

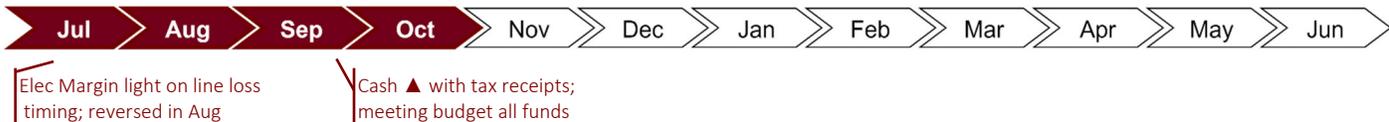
To: Mayor and City Council
Cc: Mark Whitfield, City Manager; Finance Department
From: Louis C. Vitola, Finance Director
Date: December 10, 2021
Re: October 2021 Financial Reporting Package

The Financial Reporting Package for October 2021 (FY22 YTD) is enclosed for your review. 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 October. Operating expenditures remain below even the seasonalized budget across funds for the fourth consecutive month, which is not surprising given our well-documented and indiscriminating staffing challenges. While understaffing results in unintended savings, we welcome what we hope is an end to that trend as we approach the halfway point of the fiscal year. Results in the electric and water funds, however, fall short of stronger performance through the same period last year, with the variance spread across operating lines somewhat evenly. Cash balances have increased another \$1.3 million in total following last month's increase of \$2 million, each of which was driven almost entirely by the increase in general fund cash as the annual property tax bills were due on September 30. Capital spending has picked up pace with activity underway on NE & NW Front St, Second St, vehicle and equipment requisitions, and the conclusion of several building, road and utility projects.

Quick Reference for FY22 Financial Developments and Report Upgrades

Recap FY22 Financial Highlights



Summary of Modifications

- 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 October 31, 2021

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 October 31, 2021

1 **Operating Cash Balances** ▼ Marks Ref Closing Bal^{4,5,6}

Description	Opening Balance (Sep 30, 2021)	Receipts ³	Interest Earned	Disbursements	Closing Balance (Oct 31, 2021)
General Fund	\$ 4,443,094	\$ 2,399,346	\$ 988	\$ (998,950) ↑	\$ 5,844,478
Electric Fund	3,563,326	1,926,997	1,990	(1,938,289) →	3,554,024
Water Fund	1,755,303	246,061	1,083	(262,193) →	1,740,253
Sewer Fund	538,358	364,601	442	(294,084) ↑	609,317
Solid Waste Fund	550,742	122,888	72	(182,097) ↓	491,605
Operating Cash Totals^{4,5}	\$ 10,850,824	\$ 5,059,894	\$ 4,575	\$ (3,675,614) □	\$ 12,239,678

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

Description	Opening Balance (Sep 30, 2021)	Receipts ³	Interest Earned	Disbursements ²	Closing Balance (Oct 31, 2021)
General Improvement	\$ 326,870	\$ -	\$ 44	\$ - →	\$ 326,914
Municipal Street Aid (MSA)	624,779	67,886	101	- ↑	692,766
Realty Transfer Tax (RTT)	4,017,031	37,482	581	(70,816) →	3,984,278
Economic Development	681,714	-	-	- →	681,714
ARPA Grant Fund	2,930,316	-	-	(350,755) ↓	2,579,561
Special Purpose Cash Totals^{4,5}	\$ 8,580,710	\$ 105,368	\$ 726	\$ (421,571) □	\$ 8,265,234

17 **Reserve Fund Cash Balances¹**

Description	Opening Balance (Sep 30, 2021)	Receipts ³	Interest Earned	Disbursements ²	Closing Balance (Oct 31, 2021)
General Fund Capital Reserves	\$ 1,949,234	\$ 8,366	\$ 11	\$ (8,073) →	\$ 1,949,538
Water Fund Capital Reserves	9,206,535	205,077	60	- →	9,411,672
Sewer Fund Capital Reserves	3,872,539	11,543	27	- →	3,884,110
Solid Waste Fund Capital Reserves	71,285	-	1	- →	71,286
Electric Fund Capital Reserves	14,050,094	-	75	- →	14,050,169
Reserve Fund Cash Totals^{4,5}	\$ 29,149,687	\$ 224,986	\$ 175	\$ (8,073) □	\$ 29,366,776

