

**City of Delaware City
Delaware
December 15, 2020**

TO: Mayor and City Council
VIA: Chief David L. Baylor, City Manager
FROM: Michelle Y. Graham, Finance Manager
SUBJECT: Financial Report as of November 30, 2020

Below please find the internal (unaudited) income and expense statement and check register for the 5 months ended November 30, 2020.

General Fund Revenues			
Department	Budget	Actual	%
Non-Departmental	1,266,620.00	2,613,774.70	206.36%
General Administration	210,000.00	131,070.70	62.41%
Code Enforcement	5,000.00	4,200.00	84.00%
Public Safety	442,850.00	16,645.47	3.76%
Community Center	61,000.00	27,406.06	44.93%
Sanitation	7,000.00	3,732.00	53.31%
Streets	-	4,993.72	0.00%
Drainage	-	-	0.00%
Total General Fund Revenues	1,992,470.00	2,801,822.65	140.62%
General Fund Expenditures			
Department	Budget	Actual	%
General Administration	978,950.00	318,588.07	32.54%
Code Enforcement	12,200.00	3,327.56	27.28%
Public Safety	435,650.00	148,987.75	34.20%
Community Center	57,600.00	55,376.39	96.14%
Public Works	36,000.00	21,067.99	58.52%
Sanitation	168,000.00	73,126.80	43.53%
Yard Waste	30,000.00	4,624.00	15.41%
Stormwater	33,000.00	15,998.35	48.48%
Streets	36,000.00	4,993.72	13.87%
Drainage	1,500.00	1,100.70	73.38%
Parks	40,500.00	14,658.92	36.19%
Tree Management	10,000.00	3,970.50	39.71%
Recycling Collections	30,000.00	11,921.30	39.74%
Debt Service	123,070.00	35,011.84	28.45%
Total General Fund Expenditures	1,992,470.00	712,753.89	35.77%
General Fund Operating Surplus (Deficit)		2,089,068.76	

General Fund:

The General Fund currently has an operating surplus of \$2,089,068.76.

General Fund Revenues are trending at 140.62% of the fiscal year budget and expenditures are currently trending at 35.77% of the budget.

Account	Account Description	Budget	Actual	Variance
	GENERAL FUND REVENUES	1,992,470.00	2,801,822.65	
	GENERAL FUND EXPENDITURES	1,992,470.00	712,753.89	
	CHANGE IN FUND BALANCE	-	2,089,068.76	

Non-Departmental Revenues:

Non-Departmental revenues are not attributable to the actions of one department's activities. The accounts that would fall under this classification are below:

Account Id	Account Description	2021 Budgeted	2021 Actual	Variance
01-000-4000	REAL ESTATE TAXES	811,000.00	823,604.30	12,604.30
01-000-4002	REAL ESTATE PENALTIES	-	6,653.06	6,653.06
01-000-4005	INTEREST INCOME	500.00	463.26	(36.74)
01-000-4015	DONATIONS - GA	-	2,125.00	2,125.00
01-000-4060	CABLE FRANCHISE FEE	17,000.00	7,867.40	(9,132.60)
01-000-4065	PILOT	200,000.00	200,000.00	-
01-000-4810	TRANSFER IN - WATER FUND	148,120.00	1,493,720.46	1,345,600.46
01-000-4811	TRANSFER IN - REAL ESTATE TRANSFER TAX	90,000.00	79,341.22	(10,658.78)
	NONDEPARTMENTAL REVENUES	1,266,620.00	2,613,774.70	1,347,154.70

Non-Departmental Revenues are currently over 200% of the fiscal year budget. This is due to the Transfer In – Water Fund revenue that represents the amount that was received from the sale of the Water Fund.

Interest Income is trending ahead of the budget due to interest earned on the water sale funds for 2 months. Donations reflects the funds donated by the Marina for the phragmites treatment. In addition, Real Estate Transfer Tax is trending at 88% of the fiscal year budget.

General Administration:

General Administration revenues are those revenues attributable to the activities performed by the General Administration department. These include business and contractor’s licenses, permits, and property and lease agreements.

