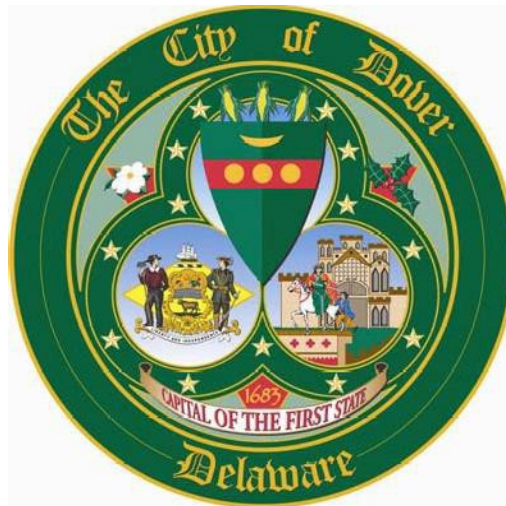


# **CITY OF DOVER ANNUAL OPERATING BUDGET**

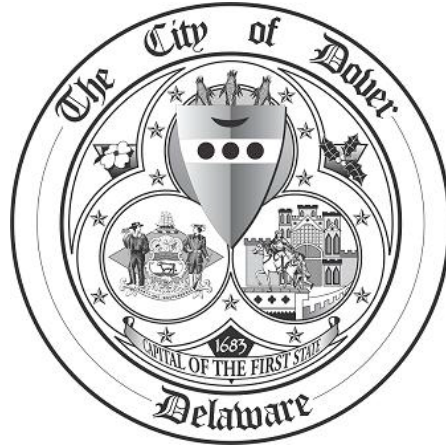
**FOR FISCAL YEAR**

**JULY 1, 2024 - JUNE 30, 2025**



***“COMMUNITY EXCELLENCE THROUGH QUALITY  
SERVICE”***

Published by:  
***The City Manager’s Office***  
***David S. Hugg, III, City Manager***  
***Sharon J. Duca, P.E., Assistant City Manager***



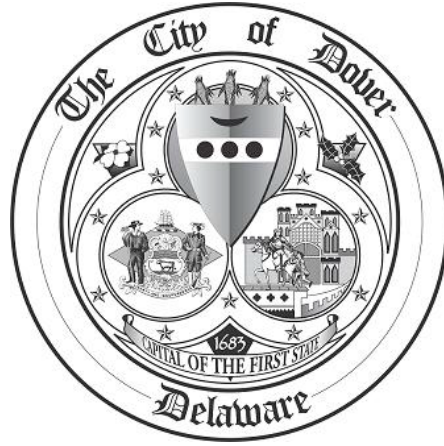
**THIS PAGE INTENTIONALLY LEFT BLANK**



# CITY OF DOVER

## VISION

*The City of Dover is a place where people want to live! Through the team effort of its elected officials, employees, and citizens, Dover is a clean and safe community with a future of balanced growth and opportunity where all citizens are heard, enjoy a high quality of life, and diversity is valued.*



**THIS PAGE INTENTIONALLY LEFT BLANK**

# Table of Contents

*FY 2024 – 2025 Annual Operating Budget*  
With 2025 – 2029 Capital Investment Plans

<b>Section</b>	<b>Page</b>
<b>Introduction</b>	
City Manager’s Letter.....	1
Budget Drivers & Challenges.....	2
How To Use This Budget .....	5
Operational Structure.....	7
<b>Budget Summary</b>	
Budget Process.....	9
<b>Fund Summaries</b>	
All Funds Financial Summary.....	19
General Fund.....	21
General Fund Projected Cost Per Capita.....	25
Sanitation Fund.....	26
Stormwater Fund.....	28
Water Fund.....	30
Wastewater Fund.....	35
Electric Fund.....	40
Property Tax Projection.....	45
<b>Personnel Summary</b>	
Personnel Table.....	47
Personnel Cost Summary.....	48
Overtime trends – FY22 Through FY25 Comparison.....	49

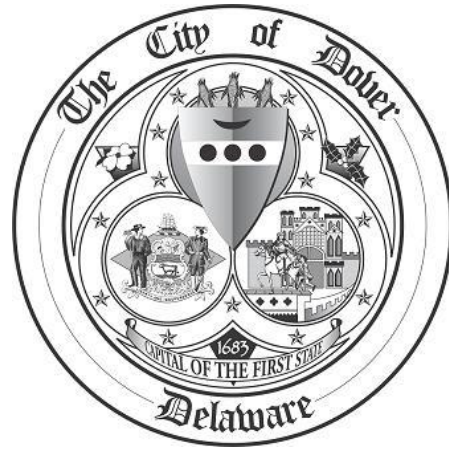
<b>Section</b>	<b>Page</b>
<b>Capital Investment Plan</b>	
Total City Funding Source Summary.....	55
General Fund	
Funding Source Summary.....	65
Projects By Department.....	66
Sanitation Fund	
Funding Source Summary.....	107
Projects By Department.....	108
Stormwater fund	
Funding Source Summary.....	113
Projects By Department.....	114
Water Fund	
Funding Source Summary.....	127
Projects By Department.....	128
Wastewater	
Funding Source Summary.....	143
Projects By Department.....	144
Electric	
Funding Source Summary.....	153
Projects By Department.....	154
<b>Debt Service</b>	
Debt Service Schedules	
General Obligation Bonds.....	181
Water, Wastewater & Electric Revenue Bonds.....	183
<b>General</b>	
Operating Department & Division Summaries	

<b>Section</b>	<b>Page</b>
Mayor.....	189
City Council.....	193
City Manager.....	197
City Clerk.....	201
Central Services	
Procurement & Inventory.....	207
Facilities Management.....	209
Fleet Maintenance.....	211
Customer Service.....	213
Finance.....	219
Fire Department.....	223
Human Resources.....	227
Information Technologies.....	231
Library.....	235
Parks & Recreation.....	241
Grounds.....	246
Planning, Inspections & Community development	
Planning.....	250
Inspections & Permitting.....	252
Code Enforcement.....	254
Life Safety.....	256
Police.....	259
Public Works	
Administration.....	266
General Fund Engineering.....	268
Streets.....	270

<b>Section</b>	<b>Page</b>
<b>Sanitation</b>	
Sanitation.....	275
<b>Stormwater</b>	
Stormwater.....	281
<b>Public Utilities Water</b>	
Water Fund	
Water Engineering.....	290
Water Maintenance.....	292
Water Treatment plant.....	294
<b>Public Utilities Wastewater</b>	
Wastewater Fund	
Wastewater Engineering.....	302
Wastewater Maintenance.....	304
<b>Public Utilities Electric</b>	
Electric Fund	
Engineering.....	310
Power Plant.....	312
Power Supply.....	314
Electric Transmission & Distribution.....	316
Administration.....	318
Meter Reading.....	320
System Operations.....	322
<b>Other Funds</b>	
Special Revenues.....	325
Municipal Street Aid.....	328
Electric Red Light Program.....	329

<b>Section</b>	<b>Page</b>
Realty Transfer Tax.....	330
Community Transportation.....	331
Substance Abuse Prevention Program.....	332
Library Grant.....	333
Community Development Block Grants (CDBG).....	334
Police Grants.....	336
Lodging Tax.....	337
American Rescue Plan Act (ARPA).....	338
Economic & Community Development.....	339
Ambulance Service.....	340
 Internal Service Funds	
Worker’s Compensation.....	341





**THIS PAGE INTENTIONALLY LEFT BLANK**

# INTRODUCTION

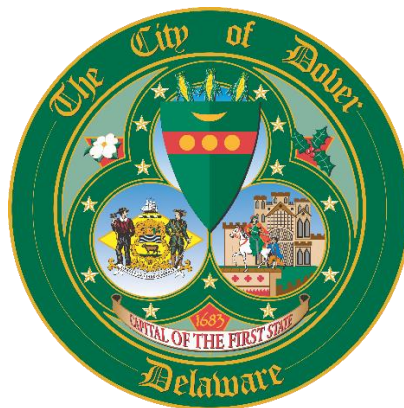
**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

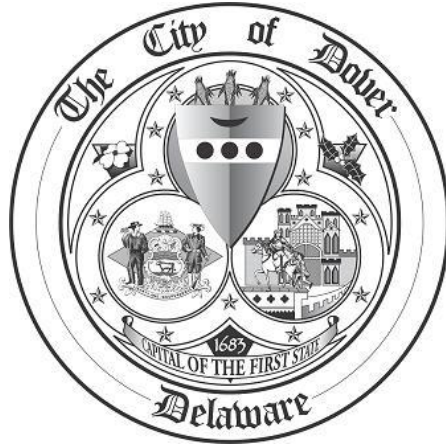
*CITY MANAGER'S LETTER*

*BUDGET DRIVERS AND CHALLENGES*

*HOW TO USE THIS BUDGET*

*OPERATIONAL STRUCTURE*





**THIS PAGE INTENTIONALLY LEFT BLANK**

May 28, 2024

Council President Anderson  
Mayor and Members of City Council  
City Hall  
Dover, DE

SUBJECT: Proposed FY25 City of Dover Budget

Dear Mayor and Council:

It is my pleasure to submit for your consideration our proposed FY25 City of Dover Budget and Capital Plan. As expected, preparing the proposed FY 25 Budget involved challenges and tradeoffs. Factors driving the budget include continued high inflation, ongoing supply chain issues, recruitment and retention challenges, equipment and program obsolescence, externalities such as rising healthcare costs, and continuing infrastructure needs.

This budget reflects the input and support of our department heads and the hard work of my dedicated budget team: Jeff Dill, Patricia Marney, Sharon Duca and Yvonne Martine.

Many tough decisions had to be made, and not every need could be addressed. We followed the budget philosophy laid out in Council's March workshop, with the budget process guided by the following principles:

- Revenues must equal or exceed expenditures without using the budget balance.
- Ensure reasonableness regarding transfers from enterprise funds.
- Do not rely on carryovers, one-time revenues, anticipated funds (liens, judgements, etc.)
- Watch for overload – too many options or actions to consider.
- Calculate cumulative impact from number of smaller revenue/expenditure increases.
- Watch for unintended impacts (equity) by income, housing value, other factors.
- Consider the ease to apply and collect revenues.
- Consider acceptability and pushback (political accessibility).
- Match cost to provide service with appropriate fees (ROI on effort).
- Understand CPI versus “city inflationary indices”. Basic function/service increases should be automatic (CPI driven).
- Respect the reserve thresholds/ensure adequate reserves.
- Ensure adequacy of impact fee generated reserves for future repairs, replacements, and obsolescence (Water and Wastewater Programs).

As required by the City Charter, we are presenting a balanced budget which recommends modest revenue enhancements and adjustments, restrictions on position growth, and essential increases to account for externalities and policy directions from the council. Again, the budget stresses balance, equity, impact on residents and businesses, and awareness of economic factors.

To keep up with inflation driven and other rising costs the budget proposes revenue changes, including a modest tax rate increase (+3 cents) and updating of various fees and charges to reflect increased costs and inflation (these were also revised to be more efficient and consistent). It includes new revenue streams from an increase in the hospitality tax, creation of a BLS ambulance service revenue fund, and additional revenues expected from strong continued economic growth in commercial and industrial sectors.

Because we were very conservative in setting electric rates in FY24, coupled with an unanticipated retraction in the wholesale costs of energy, we are proposing a \$.01 (one cent) PCA credit to make us more competitive and help offset the impact of electric costs on consumers.

As has been a focus for the past few years, recruitment and retention of a dedicated and skilled workforce is a priority. Although the City enacted a significant wage adjustment in FY23, inflation and rising benefits costs has diminished purchasing power while also contributing to serious regional competition for manpower, especially in public safety and a number of other key positions. Additionally, while this budget was being prepared the City was negotiating 4 separate labor union contracts, the results of which will drive personnel and benefit costs for the next 2-3 years.

Personnel costs have been increased to adequately compensate employees, and thereby are intended to foster retention of our exceptional workforce. At the same time, the budget includes only one new position. Although we recognize the criticality of many staffing needs, they simply cannot be absorbed in the face of rising costs and a commitment to modest revenue growth. Staffing decisions, however, recognize career movement based on additional skills and longevity. It recognizes the value of our retirees and the impact of inflation on their earnings.

This budget proposal meets general budget requirements although it does not fully satisfy the budget requirement of an 8% set-aside\*. As reaching that level is desired, we included deferral of many General Fund Capital Improvement Program (CIP) items, the restriction on positions, and additional adjustments to fees and charges, such as instituting a credit card convenience fee to offset the costs we incur when such cards are presented. The suggested position policy provides that, subject to extraordinary circumstances, a position that becomes vacant during the year must be filled (hiring offer made) within 120 days of becoming vacant or it will be subject to being frozen for the balance of the fiscal year.

Key elements of the proposed budget:

- Compensation adjustments reflecting union negotiations/contracts and non-bargaining equity. Negotiations were proceeding with three unions as of this date.
- Inflation adjustments, such as for postage, fuel, telephones, vehicles, insurance, and other operating items, etc.
- Restrictions on position growth with only one new position recommended for FY25 in the Behavioral Health Program/DPD to ensure continuation of service.
- Retiree pension considerations, including a one-time extra pension check in FY25.



- Escalating cost of healthcare coverage built into benefits calculations, and a uniform adjustment to extend the cost share to 85/15 percent for all employees for consistency and equity.
- BLS ambulance service cost increases covered by a newly established fee and Special Revenue Fund.
- Creation of new Enterprise Funds for Stormwater Management and Sanitation, removing them from General Fund and providing for utility-based funding and management.
- Recognition of a reduction in energy costs providing an opportunity for PCA credit to electric customers.
- Deferral of selected General Fund capital projects due to backlog of prior projects and/or grant opportunities and budget limitations.
- Modest property tax adjustment (+3 cents) to reflect inflationary and other cost driven factors. (the core CPI increase as reported by the BLS was 3.6% over the last 12 months – the equivalent of over 6 cent increase in property taxes).
- Fee, fine and transaction charge structures revised to add clarity, consistency, and transparency, and reflect the actual function costs.

The proposed Operating Budget totals \$190.3 million and the Capital Budget totals \$21.8 million for a combined total of \$212.1 million, an increase of 5.5% over FY 24.

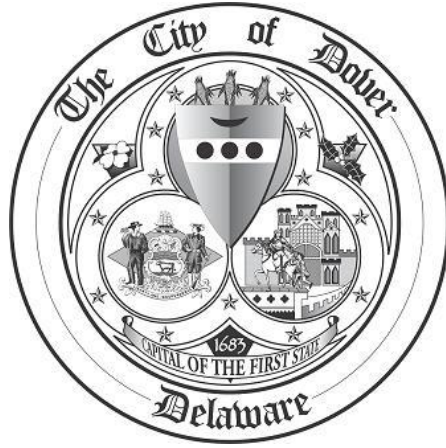
I respectfully submit the proposed FY25 City of Dover Budget and Capital Plan for your consideration.

Sincerely,



David S. Hugg, III  
City Manager

\*The 8% requirement may not be reached depending on final budget adjustments. An additional increase in property tax (+2-3 cents) would be needed to fully meet that threshold but is not requested at this time.



**THIS PAGE INTENTIONALLY LEFT BLANK**



## HOW TO USE THIS BUDGET

The City of Dover budget document is intended to provide concise and reliable information to readers (Dover's citizens, the public, and other governmental entities) about the City's policies, financial plan, and operations. It includes information on Dover's objectives and budget for Fiscal Year 2025.

At the front of the budget is a Table of Contents that will aid the reader in finding specific information quickly and provide a summary of the major topics. The budget is divided into 13 major sections: Introduction, Budget Summary, Fund Summaries, Personnel Summary, Capital Investments Plan, Debt Service, General, Sanitation, Stormwater, Public Utilities Water, Public Utilities Wastewater, Public Utilities Electric, and Other Funds. Highlights of each section are as follows:

### INTRODUCTION

The City Manager's letter to Council contains an overview of the budget. It discusses goals of the budget and highlights important issues by major fund and division summaries. The Introduction also includes a section on the City operational structure.

### BUDGET SUMMARY

In this section, all the funds are discussed in summary form. The Budget Summary begins by reviewing the budget process, calendar, budget procedures, financial policies and an All Funds Summary.

### FUND SUMMARIES

A Fund Summary of each major fund which shows how revenues and expenditures are reported by fund, a self-balancing set of accounts designed to track specific revenues, and the uses of those revenues. Each fund's origin and purpose.

These explain and discuss, in more detail, the City's major funds and their contingencies. Funds presented in this section include: General Fund, General Capital Project Fund, Sanitation Fund, Sanitation Improvement and Extension Fund, Stormwater Fund, Stormwater Improvement and Extension Fund, Wastewater Fund, Wastewater Improvement and Extension Fund, Water Fund, Water Improvement and Extension Fund, Electric Revenue Fund, and Electric Improvement and Extension Fund.

### PERSONNEL SUMMARY

This section provides a summary of the City's personnel, Overall Personnel Budget, and overtime trends.

### CAPITAL INVESTMENTS PLAN (CIP)

Readers can find information on criteria, guidelines, and summary information on revenue sources and uses in this section. Highlights of Dover's CIP are identified, and a description of each project funded for Fiscal Year 2025 is included.

### DEBT SERVICE

In this section, readers get an overview of the City's debt and the charter information on the subject. The City's Debt Policy is also included.

## **GENERAL, SANITATION, STORMWATER, WATER, WASTEWATER, and ELECTRIC**

These sections of the budget are arranged by fund with the department listing beginning with Mayor, City Council, and City Manager. Thereafter, the departments are listed alphabetically within each fund. Departments are further categorized into divisions. Each department's budget detail begins with a description of the department vision and an overview of major programs, objectives and measures, and strategic objectives and measures, along with any budget recommendations and notes, if appropriate.

## **OTHER FUNDS**

Readers can find information on the City's other funds. These funds are usually internal service funds (cost sharing funds that serve the major funds), trust funds (funds held by the City in a trustee capacity) and agency funds (funds that account for assets held by the City as an agent for another outside agency).

Readers are encouraged to contact the City with any comments or questions they might have regarding the budget. Inquiries may be addressed to the City Manager, P.O. Box 475, Dover, DE 19903-0475 or by telephone at (302) 736-7005.

## OPERATIONAL STRUCTURE

Each operational fund is comprised of departments which are major organizational units of the City. Each department has overall management responsibility for one or more divisions. For all departments, a departmental vision; major programs, objectives, and measures; and strategic objectives and measures are presented. A line item listing of expenses is included along with a personnel summary and organization charts by functions and staffing.

The operational structure is included as a cross reference to depict relationships among programs, organizational units, and funds. The operational units by fund are listed in the table below.

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION/PROGRAM</b>
<b>GENERAL FUND</b>	Mayor	Dover Police Department Economic Development Community Development
	City Council	Legislative, Policy, and Administration Fiduciary Community Interaction
	City Manager	Budget Preparation Department Management Project Development Emergency Preparedness
	Central Services	Warehouse and Purchasing Facilities Management Fleet Maintenance
	City Clerk	Administrative Support Codification Ombudsman Municipal Elections and Referenda
	Customer Services/ Tax Office	Customer Service Billing Collections Appraisal and Assessment Administration
	Finance	Treasury and Cash Management Financial Reporting Administration Payroll Debt Management Accounts Payable Internal Auditing Budgetary Controls Asset Management
	Fire	Fire Suppression and Rescue Response Fire Communications Fire Prevention
	Human Resources	Recruitment and Employment Employee Benefits Risk Management Employee and Labor Relations
	Information Technology	Support Programming Administration

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION/PROGRAM</b>
<b>GENERAL FUND</b>	Parks and Recreation	Parks and Park Management Grounds and Beautification Recreation Youth Intervention Program
	Library	Circulation/Reference Services Adult Services Youth Services
	Police	Core Law Enforcement Operational Support Services Administrative Support Services
	Planning and Inspections	Planning and Planning Services Property Maintenance Construction, Inspection, and Permit Administration Fire Marshal Community Development
	Public Works	Administration Streets General Fund – Engineering & Inspection
	Water & Wastewater	Engineering & Inspection
<b>SANITATION</b>	Public Works	Sanitation
<b>STORMWATER</b>	Public Works	Stormwater
<b>WATER FUND</b>	Water & Wastewater	Water - Engineering & Inspection Water - Maintenance Water - Treatment Plant
<b>WASTEWATER FUND</b>	Water & Wastewater	Wastewater - Engineering & Inspection Wastewater - Maintenance
<b>ELECTRIC FUND</b>	Electric	Administration Transmission & Distribution Engineering System Operations & Energy Programs Power Supply Electric Generation

The budget includes other special funds which can be found in Other Funds.

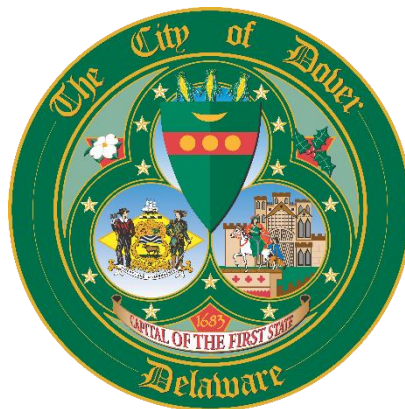
# BUDGET SUMMARY

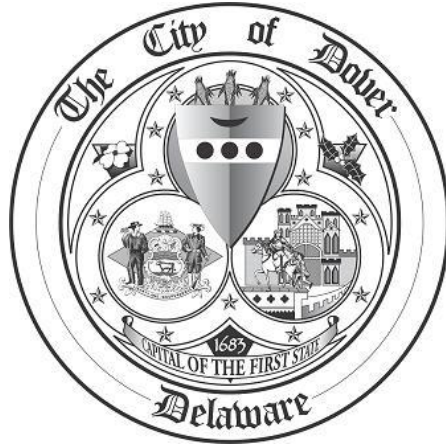
**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*BUDGET PROCESS*

*CALENDARS*

*BUDGET PROCEDURES*





**THIS PAGE INTENTIONALLY LEFT BLANK**

## BUDGET PROCESS

The budget process is conducted to comply with all charter mandates.

The City Charter mandates the following:

The City Manager shall prepare and submit to the Council a budget presenting a financial plan for conducting the affairs of the City for the ensuing fiscal year. The total of proposed expenditures shall not exceed the total of anticipated income.

The budget shall include the following information:

- A detailed statement showing the expenses of conducting each department and office of the City for the current year and last preceding fiscal year
- A detailed estimate of the expenses of conducting each department and office of the City for the ensuing fiscal year with reasons for the increases and decreases recommended
- The value of supplies and materials on hand
- The amount of the debt of the City with a schedule of maturities of bond issues
- A statement showing the amount required for interest on the City debt and for paying off any bonds maturing during the year and the amount required for the sinking fund
- An itemized statement of all anticipated income of the City with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal years
- An estimate of the amount of money to be received from taxes
- Other information as the City Manager may think desirable or as may be required by the Council

The Council shall, on or before the second Monday in July in each year, adopt a budget for the succeeding fiscal year. The Council shall, as far as possible, adhere to the budget so adopted in the making of appropriations.

The preparation of the budget begins with the establishment of goals and parameters through the City Manager's office. In October, the City Manager's office distributed comprehensive budget instructions to department heads.

The City of Dover's method of budgeting has evolved from concepts of many budgeting methods. A line-item form of budget is used to account for expenses and revenues. In recent years, the City has incorporated concepts of programmatic budgeting which focuses on programs performed. Programs are examined periodically for their relevance and effectiveness, a concept which comes from zero-based budgeting philosophy.

In February of 2024, budget line items for both the current budget and proposed budget were reviewed with department heads to determine if service levels were to be maintained, improved, or reduced. New projects for the Capital Investment Plan were reviewed at this time as well. Revenues were projected as accurately as possible, in order to set priorities for proposed expenditures.

The Council will review the proposed budget in late May. June 10, 2024 has been set for the Electric Fund Budget Public Hearing. Public comments on the entire FY25 City Budget were also sought on this date. The budget is made available on the City of Dover website at <https://www.cityofdover.com/public-documents>.

According to the ordinance, the proposed budget must go through two readings. After the budget's adoption, monthly financial reports are issued to monitor and control the budget during the fiscal year.



# FISCAL 2024-2025 (JULY 1, 2024 – JUNE 30, 2025)

## Chronological

	<p style="text-align: center;"><b>BUDGET GUIDELINES</b>  <b>REVENUES, EXPENSES &amp; CIP</b>  <b>PERSONNEL</b>  <b>BUDGET SUMMARIES, ANALYTICS &amp; FORECAST MODELS</b>  <b>COUNCIL &amp; COMMITTEE PRESENTATIONS</b></p>
10/4/2023	Budget Memo, Instructions, & 'Add Pay' requests to be distributed
10/4/2023	Department's Revenue & Expense Budget Preparation and entry into Munis (both Operating & CIP). <b><u>Lockout will occur on 12/22/2023.</u></b>
10/20/2023	Price guides for computer related items, cell phones, copier maintenance, janitorial, HVAC, uniforms, vehicles, and life cycle replacements placed in the shared folder.
<b>10/20/2023* – 11/27/2023</b>	<b>Submissions to Cent. Services by 10/20/23*</b> ; Inspections completed 11/27/23; Vehicle inspections and recommendations completed; Submit to Finance and City Manager by 12/01/23.
11/3/2023	Updated 'Add Pay' information due to City Manager's Office.
<b>*11/10/2023</b>	<b>Requests for headcount or personnel changes (reclassification/raise) due to Human Resources</b>
11/20/2023 – 12/22/2023	Personnel budget changes, including reclassifications, are reviewed by the City Manager, Controller/Treasurer & Human Resources Director. Meetings held with Department Heads to discuss.
<b>*12/22/2023</b>	Department's Revenue & Expense Budget Preparation and entry into Munis <b><u>*Lockout will occur on 12/23/2023.</u></b>
<b>*1/6/2023</b>	<b>Department Narrative due</b> ; Complete personnel budget files; CMO to determine benefit rates; <b>CMO</b> enters personnel items into Munis.
1/5/2023 – 1/26/2023	City Manager & Human Resources review draft personnel budget.
<b>*12/22/2023</b>	<b>*All CIP support documentation submitted to City Manager by 12/22/2023</b>
1/19/24 – 1/26/24	Council workshop to review budget goals and objectives (if scheduled)
1/26/24 – 2/16/24	Draft Budget Summaries & Forecast Models Prepared (based on FY23 data)
2/23/24 – 3/1/24	Draft Budget Summaries and historical trend review by City Manager & Controller
2/5/24 – 2/23/24	<b>Draft Budget Review meetings held with Department Heads</b>
3/25/24 – 3/29/24	Revised Draft Budget & CIP prepared
4/1/24 or 4/19/24	Continuation of Review of Draft CIP with Council Committees
4/10/24 – 5/3/24	<b>Budget Communication Meetings with Commercial Customers, Department Heads &amp; citizens</b>
5/24/24	Preliminary Draft Budget to Council
5/28/24 – 5/30/24	Budget review meetings; Standing Committee Members invited; Setting of Public Hearing – Electric Fund Budget
6/10/24	First Reading of Budget Ordinance & Electric Public Hearing
6/24/24	Second Reading of Budget Ordinance

**Bold with asterisk indicates deadline for Department Heads\***

## AMENDING THE BUDGET

There are two ways of amending any individual budget. Although the budget is presented as a line-item budget, department heads are permitted to change the breakdown within the materials and supplies and administrative groups of accounts (52000, 53000) if the total budgeted for that department is not exceeded. Department heads are not authorized to re-appropriate salary (51000) or capital items (54000).

Through budget ordinance, the City Manager has the authority to make interdepartmental transfers of up to five percent if financial policies are adhered to.

Any re-budgeting of available fund balances must have the approval of the City Council.

## BUDGET PROCEDURES

Budgets are prepared for the General Fund, Sanitation Fund, Stormwater Fund, Sanitation Capital Projects Fund, Stormwater Capital Project Fund, Governmental Capital Projects Fund, Water Fund, Wastewater Fund, Water Capital Projects Fund, Wastewater Capital Projects Fund, Electric Revenue Fund, Electric Capital Projects Fund, Municipal Street Aid Fund, Housing Grant Funds, Workers Compensation Fund, Community Transportation Improvement, Delaware Prevention Network (DPN) Grant, and Lodging Tax Fund.

The Governmental Capital Projects Fund is a section of the General Fund. This section is required by our financial policy. The separate budget for this fund covers the planning and control of only capital item for the General Fund. The Sanitation Capital Projects Fund and Stormwater Capital Projects Fund covers the planning and control of capital items for those funds. The Water Capital Projects Fund, Wastewater Capital Projects Fund, and Electric Capital Projects Fund are sections of each utility enterprise. These sections are required by bond resolutions. Separate budgets for these funds cover the planning and control of only capital items of the utilities.

Estimated ending budgetary balances provide the balancing amount for each budget. Acceptable budgetary balance guidelines were established by Council. The General Fund should maintain a minimum reserve in the budget balance of at least eight percent and no greater than twelve percent of the current year operating revenues for the General Fund, excluding the carry forward balance. Water and Wastewater Funds should maintain a minimum reserve in the budget balance of at least eight percent and no greater than 17 percent of the current year operating revenues for each of the Water and Wastewater Funds, excluding the carry forward balance. Electric Revenue Fund should maintain a minimum budget balance of at least twelve percent of the current year operating revenues for the Electric Revenue Fund, excluding the carry forward balance.

The City follows the practice of encumbrance accounting for the Governmental Fund types. Encumbrances represent commitments related to unperformed contracts for goods or services. The encumbrances outstanding at year ends are reported as reservations of fund balances and do not constitute expenditures or liabilities. The commitments will be honored during the subsequent year.

The City Council adopts the budget. The City Council also adopts revisions for major items throughout the year. The City Charter requires the City to adhere to the budget appropriations as adopted by City Council. Department managers may not amend the total department budget amounts. Budget ordinances give the City Council the authority to revise budget appropriations. Budget ordinances give the City Manager the authority to transfer amounts not exceeding five percent of the total departmental budget within departments and between departments within funds. This is the legal level of budgetary control. If expenditures exceed appropriations by less than five percent of the total department budget, no formal Council approval procedure is required by the City budget ordinance. However, the City Council reviews all departmental budget activity on a regular basis and must approve all over expenditures of appropriations or transfer of appropriated amounts. All unencumbered appropriations lapse at the end of the fiscal year.

## CAPITAL INVESTMENTS PLAN AND BUDGET

The Capital Investments Plan is a five-year plan for the purchase of property, equipment, and public improvements that are of a permanent nature. The City proposes a five-year Capital Investments Plan annually. The capital investments budget is a one-year appropriation of expenditures from the Capital Investments Plan and is normally funded from bond proceeds, grants, and operating funds. Capital expenditures are those which are not a current expense and have a period of usefulness of at least five years. Such items include projects requiring debt obligation, acquisitions or lease of land, purchase of major equipment or vehicles, construction of buildings or facilities, and major improvements.

### CRITERIA

Capital outlays are major projects undertaken by the City that generally fit within one or more of the following categories:

All projects requiring debt obligation or borrowing

Any acquisition or lease of land

Purchase of major equipment and vehicles ordered in excess of \$25,000 with a life expectancy of five years or more

Construction of new buildings or facilities including engineering, design, and other pre-construction costs with an estimated cost, in excess, of \$25,000

Major building improvements that are not routine expenses and that substantially enhance the value of a structure

Major equipment or furnishings required to furnish new buildings or other projects

Major projects that are generally not recurring on a "year in, year out" basis

Projects costing more than \$1,000 but less than \$25,000 are included in the operating budget (minor capital).

All vehicles requested for replacement were inspected by Fleet Maintenance staff. Each vehicle's brake system, fuel system, suspension, steering mechanism, coupling devices, and operating systems were checked for condition and rated good, fair, or poor. Repair estimates were also included if any of the vehicle systems required maintenance. Any vehicles with a rating of good or fair were not replaced.

## BUDGET POLICY GUIDELINES

The City of Dover follows numerous policy guidelines when preparing the budget. The most significant guidelines follow:

The budget should be balanced with current revenues being equal to or greater than current expenditures/expenses. The following approaches are employed to balance the budget in order of priority: improve productivity, create new service fees, raise existing service fees based on the cost of services, eliminate programs, increase property taxes, and lastly, reduce or eliminate services.

The tax rate should be competitive with nearby cities and cities of comparable size. The rate should produce revenue adequate to pay for approved City services. Qualified senior citizens receive a \$50,000 exemption from the assessed value.

The General Fund shall realize returns from the Enterprise Funds, excluding the Sanitation Fund and Stormwater Fund. The returns should not sacrifice improvements to the utilities. The budget includes transfers of \$10,000,000 from the Electric Fund and \$1,00,000 each from the Wastewater and Water Funds for a total transfer from the Utility Funds to the General Fund of \$12,000,000. This makes up a combined 23.4% of the General Fund revenues.

Contingency Funds shall be maintained in the General, Sanitation, Stormwater, Wastewater, Water, and Electric Funds. These contingencies should be adequate to handle unexpected expenditures/expenses. The General, Sanitation, Stormwater, Wastewater, and Water Funds should maintain an amount equal to at least two percent of the current year's operating revenues. The Electric Revenue Fund should maintain an amount equal to at least one percent of the current year's operating revenues. The City may only use monies in the contingency funds in times of unforeseen emergency expenditures.

Investments made by the City will address safety, liquidity, and yield. Interest earned from investment of available funds will be distributed to funds according to ownership of the invested funds. The City's investment policy authorizes investment of City funds in U.S. Government Securities, fully insured or fully collateralized Certificates of Deposit with federally insured institutions, the State investment pool, and Repurchase Agreements.

Utility rates are reviewed annually to ensure that they will generate revenues adequate to cover operating expenses, meet the legal requirements of bond covenants, and allow adequate capital replacement.

## EXPLANATION OF FUNDS

The accounting policies of the City conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

- Basis of Presentation - Fund Accounting

The accounts of the City are organized based on funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The City reports the following major governmental fund:

General Fund: The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

The City reports the following major proprietary funds:

Sanitation Fund: This fund accounts for transactions related to sanitation services, including payment of fees for waste disposal.

Stormwater Fund: This fund accounts for transactions related to stormwater services, including National Pollutant Discharge Elimination System Compliance

Wastewater Fund: This fund accounts for transactions related to wastewater services, including the payment of fees to Kent County for the treatment of sewage.

Water Fund: This fund accounts for transactions related to water services. The City also holds lease agreements with cell phone companies for equipment placed on City water towers.

Electric Revenue Fund: This fund incorporates all transactions related to the generation transmission and distribution of electricity. The Energy Authority (TEA) is contracted to manage the City's power procurement, and North American Energy Services (NAES) is contracted to operate and maintain Dover's electric generators at the Van Sant unit.

The City reports the following non-major funds:

Internal Service Fund: The City has created one internal service fund to account for the activities related to self-insured Workers Compensation. Receipts are provided from contributions by the City's six major funds. Expenses are related to payment of claims, premiums, and administration costs. Actuarial analyses are completed triennially to ensure enough reserves for claims for the Workers Compensation Fund.

Special Revenue Funds: These funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. This includes the Ambulance Service Fund.

Fiduciary Funds: Fiduciary funds consist of trust and agency funds and are used to report assets held by the City in a trustee or agency capacity for others. These funds are, therefore, not available to support City programs.

The City is the trustee for the City's two pension plans: the Police Pension Fund and the Employee Pension Fund.

The City allocates the costs of certain governmental services to the costs of business-type activities (indirect expense allocation). These costs include allocated amounts of City management, centralized budgetary formulation and oversight, accounting financial reporting, information technology, payroll, procurement, contracting and oversight, investing and cash management, personnel services, etc. The allocations are charged to the business-type activities based on the use of these services. As a matter of policy, the costs of certain governmental functions are not allocated to business-type activities such as public safety, library, recreation, permitting, inspections, streets, sanitation, community, and economic development.

### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made regardless of the measurement focus applied.

All Governmental Funds, Expendable Trusts, and Agency Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Revenues that are susceptible to accrual include property taxes and billable service charges. All other revenues are accounted for when they are received.

Property taxes are recognized in the fiscal period for which they are levied provided they are "available" – i.e., they are collected in the current period or are expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The City considers all revenues reported in the government funds to be available if the revenues are collected 60 days after year-end, except for trash collection, which has a 30-day collection period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. The exception to this general rule is principal and interest on general long-term debt which is recognized when due. Also, claims and judgments and compensated absences are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

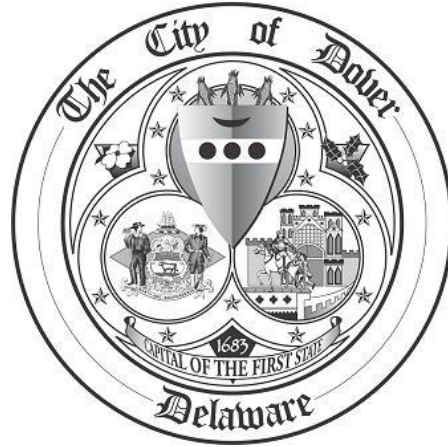
The government-wide financial statements as well as all proprietary and fiduciary trust funds are accounted for using the accrual basis of accounting and the economic resources measurement focus. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

## **BUDGETARY BASIS OF ACCOUNTING**

The City prepares the budget for Governmental Fund types in which the expenditures are estimated based on liabilities for goods and services to be incurred during the fiscal year. Revenues for the General Fund are budgeted on a cash basis except for property taxes and billable services, which are on a modified accrual basis. Under the cash basis of budgeting transactions are recognized only when cash is received. Under modified accrual basis revenues are recorded when they are earned (whether cash is received at the time). The expenditures are accounted for when the purchase orders are issued. Encumbrances are established when purchase orders are issued and accounted for as a designation of fund balance at year-end. The budget is amended in the subsequent year for the outstanding encumbrances of the prior year.

Budgets for the Electric Revenue Fund, Water Fund, Wastewater Fund, Stormwater Fund, Sanitation Fund, and Internal Service Fund are prepared on an accrual basis. Revenues are recorded when they are earned, and expenditures are recorded when goods and services are received whether cash disbursements are made at the time or not. Budgets are prepared under the assumption that the principal redemption of long-term debt must be assumed by Enterprise Fund activity in conformity with the bond ordinance.

The budget is presented in this document in the legal budget format (non-GAAP) adopted by the City. Under this method: Capital outlays are considered expenditures; grants are considered as revenues and not contributions to capital; depreciation is not budgeted; debt service proceeds are considered to be revenues, not an increase in liabilities; debt payments are shown as expenditures rather than reductions of liabilities; proceeds from the sale of assets are considered revenue, however, the gain or loss is not.



**THIS PAGE INTENTIONALLY LEFT BLANK**



# FUND SUMMARIES

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*ALL FUNDS SUMMARY*

*GENERAL FUND*

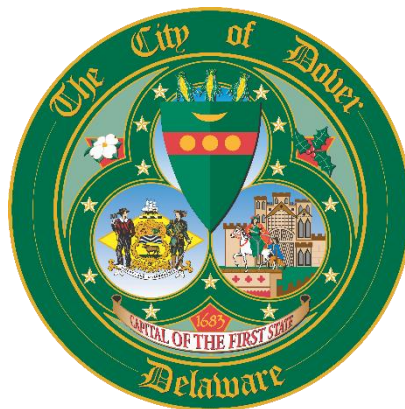
*SANITATION*

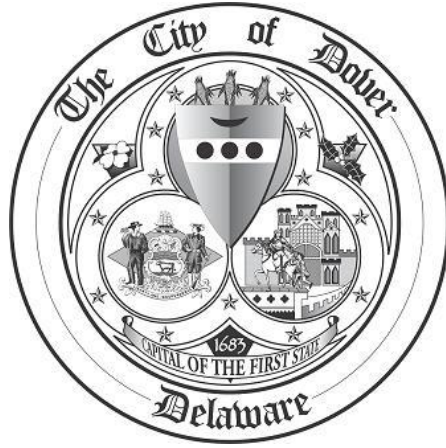
*STORMWATER*

*WASTEWATER FUND*

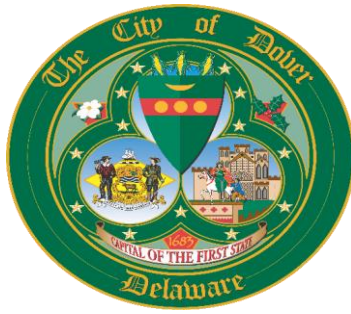
*WATER FUND*

*ELECTRIC FUND*



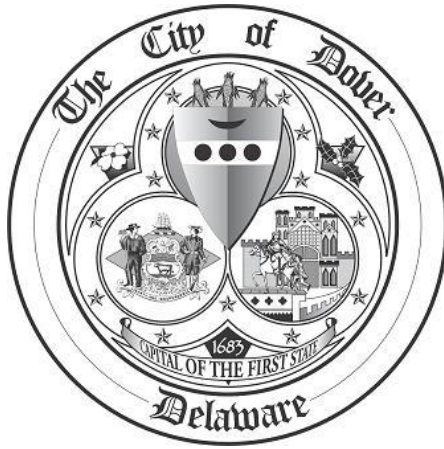


**THIS PAGE INTENTIONALLY LEFT BLANK**



# City of Dover Fiscal Year 2025 Recommended Budget

Budget Highlights & Discussion Points



**THIS PAGE INTENTIONALLY LEFT BLANK**

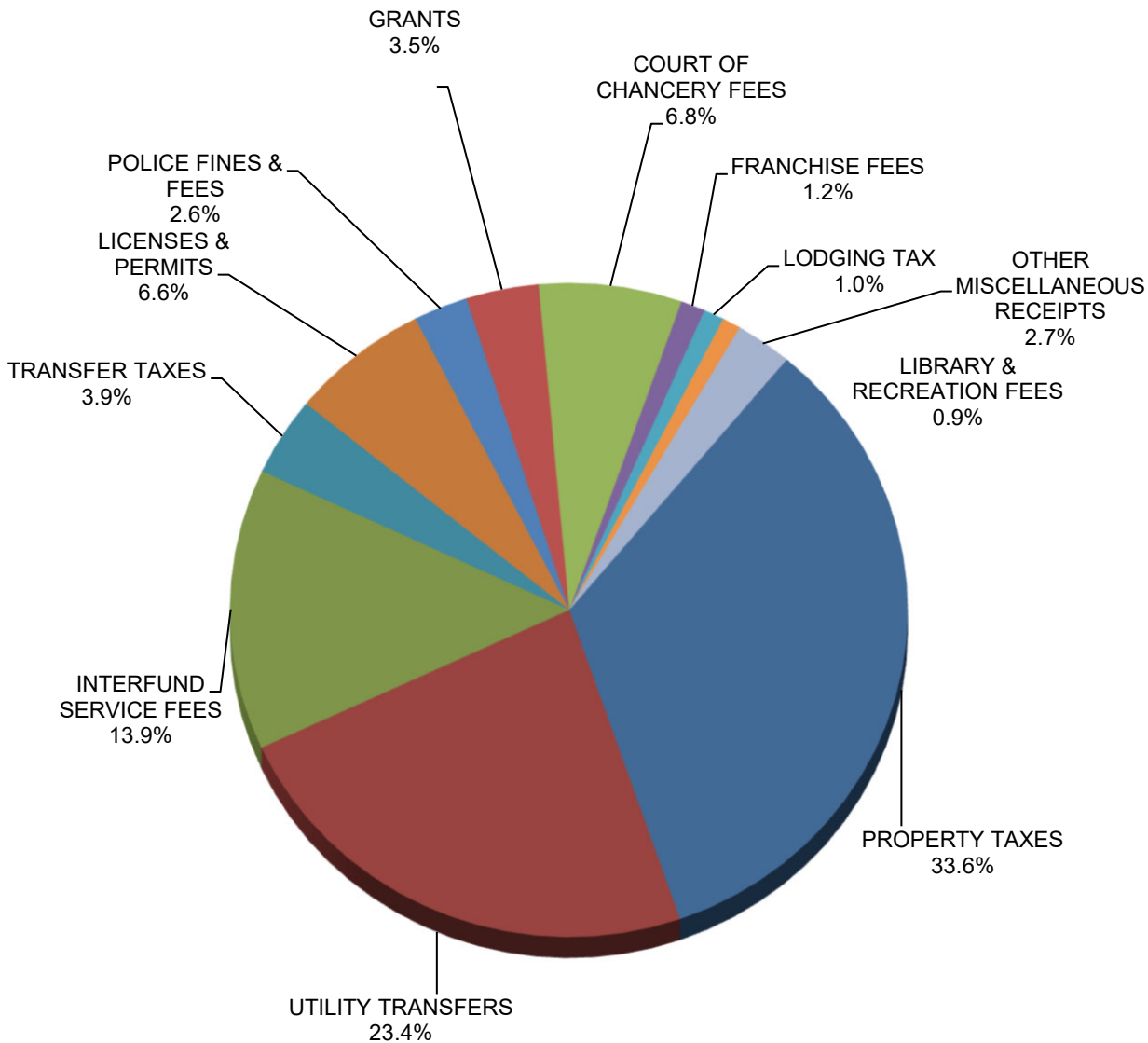
**City of Dover  
All Funds Summary  
Fiscal 2025 Recommended Budget**

Fund or Reserve Account	Beginning Balances	Revenues/ Transfers In	Expenses/ Transfers Out	Ending Balances
1 <u>General Fund</u>				
2 Operating Fund	\$ 5,547,600	\$ 51,552,600	\$ (55,127,400)	\$ 1,972,800
3 Contingency Account	759,400	9,000	-	768,400
4 Capital Project Fund	348,200	4,642,500	(4,642,500)	348,200
5 Capital Asset Reserve	1,514,900	10,000	-	1,524,900
6 Parkland Reserve	386,900	3,000	-	389,900
7 Total General Fund	<u>8,557,000</u>	<u>56,217,100</u>	<u>(59,769,900)</u>	<u>5,004,200</u>
8 <u>Sanitation</u>				
9 Operating Fund	-	4,851,600	(4,519,800)	331,800
10 Contingency Account	-	140,000	-	140,000
11 I & E Fund	-	739,000	(739,000)	-
12 Capital Asset Reserve	-	-	-	-
14 Total Sanitation Fund	<u>-</u>	<u>5,730,600</u>	<u>(5,258,800)</u>	<u>471,800</u>
8 <u>Stormwater</u>				
9 Operating Fund	-	4,180,200	(3,576,900)	603,300
10 Contingency Account	-	140,000	-	140,000
11 I & E Fund	-	2,249,000	(2,249,000)	-
12 Capital Asset Reserve	-	-	-	-
14 Total Stormwater Fund	<u>-</u>	<u>6,569,200</u>	<u>(5,825,900)</u>	<u>743,300</u>
15 <u>Water Fund</u>				
16 Operating Fund	1,536,000	7,430,100	(7,896,500)	1,069,600
17 Contingency Account	313,700	4,000	-	317,700
18 I & E Fund	1,900,100	2,562,000	(4,368,600)	93,500
19 Capital Asset Reserve	594,500	7,000	-	601,500
20 Impact Fee Reserve	1,870,300	(24,200)	(30,900)	1,815,200
21 Total Water Fund	<u>6,214,600</u>	<u>9,978,900</u>	<u>(12,296,000)</u>	<u>3,897,500</u>
22 <u>Wastewater Fund</u>				
23 Operating Fund	3,942,400	10,223,800	(10,659,200)	3,507,000
24 Contingency Account	313,800	4,000	-	317,800
25 I & E Fund	767,900	1,711,100	(1,691,100)	787,900
26 Capital Asset Reserve	593,100	7,000	-	600,100
27 Impact Fee Reserve	5,317,900	(170,200)	(4,800)	5,142,900
28 Total Wastewater Fund	<u>10,935,100</u>	<u>11,775,700</u>	<u>(12,355,100)</u>	<u>10,355,700</u>
29 <u>Electric Fund</u>				
30 Operating Fund *	46,148,500	94,941,300	(106,379,200)	34,710,600
31 Contingency Account	969,300	10,000	-	979,300
32 Insurance Reserve	853,500	9,000	-	862,500
33 Rate Stabilization Reserve	10,314,400	110,000	-	10,424,400
34 I & E Fund	33,165,000	3,000,000	(7,546,000)	28,619,000
35 Depreciation Reserve	13,267,800	250,000	-	13,517,800
36 Future Capacity Reserve	12,377,300	339,600	-	12,716,900
37 Total Electric Fund	<u>117,095,800</u>	<u>98,659,900</u>	<u>(113,925,200)</u>	<u>101,830,500</u>
38 Less:				
39 Interfund Operating Transfers		(12,000,000)	12,000,000	
40 Capital and Reserve Transfers		(5,013,700)	5,013,700	
41 Interfund Allocations		4,572,800	(4,572,800)	
42 Subtotal Major Operating Funds	142,802,500	<u>188,931,400</u>	<u>(209,430,900)</u>	122,303,000
43 Workers Compensation	4,138,000	1,264,000	(565,000)	4,837,000
44 Community Transportation Fund	114,500	40,000	(40,000)	114,500
45 Police Grants	1,063,200	619,400	(1,184,400)	498,200
46 Library Grants	-	385,341	(385,341)	-
47 CDBG	4,013	-	-	4,013
48 American Recovery Act Funding	2,864,200	75,000	-	2,939,200
49 Economic/Community Development	734,000	-	-	734,000
50 Ambulance Service	-	850,000	(600,000)	250,000
51 Subs Abuse - Youth Prog	-	73,000	(73,000)	-
52 Total All Funds & Reserves	<u>\$ 151,720,413</u>	<u>\$ 192,238,141</u>	<u>\$ (212,278,641)</u>	<u>\$ 131,679,913</u>

Notes: Special Revenue Funds with receipts that pass over to the General Fund are not individually included. These are Municipal Street Aid, Civil Traffic Penalties, and Transfer Taxes.