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

Description	Opening Balance (Sep 30, 2021)	Receipts ³	Interest Earned	Disbursements	Closing Balance (Oct 31, 2021)
Police & General Gov't Facilities	\$ 518,953	\$ 7,547	\$ -	\$ - →	\$ 526,500
Carlisle Fire Co Permit Fund	526,266	2,516	-	- →	528,781
Water Impact Fee Reserves	4,628,055	25,560	-	- →	4,653,615
Sewer Impact Fee Reserves	2,656,690	13,504	-	- →	2,670,194
Electric Impact Fee Reserves	1,063,990	4,800	-	- →	1,068,790
Impact Fees & Police/GF Totals^{4,5}	\$ 9,393,954	\$ 53,927	\$ -	\$ - □	\$ 9,447,880

Grand Totals⁶	\$ 57,975,175	\$ 5,444,174	\$ 5,476	\$ (4,105,258) □	\$ 59,319,567
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¹Balances are not indicative of funding availability; see enclosed Restricted Cash Reserves Report for reserve funding commitments
²ARPA disbursements include \$200k in water line upgrades & \$92k in Community support; please see Appendix for additional detail. Disbursements from General Fund Reserves (line 19) include Parks & Rec Capital and City Hall Building Construction costs. Disbursements from RTT (line 13) include the monthly recurring PD support and Mispillion St project expenditures.
³Receipts in lines 3 & 19-21 include ARPA transfers in. Lines 27-31 include ordinary / expectedly low levels of permit-generated revenue.
⁴**INDIVIDUAL ACCOUNTS:** Closing Balance Indicators **Green**, **Yellow** and **Red** signify cash **increases greater than 10%**, cash changes **within ±10%**, and cash **decreases in excess of -10%**, respectively.
⁵**GROUP SUBTOTALS:** Closing Balance Indicators **Green**, **Yellow** and **Red** signify cash **increases greater than 5%**, cash changes **within ±5%**, and cash **decreases in excess of -5%**, respectively.
⁶**GRAND TOTAL:** Closing Balance Indicators **Green**, **Yellow** and **Red** signify cash **increases greater than 2.5%**, cash changes **within ±2.5%**, and cash **decreases in excess of -2.5%**, respectively.

City of Milford, Delaware
Restricted Cash Reserves Report
As of October 31, 2021

General Fund Capital Reserves		Amount
Cash/Investment Balance (10/31/21)	\$	1,949,538
Expected Contributions & Interest		658,807
Restricted Funds:		
Vehicle & Equipment Replacement		(324,100)
Building Upgrades		(286,076)
Parking Enhancements		(200,000)
Parkland, Trails & Recreation		(606,595)
2020 Combined Utilities		(22,396)
OpEx Support (Tax R/A & PD R/M)		(497,000)
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	\$	671,723

Electric Fund Capital Reserves		Amount
Cash/Investment Balance (10/31/21)	\$	14,050,169
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		(1,433,194)
Early Redemption of Bond (Jan 2022)		(4,060,000)
Draft Reserve (MCR) Policy ³		(6,345,238)
Equipment Replacement Reserve ³		(85,400)
Uncommitted Reserve Balance	\$	3,086,564

Water Fund Capital Reserves		Amount
Cash/Investment Balance (10/31/21)	\$	9,411,672
Expected Contributions & Interest		608,120
Restricted Funds:		
Vehicle & Equipment Replacement		(201,953)
Streets 2020 Utility Engineering		(122,765)
SE Second Street - Lead Gooseneck		(2,554)
Milford Business Campus		(6,500,000)
Balance of FY20-21 Projects		(146,508)
Draft Reserve (MCR) Policy ³		(2,695,121)
Equipment Replacement Reserve ³		(201,953)
Uncommitted Reserve Balance	\$	148,938

Solid Waste Reserves		Amount
Cash/Investment Balance (10/31/21)	\$	71,286
Expected Contributions & Interest		218,782
Restricted Funds:		
Draft Reserve (MCR) Policy ⁴		-
Equipment Replacement Reserve ⁴		(290,068)
Uncommitted Reserve Balance	\$	-