Account	Account Description	Budget	Actual	Variance
01-000-4020	LICENSES AND PERMITS	70,000.00	38,067.85	(31,932.15)
01-000-4025	MISCELLANEOUS REVENUE	-	16,868.00	16,868.00
01-000-4035	SALES - GA	400.00	31.25	(368.75)
01-000-4045	RENTAL PROPERTY	27,600.00	13,800.00	(13,800.00)
01-000-4050	CELL TOWER LEASE / BALLFIELD	76,000.00	32,303.60	(43,696.40)
01-000-4055	AAT (CNS) LEASES	36,000.00	-	(36,000.00)
01-000-4905	DEMA HOMELAND SECURITY SUBAWARD	-	30,000.00	30,000.00
	GENERAL ADMINISTRATION REVENUES	210,000.00	131,070.70	(78,929.30)

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-000-5000	SALARIES - GENERAL ADMINISTRATION	190,700.00	79,458.40	111,241.60
01-000-5005	SALARIES - MAYOR & COUNCIL	750.00	375.00	375.00
01-000-5006	SALARIES - CITY SECRETARY	3,600.00	1,087.50	2,512.50
01-000-5010	PAYROLL TAXES - GA	18,000.00	6,387.65	11,612.35
01-000-5020	RETIREMENT PLAN - GA	5,000.00	2,150.00	2,850.00
01-000-5035	ADVERTISING - GA	1,000.00	-	1,000.00
01-000-5040	ASSESSOR - GA	2,500.00	2,500.00	-
01-000-5050	AUDIT - GA	23,000.00	19,420.12	3,579.88
01-000-5055	PAYROLL PROCESSING FEES - GA	2,000.00	702.00	1,298.00
01-000-5070	CONTRACTUAL/PROFESSIONAL SERVICES - GA	20,000.00	15,159.75	4,840.25
01-000-5095	GIFTS AND AWARDS	300.00	-	300.00
01-000-5100	DUES/SUBSCRIPTIONS/MEETINGS - GA	2,500.00	1,482.74	1,017.26
01-000-5110	ELECTION EXPENSE - GA	600.00	-	600.00
01-000-5120	ELECTRICITY - GA	55,000.00	32,098.05	22,901.95
01-000-5130	ENTERTAINMENT/ACTIVITIES - GA	250.00	-	250.00
01-000-5135	FEES/INTEREST/PENALTIES - GA	2,000.00	1,039.14	960.86
01-000-5150	HEATING FUEL - GA	2,000.00	144.09	1,855.91
01-000-5160	INSURANCE / GENERAL - GA	60,000.00	28,624.95	31,375.05
01-000-5170	INSURANCE / HEALTH - GA	15,000.00	5,347.81	9,652.19
01-000-5190	INSURANCE / PUB. OFF. LIAB. - GA	9,000.00	-	9,000.00
01-000-5250	LEASE - PURCHASE/EQUIPMENT - GA	5,000.00	9,543.65	(4,543.65)
01-000-5270	LEGAL - GA	55,000.00	41,978.74	13,021.26
01-000-5280	MAILINGS / POSTAGE - GA	3,000.00	768.87	2,231.13
01-000-5290	MAINTENANCE / BUILDING - GA	15,000.00	14,545.80	454.20
01-000-5300	MAINTENANCE / EQUIPMENT - GA	200.00	-	200.00
01-000-5330	MATERIALS & SUPPLIES - GA	1,000.00	648.89	351.11
01-000-5340	MISCELLANEOUS EXPENDITURES - GA	500.00	1,473.21	(973.21)
01-000-5350	OFFICE SUPPLIES - GA	5,000.00	933.92	4,066.08
01-000-5355	PLANNING & INSPECTIONS - GA	35,000.00	12,610.67	22,389.33
01-000-5365	SEWER CHARGES NEW CASTLE COUNTY - GA	200.00	180.02	19.98
01-000-5370	TELEPHONE - GA	9,500.00	3,791.26	5,708.74
01-000-5390	TRAINING, TRAVEL, FOOD - GA	3,000.00	-	3,000.00
01-000-5500	WATER - ARTESIAN	-	155.84	(155.84)
01-000-5600	BUILDING IMPROVEMENTS	-	35,980.00	(35,980.00)
01-000-8000	OPERATING TRANSFERS - GA	433,350.00	-	433,350.00
	GENERAL ADMINISTRATION EXPENDITURES	978,950.00	318,588.07	660,361.93

General Administration revenues are currently trending at 62% of the fiscal year budget.

License & Permit revenue is trending ahead of the fiscal year budget. \$10,980.00 of the increase in Miscellaneous Revenue is due to the payoff for the police vehicle that was a total loss. (Note: All insurance proceeds will be reclassified in next month's report).

