

**CITY OF DELAWARE
FINANCE COMMITTEE
MEETING TO BE HELD VIRTUALLY VIA CISCO WEBEX **3:00 P.M.**

AGENDA

September 21, 2020

1. Roll Call
2. Approval of the Motion Summary for the meeting held September 1, 2020, as recorded and transcribed.
3. Public Comments
Due to the meeting being held virtually, public comment, less than 500 words is requested to be received by 1 p.m. before the meeting through email at emccloskey@delawareohio.net. To request to make a public comment virtually please email emccloskey@delawareohio.net by 1 p.m. prior to the meeting. Comments received on Facebook may have to be addressed by staff subsequent to the meeting.
4. Discussion on Development Projects:
 - A. Winterbrook Place (Grden)
 - B. Seikman Property
 - C. Coughlin's Crossing
5. Discussion on Supplemental Appropriations for the Local Coronavirus Relief Fund
6. Review of August Financial Report
7. Review of 2020 Budget Gauge
8. Update on 2021 Budget Development
9. Review of 2021-2025 Proposed Capital Improvement Plan
10. Member Comments
11. Adjournment

** This meeting will be a virtual meeting. Residents are encouraged to view online through the City of Delaware Facebook page. To comply with the CDC

recommendation prohibiting group meetings, no in person attendance by Council, staff, or the public will be available.

**FINANCE COMMITTEE
MOTION SUMMARY
September 1, 2020**

ITEM 1. Roll Call

Chairman Hellinger called the Virtual Cisco Webex Finance Committee meeting to order at 1:00 p.m.

Members Present: Vice-Mayor Kent Shafer, Vice-Chairman Chris Jones and Chairman George Hellinger

Staff Present: Justin Nahvi, Finance Director, Alycia Ballone, Budget Analyst, Kyle Kridler, Assistant City Manager, Tom Homan, City Manager

ITEM 2. Approval of the Motion Summary for the meeting held July 29, 2020, as recorded and transcribed.

Motion: Vice-Mayor Shafer moved to approve the Motion Summary from July 29, 2020, as recorded and transcribed, seconded by Vice-Chairman Jones. Motion approved by a 3-0 vote.

ITEM 3. Public Comments

No public comments were received via email or request to join the virtual meeting.

ITEM 4. Review of July Financial Report

Mr. Nahvi reviewed the July Financial Report on the revenues and expenditures for the following funds: General Fund, Fire/EMS Income Tax Fund, Stormwater Fund, Water Fund, Wastewater Fund and Refuse Fund.

The General Fund revenues are performing as expected. Income Tax year to date receipts shows a 2.4% less than amount the City received during the same period in the prior year. This decline is attributed to the shifting of the income tax filing due date and the rise in unemployment rate which began in March 2020.

The Fire/EMS Income Tax Fund expenditures are performing as expented. The Stormwater Fund revenues and expenditures are performing as expected. The Water Fund revenues and expenditures are performing as expected, meter charges reflect a 0.3% increase in the amount collected the same period from the prior year. The Wastewater Fund shows that the meter charges for wastewater treatment is 0.1% less than the same period from prior years. The Wastewater Fund expenditures are performing as expected. The Refuse

Fund revenues and expenditures are performing as expected. The Charges for Services reflects a 0.4% decrease compared to what the City received from the same period in the prior year. Mr. Nahvi reviewed the current Debt Schedule. Chairman Hellinger discussed the expected impact to providing credits to the increasing amount of citizens that are no longer working outside of the city but in their homes.

ITEM 5. Review of 2020 Budget Gauge

Mr. Nahvi reviewed that 2020 Budget Gauge was changed from Budget Restraint to Elevated Monitoring.

ITEM 6. Discussion of 2020 Income Tax Collections and Updated Revenue Forecast

Mr. Nahvi reviewed the Monthly Income Tax Revenues from 2018 to 2020.

ITEM 7. Discussion on 2021-2025 Proposed Capital Improvement Plan

Mr. Nahvi discussed the CIP process which began in May. The guidance of the CIP was restrained due to the effects relating to COVID-19. Several projects scheduled for 2020 were delayed, reduced or cancelled. Mr. Nahvi discussed the General Fund Summary. In 2022 there is a deficit in roadway maintenance, and there is not revenue to fund all the maintenance projects. Mr. Homan discussed presenting CIP out of balance and past discussions on additional finance sources and the challenges to large transportation projects. He provided updates regarding the Point Project, East William Street Project, and Central Avenue.

Mr. Hellinger discussed pursuing funds for the funding gap for transportation projects. Mr. Homan discussed using JEDD dollars to assist with the Point Project and contributions from Krogers. Mr. Nahvi reviewed the funding summary for East Central Avenue Project. Mr. Shafer questioned about the signalization projects and if still on target for 2021. Mr. Nahvi discussed the second phase for these projects will be completed in 2021. Ms. Ballone reviewed funds allocated to street programs, with some funds going to the Pennick Ave. connection. Mr. Homan discussed applying for a grant for the John Street Bridge replacement that was needed due to the recent flood.

Mr. Homan discussed that there are more capital improvement programs for stormwater fund which is related to both the recent flood and also facility replacement and maintenance. He discussed the need to look at the future of the stormwater fees and discussed working with a consultant on what an increase would look like and what the funds would be used for. Ms. Ballone discussed the U.S. 23 culvert repairs and that the final cost will be determined on the inspection results which will not be available until 2021. A discussion was held regarding stormwater repairs including curb maintenance and repairs.

Mr. Homan discussed the request by Chief of Police to have body cameras and that more discussion will occur at future meetings. He discussed this would be an extension of technology that it already available in the police cruisers.

ITEM 8. Member Comments

ITEM 9. Next Meeting Date: To Be Determined

The Committee discussed meeting in September to further review the CIP.

ITEM 10. Adjournment

Motion: Chairman Hellinger moved to adjourn the Finance Committee meeting. The Finance Committee meeting adjourned at 2:17 p.m.

Chairman

Elaine McCloskey, Clerk



TO: TOM HOMAN, CITY MANAGER
FROM: JUSTIN NAHVI, FINANCE DIRECTOR
SUBJECT: AUGUST 2020 FINANCIAL REPORT
DATE: 9/8/2020

BACKGROUND

The purpose of this report is to provide a brief review of the revenues and expenditures for the following funds: General Fund, Fire/EMS Income Tax Fund, Recreation Center Income Tax Fund, Stormwater Fund, Water Fund, Wastewater Fund, and Refuse Fund.

Actual revenues and expenditures are compared to the budget to assess potential overages/shortages in budgeted categories. Comparisons with figures from last fiscal year are also included to indicate the differences by year, since budgeting techniques remain relatively uniform from one year to the next.

