Traffic Signal Upgrades		(350,000)
Citywide Projects ⁶		(825,527)
Redeem / Defeasement Bond (Jan 2022)		(4,060,000)
Draft Reserve (MCR) Policy ³		(6,345,238)
Equipment Replacement Reserve ³		(85,400)
Uncommitted Reserve Balance	\$	3,088,559

Water Fund Capital Reserves		Amount
Cash/Investment Balance (1/31/22)	\$	2,778,586
Expected Contributions & Interest		607,958
Restricted Funds:		
Vehicle & Equipment Replacement		(145,164)
Streets 2020 Utility Engineering		(122,534)
SE Second Street - Lead Gooseneck		-
Milford Business Campus		(34,600)
Balance of FY20-21 Projects		(123,628)
Draft Reserve (MCR) Policy ³		(2,695,121)
Equipment Replacement Reserve ³		(145,164)
Uncommitted Reserve Balance	\$	120,332

Solid Waste Reserves		Amount
Cash/Investment Balance (1/31/22)	\$	71,287
Expected Contributions & Interest		218,781
Restricted Funds:		
Draft Reserve (MCR) Policy ⁴		-
Equipment Replacement Reserve ⁴		(290,068)
Uncommitted Reserve Balance	\$	-

Sewer Fund Capital Reserves		Amount
Cash/Investment Balance (1/31/22)	\$	3,884,132
Expected Contributions & Interest		78,232
Restricted Funds:		
Sewer Vehicles & Equipment		(169,503)
Citywide Projects & Engineering		(22,869)
Utility Engineering		-
NE/NW Front St Sewer Rehab, net of Change Order Credit		(26,039)
Draft Reserve (MCR) Policy ³		(3,327,000)
Equipment Replacement Reserve ³		(235,000)
Uncommitted Reserve Balance	\$	181,953

MSA & RTT Reserves		Amount
RTT Balance (1/31/22)		4,405,063
MSA Balance (1/31/22)		532,037
MSA & RTT Est Receipts thru FY22:		401,903
MSA: Street & Bridge Improvements		(415,958)
RTT: Transfer to Police Dept		(166,667)
RTT: Sidewalk Project Funding		(140,000)
MSA & RTT: Mispillion Street Group		(219,036)
MSA & RTT: 2020 Combined Utilities		(404,316)
RTT: Support GF Policies ¹		(2,000,000)
RTT: Draft Reserve Policy ⁵		(1,041,454)
Uncommitted Reserve Balance	\$	951,572

¹Approved GF Reserve Policies permit support from an eligible funding source; portion of RTT balance pledged to support GF Reserves for foreseeable future
²Approved GF Reserve Policies recommend MCR of 45 days OpEx & Equip Repl Res minimum of 110% of upcoming CIP budget
³Approved Reserve Policies split Minimum Cash Req'd from COS study into new MCR & Equip Repl Reserve (20% of CIP)
⁴Solid Waste Reserves initiated in FY22 with seed funding from interfund loan forgiveness. Through at least FY23, 100% of balance will be reserved for purchase of new vehicle per FY22-26 approved CIP
⁵Approved Reserve Policies recommend dynamic MCR based on average of trailing-three-year RTT receipts
⁶This \$0.9 million includes only the remaining FY22 CIP projects following the settlement of the Sharp property

City of Milford, Delaware
Enterprise Funds: Statement of Revenues & Expenditures
For the YTD Period Ended January 31, 2022 vs Prior FYTD & Current Budget (in thousands)