Expenditures are currently trending at 32% of the fiscal year budget. Lease/Purchase equipment is currently over budget due to the purchase of a video conferencing system. These expenses will be submitted for reimbursement via CARES ACT grant funding. Legal fees continue to trend ahead of our adopted budget. The increase in Building Improvement is due to repairs and renovations to the bathroom at Town Hall.

Code Enforcement:

Code Enforcement activities are related to violations of the City's ordinances and act as an effort to promote upkeep of properties located in the City's jurisdiction.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-050-4010	FINES/FEES/PENALTIES - CE	5,000.00	4,200.00	(800.00)
	CODE ENFORCEMENT REVENUES	5,000.00	4,200.00	(800.00)
01-050-5000	SALARIES - CE	10,400.00	2,930.00	7,470.00
01-050-5010	PAYROLL TAXES - CE	850.00	276.89	573.11
01-050-5070	CONTRACTUAL/PROFESSIONAL SERVICES - CE	500.00	-	500.00
01-050-5140	GAS & OIL / VEHICLE - CE	300.00	120.67	179.33
01-050-5340	MISCELLANEOUS EXPENDITURES	150.00	-	150.00
	CODE ENFORCEMENT EXPENDITURES	12,200.00	3,327.56	8,872.44

Code Enforcement revenues are currently trending at 84% of the fiscal year budget and expenditures are trending at 27% of the fiscal year budget.

Public Safety:

Public Safety revenues are those revenues generated by the activities of the Delaware City Police Department. These include judgments rendered by courts, towing fees, extra duty requests, and grant revenues provided by State law enforcement agencies.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-100-4010	FINES - PS	9,500.00	3,635.95	(5,864.05)
01-100-4020	CHARGE SERVICES - EXTRA DUTY PS	-	875.00	875.00
01-100-4025	PERMITS - SPECIAL EVENTS	-	50.00	50.00
01-100-4080	CONTRACT REIMBURSEMENT - PS	-	1,500.00	1,500.00
01-100-4810	INTRAFUND TRANSFER - GENERAL ADMIN	433,350.00	-	(433,350.00)
01-101-4900	COMBAT VIOLENT CRIME	-	6,866.52	6,866.52
01-103-4900	OFFICE OF HIGHWAY SAFETY	-	3,718.00	3,718.00
	PUBLIC SAFETY REVENUES	442,850.00	16,645.47	(426,204.53)

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-100-5000	SALARIES - FULL-TIME DUTY	292,480.00	82,229.86	210,250.14
01-100-5002	SALARIES - EXTRA DUTY	-	875.00	(875.00)
01-100-5003	SALARIES - OVERTIME	-	3,870.51	(3,870.51)
01-100-5010	PAYROLL TAXES - PS	26,350.00	7,631.54	18,718.46
01-100-5020	RETIREMENT PLANS - PS	4,000.00	1,508.44	2,491.56
01-100-5065	CELL PHONES / MDT AIR-CARD SERVICE - PS	2,500.00	1,002.01	1,497.99
01-100-5070	CONTRACTUAL/PROFESSIONAL SERVICE - PS	3,100.00	4,394.00	(1,294.00)
01-100-5100	DUES/SUBSCRIPTIONS - PS	700.00	59.96	640.04
01-100-5120	ELECTRICITY - PS	10,000.00	5,285.34	4,714.66
01-100-5140	GAS & OIL / VEHICLE - PS	12,500.00	4,009.02	8,490.98
01-100-5150	HEATING FUEL - PS	1,000.00	126.48	873.52
01-100-5170	INSURANCE / HEALTH - PS	35,000.00	17,344.68	17,655.32
01-100-5250	LEASE - PURCHASE/EQUIPMENT - PS	9,000.00	777.70	8,222.30
01-100-5260	LEASE - PURCHASE/VEHICLE - PS	20,320.00	-	20,320.00
01-100-5280	MAILINGS / POSTAGE - PS	-	3.55	(3.55)
01-100-5290	MAINTENANCE / BUILDING - PS	3,000.00	1,159.20	1,840.80
01-100-5300	MAINTENANCE / EQUIPMENT - PS	250.00	510.00	(260.00)
01-100-5320	MAINTENANCE / VEHICLE - PS	10,100.00	1,602.80	8,497.20
01-100-5330	MATERIALS & SUPPLIES - PS	1,500.00	1,259.54	240.46
01-100-5340	MISCELLANEOUS EXPENDITURES - PS	250.00	-	250.00
01-100-5350	OFFICE SUPPLIES - PS	300.00	359.71	(59.71)
01-100-5390	TRAINING, TRAVEL & FOOD - PS	300.00	75.00	225.00
01-100-5400	UNIFORM & PERSONAL EQUIPMENT - PS	3,000.00	4,318.89	(1,318.89)
01-101-0000	COMBAT VIOLENT CRIME	-	-	-
01-101-5000	SALARIES	-	5,689.63	(5,689.63)
01-101-5250	MACHINERY AND EQUIPMENT	-	1,176.89	(1,176.89)
01-103-0000	OFFICE OF HIGHWAY SAFETY	-	-	-
01-103-5000	SALARIES	-	2,600.00	(2,600.00)
01-103-5001	MACHINERY & EQUIPMENT	-	1,118.00	(1,118.00)
	PUBLIC SAFETY EXPENDITURES	435,650.00	148,987.75	286,662.25