Appendix A details the year-to-date activity for all of the city's active funds. It is important to note the ending balance, encumbrances, and unencumbered balance. The unencumbered balance is the amount remaining in the fund if the city were to expend all the monies listed as encumbrances. The ending balance is the amount of funds available to the city as of August 31, 2020, and ties to the amount listed in Appendix B.

Appendix B is the Financial Statement for the city as of August 31, 2020. This statement provides a listing of the city's funds held at various financial institutions. Also presented are the interest earned to date, weighted average interest rate, and the weighted average maturity (days).

Appendix C is the Debt Schedule for the city through August 31, 2020. All principal and interest payments that have been paid to date are included in the schedule.

Appendix D is a graphical representation of the water and sewer utility consumption billed on a monthly basis in terms of units billed as well as dollars.

GENERAL FUND

The General Fund is the main operating fund for the city and is used to account for all financial transactions which are not reported in other funds. Major sources of revenue include income tax and property tax. Please refer to page three for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

The General Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Property Taxes – Settlement revenue is received after the 1st and 2nd half real estate collection periods in March and August respectively. 1st half real estate collections were \$786,031 reflecting a decrease of \$698,612 or 47.1% from the same period in the prior year. This decline is attributed to the shifting of the 2nd half real estate tax due date to August 2020. With this modification of the due date, 2nd half settlement will occur in September 2020.
- Income Tax – Year-to-date receipts total \$10,717,534 which is \$41,292 or 0.44%, less than amount the City received during the same period in the prior year. The decline is attributed to both the shifting of the income tax filing due date to July 15, 2020 as well as the rise in the unemployment rate which began in March 2020. Based on the collection rate, the current projected decline for income tax collections is \$488,750 or 3.0% of the total estimated revenue from this source in 2020.
- Charges for Services – Chargebacks for the General Fund related services attributed to special revenue and enterprise funds through the end of August equaled \$1,546,646.

Expenditures

The General Fund expenditures are performing as expected. However, the following expenditures require additional explanations:

- Transfers – Transfers to the following funds have been made to the Capital Improvement Fund (\$1,233,333), Street Maintenance & Repair Fund (\$692,667), Recreation Fund (\$510,891), Cemetery Fund (\$50,000) and the Airport Fund (\$10,000).

**GENERAL FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Property Taxes	1,484,643	786,031	1,548,000	50.78%	1,662,367
Intergovernmental Receipts	557,067	648,008	1,013,726	63.92%	1,110,870
Income Taxes	10,758,826	10,717,534	16,510,750	64.91%	16,022,000
Fines & Forfeitures	80,763	46,820	140,000	33.44%	48,925
Fees, Licenses, & Permits	1,740,346	1,692,146	2,998,000	56.44%	2,135,443
Miscellaneous	264,896	128,420	380,000	33.79%	153,526
Other Financing	-	5,013	-	0.00%	5,013
Earnings on Investments	578,902	240,834	950,000	25.35%	377,563
Charges for Services	1,395,507	1,546,646	2,299,603	67.26%	2,299,603
Total Revenues	16,860,949	15,811,452	25,840,079	61.19%	23,815,310
EXPENDITURES					
Council	103,159	107,212	187,299	57.24%	168,064
City Manager	498,006	517,090	927,910	55.73%	831,044
Admin Services	252,765	212,809	425,183	50.05%	325,296
Economic Development	273,541	255,089	528,655	48.25%	261,767
Legal Affairs	489,194	484,783	882,940	54.91%	779,837
Finance	1,453,838	1,472,625	2,353,870	62.56%	2,013,361
General Admin	4,566,875	3,122,488	6,508,792	47.97%	5,207,199
Risk Management	274,473	275,228	349,100	78.84%	332,698
Police	5,416,286	5,539,387	9,739,704	56.87%	8,831,221
Planning	709,417	781,207	1,551,146	50.36%	1,278,256
Engineering	929,455	976,100	2,349,511	41.54%	1,895,015
Building Maintenance	339,018	303,593	589,467	51.50%	463,114
Total Expenditures	15,306,025	14,047,611	26,393,576	53.22%	22,386,872

FIRE/EMS INCOME TAX FUND

The Fire/EMS Income Tax Fund is a Special Revenue Fund which means that the resources are restricted to only funding expenditures that support the Fire Department. Please refer to page five for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

Several sources of revenue support this fund, including intergovernmental as well as income tax collections.

- EMS Service Agreement - The city contracts with Delaware County to provide EMS services to certain unincorporated portions of the County. To date, the City has received \$486,864.
 - For the 2020 fiscal year, the per unit reimbursement rate will be \$220 for EMS transport and \$110 per non-transport runs.
- Income Tax – Year-to-date receipts total \$7,500,012 which is \$28,142, or 0.4%, less than amount the City received during the same period in the prior year. Based on the current module used to forecast the decline in income tax collections for the General Fund, it is estimated that a similar decline for the Fire/EMS Income Tax Fund would be \$164,032 or 3.0% of the current revenue estimate for this line item.

Expenditures

Fire/EMIS Income Tax Fund expenditures are performing as expected through August 31, 2020.

**FIRE/EMS INCOME TAX FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Intergovernmental Receipts	192,293	489,629	752,765	65.04%	552,529
Income Taxes	7,528,154	7,500,012	11,500,000	65.22%	11,335,968
Miscellaneous	4,044	3,017	39,195	7.70%	2,427
Other Financing	-	1,175	-	0.00%	1,880
Transfer In	240,717	122,310	240,717	50.81%	236,058
Total Revenues	7,965,208	8,116,143	12,532,677	64.76%	12,128,862
EXPENDITURES					
Personal Services	5,324,783	5,577,259	9,501,589	58.70%	8,700,989
Charges & Services	478,136	511,616	1,138,934	44.92%	886,238
Materials & Supplies	157,893	227,842	447,354	50.93%	333,463
Capital Outlay	1,042,453	241,650	1,463,030	16.52%	1,262,405
Refunds	370,410	267,916	500,000	53.58%	341,556
Transfer	5,375	242,078	848,044	28.55%	848,044
Debt	42,087	-	514	0.00%	-
Total Fire Expenditures	7,421,138	7,068,361	13,899,465	50.85%	12,372,695