Sewer Fund Capital Reserves		Amount
Cash/Investment Balance (10/31/21)	\$	3,884,110
Expected Contributions & Interest		78,254
Restricted Funds:		
Sewer Vehicles & Equipment		(169,503)
Citywide Projects & Engineering		(29,256)
Utility Engineering		(231)
NE/NW Front St Sewer Rehab, net of Impact Fee Transfer		(185,676)
Draft Reserve (MCR) Policy ³		(3,327,000)
Equipment Replacement Reserve ³		(235,000)
Uncommitted Reserve Balance	\$	15,698

MSA & RTT Reserves		Amount
RTT Balance (10/31/21)		3,984,278
MSA Balance (10/31/21)		692,766
MSA & RTT Est Receipts thru FY22:		689,595
MSA: Street & Bridge Improvements		(415,958)
RTT: Transfer to Police Dept		(266,667)
RTT: Sidewalk Project Funding		(140,000)
MSA & RTT: Mispillion Street Group		(490,440)
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	\$	607,804

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 \$1.4 million funding restriction includes the \$0.9 million in FY22 CIP projects as well as the \$0.55 million restriction targeted for the open space parcel, which settled in November.

City of Milford, Delaware
Enterprise Funds: Statement of Revenues & Expenditures
For the YTD Period Ended October 31, 2021 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	\$ 8,841	\$ 1,068	\$ 1,662	\$ 484	\$ 12,056	100.0%	100.0%
2	Cost of Revenue ¹	(6,155)	(93)	(844)	(126)	(7,219)	-59.9%	-59.4%
3	Gross Margin	2,686	976	818	358	4,837	40.1%	40.6%
4	Operating Expenses							
5	Operations & Maintenance	(771)	(342)	(282)	(248)	(1,643)	-13.6%	-13.5%
6	Personnel	(350)	(106)	(103)	(84)	(644)	-5.3%	-5.5%
7	Total Operating Expenses	(1,122)	(448)	(385)	(332)	(2,287)	-19.0%	-19.0%
8	Operating Income	\$ 1,564	\$ 528	\$ 433	\$ 26	\$ 2,550	21.2%	21.6%
9	Non-Operating Revenue (Expense)	14	4	2	0	21	0.2%	0.1%
10	Surplus (Deficit) for debt service & capital	1,578	532	435	26	2,571	21.3%	21.7%
11	Debt Service - Principal & Interest	-	(136)	(46)	-	(182)	-1.5%	-1.4%
12	Capital Spending / Contributions from (to) Reserves	(4)	-	(59)	-	(64)	-0.5%	-0.4%
13	Surplus (deficit) available for transfers	1,574	396	330	26	2,325	19.3%	19.9%
14	Transfers Out	(833)	(100)	-	-	(933)	-7.7%	-6.9%
15	Net Surplus (Deficit) - FYTD through Oct 2021	\$ 741	\$ 296	\$ 330	\$ 26	\$ 1,392	11.5%	12.9%
16	Net Surplus (Deficit) - FYTD through Oct 2020	\$ 922	\$ 450	\$ 179	\$ 7	\$ 1,557	12.9%	
17	Current vs Prior - Favorable (Unfavorable)²	↓ \$ (181)	↓ \$ (154)	↑ \$ 151	↑ \$ 19	↓ \$ (165)	↓ -1.4%	
18	Net Surplus (Deficit) - Current FYTD Budget	\$ 29	\$ 117	\$ 50	\$ 8	\$ 205	1.8%	
19	Current vs Budget - Favorable (Unfavorable)²	↑ \$ 712	↑ \$ 178	↑ \$ 280	↑ \$ 18	↑ \$ 1,187	↑ 9.8%	

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.

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.