Public Safety expenditures are currently trending at 34% of the adopted budget. Contractual/Professional services is currently over the budgeted amount due to payment for evidence licenses and fitness for duty exams. Maintenance/Equipment is currently over the budgeted amount due to expense for removal of equipment from vehicle that was a loss due to an accident. Uniform/Personal Equipment is currently over budget due to the purchase of additional washable uniforms. This expense will be submitted for CARES ACT grant funding.

Community Center:

Community Center revenues are those that are received to support the operation and maintenance of the community center. Primarily, these are rental payments from Reedy Point Players, reimbursement of utility expenditures for the Delaware City Library, and Grant-In-Aid revenues received from the State.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-200-4045	EVENT/ACTIVITY RENTAL REVENUE - CC	3,000.00	600.00	(2,400.00)
01-200-4046	RENTAL/MAINTENANCE SURCHARGE - CC	18,000.00	1,501.00	(16,499.00)
01-200-4900	GRANT-IN-AID	40,000.00	25,305.06	(14,694.94)
	COMMUNITY CENTER REVENUES	61,000.00	27,406.06	(33,593.94)

\$25,305.06 of the \$35,000.00 in Grant-In-Aid revenue has been utilized thus far to help cover operating expenses at the Community Center.

Expenditures are currently at 96% of the fiscal year budget. On the next finance report, some of the capital expenses & expenses that will be covered by grant funding other Grant-In-Aid will be reclassified in order to separate them from the operating expenses.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-200-5000	SALARIES - CC	6,000.00	2,500.00	3,500.00
01-200-5010	PAYROLL TAXES - CC	600.00	236.25	363.75
01-200-5070	CONTRACTUAL/PROFESSIONAL SERVICES - CC	2,000.00	10,009.00	(8,009.00)
01-200-5120	ELECTRICITY - CC	16,000.00	6,715.65	9,284.35
01-200-5150	HEATING FUEL - CC	15,000.00	1,466.32	13,533.68
01-200-5250	LEASE - PURCHASE/EQUIPMENT - CC	-	2,199.00	(2,199.00)
01-200-5290	MAINTENANCE / BUILDING - CC	16,000.00	31,158.70	(15,158.70)
01-200-5330	MATERIALS & SUPPLIES - CC	500.00	277.94	222.06
01-200-5365	SEWER CHARGES - NEW CASTLE COUNTY	300.00	128.58	171.42
01-200-5370	TELEPHONE - CC	1,200.00	684.95	515.05
	COMMUNITY CENTER EXPENDITURES	57,600.00	55,376.39	2,223.61

Public Works:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-300-5070	CONTRACTUAL/PROFESSIONAL SERVICES - PW	30,000.00	13,387.57	16,612.43
01-300-5300	MAINTENANCE / EQUIPMENT - PW	1,000.00	385.00	615.00
01-300-5353	OPERATIONS/EXPENDITURES - STORMS PW	5,000.00	7,295.42	(2,295.42)
	PUBLIC WORKS EXPENDITURES	36,000.00	21,067.99	14,932.01

The Public Works contractual services includes the \$2,125.00 expense for the phragmite control, which was paid for by the Marina.

DEMA has approved funding for agencies in New Castle County for assistance with Hurricane Isaias expenditures. Delaware City will be applying for this funding.