**REC CENTER INCOME TAX FUND
RECREATION LEVY SUMMARY
AUGUST 2020**

Account #	Description	2014 Expended	2015 Expended	2016 Expended	2017 Expended	2018 Expended	2019 Expended	2020 Expended	2020 Encumbered	2020 Remaining Budget	Total 2014 - 2020
Phase 1 - \$20,000,000											
233-0233-5230	Design	7,090	0	0	0	0	0	0	0	0	7,090
5513	Other Park Improvements	14,981	0	0	0	0	0	0	0	0	14,981
5521	National Guard City Alternatives	117,500	0	0	0	0	0	0	0	0	117,500
5533	Veterans Park Restroom/Shelter	0	100,000	150,000	0	0	0	0	0	0	250,000
	Total	139,571	100,000	150,000	0	0	0	0	0	0	389,571
Phase 2 - \$3,800,000											
233-0233-5501	Houk Rd. Site Improvements	0	0	0	0	0	235,000	0	0	0	235,000
5522	Park Asphalt Projects	306,291	59,111	27,841	0	0	0	0	0	0	393,243
5523	Park Seal Coating Projects	36,025	100,894	0	0	0	0	0	0	0	136,919
5524	Smith Park Trail	27,461	3,699	205,818	0	0	0	0	0	0	236,978
5525	Park Irrigation	0	0	0	0	0	0	0	0	0	0
5526	Park Aeration	20,109	0	0	0	0	0	0	0	0	20,109
5527	Parks General Construction Projects	113,737	6,250	12,645	57,797	148,270	48,464	0	0	39,859	427,022
5528	Dog Park	32,354	34,003	0	0	0	0	0	0	0	66,357
5529	Drainage & Excavation Projects	2,608	0	0	0	0	0	0	0	0	2,608
5530	Miscellaneous Park Improvements	42,715	0	0	18,532	0	0	0	0	0	61,247
5531	Veterans Park Parking Lot Addition	337,203	0	0	0	0	0	0	0	0	337,203
5532	Wayfinding and Signage	0	0	0	21,160	2,590	61,357	30,758	6,785	98,900	221,550
5534	Veterans Park Playtoy	0	152,551	94,449	0	0	0	0	0	0	247,000
5535	Splashpad Construction	5,300	479,956	51,627	12,791	34,302	0	0	0	0	583,976
5536	Parkland Acquisition/Improvement	0	722,272	428,577	0	0	0	0	0	0	1,150,849
5537	Park Improvements Contingency	3,040	0	0	0	0	0	0	0	0	3,040
5538	Pickleball Courts	0	17,035	0	0	0	0	0	0	0	17,035
5710	In House Design	0	4,237	0	0	0	0	0	0	0	4,237
	Total	926,843	1,580,008	820,957	110,280	185,162	344,821	30,758	6,785	138,759	4,144,373
	Phase 1 Totals	139,571	100,000	150,000	0	0	0	0	0	0	389,571
	Phase 1 Reimbursements	72,000									72,000
	Phase 1 Net Cost	67,571	100,000	150,000	0	0	0	0	0	0	317,571
	Phase 1 Net Cost 2009-2013										19,609,505
	TOTAL PHASE 1 COSTS										19,927,076
	Phase 2 Totals	926,843	1,580,008	820,957	110,280	185,162	344,821				3,968,071
	Phase 2 Reimbursements		212,722								212,722
	TOTAL PHASE 2 COSTS	926,843	1,367,286	820,957	110,280	185,162	344,821				3,755,349
	TOTAL ALL PHASES										23,682,425

STORMWATER FUND

The Stormwater Fund is an Enterprise Fund that was established to account for the costs of repairing, replacing, and improving the city's storm drainage system. User fees sustain the expenditures of this fund. Please refer to page thirteen for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

The Stormwater Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Year-to-date service charges totaled \$576,319, which is \$797 (0.1%) greater than the amount collected during the same period in the prior year.

Expenditures

The Stormwater Fund expenditures are performing as expected through August 31, 2020.

**STORMWATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Miscellaneous	1,063	2,449	500	489.76%	2,974
Charges for Services	575,522	576,319	900,200	64.02%	869,137
Total Revenues	576,584	578,768	900,700	64.26%	872,111
EXPENDITURES					
Stormwater Operations					
Personal Services	142,783	165,372	257,186	64.30%	256,814
Charges & Services	82,538	67,674	223,891	30.23%	92,944
Materials & Supplies	39,938	23,717	100,340	23.64%	49,515
Capital Outlay	-	-	20,000	0.00%	128
Refunds	28	102	2,000	5.09%	35
Total Ops Expenditures	265,286	256,866	603,416	42.57%	399,436
Stormwater Capital					
Capital Outlay	174,285	403,257	1,716,338	23.50%	1,090,556
Total Cap Expenditures	174,285	403,257	1,716,338	23.50%	1,090,556
Total Expenditures	439,572	660,123	2,319,754	28.46%	1,489,992

WATER FUND

The Water Fund was established to account for the treatment and distribution of water to resident and commercial users. This fund is also an Enterprise Fund, with user fees financing the expenditures. Please refer to page eleven for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

The Water Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Included in this category are Services Charges & Collections.
 - Meter Charges – Year-to-date meter charges for water consumption totaled \$3,698,521 which is \$48,529 or 1.3% greater than the amount collected same period from the prior year.
 - Capacity Fees – Year-to-date receipts total \$1,466,014 and these fees are deposited into the Water Capacity Fee Fund (Fund 536).

Expenditures

The Water Fund expenditures are performing as expected through August 31, 2020.

**WATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Miscellaneous	26,772	23,034	25,000	92.14%	26,294
Other Financing	-	6,549	11,000	59.54%	10,478
Earnings on Investments	193,536	95,380	300,000	31.79%	140,271
Charges for Services	3,731,989	3,765,166	6,220,000	60.53%	5,250,147
Total Revenues	3,952,297	3,890,129	6,556,000	59.34%	5,427,190
EXPENDITURES					
Water Administration					
Personal Services	214,521	187,049	325,759	0.00%	311,562
Charges & Services	194,597	203,993	276,520	73.77%	273,514
Materials & Supplies	540	344	775	0.00%	550
Capital Outlay	-	-	-	0.00%	-
Refunds	10,020	6,074	27,750	21.89%	6,345
Transfers	1,431,048	1,851,558	2,659,783	69.61%	2,659,783
Total Admin Expenditures	1,850,727	2,249,017	3,290,587	68.35%	3,251,754
Water Treatment					
Personal Services	514,073	525,848	930,138	56.53%	840,513
Charges & Services	478,262	482,970	812,894	59.41%	648,025
Materials & Supplies	256,090	241,908	448,903	53.89%	294,367
Capital Outlay	29,664	30,012	87,045	34.48%	63,485
Refunds	-	-	-	0.00%	-
Total Treat Expenditures	1,278,089	1,280,738	2,278,981	56.20%	1,846,390
Water Distribution					
Personal Services	361,878	351,958	617,833	56.97%	565,075
Charges & Services	50,715	46,578	121,283	38.40%	94,495
Materials & Supplies	169,967	139,902	300,470	46.56%	223,610
Capital Outlay	10,148	-	15,000	0.00%	-
Refunds	-	-	-	0.00%	-
Total Dist Expenditures	592,709	538,438	1,054,586	51.06%	883,180
Total Expenditures	3,721,525	4,068,194	6,624,154	61.41%	5,981,324

WASTEWATER FUND

The purpose of the Wastewater Fund is to provide wastewater collection and treatment service to resident and commercial users. This fund is also an Enterprise Fund, with user fees financing the expenditures. Please refer to page nine for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

The Sewer Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Included in this category are Services Charges & Collections.
 - Meter Charges – Year-to-date meter charges for wastewater treatment totaled \$4,438,616 which is \$34,653 or 0.8% greater than the same period from the prior year.
 - Capacity Fees – Year-to-date receipts total \$1,390,576 and these fees are deposited into the Wastewater Capacity Fee Fund (Fund 546).