Enterprise Funds Profit & Loss (P&L) Statement		Electric	Water	Sewer	Solid Waste	Total	FY22 Total (as % of Rev)	FY21 Total (as % of Rev)
1	Operating Revenue	\$ 14,787	\$ 1,824	\$ 2,770	\$ 851	\$ 20,232	100.0%	100.0%
2	Cost of Revenue ¹	(10,616)	(174)	(1,248)	(201)	(12,238)	-60.5%	-59.8%
3	Gross Margin	4,172	1,650	1,522	650	7,994	39.5%	40.2%
4	Operating Expenses							
5	Operations & Maintenance	(1,323)	(584)	(490)	(411)	(2,809)	-13.9%	-13.8%
6	Personnel	(613)	(187)	(182)	(136)	(1,118)	-5.5%	-5.6%
7	Total Operating Expenses	(1,936)	(772)	(672)	(547)	(3,927)	-19.4%	-19.4%
8	Operating Income	\$ 2,236	\$ 878	\$ 850	\$ 103	\$ 4,067	20.1%	20.9%
9	Non-Operating Revenue (Expense)	25	8	3	1	37	0.2%	0.2%
10	Surplus (Deficit) for debt service & capital	2,261	887	853	103	4,104	20.3%	21.0%
11	Debt Service - Principal & Interest	(277)	(183)	(349)	-	(809)	-4.0%	-4.1%
12	Capital Spending / Contributions from (to) Reserves	(94)	-	(61)	-	(155)	-0.8%	-0.8%
13	Surplus (deficit) available for transfers	1,890	704	442	103	3,140	15.5%	16.1%
14	Transfers Out	(1,458)	(175)	-	-	(1,633)	-8.1%	-8.1%
15	Net Surplus (Deficit) - FYTD through Jan 2022	\$ 432	\$ 529	\$ 442	\$ 103	\$ 1,507	7.4%	8.0%
16	Net Surplus (Deficit) - FYTD through Jan 2021	\$ 1,008	\$ 559	\$ 52	\$ (6)	\$ 1,613	8.0%	
17	Current vs Prior - Favorable (Unfavorable)²	↓ \$ (576)	↓ \$ (30)	↑ \$ 390	↑ \$ 110	↓ \$ (106)	↓ -0.5%	
18	Net Surplus (Deficit) - Current FYTD Budget	\$ (16)	\$ 211	\$ (72)	\$ 1	\$ 125	0.6%	
19	Current vs Budget - Favorable (Unfavorable)²	↑ \$ 448	↑ \$ 318	↑ \$ 515	↑ \$ 102	↑ \$ 1,382	↑ 6.8%	

¹Cost 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.

²Comparative Indicators **Green**, **Yellow** and **Red** signify favorable variance greater than 5%, marginal variance within ±5%, and unfavorable variance below -5%, respectively, for departmental comparisons. Total variance carries tighter bounds of >2.5%, ±2.5% and <2.5%, while the percentage variance uses >1.0%, ±1.0% and <1.0%, respectively.

City of Milford, Delaware
 General Fund: Statement of Revenues & Expenditures¹
 For the YTD Period Ended January 31, 2022 vs Prior FYTD & Current Budget (in thousands)