Sanitation:

Current sanitation revenues are those fees charged to property owners that are outside of the property limits, and extra cart fees for City residents.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-350-4000	SANITATION FEES	7,000.00	3,732.00	(3,268.00)
	SANITATION REVENUES	7,000.00	3,732.00	(3,268.00)
01-350-5070	CONTRACTUAL/PROFESSIONAL SERVICES - SN	168,000.00	73,126.80	94,873.20
	SANITATION EXPENDITURES	168,000.00	73,126.80	94,873.20

Yard Waste:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-360-5070	CONTRACTUAL/PROFESSIONAL SERVICES - YW	30,000.00	4,624.00	25,376.00
	YARDWASTE EXPENDITURES	30,000.00	4,624.00	25,376.00

Stormwater:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-380-5070	CONTRACTUAL/PROFESSIONAL SERVICES - SW	30,000.00	15,446.01	14,553.99
01-380-5120	ELECTRICITY - SW	3,000.00	552.34	2,447.66
	STORMWATER EXPENDITURES	33,000.00	15,998.35	17,001.65

Streets:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-400-4810	TRANSFER IN - MUNICIPAL STREET AID FUND	-	4,993.72	4,993.72
	STREETS REVENUES	-	4,993.72	4,993.72
01-400-5070	CONTRACTUAL/PROFESSIONAL SERVICES - ST	20,000.00	125.00	19,875.00
01-400-5120	ELECTRICITY - ST	5,000.00	679.62	4,320.38
01-400-5310	MAINTENANCE / STREETS - ST	5,000.00	1,200.00	3,800.00
01-400-5330	MATERIALS & SUPPLIES - ST	6,000.00	2,989.10	3,010.90
	STREETS EXPENDITURES	36,000.00	4,993.72	31,006.28

\$2,892.00 in expenditures were incurred under Materials & Supplies for the purchase of stop signs & the support materials for the placement of the stop signs. These expenses were paid with Municipal Street Aid.

Drainage:

Account	Account Description	Budget	Actual	Variance
01-450-5070	CONTRACTUAL/PROFESSIONAL SERVICES - DR	-	1,100.70	(1,100.70)
01-450-5310	MAINTENANCE / DRAINAGE - DR	1,500.00	-	1,500.00
	DRAINAGE EXPENDITURES	1,500.00	1,100.70	399.30

Contractual services expenses were for payment to Duffield Associates for a feasibility study for the Harbor Street Pump project. These expenses will be reimbursed by the Harbor Street Grant.

Park Maintenance Expenditures:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-500-5310	MAINTENANCE / PARKS - PK	40,000.00	14,179.48	25,820.52
01-500-5330	MATERIALS & SUPPLIES - PK	500.00	479.44	20.56
	PARKS EXPENDITURES	40,500.00	14,658.92	25,841.08

Park Maintenance expenditures for the month were for mowing services for the 1st couple of weeks in November. That should be the last invoice for mowing for the season.

Tree Maintenance Expenditures:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-550-5310	MAINTENANCE / TREES - TR	10,000.00	3,970.50	6,029.50
	TREE EXPENDITURES	10,000.00	3,970.50	6,029.50

The additional \$2,230.50 in tree expenses since the last report were for the removal of trees along Canal St and the trimming of trees on Washington St.

Recycling Collection Expenditures:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-560-5070	CONTRACTUAL/PROFESSIONAL SERVICES - RC	30,000.00	11,921.30	18,078.70
	RECYCLING EXPENDITURES	30,000.00	11,921.30	18,078.70

Recycling expenditures are currently on track within the current budget.

Debt Service Expenditures:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
01-600-5900	DEBT SERVICE - WASHINGTON REVOLVING LOAN	46,314.00	-	46,314.00
01-600-5901	DEBT SERVICE - COMMUNITY CENTER ROOF	15,024.00	6,260.00	8,764.00
01-600-5902	DEBT SERVICE - STREET BOND WSFS REFI	32,980.00	-	32,980.00
01-600-5903	DEBT SERVICE - VERIZON APPEAL	28,752.00	28,751.84	0.16
	DEBT SERVICE EXPENDITURES	123,070.00	35,011.84	88,058.16

Debt service expenditures will be lower than budgeted due to the payoff of the Street Bond WSFS Refi. This debt was paid in full with the water sale.

Water Fund:

The Water Fund currently has a net income of \$388,495.90.

Water Utility revenue increased by \$1,423.54 due to collection of delinquent water fees. There are no changes to water fund expenditures from last month's report.