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# Fiscal Year 2024/2025 General Fund Revenue



**GENERAL FUND  
CASH RECEIPT SUMMARY**

	2022/2023 ACTUAL	2023/24 ORIGINAL APPROVED	2023/24 PROJECTED	2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
1 BEGINNING BALANCE	13,219,100	8,666,900	11,939,100	5,547,600	5,547,600	5,547,600	(3,119,300)	-36.0%
2 FINES AND POLICE REVENUE	651,468	521,600	612,200	781,100	781,100	781,100	259,500	49.8%
3 LIBRARY REVENUES	147,504	122,200	122,200	153,100	153,100	153,100	30,900	25.3%
4 KENT COUNTY BOOK REIMBURSEMENT	431,806	-	271,700	155,000	155,000	155,000	155,000	0.0%
5 BUSINESS LICENSES	1,452,182	1,400,000	1,475,000	1,533,200	1,616,400	1,616,400	133,200	15.5%
6 PERMITS AND OTHER FEES	2,407,035	1,702,000	1,702,000	1,785,000	1,785,000	1,785,000	83,000	4.9%
7 MISCELLANEOUS CHARGES	191,463	3,139,000	3,004,100	1,250,000	1,262,000	1,262,000	(1,889,000)	-59.8%
8 POLICE EXTRA DUTY	474,007	240,000	307,000	497,500	497,500	497,500	257,500	107.3%
9 PROPERTY TAXES	16,087,624	16,056,100	16,202,900	16,176,000	17,229,800	16,876,000	119,900	7.3%
10 RECREATION REVENUE	148,177	126,500	126,500	145,000	145,000	145,000	18,500	14.6%
11 FRANCHISE FEE	562,434	610,000	500,000	600,000	600,000	600,000	(10,000)	-1.6%
12 SANITATION FEES	3,652,779	3,842,400	3,842,400	3,858,600	-	-	16,200	-100.0%
13 RENT REVENUE - GARRISON FARM	113,315	117,000	117,000	76,800	76,800	76,800	(40,200)	-34.4%
14 COURT OF CHANCERY FEES	2,219,660	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	-	0.0%
15 INVESTMENT INCOME	300,453	200,000	50,000	50,000	50,000	50,000	(150,000)	-75.0%
16 RECEIPTS SUBTOTAL	28,839,905	31,576,800	31,833,000	30,561,300	27,851,700	27,497,900	(1,015,500)	-11.8%
17 INTERFUND SERVICE RECEIPTS								
18 INTERFUND SERVICE RECEIPTS GEN GOV	1,373,571	1,538,600	1,538,600	1,533,300	1,679,500	1,679,500	(5,300)	9.2%
19 INTERFUND SERVICE RECEIPTS PUB WORKS	924,491	697,100	697,100	689,900	857,600	857,600	(7,200)	23.0%
20 INTERFUND SERVICE RECEIPTS CENT SRVCS	940,725	989,800	989,800	1,818,500	2,035,700	2,035,700	828,700	105.7%
21 INTERFUND SERVICE RECEIPTS FIN ADMIN	2,884,689	3,010,900	3,010,900	2,167,800	2,553,400	2,553,400	(843,100)	-15.2%
22 INTERFUND SERVICE RECEIPTS SUBTOTAL	6,123,476	6,236,400	6,236,400	6,209,500	7,126,200	7,126,200	(26,900)	14.3%
23 GRANTS:								
24 POLICE EXTRA DUTY	127,238	165,000	165,000	165,000	165,000	165,000	-	0.0%
25 POLICE GRANTS FUND	290,000	-	350,000	145,000	145,000	145,000	145,000	0.0%
26 POLICE PENSION GRANT	765,607	620,000	620,000	620,000	620,000	620,000	-	0.0%
27 GREEN ENERGY GRANT	98,500	98,500	98,500	98,500	98,500	98,500	-	0.0%
28 MISC GRANT REVENUE	104,558	-	-	-	-	-	-	0.0%
29 DEMA GRANT	-	-	40,000	-	-	-	-	0.0%
30 GRANTS SUBTOTAL	1,385,904	883,500	1,273,500	1,028,500	1,028,500	1,028,500	145,000	16.4%
31 TRANSFERS FROM:								
32 TRANSFER TAX	2,334,876	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	-	0.0%
33 LODGING TAX	-	-	-	500,000	500,000	500,000	500,000	0.0%
34 AMBULANCE SERVICE	-	-	-	600,000	600,000	600,000	600,000	0.0%
35 MUNICIPAL STREET AID	796,794	750,000	760,000	750,000	750,000	750,000	-	0.0%
36 CIVIL TRAFFIC PENALTIES	54,507	150,000	60,000	50,000	50,000	50,000	(100,000)	-66.7%
37 WATER/WASTEWATER	2,000,000	1,000,000	1,000,000	1,000,000	2,000,000	2,000,000	-	100.0%
38 ELECTRIC	8,000,000	8,000,000	8,000,000	8,000,000	10,000,000	10,000,000	-	25.0%
39 TRANSFERS FROM SUBTOTAL	13,186,177	11,900,000	11,820,000	12,900,000	15,900,000	15,900,000	1,000,000	33.6%
40 TOTAL REVENUES	49,535,462	50,596,700	51,162,900	50,699,300	51,906,400	51,552,600	102,600	2.6%
41 TOTAL BEGINNING BALANCE & REVENUE	62,754,562	59,263,600	63,102,000	56,246,900	57,454,000	57,100,200	(3,016,700)	-3.1%

**GENERAL FUND  
EXPENSE SUMMARY**

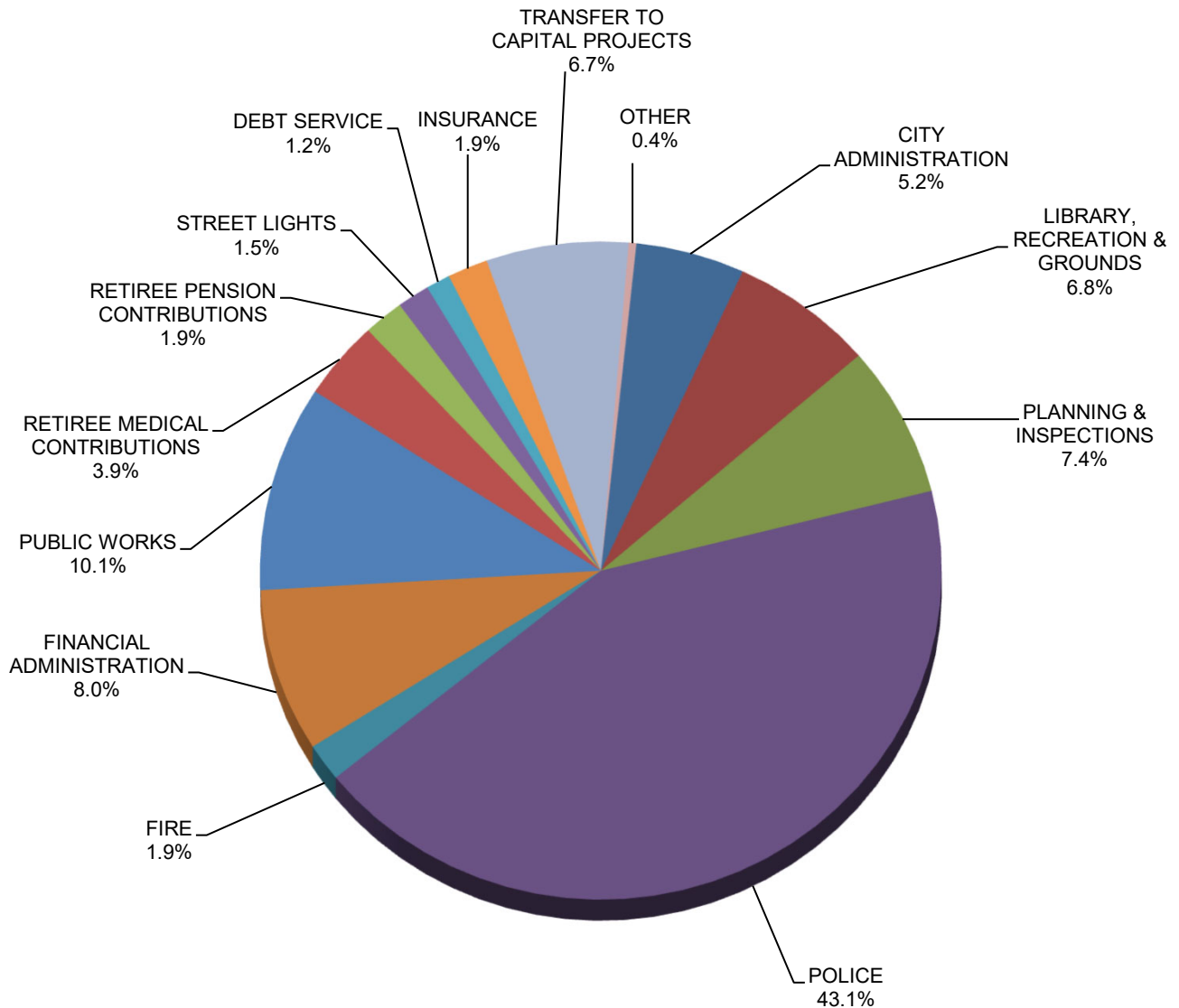
	2023/24		2023/24 PROJECTED	2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
	2022/2023 ACTUAL	2023/24 ORIGINAL APPROVED						
<b>1 DEPARTMENT EXPENSES:</b>								
2 CITY CLERK	360,341	414,200	414,200	488,300	486,800	486,800	72,600	17.5%
3 COUNCIL	224,532	260,000	260,000	267,100	266,500	266,500	6,500	2.5%
4 PLANNING	655,845	826,100	826,100	901,400	898,900	898,900	72,800	8.8%
5 CITY MANAGER	1,219,627	1,300,100	1,432,400	1,279,000	1,279,000	1,279,000	(21,100)	-1.6%
6 HUMAN RESOURCES	390,910	501,300	501,300	478,000	478,000	478,000	(23,300)	-4.6%
7 MAYOR	203,142	245,200	245,200	304,600	304,600	304,600	59,400	24.2%
8 FIRE	758,929	851,600	851,600	1,008,300	1,008,300	1,008,300	156,700	18.4%
9 LIFE SAFETY	576,359	690,600	690,600	1,223,700	1,222,500	1,222,500	531,900	77.0%
10 CODE ENFORCEMENT	948,976	1,173,600	1,173,600	1,164,800	1,163,500	1,163,500	(10,100)	-0.9%
11 INSPECTIONS	802,430	800,800	800,800	769,100	767,400	767,400	(33,400)	-4.2%
12 POLICE	18,774,724	21,550,900	21,466,200	23,132,600	23,061,100	23,061,100	1,510,200	7.0%
13 POLICE EXTRA DUTY	621,098	405,000	405,000	405,000	405,000	405,000	-	0.0%
14 PUBLIC WORKS - ADMINISTRATION	562,156	646,900	646,900	673,200	670,700	670,700	23,800	3.7%
15 STREETS	542,927	768,600	783,600	797,200	797,000	797,000	28,400	3.7%
16 SANITATION	2,505,873	3,060,100	3,060,100	3,140,900	-	-	(3,060,100)	-100.0%
17 GROUNDS MAINTENANCE	1,595,655	1,741,100	1,741,100	1,779,500	1,779,200	1,788,500	47,400	2.7%
18 STORMWATER	591,429	906,400	906,400	1,021,200	-	-	(906,400)	-100.0%
19 FACILITIES MANAGEMENT	827,809	822,100	822,100	886,900	886,400	886,400	64,300	7.8%
20 GENERAL FUND ENGINEERING	231,173	279,300	279,300	293,300	292,900	292,900	13,600	4.9%
21 LIBRARY	1,884,419	2,040,700	2,040,700	2,146,000	2,146,000	2,146,000	105,300	5.2%
22 RECREATION	1,312,315	1,549,600	1,549,600	1,573,200	1,573,200	1,573,200	23,600	1.5%
23 PROCUREMENT & INVENTORY	755,491	873,600	873,600	958,600	958,600	958,600	85,000	9.7%
24 FLEET MAINTENANCE	986,335	1,078,600	1,078,600	1,082,300	1,081,400	1,081,400	2,800	0.3%
25 INFORMATION TECHNOLOGY	832,236	874,100	874,100	920,200	920,500	920,500	46,400	5.3%
26 FINANCE	1,051,814	1,032,300	1,032,300	1,010,400	1,009,900	1,009,900	(22,400)	-2.2%
27 CUSTOMER SERVICE	1,321,297	1,417,500	1,417,500	1,459,300	1,456,800	1,456,800	39,300	2.8%
<b>28 DEPARTMENT SUBTOTALS</b>	<b>40,537,845</b>	<b>46,110,300</b>	<b>46,172,900</b>	<b>49,164,100</b>	<b>44,914,200</b>	<b>44,923,500</b>	<b>(1,186,800)</b>	<b>-2.6%</b>
<b>29 OTHER EXPENDITURES:</b>								
30 DEBT SERVICE	629,441	630,700	630,700	626,700	626,700	626,700	(4,000)	-0.6%
31 CONTRIBUTION TO DDP	150,000	150,000	150,000	150,000	150,000	150,000	-	0.0%
32 INSURANCE	928,854	970,000	1,112,200	949,400	1,044,300	1,044,300	74,300	7.7%
33 OTHER EMPLOYMENT EXPENSES	2,328,500	2,548,000	2,548,000	2,103,900	2,103,900	2,103,900	(444,100)	-17.4%
34 BANK & CREDIT CARD FEES	29,302	32,000	32,000	30,700	30,700	30,700	(1,300)	-4.1%
35 STREET LIGHTS	832,139	850,000	850,000	841,100	841,100	841,100	(8,900)	-1.0%
<b>36 OTHER EXPENSE SUBTOTAL</b>	<b>4,898,236</b>	<b>5,180,700</b>	<b>5,322,900</b>	<b>4,701,800</b>	<b>4,796,700</b>	<b>4,796,700</b>	<b>(384,000)</b>	<b>-7.4%</b>
<b>37 TRANSFERS</b>								
38 TRANSFER TO CAPITAL FUND - PROJECTS	3,554,600	2,920,100	3,037,800	9,016,800	3,673,600	3,173,600	253,500	8.7%
39 APPROP. TO THE POLICE PENSION FUND	-	350,800	350,800	350,800	350,800	350,800	-	0.0%
40 APPROP. POLICE PENSION - STATE GRANT	765,607	620,000	620,000	692,800	692,800	692,800	72,800	11.7%
41 APPROP. TO THE GENERAL PENSION FUND	1,000,000	1,000,000	1,000,000	1,000,000	-	1,140,000	140,000	14.0%
42 TRANSFER TO ECONOMIC DEV. RESERVE	-	1,000,000	1,000,000	-	-	-	(1,000,000)	-100.0%
43 TRANSFER TO ELECTRIC FUND (ERP)	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
44 TRANSFER TO OTHER/CABLE FRANCHISE RESV	9,164	-	-	-	-	-	-	0.0%
45 TRANSFER TO INVENTORY WRITE-OFFS	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
<b>46 TRANSFERS SUBTOTAL</b>	<b>5,379,372</b>	<b>5,940,900</b>	<b>6,058,600</b>	<b>11,110,400</b>	<b>4,767,200</b>	<b>5,407,200</b>	<b>(533,700)</b>	<b>-9.0%</b>
<b>47 TOTAL EXPENDITURES</b>	<b>50,815,453</b>	<b>57,231,900</b>	<b>57,554,400</b>	<b>64,976,300</b>	<b>54,478,100</b>	<b>55,127,400</b>	<b>(2,104,500)</b>	<b>-3.7%</b>
<b>48 BUDGET BALANCE</b>	<b>11,939,109</b>	<b>2,031,700</b>	<b>5,547,600</b>	<b>(8,729,400)</b>	<b>2,975,900</b>	<b>1,972,800</b>	<b>(58,900)</b>	<b>-2.9%</b>
<b>49 TOTAL BUDGET BALANCE &amp; EXPENDITURES</b>	<b>62,754,562</b>	<b>59,263,600</b>	<b>63,102,000</b>	<b>56,246,900</b>	<b>57,454,000</b>	<b>57,100,200</b>	<b>(2,163,400)</b>	<b>-3.7%</b>
<b>50 EXCEEDS/(REMAINS)TO MEET REQUIREMENT</b>	<b>7,976,300</b>	<b>(2,016,000)</b>	<b>1,454,600</b>	<b>(12,785,300)</b>	<b>(1,176,600)</b>	<b>(2,151,400)</b>		



FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# Fiscal Year 2024/2025 General Fund Expenditures

## By Major Function



Several General Fund Departments service all City operations. The General Fund bills the utility funds services provided. The receipts are reported as revenue in the General Fund and not netted against the expenditures.

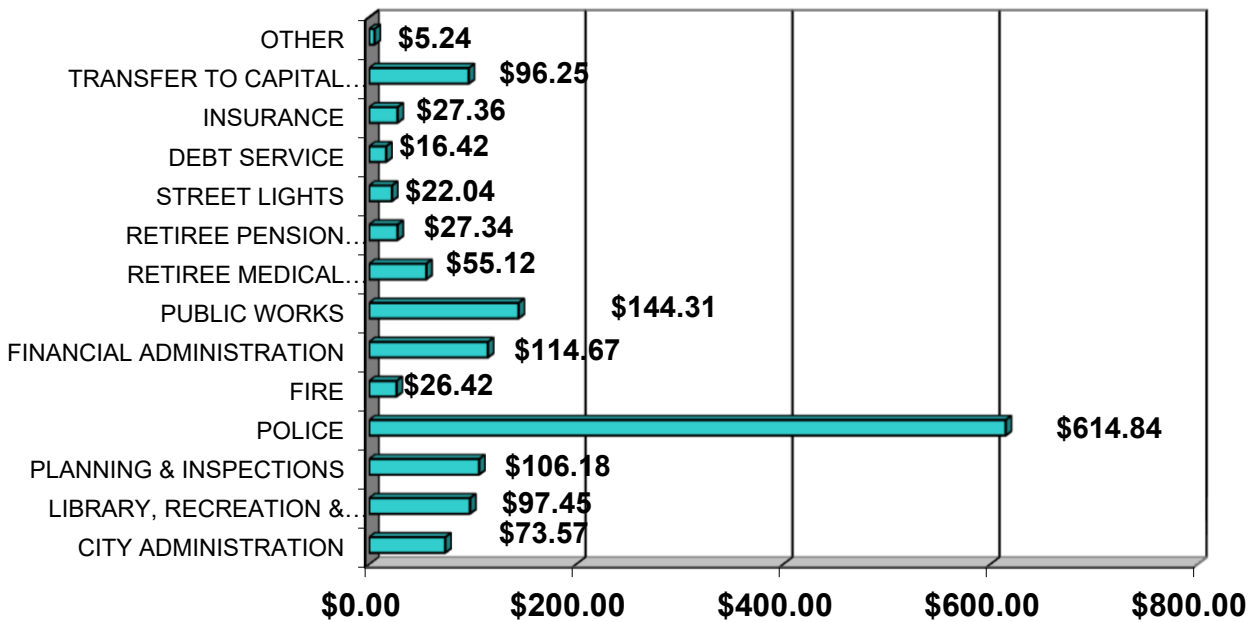
**GOVERNMENTAL CAPITAL PROJECTS FUND SUMMARY**

	2022/2023	2023/24	2023/24 PROJECTED	2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
	ACTUAL	ORIGINAL APPROVED						
1 BEGINNING BALANCE - PROJECTS	5,556,500	676,900	6,208,200	348,200	348,200	348,200	(328,700)	-48.6%
2 REVENUES								
3 STATE GRANTS - Other	186,072	588,000	2,511,000	1,628,900	948,900	948,900	360,900	61.4%
4 LINE OF CREDIT (HEAVY DUTY VEHICLES)	-	1,731,000	1,731,000	-	-	-	(1,731,000)	-100.0%
5 MISCELLANEOUS RECEIPTS	1,186,000	-	77,300	20,000	20,000	20,000	20,000	0.0%
6 INTEREST EARNINGS	(7,709)	-	-	-	-	-	-	0.0%
7 TRANSFER FROM GENERAL FUND	3,554,600	2,920,100	3,037,800	9,016,800	3,673,600	3,173,600	753,500	25.8%
8 TRANSFER FROM PARKLAND RESERVE	-	-	1,077,300	-	-	-	-	0.0%
9 TRANSFER FROM CAPITAL ASSET RESERVE	150,000	-	-	-	-	-	-	0.0%
10 TRANSFER FROM LODGING TAX	464,905	450,000	450,000	-	500,000	500,000	50,000	11.1%
11 SUBTOTAL CAPITAL PROJECT FUNDING SOURCES	5,533,868	5,689,100	8,884,400	10,665,700	5,142,500	4,642,500	(546,600)	-9.6%
12 TOTAL FUNDING SOURCES	5,533,868	5,689,100	8,884,400	10,665,700	5,142,500	4,642,500	(546,600)	-9.6%
13 TOTAL BEGINNING BALANCE & FUNDING SOURCE	11,090,368	6,366,000	15,092,600	11,013,900	5,490,700	4,990,700	(875,300)	-13.7%
14 EXPENDITURES								
15 FIRE	448,005	419,600	419,600	566,600	566,600	566,600	147,000	35.0%
16 GROUNDS	118,067	214,500	249,300	160,000	80,000	80,000	(134,500)	-62.7%
17 LIBRARY	67,183	-	87,300	-	-	-	-	0.0%
18 RECREATION	281,341	835,000	2,900,600	1,160,000	1,160,000	1,160,000	325,000	38.9%
19 CODE ENFORCEMENT	-	34,600	63,600	-	-	-	(34,600)	-100.0%
20 INSPECTIONS	-	-	30,100	-	-	-	-	0.0%
21 POLICE	1,041,369	1,186,500	1,398,200	1,488,100	1,488,100	1,488,100	301,600	25.4%
22 STREETS	196,798	852,300	3,583,300	1,701,000	915,800	415,800	63,500	7.5%
23 STORMWATER	1,127,857	1,135,000	3,549,200	3,759,000	-	-	(1,135,000)	-100.0%
24 SANITATION	468,787	707,800	1,464,400	739,000	-	-	(707,800)	-100.0%
25 CITY MANAGER	-	-	40,000	-	-	-	-	0.0%
26 INFORMATION TECHNOLOGY	110,293	115,500	115,500	272,000	112,000	112,000	(3,500)	-3.0%
27 PUBLIC WORKS - ADMINISTRATION	-	30,000	30,000	-	-	-	(30,000)	-100.0%
28 FACILITIES MANAGEMENT	939,745	80,000	159,300	-	-	-	(80,000)	-100.0%
29 GENERAL FUND ENG	-	48,300	48,300	-	-	-	(48,300)	-100.0%
30 PROCUREMENT & INVENTORY	82,697	-	70,000	820,000	820,000	820,000	820,000	0.0%
31 FLEET MAINTENANCE	-	30,000	535,700	-	-	-	(30,000)	-100.0%
32 DEPARTMENT SUBTOTAL	4,882,142	5,689,100	14,744,400	10,665,700	5,142,500	4,642,500	(546,600)	-9.6%
33 BUDGET BALANCE	6,208,225	676,900	348,200	348,200	348,200	348,200	(328,700)	-48.6%
34 TOTAL BUDGET BALANCE & EXPENDITURES	11,090,368	6,366,000	15,092,600	11,013,900	5,490,700	4,990,700	(875,300)	-13.7%

	2022/2023	2023/24	2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	ORIGINAL APPROVED				FY25 VS FY24 BUDGET	POLICY
35 RESERVE BALANCES							
36 CAPITAL ASSET RESERVE	1,497,000	1,339,000	1,514,900	1,524,900	1,524,900	185,900	Min \$500K
37 PARKLAND/RECREATION	1,449,173	105,300	386,900	389,900	389,900	284,600	N/A

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# PROJECTED GENERAL FUND COST PER CAPITA BY FUNCTION Fiscal Year 2024-2025



Total per capita based on population estimate of 38,166\* =  
\$1,357.73

\*US Census estimate for 2020

**SANITATION FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE - SANITATION	-	-	-	-	-	-	-	0.0%
2 BASE REVENUE:								
3 SANITATION SERVICES	3,652,779	3,842,400	3,842,400	4,851,600	4,851,600	4,851,600	1,009,200	26.3%
4 TOTAL REVENUES	3,652,779	3,842,400	3,842,400	4,851,600	4,851,600	4,851,600	1,009,200	26.3%
5 TOTAL BEGINNING BALANCE & REVENUES	3,652,779	3,842,400	3,842,400	4,851,600	4,851,600	4,851,600	1,009,200	26.3%
6 DIRECT EXPENSES:								
7 SANITATION OPERATING	2,505,873	3,060,100	3,060,100	3,140,900	3,140,600	3,140,600	80,800	2.6%
8 DIRECT EXPENDITURE SUBTOTAL	2,505,873	3,060,100	3,060,100	3,140,900	3,140,600	3,140,600	80,800	2.6%
9 OTHER EXPENSES:								
10 INTERFUND SERVICE FEES	-	-	-	512,500	500,200	500,200	512,500	0.0%
11 OTHER EXPENSES SUBTOTAL	-	-	-	512,500	500,200	500,200	512,500	0.0%
12 TRANSFER TO:								
13 SANITATION IMP AND EXT	-	-	-	739,000	739,000	739,000	739,000	0.0%
14 CONTINGENCY RESERVE	-	-	-	140,000	140,000	140,000	140,000	0.0%
15 TRANSFER TO SUBTOTAL	-	-	-	879,000	879,000	879,000	879,000	0.0%
16 TOTAL EXPENSES	2,505,873	3,060,100	3,060,100	4,532,400	4,519,800	4,519,800	1,472,300	47.7%
17 BUDGET BALANCE	-	-	-	319,200	331,800	331,800	1,472,300	0.0%
18 TOTAL BUDGET BALANCES & EXPENSES	2,505,873	3,060,100	3,060,100	4,851,600	4,851,600	4,851,600	2,944,600	58.5%
<hr/>								
	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	POLICY
		ORIGINAL APPROVED	2023/24 PROJECTED					
19 RESERVE BALANCES								
20 CONTINGENCY	-	-	-	140,000	140,000	140,000	140,000	\$0



**STORMWATER FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE - STORMWATER	-	-	-	-	-	-	-	0.0%
2 BASE REVENUE:								
3 STORMWATER SERVICES	-	-	-	4,180,200	4,180,200	4,180,200	4,180,200	0.0%
4 TOTAL REVENUES	-	-	-	4,180,200	4,180,200	4,180,200	4,180,200	0.0%
5 TOTAL BEGINNING BALANCE & REVENUES	-	-	-	4,180,200	4,180,200	4,180,200	4,180,200	0.0%
6 DIRECT EXPENSES:								
7 STORMWATER OPERATING	591,429	906,400	906,400	1,021,200	1,021,200	1,021,200	114,800	12.7%
8 DIRECT EXPENDITURE SUBTOTAL	591,429	906,400	906,400	1,021,200	1,021,200	1,021,200	114,800	12.7%
9 OTHER EXPENSES:								
10 INTERFUND SERVICE FEES	-	-	-	510,300	496,300	496,300	496,300	0.0%
11 UNCOLLECTIBLES	-	-	-	5,400	5,400	5,400	5,400	0.0%
12 OTHER EXPENSES SUBTOTAL	-	-	-	515,700	501,700	501,700	501,700	0.0%
13 TRANSFER TO:								
14 STORMWATER IMP AND EXT	-	-	-	3,388,100	1,914,000	1,914,000	1,914,000	0.0%
15 CONTINGENCY RESERVE	-	-	-	140,000	140,000	140,000	140,000	0.0%
16 TRANSFER TO SUBTOTAL	-	-	-	3,528,100	2,054,000	2,054,000	2,054,000	0.0%
17 TOTAL EXPENSES	591,429	906,400	906,400	5,065,000	3,576,900	3,576,900	2,670,500	294.6%
18 BUDGET BALANCE	-	-	-	(884,800)	603,300	603,300	2,670,500	0.0%
19 TOTAL BUDGET BALANCES & EXPENSES	591,429	906,400	906,400	4,180,200	4,180,200	4,180,200	5,341,000	361.2%
<hr/>								
	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	POLICY
20 RESERVE BALANCES								
21 CONTINGENCY	-	-	-	140,000	140,000	140,000	140,000	\$0

**STORMWATER IMPROVEMENT & EXTENSION FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE	-	-	-	-	-	-	-	0.0%
2 <b>TOTAL BEGINNING BALANCES</b>	-	-	-	-	-	-	-	0.0%
3 <b>REVENUES</b>								
4 OTHER (LOAN)	-	294,000	294,000	-	-	-	(294,000)	-100.0%
5 STATE GRANT	-	50,000	50,000	-	335,000	335,000	(50,000)	570.0%
6 TRANS FR OPERATING FUND	1,127,857	791,000	791,000	3,388,100	1,914,000	1,914,000	2,597,100	142.0%
7 <b>TOTAL REVENUES</b>	<b>1,127,857</b>	<b>1,135,000</b>	<b>1,135,000</b>	<b>3,388,100</b>	<b>2,249,000</b>	<b>2,249,000</b>	<b>2,253,100</b>	<b>98.1%</b>
8 <b>TOTAL BEGINNING BALANCES &amp; REVENUES</b>	<b>1,127,857</b>	<b>1,135,000</b>	<b>1,135,000</b>	<b>3,388,100</b>	<b>2,249,000</b>	<b>2,249,000</b>	<b>1,114,000</b>	<b>98.1%</b>
9 <b>EXPENSES</b>								
10 STORMWATER	1,127,857	1,135,000	1,135,000	3,759,000	2,249,000	2,249,000	2,624,000	98.1%
11 <b>TOTAL EXPENSES</b>	<b>1,127,857</b>	<b>1,135,000</b>	<b>1,135,000</b>	<b>3,759,000</b>	<b>2,249,000</b>	<b>2,249,000</b>	<b>1,114,000</b>	<b>98.1%</b>
12 <b>BUDGET BALANCES</b>	-	-	-	(370,900)	-	-	(370,900)	0.0%
13 <b>TOTAL BUDGET BALANCES &amp; EXPENSES</b>	<b>1,127,857</b>	<b>1,135,000</b>	<b>1,135,000</b>	<b>3,388,100</b>	<b>2,249,000</b>	<b>2,249,000</b>	<b>743,100</b>	<b>98.1%</b>
14 <b>RESERVE BALANCES</b>							\$ DIFFERENCE FY25 VS FY25 BUDGET	POLICY
15 CAPITAL ASSET RESERVE	-	-	-	-	-	-	-	\$0

**WATER FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE - WATER	2,045,300	2,089,900	2,484,000	1,536,000	1,536,000	1,536,000	(553,900)	-26.5%
2 <b>BASE REVENUE:</b>								
3 WATER SERVICES	6,711,369	6,550,000	6,550,000	6,566,900	6,566,900	6,566,900	16,900	0.3%
4 MISC GRANT REVENUE	-	-	47,800	17,500	17,500	17,500	17,500	0.0%
5 WATER TANK SPACE LEASING	399,756	435,500	435,500	450,500	450,500	450,500	15,000	3.4%
6 WATER IMPACT FEES	393,278	225,000	225,000	230,000	230,000	230,000	5,000	2.2%
7 INTEREST - WATER	193,014	50,000	50,000	100,000	100,000	100,000	50,000	100.0%
8 MISCELLANEOUS SERVICE FEE	73,903	25,200	35,000	25,200	65,200	65,200	-	158.7%
9 <b>TOTAL REVENUES</b>	<b>7,771,320</b>	<b>7,285,700</b>	<b>7,343,300</b>	<b>7,390,100</b>	<b>7,430,100</b>	<b>7,430,100</b>	<b>144,400</b>	<b>2.0%</b>
10 <b>TOTAL BEGINNING BALANCE &amp; REVENUES</b>	<b>9,816,620</b>	<b>9,375,600</b>	<b>9,827,300</b>	<b>8,926,100</b>	<b>8,966,100</b>	<b>8,966,100</b>	<b>(402,500)</b>	<b>-4.4%</b>
11 <b>DIRECT EXPENSES:</b>								
12 ENGINEERING & INSPECTION	279,387	386,500	386,500	424,300	425,700	425,700	37,800	10.1%
13 WATER MAINTENANCE	662,608	862,100	862,100	881,300	881,300	881,300	19,200	2.2%
14 WATER TREATMENT PLANT	2,312,763	2,907,500	2,884,100	3,201,900	3,201,500	3,201,500	294,400	10.1%
15 <b>DIRECT EXPENDITURE SUBTOTAL</b>	<b>3,254,758</b>	<b>4,156,100</b>	<b>4,132,700</b>	<b>4,507,500</b>	<b>4,508,500</b>	<b>4,508,500</b>	<b>351,400</b>	<b>8.5%</b>
16 <b>OTHER EXPENSES:</b>								
17 DEBT SERVICE - WATER	777,914	700,000	700,000	695,600	695,600	695,600	(4,400)	-0.6%
18 RETIREES HEALTH CARE	207,400	226,900	226,900	-	-	-	(226,900)	-100.0%
19 OTHER EMPLOYMENT EXPENSES	-	-	-	109,500	109,500	109,500	109,500	0.0%
20 INTERFUND SERVICE FEES	1,106,569	1,138,000	1,138,000	1,050,300	1,029,900	1,029,900	(87,700)	-9.5%
21 BANK & CREDIT CARD FEES	20,967	27,000	27,000	20,000	20,000	20,000	(7,000)	-25.9%
22 <b>OTHER EXPENSES SUBTOTAL</b>	<b>2,112,851</b>	<b>2,091,900</b>	<b>2,091,900</b>	<b>1,875,400</b>	<b>1,855,000</b>	<b>1,855,000</b>	<b>(216,500)</b>	<b>-11.3%</b>
23 <b>TRANSFER TO:</b>								
24 GENERAL FUND FROM WATER	1,000,000	500,000	500,000	500,000	1,000,000	1,000,000	-	100.0%
25 WATER IMP AND EXT	920,700	1,536,700	1,536,700	1,003,000	503,000	503,000	(533,700)	-67.3%
26 WATER IMPACT FEE RESERVE	14,296	-	-	-	-	-	-	0.0%
27 ELECTRIC FUND (ERP)	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
28 TRANSFER TO INVENTORY WRITE-OFFS	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%
29 <b>TRANSFER TO SUBTOTAL</b>	<b>1,964,996</b>	<b>2,066,700</b>	<b>2,066,700</b>	<b>1,533,000</b>	<b>1,533,000</b>	<b>1,533,000</b>	<b>(533,700)</b>	<b>-25.8%</b>
30 <b>TOTAL EXPENSES</b>	<b>7,332,605</b>	<b>8,314,700</b>	<b>8,291,300</b>	<b>7,915,900</b>	<b>7,896,500</b>	<b>7,896,500</b>	<b>(418,200)</b>	<b>-5.0%</b>
31 <b>BUDGET BALANCE WATER</b>	<b>2,484,015</b>	<b>1,060,900</b>	<b>1,536,000</b>	<b>1,010,200</b>	<b>1,069,600</b>	<b>1,069,600</b>	<b>8,700</b>	<b>0.8%</b>
32 <b>TOTAL BUDGET BALANCES &amp; EXPENSES</b>	<b>9,816,620</b>	<b>9,375,600</b>	<b>9,827,300</b>	<b>8,926,100</b>	<b>8,966,100</b>	<b>8,966,100</b>	<b>(409,500)</b>	<b>-4.4%</b>
33 <b>EXCEEDS/(REMAINS)TO MEET REQMNT</b>	<b>1,551,400</b>	<b>186,600</b>	<b>654,800</b>	<b>123,400</b>	<b>178,000</b>	<b>178,000</b>		

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	POLICY
		ORIGINAL APPROVED	2023/24 PROJECTED					
34 <b>RESERVE BALANCES</b>								
35 CONTINGENCY - WATER	309,657	283,900	313,700	317,700	317,700	317,700	33,800	\$250K



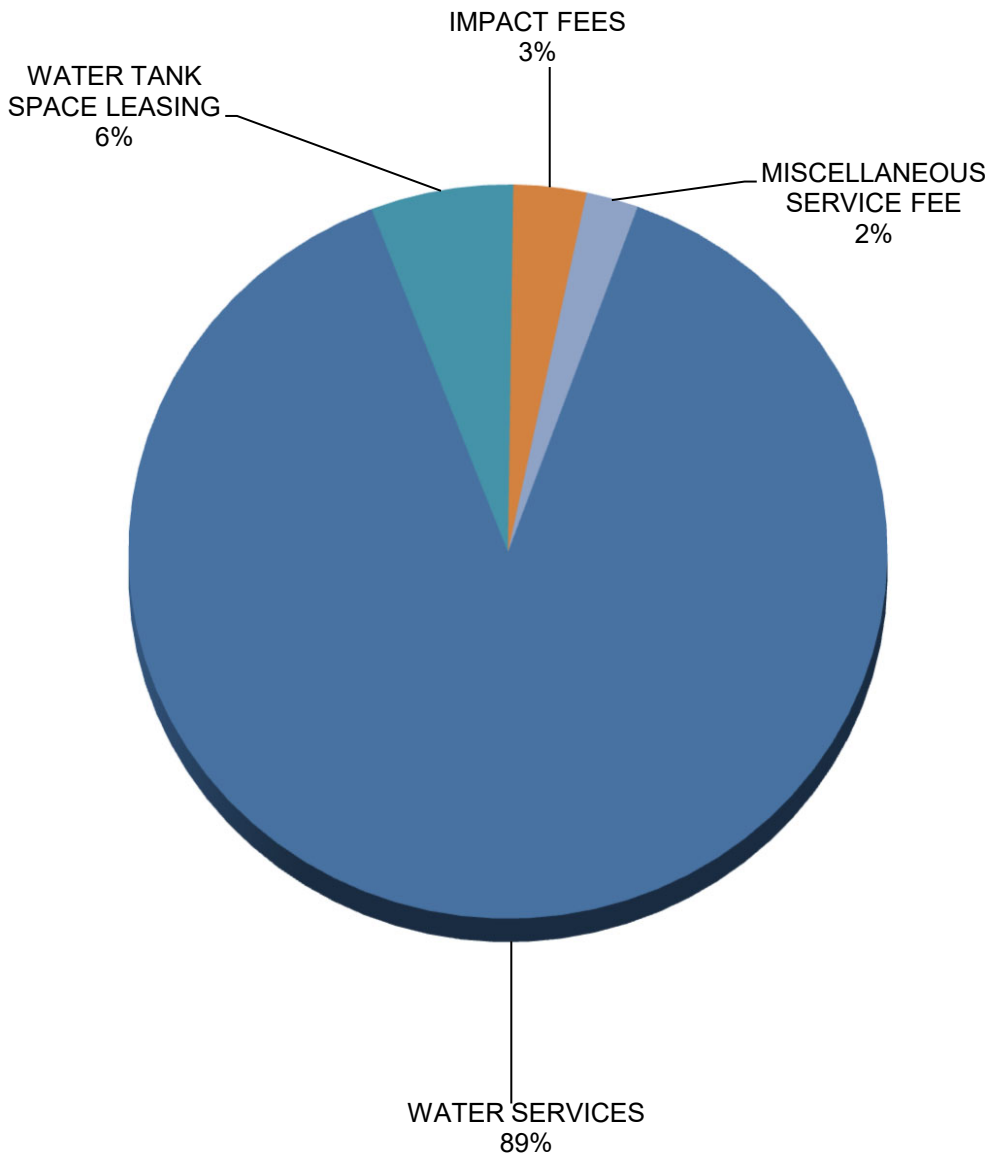
**WATER IMPROVEMENT & EXTENSION FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE		% CHG FY25 VS fy25 VS
		ORIGINAL APPROVED	2023/24 PROJECTED				FY25 VS FY24 BUDGET	FY25 VS POLICY	
1 BEGINNING BALANCE - WATER	4,314,300	3,630,700	4,730,600	1,900,100	1,900,100	1,900,100	(1,730,600)		-47.7%
2 REVENUES									
3 TRANS FR OPERATING FUND - WATER	920,700	1,536,700	1,536,700	1,003,000	503,000	503,000	(533,700)		-67.3%
4 TRANSFER FR WATER IMPACT FEE	-	75,100	75,100	-	-	-	(75,100)		-100.0%
5 FEDERAL/STATE GRANTS	-	2,072,000	2,072,000	2,009,000	2,009,000	2,009,000	(63,000)		-3.0%
6 INTEREST INCOME	77,624	50,000	50,000	50,000	50,000	50,000	-		0.0%
7 MISCELLANEOUS RECEIPTS	916,550	-	-	-	-	-	-		0.0%
8 TOTAL REVENUES	1,914,874	3,733,800	3,733,800	3,062,000	2,562,000	2,562,000	(671,800)		-31.4%
9 TOTAL BEGINNING BALANCES & REVENUES	6,229,174	7,364,500	8,464,400	4,962,100	4,462,100	4,462,100	(2,402,400)		-39.4%
10 EXPENSES									
11 ENGINEERING & INSPECTION	-	48,000	48,000	26,900	26,900	26,900	(21,100)		-44.0%
12 WATER MAINTENANCE	1,346,865	4,579,300	6,299,000	3,456,700	3,456,700	3,456,700	(1,122,600)		-24.5%
13 WATER TREATMENT PLANT	151,672	56,500	217,300	885,000	885,000	885,000	828,500		1466.4%
14 TOTAL EXPENSES	1,498,537	4,683,800	6,564,300	4,368,600	4,368,600	4,368,600	(315,200)		-6.7%
15 BUDGET BALANCE - WATER	4,730,637	2,680,700	1,900,100	593,500	93,500	93,500	(2,087,200)		-96.5%
16 TOTAL ENDING BUDGET BALANCES	4,730,637	2,680,700	1,900,100	593,500	93,500	93,500	(2,087,200)		-96.5%
17 TOTAL BUDGET BALANCES & EXPENSES	6,229,174	7,364,500	8,464,400	4,962,100	4,462,100	4,462,100	(2,402,400)		-39.4%
	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE		
		ORIGINAL APPROVED	2023/24 PROJECTED				FY25 VS FY24 BUDGET	FY25 VS POLICY	
18 RESERVE BALANCES									
19 CAPITAL ASSET RESERVE-WATER	586,669	587,700	594,500	601,500	601,500	601,500	13,800		MIN \$500K
20 IMPACT FEE RESERVE - WATER	1,845,769	1,011,500	1,870,300	1,815,200	1,815,200	1,815,200	803,700		20% of Rev.