City of Milford, Delaware
 General Fund: Statement of Revenues & Expenditures¹
 For the YTD Period Ended October 31, 2021 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	\$ 4,673	\$ -	\$ -	\$ -	\$ 4,673	71.9%	65.3%
Permits, Licensing & Franchise Fees	55	-	-	93	148	2.3%	3.0%
Fines, Fees & Misc Revenue	17	159	-	-	176	2.7%	4.8%
General Revenue Subtotal	4,745	159	0	93	4,997	76.9%	73.1%
Utility Transfers & Cost Allocation	1,312	-	-	-	1,312	20.2%	17.9%
Grant Revenue	46	11	-	-	57	0.9%	2.3%
Application of Reserve Balances	-	133	-	-	133	2.1%	6.7%
General Fund Operating Support	1,358	144	0	0	1,502	23.1%	26.9%
Total Sources of Funding	\$ 6,103	\$ 303	\$ -	\$ 93	\$ 6,499	100.0%	100.0%
Uses of Funding:							
Operations & Maintenance	356	249	183	152	941	14.5%	10.1%
Personnel	430	1,507	162	228	2,327	35.8%	35.5%
Total Operating Expenses²	786	1,756	346	380	3,268	50.3%	45.5%
Surplus (Deficit) for Debt Svc & Capital	\$ 5,317	\$ (1,453)	\$ (346)	\$ (287)	\$ 3,231	49.7%	54.5%
Debt Service - Principal & Interest	-	-	-	-	-	0.0%	0.0%
Capital Spending / Transfers from (to) Reserves	-	-	-	-	-	0.0%	3.4%
Net Surplus (Deficit) - FYTD through Oct 2021	\$ 5,317	\$ (1,453)	\$ (346)	\$ (287)	\$ 3,231	49.7%	51.1%
Net Surplus (Deficit) - FYTD through Oct 2020³	\$ 5,404	\$ (1,305)	\$ (397)	\$ (393)	\$ 3,309	51.1%	
Current vs Prior - Favorable (Unfavorable)⁴	➔ \$ (87)	⬇️ \$ (148)	⬆️ \$ 51	⬆️ \$ 107	➔ \$ (78)	⬇️ -1.3%	
Net Surplus (Deficit) - Current FYTD Budget	\$ 5,625	\$ (1,824)	\$ (360)	\$ (330)	\$ 3,111	48.4%	
Current vs Budget - Favorable (Unfavorable)⁴	⬇️ \$ (308)	⬆️ \$ 371	⬆️ \$ 14	⬆️ \$ 43	⬆️ \$ 120	⬆️ 1.3%	

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 through</i>					
ARPA Eligibility Categories	Plan (10/31)	Plan (11/8)	9/30/2021	10/31/2021	Notes
COVID-19 Health Impact	\$ 396,280	\$ 1,178,212	\$ 20,992	\$ 30,280	
Operational Facilities	50,000	933,552	-	-	Revised Plan Reflects Take-Home Vehicle Program
Air Quality & Ventilation	147,450	147,450	-	-	
Behavioral Health Care	170,000	70,000	20,394	29,682	Primarily Personnel Costs
Administering COVID-19 Response	27,154	26,612	-	-	
COVID-19 Mitigation	1,676	598	598	598	Vaccination Incentive; COVID test kits
COVID-19 Economic Impact	\$ 936,798	\$ 879,286	\$ 2,625	\$ 102,830	
Assistance to Community (Annual)	324,460	324,460	-	45,860	DMI Funding
Critical Ops Staffing / Retention	285,392	269,790	-	-	
Assistance to Community & Households	256,929	256,929	-	46,500	MHDC Affordability Grant
Aid Tourism Recovery	27,392	25,483	-	7,845	Signage / Banner Upgrade
Parks & Rec Programming	2,625	2,625	2,625	2,625	Signage cost share with DMI
Rehiring Public Safety Staff	40,000	-	-	-	
Infrastructure	\$ 4,807,042	\$ 4,171,632	\$ 219,987	\$ 454,275	
Water Quality	3,048,582	2,902,074	178,829	382,080	Misphillion St Project; NE Front St Water Line Replacement
Flood/Pollution Control	724,600	724,600	32,665	63,565	4th St Drainage & Misphillion St Project
Improve Resilience to Disasters	310,000	310,000	-	-	
Improve Wastewater Treatment	723,860	234,958	8,493	8,630	Sewer component of Misphillion St Project
Revenue Recovery	\$ 193,773	\$ 104,762	\$ -	\$ -	
Parks & Rec Programming	97,000	97,000	-	-	
Economic Development	7,762	7,762	-	-	
Public Safety Operations	89,011	-	-	-	
Grand Total	\$ 6,333,893	\$ 6,333,893	\$ 243,603	\$ 587,385	

City of Milford, Delaware
 Legacy Revenue Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended October 31, 2021