Expenditures

The Wastewater Fund expenditures are performing as expected through August 31, 2020.

**WASTEWATER FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Miscellaneous	388	18,950	10,000	189.50%	30,320
Other Financing	-	7,423	-	0.00%	11,877
Earnings on Investments	174,809	92,792	275,000	33.74%	135,634
Charges for Services	4,587,728	4,655,540	7,426,500	62.69%	6,494,173
Total Revenues	4,762,925	4,774,705	7,711,500	61.92%	6,672,004
EXPENDITURES					
Sewer Administration					
Personal Services	108,555	165,550	323,556	0.00%	250,817
Charges & Services	166,711	179,307	247,743	72.38%	213,968
Materials & Supplies	631	392	1,000	0.00%	627
Capital Outlay	-	-	-	0.00%	-
Refunds	378	24,010	7,500	320.14%	38,416
Transfers	2,094,585	3,722,285	3,996,618	93.14%	3,996,618
Total Admin Expenditures	2,370,860	4,091,544	4,576,417	89.40%	4,500,446
Sewer Treatment					
Personal Services	558,882	550,263	975,531	56.41%	888,889
Charges & Services	580,884	641,717	1,004,447	63.89%	884,090
Materials & Supplies	144,734	129,638	238,770	54.29%	176,397
Capital Outlay	-	-	25,000	0.00%	-
Refunds	-	-	-	0.00%	-
Total Treat Expenditures	1,284,499	1,321,618	2,243,747	58.90%	1,949,376
Sewer Collection					
Personal Services	252,519	167,427	291,090	57.52%	264,733
Charges & Services	53,718	105,203	253,935	41.43%	173,128
Materials & Supplies	75,015	56,228	187,702	29.96%	80,045
Capital Outlay	17,863	10,066	16,100	62.52%	10,238
Refunds	-	-	-	0.00%	-
Total Col Expenditures	399,115	338,924	748,826	45.26%	528,144
Total Expenditures	4,054,474	5,752,086	7,568,991	76.00%	6,977,966

REFUSE FUND

The Refuse Fund accounts for the costs of providing refuse services. This fund is an Enterprise Fund which means that the main source of revenue is the monthly fees charged to residents for this service. Please refer to page seven for a breakdown of the revenues and expenditures through August 31, 2020.

Revenues

The Refuse Fund revenues are performing as expected. However, the following revenue sources require additional explanations:

- Charges for Services – Year-to-date receipts total \$2,385,222 which is \$18,091 or 0.8% less than the City received from the same period in the prior year.

Expenditures

The Refuse Fund expenditures are performing as expected through August 31, 2020.

**REFUSE FUND
STATEMENT OF REVENUE AND EXPENDITURES
AUGUST 2020**

	2019 ACTUAL YTD AUG 31	2020 ACTUAL YTD AUG 31	2020 TOTAL BUDGET	2020 % of BUDGET	2020 PRJ YR END
REVENUES					
Miscellaneous	-	49,557	260,000	19.06%	48,683
Other Financing	13,251	-	-	0.00%	-
Earnings on Investments	15,516	7,304	12,000	60.87%	10,499
Charges for Services	2,403,313	2,385,222	3,793,350	62.88%	3,448,967
Total Revenues	2,432,079	2,442,083	4,065,350	60.07%	3,508,149
EXPENDITURES					
Refuse Administration					
Personal Services	-	-	-	0.00%	-
Charges & Services	32,575	26,622	92,834	28.68%	92,782
Materials & Supplies	-	-	-	0.00%	-
Capital Outlay	20,900	5,985	9,287	64.44%	9,576
Refunds	440	355	1,000	35.52%	568
Transfers	241,533	247,453	371,180	66.67%	371,180
Total Admin Expenditures	295,447	280,416	474,301	59.12%	474,106
Refuse Collection					
Personal Services	447,487	455,205	784,850	58.00%	749,640
Charges & Services	739,595	770,988	1,332,353	57.87%	1,015,706
Materials & Supplies	109,625	100,353	203,514	49.31%	138,410
Capital Outlay	243,537	-	731,207	0.00%	843,783
Refunds	-	-	-	0.00%	-
Total Collect Expenditures	1,540,244	1,326,545	3,051,924	43.47%	2,747,539
Refuse Recycling					
Personal Services	285,849	275,863	474,996	58.08%	449,428
Charges & Services	130,987	155,489	300,209	51.79%	255,801
Materials & Supplies	46,864	33,340	86,650	38.48%	50,030
Capital Outlay	-	-	513,447	0.00%	255,447
Refunds	-	-	-	0.00%	-
Total Recycle Expenditures	463,700	464,692	1,375,302	33.79%	1,010,706
Total Expenditures	2,299,391	2,071,653	4,901,528	42.27%	4,232,351