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# Fiscal Year 2024/2025 Water Fund

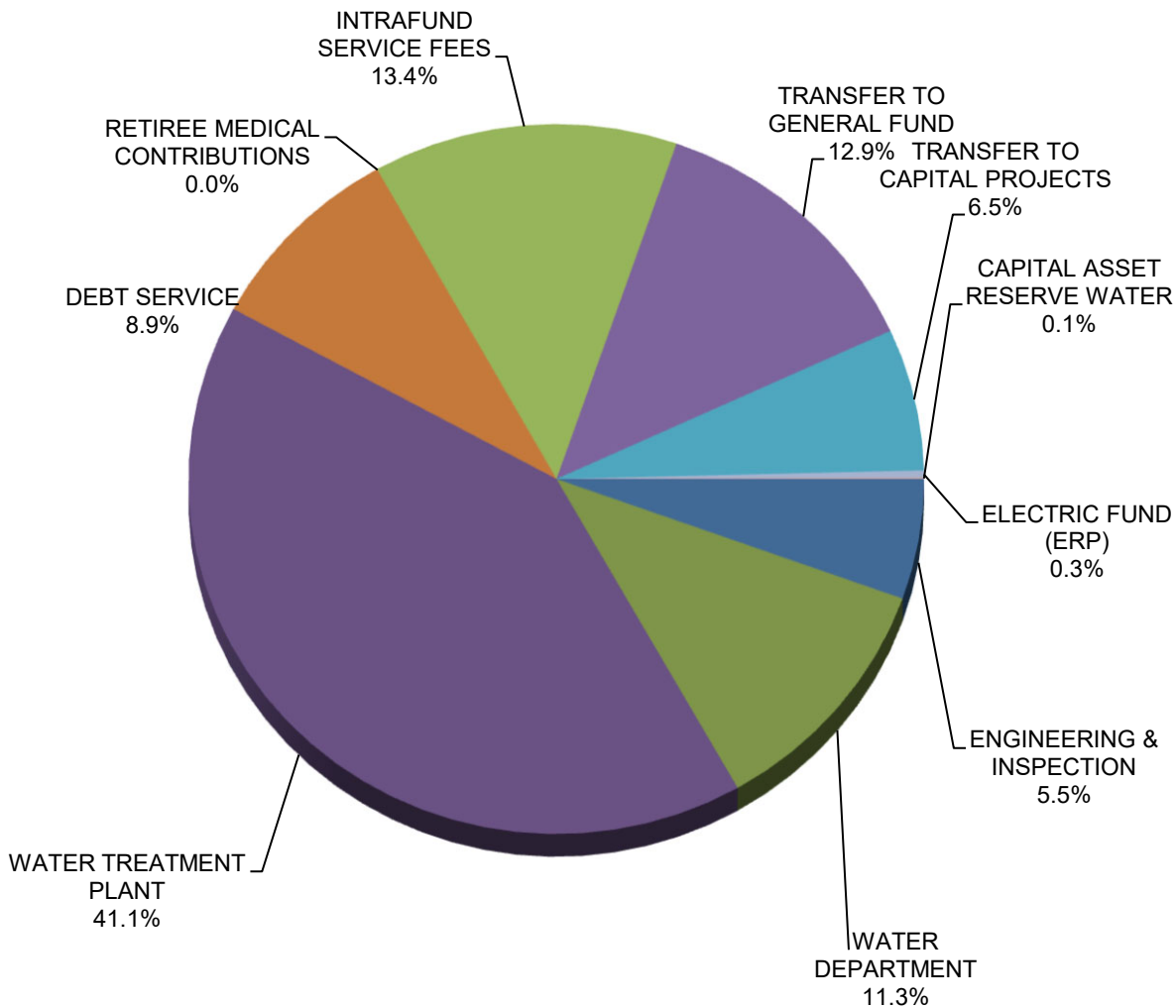
## Revenue



FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

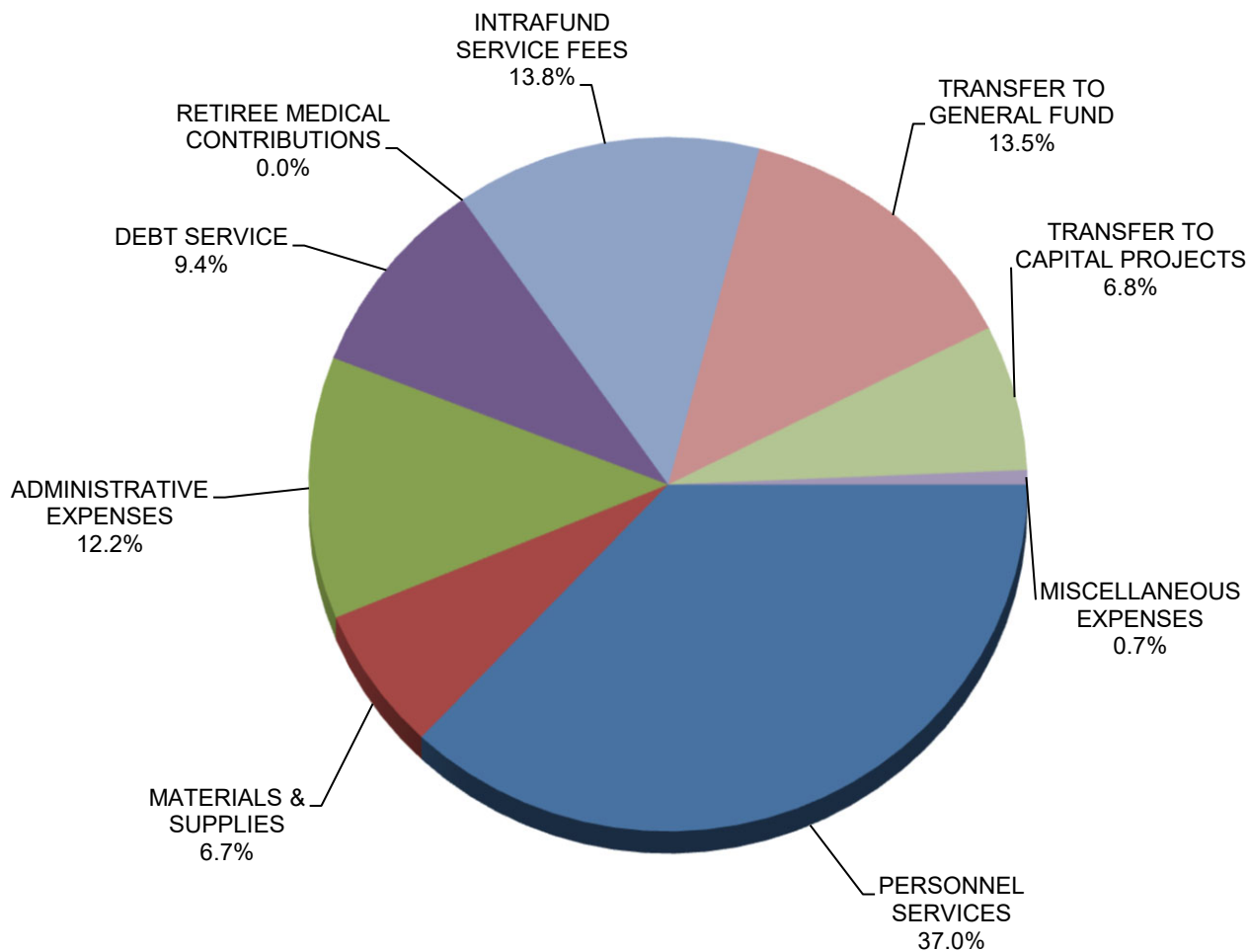
# 2024/2025 Budget Water Fund Expenses

## By Major Function



FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# 2024/2025 Budget Water Fund Expenses By Expense Category



**WASTEWATER FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE - WASTEWATER	2,858,700	4,534,400	4,042,400	3,942,400	3,942,400	3,942,400	(592,000)	-13.1%
2 BASE REVENUE:								
3 WASTEWATER SERVICES	4,590,021	4,600,000	4,600,000	4,193,600	4,193,600	4,193,600	(406,400)	-8.8%
4 WASTEWATER TREATMENT SERVICES	3,029,834	3,526,000	3,526,000	3,672,600	3,672,600	3,672,600	146,600	4.2%
5 GROUNDWATER INFLOW ADJUSTMENT	2,135,571	2,200,000	2,200,000	1,977,400	1,977,400	1,977,400	(222,600)	-10.1%
6 MISC GRANT REVENUE	2,500	-	-	-	-	-	-	0.0%
7 WASTEWATER IMPACT FEES	357,740	225,000	225,000	230,000	230,000	230,000	5,000	2.2%
8 INTEREST - WASTEWATER	187,735	50,000	250,000	100,000	100,000	100,000	50,000	100.0%
9 MISCELLANEOUS SERVICE FEE	31,911	200	200	10,200	50,200	50,200	10,000	25000.0%
10 TOTAL REVENUES	10,335,310	10,601,200	10,801,200	10,183,800	10,223,800	10,223,800	(417,400)	-3.6%
11 TOTAL BEGINNING BALANCE & REVENUES	13,194,010	15,135,600	14,843,600	14,126,200	14,166,200	14,166,200	(1,009,400)	-6.4%
12 DIRECT EXPENSES:								
13 ENGINEERING & INSPECTION	307,084	304,100	304,100	380,800	382,000	382,000	76,700	25.6%
14 WASTEWATER MAINTENANCE	1,161,098	1,345,100	1,379,100	1,369,000	1,369,000	1,369,000	23,900	1.8%
15 DIRECT EXPENDITURE SUBTOTAL	1,468,182	1,649,200	1,683,200	1,749,800	1,751,000	1,751,000	100,600	6.2%
16 OTHER EXPENSES:								
17 DEBT SERVICE - WASTEWATER	650,743	696,200	696,200	614,200	614,200	614,200	(82,000)	-11.8%
18 RETIREES HEALTH CARE	100,500	110,000	110,000	-	-	-	(110,000)	-100.0%
19 OTHER EMPLOYMENT EXPENSES	-	-	-	4,600	4,600	4,600	4,600	0.0%
20 KENT COUNTY TREATMENT CHARGE	4,164,096	4,730,000	4,730,000	5,198,600	5,198,600	5,198,600	468,600	9.9%
21 INTERFUND SERVICE FEES	839,485	870,900	870,900	741,100	724,900	724,900	(129,800)	-16.8%
22 BANK & CREDIT CARD FEES	5,871	10,000	10,000	6,000	6,000	6,000	(4,000)	-40.0%
23 OTHER EXPENSES SUBTOTAL	5,760,695	6,417,100	6,417,100	6,564,500	6,548,300	6,548,300	147,400	2.0%
24 TRANSFER TO:								
25 GENERAL FUND FROM WASTEWATER	1,000,000	500,000	500,000	500,000	1,000,000	1,000,000	-	100.0%
26 WASTEWATER IMP AND EXT	706,400	2,270,900	2,270,900	1,329,900	1,329,900	1,329,900	(941,000)	-41.4%
27 WATER IMPACT FEE RESERVE	186,378	-	-	-	-	-	-	0.0%
28 ELETRIC FUND (ERP)	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
29 TRANSFER TO INVENTORY WRITE-OFFS	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%
30 TRANSFER TO SUBTOTAL	1,922,778	2,800,900	2,800,900	1,859,900	2,359,900	2,359,900	(941,000)	-15.7%
31 TOTAL EXPENSES	9,151,654	10,867,200	10,901,200	10,174,200	10,659,200	10,659,200	(693,000)	-1.9%
32 BUDGET BALANCE WASTEWATER	4,042,356	4,268,400	3,942,400	3,952,000	3,507,000	3,507,000	(316,400)	-17.8%
33 TOTAL BUDGET BALANCES & EXPENSES	13,194,010	15,135,600	14,843,600	14,126,200	14,166,200	14,166,200	(1,009,399)	-6.4%
34 EXCEEDS/(REMAINS)TO MEET REQMNT	2,804,356	2,984,300	2,646,300	2,730,600	2,283,200	2,283,200		

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY24 BUDGET	POLICY
		ORIGINAL APPROVED	2023/24 PROJECTED					
35 RESERVE BALANCES								
36 CONTINGENCY - WASTEWATER	309,657	310,600	313,800	317,800	317,800	317,800	7,200	\$250K

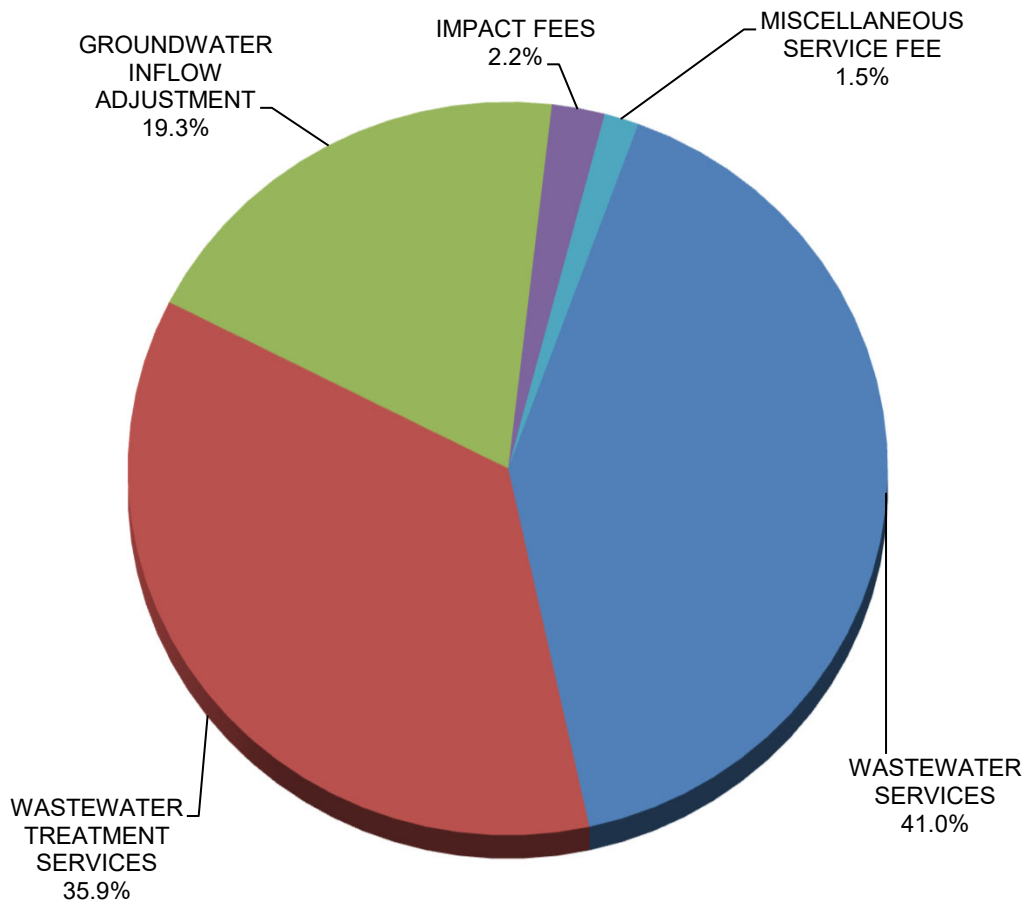
**WASTEWATER IMPROVEMENT & EXTENSION FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2023/24 PROJECTED				FY25 VS FY24 BUDGET	% CHG FY25 VS fy25 VS
1 BEGINNING BALANCE - WASTEWATER	1,122,422	806,300	2,602,600	767,900	767,900	767,900	(38,400)	-4.8%
2 <b>TOTAL BEGINNING BALANCES</b>	<b>1,122,422</b>	<b>806,300</b>	<b>2,602,600</b>	<b>767,900</b>	<b>767,900</b>	<b>767,900</b>	<b>(38,400)</b>	<b>-4.8%</b>
3 <b>REVENUES</b>								
4 TRANS FR OPERATING FUND - WW	706,400	2,270,900	2,270,900	1,329,900	1,329,900	1,329,900	(941,000)	-41.4%
5 TRANSFER FR WASTEWATER IMPACT FEE	5,600	306,000	306,000	7,200	7,200	7,200	(298,800)	-97.6%
6 FEDERAL/STATE GRANTS	50,000	-	-	354,000	354,000	354,000	354,000	0.0%
7 INTEREST INCOME	26,313	25,000	17,000	20,000	20,000	20,000	(5,000)	-20.0%
8 MISCELLANEOUS RECEIPTS	910,900	-	-	-	-	-	-	0.0%
9 <b>TOTAL REVENUES</b>	<b>1,699,213</b>	<b>2,601,900</b>	<b>2,593,900</b>	<b>1,711,100</b>	<b>1,711,100</b>	<b>1,711,100</b>	<b>(890,800)</b>	<b>-34.2%</b>
10 <b>TOTAL BEGINNING BALANCES &amp; REVENUES</b>	<b>2,821,635</b>	<b>3,408,200</b>	<b>5,196,500</b>	<b>2,479,000</b>	<b>2,479,000</b>	<b>2,479,000</b>	<b>(929,200)</b>	<b>-27.3%</b>
11 <b>EXPENSES</b>								
12 WASTEWATER MAINTENANCE	219,066	2,576,900	4,428,600	1,691,100	1,691,100	1,691,100	(885,800)	-34.4%
13 <b>TOTAL EXPENSES</b>	<b>219,066</b>	<b>2,576,900</b>	<b>4,428,600</b>	<b>1,691,100</b>	<b>1,691,100</b>	<b>1,691,100</b>	<b>(885,800)</b>	<b>-34.4%</b>
14 <b>TOTAL ENDING BUDGET BALANCES</b>	<b>2,602,569</b>	<b>831,300</b>	<b>767,900</b>	<b>787,900</b>	<b>787,900</b>	<b>787,900</b>	<b>(43,400)</b>	<b>-5.2%</b>
15 <b>TOTAL BUDGET BALANCES &amp; EXPENSES</b>	<b>2,821,635</b>	<b>3,408,200</b>	<b>5,196,500</b>	<b>2,479,000</b>	<b>2,479,000</b>	<b>2,479,000</b>	<b>(929,200)</b>	<b>-27.3%</b>
<hr/>								
16 RESERVE BALANCES	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2023/24 PROJECTED				FY25 VS FY25 BUDGET	POLICY
17 CAPITAL ASSET RESERVE-WASTEWATER	585,327	594,000	593,100	600,100	600,100	600,100	6,100	MIN \$500K
18 IMPACT FEE RESERVE - WASTEWATER	5,553,858	5,436,150	5,317,900	5,142,900	5,142,900	5,142,900	(293,250)	20% of Rev.

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# Fiscal Year 2024/2025 Wastewater Fund

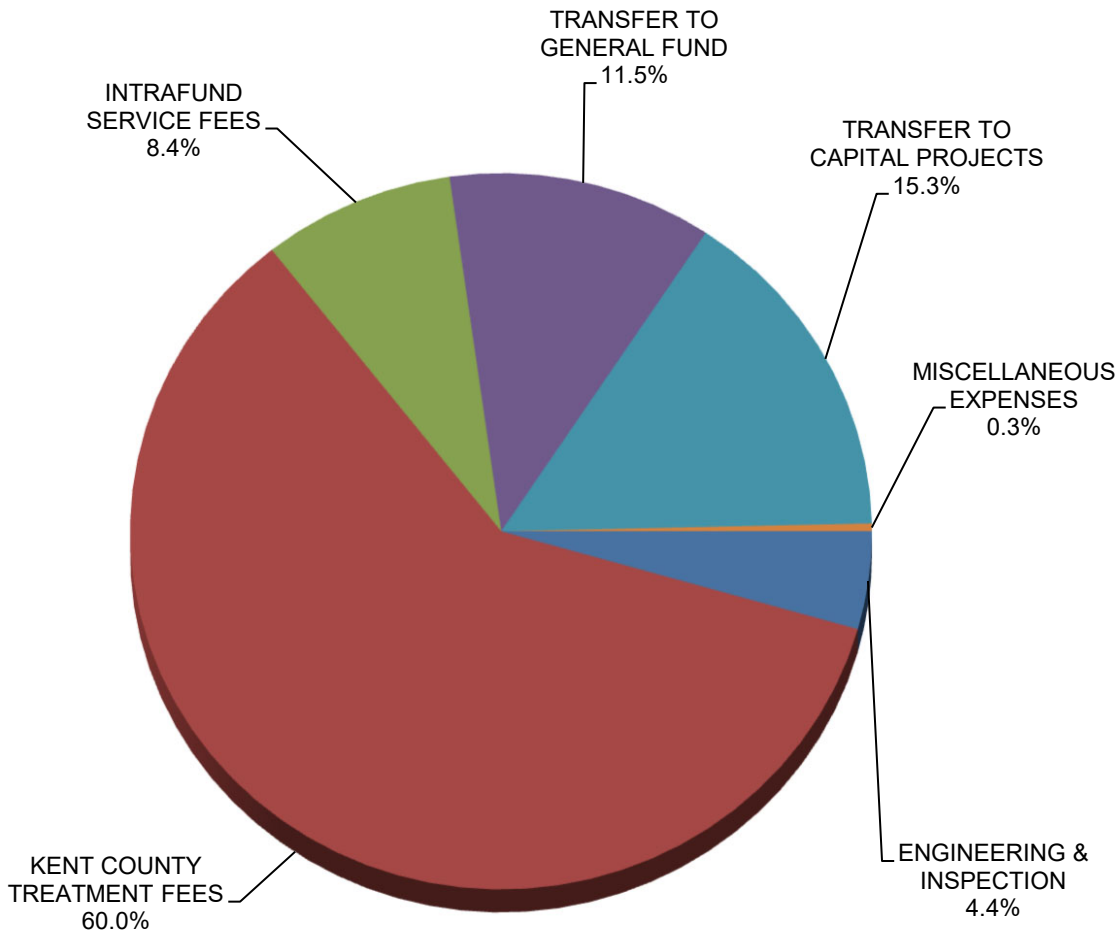
## Revenue



FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

# 2024/2025 Budget Wastewater Fund Expenses

## By Major Function

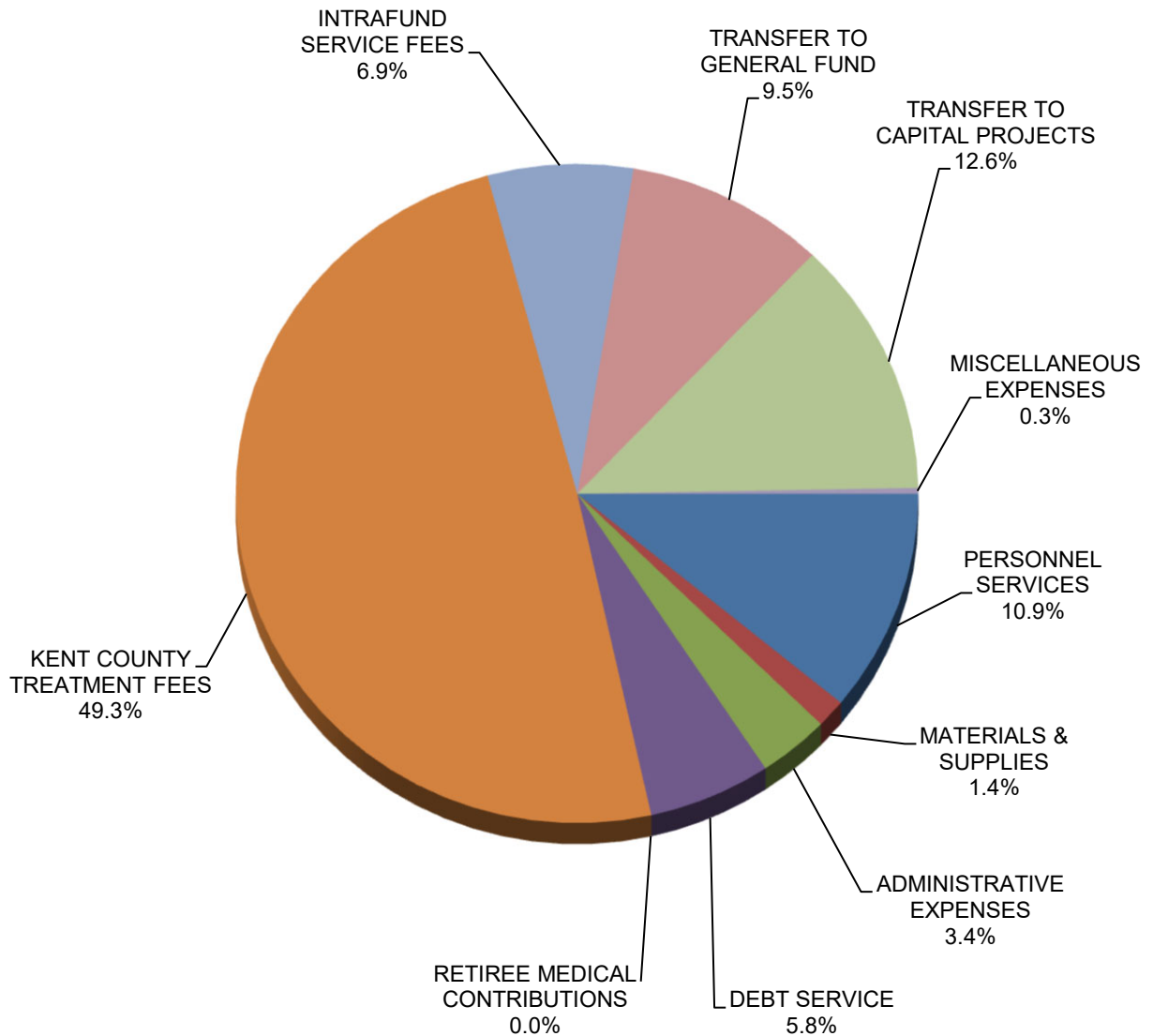




FY 2025 ANNUAL OPERATING BUDGET - DOVER,  
DELAWARE

# 2024/2025 Budget Wastewater Fund Expenses

## By Expense Category

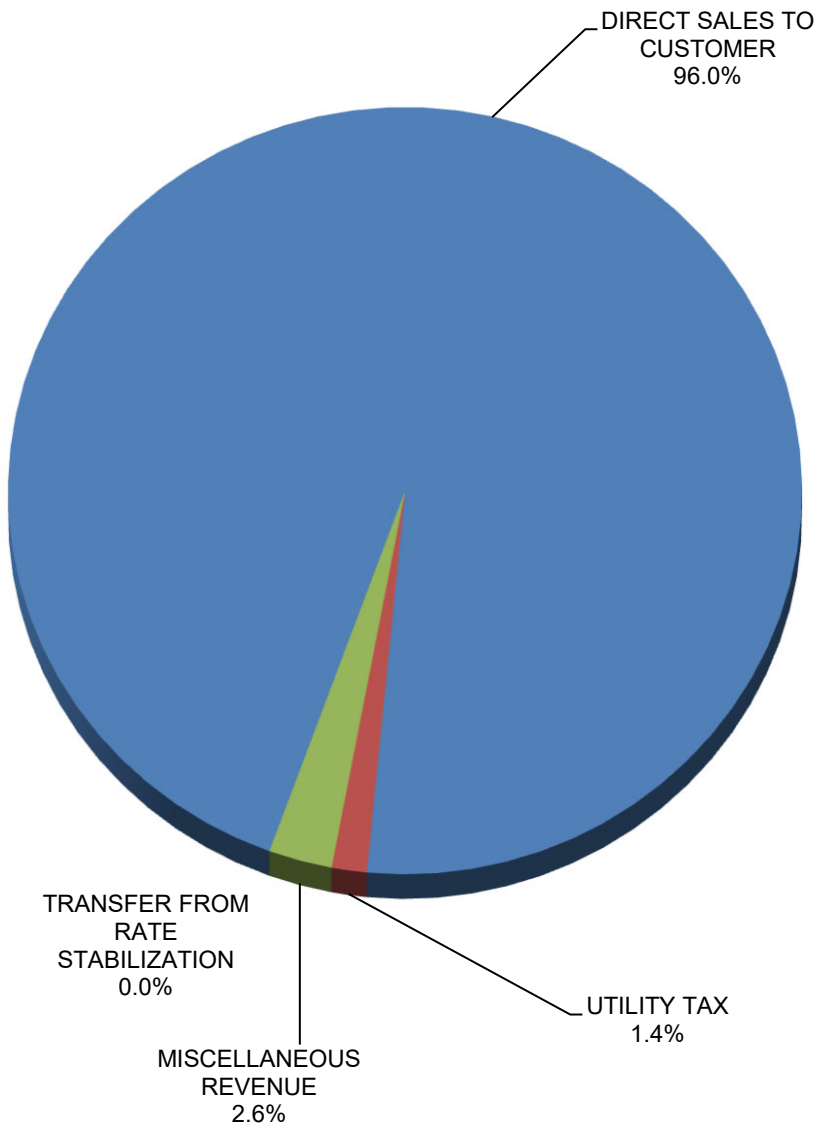




FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

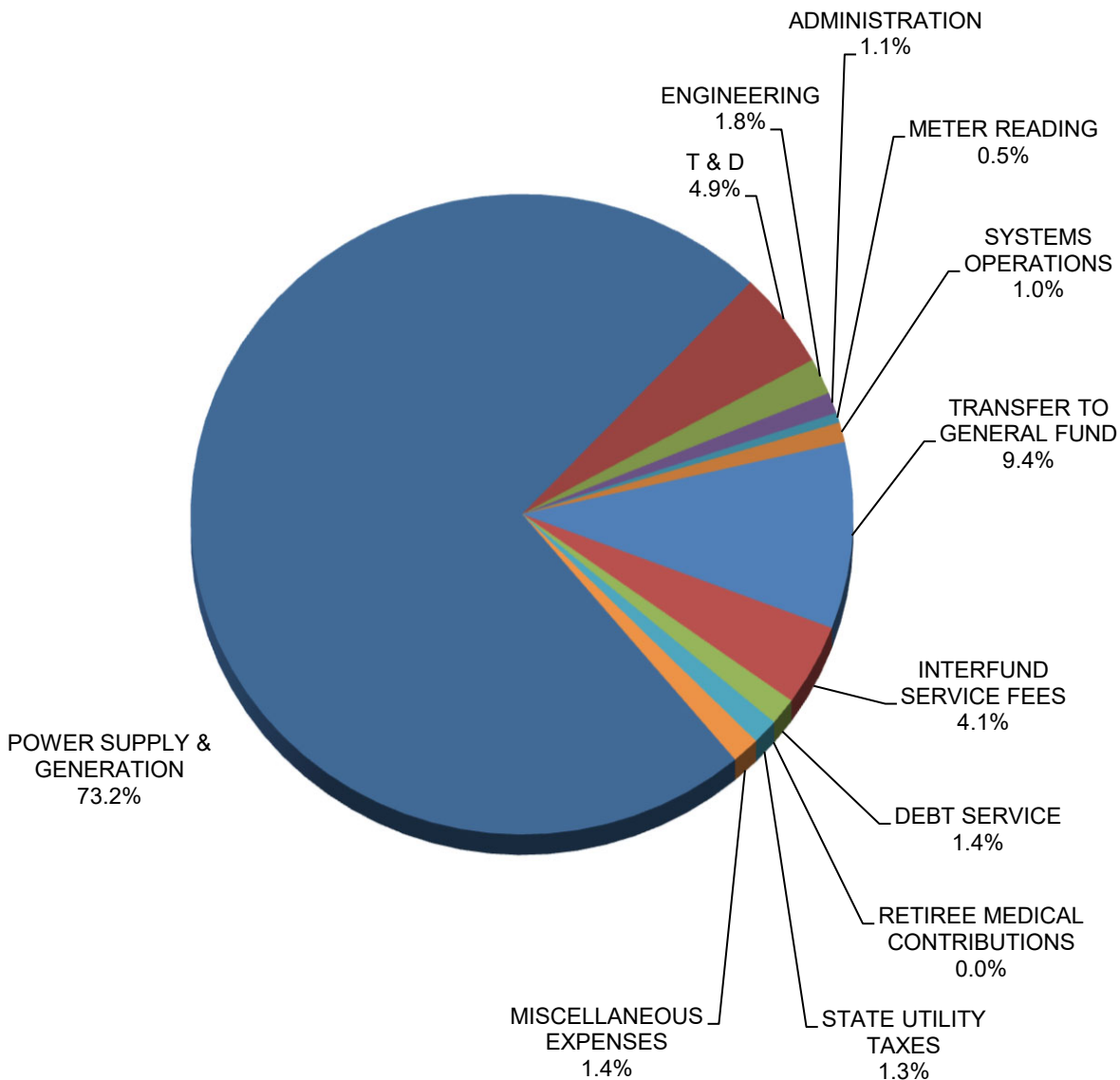
# Electric Fund Fiscal Year 2024/2025

## Revenue



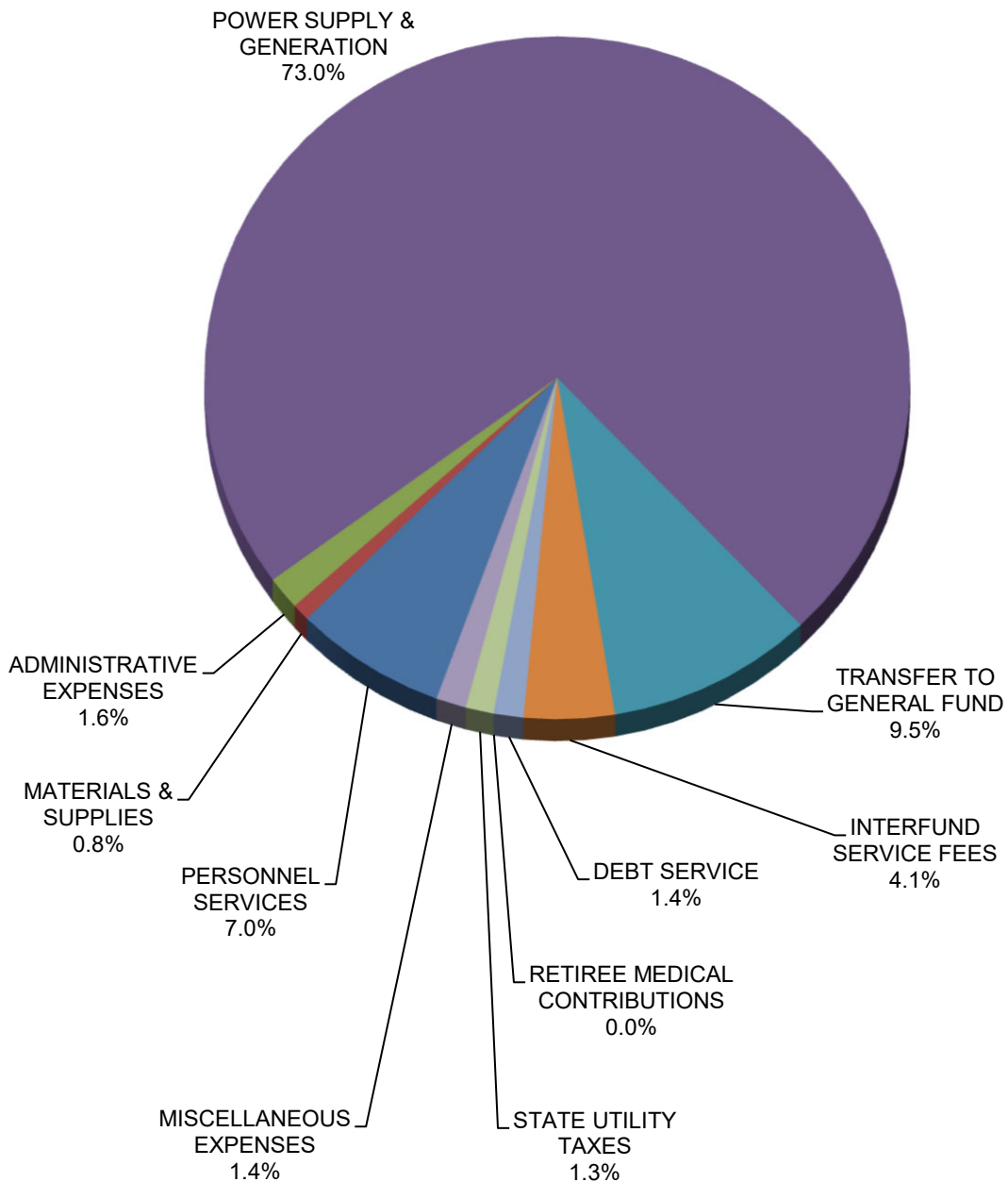
FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

**Electric Fund  
Fiscal Year 2024/2025  
Expense by Major Function**



FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

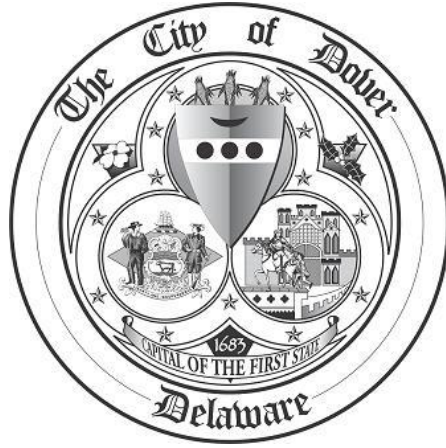
# Electric Fund Fiscal Year 2024/2025 Expense by Category



**ELECTRIC IMPROVEMENT & EXTENSION FUND SUMMARY**

	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY25 BUDGET	% CHG FY25 VS FY24 VS
		ORIGINAL APPROVED	2023/24 PROJECTED					
1 BEGINNING BALANCE	24,439,406	16,645,900	24,414,800	33,165,000	33,165,000	33,165,000	16,519,100	99.2%
2 REVENUES								
3 TRANSFER FROM ELECTRIC	4,826,400	-	-	4,546,000	-	-	4,546,000	0.0%
4 STATE GRANTS	-	-	5,000,000	-	-	-	-	0.0%
5 GENERAL SERVICE BILLING	259,809	200,000	200,000	1,000,000	1,000,000	1,000,000	800,000	400.0%
6 TRF FROM DEPRESIATION RESERVE	-	-	8,442,900	-	-	-	-	0.0%
7 TRF FROM FUTURE CAPACITY	-	2,000,000	2,500,000	2,000,000	2,000,000	2,000,000	-	0.0%
8 INTEREST EARNINGS	158,524	-	-	-	-	-	-	0.0%
9 TOTAL REVENUES	5,244,733	2,200,000	16,142,900	7,546,000	3,000,000	3,000,000	5,346,000	36.4%
10 TOTALS	29,684,139	18,845,900	40,557,700	40,711,000	36,165,000	36,165,000	21,865,100	91.9%
11 EXPENSES								
12 ELECTRIC ADMINISTRATION	397,073	2,000,000	2,500,000	-	-	-	(2,000,000)	-100.0%
13 ELECTRIC GENERATION	401,638	275,000	275,000	470,000	470,000	470,000	195,000	70.9%
14 TRANSMISSION AND DISTRIBUTION	1,743,193	2,497,400	2,497,400	3,090,000	3,090,000	3,090,000	592,600	23.7%
15 ELECTRICAL ENGINEERING	2,219,598	2,076,000	2,076,000	3,986,000	3,986,000	3,986,000	1,910,000	92.0%
16 METER READING	-	44,300	44,300	-	-	-	(44,300)	-100.0%
17 ERP SYSTEM	111,420	-	-	-	-	-	-	0.0%
18 TOTAL EXPENSES	4,872,921	6,892,700	7,392,700	7,546,000	7,546,000	7,546,000	653,300	9.5%
19 BUDGET BALANCE	24,811,219	11,953,200	33,165,000	33,165,000	28,619,000	28,619,000	21,211,800	139.4%
20 TOTAL BUDGET BALANCE & EXPENSES	29,684,139	18,845,900	40,557,700	40,711,000	36,165,000	36,165,000	21,865,100	91.9%
	2022/2023 ACTUAL	2023/24		2024/2025 REQUESTED	2024/2025 RECOMMENDED	2024/2025 APPROVED	\$ DIFFERENCE FY25 VS FY25 BUDGET	POLICY
		ORIGINAL APPROVED	2023/24 PROJECTED					
21 RESERVE BALANCES								
22 DEPRECIATION RESERVE	21,430,749	12,180,000	13,267,800	13,517,800	13,517,800	13,517,800	1,337,800	Min \$10M
23 FUTURE CAPACITY RESERVE	14,682,094	12,562,000	12,377,300	12,716,900	12,716,900	12,716,900	154,900	Min \$10M





**THIS PAGE INTENTIONALLY LEFT BLANK**



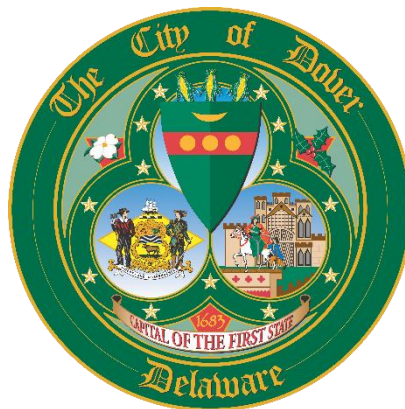
# PERSONNEL SUMMARY

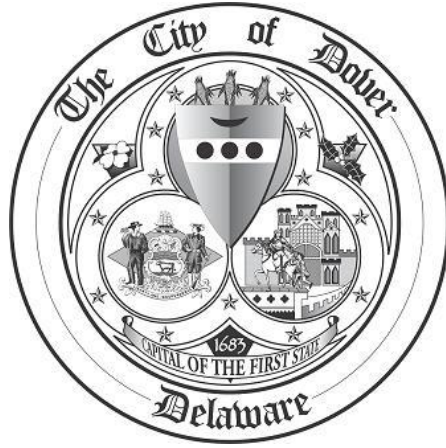
**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*PERSONNEL TABLE*