33.3% 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	48,583	59,688	10.5%
Realty Transfer Tax - Police	400,000	33,333	133,333	33.3%
Real Estate Tax	4,770,043	9,353	4,672,994	98.0%
Business License	72,000	250	4,875	6.8%
Rental License	103,000	1,300	4,775	4.6%
Building Permits	316,300	12,877	45,595	14.4%
Planning & Zoning	52,200	13,030	32,230	61.7%
Grasscutting Revenue	16,000	1,333	5,333	33.3%
Police Revenues	431,500	10,006	158,989	36.8%
Misc. Revenues	418,111	10,345	60,049	14.4%
Transfers In	3,835,178	403,013	1,312,053	34.2%
Total General Fund Revenue	\$ 13,055,925	\$ 543,423	\$ 6,489,914	49.7%
Enterprise Funds:				
Water Fund Revenues	\$ 2,824,888	\$ 258,617	\$ 1,075,899	38.1%
Sewer Fund Revenues	2,893,047	226,703	948,509	32.8%
Kent County Sewer	1,974,629	164,642	715,760	36.2%
Solid Waste Fund Revenues	1,479,370	121,688	484,328	32.7%
Electric Fund Revenues	25,250,410	1,857,657	8,851,917	35.1%
Total Enterprise Fund Revenue	\$ 34,422,344	\$ 2,629,307	\$ 12,076,413	35.1%
Other Enterprise Revenue	\$ -	\$ -	\$ 13,705	
Other Enterprise Expense	-	(4,994)	(29,403)	
Total General & Enterprise Fund Revenue	\$ 47,478,269	\$ 3,167,736	\$ 18,550,629	39.1%

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended October 31, 2021

33.3% 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	\$ 75,795	\$ 213,870	29.9%	\$ 501,921
Operation & Maintenance (O&M)	492,929	18,819	54,842	11.1%	438,087
Capital	230,000	-	-	0.0%	230,000
Subtotal: City Administration	1,438,720	94,614	268,712	18.7%	1,170,008
Planning & Zoning; Code					
Personnel	493,285	54,081	133,895	27.1%	359,390
O&M	138,135	8,929	49,788	36.0%	88,347
Capital	-	-	-	-	-
Subtotal: Planning & Zoning; Code	631,420	63,010	183,683	29.1%	447,737
Council					
Personnel	35,934	3,337	10,087	28.1%	25,847
Legal	35,000	-	-	0.0%	35,000
City Hall Building Expense	17,424	1,452	5,808	33.3%	11,616
Insurance	25,745	2,501	7,630	29.6%	18,115
Christmas Decorations	5,000	-	-	0.0%	5,000
Council Expense	35,000	2,476	12,854	36.7%	22,146
Employee Recognition	28,000	1,799	1,879	6.7%	26,121
Codification	15,000	1,500	4,897	32.6%	10,103
Carlisle Fire Company	140,000	-	-	0.0%	140,000
Museum	30,000	-	30,000	100.0%	-
Downtown Milford, Inc.	45,860	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	18,981	80.4%	4,619
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	60,467	155,296	27.2%	415,067

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended October 31, 2021

33.3% 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	41,246	115,288	25.3%	340,942
O&M	49,970	3,019	14,031	28.1%	35,939
Capital	-	-	-		-
Subtotal: Finance	506,200	44,265	129,319	25.5%	376,881
Information Technology					
Personnel	382,258	31,979	90,365	23.6%	291,893
O&M	228,241	12,466	142,378	62.4%	85,863
Capital	96,400	-	-	0.0%	96,400
Subtotal: Information Technology	706,899	44,445	232,743	32.9%	474,156
Police Department					
Personnel	5,129,212	542,914	1,507,059	29.4%	3,622,153
O&M	974,498	55,672	249,302	25.6%	725,196
Capital	108,100	-	-	0.0%	108,100
Subtotal: Police Department	6,211,810	598,586	1,756,361	28.3%	4,455,449
Streets & Grounds Division					
Personnel	382,587	33,441	93,939	24.6%	288,648
O&M	508,931	28,533	102,065	20.1%	406,866
Capital	73,000	-	-	0.0%	73,000
Subtotal: Streets & Grounds Division	964,518	61,974	196,004	20.3%	768,514
Parks & Recreation					
Personnel	589,633	60,650	162,455	27.6%	427,178
O&M	473,362	30,959	183,157	38.7%	290,205
Capital	963,000	-	-	0.0%	963,000
Subtotal: Parks & Recreation	2,025,995	91,609	345,612	17.1%	1,680,383
Total General Fund Expenditures	\$ 13,055,925	\$ 1,058,970	\$ 3,267,730	25.0%	\$ 9,788,195