General Fund Sources and Uses of Funding	Admin & Council	Public Safety	Parks & Rec	Planning & All Other	Total	FY22 Total (as % of Rev)	FY21 Total ³ (as % of Rev)
Sources of Funding:							
Real Estate (Property) Taxes	\$ 4,681	\$ -	\$ -	\$ -	\$ 4,681	58.2%	54.0%
Permits, Licensing & Franchise Fees	176	-	-	271	447	5.6%	5.4%
Fines, Fees & Misc Revenue	27	295	-	-	322	4.0%	5.5%
General Revenue Subtotal	4,883	295	0	271	5,450	67.8%	64.9%
Utility Transfers & Cost Allocation	2,296	-	-	-	2,296	28.6%	25.9%
Grant Revenue	46	11	-	-	57	0.7%	0.0%
Application of Reserve Balances	-	233	-	-	233	2.9%	9.2%
General Fund Operating Support	2,342	244	0	0	2,586	32.2%	35.1%
Total Sources of Funding	\$ 7,225	\$ 540	\$ -	\$ 271	\$ 8,036	100.0%	100.0%
Uses of Funding:							
Operations & Maintenance	559	426	247	248	1,480	18.4%	14.4%
Personnel	795	2,994	313	454	4,557	56.7%	52.7%
Total Operating Expenses²	1,354	3,420	560	702	6,036	75.1%	67.1%
Surplus (Deficit) for Debt Svc & Capital	\$ 5,871	\$ (2,880)	\$ (560)	\$ (431)	\$ 2,000	24.9%	32.9%
Debt Service - Principal & Interest	-	-	-	-	-	0.0%	0.0%
Capital Spending / Transfers from (to) Reserves	50	11	55	23	140	1.7%	3.1%
Net Surplus (Deficit) - FYTD through Jan 2022	\$ 5,821	\$ (2,891)	\$ (615)	\$ (454)	\$ 1,860	23.1%	29.8%
Net Surplus (Deficit) - FYTD through Jan 2021³	\$ 6,087	\$ (2,519)	\$ (571)	\$ (656)	\$ 2,341	29.8%	
Current vs Prior - Favorable (Unfavorable)⁴	➔ \$ (266)	⬇️ \$ (372)	⬇️ \$ (45)	⬆️ \$ 202	⬇️ \$ (481)	⬇️ -6.6%	
Net Surplus (Deficit) - Current FYTD Budget	\$ 6,377	\$ (3,335)	\$ (1,150)	\$ (617)	\$ 1,275	16.0%	
Current vs Budget - Favorable (Unfavorable)⁴	⬇️ \$ (556)	⬆️ \$ 443	⬆️ \$ 534	⬆️ \$ 163	⬆️ \$ 585	⬆️ 7.1%	

¹This Statement presents the same general fund financial performance available in the legacy Revenue and Expenditure Reports in a one-page consolidated executive summary. The common size reporting (two rightmost columns) benefits readers in two ways; first, each line is scaled with total revenue to add context, and second, the common size format is comparable across fiscal years and budgets. This report should be considered a working draft that will be improved over time to improve its usefulness to readers.

²The General Fund Operating Expenses totaling \$3.3 million reported in row 14 ties to the legacy expenditure report in row 58.

³This format presents expenditures in the context of funding sources while comparing subtotals (rightmost column) and the net surplus (deficit) to the prior YTD period (rows 19 & 20)

⁴Comparative Indicators **Green**, **Yellow** and **Red** signify favorable variance greater than 5%, marginal variance within ±5%, and unfavorable variance below -5%, respectively, for departmental comparisons. Total variance carries tighter bounds of >2.5%, ±2.5% and <2.5%, while the percentage variance uses >1.0%, ±1.0% and <1.0%, respectively.

Appendix: Planned Use of Funding vs Spending by Category
American Rescue Plan Act of 2021 ("ARPA")