*PERSONNEL COST SUMMARY*

*OVERTIME TRENDS*





**THIS PAGE INTENTIONALLY LEFT BLANK**

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

City of Dover  
Fiscal Year 2025 Budget  
Personnel Table

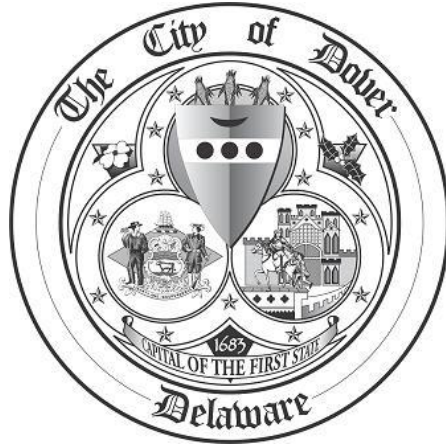
DEPT/DIVISION	2022-2023	2023-2024	2024-2025	
	BUDGET	BUDGET	RECOMMENDED	CHANGE
CITY CLERK	4.0	4.0	4.0	0.0
CITY MANAGER	5.0	5.0	5.0	0.0
CODE ENFORCEMENT	6.0	6.0	6.0	0.0
CUSTOMER SERVICES	16.0	15.0	15.0	0.0
FACILITIES MAINTENANCE	6.0	6.0	6.0	0.0
FINANCE	8.0	8.0	8.0	0.0
FIRE DEPARTMENT	5.0	6.0	6.0	0.0
FLEET MAINTENANCE	5.0	5.0	5.0	0.0
GROUNDS	14.0	14.0	14.0	0.0
HUMAN RESOURCES	4.0	4.0	4.0	0.0
INFORMATION TECHNOLOGY	5.0	5.0	5.0	0.0
INSPECTIONS	6.0	6.0	6.0	0.0
LIBRARY	14.0	14.0	14.0	0.0
LIFE SAFETY	4.0	4.0	4.0	0.0
MAYOR	2.0	2.0	2.0	0.0
PARKS AND RECREATION	9.0	10.0	10.0	0.0
PLANNING	6.0	6.0	6.0	0.0
POLICE - TOTAL*	144.0	145.0	145.0	0.0
PROCUREMENT AND INVENTORY	5.0	5.0	5.0	0.0
PUBLIC WORKS - ADMINISTRATION	5.0	5.0	5.0	0.0
PUBLIC WORKS - ENGINEERING	2.0	2.0	2.0	0.0
STREETS	7.0	7.0	7.0	0.0
<b>SANITATION</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0.0</b>
<b>STORMWATER</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>0.0</b>
<b>GENERAL FUND AND CDBG TOTAL</b>	<b>301.0</b>	<b>303.0</b>	<b>303.0</b>	<b>0.0</b>
ELECTRIC ADMINISTRATION	3.0	3.0	3.0	0.0
ELECTRIC SYSTEM OPERATIONS	6.0	5.0	5.0	0.0
ELECTRIC ENGINEERING	11.0	11.0	11.0	0.0
ELECTRIC T & D	24.0	24.0	24.0	0.0
METER READING - CUSTOMER SERVICE	4.0	4.0	4.0	0.0
<b>ELECTRIC FUND TOTAL</b>	<b>48.0</b>	<b>47.0</b>	<b>47.0</b>	<b>0.0</b>
WATER ENGINEERING	2.5	2.5	2.5	0.0
WASTEWATER ENGINEERING	2.5	2.5	2.5	0.0
WATER MAINTENANCE	6.0	6.0	6.0	0.0
WASTEWATER MAINTENANCE	11.0	11.0	11.0	0.0
WATER TREATMENT PLANT	14.0	14.0	14.0	0.0
<b>WATER/WASTEWATER FUNDS TOTAL</b>	<b>36.0</b>	<b>36.0</b>	<b>36.0</b>	<b>0.0</b>
<b>TOTAL FULL-TIME PERSONNEL</b>	<b>385.0</b>	<b>386.0</b>	<b>386.0</b>	<b>0.0</b>
*109 Officers; 36 Civilians - 145 Total Employees				
DEPT/DIVISION	2022-2023	2023-2024	2024-2025	
	BUDGET	BUDGET	RECOMMENDED	CHANGE
<b>PART-TIME PERSONNEL</b>				
CITY CLERK	2.0	0.0	0.0	0.0
CITY COUNCIL COMMITTEES	17.0	17.0	17.0	0.0
CITY MANAGER	0.0	0.0	0.0	0.0
PLANNING COMMISSION	14.0	14.0	14.0	0.0
FIRE (5 On Call Dispatchers)	9.0	9.0	9.0	0.0
GROUNDS	0.0	0.0	0.0	0.0
PARKS AND RECREATION	17.0	15.0	15.0	0.0
LIBRARY	17.0	18.0	18.0	0.0
POLICE CADET/PART TIME POSITIONS	6.0	7.0	8.0	1.0
PROCUREMENT AND INVENTORY	1.0	1.0	1.0	0.0
CUSTOMER SERVICES	0.0	0.0	0.0	0.0
METER READING - CUSTOMER SERVICE	0.0	0.0	0.0	0.0
FINANCE	0.0	0.0	0.0	0.0
INFORMATION TECHNOLOGY	0.0	0.0	0.0	0.0
HUMAN RESOURCES	0.0	0.0	0.0	0.0
ELECTRIC ENGINEERING	1.0	0.0	0.0	0.0
COMMUNITY DEVELOPMENT GRANT	0.0	0.0	0.0	0.0
SUBSTANCE ABUSE GRANT	10.0	10.0	10.0	0.0
<b>TOTAL PART-TIME PERSONNEL</b>	<b>94.0</b>	<b>91.0</b>	<b>92.0</b>	<b>1.0</b>
<b>TOTAL PERSONNEL</b>	<b>479.0</b>	<b>477.0</b>	<b>478.0</b>	<b>1.0</b>

FY 2025 ANNUAL OPERATING BUDGET - DOVER, DELAWARE

City of Dover 2024-2025 BUDGET Total City Personnel by Fund									
Dept/Div Number	# of Positions	Division Title	Base Pay 51011	Bonus/Allow./SD On Call 51011	Overtime 51012	Part Time/Temp 51013	Total Wages	Total Benefits	Total Personnel
1100-511	4	City Clerk	\$ 273,000	\$ -	\$ -	\$ -	\$ 273,000	\$ 153,200	\$ 426,200
1200-512	17	City Council	186,000	-	-	-	186,000	14,800	200,800
1600-533	20	Planning	489,500	(33,100)	11,700	9,000	477,100	322,000	799,100
2100-515	5	City Manager	579,900	-	3,400	-	583,300	491,500	1,074,800
3100-518	4	Human Resources	284,800	4,400	-	-	289,200	100,400	389,600
3200-519	2	Mayor	103,700	-	-	-	103,700	57,800	161,500
1400-514	15	Fire	354,900	-	61,200	23,200	439,300	133,400	572,700
1600-531	4	Life Safety	313,100	13,800	39,400	-	366,300	199,700	566,000
1600-532	6	Code Enforcement	338,800	-	4,600	-	343,400	207,100	550,500
1600-534	6	Building Inspections	383,900	-	7,300	-	391,200	323,800	715,000
1700-542	38	Civilian Police	2,196,600	33,800	167,900	162,600	2,560,900	1,368,900	3,929,800
1700-543	109	Law Enforcement	10,883,100	178,500	761,100	-	11,822,700	5,839,600	17,662,300
1700-544	0	Police Extra Duty	355,800	-	-	-	355,800	49,200	405,000
2400-551	5	Public Works Admin	341,500	2,200	800	-	344,500	290,800	635,300
1800-554	7	Streets	359,000	400	16,000	-	375,400	197,700	573,100
1800-555	11	Sanitation	595,600	1,600	21,000	-	618,200	475,800	1,094,000
1800-560	8	Stormwater	389,700	2,100	11,400	-	403,200	213,700	616,900
2500-552	6	Facilities	406,900	-	8,100	-	415,000	252,500	667,500
2600-553	2	Public Works Engineering	145,800	-	1,800	-	147,600	69,100	216,700
1500-523	32	Library	808,500	2,900	-	347,000	1,158,400	579,600	1,738,000
1500-522	14	Grounds	783,900	-	27,200	-	811,100	600,300	1,411,400
1500-525	25	Recreation	628,600	2,700	6,400	183,100	820,800	405,700	1,226,500
2700-571	6	Procurement & Inventory	390,100	-	1,400	23,700	415,200	189,300	604,500
2800-572	5	Fleet Maintenance	315,900	1,000	5,100	-	322,000	238,200	560,200
2200-516	5	Information Technology	385,200	-	1,200	-	386,400	218,100	604,500
2300-517	8	Finance	569,800	-	-	-	569,800	271,400	841,200
2900-529	15	Customer Service	794,300	12,900	10,500	-	817,700	492,700	1,310,400
<b>Total General Fund</b>			<b>\$ 23,657,900</b>	<b>\$ 223,200</b>	<b>\$ 1,167,500</b>	<b>\$ 748,600</b>	<b>\$ 25,797,200</b>	<b>\$ 13,756,300</b>	<b>\$ 39,553,500</b>
Dept/Div Number	# of Positions	Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
2600-553	2.5	Water Engineering	\$ 231,500	\$ 3,500	\$ -	\$ -	\$ 235,000	\$ 112,100	\$ 347,100
6800-568	6	Water Maintenance	405,200	8,700	19,000	-	432,900	306,300	739,200
7600-576	14	Water Treatment	1,016,800	9,500	52,400	-	1,078,700	707,600	1,786,300
2600-553	2.5	Wastewater Engineering	212,400	-	1,900	-	214,300	88,100	302,400
6900-569	11	Wastewater Maintenance	581,100	17,700	38,000	-	636,800	305,600	942,400
<b>Total Water/Wastewater Fund</b>			<b>\$ 2,447,000</b>	<b>\$ 39,400</b>	<b>\$ 111,300</b>	<b>\$ -</b>	<b>\$ 2,597,700</b>	<b>\$ 1,519,700</b>	<b>\$ 4,117,400</b>
Dept/Div Number	# of Positions	Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
8300-563	11	Engineering	1,116,100	12,900	16,800	-	1,145,800	480,800	1,626,600
8200-562	24	T & D	\$ 2,430,800	\$ 45,500	\$ 172,900	\$ -	\$ 2,649,200	\$ 1,190,400	\$ 3,839,600
8400-564	3	Administration	256,100	-	-	-	256,100	91,700	347,800
8500-565	4	Meter Reading	267,200	25,400	16,400	-	309,000	175,800	484,800
8600-526	5	System Operators	596,300	6,200	151,100	-	753,600	313,900	1,067,500
<b>Total Electric Fund</b>			<b>\$ 4,666,500</b>	<b>\$ 90,000</b>	<b>\$ 357,200</b>	<b>\$ -</b>	<b>\$ 5,113,700</b>	<b>\$ 2,252,600</b>	<b>\$ 7,366,300</b>
Dept/Div Number	# of Positions	Division Title	Base Pay 10-11	Bonus/Allow./SD On Call 10-11	Overtime 10-12	Part Time/Temp 10-13	Total Wages	Total Benefits	Total Personnel
9900-596	0	CDBG	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000
9900-542	6	Police Cadet Program	-	-	-	-	-	-	-
1500-581	10	Substance Abuse Grant	-	-	-	52,200	52,200	4,200	56,400
<b>Total Grant Funds</b>			<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 52,200</b>	<b>\$ 87,200</b>	<b>\$ 4,200</b>	<b>\$ 91,400</b>
<b>478</b>	<b>GRAND TOTAL</b>		<b>\$ 30,771,400</b>	<b>\$ 387,600</b>	<b>\$ 1,636,000</b>	<b>\$ 800,800</b>	<b>\$ 33,595,800</b>	<b>\$ 17,532,800</b>	<b>\$ 51,128,600</b>

CITY OF DOVER  
OVERTIME COMPARISON  
FISCAL YEAR 2022 THROUGH 2025

DEPARTMENT	2022			2023			2024 (through April)			2025		
	Orig. Budget	Actual	% To Date	Orig. Budget	Actual	Variance	% To Date	Orig. Budget	Actual	Variance	% To Date	Proposed
CITY CLERK	-	293	0	-	881	(881)	---	-	3,610	(3,610)	---	-
PLANNING	9,000	5,856	65.1%	7,000	7,398	(398)	105.7%	6,300	7,350	(1,050)	116.7%	11,700
CITY MANAGER	5,600	7,685	137.2%	5,400	5,293	107	98.0%	4,800	15,877	(11,077)	330.8%	3,400
HUMAN RESOURCES	900	202	---	-	227	(227)	---	-	-	0	---	-
MAYOR	200	-	---	-	-	0	---	-	-	0	---	-
FIRE	53,000	59,617	112.5%	25,000	76,887	(51,887)	307.5%	37,200	50,918	(13,718)	136.9%	61,200
LIFE SAFETY	1,500	8,897	593.1%	9,000	10,833	(1,833)	120.4%	11,900	3,043	8,857	25.6%	39,400
CODE ENFORCEMENT	5,000	862	17.2%	5,000	3,737	1,263	74.7%	5,600	2,562	3,038	45.8%	4,600
PUBLIC INSPECTIONS	7,800	3,777	48.4%	8,000	4,930	3,070	61.6%	11,100	5,065	6,035	45.6%	7,300
POLICE CIVILIAN	113,200	131,899	116.5%	163,600	169,637	(6,037)	103.7%	189,200	173,423	15,777	91.7%	167,900
POLICE LAW ENFORCEMENT	616,400	631,162	102.4%	650,000	728,180	(78,180)	112.0%	738,100	710,335	27,765	96.2%	761,100
PW ADMINISTRATION	300	24	---	-	276	0	---	400	-	400	---	800
STREET	11,400	6,229	54.6%	11,400	4,755	6,646	41.7%	15,600	7,017	8,583	45.0%	16,000
SANITATION	17,300	13,726	79.3%	17,300	7,264	10,036	42.0%	20,700	8,528	12,172	41.2%	21,000
GROUPS	10,700	22,122	206.7%	10,700	13,730	(3,030)	128.3%	18,100	17,119	981	94.6%	27,200
STORMWATER	8,800	4,588	52.1%	8,800	1,243	7,557	14.1%	11,100	4,553	6,547	41.0%	11,400
FACILITIES MANAGEMENT	5,000	4,324	86.5%	5,000	3,384	1,616	67.7%	5,000	778	4,222	15.6%	8,100
PW ENGINEERING	1,300	469	36.1%	1,300	1,855	(555)	142.7%	1,600	1,692	(92)	105.8%	1,800
LIBRARY	-	113	---	-	117	(117)	---	-	-	0	---	-
PARKS & RECREATION	4,300	9,298	216.2%	2,700	6,099	(3,399)	225.9%	3,900	6,963	(3,063)	178.5%	6,400
PROCUREMENT & INVENTORY	1,400	912	65.2%	1,400	373	1,027	26.7%	1,700	727	973	42.7%	1,400
VEHICLE MAINTENANCE	5,000	6,042	120.8%	5,000	2,071	2,929	41.4%	5,900	3,676	2,224	62.3%	5,100
INFORMATION TECHNOLOGIES	1,400	466	33.3%	1,800	878	922	---	2,000	1,282	718	---	1,200
FINANCE	-	-	---	-	-	0	---	-	-	0	---	-
CUSTOMER SERVICES	500	206	41.2%	400	9,947	(9,547)	---	11,900	(332)	12,232	---	10,500
WATER ENGINEERING	-	97	---	-	10	(10)	---	-	-	0	---	-
WATER	17,100	20,065	117.3%	20,800	14,659	6,141	70.5%	29,500	13,152	16,348	44.6%	19,000
WATER TREATMENT PLANT	51,300	26,715	52.1%	44,900	19,835	25,065	44.2%	53,600	17,946	35,654	33.5%	52,400
WASTEWATER	34,500	32,399	93.9%	30,300	26,689	3,611	88.1%	36,700	38,974	(2,274)	106.2%	38,000
WASTEWATER ENGINEERING	-	97	---	1,000	10	990	---	1,700	1,370	330	---	1,900
TRANSMISSION/DISTRIBUTION	130,500	150,766	115.5%	139,800	152,026	(12,226)	108.7%	161,300	141,852	19,448	87.9%	172,900
ELECTRIC ENGINEERING	12,700	16,051	126.4%	12,100	11,547	553	95.4%	21,300	10,696	10,604	50.2%	16,800
ELECTRIC ADMINISTRATION	-	-	---	-	279	(279)	---	-	272	(272)	---	-
ELECTRIC METERING	19,200	10,948	57.0%	10,200	5,291	4,909	51.9%	8,700	12,651	(3,951)	145.4%	16,400
ELECTRIC SYSTEMS OPERATIONS	101,000	102,215	101.2%	111,000	88,635	22,365	79.9%	136,000	86,840	49,160	63.9%	151,100
<b>TOTAL</b>	<b>1,246,300</b>	<b>1,278,122</b>	<b>102.6%</b>	<b>1,308,900</b>	<b>1,378,697</b>	<b>(69,797)</b>	<b>105.3%</b>	<b>1,550,900</b>	<b>1,347,943</b>	<b>202,957</b>	<b>86.9%</b>	<b>1,636,000</b>
ELECTRIC PLANT OPERATIONS	50,000	51,534	---	18,000	38,880	(20,880)	216.0%	18,000	1,624	16,376	9.0%	18,000
POLICE EXTRA DUTY	475,700	488,309	102.7%	355,800	543,669	(187,869)	152.8%	355,800	439,807	(84,007)	123.6%	355,800



**THIS PAGE INTENTIONALLY LEFT BLANK**

# CAPITAL INVESTMENTS PLAN

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*INTRODUCTION*

*REVENUE SOURCES AND FUNDS*

*TOTAL CITY SUMMARY*

*GENERAL*

*SANITATION*

*STORMWATER*

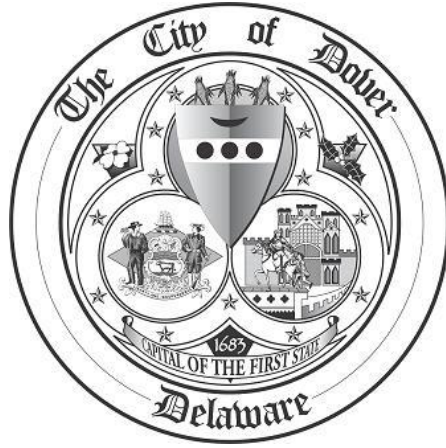
*PUBLIC UTILITIES WATER*

*PUBLIC UTILITIES WASTEWATER*

*PUBLIC UTILITIES ELECTRIC*

*AMERICAN RESCUE PLAN ACT (ARPA) FUND*





**THIS PAGE INTENTIONALLY LEFT BLANK**



# CAPITAL INVESTMENT PLANS

## Revenue Sources & Funds

Total City Summary

General Fund

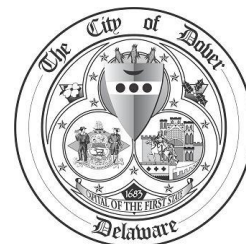
S            F

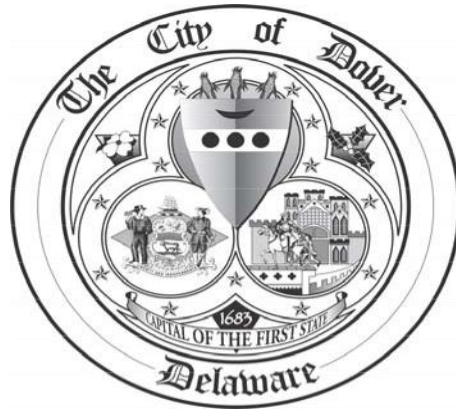
S            F

W        F

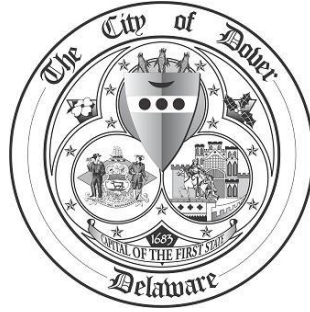
Wastewater F

Electric Fund

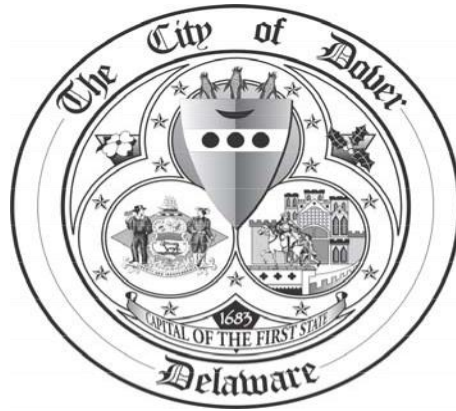




**THIS PAGE INTENTIONALLY LEFT BLANK**



# CITY SUMMARY



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Bond Proceeds			8,300,000			8,300,000
Developer Contribution	1,000,000	1,000,000	400,000	300,000	300,000	3,000,000
Electric Revenue	4,546,000	7,346,400	6,735,000	3,267,000	2,307,000	24,201,400
Future Capacity Reserve Fund	2,000,000					2,000,000
General Fund	3,673,600	4,273,800	4,180,300	4,402,800	4,503,035	21,533,535
Impact Fee Reserve		212,400	248,100	256,500	809,680	1,526,680
Other	20,000					20,000
Sanitation	739,000	750,000	490,000	800,000	824,500	3,603,500
State Grant	3,646,900					3,646,900
Stormwater	1,914,000	2,199,000	4,045,600	2,791,500	2,397,000	13,347,100
Water/Wastewater Fund	3,696,700	12,300,700	6,817,000	8,053,100	7,028,620	37,896,120
<b>GRAND TOTAL</b>	<b>21,236,200</b>	<b>28,082,300</b>	<b>31,216,000</b>	<b>19,870,900</b>	<b>18,169,835</b>	<b>119,075,235</b>

City of Dover, Delaware

Capital Investment Plan

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Electric Admin</b>								
Weyandt Hall Stairwells/Basement Flooring	EA2701	3			100,000			100,000
<b>Electric Admin Total</b>					<b>100,000</b>			<b>100,000</b>
<b>Electric Engineering</b>								
Vehicle Replacement #784	25 Veh#784	1	65,000					65,000
Vehicle Replacement #786	25 Veh#786	1	65,000					65,000
Garrison Oak / Sun Park Substation	EE2215	1	2,000,000					2,000,000
Substation Battery Replacement	EE2501	5	15,000	16,000	32,000	32,000	32,000	127,000
Farmview Drive Renovation	EE2502	10	245,000					245,000
Electric System Study	EE2505	4	750,000					750,000
McKee Switch Yard Reconfiguration	EE2510	2	110,000					110,000
Primary Metering OVH-UGD	EE2511	3	202,000					202,000
Transmission Line Maintenance Program	EE2513	10	50,000	50,000	50,000	50,000	50,000	250,000
Fox Road Overhead Rebuild	EE2515	8	63,000					63,000
William Street Overhead Rebuild	EE2516	9	89,000					89,000
Sounds of Tristate Rebuild	EE2517	6	63,000					63,000
Mitscher Road Overhead Rebuild	EE2518	10	41,000					41,000
Transmission Pole Replacement	EE2519	7	168,000	168,000	168,000			504,000
Small Cell Wireless Improvements	EE2522	10	30,000	30,000	30,000	30,000	30,000	150,000
Substation Component Replacement	EE2523	10	30,000	30,000	30,000	30,000	30,000	150,000
Fox Hall	EE2601	1		579,900				579,900
The Greens Underground Upgrade Phase 1 & 2	EE2603	3		343,000				343,000
Derby Estates Underground Upgrade	EE2604	4		246,000				246,000
Heatherfield Renovation	EE2605	2		300,000				300,000
Shady Lane OVH-UGD	EE2606	1		636,000				636,000
Heatherfield East Renovation	EE2607	3			163,000			163,000
Cartanza Substation Foundation Repair	EE2608	1		250,000				250,000
UPS Battery Replacement	EE2609	5		7,500				7,500
Electric Warehouse	EE2610	2		2,000,000				2,000,000
Substation Transformer Replacement	EE2611	1		1,000,000		1,000,000	1,000,000	3,000,000
Rodney Village Overhead to Underground	EE2701	1			784,000			784,000
Advanced Metering Infrastructure (AMI)	EE2703	3			2,500,000			2,500,000
LED Lighting Conversion	EE2704	3			1,750,000	750,000		2,500,000
Fox Hall West	EE2801	2				60,000		60,000
SCADA Upgrade	EE2802	1				125,000		125,000
<b>Electric Engineering Total</b>			<b>3,986,000</b>	<b>5,656,400</b>	<b>5,507,000</b>	<b>2,077,000</b>	<b>1,142,000</b>	<b>18,368,400</b>
<b>Electric T &amp; D</b>								
Vehicle Replacement #766	25 Veh#766	1	460,000					460,000
Vehicle #767 Replacement	25 Veh#767	1	65,000					65,000
Vehicle #799 Replacement	25 Veh#799	1	65,000					65,000
Vehicle #718 Replacement	26 Veh#718	n/a		200,000				200,000
Emergency Component Replacement (T&D)	EE2521	4	65,000	65,000	65,000	65,000		260,000
New Developments	EE2525	n/a	2,400,000	2,400,000	1,400,000	1,400,000	1,400,000	9,000,000

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
CT Site Repairs & Maintenance	TD2514	9	35,000		38,000		40,000	113,000
<b>Electric T &amp; D Total</b>			<b>3,090,000</b>	<b>2,665,000</b>	<b>1,503,000</b>	<b>1,465,000</b>	<b>1,440,000</b>	<b>10,163,000</b>
<b>Facilities Management</b>								
Replacing 2005 Ford F150 #433	26 Veh#433	n/a		50,000				50,000
City Hall 2nd Story Flat Roof	FC2601	3		50,000				50,000
<b>Facilities Management Total</b>				<b>100,000</b>				<b>100,000</b>
<b>Fire/Robbins Hose</b>								
Replace Engine #2	FR1800	1	77,700	77,700	77,700	77,700	77,700	388,500
Squad #1	FR2000	1	83,400	83,400	83,400	83,400	83,400	417,000
Engine #2	FR2200	1	123,200	123,200	123,200	123,200	123,200	616,000
Replace Ladder #2	FR2400	n/a	282,300	282,300	282,300	282,300	282,300	1,411,500
Engine #4	FR2700	1			176,600	176,600	176,600	529,800
Squad #2	FR2701	1			163,300	163,300	163,300	489,900
Ladder #1	FR2900	1					357,200	357,200
<b>Fire/Robbins Hose Total</b>			<b>566,600</b>	<b>566,600</b>	<b>906,500</b>	<b>906,500</b>	<b>1,263,700</b>	<b>4,209,900</b>
<b>Fleet Maintenance</b>								
2003 Chevrolet 1500HD Flat Bed #119	26 Veh#119	n/a		80,000				80,000
<b>Fleet Maintenance Total</b>				<b>80,000</b>				<b>80,000</b>
<b>Information Technology</b>								
Server/San Replacement	IT2503	n/a	40,000					40,000
Replacement of Sisco Switches	IT2504	n/a	12,000					12,000
Rewiring City Hall Internet Cable	IT2506	n/a	60,000					60,000
<b>Information Technology Total</b>			<b>112,000</b>					<b>112,000</b>
<b>Parks and Recreation</b>								
Replacing 2001 Vermeer Chipper (587)	25 Veh#587	5	60,000					60,000
Replacing 2015 Ford F350 Pickup	26 Veh#549	1		65,000				65,000
Replacing Ford F250 Pickup (4)	27 Veh#4	1			60,000			60,000
Replacing 2019 Ford F150 Pickup	28 Veh#590	n/a				55,000		55,000
Replacing 2020 John Deere Gator	29 Veh#364	5					20,000	20,000
Schutte Park Skate Park	PR2502	n/a	1,100,000					1,100,000
Silver Lake Master Plan	PR2600	n/a		75,000				75,000
Pitt Center Floor	PR2602	n/a		150,000				150,000
Schutte Park Bathroom	PR2700	n/a			200,000			200,000
Silver Lake Bathrooms/Improvements	PR2800	n/a				300,000		300,000
Dover Park Tennis Court Resurfacing	PR2900	n/a					150,000	150,000
<b>Parks and Recreation Total</b>			<b>1,160,000</b>	<b>290,000</b>	<b>260,000</b>	<b>355,000</b>	<b>170,000</b>	<b>2,235,000</b>
<b>Police</b>								
Replacing 2013 Dodge Charger Admin (204)	25 Veh#204	n/a	75,600					75,600
Replacing 2011 Ford Crown Victoria PPV (208)	25 Veh#208	n/a	75,600					75,600
Replacing 2014 Dodge Charger PPV (219)	25 Veh#219	n/a	75,600					75,600
Replacing 2014 Dodge Charger PPV (220)	25 Veh#220	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (231)	25 Veh#231	n/a	75,600					75,600
Replacing 2010 Ford Fusion Admin (235)	25 Veh#235	n/a	75,600					75,600
Replacing 2013 Dodge Charger PPV (236)	25 Veh#236	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (255)	25 Veh#255	n/a	75,600					75,600

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Replacing 2017 Dodge Charger (273)	25 Veh#273	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (279)	25 Veh#279	n/a	75,600					75,600
Replacing 2015 Dodge Charger (290)	25 Veh#290	n/a	75,600					75,600
Replacing 2014 Dodge Charger (201)	26 Veh#201	n/a		75,600				75,600
Replacing 2012 Dodge Charger PPV (205)	26 Veh#205	n/a		75,600				75,600
Replacing 2017 Harley FLHTP (211)	26 Veh#211	n/a		30,000				30,000
Replacing 2016 Dodge Charger (213)	26 Veh#213	n/a		75,600				75,600
Replacing 2018 Chevrolet Tahoe (237)	26 Veh#237	n/a		75,600				75,600
Replacing 2014 Dodge Charger (243)	26 Veh#243	n/a		75,600				75,600
Replacing 2017 Harley FLHTP (244)	26 Veh#244	n/a		30,000				30,000
Replacing 2014 Dodge Charger Admin (249)	26 Veh#249	n/a		75,600				75,600
Replacing 2015 Dodge Charger PPV (265)	26 Veh#265	n/a		75,600				75,600
Replacing 2016 Dodge Charger (271)	26 Veh#271	n/a		75,600				75,600
Replacing 2011 Ford Fusion Admin (286)	26 Veh#286	n/a		75,600				75,600
Replacing 2017 Dodge Charger (288)	26 Veh#288	n/a		75,600				75,600
Replacing 2005 Ford E250 (295)	26 Veh#295	n/a		75,600				75,600
Replacing 2016 Dodge Charger (202)	27 Veh#202	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (203)	27 Veh#203	n/a			75,600			75,600
Replacing 2018 Chevrolet Tahoe (206)	27 Veh#206	n/a			75,600			75,600
Replacing 2020 Chevrolet Tahoe (216)	27 Veh#216	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (217)	27 Veh#217	n/a			75,600			75,600
Replacing 2012 Ford Fusion Admin (225)	27 Veh#225	n/a			75,600			75,600
Replacing 2019 Chevrolet tahoe (227)	27 Veh#227	n/a			75,600			75,600
Replacing 2016 Dodge Charger (228)	27 Veh#228	n/a			75,600			75,600
Replacing 2020 Dodge Charger (230)	27 Veh#230	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (234)	27 Veh#234	n/a			75,600			75,600
Replacing 2019 Harley Davidson FLHTP (257)	27 Veh#257	n/a			30,000			30,000
Replacing 2020 Dodge Charger (274)	27 Veh#274	n/a			75,600			75,600
Replacing 2020 Chevrolet Tahoe (209)	28 Veh#209	n/a				75,600		75,600
Replacing 2020 Dodge Charger (210)	28 Veh#210	n/a				75,600		75,600
Replacing 2022 Ford Explorer (214)	28 Veh#214	n/a				75,600		75,600
Replacing 2022 Ford Explorer (215)	28 Veh#215	n/a				75,600		75,600
Replacing 2022 Ford Transit (221)	28 Veh#221	n/a				75,600		75,600
Replacing 2022 Ford Transit (223)	28 Veh#223	n/a				75,600		75,600
Replacing 2016 Ford F150 4WD (245)	28 Veh#245	n/a				75,600		75,600
Replacing 2012 Ford E550 (247)	28 Veh#247	n/a				250,000		250,000
Replacing 2020 Chevrolet Tahoe (250)	28 Veh#250	n/a				75,600		75,600
2018 Chevrolet Tahoe (252)	28 Veh#252	n/a				75,600		75,600
Replacing 2018 Dodge Charger (258)	28 Veh#258	n/a				75,600		75,600
Replacing 2018 Dodge Charger (259)	28 Veh#259	n/a				75,600		75,600
Replacing 2020 Dodge Charger (240)	29 Veh#240	n/a					75,600	75,600
Replacing 2016 Harley FLHTP (256)	29 Veh#256	n/a					30,000	30,000
Replacing 2020 Dodge Charger (261)	29 Veh#261	n/a					75,600	75,600
Replacing 2013 Dodge Charger PPV (269)	29 Veh#269	n/a					75,600	75,600
Replacing 2016 Dodge Charger (275)	29 Veh#275	n/a					75,600	75,600
Replacing 2015 Dodge Charger (278)	29 Veh#278	n/a					75,600	75,600
Replacing 1999 Ford E250 (281)	29 Veh#281	n/a					76,400	76,400
Replacing 2019 Chevrolet Tahoe (285)	29 Veh#285	n/a					75,600	75,600
Replacing 2012 Ford Fusion Admin (287)	29 Veh#287	n/a					75,600	75,600
Replacing 2009 Chev C55 (294)	29 Veh#294	n/a					101,400	101,400
Replacing 2001 Ford E450 SD ctwy (298)	29 Veh#298	n/a					131,400	131,400
Replacing 2001 Ford E350 SD (299)	29 Veh#299	n/a					101,400	101,400
Police Officer Body Worn Cameras & Tasers	PD2301	1	229,500	229,500				459,000
Axion In-car Cameras	PD2302	1	18,100	36,700	63,000	64,700		182,500
Police Property Security Fencing	PD2501	n/a	215,800					215,800
Police Department Academy 2nd Floor HVAC	PD2502	n/a	193,100					193,100
Police Officer Body Worn Cameras & Tasers	PD2701	1			216,300			216,300



Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Police Officer Body Worn Cameras & Tasers	PD2801	1				216,300		216,300
Police Officer Body Worn Cameras & Tasers	PD2901	1					216,300	216,300
Axion In-car Cameras	PD2902	1					89,300	89,300
<b>Police Total</b>			<b>1,488,100</b>	<b>1,157,800</b>	<b>1,140,900</b>	<b>1,362,600</b>	<b>1,275,400</b>	<b>6,424,800</b>
<b>Power Plant</b>								
VanSant Out of Service Fuel Tank Inspection	EG2501	1	400,000					400,000
VanSant Unit 11 Component Replacements	EG2502	1	70,000	25,000	25,000	25,000	25,000	170,000
<b>Power Plant Total</b>			<b>470,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>570,000</b>
<b>Procurement &amp; Inventory</b>								
Warehouse Flat Roof Replacement	CS2501	3	220,000					220,000
Fuel Pump Island Upgrade	CS2502	2	600,000					600,000
Warehouse Parking	CS2601	5		100,000				100,000
William Street Paving	CS2602	n/a		200,000				200,000
<b>Procurement &amp; Inventory Total</b>			<b>820,000</b>	<b>300,000</b>				<b>1,120,000</b>
<b>Public Works - Grounds</b>								
Replacing 2013 Ford F350 Dump Truck(552)	25 Veh#552	n/a	80,000					80,000
Replacing 2016 Ford F250 Pickup (550)	26 Veh#550	3		60,000				60,000
Replacing 2016 Vermeer Chipper	26 Veh#588	5		45,000				45,000
Replacing 2015 Ford F350 Dump Truc (551)	27 Veh#551	n/a			80,000			80,000
Replacing 2017 F550 Chip Truck (554)	27 Veh#554	3			85,000			85,000
Replacing Kubota M5660 (569)	27 Veh#569	2			55,000			55,000
Replacing 2018 Kabuto L3560 (572)	28 Veh#572	3				85,000		85,000
2009 International Bucket Truck #556	29 Veh#556	n/a					180,000	180,000
<b>Public Works - Grounds Total</b>			<b>80,000</b>	<b>105,000</b>	<b>220,000</b>	<b>85,000</b>	<b>180,000</b>	<b>670,000</b>
<b>Public Works - Sanitation</b>								
2016 Peterbilt Automated Trash Truck #441	25 Veh#441	n/a	480,000					480,000
2017 International Bulk Trash Truck #448	25 Veh#448	n/a	259,000					259,000
2020 International Rear Loader Trash Truck#452	26 Veh #452	n/a		270,000				270,000
2016 Peterbilt Automated Trash Truck #451	26 Veh#451	n/a		480,000				480,000
2020 eterbuilt utomated Trash Truck # 455	27 Veh# 455	n/a			490,000			490,000
2020 Peterbilt Trash Truck #444	28 Veh #444	n/a				510,000		510,000
2009 International Bulk Trash Truck #446	28 Veh#446	2				290,000		290,000
2023 International Rear Loader Trash Truck#445	29Veh#445	n/a					288,000	288,000
2023 Peterbuilt Automated Trash Truck #450	29Veh#450	n/a					536,500	536,500
<b>Public Works - Sanitation Total</b>			<b>739,000</b>	<b>750,000</b>	<b>490,000</b>	<b>800,000</b>	<b>824,500</b>	<b>3,603,500</b>
<b>Public Works - Stormwater</b>								
2015 International Dump Truck #328	25Veh#328	n/a			220,000			220,000
2019 International Tymco Street Sweeper #356	26 Veh#356	n/a			326,200			326,200
2016 International Leaf Vac Truck #366	26 Veh#366	n/a			300,000			300,000
1969 Caterpillar Grader# 301	27 Veh#301	n/a			85,000			85,000
New Street Sweeper	27 Veh#NEW4	1			441,400			441,400
2022 International TYMCO Street Sweeper #357	28 Veh#357	1				391,500		391,500
2020 Ford F250 #362	28Veh#362	n/a				45,000		45,000
2006 Sterling Vac Truck #350	29 Veh#350	1					520,000	520,000
MS4 Inventory/Inspection & Green Te	SW2206	n/a	100,000					100,000
Miscellaneous Emergency Storm Sewer Repairs	SW2501	1	94,000	96,000	98,000	100,000	102,000	490,000
Meeting House Branch Drainage Improvements	SW2502	2	1,250,000	1,250,000	10,100,000	1,800,000		14,400,000

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
West Street Flooding Improvements	SW2503	3	125,000				675,000	800,000
The Greens of Dover/Lamplighter Ln SW Improvements	SW2505	5	25,000	125,000				150,000
Lynnhaven Drive Flooding Improvements	SW2506	6	25,000			130,000		155,000
Downtown Dover Upgrades - Stormwater	SW2507	7	245,000					245,000
White Oak Ditch	SW2508	n/a	85,000					85,000
Vehicle Pole Barn	SW2509	3	300,000					300,000
Silver Lake Dam Repairs	SW2602	2		100,000		120,000		220,000
Water Street Flooding Improvements	SW2604	4		600,000	600,000			1,200,000
State Street Flooding Improvements	SW2606	6		28,000		135,000		163,000
East Lake Garden Drainage Basin Improvements	SW2702	2					950,000	950,000
Vehicle Pole Barn	SW2704	4			175,000			175,000
Reed Street Flooding Improvements	SW2706	6				35,000	150,000	185,000
Puncheon Run Drainage Ditch System Improvements	SW2806	6				35,000		35,000

**Public Works - Stormwater Total**

**2,249,000    2,199,000    12,345,600    2,791,500    2,397,000    21,982,100**

**Public Works - Streets**

Replacing 2001 International Dump Truck	24 Veh#322	n/a	21,300					21,300
2002 Wolfpack Ride On Roller #307	25 Veh#307	n/a	98,000					98,000
2012 International Dump Truck #327	25 Veh#327	n/a	215,000					215,000
Asphalt Hotbox Trailer Veh # NEW3	25 Veh#NEW3	n/a	61,500					61,500
2002 Case Front End Loader #316	26 Veh#316	n/a		215,000				215,000
2001 International Dump Truck #321	26 Veh#321	n/a		96,400				96,400
1997 Roller#308	27 Veh#308	n/a			16,000			16,000
2006 Grapple # 315	27 Veh#315	n/a			11,200			11,200
2016 International Dump Truck #325	27 Veh#325	n/a			96,400			96,400
2015 Ford F350 Utility Body #345	27 Veh#345	n/a			75,300			75,300
1997 Pequea Utility Trailer #389	27 Veh#389	n/a			25,200			25,200
1986 Hudson Trailer #394	27 Veh#394	n/a		20,000				20,000
2006 Grapple #315	27 Veh#315	n/a			11,200			11,200
1986 Trailer #394	27 Veh#394	n/a			8,400			8,400
2006 Allmand Light Trailer #309	28 Veh#309	n/a				10,000		10,000
2006 Allmand Light Trailer #310	28 Veh#310	n/a				10,000		10,000
2019 Case Front End Loader #312	28 Veh#312	n/a				215,000		215,000
2006 V-Box Sander #305	29 Veh#305	n/a					21,300	21,300
2014 Ford F150 #331	29 Veh#331	n/a					55,000	55,000
2018 Concrete Mixer #386	29 Veh#386	n/a					6,000	6,000
Street, Concrete and Alley Program	ST2501	1		1,323,000	1,389,200	1,458,700	1,531,635	6,202,535
Community Signs	ST2502	n/a	20,000	20,000	20,000			60,000

**Public Works - Streets Total**

**415,800    1,674,400    1,652,900    1,693,700    1,613,935    7,550,735**

**Wastewater Management**

2013 Vacoan Jet Truck #692	25 Veh#692	n/a	520,100					520,100
2016 INTERNATIONAL Vac Truck #691	26 Veh#691	n/a		260,000				260,000
2005 MGS Generator #604	27 Veh#604	n/a			80,000			80,000
2013 Case Skidsteer #674	28 Veh#674	n/a				80,000		80,000
Miscellaneous Emergency Sanitary Sewer Repairs	WW2501	1	170,000	175,000	180,000	185,000	190,000	900,000
Heatherfield Pump Station Replacement	WW2502	2	545,000					545,000
Laurel Drive Pump Station Replacement	WW2503	3		49,000		656,600		705,600
White Oak Road Improvements	WW2504	4	65,000		800,000			865,000
Kings Cliffe Pump Station Replacement	WW2505	5		18,000	51,000		676,700	745,700
Downtown Dover Upgrades - Wastewater	WW2506	6	354,000					354,000
Puncheon Run Pump Station Roof Replacement	WW2507	7	37,000					37,000
Reed Street Gravity Sewer Upgrade	WW2508	8		90,000				90,000
Meter Replacement Project	WW2600	n/a		418,700	418,700	418,700		1,256,100
Meter Reading Technology Upgrade	WW2601	n/a		30,000				30,000

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Inflow/Infiltration Removal	WW2602	1		2,500,000	2,500,000	2,500,000		7,500,000
Lepore Road Sanitary Sewer Upgrade	WW2603	3		370,000				370,000
Cedar Chase Pump Station Replacement	WW2604	4		636,500				636,500
Hunter's Pointe Pump Station Replacement	WW2606	6		20,000	53,000		700,000	773,000
Westminster Pump Station Replacement	WW2706	6			22,000	55,000		77,000
Schoolview Pump Station Replacement	WW2805	5				24,000	57,000	81,000
Dover Post Pump Station Replacement	WW2904	4					26,000	26,000

**Wastewater Management Total**

<b>1,691,100</b>	<b>4,567,200</b>	<b>4,104,700</b>	<b>3,919,300</b>	<b>1,649,700</b>	<b>15,932,000</b>
------------------	------------------	------------------	------------------	------------------	-------------------

**Water Engineering**

2008 Dodge Advenger #427	25 Veh#427	n/a		26,900				26,900
--------------------------	------------	-----	--	--------	--	--	--	--------