City of Milford, Delaware
 Legacy Expenditure Report: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended October 31, 2021

33.3% 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	\$ 35,750	\$ 106,094	32.3%	\$ 222,166
O&M	1,644,327	119,999	434,557	26.4%	1,209,770
Transfer to General Fund	300,000	100,000	100,000	33.3%	200,000
Capital	187,028	-	47,776	25.5%	139,252
Debt Service	365,273	-	136,137	37.3%	229,136
Subtotal: Water Division	2,824,888	255,749	824,564	29.2%	2,000,324
Sewer Division					
Personnel	\$ 319,977	34,728	103,286	32.3%	216,691
O&M	1,993,116	96,872	410,856	20.6%	1,582,260
Capital	168,528	84	870	0.5%	167,658
Debt Service	411,426	5,226	45,604	11.1%	365,822
Subtotal: Sewer Division (excl. Kent County)	2,893,047	136,910	560,616	19.4%	2,332,431
Kent County Sewer	1,974,629	164,599	715,514	36.2%	1,259,115
Subtotal: Sewer Division (Comprehensive)	4,867,676	301,509	1,276,130	26.2%	3,591,546
Solid Waste Division					
Personnel	334,276	27,808	84,467	25.3%	249,809
O&M	1,086,019	112,162	374,028	34.4%	711,991
Capital	59,075	-	-	0.0%	59,075
Subtotal: Solid Waste Division	1,479,370	139,970	458,495	31.0%	1,020,875
Subtotal: Water, Sewer & Solid Waste	9,171,934	697,228	2,559,189	27.9%	6,612,745
Electric Division					
Personnel	1,275,540	139,261	350,463	27.5%	925,077
O&M	2,759,848	189,552	771,262	27.9%	1,988,586
Transfer to General Fund	2,500,000	208,333	833,333	33.3%	1,666,667
Capital	1,549,021	-	4,189	0.3%	1,544,832
Debt Service	321,615	-	-	0.0%	321,615
Subtotal: Electric Division (excl. Power)	8,406,024	537,146	1,959,247	23.3%	6,446,777
Power Purchased	16,844,386	1,274,085	6,155,488	36.5%	10,688,898
Subtotal: Electric Division (Comprehensive)	25,250,410	1,811,231	8,114,735	32.1%	17,135,675
Total Enterprise Fund Expenditures	\$ 34,422,344	\$ 2,508,459	\$ 10,673,924	31.0%	\$ 23,748,420
Grand Total Operating Budget	\$ 47,478,269	\$ 3,567,429	\$ 13,941,654	29.4%	\$ 33,536,615

City of Milford, Delaware
 Legacy Interservice Department Expenditures: MTD and YTD Actual vs Annual Budget
 For the YTD Period Ended October 31, 2021

33.3% 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	\$ 9,515	\$ 27,411	22.1%	\$ 96,522
Operation & Maintenance (O&M)	120,813	14,806	39,969	33.1%	80,844
Capital	-	-	-		-
Subtotal: Garage	244,746	24,321	67,380	27.5%	177,366
Public Works					
Personnel	750,563	80,160	230,519	30.7%	520,044
O&M	293,510	10,165	57,489	19.6%	236,021
Capital	-	-	-		-
Subtotal: Public Works	1,044,073	90,325	288,008	27.6%	756,065
Tech Services					
Personnel	271,033	32,838	94,808	35.0%	176,225
O&M	472,729	22,042	120,045	25.4%	352,684
Capital	-	-	-		-
Subtotal: Tech Services	743,762	54,880	214,853	28.9%	528,909
Billing & Collections					
Personnel	632,304	58,894	178,518	28.2%	453,786
O&M	644,405	17,713	70,864	11.0%	573,541
Capital	-	-	-		-
Subtotal: Billing & Collections	1,276,709	76,607	249,382	19.5%	1,027,327
City Hall Cost Allocation					
O&M	45,000	1,950	13,505	30.0%	31,495
Capital	-	34,289	129,081		(129,081)
Subtotal: City Hall Cost Allocation	45,000	36,239	142,586	316.9%	(97,586)
Interdepartmental Cost Allocation	\$ (3,354,290)	\$ (282,372)	\$ (962,209)	28.7%	\$ (2,392,081)
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.