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
02-000-4000	WATER UTILITY FEES	-	74,556.55	
02-000-4040	REFINERY WATER UTILITY FEES	-	56.50	
02-000-4070	GAIN ON SALE	-	1,797,739.46	
02-000-4075	EASEMENT REVENUE	-	30,000.00	
	WATER FUND REVENUES	-	1,902,352.51	

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
02-000-5070	CONTRACTUAL/PROFESSIONAL SERVICES - WF	-	4,709.11	
02-000-5120	ELECTRICITY - WF	-	2,823.31	
02-000-5150	HEATING FUEL - WF	-	62.16	
02-000-5270	LEGAL - WF	-	11,789.12	
02-000-5290	MAINTENANCE / BUILDING - WF	-	225.00	
02-000-5330	MATERIALS & SUPPLIES - WF	-	362.83	
02-000-5365	SEWER CHARGES NEW CASTLE COUNTY - WF	-	23.76	
02-000-5370	TELEPHONE - WF	-	140.86	
02-000-8000	TRANSFER OUT - GENERAL FUND	-	1,493,720.46	
	WATER FUND EXPENDITURES	-	1,513,856.61	
	NET INCOME (DEFICIT)	-	388,495.90	

Real Estate Transfer Tax Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
03-110-4040	REAL ESTATE TRANSFER TAXES	-	79,341.22	
	REAL ESTATE TRANSFER TAX REVENUES	-	79,341.22	
03-110-8000	TRANSFER OUT - GENERAL FUND	-	79,341.22	
	REAL ESTATE TRANSFER TAX EXPENDITURES	-	79,341.22	
	NET CHANGE IN FUND BALANCE	-	-	

Municipal Street Aid Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
03-120-4900	MUNICIPAL STREET AID	-	49,036.76	
	STREETS REVENUES	-	49,036.76	
03-120-8000	TRANSFER OUT - GENERAL FUND	-	4,993.72	
	STREETS EXPENDITURES	-	4,993.72	
	NET CHANGE IN FUND BALANCE	-	44,043.04	

Façade Program Revolving Loan Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
03-130-4005	INTEREST INCOME	-	35.61	
	FAÇADE PROGRAM REVOLVING LOAN FUND REVENUES	-	35.61	
03-130-0000	REVOLVING LOAN FACADE PROGRAM	-	-	
	FAÇADE PROGRAM REVOLVING LOAN FUND EXPENDITURES	-	-	
	NET CHANGE IN FUND BALANCE	-	35.61	

State Aid to Local Law Enforcement Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
03-140-4900	STATE AID TO LOCAL LAW ENFORCEMENT	-	939.48	
	SALLE FUND REVENUES	-	939.48	
03-140-5000	SALARIES	-	939.48	
	SALLE FUND EXPENDITURES	-	939.48	
	NET CHANGE IN FUND BALANCE	-	-	

Emergency Illegal Drug Enforcement Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
03-150-4900	EMERGENCY ILLEGAL DRUG ENFORCEMENT	-	521.72	
	EIDE FUND REVENUES	-	521.72	
03-150-5000	SALARIES	-	521.72	
	EIDE FUND EXPENDITURES	-	521.72	
	NET CHANGE IN FUND BALANCE	-	-	

Mayor's Ball Fund:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
10-000-4015	DONATIONS	-	(200.00)	
	MAYOR'S BALL REVENUES	-	(200.00)	
10-000-5340	MISCELLANEOUS EXPENDITURES	-	24,700.00	
	MAYOR'S BALL EXPENDITURES	-	24,700.00	
	NET CHANGE IN FUND BALANCE	-	(24,900.00)	

The increase in the net change in the Mayor's Ball fund balance from last month's report is due to expenditures for the park sign renovations.

Delaware City Day Component Unit:

ACCOUNT	DESCRIPTION	BUDGET	ACTUAL	VARIANCE
11-000-5035	ADVERTISING	-	151.25	
	DELAWARE CITY DAY COMMITTEE FUND EXPENDITURES	-	151.25	

The Delaware City Day Component expenditures are for our Delaware City Day banner that was order before the event was cancelled.

Cash Balances:

Please find below the reconciled balances of our bank accounts, as of November 30, 2020 and compared to prior month balances, as well as a check register for the month of November 2020.