**Water Engineering Total**

<b>26,900</b>	<b>26,900</b>
---------------	---------------

**Water Management**

2002 Sterling Dump Truck #424	26 Veh#424	n/a		165,000				165,000
2015 Ford F350 1 Ton Pickup #622	27 Veh#622	n/a			65,000			65,000
2008 Case Backhoe #672	27 Veh#672	n/a			131,000			131,000
1995 Caterpillar Bulldozer #408	28 Veh#408	n/a				80,000		80,000
Well #9 Improvements	WD2405	3	700,000					700,000
Wellhead Redevelopment Program	WD2501	1	166,000	75,000	75,000	75,000	75,000	466,000
Well 6 VFD	WD2502	4	57,000					57,000
Predictive Water Main Leak Modeling	WD2503	6	46,000					46,000
Elevated Water Tower Maintenance	WD2504	7	96,700	73,200	175,700	116,700	188,700	651,000
SCADA Equipment Upgrade	WD2505	8	975,000					975,000
Valve Insertion Program	WD2506	9		87,000				87,000
GIS Utility Network Upgrade	WD2507	10	160,000					160,000
Portable Emergency Generator	WD2509	n/a	70,000					70,000
Meter Replacement Project	WD2600	n/a		418,700	418,700	418,700		1,256,100
Meter Reading Technology Upgrade	WD2601	n/a		30,000				30,000
Water Tank Concrete Rehabilitation	WD2602	4		190,000				190,000
Water Treatment Plant Security Upgrade	WD2604	n/a		222,000				222,000
Denneys Raod 1.0 MG Elevated Water Storage Tank	WD2703	5			85,000	1,539,900	1,539,900	3,164,800
Water Main Loop- Starlifter	WD2704	6			110,000		2,100,000	2,210,000
Miscellaneous Emergency Water Repairs	WQ2502	3	85,000	85,000	85,000	85,000	85,000	425,000
Downtown Dover Upgrades- Water	WQ2503	5	1,101,000					1,101,000
Water Quality Improvements	WQ2601	2		1,600,000	1,750,000	2,075,000	2,200,000	7,625,000

**Water Management Total**

<b>3,456,700</b>	<b>2,945,900</b>	<b>2,895,400</b>	<b>4,390,300</b>	<b>6,188,600</b>	<b>19,876,900</b>
------------------	------------------	------------------	------------------	------------------	-------------------

**Water Treatment Plant**

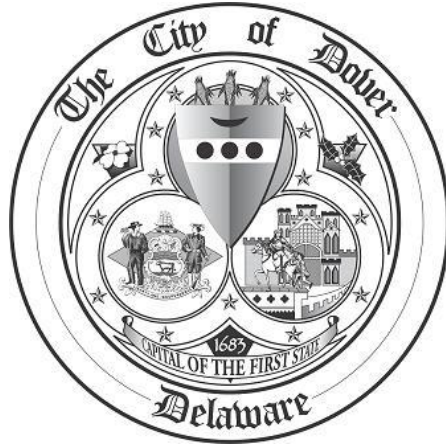
2015 FORD F350 Pickup	27 Veh#622	n/a			65,000			65,000
PFAS WTP Improvements	WD2508	10	885,000	5,000,000				5,885,000

**Water Treatment Plant Total**

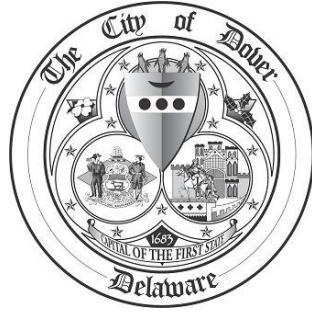
<b>885,000</b>	<b>5,000,000</b>	<b>65,000</b>	<b>5,950,000</b>
----------------	------------------	---------------	------------------

**GRAND TOTAL**

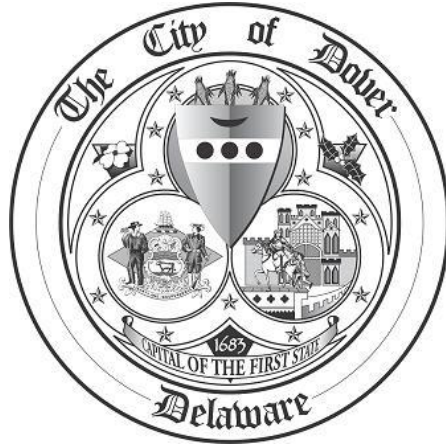
<b>21,236,200</b>	<b>28,082,300</b>	<b>31,216,000</b>	<b>19,870,900</b>	<b>18,169,835</b>	<b>119,075,235</b>
-------------------	-------------------	-------------------	-------------------	-------------------	--------------------



**THIS PAGE INTENTIONALLY LEFT BLANK**



# GENERAL FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
General Fund	3,673,600	4,273,800	4,180,300	4,402,800	4,503,035	21,533,535
Other	20,000					20,000
State Grant	948,900					948,900
<b>GRAND TOTAL</b>	<b>4,642,500</b>	<b>4,273,800</b>	<b>4,180,300</b>	<b>4,402,800</b>	<b>4,503,035</b>	<b>22,502,435</b>

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Facilities Management</b>								
Replacing 2005 Ford F150 #433	26 Veh#433	n/a		50,000				50,000
City Hall 2nd Story Flat Roof	FC2601	3		50,000				50,000
<b>Facilities Management Total</b>				<b>100,000</b>				<b>100,000</b>
<b>Fire/Robbins Hose</b>								
Replace Engine #2	FR1800	1	77,700	77,700	77,700	77,700	77,700	388,500
Squad #1	FR2000	1	83,400	83,400	83,400	83,400	83,400	417,000
Engine #2	FR2200	1	123,200	123,200	123,200	123,200	123,200	616,000
Replace Ladder #2	FR2400	n/a	282,300	282,300	282,300	282,300	282,300	1,411,500
Engine #4	FR2700	1			176,600	176,600	176,600	529,800
Squad #2	FR2701	1			163,300	163,300	163,300	489,900
Ladder #1	FR2900	1					357,200	357,200
<b>Fire/Robbins Hose Total</b>			<b>566,600</b>	<b>566,600</b>	<b>906,500</b>	<b>906,500</b>	<b>1,263,700</b>	<b>4,209,900</b>
<b>Fleet Maintenance</b>								
2003 Chevrolet 1500HD Flat Bed #119	26 Veh#119	n/a		80,000				80,000
<b>Fleet Maintenance Total</b>				<b>80,000</b>				<b>80,000</b>
<b>Information Technology</b>								
Server/San Replacement	IT2503	n/a	40,000					40,000
Replacement of Sisco Switches	IT2504	n/a	12,000					12,000
Rewiring City Hall Internet Cable	IT2506	n/a	60,000					60,000
<b>Information Technology Total</b>			<b>112,000</b>					<b>112,000</b>
<b>Parks and Recreation</b>								
Replacing 2001 Vermeer Chipper (587)	25 Veh#587	5	60,000					60,000
Replacing 2015 Ford F350 Pickup	26 Veh#549	1		65,000				65,000
Replacing Ford F250 Pickup (4)	27 Veh#4	1			60,000			60,000
Replacing 2019 Ford F150 Pickup	28 Veh#590	n/a				55,000		55,000
Replacing 2020 John Deere Gator	29 Veh#364	5					20,000	20,000
Schutte Park Skate Park	PR2502	n/a	1,100,000					1,100,000
Silver Lake Master Plan	PR2600	n/a		75,000				75,000
Pitt Center Floor	PR2602	n/a		150,000				150,000
Schutte Park Bathroom	PR2700	n/a			200,000			200,000
Silver Lake Bathrooms/Improvements	PR2800	n/a				300,000		300,000
Dover Park Tennis Court Resurfacing	PR2900	n/a					150,000	150,000
<b>Parks and Recreation Total</b>			<b>1,160,000</b>	<b>290,000</b>	<b>260,000</b>	<b>355,000</b>	<b>170,000</b>	<b>2,235,000</b>
<b>Police</b>								
Replacing 2013 Dodge Charger Admin (204)	25 Veh#204	n/a	75,600					75,600
Replacing 2011 Ford Crown Victoria PPV (208)	25 Veh#208	n/a	75,600					75,600



Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Replacing 2014 Dodge Charger PPV (219)	25 Veh#219	n/a	75,600					75,600
Replacing 2014 Dodge Charger PPV (220)	25 Veh#220	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (231)	25 Veh#231	n/a	75,600					75,600
Replacing 2010 Ford Fusion Admin (235)	25 Veh#235	n/a	75,600					75,600
Replacing 2013 Dodge Charger PPV (236)	25 Veh#236	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (255)	25 Veh#255	n/a	75,600					75,600
Replacing 2017 Dodge Charger (273)	25 Veh#273	n/a	75,600					75,600
Replacing 2019 Chevrolet Tahoe (279)	25 Veh#279	n/a	75,600					75,600
Replacing 2015 Dodge Charger (290)	25 Veh#290	n/a	75,600					75,600
Replacing 2014 Dodge Charger (201)	26 Veh#201	n/a		75,600				75,600
Replacing 2012 Dodge Charger PPV (205)	26 Veh#205	n/a		75,600				75,600
Replacing 2017 Harley FLHTP (211)	26 Veh#211	n/a			30,000			30,000
Replacing 2016 Dodge Charger (213)	26 Veh#213	n/a		75,600				75,600
Replacing 2018 Chevrolet Tahoe (237)	26 Veh#237	n/a		75,600				75,600
Replacing 2014 Dodge Charger (243)	26 Veh#243	n/a		75,600				75,600
Replacing 2017 Harley FLHTP (244)	26 Veh#244	n/a			30,000			30,000
Replacing 2014 Dodge Charger Admin (249)	26 Veh#249	n/a		75,600				75,600
Replacing 2015 Dodge Charger PPV (265)	26 Veh#265	n/a		75,600				75,600
Replacing 2016 Dodge Charger (271)	26 Veh#271	n/a		75,600				75,600
Replacing 2011 Ford Fusion Admin (286)	26 Veh#286	n/a		75,600				75,600
Replacing 2017 Dodge Charger (288)	26 Veh#288	n/a		75,600				75,600
Replacing 2005 Ford E250 (295)	26 Veh#295	n/a		75,600				75,600
Replacing 2016 Dodge Charger (202)	27 Veh#202	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (203)	27 Veh#203	n/a			75,600			75,600
Replacing 2018 Chevrolet Tahoe (206)	27 Veh#206	n/a			75,600			75,600
Replacing 2020 Chevrolet Tahoe (216)	27 Veh#216	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (217)	27 Veh#217	n/a			75,600			75,600
Replacing 2012 Ford Fusion Admin (225)	27 Veh#225	n/a			75,600			75,600
Replacing 2019 Chevrolet tahoe (227)	27 Veh#227	n/a			75,600			75,600
Replacing 2016 Dodge Charger (228)	27 Veh#228	n/a			75,600			75,600
Replacing 2020 Dodge Charger (230)	27 Veh#230	n/a			75,600			75,600
Replacing 2019 Chevrolet Tahoe (234)	27 Veh#234	n/a			75,600			75,600
Replacing 2019 Harley Davidson FLHTP (257)	27 Veh#257	n/a			30,000			30,000
Replacing 2020 Dodge Charger (274)	27 Veh#274	n/a			75,600			75,600
Replacing 2020 Chevrolet Tahoe (209)	28 Veh#209	n/a				75,600		75,600
Replacing 2020 Dodge Charger (210)	28 Veh#210	n/a				75,600		75,600
Replacing 2022 Ford Explorer (214)	28 Veh#214	n/a				75,600		75,600
Replacing 2022 Ford Explorer (215)	28 Veh#215	n/a				75,600		75,600
Replacing 2022 Ford Transit (221)	28 Veh#221	n/a				75,600		75,600
Replacing 2022 Ford Transit (223)	28 Veh#223	n/a				75,600		75,600
Replacing 2016 Ford F150 4WD (245)	28 Veh#245	n/a				75,600		75,600
Replacing 2012 Ford E550 (247)	28 Veh#247	n/a				250,000		250,000
Replacing 2020 Chevrolet Tahoe (250)	28 Veh#250	n/a				75,600		75,600
2018 Chevrolet Tahoe (252)	28 Veh#252	n/a				75,600		75,600
Replacing 2018 Dodge Charger (258)	28 Veh#258	n/a				75,600		75,600
Replacing 2018 Dodge Charger (259)	28 Veh#259	n/a				75,600		75,600
Replacing 2020 Dodge Charger (240)	29 Veh#240	n/a					75,600	75,600
Replacing 2016 Harley FLHTP (256)	29 Veh#256	n/a					30,000	30,000
Replacing 2020 Dodge Charger (261)	29 Veh#261	n/a					75,600	75,600
Replacing 2013 Dodge Charger PPV (269)	29 Veh#269	n/a					75,600	75,600
Replacing 2016 Dodge Charger (275)	29 Veh#275	n/a					75,600	75,600
Replacing 2015 Dodge Charger (278)	29 Veh#278	n/a					75,600	75,600
Replacing 1999 Ford E250 (281)	29 Veh#281	n/a					76,400	76,400
Replacing 2019 Chevrolet Tahoe (285)	29 Veh#285	n/a					75,600	75,600
Replacing 2012 Ford Fusion Admin (287)	29 Veh#287	n/a					75,600	75,600
Replacing 2009 Chev C55 (294)	29 Veh#294	n/a					101,400	101,400
Replacing 2001 Ford E450 SD ctwy (298)	29 Veh#298	n/a					131,400	131,400

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Replacing 2001 Ford E350 SD (299)	29 Veh#299	n/a					101,400	101,400
Police Officer Body Worn Cameras & Tasers	PD2301	1	229,500	229,500				459,000
Axion In-car Cameras	PD2302	1	18,100	36,700	63,000	64,700		182,500
Police Property Security Fencing	PD2501	n/a	215,800					215,800
Police Department Academy 2nd Floor HVAC	PD2502	n/a	193,100					193,100
Police Officer Body Worn Cameras & Tasers	PD2701	1			216,300			216,300
Police Officer Body Worn Cameras & Tasers	PD2801	1				216,300		216,300
Police Officer Body Worn Cameras & Tasers	PD2901	1					216,300	216,300
Axion In-car Cameras	PD2902	1					89,300	89,300
<b>Police Total</b>			<b>1,488,100</b>	<b>1,157,800</b>	<b>1,140,900</b>	<b>1,362,600</b>	<b>1,275,400</b>	<b>6,424,800</b>

### Procurement & Inventory

Warehouse Flat Roof Replacement	CS2501	3	220,000					220,000
Fuel Pump Island Upgrade	CS2502	2	600,000					600,000
Warehouse Parking	CS2601	5		100,000				100,000
William Street Paving	CS2602	n/a		200,000				200,000
<b>Procurement &amp; Inventory Total</b>			<b>820,000</b>	<b>300,000</b>				<b>1,120,000</b>

### Public Works - Grounds

Replacing 2013 Ford F350 Dump Truck(552)	25 Veh#552	n/a	80,000					80,000
Replacing 2016 Ford F250 Pickup (550)	26 Veh#550	3		60,000				60,000
Replacing 2016 Vermeer Chipper	26 Veh#588	5		45,000				45,000
Replacing 2015 Ford F350 Dump Truc (551)	27 Veh#551	n/a			80,000			80,000
Replacing 2017 F550 Chip Truck (554)	27 Veh#554	3			85,000			85,000
Replacing Kubota M5660 (569)	27 Veh#569	2			55,000			55,000
Replacing 2018 Kabuto L3560 (572)	28 Veh#572	3				85,000		85,000
2009 International Bucket Truck #556	29 Veh#556	n/a					180,000	180,000
<b>Public Works - Grounds Total</b>			<b>80,000</b>	<b>105,000</b>	<b>220,000</b>	<b>85,000</b>	<b>180,000</b>	<b>670,000</b>

### Public Works - Streets

Replacing 2001 International Dump Truck	24 Veh#322	n/a	21,300					21,300
2002 Wolfpack Ride On Roller #307	25 Veh#307	n/a	98,000					98,000
2012 International Dump Truck #327	25 Veh#327	n/a	215,000					215,000
Asphalt Hotbox Trailer Veh # NEW3	25 Veh#NEW3	n/a	61,500					61,500
2002 Case Front End Loader #316	26 Veh#316	n/a		215,000				215,000
2001 International DumpTruck #321	26 Veh#321	n/a		96,400				96,400
1997 Roller#308	27 Veh#308	n/a			16,000			16,000
2006 Grapple # 315	27 Veh#315	n/a			11,200			11,200
2016 International DumpTruck #325	27 Veh#325	n/a			96,400			96,400
2015 Ford F350 Utility Body #345	27 Veh#345	n/a			75,300			75,300
1997 Pequea Utility Trailer #389	27 Veh#389	n/a			25,200			25,200
1986 Hudson Trailer #394	27 Veh#394	n/a		20,000				20,000
2006 Grapple #315	27Veh#315	n/a			11,200			11,200
1986 Trailer #394	27Veh#394	n/a			8,400			8,400
2006 Allmand Light Trailer #309	28Veh#309	n/a				10,000		10,000
2006 Allmand Light Trailer #310	28Veh#310	n/a				10,000		10,000
2019 Case Front End Loader #312	28Veh#312	n/a				215,000		215,000
2006 V-Box Sander #305	29 Veh#305	n/a					21,300	21,300
2014 Ford F150 #331	29 Veh#331	n/a					55,000	55,000
2018 Concrete Mixer #386	29Veh#386	n/a					6,000	6,000
Street, Concrete and Alley Program	ST2501	1		1,323,000	1,389,200	1,458,700	1,531,635	6,202,535
Community Signs	ST2502	n/a	20,000	20,000	20,000			60,000
<b>Public Works - Streets Total</b>			<b>415,800</b>	<b>1,674,400</b>	<b>1,652,900</b>	<b>1,693,700</b>	<b>1,613,935</b>	<b>7,550,735</b>

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>GRAND TOTAL</b>			4,642,500	4,273,800	4,180,300	4,402,800	4,503,035	22,502,435

# Capital Investment Plan

Data in Year FY 25

Department Fire/Robbins Hose

City of Dover, Delaware

Contact Fire Chief

Project # FR1800  
Project Name Replace Engine #2

Type Vehicles

Useful Life 15-20 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$777,000

## Description

Part of 10 Year Apparatus Replacement Schedule

## Justification

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
388,500	Equip/Vehicle/Furnishings	77,700	77,700	77,700	77,700	77,700	388,500
<b>Total</b>	<b>Total</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>388,500</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
388,500	General Fund	77,700	77,700	77,700	77,700	77,700	388,500
<b>Total</b>	<b>Total</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>77,700</b>	<b>388,500</b>

## Budget Impact/Other

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Fire/Robbins Hose  
 Contact Fire Chief  
 Type Vehicles  
 Useful Life 15-20 years  
 Category Vehicles  
 Priority 1  
 Status Active

Project # FR2000  
 Project Name Squad #1

Total Project Cost: \$834,000

Description  
 Part of 10 Year Apparatus Replacement Schedule

Justification

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
166,800	Equip/Vehicle/Furnishings	83,400	83,400	83,400	83,400	83,400	417,000	250,200
<b>Total</b>	<b>Total</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>417,000</b>	<b>Total</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
166,800	General Fund	83,400	83,400	83,400	83,400	83,400	417,000	250,200
<b>Total</b>	<b>Total</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>83,400</b>	<b>417,000</b>	<b>Total</b>

Budget Impact/Other

Capital Investment Plan  
City of Dover, Delaware

Data in Year FY 25

Department Fire/Robbins Hose

Contact Fire Chief

Type Vehicles

Useful Life 15-20 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$852,200

Project # FR2200  
Project Name Engine #2

Description  
Replacing Engines #3 & #6 w/Engine #1

Justification

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
164,300	Equip/Vehicle/Furnishings	123,200	123,200	123,200	123,200	123,200	616,000	71,900
<b>Total</b>	<b>Total</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>616,000</b>	<b>Total</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
164,300	General Fund	123,200	123,200	123,200	123,200	123,200	616,000	71,900
<b>Total</b>	<b>Total</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>123,200</b>	<b>616,000</b>	<b>Total</b>

Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Fire/Robbins Hose

City of Dover, Delaware

Contact Fire Chief

Project #	FR2400
Project Name	Replace Ladder #2

Type Vehicles

Useful Life 15-20 years

Category Vehicles

Priority n/a

Status Active

Total Project Cost: \$1,976,100

Description

Replace ladder #2

Justification

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
282,300	Equip/Vehicle/Furnishings	282,300	282,300	282,300	282,300	282,300	1,411,500	282,300
<b>Total</b>	<b>Total</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>1,411,500</b>	<b>Total</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
282,300	General Fund	282,300	282,300	282,300	282,300	282,300	1,411,500	282,300
<b>Total</b>	<b>Total</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>282,300</b>	<b>1,411,500</b>	<b>Total</b>

Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Information Technology

City of Dover, Delaware

Contact IT Director

Project # IT2503  
Project Name Server/San Replacement

Type Technology

Useful Life 10 years

Category General

Priority n/a

Status Active

Total Project Cost: \$40,000

## Description

IT2403 SERVER/SAN REPLACEMENT/REDUNDANT TYLER/MUNIS PLUS ENGINEERING ASSISTANCE

## Justification

SAN IS END OF SUPPORT 11/2023; SERVERS EOL 2024. THIS WOULD ALLOW FULL BACKUP FOR TYLER/MUNIS AT ELECTRIC AS AN ALTERNATE SITE

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

## Budget Impact/Other



# Capital Investment Plan

Data in Year FY 25

Department Information Technology

City of Dover, Delaware

Contact IT Director

Project # IT2504  
 Project Name Replacement of Sisco Switches

Type Technology

Useful Life 10 years

Category General

Priority n/a

Status Active

Total Project Cost: \$12,000

## Description

LAST 2 SWITCHES THAT NEED TO UPGRADED IN THE ENVIORNMENT.

## Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	12,000					12,000
<b>Total</b>	<b>12,000</b>					<b>12,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	12,000					12,000
<b>Total</b>	<b>12,000</b>					<b>12,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Information Technology

City of Dover, Delaware

Contact IT Director

Project # IT2506  
 Project Name Rewiring City Hall Internet Cable

Type Technology

Useful Life 10 years

Category General

Priority n/a

Status Active

Total Project Cost: \$60,000

## Description

LAST 2 SWITCHES THAT NEED TO UPGRADED IN THE ENVIORNMENT.

## Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Parks and Recreation

City of Dover, Delaware

Contact Public Works Director

Project # 25 Veh#587  
 Project Name Replacing 2001 Vermeer Chipper (587)

Type Equipment

Useful Life Unknown

Category Vehicles

Priority 5

Status Active

Total Project Cost: \$60,000

**Description**  
 Replaces 2001 Vermeer Chipperwith similar model brush chipper

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	60,000					60,000
<b>Total</b>	<b>60,000</b>					<b>60,000</b>

**Budget Impact/Other**

# Capital Investment Plan

FY 25 *thru* FY 29

City of Dover, Delaware

Department Parks and Recreation  
 Contact Parks & Recreation Director  
 Type Improvement  
 Useful Life 20 years  
 Category General  
 Priority n/a  
 Status Active

Project # PR2502  
 Project Name Schutte Park Skate Park

Total Project Cost: \$1,100,000

**Description**  
 10,000 square ft Skatepark for the community of Dover.

**Justification**  
 As noted in the Recreational Needs Assessment and community feedback, the facility will meet the unique needs of our skating community. This need is currently unmet for an outdoor public skating area. There has been a need and growing amount of support for the skatepark.  
 Staff has received a \$1,000 Tony Hawk Grant and is slated to receive an additional \$20,000 from The Skatepark Project Grant. Staff is also seeking additional funding from the ORPT Grant offered through Delaware State Parks.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	1,100,000					1,100,000
<b>Total</b>	<b>1,100,000</b>					<b>1,100,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	540,000					540,000
Other	20,000					20,000
State Grant	540,000					540,000
<b>Total</b>	<b>1,100,000</b>					<b>1,100,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#204  
 Project Name Replacing 2013 Dodge Charger Admin (204)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (204)

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#208  
 Project Name Replacing 2011 Ford Crown Victoria PPV (208)

Total Project Cost: \$75,600

**Description**  
 Replaced with 2024 Chevy Tahoe PPV (208).  
 Pulled from 2020 budget by CM

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#219  
 Project Name Replacing 2014 Dodge Charger PPV (219)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (219).

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#220  
 Project Name Replacing 2014 Dodge Charger PPV (220)

Total Project Cost: \$75,600

**Description**  
 Replaced with 2024 Chevy Tahoe PPV (220)

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

**Budget Impact/Other**



# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#231  
 Project Name Replacing 2019 Chevrolet Tahoe (231)

Total Project Cost: \$75,600

**Description**  
 Replaced with 2024 Chevrolet tahoe (231)

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#235  
 Project Name Replacing 2010 Ford Fusion Admin (235)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (235)

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#236  
 Project Name Replacing 2013 Dodge Charger PPV (236)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (236)

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 7 - 10 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#255  
 Project Name Replacing 2019 Chevrolet Tahoe (255)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (255)

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#273  
 Project Name Replacing 2017 Dodge Charger (273)

Total Project Cost: \$75,600

**Description**  
 Replaced with 2024 Chevy Tahoe PPV (273)

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life Unknown  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#279  
 Project Name Replacing 2019 Chevrolet Tahoe (279)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (279)

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Vehicles  
 Useful Life 1-5 years  
 Category Vehicles  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#290  
 Project Name Replacing 2015 Dodge Charger (290)

Total Project Cost: \$75,600

### Description

Replaced with 2024 Chevy Tahoe PPV (290).

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	75,600					75,600
<b>Total</b>	<b>75,600</b>					<b>75,600</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

## City of Dover, Delaware

Department Police  
 Contact Police Chief  
 Type Equipment  
 Useful Life 5 years  
 Category Equipment  
 Priority 1  
 Status Active

Project #	PD2301
Project Name	Police Officer Body Worn Cameras & Tasers

Total Project Cost: \$891,400

### Description

This project outlines the purchase for 100 body worn cameras and 100 Taser device upgrades. The implementation of a body worn camera (BWC) program has been on the Police Department CIP Project list since 2017 when the department previewed systems available by several manufacturers. The department tested and evaluated BWCs from Axon and Coban and incorporated the framework of a policy for their use into its written directives system. Funding for the program has been the primary hurdle for the project to succeed, but the integration of the program into the department’s operations is the other factor. The overall system increases the workload associated with the management of the data beyond reasonable levels that could be handled by existing department personnel. There are two options for implementing the data management for the BWC program: use of a secure cloud based system, where the data is stored to secured cloud storage (Axon) or use of department servers for the storage of the data (Coban). The department migrated to Coban systems and maintains all its in-car camera and interview room systems data on department servers and was initially hoping this system could be expanded to include BWCs and create savings by storing the data in-house versus paying additional costs for cloud storage. However, the BWC equipment and associated software package offered by Coban lacks the necessary functions to manage the video files effectively. As a result, the department requests that funds be authorized for purchase of the BWC solution offered by AXON/TASER. The perceived cost savings offered by Coban quickly disappeared after mapping out the workflow through all of our mandated processes. For the foreseeable future, it is assessed that the Coban dash cams and interview room devices will serve their intended purpose. At some point, when practical and economical, there is a likelihood that the Axon version of dash and room cameras will be obtained to achieve maximum efficiency in the zone of video evidence. During the most recent period of BWC research, facts came to light regarding our existing Taser devices which are part of the Axon product line. While negotiating for the best possible pricing and payment terms, we became aware of updated Taser devices, improved inter-operability of Axon products, improved accountability controls and the introduction of a virtual reality training option for when the Taser is being considered in situations involving “at-risk” individuals. While there has been no official announcement made, Axon is on track to eliminate the option of buying their Taser products in individual units. A chronic problem of gaps in device maintenance that have impacted risk management concerns have been found with the current Taser model in use in the department. Axon is introducing, and will eventually migrate to, a “Certification” program. This program will basically pull all of the separately priced components of the Taser system into a bundled subscription system. The costs outlined below include the hardware (cameras, docks and mounts) needed for each officer to wear them on their uniforms, licenses for the officers use of the cameras as well as licenses needed to access the Evidence.com cloud storage, an extended warranty for all the docks and integration fees to our CAD/RMS systems. Finally a one-time setup-up and training fee is included for a 4-day session at the start of the program for all users involved. In addition the expenditures below also include the cost of an additional civilian position with a background in law enforcement to manage the increase in digital evidence resulting from the BWC program. In addition, if purchased on the proposed schedule, as a five year package, all Dover PD field personnel would immediately receive the newest version of the Taser device and Body Worn Cameras. Included in the price per device bundle would be all scheduled camera upgrades as well as associated equipment including mounts, holsters, duty cartridges, training cartridges, replacement cartridges following use, batteries, vouchers for all required instructor training, a live-action training suit for the agency, warranty coverage, and all of the new virtual-reality training available during the package timeline. Council approval for this project is currently being pursued as a result of the national spotlight on increasing transparency and accountability in police operations. Approval of the BWC program is highly anticipated, however, the funding for it is still challenging. As a result, grant funding is also being pursued to help off-set the costs to the city for implementing these transformational programs.

### Justification

- 1.This project will enhance police investigations and ensure transparency with police /civilian contacts, provide clarity for complaints made against police officers and reduce the amount of civil liability.
- 2.Accountability will be upgraded with the automatic activation of the BWC through installed technology and when the new version of Taser or the duty firearm is removed from its holster.
- 3.Improved access to data will result with the automatic upload of Taser discharge data directly from the smart battery to the Office of Professional Standards and other reporting systems.
- 4.Additional background information concerning both programs and the associated costs is attached to this project form.

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
432,400	Equip/Vehicle/Furnishings	229,500	229,500				459,000
<b>Total</b>	<b>Total</b>	<b>229,500</b>	<b>229,500</b>				<b>459,000</b>



# Capital Investment Plan

Data in Year FY 25

Department Police

## City of Dover, Delaware

Contact Police Chief

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
432,400	General Fund	229,500	229,500				459,000
<b>Total</b>	<b>Total</b>	<b>229,500</b>	<b>229,500</b>				<b>459,000</b>

### Budget Impact/Other

The purchase price above includes a five year warranty on all the hardware included in the purchase. Additional information and a detailed cost quotation for the equipment are attached.

Prior Year funding shown above for equipment & support includes 200 Taser cartridges purchased in FY21.

Prior year (FY21) funding shown for the General Fund Division 24 Position reflects funding authorized, but not spent. The position was authorized to support the Police Department Extra Duty program, but was not filled, because the restrictions imposed by the pandemic eliminated all extra duty. The FY22 department personnel input requested the funding for this position to be moved and applied to the new Evidence Manager Position.

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Police Chief  
 Type Equipment  
 Useful Life 5 years  
 Category Equipment  
 Priority 1  
 Status Active

## City of Dover, Delaware

Project # PD2302  
 Project Name Axion In-car Cameras

Total Project Cost: \$219,200

### Description

PD2302  
 AXON IN-CAR CAMERAS - FY23+

SIMILAR TO BODY WORN CAMERAS & TASER PROGRAM - THIS IS A FIVE YEAR CONTINUING LEASE PROGRAM FOR IN-CAR CAMERAS

EACH IN-CAR CAMERA SYSTEM COSTS \$11,291.16 IF PURCHASED OUTRIGHT. HOWEVER, THE CURRENT PROGRAM AXON OFFICERS IS A 5-YEAR LEASE PROGRAM RENEWING CONTINUOUSLY OR \$2,258.23 PER YEAR PER CAMERA. THE EQUIPMENT DOES NOT BECOME THE PROPERTY OF THE DEPARTMENT AT THE END OF THE 5-YEAR LEASE PERIOD.

GRANT FUNDS WILL BE PURSUED TO OFFSET COSTS, HOWEVER, GRANT GUIDELINES HAVE NOT YET CHANGED TO ALLOW RECURRING FUNDING BEYOND THE FIRST YEAR OF THE LEASE PROGRAM.

### Justification

BODY WORN CAMERAS, TASERS & NOW IN-CAR CAMERAS WILL BE LINKED TOGETHER AND MANAGED/ACCESSIBLE IN ONE DATA SYSTEM. PROGRAMMING WILL TRACK WHEN CAMERAS & TASERS ARE DEPLOYED AND FOOTAGE UPLOADED TO EVIDENCE.COM, A CLOUD BASED SYSTEM.

LEASE IMPLEMENTATION SCHEDULE:  
 FY23 IN-CAR SYSTEMS: 8  
 FY24: 8  
 FY25: 5  
 FY26: 9  
 FY27: 8 >>38 SYSTEMS CUM TOTAL  
 FY28+: INCREASE TO TOTAL OF 50 SYSTEMS TO REACH \$112,912/YEAR FOR 50 SYSTEMS

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
36,700	Equip/Vehicle/Furnishings	18,100	36,700	63,000	64,700		182,500
<b>Total</b>	<b>Total</b>	<b>18,100</b>	<b>36,700</b>	<b>63,000</b>	<b>64,700</b>		<b>182,500</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
36,700	General Fund	18,100	36,700	63,000	64,700		182,500
<b>Total</b>	<b>Total</b>	<b>18,100</b>	<b>36,700</b>	<b>63,000</b>	<b>64,700</b>		<b>182,500</b>

### Budget Impact/Other

The purchase price above includes a five year warranty on all the hardware included in the purchase. Additional information and a detailed cost quotation for the equipment are attached.

Prior Year funding shown above for equipment & support includes 200 Taser cartridges purchased in FY21.

Prior year (FY21) funding shown for the General Fund Division 24 Position reflects funding authorized, but not spent. The position was authorized to support the Police Department Extra Duty program, but was not filled, because the restrictions imposed by the pandemic eliminated all extra duty. The FY22 department personnel input requested the funding for this position to be moved and applied to the new Evidence Manager Position.

Capital Investment Plan

FY 25 *thru* FY 29

City of Dover, Delaware

Department Police  
 Contact Capt Spicer  
 Type Improvement  
 Useful Life  
 Category General  
 Priority n/a  
 Status Active

Project # PD2501  
 Project Name Police Property Security Fencing

Total Project Cost: \$215,800

**Description**  
 POLICE PROPERTY SECURITY FENCING TO ENCLOSE THE POLICE STATION, WAREHOUSE AND PARKING AREAS TO PREVENT ACCESS TO POLICE PROPERTY AND VEHICLES BY THE GENERAL PUBLIC.

**Justification**  
 THE POLICE DEPARTMENT HAS HAD NUMEROUS UNLAWFUL INCIDENTS OCCURING ON THE POLICE PROPERTY INCLUDING: TRESPASSING, VANDALIZING OF POLICE VEHICLES, PROTESTING ON THE PROPERTY AND OBSTRUCTION OF ACCESS TO/FROM PROPERTY FOR POLICE PERSONNEL.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	215,800					215,800
<b>Total</b>	<b>215,800</b>					<b>215,800</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	215,800					215,800
<b>Total</b>	<b>215,800</b>					<b>215,800</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Police  
 Contact Capt Spicer  
 Type Improvement  
 Useful Life  
 Category General  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # PD2502  
 Project Name Police Department Academy 2nd Floor HVAC

Total Project Cost: \$193,100

### Description

ADDITIONAL HVAC UNITS FOR THE DOVER POLICE ACADEMY TRAINING AREA IN THE FUTURE GROWTH AREA SECOND FLOOR AREA OF THE POLICE STATION. THIS AREA IS NOT CURRENTLY SERVICED BY THE BUILDING SYSTEM AND THE AREA IS TOO LARGE TO ADD COVERAGE BY THE CURRENT SYSTEM EQUIPMENT.

### Justification

THE DOVER MUNICIPAL POLICE ACADEMY WAS REENACTED IN AUGUST 2020 TO TRAIN POLICE RECRUITS ONLY BECAUSE THERE WAS INSUFFICIENT SPACE AVAILABLE IN THE DELAWARE STATE POLICE (DSP) ACADEMY TO TRAIN NEW OFFICERS. IN PREPARATION TO HAVE EVERYTHING READY FOR THE FIRST SESSION OF THE DOVER POLICE MUNICIPAL ACADEMY WHICH STARTED ON OCTOBER 5, 2020, THE POLICE STATION WAS TEMPORARILY MODIFIED TO PROVIDE A PHYSICAL TRAINING AREA AND CLASSROOM ACCOMODATIONS FOR THE FIRST CLASS..

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	193,100					193,100
<b>Total</b>	<b>193,100</b>					<b>193,100</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	193,100					193,100
<b>Total</b>	<b>193,100</b>					<b>193,100</b>

### Budget Impact/Other

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Procurement & Inventory  
 Contact Central Services Director  
 Type Maintenance  
 Useful Life 25+ years  
 Category General  
 Priority 3  
 Status Active

Project # CS2501  
 Project Name Warehouse Flat Roof Replacement

Total Project Cost: \$220,000

**Description**  
 Replace flat rubber roof

**Justification**  
 Roof has aged out and is requiring repairs annually.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	220,000					220,000
<b>Total</b>	<b>220,000</b>					<b>220,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	220,000					220,000
<b>Total</b>	<b>220,000</b>					<b>220,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Procurement & Inventory

City of Dover, Delaware

Contact Central Services Director

Project #	CS2502
Project Name	Fuel Pump Island Upgrade

Type Improvement

Useful Life 30 Years

Category General

Priority 2

Status Active

Total Project Cost: \$600,000

## Description

Replacement of fuel pumps, Island, tanks, and the addition of DEF capabilities.

## Justification

The fuel tanks have started to deteriorate and most recently caused fuel pump issues. The debris from this deterioration have started clogging the lines to the point of having contractors come in to clear the debris. There has also been a Government mandated Diesel Exhaust Fluid system added to all new diesel trucks. In turn, we must have such fluid available at the fuel station.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	600,000					600,000
<b>Total</b>	<b>600,000</b>					<b>600,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	600,000					600,000
<b>Total</b>	<b>600,000</b>					<b>600,000</b>

## Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Grounds  
 Contact Public Works Director  
 Type Vehicles  
 Useful Life Unknown  
 Category General  
 Priority n/a  
 Status Active

Project # 25 Veh#552  
 Project Name Replacing 2013 Ford F350 Dump Truck(552)

Total Project Cost: \$80,000

**Description**  
 Replaces 2013 Ford F350 1-Ton Dump Truck

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	80,000					80,000
<b>Total</b>	<b>80,000</b>					<b>80,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project # 24 Veh#322  
 Project Name Replacing 2001 International Dump Truck

Type Vehicles

Useful Life

Category Vehicles

Priority n/a

Status Active

Total Project Cost: \$329,800

## Description

V-box for Vehicle #322

## Justification

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
308,500	Equip/Vehicle/Furnishings	21,300					21,300
<b>Total</b>	<b>Total</b>	<b>21,300</b>					<b>21,300</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
308,500	General Fund	21,300					21,300
<b>Total</b>	<b>Total</b>	<b>21,300</b>					<b>21,300</b>

## Budget Impact/Other



# Capital Investment Plan

Data in Year FY 25

Department Public Works - Streets

## City of Dover, Delaware

Contact Public Works Director

Project # 25 Veh#307  
 Project Name 2002 Wolfpack Ride On Roller #307

Type Equipment

Useful Life

Category Equipment

Priority n/a

Status Active

Total Project Cost: \$98,000

### Description

Replace 2002 Wolfpack Ride On Roller #307

### Justification

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	98,000					98,000
<b>Total</b>	<b>98,000</b>					<b>98,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	98,000					98,000
<b>Total</b>	<b>98,000</b>					<b>98,000</b>

### Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Streets

Contact Public Works Director

Type Vehicles

Useful Life

Category Vehicles

Priority n/a

Status Active

Total Project Cost: \$215,000

Project # 25 Veh#327  
 Project Name 2012 International Dump Truck #327

**Description**  
 Replace 2012 International Dump Truck #327

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	215,000					215,000
<b>Total</b>	<b>215,000</b>					<b>215,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	215,000					215,000
<b>Total</b>	<b>215,000</b>					<b>215,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Public Works - Streets

City of Dover, Delaware

Contact Public Works Director

Project # 25 Veh#NEW3  
 Project Name Asphalt Hotbox Trailer Veh # NEW3

Type Equipment

Useful Life 20 years

Category Equipment

Priority n/a

Status Active

Total Project Cost: \$61,500

## Description

New

## Justification

Used for hot mix applications , patch work , Etc

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	61,500					61,500
<b>Total</b>	<b>61,500</b>					<b>61,500</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	61,500					61,500
<b>Total</b>	<b>61,500</b>					<b>61,500</b>

## Budget Impact/Other

Capital Investment Plan  
City of Dover, Delaware

Data in Year FY 25

Department Public Works - Streets  
Contact Water/Wastewater Director  
Type Improvement  
Useful Life 20-25 years  
Category General  
Priority 1  
Status Active

Project # ST2501  
Project Name Street, Concrete and Alley Program

TotalProjectCost: \$5,702,535

Description

This project will rehabilitate approximately one to three percent (1-3%) of the street and alley network each year. The estimated capital maintenance costs are \$51 million over a 20-year planning horizon in FY 2017 dollars. This estimate is based on the needs survey conducted by Public Works in FY 2017. Continuous maintenance on these assets will prevent costlier reconstruction in the future. This project combines the former Street Resurfacing Program, the Alley Program and the Barrier Free Access Ramp Program. FY 2025 anticipated projects are as follows:

- Bicentennial Blvd (Walker Road to End)
- Carver Road (Forest Street to Saulsbury Road)
- Columbia Avenue (Pear Street to State)
- S. Governors Alleys (2)
- E. Division Street Alleys (3)

Justification

Replacement of deteriorated curbs, gutters, and sidewalks provides improved use, drainage, and the appearance of the pavement section. The Street, Concrete and Alley Program schedule is driven by funding and road ratings. Total street mileage is growing as more roads and alleys are dedicated for public maintenance due to growth. Additionally, this program promotes the interconnection of the sidewalk network to conform to ISTEA (Intermodal Surface Transportation Efficiency Act) and rehabilitates sidewalks that have root damage from City street trees. This program also facilitates compliance with the Americans with Disabilities Act as it relates to the pedestrian network as well as improving localized drainage issues.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance		1,323,000	1,389,200	1,458,700	1,531,635	6,202,535
<b>Total</b>		<b>1,323,000</b>	<b>1,389,200</b>	<b>1,458,700</b>	<b>1,531,635</b>	<b>6,202,535</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund		1,323,000	1,389,200	1,458,700	1,531,635	6,202,535
<b>Total</b>		<b>1,323,000</b>	<b>1,389,200</b>	<b>1,458,700</b>	<b>1,531,635</b>	<b>6,202,535</b>

Budget Impact/Other

Portions of funding may be provided by Legislator funds.

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Streets

Contact Public Works Director

Type Improvement

Useful Life 10-20 years

Category General

Priority n/a

Status Active

Total Project Cost: \$60,000

Project # ST2502  
 Project Name Community Signs

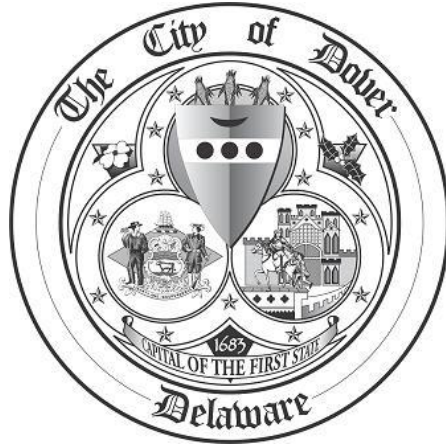
**Description**  
 Referbishment of the 21 community signs the City of Dover is responsible for maintaining.