APPENDIX A

YEAR TO DATE FUND REPORT
August 31, 2020

Fund #	FUND	BEGINNING BALANCE	YTD REVENUES	YTD EXPEND	ENDING BALANCE	ENCUMB	UNENCUMB BALANCE
101	General Fund	6,801,606.03	15,811,451.90	14,047,611.20	8,565,446.73	798,102.85	7,767,343.88
200	Street Maintenance & Repair	603,206.35	2,063,227.39	1,839,902.48	826,531.26	756,069.38	70,461.88
201	State Highway Improvement	353,397.37	103,042.29	472,491.56	(16,051.90)	0.00	(16,051.90)
202	License Fee	426,903.67	285,342.76	486,299.98	225,946.45	52,604.68	173,341.77
203	Stormwater	2,113,380.23	578,767.86	660,123.33	2,032,024.76	456,239.32	1,575,785.44
210	Recreation	266,459.06	510,062.81	737,247.81	39,274.06	34,637.56	4,636.50
212	Oak Grove Cemetery	276,700.20	149,620.27	163,709.54	262,610.93	125,298.99	137,311.94
215	Tree Replacement	119,237.10	65,050.00	0.00	184,287.10	0.00	184,287.10
222	Airport	184,988.85	485,179.35	500,230.02	169,938.18	52,795.22	117,142.96
223	Hangars	180,442.96	67,314.50	33,790.83	213,966.63	0.00	213,966.63
231	Fire/EMS Income Tax	9,399,949.67	8,116,142.93	7,068,361.49	10,447,731.11	1,137,652.93	9,310,078.18
233	Rec Center Income Tax	5,065,048.57	1,638,144.78	517,253.67	6,185,939.68	6,785.00	6,179,154.68
235	Airport TIF	136,735.75	13,326.15	0.00	150,061.90	0.00	150,061.90
236	Glenn Road TIF	2,011,525.35	2,505,575.72	1,174,522.21	3,342,578.86	2,346,966.42	995,612.44
237	Sky Climber TIF	0.00	23,619.40	0.00	23,619.40	6,725.13	16,894.27
238	Mill Run TIF	0.00	51,477.73	51,477.73	0.00	0.00	0.00
240	Municipal Court	2,861,453.86	1,720,181.82	1,722,098.60	2,859,537.08	12,564.29	2,846,972.79
241	Court IDIAM	14,674.86	22,129.73	10,497.15	26,307.44	9,478.50	16,828.94
250	Drug Enforcement	51,218.50	2,168.70	3,307.52	50,079.68	0.00	50,079.68
251	Court Alcohol Treatment	592,279.16	16,422.20	5,264.16	603,437.20	0.00	603,437.20
252	OMVI Enforcement/Education	4,520.65	496.00	0.00	5,016.65	0.00	5,016.65
253	Police Judgement	40,138.50	229.52	17,044.00	23,324.02	0.00	23,324.02
254	Police Fed Judgement	0.00	17,080.13	3,200.00	13,880.13	0.00	13,880.13
255	Park Exaction Fee	184,116.07	0.00	37,336.98	146,779.09	2,663.02	144,116.07
256	Court Computer Legal Research	757,780.68	128,638.90	158,116.03	728,303.55	63,827.47	664,476.08
257	Court Special Projects	749,712.50	128,179.51	275,557.32	602,334.69	7,651.24	594,683.45
259	Court Probation Services	614,641.81	231,999.11	225,317.41	621,323.51	3,212.00	618,111.51
261	Police Disability Pension	0.00	136,035.06	122,310.00	13,725.06	0.00	13,725.06
262	Fire Disability Pension	0.00	136,035.18	122,310.10	13,725.08	0.00	13,725.08
272	Community Promotion	84,603.77	33,471.80	90,369.25	27,706.32	40,250.00	(12,543.68)
280	Local Coronavirus Relief	0.00	750,115.95	8,600.00	741,515.95	0.00	741,515.95
291	CDBG	0.00	0.00	1,984.20	(1,984.20)	1,290.80	(3,275.00)
292	Police Fed Treasury Seizures	0.00	3,540.40	0.00	3,540.40	0.00	3,540.40
295	ED Revolving Loan	240,333.27	69,241.20	12,106.80	297,467.67	52,800.20	244,667.47
296	Housing Program Income	8,150.00	0.00	0.00	8,150.00	8,150.00	0.00

APPENDIX A

YEAR TO DATE FUND REPORT
August 31, 2020

Fund #	FUND	BEGINNING BALANCE	YTD REVENUES	YTD EXPEND	ENDING BALANCE	ENCUMB	UNENCUMB BALANCE
300	General Bond Retirement	621,579.51	257,156.66	256,545.29	622,190.88	3,000.00	619,190.88
301	Park Improvement Bond	111,104.83	15,755,449.21	15,836,058.44	30,495.60	4,000.00	26,495.60
302	SE Highland Bond	0.00	552,702.62	327,519.99	225,182.63	0.00	225,182.63
410	Capital Improvement	4,666,224.39	3,746,588.84	5,268,781.48	3,144,031.75	2,646,395.52	497,636.23
415	Point Project	933,691.72	920,022.99	1,210,988.47	642,726.24	1,004,736.99	(362,010.75)
431	FAA Alloc/Improvement Grant	95,193.38	34,627.14	38,474.61	91,345.91	31,206.04	60,139.87
440	Equipment Replacement	217,510.22	416,508.00	320,588.75	313,429.47	220,745.50	92,683.97
491	Parks Impact Fee	2,067,688.56	322,837.66	24,863.46	2,365,662.76	102,303.04	2,263,359.72
492	Police Impact Fee	429,784.34	77,283.48	7,508.79	499,559.03	164.93	499,394.10
493	Fire Impact Fee	544,494.17	117,098.02	75,738.16	585,854.03	168.79	585,685.24
494	Municipal Impact Fee	444,342.10	126,327.92	16,628.22	554,041.80	7,168.78	546,873.02
496	Glenn Rd S Construction	926,595.96	633,029.76	121,712.50	1,437,913.22	0.00	1,437,913.22
498	Glenn Rd N	330,020.80	50,712.25	40,722.50	340,010.55	0.00	340,010.55
501	Golf Course	81,056.66	162,051.49	53,998.35	189,109.80	9,659.55	179,450.25
520	Parking Lots	52,087.14	22,275.75	36,516.32	37,846.57	518.25	37,328.32
530	Water	1,504,060.97	3,890,129.26	4,068,193.64	1,325,996.59	253,035.20	1,072,961.39
531	Water Construction	2,479,462.37	1,364,891.50	2,161,609.54	1,682,744.33	114,719.06	1,568,025.27
533	Water Reserve	2,000,000.00	0.00	0.00	2,000,000.00	0.00	2,000,000.00
536	Water Capacity Fee	10,619,956.63	1,466,014.06	1,197,360.95	10,888,609.74	202,656.50	10,685,953.24
540	Wastewater	3,724,670.38	4,774,705.11	5,752,086.25	2,747,289.24	280,649.25	2,466,639.99
541	Wastewater Construction	3,088,062.39	1,476,705.00	475,687.07	4,089,080.32	227,165.98	3,861,914.34
543	Wastewater Reserve	2,000,000.00	0.00	0.00	2,000,000.00	0.00	2,000,000.00
545	Water Customer Deposit	228,317.60	(19,548.33)	2,298.86	206,470.41	0.00	206,470.41
546	Wastewater Capacity Fee	6,796,915.87	3,087,489.42	2,019,956.33	7,864,448.96	42,537.53	7,821,911.43
548	SE Highland Wastewater	268,389.54	550,800.00	561,813.28	257,376.26	0.00	257,376.26
550	Refuse	1,159,867.16	2,442,083.32	2,071,653.39	1,530,297.09	1,329,398.80	200,898.29
601	Garage Rotary	504,994.89	199,181.93	429,205.26	274,971.56	90,445.08	184,526.48
602	IT Rotary	655,372.98	752,812.66	1,178,712.01	229,473.63	191,306.86	38,166.77
610	Health Insurance	522,534.62	4,660,101.20	3,857,061.07	1,325,574.75	8,259.49	1,317,315.26
620	Workers Compensation	2,626,777.89	9,515.16	28,116.39	2,608,176.66	2,154.00	2,606,022.66
701	Fire Donation	1,083.36	200.00	0.00	1,283.36	0.00	1,283.36
702	Parks/Rec Donation	13,214.03	6,500.00	11,965.00	7,749.03	0.00	7,749.03
703	Police Donation	10,836.60	0.00	2,000.00	8,836.60	0.00	8,836.60
704	Mayors Donation	898.15	450.00	50.00	1,298.15	0.00	1,298.15
705	Project Trust	1,129,526.94	102,316.91	116,238.72	1,115,605.13	0.00	1,115,605.13