<i>Actual Spending by Category vs Plan, as Amended</i>						
ARPA Eligibility Categories	Plan (12/31)	Plan (1/31)	Actual (1/31)	Remaining	Notes	
COVID-19 Health Impact	\$ 1,048,698	\$ 1,033,514	\$ 42,649	\$ 990,865		
Operational Facilities	491,776	491,776	-	491,776	Revised Plan Reflects Take-Home Vehicle Program @ 50%	
Administering COVID-19 Response	228,874	213,690	-	213,690		
Behavioral Health Care	180,000	180,000	42,051	137,949	Primarily Personnel Costs	
Air Quality & Ventilation	147,450	147,450	-	147,450		
COVID-19 Mitigation	598	598	598	-	Vaccination Incentive; COVID test kits	
COVID-19 Economic Impact	\$ 845,973	\$ 861,157	\$ 453,242	\$ 395,527		
Assistance to Community (Annual)	324,460	324,460	45,860	278,600	DMI Funding	
Assistance to Community & Households	256,929	256,929	157,640	99,289	December 2021 Initiative	
Critical Ops Staffing / Retention	236,476	236,476	236,476	-	MHDC Affordability Grant	
Aid Tourism Recovery	25,483	25,483	7,845	17,638	Signage / Banner Upgrade	
Operational Facilities	-	15,184	2,796			
Parks & Rec Programming	2,625	2,625	2,625	-	Signage cost share with DMI	
Rehiring Public Safety Staff	-	-	-	-		
Infrastructure	\$ 4,334,460	\$ 4,334,460	\$ 666,415	\$ 3,668,044		
Water Quality	2,902,074	2,902,074	477,892	2,424,183	Misphillion St Project; NE Front St Water Line Replacement	
Flood/Pollution Control	724,600	724,600	78,566	646,034	4th St Drainage & Misphillion St Project	
Improve Resilience to Disasters	435,000	435,000	-	435,000		
Improve Wastewater Treatment	272,785	272,785	109,958	162,828	Sewer component of Misphillion St Project	
Revenue Recovery	\$ 104,762	\$ 104,762	\$ -	\$ 104,762		
Parks & Rec Programming	97,000	97,000	-	97,000		
Economic Development	7,762	7,762	-	7,762		
Public Safety Operations	-	-	-	-		
Grand Total	\$ 6,333,893	\$ 6,333,893	\$ 1,162,306	\$ 5,159,198		

City of Milford, Delaware
 Legacy Revenue Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended January 31, 2022

58.3% of Year Elapsed

Account / Function	FY'22 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget
General Fund:				
Economic Development Fund	\$ 105,860	\$ -	\$ -	0.0%
General Fund Reserves	1,967,500	-	-	0.0%
ARPA Funding - Operating Support	568,233	-	59,688	10.5%
Realty Transfer Tax - Police	400,000	33,333	233,333	58.3%
Real Estate Tax	4,770,043	1,179	4,680,603	98.1%
Business License	72,000	34,420	40,855	56.7%
Rental License	103,000	57,600	66,075	64.2%
Building Permits	316,300	7,051	80,893	25.6%
Planning & Zoning	52,200	7,251	73,911	141.6%
Grasscutting Revenue	16,000	1,333	9,333	58.3%
Police Revenues	431,500	7,682	295,278	68.4%
Misc. Revenues	418,111	50,466	183,319	43.8%
Transfers In	3,835,178	328,012	2,296,092	59.9%
Total General Fund Revenue	\$ 13,055,925	\$ 528,327	\$ 8,019,380	61.4%
Enterprise Funds:				
Water Fund Revenues	\$ 2,824,888	\$ 249,189	\$ 1,835,483	65.0%
Sewer Fund Revenues	2,893,047	210,779	1,594,544	55.1%
Kent County Sewer	1,974,629	150,224	1,179,146	59.7%
Solid Waste Fund Revenues	1,479,370	122,327	851,071	57.5%
Electric Fund Revenues	25,250,410	2,141,188	14,806,747	58.6%
Total Enterprise Fund Revenue	\$ 34,422,344	\$ 2,873,707	\$ 20,266,991	58.9%
Other Enterprise Revenue	\$ -	\$ 817	\$ 26,583	
Other Enterprise Expense	-	4,587	(30,235)	
Total General & Enterprise Fund Revenue	\$ 47,478,269	\$ 3,407,438	\$ 28,282,719	59.6%