**Justification**

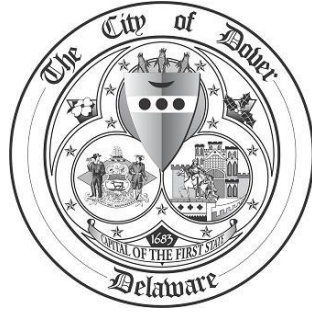
Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Miscellaneous	20,000	20,000	20,000			60,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>			<b>60,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
General Fund	20,000	20,000	20,000			60,000
<b>Total</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>			<b>60,000</b>

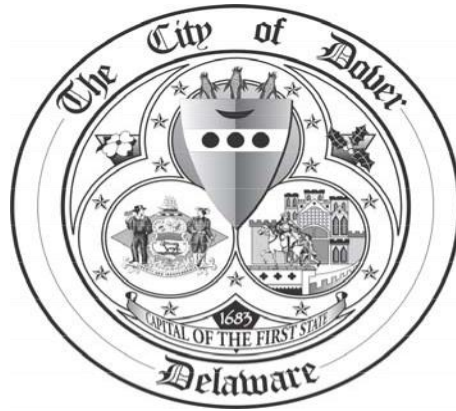
**Budget Impact/Other**



**THIS PAGE INTENTIONALLY LEFT BLANK**



# SANITATION ANFUNDATI ON FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**



City of Dover, Delaware  
*Capital Investment Plan*  
 FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Sanitation	739,000	750,000	490,000	800,000	824,500	3,603,500
<b>GRAND TOTAL</b>	<b>739,000</b>	<b>750,000</b>	<b>490,000</b>	<b>800,000</b>	<b>824,500</b>	<b>3,603,500</b>

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Public Works - Sanitation</b>								
2016 Peterbilt Automated Trash Truck #441	25 Veh#441	n/a	480,000					480,000
2017 International Bulk Trash Truck #448	25 Veh#448	n/a	259,000					259,000
2020 International Rear Loader Trash Truck#452	26 Veh #452	n/a		270,000				270,000
2016 Peterbilt Automated Trash Truck #451	26 Veh#451	n/a		480,000				480,000
2020 eterbuilt utomated Trash Truck # 455	27 Veh# 455	n/a			490,000			490,000
2020 Peterbilt Trash Truck #444	28 Veh #444	n/a				510,000		510,000
2009 International Bulk Trash Truck #446	28 Veh#446	2				290,000		290,000
2023 International Rear Loader Trash Truck#445	29Veh#445	n/a					288,000	288,000
2023 Peterbuilt Automated Trash Truck #450	29Veh#450	n/a					536,500	536,500
<b>Public Works - Sanitation Total</b>			<b>739,000</b>	<b>750,000</b>	<b>490,000</b>	<b>800,000</b>	<b>824,500</b>	<b>3,603,500</b>
<b>GRAND TOTAL</b>			<b>739,000</b>	<b>750,000</b>	<b>490,000</b>	<b>800,000</b>	<b>824,500</b>	<b>3,603,500</b>

# Capital Investment Plan

Data in Year FY 25

Department Public Works - Sanitation

City of Dover, Delaware

Contact Public Works Director

Project # 25 Veh#441  
 Project Name 2016 Peterbilt Automated Trash Truck #441

Type Vehicles

Useful Life

Category Vehicles

Priority n/a

Status Active

Total Project Cost: \$480,000

## Description

Replacement 2016 Peterbilt Automated Trash Truck #450

## Justification

Vehicle is beyond its useful life

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	480,000					480,000
<b>Total</b>	<b>480,000</b>					<b>480,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Sanitation	480,000					480,000
<b>Total</b>	<b>480,000</b>					<b>480,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Public Works - Sanitation

## City of Dover, Delaware

Contact Public Works Director

Project #	25 Veh#448
Project Name	2017 International Bulk Trash Truck #448

Type Vehicles

Useful Life

Category Vehicles

Priority n/a

Status Active

Total Project Cost: \$259,000

### Description

Replace 2017 International Bulk Trash Truck #448

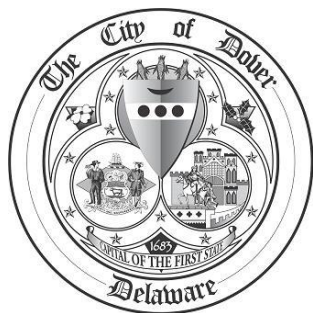
### Justification

Vehicle is beyond its useful life

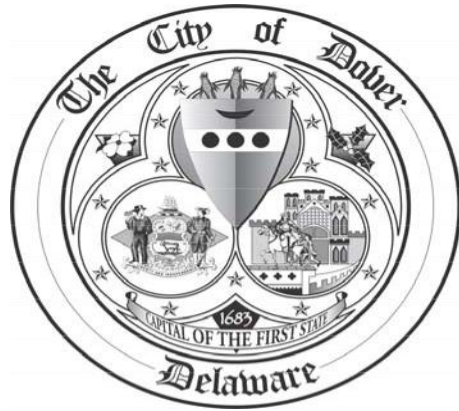
Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	259,000					259,000
<b>Total</b>	<b>259,000</b>					<b>259,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Sanitation	259,000					259,000
<b>Total</b>	<b>259,000</b>					<b>259,000</b>

### Budget Impact/Other



# STORMWATER FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware  
*Capital Investment Plan*  
 FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Bond Proceeds			8,300,000			8,300,000
State Grant	335,000					335,000
Stormwater	1,914,000	2,199,000	4,045,600	2,791,500	2,397,000	13,347,100
<b>GRAND TOTAL</b>	<b>2,249,000</b>	<b>2,199,000</b>	<b>12,345,600</b>	<b>2,791,500</b>	<b>2,397,000</b>	<b>21,982,100</b>

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Public Works - Stormwater</b>								
2015 International Dump Truck #328	25Veh#328	n/a			220,000			220,000
2019 International Tymco Street Sweeper #356	26 Veh#356	n/a			326,200			326,200
2016 International Leaf Vac Truck #366	26 Veh#366	n/a			300,000			300,000
1969 Caterpillar Grader# 301	27 Veh#301	n/a			85,000			85,000
New Street Sweeper	27 Veh#NEW4	1			441,400			441,400
2022 International TYMCO Street Sweeper #357	28 Veh#357	1				391,500		391,500
2020 Ford F250 #362	28Veh#362	n/a				45,000		45,000
2006 Sterling Vac Truck #350	29 Veh#350	1					520,000	520,000
MS4 Inventory/Inspection & Green Te	SW2206	n/a	100,000					100,000
Miscellaneous Emergency Storm Sewer Repairs	SW2501	1	94,000	96,000	98,000	100,000	102,000	490,000
Meeting House Branch Drainage Improvements	SW2502	2	1,250,000	1,250,000	10,100,000	1,800,000		14,400,000
West Street Flooding Improvements	SW2503	3	125,000				675,000	800,000
The Greens of Dover/Lamplighter Ln SW Improvements	SW2505	5	25,000	125,000				150,000
Lynnhaven Drive Flooding Improvements	SW2506	6	25,000			130,000		155,000
Downtown Dover Upgrades - Stormwater	SW2507	7	245,000					245,000
White Oak Ditch	SW2508	n/a	85,000					85,000
Vehicle Pole Barn	SW2509	3	300,000					300,000
Silver Lake Dam Repairs	SW2602	2		100,000		120,000		220,000
Water Street Flooding Improvements	SW2604	4		600,000	600,000			1,200,000
State Street Flooding Improvements	SW2606	6		28,000		135,000		163,000
East Lake Garden Drainage Basin Improvements	SW2702	2					950,000	950,000
Vehicle Pole Barn	SW2704	4			175,000			175,000
Reed Street Flooding Improvements	SW2706	6				35,000	150,000	185,000
Puncheon Run Drainage Ditch System Improvements	SW2806	6				35,000		35,000
<b>Public Works - Stormwater Total</b>			<b>2,249,000</b>	<b>2,199,000</b>	<b>12,345,600</b>	<b>2,791,500</b>	<b>2,397,000</b>	<b>21,982,100</b>
<b>GRAND TOTAL</b>			<b>2,249,000</b>	<b>2,199,000</b>	<b>12,345,600</b>	<b>2,791,500</b>	<b>2,397,000</b>	<b>21,982,100</b>



# Capital Investment Plan

Data in Year FY 25

Department Public Works - Stormwater

## City of Dover, Delaware

Contact Public Works Director

Project #	SW2206
Project Name	MS4 Inventory/Inspection & Green Te

Type Improvement

Useful Life

Category General

Priority n/a

Status Active

Total Project Cost: \$246,800

Description
SW2206 Inventory & Mapping of roughly 40% of the remaining Stormwater infrastructure maintained by the City. 60% of the City's S/W infrastructure already mapped by KCI, started in FY16.

Justification
Must be completed to be in compliance with NPDES MS4 Program

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
146,800	Construction/Maintenance	100,000					100,000
<b>Total</b>	<b>Total</b>	<b>100,000</b>					<b>100,000</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
146,800	State Grant	50,000					50,000
	Stormwater	50,000					50,000
<b>Total</b>	<b>Total</b>	<b>100,000</b>					<b>100,000</b>

Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Stormwater

Contact Water/Wastewater Director

Project # SW2501  
 Project Name Miscellaneous Emergency Storm Sewer Repairs

Type Improvement

Useful Life 50-80

Category General

Priority 1

Status Active

Total Project Cost: \$490,000

**Description**

This project will repair failing storm sewer infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

**Justification**

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental impacts.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	94,000	96,000	98,000	100,000	102,000	490,000
<b>Total</b>	<b>94,000</b>	<b>96,000</b>	<b>98,000</b>	<b>100,000</b>	<b>102,000</b>	<b>490,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Stormwater	94,000	96,000	98,000	100,000	102,000	490,000
<b>Total</b>	<b>94,000</b>	<b>96,000</b>	<b>98,000</b>	<b>100,000</b>	<b>102,000</b>	<b>490,000</b>

**Budget Impact/Other**

Portions of funding may be provided by Legislator funds.

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Stormwater

Contact Water/Wastewater Director

Type Improvement

Useful Life 50 years

Category General

Priority 2

Status Active

Total Project Cost: \$14,400,000

Project # SW2502  
 Project Name Meeting House Branch Drainage Improvements

**Description**

Due to the environmental concerns, the Meeting House Branch site (also known as PWII) will be redeveloped to improve stormwater quality entering Silver Lake. The city currently has a conciliation order from the Delaware Department of Natural Resources and Environmental Control (DNREC) to convert this park into a meadow. FY25 & FY26 will remediate all contaminated soil, in FY26 & FY27 construction will include the stormwater improvements for the basin.

**Justification**

Stringent environmental regulations will require improvements on the site.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	1,250,000	1,250,000	10,100,000	1,800,000		14,400,000
<b>Total</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>10,100,000</b>	<b>1,800,000</b>		<b>14,400,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Bond Proceeds			8,300,000			8,300,000
Stormwater	1,250,000	1,250,000	1,800,000	1,800,000		6,100,000
<b>Total</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>10,100,000</b>	<b>1,800,000</b>		<b>14,400,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Public Works - Stormwater

## City of Dover, Delaware

Contact Water/Wastewater Director

Project # SW2503  
 Project Name West Street Flooding Improvements

Type Improvement

Useful Life 50 years

Category General

Priority 3

Status Active

Total Project Cost: \$800,000

### Description

This project, identified by staff, will upgrade the existing stormwater infrastructure that is within West Street, from Division Street to Mary Street. This area consistently floods with a moderate rain event in the city.

### Justification

This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	125,000					125,000
Construction/Maintenance					675,000	675,000
<b>Total</b>	<b>125,000</b>				<b>675,000</b>	<b>800,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Stormwater	125,000				675,000	800,000
<b>Total</b>	<b>125,000</b>				<b>675,000</b>	<b>800,000</b>

### Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Stormwater  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 50 years  
 Category General  
 Priority 5  
 Status Active

Project # SW2505  
 Project Name The Greens of Dover/Lamplighter Ln SW Improvements

Total Project Cost: \$600,000

**Description**  
 This project, identified by staff, will upgrade the existing stormwater infrastructure that is behind Lamplighter Lane, near the Greens of Dover. The existing forty-two inch (42") stormwater pipe has a temporary repair to handle the stormwater.

**Justification**  
 This will provide improved capacity and conveyance of stormwater from this area. Failure to improve this system will result in a future failure of the infrastructure and property damage.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
Planning/Design	25,000	125,000				150,000	450,000
<b>Total</b>	<b>25,000</b>	<b>125,000</b>				<b>150,000</b>	<b>Total</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Future
Stormwater	25,000	125,000				150,000	450,000
<b>Total</b>	<b>25,000</b>	<b>125,000</b>				<b>150,000</b>	<b>Total</b>

**Budget Impact/Other**

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Stormwater

Contact Water/Wastewater Director

Type Improvement

Useful Life 50 years

Category General

Priority 6 --

Status Active

Total Project Cost: \$155,000

Project # SW2506  
 Project Name Lynnhaven Drive Flooding Improvements

**Description**

This project, identified by staff, will upgrade the existing stormwater infrastructure that is in Lynnhaven Drive, east of Crescent Drive. The existing infrastructure is failing.

**Justification**

This will provide improved capacity and conveyance of stormwater from this street. Failure to improve this system will result in continued flooding in the area.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	25,000			130,000		155,000
<b>Total</b>	<b>25,000</b>			<b>130,000</b>		<b>155,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Stormwater	25,000			130,000		155,000
<b>Total</b>	<b>25,000</b>			<b>130,000</b>		<b>155,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Public Works - Stormwater

Contact Water/Wastewater Director

Type Improvement

Useful Life 90+ years

Category General

Priority 7 --

Status Active

Total Project Cost: \$245,000

Project # SW2507  
 Project Name Downtown Dover Upgrades - Stormwater

**Description**  
 Stormwater infrastructure upgrades in Loockerman Street in advance of future downtown development

**Justification**  
 Delaying this work may prohibit future economic development in the downtown area.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	245,000					245,000
<b>Total</b>	<b>245,000</b>					<b>245,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	245,000					245,000
<b>Total</b>	<b>245,000</b>					<b>245,000</b>

**Budget Impact/Other**

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Public Works - Stormwater

Contact Public Works Director

Type Improvement

Useful Life 10-20 years

Category General

Priority n/a

Status Active

Total Project Cost: \$85,000

Project # SW2508  
 Project Name White Oak Ditch

**Description**  
 White Oak Ditch from Mourning Dover Ln to Long Point Rd

**Justification**

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	85,000					85,000
<b>Total</b>	<b>85,000</b>					<b>85,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	40,000					40,000
Stormwater	45,000					45,000
<b>Total</b>	<b>85,000</b>					<b>85,000</b>

**Budget Impact/Other**



Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Public Works - Stormwater

Contact Water/Wastewater Director

Type Improvement

Useful Life 20-30 years

Category General

Priority 3

Status Active

Total Project Cost: \$300,000

Project # SW2509  
 Project Name Vehicle Pole Barn

Description

This project will intall a new vehicle pole barn at the Street/Stormwater Division yard, located at Schutte Park .

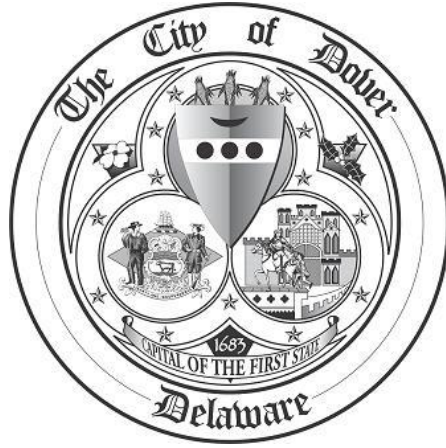
Justification

This project is necessary to properly store stormwater division vehicles, particularly the leaf vac trucks/trailers. If the Pole Barn is not installed, the weather could cause premature deterioration of the vehicles.

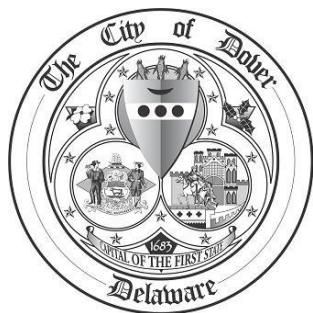
Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	300,000					300,000
<b>Total</b>	<b>300,000</b>					<b>300,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Stormwater	300,000					300,000
<b>Total</b>	<b>300,000</b>					<b>300,000</b>

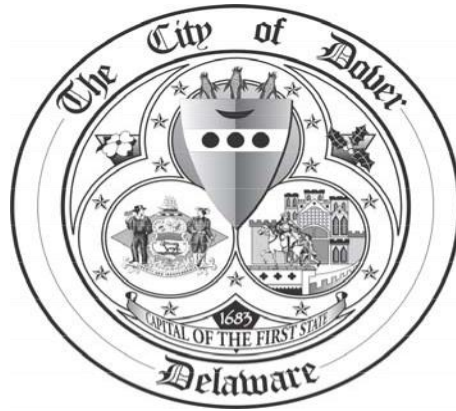
Budget Impact/Other



**THIS PAGE INTENTIONALLY LEFT BLANK**



# WATER FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware  
*Capital Investment Plan*  
 FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Impact Fee Reserve		197,200	197,700	234,500	248,600	878,000
State Grant	2,009,000					2,009,000
Water/Wastewater Fund	2,359,600	7,748,700	2,762,700	4,155,800	5,940,000	22,966,800
<b>GRAND TOTAL</b>	<b>4,368,600</b>	<b>7,945,900</b>	<b>2,960,400</b>	<b>4,390,300</b>	<b>6,188,600</b>	<b>25,853,800</b>

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Water Engineering</b>								
2008 Dodge Advenger #427	25 Veh#427	n/a	26,900					26,900
<b>Water Engineering Total</b>			<b>26,900</b>					<b>26,900</b>
<b>Water Management</b>								
2002 Sterling Dump Truck #424	26 Veh#424	n/a		165,000				165,000
2015 Ford F350 1 Ton Pickup #622	27 Veh#622	n/a			65,000			65,000
2008 Case Backhoe #672	27 Veh#672	n/a			131,000			131,000
1995 Catepillar Bulldozer #408	28Veh#408	n/a				80,000		80,000
Well #9 Improvements	WD2405	3	700,000					700,000
Wellhead Redevelopment Program	WD2501	1	166,000	75,000	75,000	75,000	75,000	466,000
Well 6 VFD	WD2502	4	57,000					57,000
Predictive Water Main Leak Modeling	WD2503	6	46,000					46,000
Elevated Water Tower Maintenance	WD2504	7	96,700	73,200	175,700	116,700	188,700	651,000
SCADA Equipment Upgrade	WD2505	8	975,000					975,000
Valve Insertion Program	WD2506	9		87,000				87,000
GIS Utility Network Upgrade	WD2507	10	160,000					160,000
Portable Emergency Generator	WD2509	n/a	70,000					70,000
Meter Replacement Project	WD2600	n/a		418,700	418,700	418,700		1,256,100
Meter Reading Technology Upgrade	WD2601	n/a		30,000				30,000
Water Tank Concrete Rehabilitation	WD2602	4		190,000				190,000
Water Treatment Plant Security Upgrade	WD2604	n/a		222,000				222,000
Denneys Raod 1.0 MG Elevated Water Storage Tank	WD2703	5			85,000	1,539,900	1,539,900	3,164,800
Water Main Loop- Starlifter	WD2704	6			110,000		2,100,000	2,210,000
Miscellaneous Emergency Water Repairs	WQ2502	3	85,000	85,000	85,000	85,000	85,000	425,000
Downtown Dover Upgrades- Water	WQ2503	5	1,101,000					1,101,000
Water Quality Improvements	WQ2601	2		1,600,000	1,750,000	2,075,000	2,200,000	7,625,000
<b>Water Management Total</b>			<b>3,456,700</b>	<b>2,945,900</b>	<b>2,895,400</b>	<b>4,390,300</b>	<b>6,188,600</b>	<b>19,876,900</b>
<b>Water Treatment Plant</b>								
2015 FORD F350 Pickup	27Veh#622	n/a			65,000			65,000
PFAS WTP Improvements	WD2508	10	885,000	5,000,000				5,885,000
<b>Water Treatment Plant Total</b>			<b>885,000</b>	<b>5,000,000</b>	<b>65,000</b>			<b>5,950,000</b>
<b>GRAND TOTAL</b>			<b>4,368,600</b>	<b>7,945,900</b>	<b>2,960,400</b>	<b>4,390,300</b>	<b>6,188,600</b>	<b>25,853,800</b>

# Capital Investment Plan

Data in Year FY 25

Department Water Engineering  
 Contact Water/Wastewater Director  
 Type Vehicles  
 Useful Life 10 years  
 Category Water/Wastewater  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # 25 Veh#427  
 Project Name 2008 Dodge Advenger #427

Total Project Cost: \$26,900

### Description

Replacing 2008 Dodge Avenger #427

### Justification

Vehicle is beyond its useful life

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	26,900					26,900
<b>Total</b>	<b>26,900</b>					<b>26,900</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	26,900					26,900
<b>Total</b>	<b>26,900</b>					<b>26,900</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 50 years  
 Category Water/Wastewater  
 Priority 3  
 Status Active

## City of Dover, Delaware

Project # WD2405  
 Project Name Well #9 Improvements

Total Project Cost: \$1,700,000

### Description

This proposed project was identified during the Meeting House Branch Improvement Project. The well is located within a flood plain elevation, which causes this well to be shut down frequently. The project will raise the well out of the floodplain.

### Justification

This project is necessary because of the existing location of the well. Improving this well will provide a more efficient use of the infrastructure.

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
1,000,000	Construction/Maintenance	700,000					700,000
<b>Total</b>	<b>Total</b>	<b>700,000</b>					<b>700,000</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
1,000,000	Water/Wastewater Fund	700,000					700,000
<b>Total</b>	<b>Total</b>	<b>700,000</b>					<b>700,000</b>

### Budget Impact/Other



Capital Investment Plan  
City of Dover, Delaware

Data in Year FY 25

Department Water Management  
Contact Water/Wastewater Director  
Type Improvement  
Useful Life 20-25 years  
Category Water/Wastewater  
Priority 1  
Status Active

Project # WD2501  
Project Name Wellhead Redevelopment Program

Total Project Cost: \$466,000

Description

This project will provide for rehabilitation and repair of each deep wellhead in an effort to maintain operations and/or increase/maintain the yield of each well as it relates to the permitted allocation. FY 2008; total well inspection and testing performed. FY 2009: Motors at Wells #6A and #9 were rebuilt, and wells #13R and #15 were redeveloped. FY 2010: Well #10. FY 2011: Well #4 redevelopment and well piping improvements at various well locations, as well as continued well testing. FY 2012: Well #1 redevelopment. FY2013: complete repair of Well #10. FY2014: complete repair of well #14. FY2015 inspected: 2, 3, 11, 13R, 15, PW2. FY 2016 inspected: 4, 6, 8R, 9 & PW8A. FY 2017 inspected: 1, 10, 4, PW6A & 4B. FY 2018 inspected: 3. FY 2019 inspected: 12R, PW1A, 2, 11, 13R, 15. FY 2020: 2, 5 & 6. FY 2021: Well 8R, Well 9, Well 10 and PW6A. FY 2022 5A & 12R. FY2023: 1A and 15 repaired. FY2024: redevelop 1, 4B inspect 3, 7, 10, 13, 2A & 8A. FY2025: redevelop: 8A, 4, 8R, 6 and inspect 12R, 5A, 10, 14 and 13R.

Justification

The well screening and gravel pack requires cleaning over time due to a buildup of mineral deposits and foreign materials such as clay and silt. This maintenance effort is critical to ensure that production can continue to meet demand. It is also necessary to maintain the operational aspects of each well and provide repairs as needed to minimize downtime to maintain system capacity. Delaying or eliminating this project would result in the continued deterioration of the well screen, gravel pack, and well yield over time. It would also result in increased well downtime, emergency repairs, and decreased capacity. These issues can lead to increased flow pattern changes and water quality concerns.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	166,000	75,000	75,000	75,000	75,000	466,000
<b>Total</b>	<b>166,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>466,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	166,000	75,000	75,000	75,000	75,000	466,000
<b>Total</b>	<b>166,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>466,000</b>

Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 20 years  
 Category Water/Wastewater  
 Priority 4  
 Status Active

Project # WD2502  
 Project Name Well 6 VFD

Total Project Cost: \$57,000

**Description**

This proposed project, identified by staff will install a new variable frequency drive in an existing water production well.

**Justification**

The improvement will decrease the electric bill on this well, as the variable frequency drive will ramp up the electric load. Additionally, it will provide a longer lifespan for the pump as the strain on the machine is decreased

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	57,000					57,000
<b>Total</b>	<b>57,000</b>					<b>57,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	57,000					57,000
<b>Total</b>	<b>57,000</b>					<b>57,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 20 years  
 Category Water/Wastewater  
 Priority 6 --  
 Status Active

Project # WD2503  
 Project Name Predictive Water Main Leak Modeling

Total Project Cost: \$46,000

Description

This proposed project will utilize proprietary software to proactively predict water leak locations.

Justification

This project will provide locations of potential water leaks, proactively repairing the locations will reduce the emergency costs of the repair.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	46,000					46,000
<b>Total</b>	<b>46,000</b>					<b>46,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	23,000					23,000
Water/Wastewater Fund	23,000					23,000
<b>Total</b>	<b>46,000</b>					<b>46,000</b>

Budget Impact/Other

Project will be partially funded by the State matching planning grant

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 10 years  
 Category Water/Wastewater  
 Priority 7 --  
 Status Active

## City of Dover, Delaware

Project # WD2504  
 Project Name Elevated Water Tower Maintenance

Total Project Cost: \$651,000

### Description

This project will perform maintenance, cleaning and painting of the various elevated water storage tanks throughout the city.

### Justification

This ongoing project is necessary due to the nature of the infrastructure. It is imperative that we keep the tanks in proper working order to meet requirements and keep necessary water pressure in the system.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	96,700	73,200	175,700	116,700	188,700	651,000
<b>Total</b>	<b>96,700</b>	<b>73,200</b>	<b>175,700</b>	<b>116,700</b>	<b>188,700</b>	<b>651,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	96,700	73,200	175,700	116,700	188,700	651,000
<b>Total</b>	<b>96,700</b>	<b>73,200</b>	<b>175,700</b>	<b>116,700</b>	<b>188,700</b>	<b>651,000</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 20 years  
 Category Water/Wastewater  
 Priority 8 --  
 Status Active

## City of Dover, Delaware

Project # WD2505  
 Project Name SCADA Equipment Upgrade

Total Project Cost: \$975,000

### Description

This proposed project, identified in our 2021 Water Master Plan will investigate the needs and goals of replacing an aged and antiquated SCADA system that controls our water production infrastructure. A feasibility study was performed in FY23.

### Justification

The current SCADA system is antiquated and the city must plan for its replacement to continue our control of our water system.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	975,000					975,000
<b>Total</b>	<b>975,000</b>					<b>975,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	975,000					975,000
<b>Total</b>	<b>975,000</b>					<b>975,000</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 20 years  
 Category Water/Wastewater  
 Priority 10 --  
 Status Active

## City of Dover, Delaware

Project # WD2507  
 Project Name GIS Utility Network Upgrade

Total Project Cost: \$160,000

### Description

This proposed project will upgrade the existing water infrastructure data that is currently housed in the City’s geographical information system (GIS). This is necessary due to the phasing out of the existing software that the City utilizes. This will be the final phase of the migration.

### Justification

This project is necessary because of the pending phasing out of the existing platform. GIS information is critical for asset management and modeling of our hydraulic systems.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	160,000					160,000
<b>Total</b>	<b>160,000</b>					<b>160,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	160,000					160,000
<b>Total</b>	<b>160,000</b>					<b>160,000</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Equipment  
 Useful Life  
 Category Water/Wastewater  
 Priority n/a  
 Status Active

## City of Dover, Delaware

Project # WD2509  
 Project Name Portable Emergency Generator

Total Project Cost: \$70,000

### Description

Purchasing this portable emergency generator will increase the reliability to produce water during a power failure. This includes a transfer switch to be installed at one of the well locations.

### Justification

Withholding this purchase will decrease the redundancy of the water system.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	70,000					70,000
<b>Total</b>	<b>70,000</b>					<b>70,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	70,000					70,000
<b>Total</b>	<b>70,000</b>					<b>70,000</b>

### Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 50-80  
 Category Water/Wastewater  
 Priority 3  
 Status Active

## City of Dover, Delaware

Project # WQ2502  
 Project Name Miscellaneous Emergency Water Repairs

Total Project Cost: \$425,000

### Description

This project will repair failing water infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

### Justification

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental impacts.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	85,000	85,000	85,000	85,000	85,000	425,000
<b>Total</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>425,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	85,000	85,000	85,000	85,000	85,000	425,000
<b>Total</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>425,000</b>

### Budget Impact/Other



# Capital Investment Plan

Data in Year FY 25

Department Water Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 90+ years  
 Category Water/Wastewater  
 Priority 5  
 Status Active

## City of Dover, Delaware

Project # WQ2503  
 Project Name Downtown Dover Upgrades- Water

Total Project Cost: \$1,101,000

### Description

Water infrastructure upgrades in Loockerman Street in advance of future downtown development

### Justification

Delaying this work may prohibit future economic development in the downtown area.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	1,101,000					1,101,000
<b>Total</b>	<b>1,101,000</b>					<b>1,101,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	1,101,000					1,101,000
<b>Total</b>	<b>1,101,000</b>					<b>1,101,000</b>

### Budget Impact/Other

Delaying this work may prohibit future economic development in the downtown area.

# Capital Investment Plan

Data in Year FY 25

Department Water Treatment Plant  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 50 years  
 Category Water/Wastewater  
 Priority 10 --  
 Status Active

## City of Dover, Delaware

Project # WD2508  
 Project Name PFAS WTP Improvements

Total Project Cost: \$5,885,000

### Description

Forthcoming federal regulations are being drafted to eliminate contaminants from the drinking water system. As part of these regulations, additional infrastructure is required at the Water Treatment Plant.

### Justification

If this project is not completed, the city could be found out of compliance with federal requirements.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	885,000					885,000
Construction/Maintenance		5,000,000				5,000,000
<b>Total</b>	<b>885,000</b>	<b>5,000,000</b>				<b>5,885,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	885,000					885,000
Water/Wastewater Fund		5,000,000				5,000,000
<b>Total</b>	<b>885,000</b>	<b>5,000,000</b>				<b>5,885,000</b>

### Budget Impact/Other

Partial funding may be provided from a DNREC grant



# WASTEWATER FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware  
*Capital Investment Plan*  
 FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Impact Fee Reserve		15,200	50,400	22,000	561,080	648,680
State Grant	354,000					354,000
Water/Wastewater Fund	1,337,100	4,552,000	4,054,300	3,897,300	1,088,620	14,929,320
<b>GRAND TOTAL</b>	<b>1,691,100</b>	<b>4,567,200</b>	<b>4,104,700</b>	<b>3,919,300</b>	<b>1,649,700</b>	<b>15,932,000</b>

City of Dover, Delaware

*Capital Investment Plan*

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Wastewater Management</b>								
2013 Vacocon Jet Truck #692	25 Veh#692	n/a	520,100					520,100
2016 INTERNATIONAL Vac Truck #691	26 Veh#691	n/a		260,000				260,000
2005 MGS Generator #604	27 Veh#604	n/a			80,000			80,000
2013 Case Skidsteer #674	28 Veh#674	n/a				80,000		80,000
Miscellaneous Emergency Sanitary Sewer Repairs	WW2501	1	170,000	175,000	180,000	185,000	190,000	900,000
Heatherfield Pump Station Replacement	WW2502	2	545,000					545,000
Laurel Drive Pump Station Replacement	WW2503	3		49,000		656,600		705,600
White Oak Road Improvements	WW2504	4	65,000		800,000			865,000
Kings Cliffe Pump Station Replacement	WW2505	5		18,000	51,000		676,700	745,700
Downtown Dover Upgrades - Wastewater	WW2506	6	354,000					354,000
Puncheon Run Pump Station Roof Replacement	WW2507	7	37,000					37,000
Reed Street Gravity Sewer Upgrade	WW2508	8		90,000				90,000
Meter Replacement Project	WW2600	n/a		418,700	418,700	418,700		1,256,100
Meter Reading Technology Upgrade	WW2601	n/a		30,000				30,000
Inflow/Infiltration Removal	WW2602	1		2,500,000	2,500,000	2,500,000		7,500,000
Lepore Road Sanitary Sewer Upgrade	WW2603	3		370,000				370,000
Cedar Chase Pump Station Replacement	WW2604	4		636,500				636,500
Hunter's Pointe Pump Station Replacement	WW2606	6		20,000	53,000		700,000	773,000
Westminster Pump Station Replacement	WW2706	6			22,000	55,000		77,000
Schoolview Pump Station Replacement	WW2805	5				24,000	57,000	81,000
Dover Post Pump Station Replacement	WW2904	4					26,000	26,000
<b>Wastewater Management Total</b>			<b>1,691,100</b>	<b>4,567,200</b>	<b>4,104,700</b>	<b>3,919,300</b>	<b>1,649,700</b>	<b>15,932,000</b>
<b>GRAND TOTAL</b>			<b>1,691,100</b>	<b>4,567,200</b>	<b>4,104,700</b>	<b>3,919,300</b>	<b>1,649,700</b>	<b>15,932,000</b>

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Wastewater Management  
 Contact Water/Wastewater Director  
 Type Vehicles  
 Useful Life 10 years  
 Category Vehicles  
 Priority n/a  
 Status Active

Project # 25 Veh#692  
 Project Name 2013 Vacoon Jet Truck #692

Total Project Cost: \$520,100

**Description**  
 Replaces 2013 Vacoon Jet Truck #692

**Justification**  
 Vehicle is beyond its useful life.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	520,100					520,100
<b>Total</b>	<b>520,100</b>					<b>520,100</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	520,100					520,100
<b>Total</b>	<b>520,100</b>					<b>520,100</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Wastewater Management

## City of Dover, Delaware

Contact Water/Wastewater Director

Project # WW2501  
 Project Name Miscellaneous Emergency Sanitary Sewer Repairs

Type Improvement

Useful Life 50-80

Category Water/Wastewater

Priority 1

Status Active

Total Project Cost: \$900,000

### Description

This project will repair failing sanitary sewer infrastructure. The work will focus on emergency repair situations on City owned infrastructure. No specific locations for this work have been identified.

### Justification

This project is necessary to address failing or deteriorated infrastructure in the City. If these repairs are not conducted, significant impacts to property, life and environment could arise. Delaying these repairs could result in road failure, sink holes and environmental contamination.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	170,000	175,000	180,000	185,000	190,000	900,000
<b>Total</b>	<b>170,000</b>	<b>175,000</b>	<b>180,000</b>	<b>185,000</b>	<b>190,000</b>	<b>900,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	170,000	175,000	180,000	185,000	190,000	900,000
<b>Total</b>	<b>170,000</b>	<b>175,000</b>	<b>180,000</b>	<b>185,000</b>	<b>190,000</b>	<b>900,000</b>

### Budget Impact/Other



# Capital Investment Plan

Data in Year FY 25

Department Wastewater Management

City of Dover, Delaware

Contact Water/Wastewater Director

Project # WW2502  
 Project Name Heatherfield Pump Station Replacement

Type Improvement

Useful Life 20-25 years

Category Water/Wastewater

Priority 2

Status Active

Total Project Cost: \$545,000

## Description

This project calls for replacement of the Smith & Loveless package pumping station, installed in 1985, in order to handle development in the area, as well as completely rehabilitate the wet well side of the pump station using a poly-triplex system liner. The station has exceeded its life expectancy of 20-25 years and is in need of a capacity upgrade to handle anticipated growth in the basin.

## Justification

Replace the aged station with a completely new station to prevent the need for costly unbudgeted repairs to maintain operation, thus reducing pump failure resulting in a sewage spill into waterway or backup in a residence. Due to the age of the station, certain parts are no longer obtainable and replacement of equipment is costly. Feasibility study in FY 2022, design in FY 2023, construction in FY 2025.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	545,000					545,000
<b>Total</b>	<b>545,000</b>					<b>545,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	545,000					545,000
<b>Total</b>	<b>545,000</b>					<b>545,000</b>

## Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Wastewater Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 20-25 years  
 Category Water/Wastewater  
 Priority 4  
 Status Active

Project # WW2504  
 Project Name White Oak Road Improvements

Total Project Cost: \$865,000

**Description**

This project calls for an upgrade to the existing White Oak Road Pump Station. The grit that is being deposited into the station is causing operational issues. This project would install an automated grit removal system.

**Justification**

Increase the efficiency of the station will decrease unnecessary costs and repairs. Feasibility study in FY 2024 and design in FY 2025. Construction scheduled for FY27.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Planning/Design	65,000					65,000
Construction/Maintenance			800,000			800,000
<b>Total</b>	<b>65,000</b>		<b>800,000</b>			<b>865,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	65,000		800,000			865,000
<b>Total</b>	<b>65,000</b>		<b>800,000</b>			<b>865,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Wastewater Management  
 Contact Water/Wastewater Director  
 Type Improvement  
 Useful Life 90+ years  
 Category Water/Wastewater  
 Priority 6 --  
 Status Active

Project # WW2506  
 Project Name Downtown Dover Upgrades - Wastewater

Total Project Cost: \$354,000

**Description**  
 Wastewater infrastructure upgrades in Loockerman Street in advance of future downtown development

**Justification**  
 Delaying this work may prohibit future economic development in the downtown area.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	354,000					354,000
<b>Total</b>	<b>354,000</b>					<b>354,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
State Grant	354,000					354,000
<b>Total</b>	<b>354,000</b>					<b>354,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Wastewater Management

City of Dover, Delaware

Contact Water/Wastewater Director

Project # WW2507  
 Project Name Puncheon Run Pump Station Roof Replacement

Type Improvement

Useful Life 30 Years

Category Water/Wastewater

Priority 7 --

Status Active

Total Project Cost: \$37,000

## Description

This project, identified by staff, calls for a new roof on the existing Puncheon Run Pump Station. This roof has exceeded its useful life and is under disrepair.

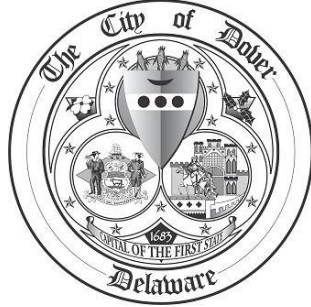
## Justification

If this roof is not replaced, further damage can be caused to the building and the important infrastructure that transmits sanitary sewer to the county for treatment.

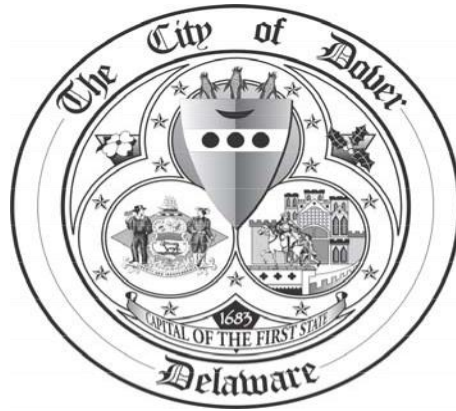
Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	37,000					37,000
<b>Total</b>	<b>37,000</b>					<b>37,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Water/Wastewater Fund	37,000					37,000
<b>Total</b>	<b>37,000</b>					<b>37,000</b>

## Budget Impact/Other



# ELECTRIC FUND



**THIS PAGE INTENTIONALLY LEFT BLANK**

City of Dover, Delaware  
*Capital Investment Plan*  
 FY 25 thru FY 29

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
Developer Contribution	1,000,000	1,000,000	400,000	300,000	300,000	3,000,000
Electric Revenue	4,546,000	7,346,400	6,635,000	3,267,000	2,307,000	24,101,400
Future Capacity Reserve Fund	2,000,000					2,000,000
<b>GRAND TOTAL</b>	<b>7,546,000</b>	<b>8,346,400</b>	<b>7,035,000</b>	<b>3,567,000</b>	<b>2,607,000</b>	<b>29,101,400</b>

City of Dover, Delaware

Capital Investment Plan

FY 25 thru FY 29

**PROJECTS BY DEPARTMENT**

Department	Project #	Priority	FY 25	FY 26	FY 27	FY 28	FY 29	Total
<b>Electric Engineering</b>								
Vehicle Replacement #784	25 Veh#784	1	65,000					65,000
Vehicle Replacement #786	25 Veh#786	1	65,000					65,000
Garrison Oak / Sun Park Substation	EE2215	1	2,000,000					2,000,000
Substation Battery Replacement	EE2501	5	15,000	16,000	32,000	32,000	32,000	127,000
Farmview Drive Renovation	EE2502	10	245,000					245,000
Electric System Study	EE2505	4	750,000					750,000
McKee Switch Yard Reconfiguration	EE2510	2	110,000					110,000
Primary Metering OVH-UGD	EE2511	3	202,000					202,000
Transmission Line Maintenance Program	EE2513	10	50,000	50,000	50,000	50,000	50,000	250,000
Fox Road Overhead Rebuild	EE2515	8	63,000					63,000
William Street Overhead Rebuild	EE2516	9	89,000					89,000
Sounds of Tristate Rebuild	EE2517	6	63,000					63,000
Mitscher Road Overhead Rebuild	EE2518	10	41,000					41,000
Transmission Pole Replacement	EE2519	7	168,000	168,000	168,000			504,000
Small Cell Wireless Improvements	EE2522	10	30,000	30,000	30,000	30,000	30,000	150,000
Substation Component Replacement	EE2523	10	30,000	30,000	30,000	30,000	30,000	150,000
Fox Hall	EE2601	1		579,900				579,900
The Greens Underground Upgrade Phase 1 & 2	EE2603	3		343,000				343,000
Derby Estates Underground Upgrade	EE2604	4		246,000				246,000
Heatherfield Renovation	EE2605	2		300,000				300,000
Shady Lane OVH-UGD	EE2606	1		636,000				636,000
Heatherfield East Renovation	EE2607	3			163,000			163,000
Cartanza Substation Foundation Repair	EE2608	1		250,000				250,000
UPS Battery Replacement	EE2609	5		7,500				7,500
Electric Warehouse	EE2610	2		2,000,000				2,000,000
Substation Transformer Replacement	EE2611	1		1,000,000		1,000,000	1,000,000	3,000,000
Rodney Village Overhead to Underground	EE2701	1			784,000			784,000
Advanced Metering Infrastructure (AMI)	EE2703	3			2,500,000			2,500,000
LED Lighting Conversion	EE2704	3			1,750,000	750,000		2,500,000
Fox Hall West	EE2801	2				60,000		60,000
SCADA Upgrade	EE2802	1				125,000		125,000
<b>Electric Engineering Total</b>			<b>3,986,000</b>	<b>5,656,400</b>	<b>5,507,000</b>	<b>2,077,000</b>	<b>1,142,000</b>	<b>18,368,400</b>
<b>Electric T &amp; D</b>								
Vehicle Replacement #766	25 Veh#766	1	460,000					460,000
Vehicle #767 Replacement	25 Veh#767	1	65,000					65,000
Vehicle #799 Replacement	25 Veh#799	1	65,000					65,000
Vehicle #718 Replacement	26 Veh#718	n/a		200,000				200,000
Emergency Component Replacement (T&D)	EE2521	4	65,000	65,000	65,000	65,000		260,000
New Developments	EE2525	n/a	2,400,000	2,400,000	1,400,000	1,400,000	1,400,000	9,000,000
CT Site Repairs & Maintenance	TD2514	9	35,000		38,000		40,000	113,000
<b>Electric T &amp; D Total</b>			<b>3,090,000</b>	<b>2,665,000</b>	<b>1,503,000</b>	<b>1,465,000</b>	<b>1,440,000</b>	<b>10,163,000</b>
<b>Power Plant</b>								



<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>	<b>Total</b>
VanSant Out of Service Fuel Tank Inspection	EG2501	1	400,000					400,000
VanSant Unit 11 Component Replacements	EG2502	1	70,000	25,000	25,000	25,000	25,000	170,000
<b>Power Plant Total</b>			<b>470,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>570,000</b>
<b>GRAND TOTAL</b>			<b>7,546,000</b>	<b>8,346,400</b>	<b>7,035,000</b>	<b>3,567,000</b>	<b>2,607,000</b>	<b>29,101,400</b>

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	25 Veh#784
Project Name	Vehicle Replacement #784

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$65,000

## Description

Vehicle #784

## Justification

Lifespan Replacement. Vehicle #784 exceeds 10 years of age.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # 25 Veh#786  
 Project Name Vehicle Replacement #786

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$65,000

## Description

Vehicle #786

## Justification

Lifespan Replacement. Vehicle #786 exceeds 10 years of age.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

## Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric Engineering  
 Contact Electric Director  
 Type Improvement  
 Useful Life 30 Years  
 Category Electric  
 Priority 1  
 Status Active

Project # EE2215  
 Project Name Garrison Oak / Sun Park Substation

Total Project Cost: \$9,000,000

**Description**

A two part project that started with the engineering portion completed in FY21, this funding will order, construct and commission a new substation at the Garrison Oak Business & Technology Park. The substation will be capable of powering the entire park and be of a ring bus design that will allow for redundancy in the event of a breaker failure. Additionally, the substation could be used to provide power to any new developments in the area of the and give the City more flexibility to perform system switching by increasing the tie points available. There will also be provisions in the station footprint to allow for the installation of an additional transformer should the energy demand of the park grow in the future. In 2022, the city was awarded a \$5M matching grant for the completion of the substation. This project is not an additional amount of the original \$7M but an allocation of funds to support the full \$5M appropriation amount. Due to material delays, the total cost of the substation has increased and this amount plus the appropriations amount will provide additional funding for the project.

**Justification**

As occupancy of Garrison Oak Technology Park increases, the amount of power drawn will exceed the capabilities of the current City of Dover Transmission and Distribution system. We currently have less than 2 megawatts of reserve power for contingency situations for Calpine and we estimate approximately 500 to 2000 kilowatts of demand per lot. This additional load will not be attainable without a new substation to dedicate to the park and allow distribution to a limited number of customers outside the park in residential areas.