DESCRIPTION	10/31/2020	11/30/2020	DIFFERENCE
CASH - GENERAL FUND CHECKING	803,948.80	428,290.56	(375,658.24)
CASH - WSFS MONEY MARKET	444,519.07	744,548.63	300,029.56
CASH - VIOLENT CRIMES CHECKING ACCOUNT	17,837.42	17,837.42	-
CASH - GRANT IN AID CHECKING	16,903.44	16,903.44	-
CASH - MUNICIPAL STREET AID FUND	64,903.75	64,903.75	-
CASH - REVOLVING LOAN FACADE FUND	72,220.01	72,223.08	3.07
CASH - SALLE FUND	2,320.02	2,320.02	-
CASH - EIDE FUND	4,037.18	4,037.18	-
CASH - MAYOR'S BALL ACCOUNT	33,047.18	29,347.18	(3,700.00)
CASH - DELAWARE CITY DAY COMMITTEE	39,326.03	39,326.03	-
TOTAL RECONCILED BALANCE	1,499,062.90	1,419,737.29	(79,325.61)

WSFS Wealth Investment Account will be added to report next month

Check #	Check Date	Vendor Name	Description	Amount
14338	11/4/2020	BUILDING INSPECTION	JUNE 2020 PERMIT FEES	4,350.00
14338	11/4/2020	BUILDING INSPECTION	JULY 2020 PERMIT FEES	2,089.00
14338	11/4/2020	BUILDING INSPECTION	AUGUST 2020 PERMIT FEES	4,895.00
14339	11/4/2020	GS DIRECT, LLC (AU1)	SEPT 2020 PPA AGREEMENT	3,025.29
14340	11/4/2020	KCI TECHNOLOGIES	JOB NO. 171603872B (MS4)	2,005.00
14341	11/6/2020	aIIAEDS	LIFEPAK NON-RECHARGEABLE BATT	596.17
14342	11/6/2020	COUNTY BUILDING SERVICES, INC.	ELECTROSTATIC DISINFECTING	527.00
14343	11/6/2020	CRYSTAL SPRINGS	COOLER RENTAL	6.10
14344	11/6/2020	THE CUTTING EDGE, INC.	NOV2020 MAINTENANCE/BRUSH CONT	4,232.00
14344	11/6/2020	THE CUTTING EDGE, INC.	MOWING - SOLAR PANEL FIELD	1,214.00
14344	11/6/2020	THE CUTTING EDGE, INC.	WELL 4 CLEAN-OUT	401.45
14345	11/6/2020	DE LAGE LANDEN FINANCIAL SERV	2ND FLOOR COPIER LEASE	154.00
14346	11/6/2020	DELMARVA POWER	5500 6398 873 - CLINTON ST	63.84
14347	11/6/2020	DELMARVA POWER	5001 7876 892 - WASH ST STORM	64.04
14348	11/6/2020	DELMARVA POWER	5500 6398 055 - WASHINGTON ST	77.82
14349	11/6/2020	DELMARVA POWER	5500 0544 167 - TOWN HALL	3,098.82
14350	11/6/2020	DIAMOND STATE TIRE, INC.	CAR MAINTENANCE - CHARGER	873.80
14351	11/6/2020	DIAMOND COMPUTER INC.	MONTHLY ONLINE BACKUP & REMOTE	226.95
14351	11/6/2020	DIAMOND COMPUTER INC.	ONSITE CONSULTING CC WIRELESS	150.00
14351	11/6/2020	DIAMOND COMPUTER INC.	SPLASHTOP REMOTE ACCESS INSTAL	15.00
14352	11/6/2020	FUELMAN	OCTOBER 2020 FUEL PURCHASES	779.33
14353	11/6/2020	MAICHL'S HEATING AND AIR	WATER HEATER INSTALLATION	2,150.00
14354	11/6/2020	MCDONALD SAFETY EQUIPMENT, INC	ANNUAL FIRE EXT INSPECTION	75.00
14355	11/6/2020	NEW CASTLE COUNTY	2200800089 - 599 FIFTH ST	64.29
14355	11/6/2020	NEW CASTLE COUNTY	2200800057 - 407 CLINTON ST	25.72
14356	11/6/2020	PSC CONTRACTING, INC.	PROJECT: LIBRARY BASEMENT	3,347.00
14357	11/6/2020	NEW CASTLE COUNTY	2200900120 - 250 FIFTH ST	64.29
14358	11/13/2020	THE CUTTING EDGE, INC.	TRIMMING OF GREEN ASH TREE	763.50
14358	11/13/2020	THE CUTTING EDGE, INC.	2 NEW SUMP PUMPS - CC	277.94