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended January 31, 2022

58.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'22 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
General Fund					
City Administration					
Personnel	\$ 715,791	\$ 59,060	\$ 393,834	55.0%	\$ 321,957
Operation & Maintenance (O&M)	492,929	171,510	255,866	51.9%	237,063
Capital	230,000	-	-	0.0%	230,000
Subtotal: City Administration	1,438,720	230,570	649,700	45.2%	789,020
Planning & Zoning; Code					
Personnel	493,285	43,734	272,588	55.3%	220,697
O&M	138,135	8,266	72,159	52.2%	65,976
Capital	-	-	-	-	-
Subtotal: Planning & Zoning; Code	631,420	52,000	344,747	54.6%	286,673
Council					
Personnel	35,934	1,604	16,611	46.2%	19,323
Legal	35,000	4,385	9,405	26.9%	25,595
City Hall Building Expense	17,424	1,452	10,164	58.3%	7,260
Insurance	25,745	2,501	10,131	39.4%	15,614
Christmas Decorations	5,000	-	-	0.0%	5,000
Council Expense	35,000	2,932	19,588	56.0%	15,412
Employee Recognition	28,000	(200)	23,065	82.4%	4,935
Codification	15,000	226	5,123	34.2%	9,877
Carlisle Fire Company	140,000	-	-	0.0%	140,000
Museum	30,000	-	30,000	100.0%	-
Downtown Milford, Inc.	45,860	-	45,860	100.0%	-
Milford Public Library	25,000	-	-	0.0%	25,000
Transcription Service	15,000	-	-	0.0%	15,000
Armory Expenses	23,600	1,542	20,523	87.0%	3,077
Vehicle & Equipment Repl	6,500	-	-	0.0%	6,500
Resident Survey	18,500	-	17,300	93.5%	1,200
Election - Wages	6,000	-	-	0.0%	6,000
Election - Supplies	2,800	-	-	0.0%	2,800
Community Festivals	60,000	-	-	0.0%	60,000
Subtotal: Council	570,363	14,442	207,770	36.4%	362,593

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended January 31, 2022

58.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'22 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Finance					
Personnel	456,230	36,802	221,883	48.6%	234,347
O&M	49,970	6,365	26,939	53.9%	23,031
Capital	-	-	-		-
Subtotal: Finance	506,200	43,167	248,822	49.2%	257,378
Information Technology					
Personnel	382,258	24,289	162,704	42.6%	219,554
O&M	228,241	(67,919)	85,358	37.4%	142,883
Capital	96,400	6,168	50,383	52.3%	46,017
Subtotal: Information Technology	706,899	(37,462)	298,445	42.2%	408,454
Police Department					
Personnel	5,129,212	545,491	2,994,071	58.4%	2,135,141
O&M	974,498	74,951	425,674	43.7%	548,824
Capital	108,100	1,956	11,303	10.5%	96,797
Subtotal: Police Department	6,211,810	622,398	3,431,048	55.2%	2,780,762
Streets & Grounds Division					
Personnel	382,587	29,488	181,697	47.5%	200,890
O&M	508,931	33,785	175,639	34.5%	333,292
Capital	73,000	-	22,972	31.5%	50,028
Subtotal: Streets & Grounds Division	964,518	63,273	380,308	39.4%	584,210
Parks & Recreation					
Personnel	589,633	46,483	313,198	53.1%	276,435
O&M	473,362	14,643	246,975	52.2%	226,387
Capital	963,000	21,398	55,246	5.7%	907,754
Subtotal: Parks & Recreation	2,025,995	82,524	615,419	30.4%	1,410,576
Total General Fund Expenditures	\$ 13,055,925	\$ 1,070,912	\$ 6,176,259	47.3%	\$ 6,879,666