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
7,000,000	Construction/Maintenance	2,000,000					2,000,000
<b>Total</b>	<b>Total</b>	<b>2,000,000</b>					<b>2,000,000</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
7,000,000	Future Capacity Reserve Fund	2,000,000					2,000,000
<b>Total</b>	<b>Total</b>	<b>2,000,000</b>					<b>2,000,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 10-15 years

Category Electric

Priority 5

Status Active

Total Project Cost: \$127,000

Project #	EE2501
Project Name	Substation Battery Replacement

Description

Each substation contains a bank of up to 60 batteries used to supply DC voltage for the control of relays and other equipment in the substations during loss of power conditions. The amount of batteries at each substation is dependent on the manufacturer and size of the individual cells. This project will provide the required funds to replace not only the batteries but also the racks and chargers as needed. This replacement program is part of the larger Substation Assessment program that will identify and correct broken and aged substation equipment. The cost projections listed below reflect a replacement of the batteries, stand and charger.

Justification

Substation batteries are crucial in the restoration effort as they allow for the operation of protection relays in power off conditions. Life expectancy of the batteries varies by manufacturer, but the service life should be 18-20 years depending on usage and the area the batteries are stored in is fully climate controlled. If the area is not climate controlled, then the life expectancy is estimated to be 8-10 years. To replace the batteries with current designs there may be a need to purchase new associated equipment such as racks to hold the new batteries. Most of our substations could be considered partially climate controlled so we would follow a 15-year replacement schedule except for Mid-City which will be 10 years due to the poor construction of the building. Additionally, the inspection and serviceability of the batteries is governed by NERC and could possibly result in fines should the maintenance program be deemed insufficient.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	15,000	16,000	32,000	32,000	32,000	127,000
<b>Total</b>	<b>15,000</b>	<b>16,000</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	<b>127,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	15,000	16,000	32,000	32,000	32,000	127,000
<b>Total</b>	<b>15,000</b>	<b>16,000</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	<b>127,000</b>

Budget Impact/Other

--

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric Engineering  
 Contact Electric Director  
 Type Improvement  
 Useful Life 25 Years  
 Category Electric  
 Priority 10 --  
 Status Active

Project # EE2502  
 Project Name Farmview Drive Renovation

Total Project Cost: \$245,000

**Description**  
 Replace the original underground primary cabling on N. Farmview and S. Farmview Drive and convert from direct bury to bored installation.

**Justification**  
 This project will replace the original direct buried primary cable and replace it with new cable installed by boring. The underground wiring and equipment have been in place since the mid 1980s. Utilizing boring, the new cable will be placed in conduit and better protected from the elements and unintentional damage. The original cable also has an external neutral wrapped around the cable while the new cable has the neutral internal to the cable offering a more stable and dependable system to the customer.  
 FY24 - \$204,000  
 FY25 - \$245,000; increased due to cost of materials

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	245,000					245,000
<b>Total</b>	<b>245,000</b>					<b>245,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	245,000					245,000
<b>Total</b>	<b>245,000</b>					<b>245,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project #	EE2505
Project Name	Electric System Study

Type Improvement

Useful Life 5 years

Category Electric

Priority 4

Status Active

Total Project Cost: \$750,000

## Description

This project will provide the city with a full electric system study to include, transmission and distribution load flow, examination of power factor and capacitors, smart grid technology feasibility, impacts of electric vehicles and renewables on the grid and provide a 5-year capital improvement plan with justifications. A Request for Quotation (RFQ) was released by city staff and there were three respondents that returned quotes that averaged the amount requested.

## Justification

The electric system is an ever-changing entity. Every time a new service is added to the grid the dynamics of operation and protection scheming changes. Advances in new technology also allow for more efficient and reliable operation of the grid. Unfortunately, this task is a very large and time-consuming process, and the city cannot support it without assistance from a more robust team. Once complete, the department will have a 5-year capital improvement plan that will be tailored to the city's needs and projected growth.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	750,000					750,000
<b>Total</b>	<b>750,000</b>					<b>750,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	750,000					750,000
<b>Total</b>	<b>750,000</b>					<b>750,000</b>

## Budget Impact/Other

--

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

## City of Dover, Delaware

Contact Electric Director

Project #	EE2510
Project Name	McKee Switch Yard Reconfiguration

Type Improvement

Useful Life 30 Years

Category Electric

Priority 2

Status Active

Total Project Cost: \$110,000

### Description

This project will eliminate the current switch yard at McKee Run to account for the demolition of the plant. It will consist of engineering work, construction of a new pole line, and relocation of the 69kV tie point to the College Road substation. The current building containing the battery backup system will be demolished once the new relay building is built and commissioned. The additional \$110,000 will be to complete the job in 2025 if needed.

### Justification

In conjunction with the decommissioning of the McKee Run Power Plant, accommodations need to be made concerning the switchyard. The current configuration of the yard allows electric personnel to tie multiple 69 kV lines together that allows for energizing of the entire 69 kV loop across the city. This ability to tie the two 69 kV loops together reduces the impacts of outages reaching the customers and allows for isolating of parts of the system to do maintenance.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	110,000					110,000
<b>Total</b>	<b>110,000</b>					<b>110,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	110,000					110,000
<b>Total</b>	<b>110,000</b>					<b>110,000</b>

### Budget Impact/Other

--



Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 25 Years

Category Electric

Priority 3

Status Active

Total Project Cost: \$202,000

Project # EE2511  
 Project Name Primary Metering OVH-UGD

**Description**  
 Replace Overhead metering to Pad-mount metering.

**Justification**  
 This project will replace the original overhead metering with new pad-mount metering. Overhead metering components, CT's, PT's, wiring, and primary cables are all exposed to weather and wildlife. Osprey's build nests on these devices and cause customer outages by blowing fuses and damaging the equipment. The sun exposure over the years has caused the metering wiring to crack and short out. The pad mount version, as all new installations are equipped with, protects all the equipment and wiring from these issues.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	202,000					202,000
<b>Total</b>	<b>202,000</b>					<b>202,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	202,000					202,000
<b>Total</b>	<b>202,000</b>					<b>202,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric Engineering  
 Contact Electric Director  
 Type Maintenance  
 Useful Life 20-25 years  
 Category Electric  
 Priority 10 --  
 Status Active

Project # EE2513  
 Project Name Transmission Line Maintenance Program

Total Project Cost: \$250,000

Description

This project will be utilized to perform preventative maintenance on the 69 kV lines that provide voltage to the distribution substations across the city. In the past this money has been spent on replacement of the porcelain insulators to install safer polymer insulators. This could also be used to replace stand offs, poles, switches and other equipment related to the transmission system.

Justification

Insulators have a defined equipment life due to sun and weather conditions breaking down the porcelain and base bonding cement. Insulators installed in 1960's and 1970's are due for replacement because of this deterioration. We have experienced several transmission outages due to insulator failure. Replacing the insulators should extend the life an additional 30 years.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	50,000	50,000	50,000	50,000	50,000	250,000
<b>Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>

Budget Impact/Other

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric Engineering  
 Contact Electric Director  
 Type Improvement  
 Useful Life 30 Years  
 Category Electric  
 Priority 8 --  
 Status Active

Project # EE2515  
 Project Name Fox Road Overhead Rebuild

Total Project Cost: \$63,000

**Description**  
 Rebuild & Upgrade of the existing overhead 3-phase pole line.

**Justification**  
 This project will replace all the pole lines and associated crossarms. Poles and crossarms are rotting due to age and weather. The cross arms will be upgraded to fiberglass. This line is a major tiepoint between N. Little Creek Road and S. Little Creek Road. We are expecting the new pole line life to be 30 years.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	63,000					63,000
<b>Total</b>	<b>63,000</b>					<b>63,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	63,000					63,000
<b>Total</b>	<b>63,000</b>					<b>63,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 30 Years

Category Electric

Priority 9 --

Status Active

Total Project Cost: \$89,000

Project # EE2516  
 Project Name William Street Overhead Rebuild

Description

Rebuild & Upgrade of the existing overhead 3-phase pole line.

Justification

This project will replace all the pole lines and associated crossarms. Poles and crossarms are rotting due to age and weather. The cross arms will be upgraded to fiberglass. The expected life cycle for the new pole line is estimated to be 30 years.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	89,000					89,000
<b>Total</b>	<b>89,000</b>					<b>89,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	89,000					89,000
<b>Total</b>	<b>89,000</b>					<b>89,000</b>

Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2517  
Project Name Sounds of Tristate Rebuild

Type Improvement

Useful Life 25 Years

Category Electric

Priority 6 --

Status Active

Total Project Cost: \$63,000

## Description

Rebuild & Upgrade of the existing overhead 3-phase pole line.

## Justification

This project will replace the existing three phase pole mount transformer bank with a pad mount to reduce weight on the pole. There will also be a push pole placed on the severely leaning pole to provide support for the electric and communication lines on the pole.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	63,000					63,000
<b>Total</b>	<b>63,000</b>					<b>63,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	63,000					63,000
<b>Total</b>	<b>63,000</b>					<b>63,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2518  
Project Name Mitscher Road Overhead Rebuild

Type Improvement

Useful Life 25 Years

Category Equipment

Priority 10 --

Status Active

Total Project Cost: \$41,000

## Description

Rebuild & Upgrade of the existing overhead 3-phase pole line.

## Justification

This project will replace all the pole lines and associated crossarms. Poles and crossarms are rotting due to age and weather. The cross arms will be upgraded to fiberglass. The expected life cycle for the new pole line is estimated to be 30 years.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	41,000					41,000
<b>Total</b>	<b>41,000</b>					<b>41,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	41,000					41,000
<b>Total</b>	<b>41,000</b>					<b>41,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Electric Engineering

City of Dover, Delaware

Contact Electric Director

Project # EE2519  
Project Name Transmission Pole Replacement

Type Improvement

Useful Life 25 Years

Category Electric

Priority 7 --

Status Active

Total Project Cost: \$504,000

## Description

Rebuild & Upgrade of the existing overhead 3-phase pole line.

## Justification

This project will replace all the pole lines and associated crossarms. Poles and crossarms are rotting due to age and weather. The cross arms will be upgraded to fiberglass. The expected life cycle for the new pole line is estimated to be 30 years. Transmission lines carry voltage around the City of Dover, to each of the electrical substations. Several of these poles have tested bad and need to be replaced.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	168,000	168,000	168,000			504,000
<b>Total</b>	<b>168,000</b>	<b>168,000</b>	<b>168,000</b>			<b>504,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	168,000	168,000	168,000			504,000
<b>Total</b>	<b>168,000</b>	<b>168,000</b>	<b>168,000</b>			<b>504,000</b>

## Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 25+ years

Category Electric

Priority 10 --

Status Active

Total Project Cost: \$150,000

Project # EE2522  
 Project Name Small Cell Wireless Improvements

**Description**  
 This fund will be utilized to replace existing infrastructure and install new infrastructure to support small wireless facilities. While the make ready work will be billed to the requesting company, a fund is required to initially finance the material purchases.

**Justification**  
 While the make ready work will be billed to the requesting entity, a fund is required to initially finance the material purchases. It will be projected to be funded for the next 5 years then re-evaluated after that based on need.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>150,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	30,000	30,000	30,000	30,000	30,000	150,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>150,000</b>

**Budget Impact/Other**



**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric Engineering

Contact Electric Director

Type Improvement

Useful Life 20-25 years

Category Electric

Priority 10 --

Status Active

Total Project Cost: \$150,000

Project # EE2523  
 Project Name Substation Component Replacement

**Description**

This project is part of a wider ranging Substation Assessment Program. The goal of the Substation Assessment Program is to identify discrepancies in the substations and proactively manage aging component replacements. This is done by performing monthly inspections and operational checks of the switches, relays, transformers and wiring of each substation in the City of Dover system. This also will encompass replacing outdated communication equipment and installing Real Time Automation Controllers (RTACs) that will allow faster reporting of faults in the system as well as provide more detailed engineering data. There is currently 5 of the 15 stations with RTACs installed and 4 of 15 with GPS Clocks installed. We currently have 5 RTACs on hand and the cost of a new one is \$3,000. There are no GPS clocks on hand and they cost \$1,300 per unit.

**Justification**

These funds will be used to make upgrades to the communications components used in the substations. It will also allow the replacement of components that unexpectedly failed without depleting the O&M budgets. As an example, one SEL relay can cost between \$3,000-\$6,000 per unit.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>150,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	30,000	30,000	30,000	30,000	30,000	150,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>150,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Electric T & D

City of Dover, Delaware

Contact Electric Director

Project #	25 Veh#766
Project Name	Vehicle Replacement #766

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$460,000

## Description

#766 Bucket Truck

## Justification

Lifespan replacement. Bucket truck is more than 10 years old and high PTO hours.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	460,000					460,000
<b>Total</b>	<b>460,000</b>					<b>460,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	460,000					460,000
<b>Total</b>	<b>460,000</b>					<b>460,000</b>

## Budget Impact/Other

# Capital Investment Plan

Data in Year FY 25

Department Electric T & D

City of Dover, Delaware

Contact Electric Director

Project # 25 Veh#767  
 Project Name Vehicle #767 Replacement

Type Vehicles

Useful Life 10 years

Category Vehicles

Priority 1

Status Active

Total Project Cost: \$65,000

## Description

Vehicle #767

## Justification

Lifespan Replacement. Vehicle #767 is more than 10 years old and has more than 100,000 miles.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

## Budget Impact/Other

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric T & D  
 Contact Electric Director  
 Type Vehicles  
 Useful Life 10 years  
 Category Vehicles  
 Priority 1  
 Status Active

Project # 25 Veh#799  
 Project Name Vehicle #799 Replacement

Total Project Cost: \$65,000

Description  
 Vehicle #799

Justification  
 Lifespan Replacement. Vehicle #799 is more than 10 years old and has more than 100,000 miles

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Equip/Vehicle/Furnishings	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric T & D  
 Contact Electric Director  
 Type Improvement  
 Useful Life 20+ Years  
 Category Electric  
 Priority 4  
 Status Active

Project # EE2521  
 Project Name Emergency Component Replacement (T&D)

Total Project Cost: \$455,000

**Description**

This project will be utilized solely to provide funding for the replacement of electric equipment that is damaged in accidents or fails unexpectedly. If over the course of the year there are no failures, the funds will not be utilized.

**Justification**

Currently, when a component is replaced, the funding comes from the O & M budget of T & D. Once the work is performed coordination with Finance occurs to move funds in Munis from the O & M side to the Capital side to capitalize the equipment. This project will eliminate that and allow the capitalization of the equipment directly from this account.

Prior	Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
195,000	Construction/Maintenance	65,000	65,000	65,000	65,000		260,000
<b>Total</b>	<b>Total</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>		<b>260,000</b>

Prior	Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
195,000	Electric Revenue	65,000	65,000	65,000	65,000		260,000
<b>Total</b>	<b>Total</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>		<b>260,000</b>

**Budget Impact/Other**

Capital Investment Plan  
 City of Dover, Delaware

Data in Year FY 25

Department Electric T & D  
 Contact Electric Director  
 Type Improvement  
 Useful Life 30+ years  
 Category Electric  
 Priority n/a  
 Status Active

Project # EE2525  
 Project Name New Developments

Total Project Cost: \$9,000,000

Description

This project purchases material and equipment that are used to provide electric service to ne housing developments, businesses and industrial developments across the service area. Additionally, a portion of this expense is offset by extension fees whereby developers pay a \$1,875 per residential lot connection fee inside City limits and a per lot fee of \$1,500 per lot outside City limits but in the service area. For business and industrial developers, a fee is charged based on total material expense for the extension.

This is an ongoing project and affects three separate accounts:  
 411-42-82-99-000-56031  
 411-42-82-99-000-56034  
 411-42-82-99-000-56046

Not all new developments projects supported by this fund are know during budget preparation and will arise during the year.

Justification

During each budget year, new developers request line extensions for new electric projects. Some are new projects while others may have to receive plan approval previously but were not completed for any number of reasons.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	2,400,000	2,400,000	1,400,000	1,400,000	1,400,000	9,000,000
<b>Total</b>	<b>2,400,000</b>	<b>2,400,000</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>9,000,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Developer Contribution	1,000,000	1,000,000	400,000	300,000	300,000	3,000,000
Electric Revenue	1,400,000	1,400,000	1,000,000	1,100,000	1,100,000	6,000,000
<b>Total</b>	<b>2,400,000</b>	<b>2,400,000</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>9,000,000</b>

Budget Impact/Other

**Capital Investment Plan**  
**City of Dover, Delaware**

Data in Year FY 25

Department Electric T & D  
 Contact Electric Director  
 Type Improvement  
 Useful Life 10 years  
 Category Electric  
 Priority 9 --  
 Status Active

Project # TD2514  
 Project Name CT Site Repairs & Maintenance

Total Project Cost: \$113,000

**Description**

This project is to fund repairs of discrepancies found during scheduled inspections of CT metered locations in the service area. All work is done by personnel in the Electric Department and the requested amount would be material only. Future year's amounts are estimates allowing for 10% increases in cost.

**Justification**

Regularly scheduled inspections of CT metered sites ensure the City is billing the customers properly. Over time wiring and components can fail which may result in over billing or under billing of the customers and potentially create shock hazards to customers and City employees.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	35,000		38,000		40,000	113,000
<b>Total</b>	<b>35,000</b>		<b>38,000</b>		<b>40,000</b>	<b>113,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	35,000		38,000		40,000	113,000
<b>Total</b>	<b>35,000</b>		<b>38,000</b>		<b>40,000</b>	<b>113,000</b>

**Budget Impact/Other**

# Capital Investment Plan

Data in Year FY 25

Department Power Plant

City of Dover, Delaware

Contact Electric Director

Project # EG2501  
 Project Name VanSant Out of Service Fuel Tank Inspection

Type Maintenance

Useful Life 20 years

Category Electric

Priority 1

Status Active

Total Project Cost: \$400,000

## Description

Perform an out of service inspection on the Van Sant #2 Fuel Oil Tank in accordance with API-653 requirements.

## Justification

The #2 fuel oil tank at Van Sant will be due for an “out of service” inspection in the fall of 2024. The last inspection was completed in the fall of 2004 with a required internal inspection required every 20 years. These inspections are required as part of DNREC’s Above Ground Storage Tank Program. An out of service inspection typically requires the tank to be drained into rental storage tanks for the duration of the inspection and the time needed to make any necessary repairs.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	400,000					400,000
<b>Total</b>	<b>400,000</b>					<b>400,000</b>

## Budget Impact/Other



# Capital Investment Plan

Data in Year FY 25

Department Power Plant

City of Dover, Delaware

Contact Electric Director

Project # EG2502  
 Project Name VanSant Unit 11 Component Replacements

Type Maintenance

Useful Life Unknown

Category Electric

Priority 1

Status Active

Total Project Cost: \$170,000

## Description

This fund was developed to perform inspections and repairs to the VanSant Unit 11 auxiliary equipment on a predetermined frequency based on unit operating hours, required regulatory inspection intervals, and known equipment condition. Work to be performed would possibly include the following equipment:

Ignition system ignitors, flame scanners, and cables. (\$20K)

Replace fuel flow meter. (\$30K)

Replace sump lube oil filters. (\$10K)

Fogging system inspections and repairs include nozzle replacement, injection pump maintenance, filter replacement, and instrument calibration. (\$10K)

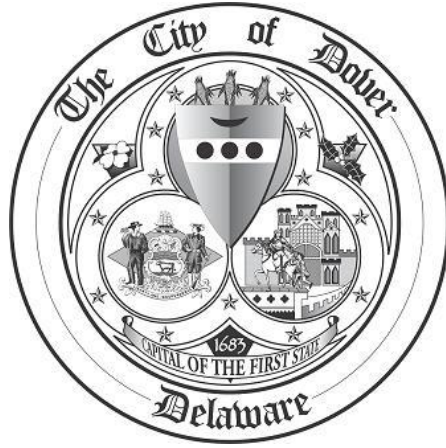
Note: Project costs in years beyond 2025 are shown for expense planning purposes and represent future projects related to this equipment that are anticipated based on expected operation.

## Justification

This project is required to fund the replacement of capital items that are expected to reach their useful life and will need to be replaced or refurbished to maintain plant system and unit reliability. Extended equipment and /or unit outage time will result from lack of funding this project. This will have a direct effect on the cost of energy during the extended outage time as well as increase future energy capacity charges.

Expenditures	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Construction/Maintenance	70,000	25,000	25,000	25,000	25,000	170,000
<b>Total</b>	<b>70,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>170,000</b>
Funding Sources	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Electric Revenue	70,000	25,000	25,000	25,000	25,000	170,000
<b>Total</b>	<b>70,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>170,000</b>

## Budget Impact/Other



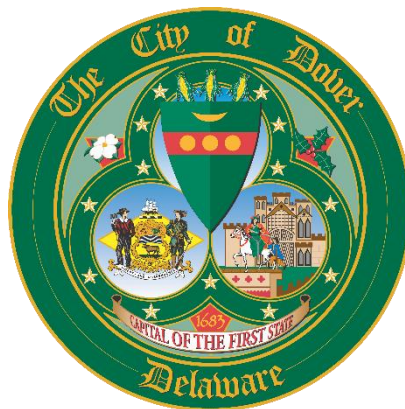
**THIS PAGE INTENTIONALLY LEFT BLANK**

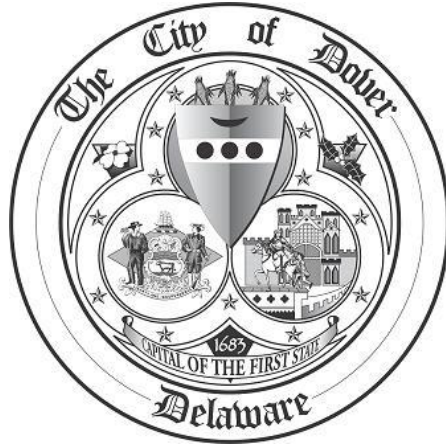
# DEBT SERVICE

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*DEBT LIMIT*

*DEBT SERVICE SCHEDULES*





**THIS PAGE INTENTIONALLY LEFT BLANK**

# CITY OF DOVER DEBT SERVICE DEBT LIMIT

Table 14

Computation of Legal Debt Margin  
Last Ten Fiscal Years  
(amounts expressed in thousands)

	2023	2022	2021	2020	2019	2018	2017	2016	2015
Debt Limit	\$ 179,226	\$ 179,226	\$ 179,004	\$ 163,700	\$ 162,904	\$ 157,816	\$ 155,396	\$ 158,485	\$ 157,995
Net (Taxable) Assessed Value on Books	3,584,529	3,584,529	3,580,083	3,273,993	3,258,090	3,156,311	3,107,912	3,207,154	3,159,894
Total net debt applicable to limit	5,614	6,111	6,599	5,371	5,700	6,209	6,783	7,337	4,050
Legal Debt Margin	\$ 173,612	\$ 173,115	\$ 172,406	\$ 158,328	\$ 157,204	\$ 148,613	\$ 151,149	\$ 153,945	\$ 154,596
Total Net Debt applicable to limit as a percentage of debt limit	3.13%	3.41%	3.69%	3.28%	3.50%	4.36%	4.63%	2.56%	2.82%
Legal Debt Margin Calculation for the current fiscal year									
Net (Taxable) Assessed Value on Books						<u>\$ 3,584,529</u>			
Debt Limit - 5 Percent of Total Assessed Value						\$ 179,226			
DEBT (For which the City's full faith and credit has been pledged)									
Gross Bonded Debt								<u>5,614</u>	
LEGAL DEBT MARGIN								<u>\$ 173,612</u>	

Source: City of Dover Financial Reports, City of Dover Charter, Section 50(b), and Tax Assessor's Office July 2009 the Charter was amended and the debt limit was reduced from 25% of the total assessed value to 5%.

# CITY OF DOVER DEBT SERVICE SCHEDULES

Fiscal Year	2019 General Obligation Bonds		2021 General Obligation Bonds		<u>Total General Fund Debt Service</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
2024	356,556	101,565	149,662	22,830	630,613
2025	364,092	92,569	152,211	17,774	626,646
2026	371,544	83,664	154,804	15,182	625,194
2027	379,140	74,576	157,440	12,545	623,701
2028	386,760	65,478	160,122	9,864	622,224
2029	2,485,176	55,843	162,849	7,136	2,711,004
2030	-	-	165,622	4,363	169,985
2031	-	-	168,443	1,542	169,985
<b>Total</b>	<b>\$ 4,343,268</b>	<b>\$ 473,695</b>	<b>\$ 1,271,153</b>	<b>\$ 91,236</b>	<b>\$ 6,179,352</b>

# CITY OF DOVER DEBT SERVICE

## SCHEDULES (CONTINUED)

Fiscal Year	Water/Wastewater Fund		Water/Wastewater Fund		2011 Municipal Revenue Bonds (Wastewater)	
	2009 Municipal Revenue Bonds (Wastewater)		2010 Municipal Revenue (Water)		2011 Municipal Revenue Bonds (Wastewater)	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2024	294,505	52,543	133,649	27,640	43,302	14,823
2025	300,424	46,624	137,160	24,129	44,875	13,250
2026	306,463	40,585	140,764	20,526	46,505	11,619
2027	312,623	34,425	144,461	16,828	48,195	9,930
2028	318,906	28,142	148,257	13,033	49,946	8,178
2029	325,316	21,732	152,151	9,138	51,761	6,364
2030	331,855	15,193	156,148	5,141	53,642	4,483
2031	338,526	8,522	79,607	1,039	55,592	2,534
2032	171,807	1,718	-	-	28,548	514
<b>Total</b>	<b>\$ 2,700,425</b>	<b>\$ 249,484</b>	<b>\$ 1,092,197</b>	<b>\$ 117,474</b>	<b>\$ 422,366</b>	<b>\$ 71,695</b>

# CITY OF DOVER DEBT SERVICE SCHEDULES (CONTINUED)

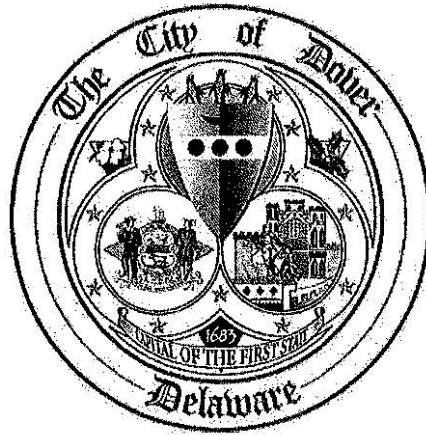
Fiscal Year	2013 Revenue Bonds Water and Wastewater		2018 Municipal Revenue Loan (Wastewater)		2018 Municipal Revenue Loan (Water)		2020 Municipal Revenue Loan (Wastewater)		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2024	410,000	100,294	41,835	15,400	185,726	41,570	20,492	8,973	
2025	215,000	90,919	42,676	14,559	189,459	38,971	20,904	8,561	
2026	220,000	84,256	43,534	13,701	193,267	36,373	21,325	8,141	
2027	225,000	77,106	44,409	12,826	197,152	33,775	21,753	7,713	
2028	235,000	69,281	45,301	11,933	201,115	31,177	22,190	7,275	
2029	245,000	60,269	46,212	11,023	205,157	28,579	22,636	6,829	
2030	255,000	50,269	47,141	10,094	209,281	25,981	23,091	6,374	
2031	265,000	39,869	48,088	9,146	213,487	23,383	23,556	5,910	
2032	275,000	29,069	49,055	8,180	217,779	20,785	24,029	5,437	
2033	285,000	17,869	50,041	7,194	222,156	18,187	24,512	4,954	
2034	295,000	6,084	51,047	6,188	226,621	15,589	25,005	4,461	
2035	-	-	52,073	5,162	231,176	12,990	25,507	3,959	
2036	-	-	53,120	4,115	235,823	10,392	26,020	3,446	
2037	-	-	54,187	3,047	240,563	7,794	26,543	2,923	
2038	-	-	55,276	1,958	245,398	5,196	27,076	2,389	
2039	-	-	56,388	847	250,332	2,598	27,621	1,845	
2040	-	-	-	-	-	-	28,176	1,290	
2041	-	-	-	-	-	-	28,742	724	
2042	-	-	-	-	-	-	14,588	146	
<b>Total</b>	<b>\$ 2,925,000</b>	<b>\$ 625,285</b>	<b>\$ 780,383</b>	<b>\$ 135,372</b>	<b>\$ 3,464,492</b>	<b>\$ 353,340</b>	<b>\$ 453,766</b>	<b>\$ 91,352</b>	<b>\$ 13,482,630</b>



# CITY OF DOVER DEBT SERVICE SCHEDULES (CONTINUED)

## Electric Revenue Fund

Fiscal Year	2018 Revenue Bonds Principal	Interest	Electric Total
2024	910,000	466,950	1,376,950
2025	955,000	420,325	1,375,325
2026	1,005,000	371,325	1,376,325
2027	1,055,000	319,825	1,374,825
2028	1,110,000	265,700	1,375,700
2029	1,160,000	214,750	1,374,750
2030	1,200,000	173,550	1,373,550
2031	1,240,000	136,950	1,376,950
2032	1,275,000	99,225	1,374,225
2033	1,315,000	60,375	1,375,375
2034	1,355,000	20,325	1,375,325
	<b>\$ 12,580,000</b>	<b>\$ 2,549,300</b>	<b>\$ 15,129,300</b>



**THIS PAGE INTENTIONALLY LEFT BLANK**

# GENERAL

## THE FOLLOWING SUBSECTIONS ARE INCLUDED:

*MAYOR*

*CITY COUNCIL*

*CITY MANAGER*

*CITY CLERK*

*CENTRAL SERVICES*

*CUSTOMER SERVICES*

*FINANCE*

*FIRE*

*HUMAN RESOURCES*

*INFORMATION TECHNOLOGY*

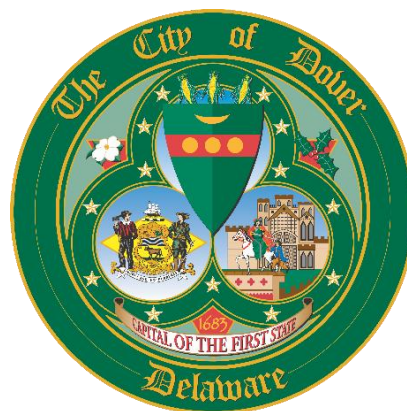
*LIBRARY*

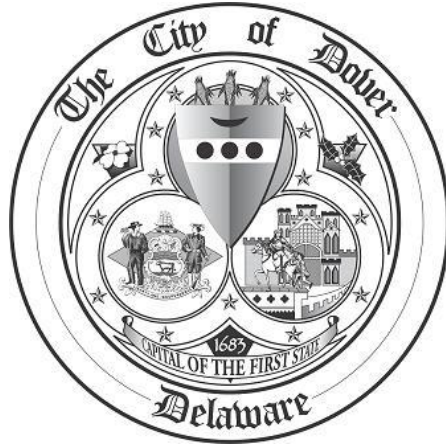
*PARKS, RECREATION, AND GROUNDS*

*PLANNING, INSPECTIONS, AND COMMUNITY DEVELOPMENT*

*POLICE*

*PUBLIC WORKS*

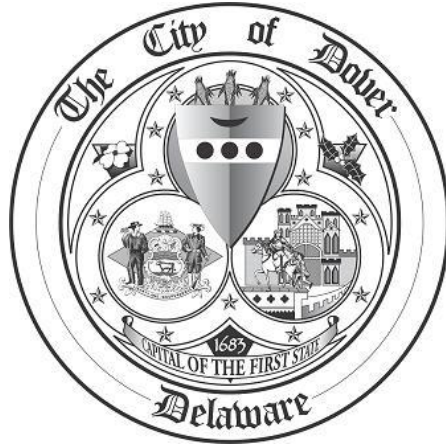




**THIS PAGE INTENTIONALLY LEFT BLANK**

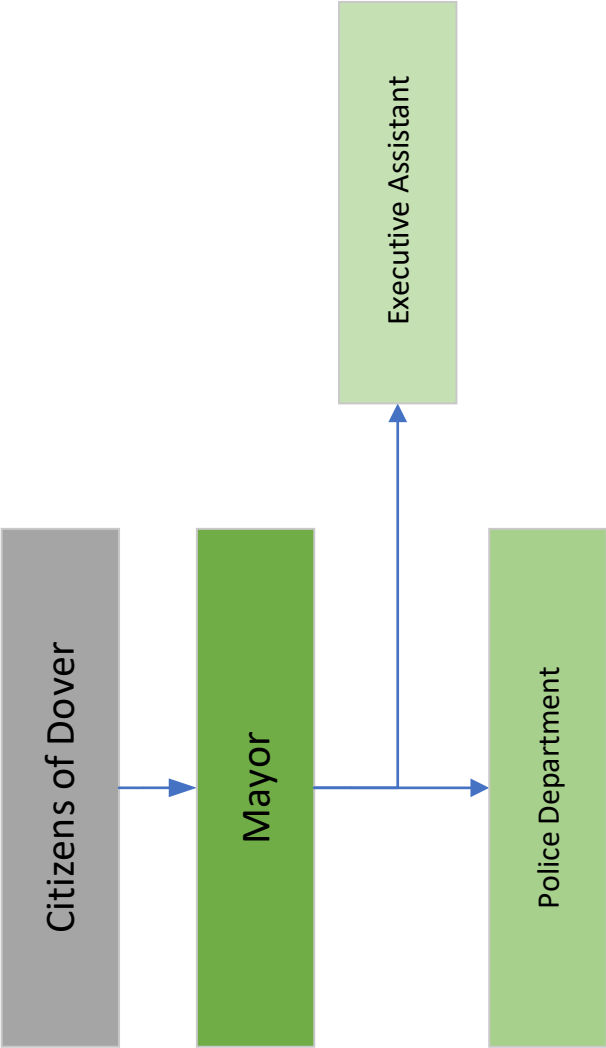
# **GENERAL FUND BUDGET REVIEW**

## **Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**

# MAYOR



# Mayor

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	102,659	128,000	128,000	161,500	161,500	26%
MATERIALS & SUPPLIES	1,161	1,100	1,100	2,600	2,600	136%
ADMINISTRATIVE EXPENDITURES	99,322	116,100	116,100	140,500	140,500	21%
<b>TOTAL EXPENDITURES</b>	<b>\$ 203,142</b>	<b>\$ 245,200</b>	<b>\$ 245,200</b>	<b>\$ 304,600</b>	<b>\$ 304,600</b>	<b>24%</b>

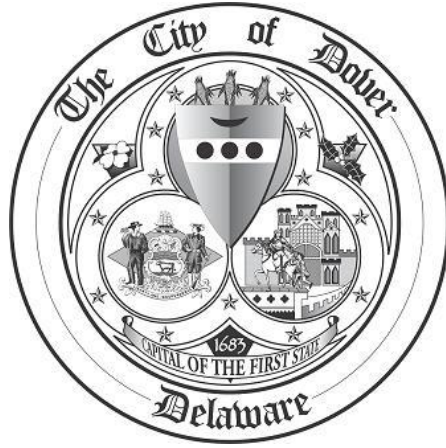
## Highlights:

- Wage Scale Increase approved for Assistant.
- Computer Replacement.
- Update in health coverage.
- Increase in Economic Development Funding.



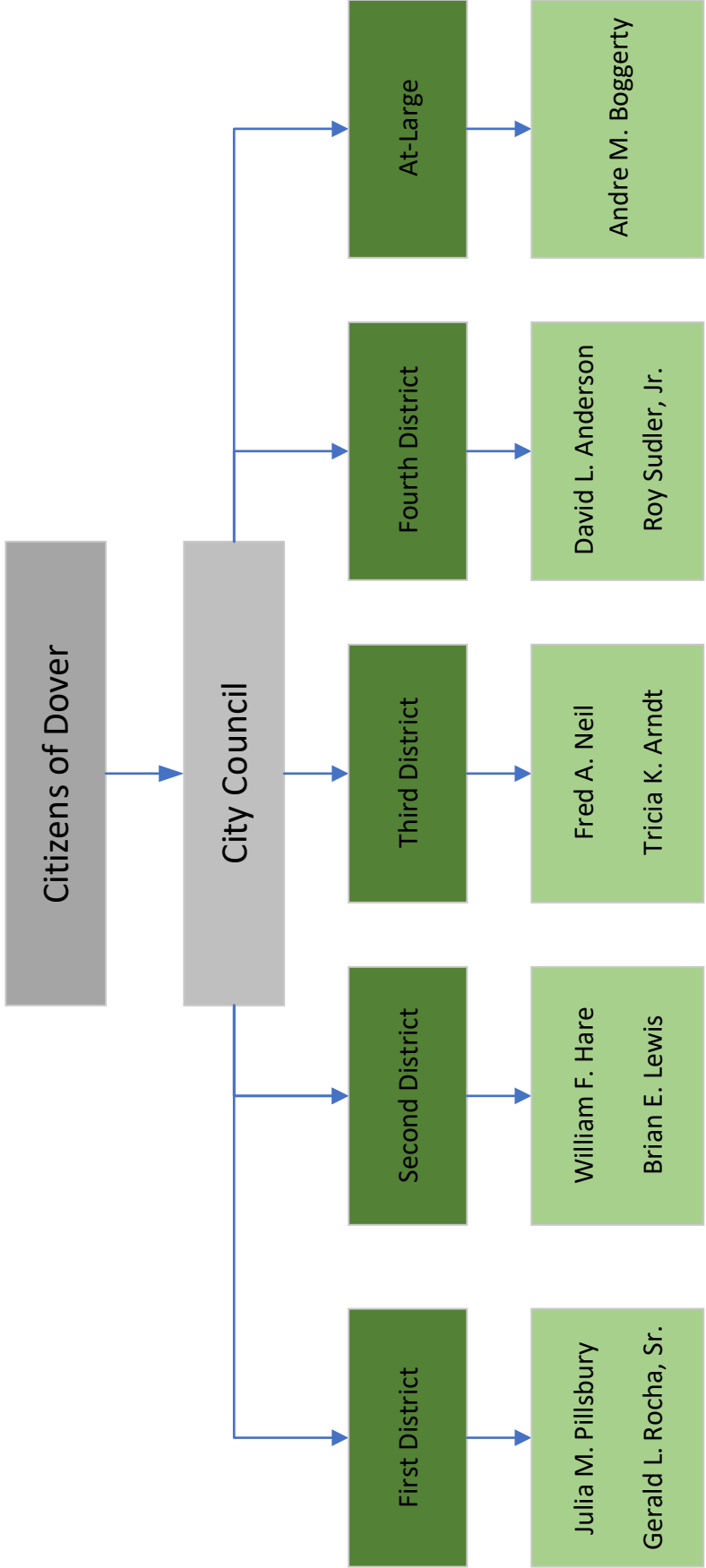
MAYOR  
100-10-32-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 84,562	\$ 97,400	\$ 97,400	\$ 103,700	\$ 103,700	6%
FICA TAXES	6,275	7,500	7,500	8,000	8,000	7%
HEALTH INSURANCE	9,341	20,400	20,400	46,600	46,600	128%
L I D INSURANCE	670	700	700	800	800	14%
WORKERS COMPENSATION	270	300	300	300	300	0%
PENSION	935	1,300	1,300	1,600	1,600	23%
OPEB	606	400	400	500	500	25%
<b>PERSONNEL COSTS</b>	<b>102,659</b>	<b>128,000</b>	<b>128,000</b>	<b>161,500</b>	<b>161,500</b>	<b>26%</b>
OFFICE SUPPLIES	446	600	600	600	600	0%
PRINTING AND DUPLICATING	714	500	500	500	500	0%
COMPUTER HARDWARE		-	-	1,500	1,500	100%
<b>MATERIALS &amp; SUPPLIES</b>	<b>1,161</b>	<b>1,100</b>	<b>1,100</b>	<b>2,600</b>	<b>2,600</b>	<b>136%</b>
TELEPHONE/FAX	439	1,100	1,100	500	500	-55%
ADVERTISEMENT	1,090	1,500	1,500	1,500	1,500	0%
SUBSCRIPTIONS AND DUES	1,213	1,500	1,500	1,500	1,500	0%
COMMUNITY RELATIONS EXP	6,975	7,000	7,000	7,000	7,000	0%
OTHER EXPENSES	4,979	5,000	5,000	5,000	5,000	0%
ECONOMIC DEVELOPMENT	84,626	100,000	100,000	125,000	125,000	25%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>99,322</b>	<b>116,100</b>	<b>116,100</b>	<b>140,500</b>	<b>140,500</b>	<b>21%</b>
						0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 203,142</b>	<b>\$ 245,200</b>	<b>\$ 245,200</b>	<b>\$ 304,600</b>	<b>\$ 304,600</b>	<b>24%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	2.0	2.0	2.0	2.0	2.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# CITY COUNCIL



# City Council

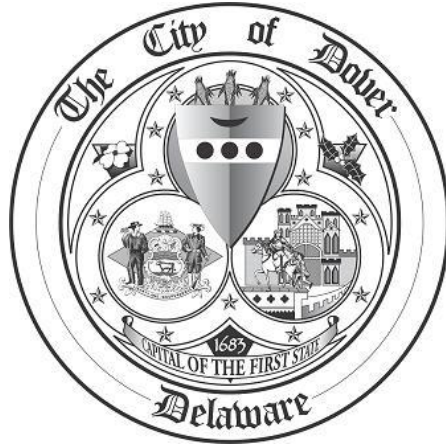
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 RECOMMENDED	% CHANGE
PERSONNEL COSTS	178,768	193,500	193,500	200,800	200,800	4%
MATERIALS & SUPPLIES	470	2,200	2,200	2,200	2,200	0%
ADMINISTRATIVE EXPENDITURES	45,294	64,300	64,300	64,100	63,500	-1%
<b>TOTAL EXPENDITURES</b>	<b>\$ 224,532</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 267,100</b>	<b>\$ 266,500</b>	<b>2%</b>

**Highlights:**

- Council wages increased as part of Non-Bargaining unit.