14358	11/13/2020	THE CUTTING EDGE, INC.	WEEKEND TRASH CLEAN-UP	1,389.75
14358	11/13/2020	THE CUTTING EDGE, INC.	REMOVAL OF PINE TREES - CANAL	1,467.00
14358	11/13/2020	THE CUTTING EDGE, INC.	STOP SIGNS	2,892.00
14358	11/13/2020	THE CUTTING EDGE, INC.	OCTOBER 2020 MOWING	3,690.00
14359	11/13/2020	DELMARVA POWER	5500 8576 260 - 3RD & CANAL ST	16.82
14360	11/13/2020	DELMARVA POWER	5000 0009 725 - CLINTON ST	16.82
14361	11/13/2020	DELMARVA POWER	5000 0009 758 - CANAL&WILLIAMS	16.94
14362	11/13/2020	DELMARVA POWER	5000 0009 717 - CLINTON ST	17.01
14363	11/13/2020	DELMARVA POWER	5000 0009 386 - 407 CLINTON ST	168.24
14364	11/13/2020	DELMARVA POWER	5000 1281 877 - BAYARD ST	978.77
14365	11/13/2020	DIAMOND COMPUTER INC.	ON-SITE SERVICE - VERIZON UPGR	200.00
14365	11/13/2020	DIAMOND COMPUTER INC.	INSTALL PROVISIONING ON WIFI	1,509.00
14366	11/13/2020	DUFFIELD ASSOCIATES, INC.	CLINTON STREET OUTFALL IMPRV	1,100.70
14367	11/13/2020	DELMARVA POWER	5000 0009 774 - RT 9	65.08
14368	11/17/2020	2J BEST CAR WASH	OCTOBER 2020 POLICE CAR WASHES	5.50
14369	11/17/2020	DELMARVA COMMUNICATIONS, INC.	RE-INSTALL RADIO, CAM, & RADAR	260.00
14370	11/17/2020	DIAMOND COMPUTER INC.	ASSIST EDMUNDS SOFTWARE VENDOR	25.00
14371	11/17/2020	GFL ENVIRONMENTAL	NOVEMBER 2020 WASTE/RECYCLING	17,055.64
14372	11/17/2020	TRI-COUNTY TERMITE & PEST CONT	PEST CONTROL - CC	75.00
14373	11/17/2020	VERIZON WIRELESS	720104185-00001 10/04 - 11/03	200.51
14374	11/17/2020	VERIZON	152-016-685-0001-78 TOWN HALL	697.72
14375	11/17/2020	WHISMAN GIORDANO	FY 20 AUDIT BILLING	7,000.00
14376	11/20/2020	DEANGELO BROTHERS, LLC	PHRAGMITE HERBICIDE CONTROL	2,125.00
14377	11/20/2020	DEARBORN NATIONAL	STD/LTD INSURANCE - DEC 2020	630.60
14378	11/20/2020	DELTA DENTAL OF DELAWARE, INC.	DENTAL INSURANCE - DEC 2020	48.50
14379	11/20/2020	DIAMOND COMPUTER INC.	SERVER SUPPORT	50.00
14380	11/20/2020	FRANKLIN RUBBER STAMP CO.	NAME PLATES	56.50
14381	11/20/2020	NATIONWIDE	NOVEMBER 2020 INSURANCE	3,593.47
14382	11/20/2020	RHODUNDA, WILLIAMS, & KONDRASCHOW	OCT2020-GENERAL REPRESENTATION	4,200.00
14383	11/20/2020	STATE OF DE - OMB FINANCIAL OP	HEALTH INSURANCE - DEC 2020	3,531.32
14384	11/20/2020	TALKINGTON COMMUNICATIONS	VIDEO CONFERENCING SYSTEM	7,554.00
14385	11/20/2020	VERIZON	756-087-692-0001-54 - CC	284.99
14386	11/25/2020	AECOM TECHNICAL SERVICES, INC.	DE CITY GEN SERVICES- 60520438	1,029.57
14387	11/25/2020	CONNOLLY GALLAGHER, LLP	OCT2020-GENERAL REPRESENTATION	2,601.00
14388	11/25/2020	THE CUTTING EDGE, INC.	NOVEMBER 2020 MOWING	1,845.00
14389	11/25/2020	KATHY'S CRAB HOUSE INC.	ESCROW REFUND	517.33
14390	11/25/2020	OFFICE OF HIGHWAY SAFETY	DAAB20-01 GRANT REIMBURSEMENT	22.00
14391	11/25/2020	ROCKWELL DUPONT I, LLC	ESCROW REFUNDS	3,644.80
14392	11/25/2020	WHITTAKER BROTHERS, INC.	ESCROW REFUND - 607 FRONT ST	663.01
				106,856.94