APPENDIX A

**YEAR TO DATE FUND REPORT
August 31, 2020**

707	Unclaimed Funds	18,620.57	0.00	0.00	18,620.57	0.00	18,620.57
708	Municipal Court Unclaimed Funds	86,376.18	9,305.73	315.00	95,366.91	0.00	95,366.91
709	Development Reserve	1,008,885.74	50,000.00	422,755.19	636,130.55	3,900.13	632,230.42
710	Reserve Account	1,188,864.04	25,000.00	0.00	1,213,864.04	0.00	1,213,864.04
711	Berkshire JEDD	84,717.65	218,825.50	254,739.67	48,803.48	248,547.86	(199,744.38)
750	Cemetery Perpetual Care	33,839.98	194.43	360.00	33,674.41	0.00	33,674.41
801	State Highway Patrol	4,866.99	33,451.40	38,318.40	(0.01)	0.00	(0.01)
803	State Building Permit	1,296.92	7,095.34	7,092.18	1,300.08	0.00	1,300.08
804	Performance Bond	694,227.73	50,800.00	192,876.73	552,151.00	0.00	552,151.00
		88,121,216.74	84,217,002.44	79,055,551.63	93,282,667.55	13,000,608.13	80,282,059.42

APPENDIX B

**CITY OF DELAWARE, OHIO
FINANCIAL STATEMENT
AUGUST 31, 2020**

	Weighted Average Interest Rate	YTD Interest Earned	Weighted Average Maturity (Days)	Ending Balance
<u>Checking/Depository</u>				
Checking (Operating & Payroll)*		-		24,157,023
Total Bank Deposits		\$ -		\$ 24,157,023
 <u>Investments</u>				
Star Ohio	25.00%	504,988		69,125,644
Total Investments		\$ 504,988		\$ 69,125,644
 TOTAL BANK DEPOSITS & INVESTMENTS		 \$ 504,988		 \$ 93,282,668

* The city participates in an Earning Credit Allowance program. The City maintains a minimum balance in the checking account so that a credit is earned that then offsets the monthly service charge.

I certify that the balances stated above are true to the best of my knowledge.

Justin Nahvi
Finance Director

AUGUST 31, 2020
Date

Tom Homan
City Manager

AUGUST 31, 2020
Date

APPENDIX C

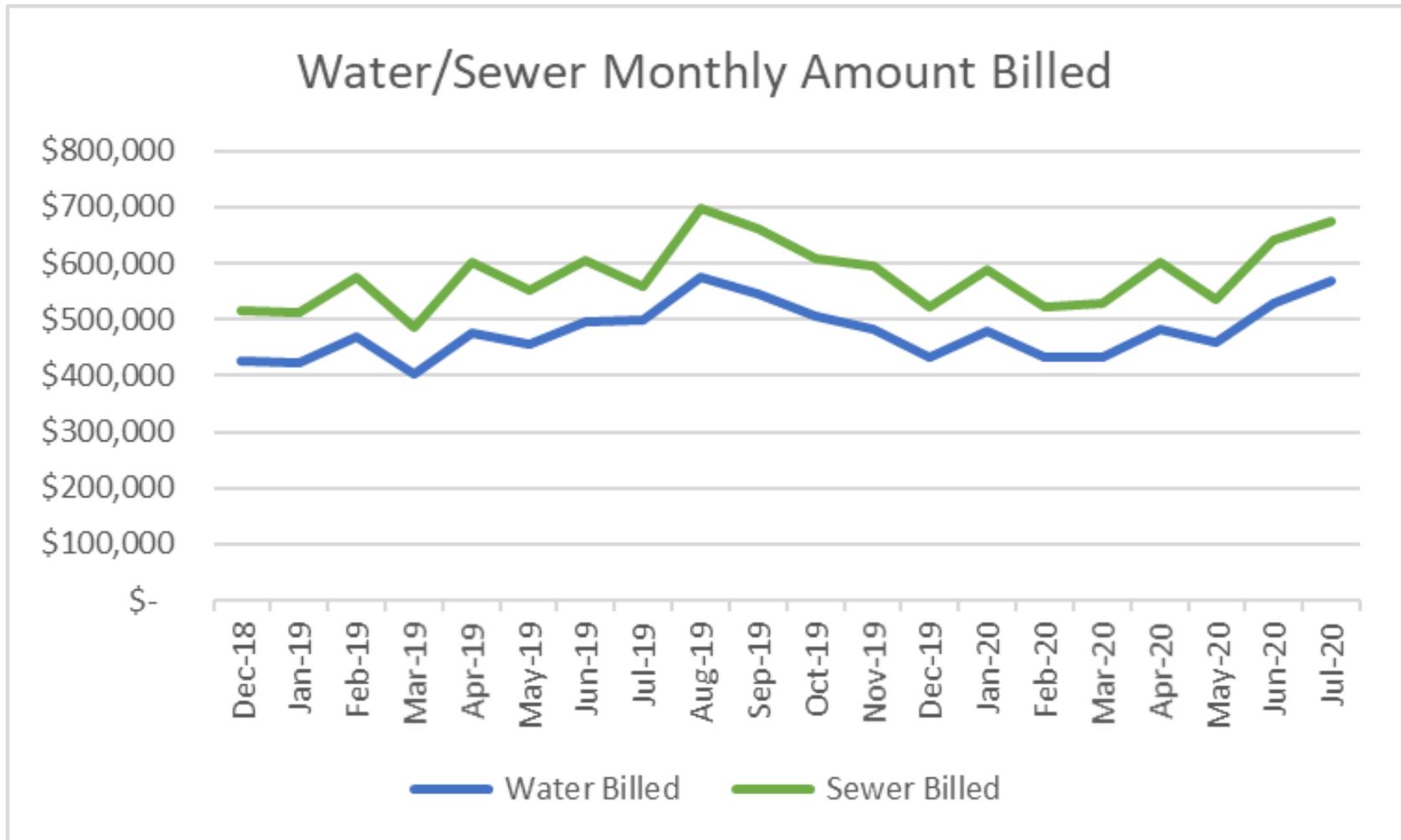
CITY OF DELAWARE
DEBT SCHEDULE
AUGUST 2020