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended January 31, 2022

58.3% of Year Elapsed

Fund / Account / Divisional Groupings	FY'22 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Enterprise Funds:					
Water Division					
Personnel	\$ 328,260	\$ 25,036	\$ 187,498	57.1%	\$ 140,762
O&M	1,644,327	115,497	758,045	46.1%	886,282
Transfer to General Fund	300,000	25,000	175,000	58.3%	125,000
Capital	187,028	5,721	6,156	3.3%	180,872
Debt Service	365,273	-	182,637	50.0%	182,636
Subtotal: Water Division	2,824,888	171,254	1,309,336	46.4%	1,515,552
Sewer Division					
Personnel	\$ 319,977	23,864	181,880	56.8%	138,097
O&M	1,993,116	79,067	710,545	35.6%	1,282,571
Capital	168,528	13,249	57,655	34.2%	110,873
Debt Service	411,426	237,454	349,341	84.9%	62,085
Subtotal: Sewer Division (excl. Kent County)	2,893,047	353,634	1,299,421	44.9%	1,593,626
Kent County Sewer	1,974,629	-	1,028,560	52.1%	946,069
Subtotal: Sewer Division (Comprehensive)	4,867,676	353,634	2,327,981	47.8%	2,539,695
Solid Waste Division					
Personnel	334,276	15,420	135,779	40.6%	198,497
O&M	1,086,019	77,092	611,880	56.3%	474,139
Capital	59,075	2,935	3,158	5.3%	55,917
Subtotal: Solid Waste Division	1,479,370	95,447	750,817	50.8%	728,553
Subtotal: Water, Sewer & Solid Waste	9,171,934	620,335	4,388,134	47.8%	4,783,800
Electric Division					
Personnel	1,275,540	95,037	613,085	48.1%	662,455
O&M	2,759,848	184,719	1,323,178	47.9%	1,436,670
Transfer to General Fund	2,500,000	208,333	1,458,333	58.3%	1,041,667
Capital	1,549,021	53,445	214,931	13.9%	1,334,090
Debt Service	321,615	276,958	276,958	86.1%	44,657
Subtotal: Electric Division (excl. Power)	8,406,024	818,492	3,886,485	46.2%	4,519,539
Power Purchased	16,844,386	1,777,286	10,615,588	63.0%	6,228,798
Subtotal: Electric Division (Comprehensive)	25,250,410	2,595,778	14,502,073	57.4%	10,748,337
Total Enterprise Fund Expenditures	\$ 34,422,344	\$ 3,216,113	\$ 18,890,207	54.9%	\$ 15,532,137
Grand Total Operating Budget	\$ 47,478,269	\$ 4,287,025	\$ 25,066,466	52.8%	\$ 22,411,803

City of Milford, Delaware
 Legacy Interservice Department Expenditures: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended January 31, 2022

58.3% of Year Elapsed

Account / Divisional Groupings	FY'22 Budget, as Approved	MTD Actual	YTD Actual	YTD Actual as % of Annual Budget	Unexpended Balance
Interservice Departments					
Garage					
Personnel	\$ 123,933	\$ 7,644	\$ 52,011	42.0%	\$ 71,922
Operation & Maintenance (O&M)	120,813	7,803	58,295	48.3%	62,518
Capital	-	-	-		-
Subtotal: Garage	244,746	15,447	110,306	45.1%	134,440
Public Works					
Personnel	750,563	57,812	419,271	55.9%	331,292
O&M	293,510	19,659	105,624	36.0%	187,886
Capital	-	-	-		-
Subtotal: Public Works	1,044,073	77,471	524,895	50.3%	519,178
Tech Services					
Personnel	271,033	25,541	169,996	62.7%	101,037
O&M	472,729	34,810	215,206	45.5%	257,523
Capital	-	-	-		-
Subtotal: Tech Services	743,762	60,351	385,202	51.8%	358,560
Billing & Collections					
Personnel	632,304	43,716	328,025	51.9%	304,279
O&M	644,405	11,806	124,639	19.3%	519,766
Capital	-	-	-		-
Subtotal: Billing & Collections	1,276,709	55,522	452,664	35.5%	824,045
City Hall Cost Allocation					
O&M	45,000	4,775	25,351	56.3%	19,649
Capital	30,000	-	-	0.0%	30,000
Subtotal: City Hall Cost Allocation	75,000	4,775	25,351	33.8%	49,649
Interdepartmental Cost Allocation	\$ (3,384,290)	\$ (213,566)	\$ (1,498,418)	44.3%	\$ (1,885,872)
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.