	Outstanding Balance 8/31/2020	General	Fire/EMS	Rec Levy	Police Impact Impact Fee	Municipal Impact Fee	Glenn Rd. TIF/NCA	Water User Fee	Water Capacity Fee	Sewer User Fee	Sewer Capacity Fee
2019 GO Bonds	\$20,595,000	\$ 3,491,250				\$ 508,750	\$ 6,710,000				\$ 9,885,000
2017 General Obligation Bonds	\$ 5,805,000	\$ 631,877	\$ 2,665,000						\$ 1,957,654		\$ 550,469
2015 General Obligation Bonds	\$ 5,205,000		\$ 435,000	\$ 2,345,000			\$ 2,425,000				
2013 General Obligation Bonds	\$ 5,190,000		\$ 1,855,000		\$ 587,500	\$ 1,282,500	\$ 1,465,000				
2012 General Obligation Bonds	\$ 1,890,000	\$ 847,722	\$ 172,278								\$ 870,000
OWDA Water Projects	\$29,449,933							\$18,855,372	\$10,594,561		
OWDA Sewer Projects	\$11,327,491									\$ 976,430	\$10,351,061
2020 Recreation Levy Bonds	\$13,690,000			\$13,690,000							
Total Long Term Debt	\$93,152,424	\$ 4,970,849	\$ 5,127,278	\$16,035,000	\$ 587,500	\$ 1,791,250	\$10,600,000	\$18,855,372	\$12,552,215	\$ 976,430	\$21,656,530
Fund Balance Reserves 3/31/20		\$ 5,846,062	\$ 8,239,744	\$ 5,354,930	\$ 447,344	\$ 475,112	\$ 1,806,453	\$ 4,666,539	\$10,642,030	\$ 8,813,290	\$ 6,521,891
Annual Debt Service		\$ 767,721	\$ 702,262	\$ 2,431,580	\$ 136,700	\$ 353,500	\$ 999,126	\$ 1,285,727	\$ 964,722	\$ 152,695	\$ 3,003,987
2020 Revenue		\$25,840,079	\$12,532,677	\$ 2,521,500	\$ 80,000	\$ 222,500	\$ 3,051,300	\$ 6,205,500	\$ 4,050,000	\$ 7,430,300	\$ 4,080,000

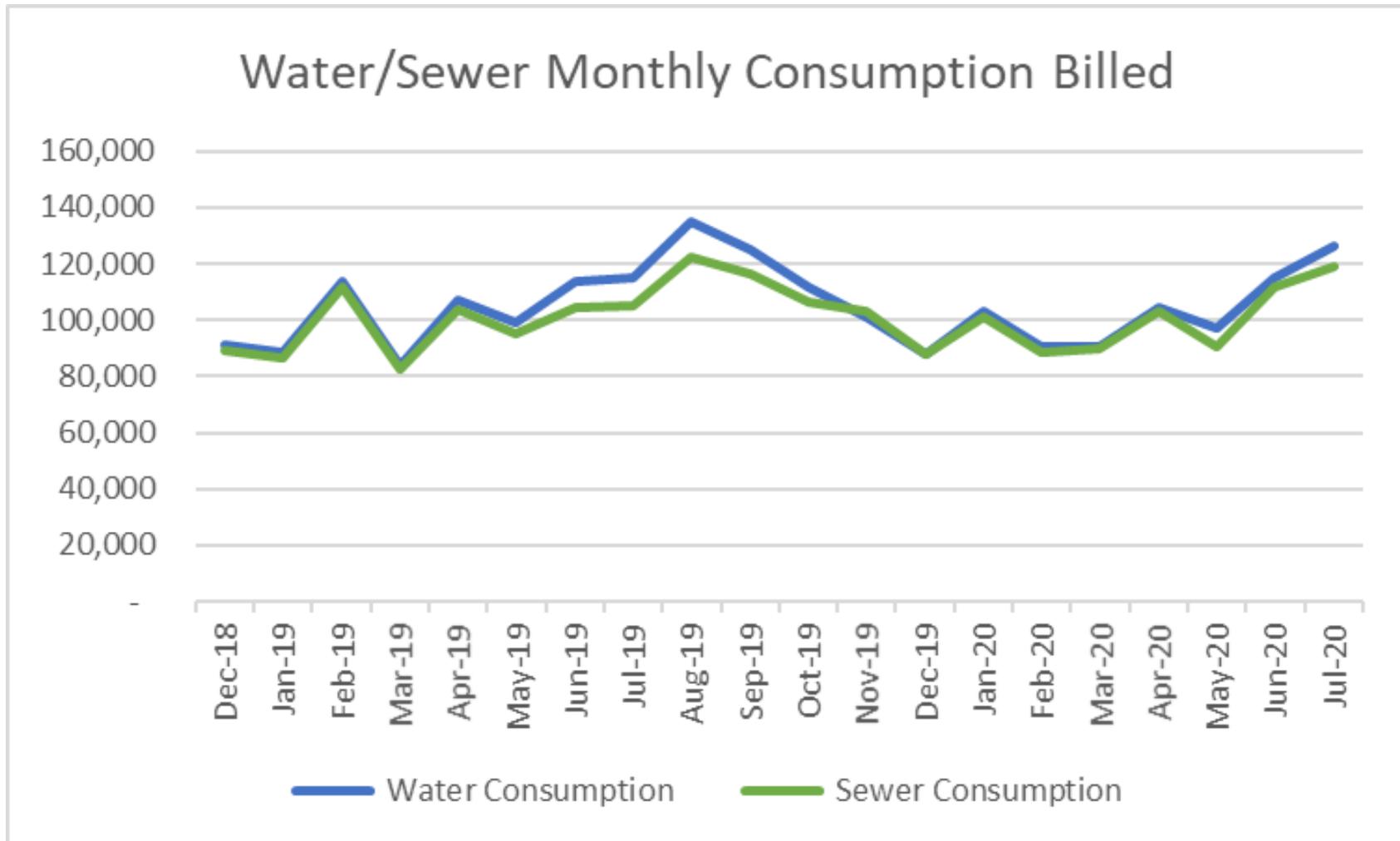
APPENDIX D

Billing Month	Consumption Period	Water Customers	Water Consumption	Water Billed	Sewer Customers	Sewer Consumption	Sewer Billed	Refuse Customers	Refuse Billed	Stormwater ERU	Stormwater Billed
Jan-19	Dec-18	12,928	91,066	\$ 425,547	12,691	89,468	\$ 515,265	14,235	\$ 293,242	36,466	\$ 91,166
Feb-19	Jan-19	12,951	88,253	\$ 423,755	12,711	86,832	\$ 511,264	14,247	\$ 293,493	27,873	\$ 69,681
Mar-19	Feb-19	12,957	113,997	\$ 469,192	12,716	111,840	\$ 576,244	14,316	\$ 294,918	27,908	\$ 69,771
Apr-19	Mar-19	12,983	84,044	\$ 403,182	12,742	82,418	\$ 485,058	14,294	\$ 294,455	27,947	\$ 69,868
May-19	Apr-19	13,050	106,911	\$ 474,402	12,810	104,035	\$ 601,199	14,349	\$ 295,593	27,949	\$ 69,873
Jun-19	May-19	13,096	99,139	\$ 456,613	12,854	95,180	\$ 553,500	14,395	\$ 296,542	28,008	\$ 70,020
Jul-19	Jun-19	13,134	113,613	\$ 494,816	12,890	104,409	\$ 604,106	14,464	\$ 297,966	27,991	\$ 69,978
Aug-19	Jul-19	13,151	115,139	\$ 499,167	12,914	105,412	\$ 559,491	14,495	\$ 298,591	28,039	\$ 70,097
Sep-19	Aug-19	13,172	134,924	\$ 575,052	12,930	122,650	\$ 697,696	14,519	\$ 299,099	28,052	\$ 70,129
Oct-19	Sep-19	13,207	125,047	\$ 544,381	12,965	116,228	\$ 661,645	14,573	\$ 300,203	28,083	\$ 70,208
Nov-19	Oct-19	13,243	111,664	\$ 504,206	13,000	106,141	\$ 608,906	14,599	\$ 300,738	28,011	\$ 70,028
Dec-19	Nov-19	13,211	100,944	\$ 483,479	12,966	103,133	\$ 596,428	14,595	\$ 300,649	27,976	\$ 69,941
Jan-20	Dec-19	13,270	87,728	\$ 431,208	13,024	87,642	\$ 522,014	14,631	\$ 301,390	36,363	\$ 90,907
Feb-20	Jan-20	13,219	102,900	\$ 480,375	12,975	101,172	\$ 587,089	14,382	\$ 296,269	28,119	\$ 70,297
Mar-20	Feb-20	13,240	90,393	\$ 431,582	12,994	88,700	\$ 522,680	14,651	\$ 301,820	28,156	\$ 70,390
Apr-20	Mar-20	13,278	90,392	\$ 433,859	13,031	89,541	\$ 527,488	14,707	\$ 302,973	28,156	\$ 70,390
May-20	Apr-20	13,333	104,347	\$ 483,078	13,086	102,909	\$ 601,266	14,681	\$ 302,426	28,247	\$ 70,616
Jun-20	May-20	13,386	96,858	\$ 460,005	13,138	90,592	\$ 534,923	14,687	\$ 302,549	28,221	\$ 70,552
Jul-20	Jun-20	13,415	114,917	\$ 528,781	13,166	111,910	\$ 642,513	14,727	\$ 303,372	28,240	\$ 70,600
Aug-20	Jul-20	13,402	126,267	\$ 569,456	13,156	119,040	\$ 675,202	14,755	\$ 303,959	28,348	\$ 70,870

APPENDIX D



APPENDIX D



MONTHLY INCOME TAX REVENUES
2018-2020

	2018					% OF	2019					% OF	2020					% OF
	W/H	PERSONAL	BUSINESS	TOTAL	ACTUAL		W/H	PERSONAL	BUSINESS	TOTAL	ACTUAL		W/H	PERSONAL	BUSINESS	TOTAL	BUDGET	
JANUARY	1,741,914	440,952	56,565	2,239,431		1,570,681	603,605	80,207	2,254,493		1,706,358	637,606	44,177	2,388,141				
FEBRUARY	1,389,048	337,974	56,041	1,783,063		1,616,403	398,566	112,062	2,127,031		1,757,517	309,713	92,790	2,160,019				
MARCH	1,240,476	682,589	192,027	2,115,092		1,308,699	737,799	133,499	2,179,997		1,597,825	513,367	158,820	2,270,012				
APRIL	1,949,558	2,433,093	806,548	5,189,199		1,941,656	2,595,734	781,735	5,319,125		1,942,011	774,039	198,985	2,915,035				
MAY	1,387,867	213,714	18,117	1,619,698		1,440,447	242,575	54,049	1,737,070		1,436,969	284,090	63,824	1,784,883				
JUNE	1,407,521	622,838	374,208	2,404,566		1,696,517	732,504	153,590	2,582,612		1,486,251	546,475	182,455	2,215,181				
JULY	1,718,647	227,721	28,964	1,975,332		1,630,973	329,142	27,910	1,988,025		1,564,181	1,991,877	459,118	4,015,176				
AUGUST	1,363,624	171,517	142,149	1,677,290		1,393,601	220,627	97,863	1,712,090		1,813,935	215,388	47,217	2,076,540				
SUBTOTAL	12,198,655	5,130,398	1,674,619	19,003,671	68.29%	12,598,978	5,860,551	1,440,914	19,900,444	69.09%	13,305,046	5,272,556	1,247,386	19,824,988	64.90%			
SEPTEMBER	1,648,825	624,312	164,383	2,437,519		1,742,714	764,332	253,449	2,760,494						-			
OCTOBER	1,675,716	307,591	462,819	2,446,126		1,688,264	281,632	96,126	2,066,022						-			
NOVEMBER	1,442,983	252,947	59,435	1,755,365		1,563,442	258,284	79,136	1,900,863						-			
DECEMBER	1,688,530	412,229	85,907	2,186,665		1,683,645	368,333	124,744	2,176,722						-			
TOTALS	18,654,709	6,727,477	2,447,162	27,829,347		19,277,043	7,533,133	1,994,369	28,804,544		13,305,046	5,272,556	1,247,386	19,824,988				

	Total Receipts	AUGUST Receipts	% of Annual Collections
2010	15,185,348	10,732,169	70.67%
2011	17,765,717	12,558,193	70.69%
2012	19,658,101	14,091,680	71.68%
2013	20,557,766	14,418,200	70.14%
2014	21,537,420	15,238,701	70.75%
2015	22,852,743	15,991,274	69.98%
2016	24,975,316	17,410,586	69.71%
2017	25,898,396	18,165,984	70.14%
2018	27,829,347	19,003,671	68.29%
2019	28,804,544	19,900,444	69.09%
	10 Year Avg.		70.11%

Projection based on ten year trend!		
AUGUST 2020 RECEIPTS =		\$19,824,988
HIGH =	68.29%	\$29,032,099
LOW =	71.68%	\$27,656,150
LAST 3 YR		
AVG =	69.17%	\$28,660,205
*2020 BUDGETED RECEIPTS		\$30,545,000



2020 BUDGET GAUGE

SEPTEMBER 14, 2020

Current Budget Condition:

ELEVATED MONITORING

Budget Gauge	What Each Level Means
SERVICE LEVEL REDUCTIONS	Forced service level reductions; program elimination; project deferrals; staff reductions
BUDGET CUTS	Mandatory budget cuts across departments to maintain fund balances; serious evaluation of budgets and programs
BUDGET RESTRAINT	Department head directed to be more cautious of spending; show restraint in purchases and implementation of new programs
ELEVATED MONITORING	Regular monthly monitoring among CMO and budget staff; consideration of changing economic conditions
NORMAL OPERATIONS	No indicators of changing financial condition