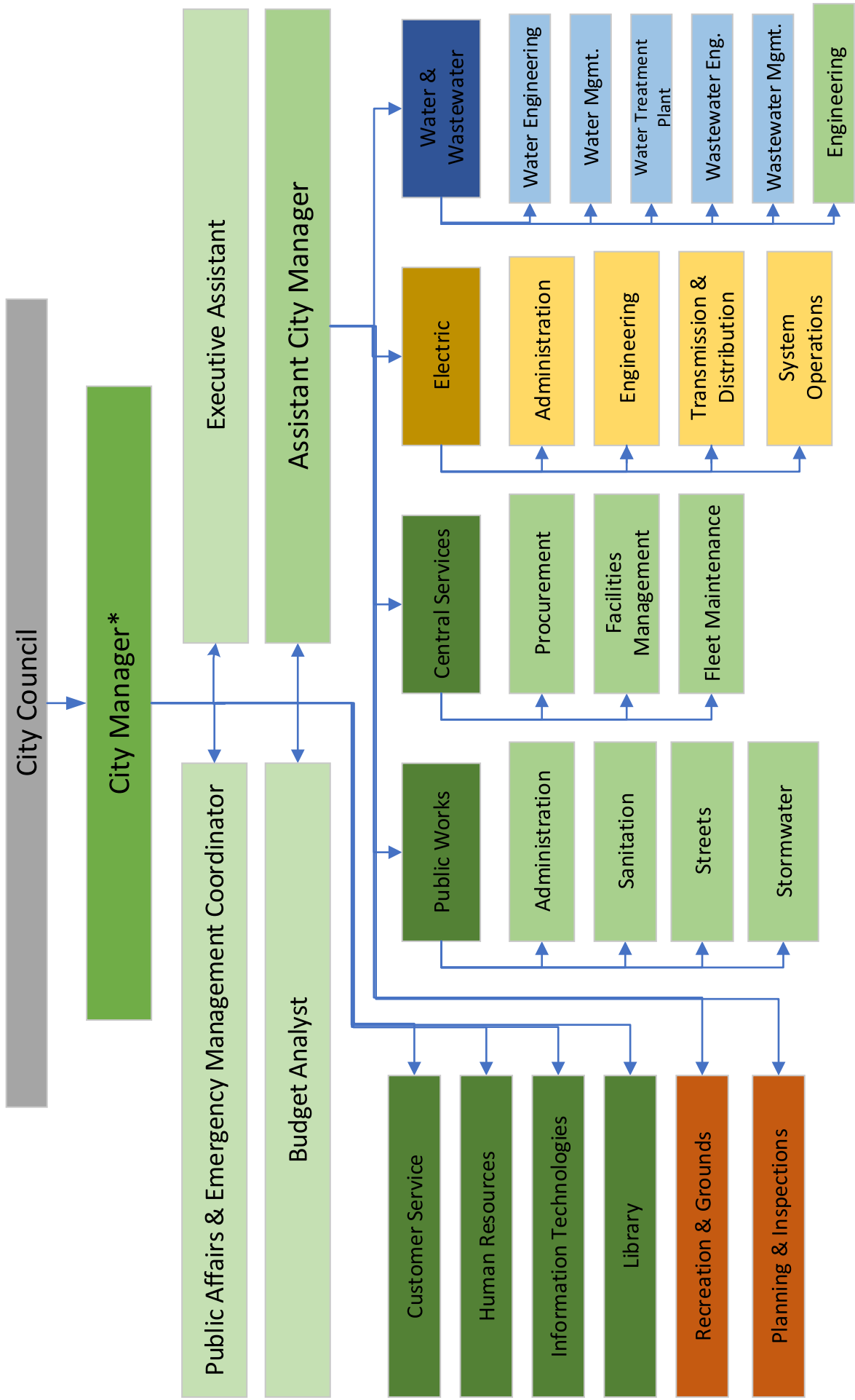
CITY COUNCIL  
100-10-12-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
TEMPORARY HELP	\$ 165,727	\$ 179,300	\$ 179,300	\$ 186,000	\$ 186,000	0%
FICA TAXES	12,513	13,600	13,600	14,200	14,200	1%
WORKERS COMPENSATION	529	600	600	600	600	0%
<b>PERSONNEL COSTS</b>	<b>178,768</b>	<b>193,500</b>	<b>193,500</b>	<b>193,600</b>	<b>193,600</b>	<b>0%</b>
OFFICE SUPPLIES	-	100	100	100	100	0%
PRINTING AND DUPLICATING	78	300	300	300	300	0%
COMPUTER HARDWARE	392	1,800	1,500	1,800	1,800	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>470</b>	<b>2,200</b>	<b>1,900</b>	<b>2,200</b>	<b>2,200</b>	<b>0%</b>
TELEPHONE/FAX	1,841	2,800	2,800	2,800	2,200	-21%
SUBSCRIPTIONS AND DUES	12,203	11,000	11,300	11,500	11,500	5%
TRAINING/CONF/FOOD/TRAVEL	2,349	9,000	9,000	9,000	9,000	0%
CONTRACTUAL SERVICES	5,400	8,900	8,900	7,900	7,900	-11%
COMMUNITY RELATIONS EXP	3,401	4,600	4,600	4,900	4,900	7%
DISCRETIONARY FUNDS	20,100	25,000	25,000	25,000	25,000	0%
HRC-OFFICE SUPPLIES	-	3,000	3,000	3,000	3,000	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>45,294</b>	<b>64,300</b>	<b>64,600</b>	<b>64,100</b>	<b>63,500</b>	<b>-1%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 224,532</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	<b>\$ 267,100</b>	<b>\$ 266,500</b>	<b>2%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS						
PP/COUNCIL	9.0	9.0	9.0	9.0	9.0	
PP/TEMP COMMITTEES	8.0	10.0	10.0	10.0	10.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# City Manager



# City Manager

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	955,487	1,056,300	1,056,300	1,074,800	1,074,800	2%
MATERIALS & SUPPLIES	12,762	21,000	21,000	19,000	19,000	-10%
ADMINISTRATIVE EXPENDITURES	251,378	222,800	355,100	185,200	185,200	-17%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,219,627</b>	<b>\$ 1,300,100</b>	<b>\$ 1,432,400</b>	<b>\$ 1,279,000</b>	<b>\$ 1,279,000</b>	<b>-2%</b>

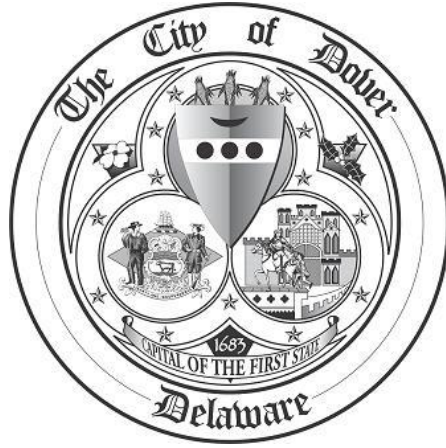
**Highlights:**

- Any consulting services have been moved to Human Resources.
- Program Expense reduced –Hyper Reach program in place.



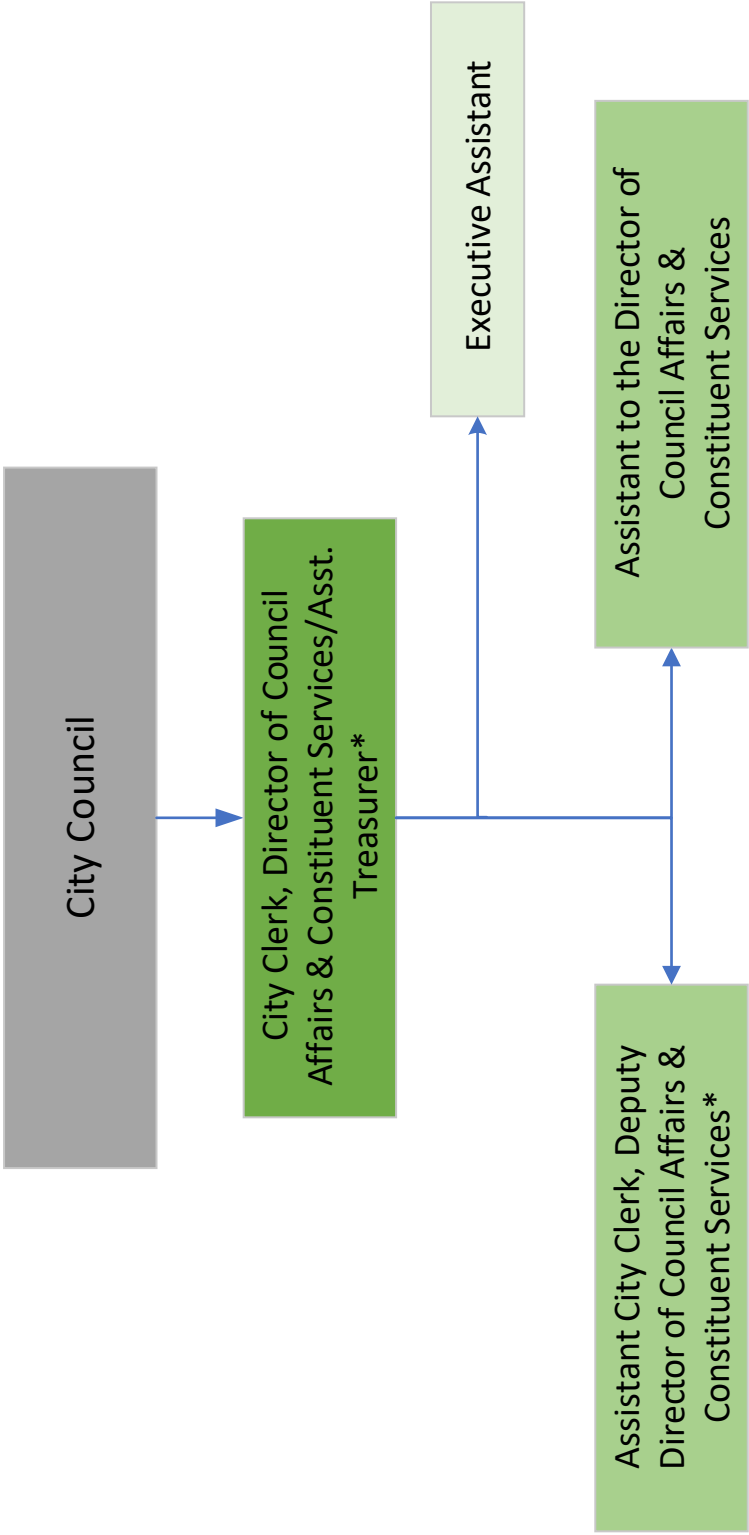
CITY MANAGER  
100-10-21-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 499,970	\$ 557,500	\$ 557,500	\$ 579,900	\$ 579,900	4%
OVERTIME	5,293	4,800	4,800	3,400	3,400	-29%
FICA TAXES	37,099	43,000	43,000	44,600	44,600	4%
HEALTH INSURANCE	76,642	83,900	83,900	106,400	106,400	27%
L I D INSURANCE	2,749	3,200	3,200	3,400	3,400	6%
WORKERS COMPENSATION	1,611	1,800	1,800	1,900	1,900	6%
PENSION	327,008	356,500	356,500	329,400	329,400	-8%
OPEB	5,116	5,600	5,600	5,800	5,800	4%
<b>PERSONNEL COSTS</b>	<b>955,487</b>	<b>1,056,300</b>	<b>1,056,300</b>	<b>1,074,800</b>	<b>1,074,800</b>	<b>2%</b>
OFFICE SUPPLIES	433	800	800	800	800	0%
PRINTING AND DUPLICATING	3,958	5,900	5,900	5,900	5,900	0%
PROGRAM EXPENSES/SUPPLIES	5,200	14,000	14,000	10,500	10,500	-25%
COMPUTER HARDWARE	3,171	300	300	1,800	1,800	500%
<b>MATERIALS &amp; SUPPLIES</b>	<b>12,762</b>	<b>21,000</b>	<b>21,000</b>	<b>19,000</b>	<b>19,000</b>	<b>-10%</b>
TELEPHONE/FAX	2,410	5,400	5,400	2,400	2,400	-56%
SUBSCRIPTIONS AND DUES	5,043	5,600	5,600	5,600	5,600	0%
TRAINING/CONF/FOOD/TRAVEL	2,969	6,000	6,000	6,000	6,000	0%
CONSULTING FEES	77,674	15,000	5,000	-	-	-100%
LEGAL EXPENSES	163,208	172,000	314,300	152,000	152,000	-12%
COMMUNITY RELATIONS EXP	-	200	200	200	200	0%
GASOLINE	74	100	100	500	500	400%
ECONOMIC DEVELOPMENT	-	18,500	18,500	18,500	18,500	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>251,378</b>	<b>222,800</b>	<b>355,100</b>	<b>185,200</b>	<b>185,200</b>	<b>-17%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,219,627</b>	<b>\$ 1,300,100</b>	<b>\$ 1,432,400</b>	<b>\$ 1,279,000</b>	<b>\$ 1,279,000</b>	<b>-2%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# CITY CLERK



# City Clerk

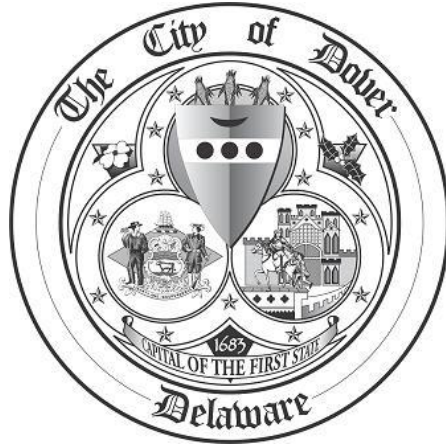
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	309,333	358,100	358,100	426,200	426,200	19%
MATERIALS & SUPPLIES	10,108	12,100	12,100	7,100	7,100	-41%
ADMINISTRATIVE EXPENDITURES	40,901	44,000	44,000	55,000	53,500	22%
<b>TOTAL EXPENDITURES</b>	<b>\$ 360,341</b>	<b>\$ 414,200</b>	<b>\$ 414,200</b>	<b>\$ 488,300</b>	<b>\$ 486,800</b>	<b>18%</b>

## Highlights:

- Wage scale increase for all employees in department .
- Large printer and lease contract ended.
- Increase for election expense in FY25.

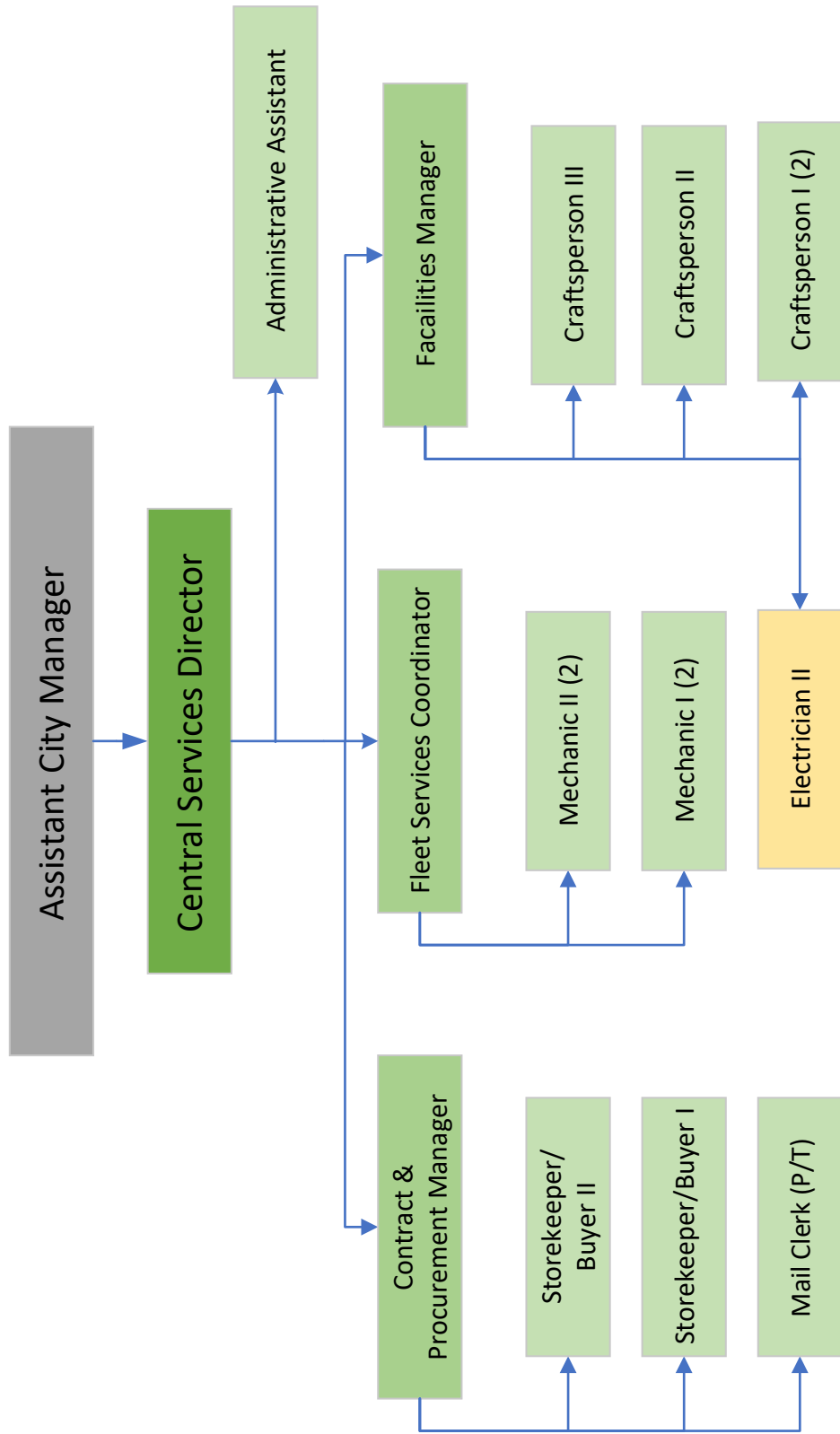
CITY CLERK  
100-10-11-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 216,804	\$ 243,900	\$ 243,900	\$ 273,000	\$ 273,000	12%
FICA TAXES	15,589	18,700	18,700	20,900	20,900	12%
HEALTH INSURANCE	61,810	78,700	78,700	113,300	113,300	44%
L I D INSURANCE	1,518	1,900	1,900	2,100	2,100	11%
WORKERS COMPENSATION	687	800	800	900	900	13%
PENSION	9,927	11,700	11,700	13,300	13,300	14%
OPEB	2,117	2,400	2,400	2,700	2,700	13%
<b>PERSONNEL COSTS</b>	<b>309,333</b>	<b>358,100</b>	<b>358,100</b>	<b>426,200</b>	<b>426,200</b>	<b>19%</b>
FURNITURE & FIXTURES	68	300	300	400	400	33%
OFFICE SUPPLIES	1,373	1,700	1,700	1,700	1,700	0%
PRINTING AND DUPLICATING	4,857	4,800	4,800	500	500	-90%
COMPUTER SOFTWARE	-	1,100	1,100	300	300	-73%
COMPUTER HARDWARE	3,810	4,200	4,200	4,200	4,200	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>10,108</b>	<b>12,100</b>	<b>12,100</b>	<b>7,100</b>	<b>7,100</b>	<b>-41%</b>
TELEPHONE/FAX	1,492	2,800	2,800	2,800	1,300	-54%
ADVERTISEMENT	808	1,000	1,000	1,000	1,000	0%
SUBSCRIPTIONS AND DUES	705	1,100	1,100	1,100	1,100	0%
TRAINING/CONF/FOOD/TRAVEL	1,675	4,500	4,500	7,500	7,500	67%
CONTRACTUAL SERVICES	30,202	32,300	32,300	32,300	32,300	0%
ELECTION RELATED EXPENSES	6,019	2,000	2,000	10,000	10,000	400%
OFF EQUIP/REPAIRS & MAINT	-	300	300	300	300	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>40,901</b>	<b>44,000</b>	<b>44,000</b>	<b>55,000</b>	<b>53,500</b>	<b>22%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 360,341</b>	<b>\$ 414,200</b>	<b>\$ 414,200</b>	<b>\$ 488,300</b>	<b>\$ 486,800</b>	<b>18%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	
BUDGETED PART-TIME POSITIONS	-	2.0	2.0	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# CENTRAL SERVICES



## Fiscal Year 2025 Central Services Departmental Goals

The City of Dover Central Services Department consists of Fleet, Facilities, and Warehousing and Procurement divisions. Since this department has been established, the focus has been reevaluating resources, operational organization and processes, and overall accountability.

In FY2024, Fleet has continued to focus on training and operational efficiency. During this time, we have continued to utilize the Fleet Services Coordinator to orchestrate and monitor the efficiency and quality of work performed. This has continued to reduce the number of comebacks and repeat repairs. Technicians have received training in Modern AC Diagnosis and Repair. This training covered a wide array of updated information as it pertains to newer freon systems which will contribute to our technician's ongoing success. The Fleet division will continue to enhance their education each year moving forward in efforts to provide quality, and the highest level of readiness possible for its customers. The Division's goals for FY2025 are as follows:

- Continue to utilize budgeted training to ensure technicians are providing quality repairs to minimize vehicle/equipment downtime.
- Continue to track vehicle/equipment repair and maintenance cost more efficiently to help provide an overall cost of ownership.
- Continue reducing comebacks and repeat repairs.

The Facilities Division has focused on various building CIP projects that were budgeted within the FY2024 budget in efforts to improve City buildings. The Facilities division has assisted various contractors renovate City buildings over the last five years to preserve the City's appearance. The Division's goals for FY2025 will continue to be as follows:

- Review current building deficiency reports and create comprehensive plans for repairs as well as updating outdated systems.
- Maintain a preventative maintenance schedule for all City buildings to minimize costly repairs in the future.
- Maintain records for maintenance, repairs, and CIP projects to provide more accurate budgeting for future years.

Procurement and Warehousing has continued to see increased lead times for inventory items as well as vehicle replacements throughout FY2024. As a result, we have had to reach out to multiple vendors and diversify the procurement process to ensure critical components can be obtained. For FY2025, the Procurement and Warehousing divisions goals are as follows:

- Providing the highest level of customer service to its customers.
- Continue to look for new channels to procure inventory.
- Enforcing the current Purchasing Policy to ensure the best practices are conducive to the City of Dover's needs.

All the outlined goals are in efforts to protect and preserve City of Dover assets and resources to ensure that all funds allocated to such assets and resources are true investments. The Central Services Department will continue to monitor and evaluate all aspects of operations for potential efficiency improvements in efforts to foster the highest standards of accountability and customer service.



# Procurement & Inventory

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	477,497	546,000	546,000	604,500	604,500	11%
MATERIALS & SUPPLIES	8,788	10,300	10,300	12,400	12,400	20%
ADMINISTRATIVE EXPENDITURES	269,206	317,300	317,300	341,700	341,700	8%
OPERATING EXPENDITURES	755,491	873,600	873,600	958,600	958,600	10%
CAPITAL OUTLAY	82,697	-	70,000	820,000	820,000	100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 838,188</b>	<b>\$ 873,600</b>	<b>\$ 943,600</b>	<b>\$ 1,778,600</b>	<b>\$ 1,778,600</b>	<b>104%</b>

## Highlights:

- Personnel increase due to retirement and replacement training.
- Postage costs continue to increase.
- Warehouse roof replacement set for FY25.
- Fuel Island Upgrade project planned.

PROCUREMENT & INVENTORY  
100-15-27-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 329,888	\$ 353,000	\$ 353,000	\$ 390,100	\$ 390,100	11%
OVERTIME	373	1,700	1,700	1,400	1,400	-18%
TEMPORARY HELP	-	22,800	22,800	23,700	23,700	4%
FICA TAXES	24,893	28,900	28,900	31,800	31,800	10%
HEALTH INSURANCE	27,955	30,500	30,500	52,700	52,700	73%
L I D INSURANCE	1,764	2,000	2,000	2,200	2,200	10%
WORKERS COMPENSATION	2,496	1,200	1,200	1,300	1,300	8%
EDUCATIONAL ASSISTANCE	-	5,500	5,500	4,000	4,000	-27%
PENSION	86,932	96,900	96,900	93,400	93,400	-4%
OPEB	3,196	3,500	3,500	3,900	3,900	11%
<b>PERSONNEL COSTS</b>	<b>477,497</b>	<b>546,000</b>	<b>546,000</b>	<b>604,500</b>	<b>604,500</b>	<b>11%</b>
FURNITURE/FIXTURES	-	-	-	300	300	100%
OFFICE SUPPLIES	215	500	500	1,000	1,000	100%
PRINTING AND DUPLICATING	3,071	3,000	3,000	3,000	3,000	0%
PROGRAM EXPENSES/SUPPLIES	355	500	500	1,000	1,000	100%
UNIFORMS/UNIFORM ALLOW	698	1,200	1,200	1,200	1,200	0%
SECURITY/SAFETY MATERIALS	2	100	100	800	800	700%
COMPUTER HARDWARE	1,991	1,000	1,000	1,000	1,000	0%
CITY BLDG MAINT SUPPLIES	733	1,000	1,000	1,100	1,100	10%
WATER/SEWER	1,725	3,000	3,000	3,000	3,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>8,788</b>	<b>10,300</b>	<b>10,300</b>	<b>12,400</b>	<b>12,400</b>	<b>20%</b>
TELEPHONE/FAX	2,247	4,500	4,500	2,400	2,400	-47%
POSTAGE	165,468	194,000	194,000	215,900	215,900	11%
ELECTRICITY	55,550	73,000	73,000	73,000	73,000	0%
HEATING OIL/GAS	-	400	400	400	400	0%
ADVERTISEMENT	1,116	1,500	1,500	2,500	2,500	67%
SUBSCRIPTIONS AND DUES	420	700	700	700	700	0%
TRAINING/CONF/FOOD/TRAVEL	825	1,400	1,400	3,000	3,000	114%
CONTRACTUAL SERVICES	38,051	35,600	35,600	36,900	36,900	4%
ENVIRONMENTAL EXPENSES	3,700	4,000	4,000	4,500	4,500	13%
GASOLINE	1,829	2,200	2,200	2,400	2,400	9%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>269,206</b>	<b>317,300</b>	<b>317,300</b>	<b>341,700</b>	<b>341,700</b>	<b>8%</b>
<b>OPERATING EXPENDITURES</b>	<b>755,491</b>	<b>873,600</b>	<b>873,600</b>	<b>958,600</b>	<b>958,600</b>	<b>10%</b>
OTHER EQUIP - PURCHASE	-	-	70,000	-	-	0%
CONSTRUCTION - PURCHASE	82,697	-	-	820,000	820,000	100%
<b>CAPITAL OUTLAY</b>	<b>82,697</b>	<b>-</b>	<b>70,000</b>	<b>820,000</b>	<b>820,000</b>	<b>100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 838,188</b>	<b>\$ 873,600</b>	<b>\$ 943,600</b>	<b>\$ 1,778,600</b>	<b>\$ 1,778,600</b>	<b>104%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	
BUDGETED PART-TIME POSITIONS	1.0	1.0	1.0	1.0	1.0	

# Facilities Management

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	636,080	627,900	627,900	667,500	667,500	6%
MATERIALS & SUPPLIES	25,704	18,300	18,300	33,600	33,600	84%
ADMINISTRATIVE EXPENDITURES	166,025	175,900	175,900	185,800	185,300	5%
OPERATING EXPENDITURES	827,809	822,100	822,100	886,900	886,400	8%
CAPITAL OUTLAY	939,745	80,000	159,300	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,767,554</b>	<b>\$ 902,100</b>	<b>\$ 981,400</b>	<b>\$ 886,900</b>	<b>\$ 886,400</b>	<b>-2%</b>

## Highlights:

- Personnel increase due to retirement and replacement training.
- Increase for Small Tools and Building Maintenance.

FACILITIES MANAGEMENT  
100-12-25-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 366,934	\$ 374,600	\$ 374,600	\$ 406,900	\$ 406,900	9%
OVERTIME	3,384	5,000	5,000	8,100	8,100	62%
FICA TAXES	27,366	29,000	29,000	31,700	31,700	9%
HEALTH INSURANCE	64,050	65,200	65,200	117,600	117,600	80%
L I D INSURANCE	1,652	1,600	1,600	1,800	1,800	13%
WORKERS COMPENSATION	17,357	17,000	17,000	18,800	18,800	11%
PENSION	151,657	131,800	131,800	78,500	78,500	-40%
OPEB	3,680	3,700	3,700	4,100	4,100	11%
<b>PERSONNEL COSTS</b>	<b>636,080</b>	<b>627,900</b>	<b>627,900</b>	<b>667,500</b>	<b>667,500</b>	<b>6%</b>
UNIFORMS/UNIFORM ALLOW	2,432	3,600	3,600	3,300	3,300	-8%
SECURITY/SAFETY MATERIALS	326	600	600	1,300	1,300	117%
SMALL TOOLS	2,975	1,500	1,500	4,400	4,400	193%
COMPUTER HARDWARE	-	-	-	2,900	2,900	100%
CITY BLDG MAINT SUPPLIES	16,326	9,000	9,000	18,000	18,000	100%
WATER/SEWER	1,446	1,400	1,400	1,500	1,500	7%
ELEC MATERIALS/SUPPLIES	2,200	2,200	2,200	2,200	2,200	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>25,704</b>	<b>18,300</b>	<b>18,300</b>	<b>33,600</b>	<b>33,600</b>	<b>84%</b>
TELEPHONE/FAX	439	1,100	1,100	1,000	500	-55%
ELECTRICITY	57,697	60,000	60,000	60,000	60,000	0%
HEATING OIL/GAS	1,573	3,000	3,000	3,000	3,000	0%
SUBSCRIPTIONS & DUES	-	100	100	100	100	0%
TRAINING/CONF/FOOD/TRAVEL	-	200	200	200	200	0%
CONTRACTUAL SERVICES	101,660	106,700	106,700	116,700	116,700	9%
GASOLINE	4,656	4,800	4,800	4,800	4,800	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>166,025</b>	<b>175,900</b>	<b>175,900</b>	<b>185,800</b>	<b>185,300</b>	<b>5%</b>
<b>OPERATING EXPENDITURES</b>	<b>827,809</b>	<b>822,100</b>	<b>822,100</b>	<b>886,900</b>	<b>886,400</b>	<b>8%</b>
OTHER EPUIP - PURCHASE	766,625	-	-	-	-	0%
CONSTRUCTION - PURCHASE	173,120	80,000	159,300	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>939,745</b>	<b>80,000</b>	<b>159,300</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,767,554</b>	<b>\$ 902,100</b>	<b>\$ 981,400</b>	<b>\$ 886,900</b>	<b>\$ 886,400</b>	<b>-2%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	
PP/TEMP	-	-	-	-	-	

# Fleet Maintenance

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	532,095	584,600	584,600	560,200	560,200	-4%
MATERIALS & SUPPLIES	441,254	484,800	484,800	507,400	507,400	5%
ADMINISTRATIVE EXPENDITURES	12,987	9,200	9,200	14,700	13,800	50%
OPERATING EXPENDITURES	986,335	1,078,600	1,078,600	1,082,300	1,081,400	0%
CAPITAL OUTLAY	-	30,000	535,700	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 986,335</b>	<b>\$ 1,108,600</b>	<b>\$ 1,614,300</b>	<b>\$ 1,082,300</b>	<b>\$ 1,081,400</b>	<b>-2%</b>

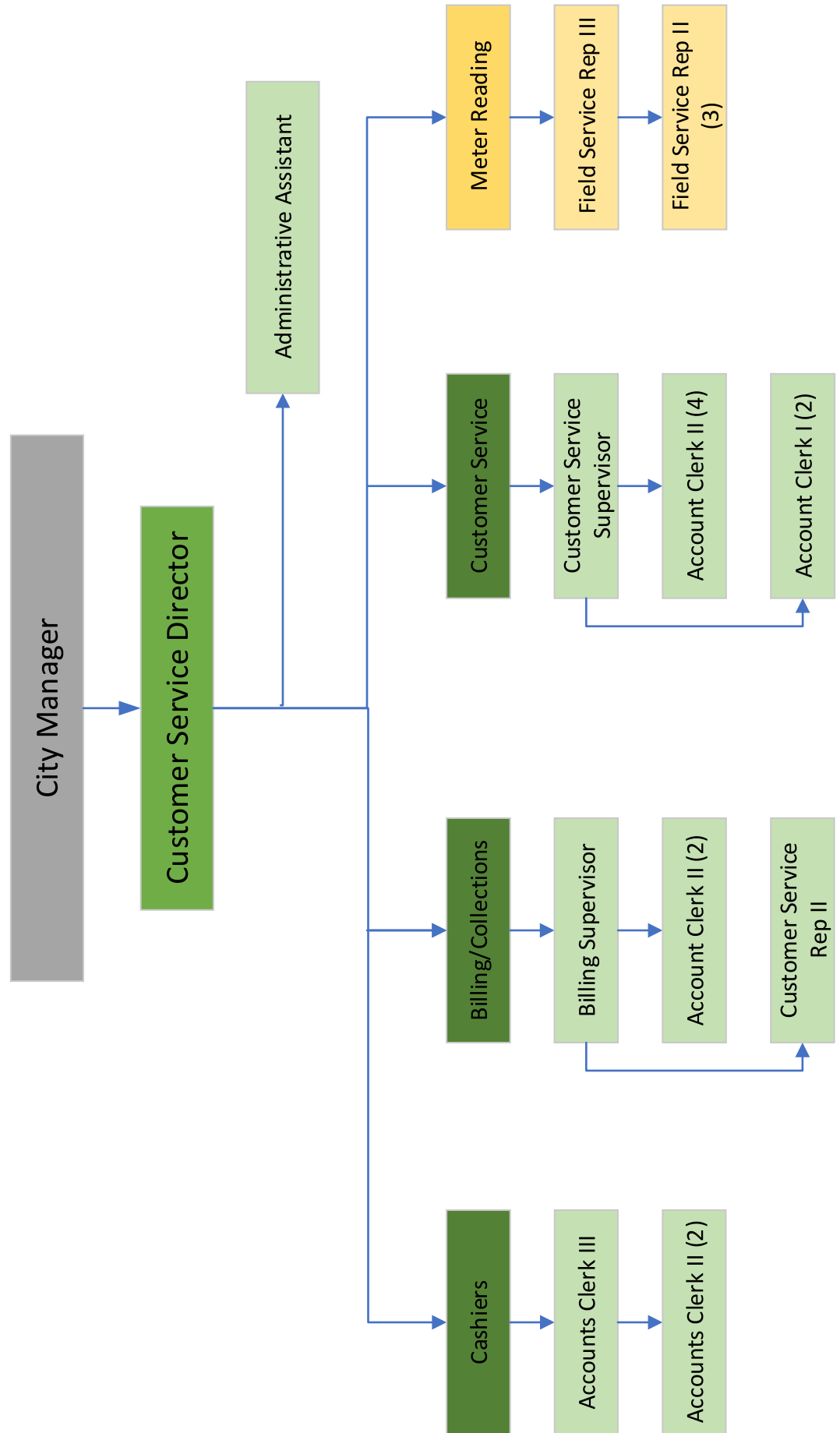
## Highlights:

- Turnover leading to reduced Personnel Expense.
- Mechanic 1 promoted to Mechanic 2
- Training Budget increased for FY25.

**FLEET MAINTENANCE**  
**100-15-28-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 285,278	\$ 319,300	\$ 319,300	\$ 316,900	\$ 316,900	-1%
OVERTIME	2,071	5,900	5,900	5,100	5,100	-14%
FICA	20,864	24,900	24,900	24,600	24,600	-1%
HEALTH INSURANCE	66,704	68,800	68,800	72,400	72,400	5%
LID	1,412	1,600	1,600	1,600	1,600	0%
WORKERS COMPENSATION	15,547	18,000	18,000	17,800	17,800	-1%
PENSION	137,435	142,900	142,900	118,600	118,600	-17%
OPEB	2,785	3,200	3,200	3,200	3,200	0%
<b>PERSONNEL COSTS</b>	<b>532,095</b>	<b>584,600</b>	<b>584,600</b>	<b>560,200</b>	<b>560,200</b>	<b>-4%</b>
OFFICE SUPPLIES	1,051	1,000	1,000	1,200	1,200	20%
PROGRAM EXPENSES/SUPPLIES	428,980	470,000	470,000	470,000	470,000	0%
UNIFORMS/UNIFORM ALLOW	2,046	2,400	2,400	2,500	2,500	4%
SECURITY/SAFETY MATERIALS	33	200	200	1,100	1,100	450%
SMALL TOOLS	3,813	1,500	1,500	13,000	13,000	767%
COMPUTER SOFTWARE	2,270	3,000	3,000	10,800	10,800	260%
COMPUTER HARDWARE	-	1,400	1,400	3,500	3,500	150%
CITY BLDG MAINT SUPPLIES	3,061	5,300	5,300	5,300	5,300	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>441,254</b>	<b>484,800</b>	<b>484,800</b>	<b>507,400</b>	<b>507,400</b>	<b>5%</b>
TELEPHONE/FAX	1,111	1,800	1,800	1,800	900	-50%
TRAINING/CONF/FOOD/TRAVEL	9,100	4,600	4,600	10,100	10,100	120%
CONTRACTUAL SERVICES	310	800	800	800	800	0%
ENVIRONMENTAL EXPENSES	200	200	200	200	200	0%
GASOLINE	1,769	1,800	1,800	1,800	1,800	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>12,987</b>	<b>9,200</b>	<b>9,200</b>	<b>14,700</b>	<b>13,800</b>	<b>50%</b>
<b>OPERATING EXPENDITURES</b>	<b>986,335</b>	<b>1,078,600</b>	<b>1,078,600</b>	<b>1,082,300</b>	<b>1,081,400</b>	<b>0%</b>
AUTOMOBILES-PURCHASE	-	-	358,500	-	-	0%
OTHER EQUIPMENT	-	-	141,500	-	-	0%
CONSTRUCTION - PURCHASE	-	30,000	35,700	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>30,000</b>	<b>535,700</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 986,335</b>	<b>\$ 1,108,600</b>	<b>\$ 1,614,300</b>	<b>\$ 1,082,300</b>	<b>\$ 1,081,400</b>	<b>-2%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	

# CUSTOMER SERVICE



# **CUSTOMER SERVICES**

## **Public Utilities and Real Estate Tax Division**

### **Part I – Division Mission**

#### ***Customer Service Department Division***

The City of Dover Customer Service Department provides quality public service to our diverse group of customers with professionalism, respect, and integrity. We work diligently with all departments throughout the City to ensure timely billing and collection of City revenues.

#### ***Real Estate Tax and Assessment Division***

City of Dover Tax Office's primary mission is to maintain the property assessment system in an equitable, fair and uniform manner.

The Appraisal Assessment activities are conducted in full accordance with the International Association of Assessing Officers (IAAO) to ensure that each class of property is taxed at 100 percent of market value or equal percentage thereof. The appraisal functions are conducted in accordance with the Uniform Standards of Professional Appraisal Practices (USPAP) of the Appraisal Foundation passed by Congress.

### **Part II - Major Programs**

#### ***Customer Service***

Our Customer Service segment provides quality service to City of Dover residents in relation to their utility accounts. This segment is responsible for setting up and maintaining utility service accounts. Customer Service works in conjunction with other City of Dover Departments in an effort to increase collection attempts as well as enforce City of Dover codes and ordinances.

Customer Service Key Accounts program works directly with Large Commercial Customers to address their concerns regarding utility rates and billing inquiries.

Customer Service Realtor Central program works directly with Real Estate Agents as well as Property Managers to address concerns specific to properties under their care.

#### ***Real Estate Tax and Assessment Division Administration / Appraisal and Assessment***

**Objective:** The objective of this program is to process deeds, maintain maps, and to assign addresses in a timely fashion. This ensures that tax information for citizens and local businesses are kept current. This office also maintains the land database in the billing software for all taxable parcels throughout the City.

#### ***APPRAISAL AND ASSESSMENT***

**Objective:** The objective of this program is to appraise, assess, and equalize all real property within the City of Dover, as accurately as possible, in accordance with Delaware State Law, City Charter, and Ordinances. The tax office is required by City Charter Section 47 and under the Code of Ordinances, City of Dover, Delaware Section 102.1 to conduct a revaluation and reassessment of all real property, every fifth year (since 2010) unless otherwise directed, under the supervision of the assessor or in conjunction with the assessor, by an outside mass appraisal company or a consortium of appraisers chosen by the council.

Additional activities handled by the Customer Service / Tax Department include, but are not limited to:

- Appeals/Exemptions
- Real Estate Tax Billing
- Lodging Tax Billing
- Maintain approved abatements
- Clean Hands Tax Collections
- Monitions sale processing
- First Time Home Buyer Abatements
- Realty Transfer Tax
- PILOT Tax Billing



***Billing and Collections Division***

The Billing segment provides timely and accurate utility and general billing services.

The collections segment's goal is to reduce the number of delinquent accounts in order to collect revenues due for open receivables. This segment is responsible for collection of all receivables due to the City of Dover including but not limited to: Utilities, General Billing, Real Estate Taxes, as well as others as assigned by the City Manager and City Controller.

***Cash Processing***

The Cash Processing segment is responsible for the accurate recording of payments received for various City services.

***Meter Reading***

The Meter Reading segment is responsible for the timely and accurate reading of utility meters, disconnection, reconnection and work order processing related to utility accounts.

**Part III - Major operational or capital projects included in the FY25 Budget.**

Customer Service continues to work with community leaders in its ability to assist Customers in any facet available. Current programs available to customers include online applications, e-bill notification, online payment and bill download options, bank drafting, permeant due date, and payment arrangement plans.

The Customer Service Department has partnered with the HELP Initiative and NCALL Research to offer budgeting services to customers in addition to home energy audits.

# Customer Services

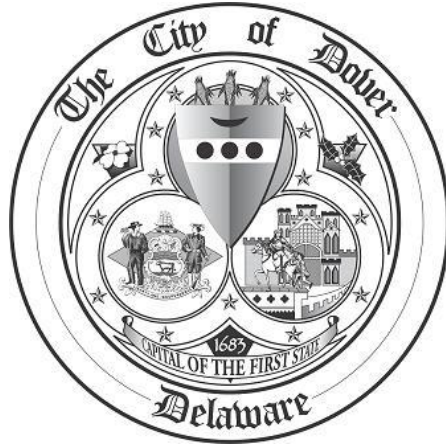
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	1,221,504	1,272,600	1,272,600	1,310,400	1,310,400	3%
MATERIALS & SUPPLIES	40,556	41,600	41,600	43,600	46,600	12%
ADMINISTRATIVE EXPENDITURES	59,237	103,300	103,300	105,300	99,800	-3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,321,297</b>	<b>\$ 1,417,500</b>	<b>\$ 1,417,500</b>	<b>\$ 1,459,300</b>	<b>\$ 1,456,800</b>	<b>3%</b>

## Highlights:

- Adding/Updating Furniture for FY25.
- Sizable increase for Printing & Duplicating.

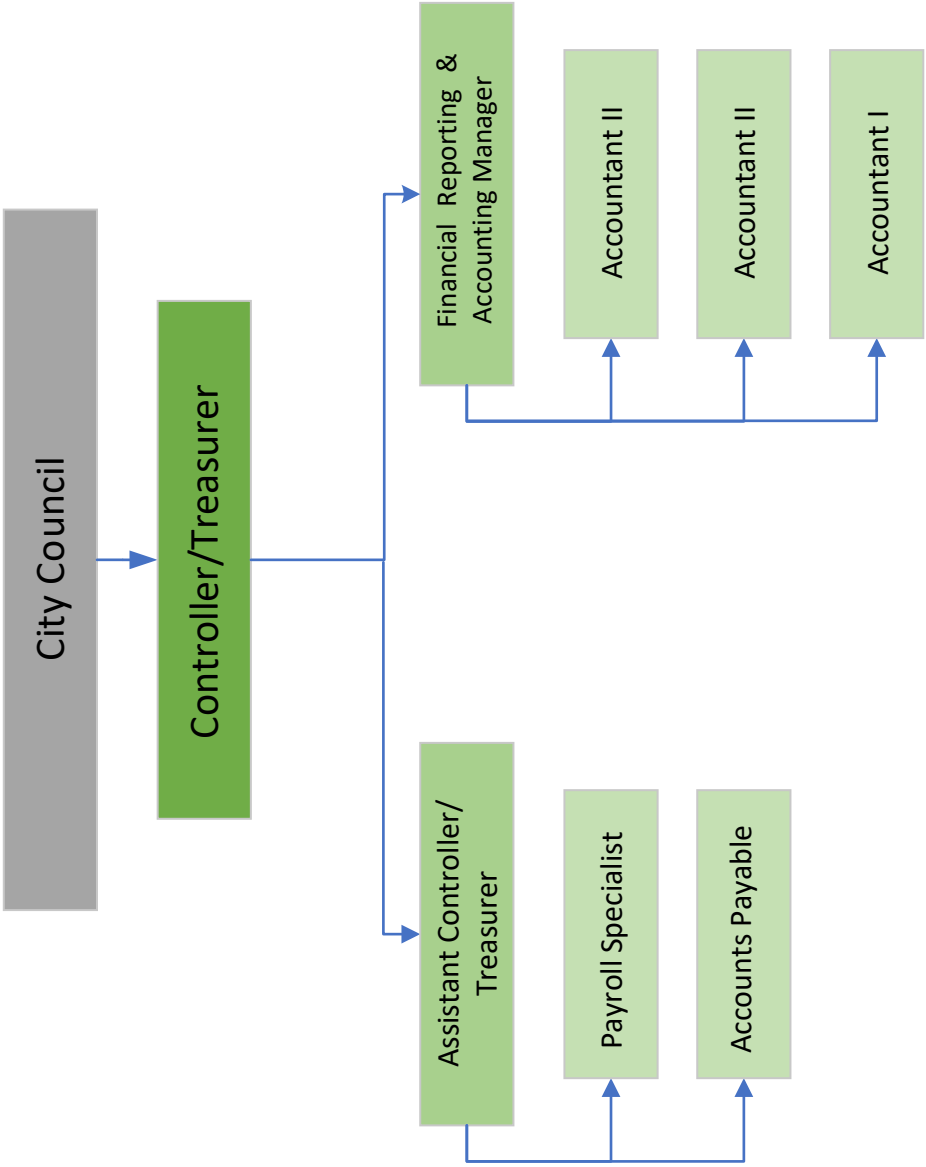
**CUSTOMER SERVICES**  
**100-16-29-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 737,860	\$ 809,100	\$ 809,100	\$ 807,200	\$ 807,200	0%
OVERTIME	448	11,900	11,900	10,500	10,500	-12%
FICA TAXES	53,775	62,800	62,800	62,500	62,500	0%
HEALTH INSURANCE	151,319	177,800	177,800	229,800	229,800	29%
L I D INSURANCE	3,805	4,400	4,400	4,400	4,400	0%
WORKERS COMPENSATION	2,544	2,600	2,600	2,600	2,600	0%
EDUCATIONAL ASSISTANCE		-	-	10,000	10,000	100%
PENSION	264,476	196,000	196,000	175,500	175,500	-10%
OPEB	7,278	8,000	8,000	7,900	7,900	-1%
<b>PERSONNEL COSTS</b>	<b>1,221,504</b>	<b>1,272,600</b>	<b>1,272,600</b>	<b>1,310,400</b>	<b>1,310,400</b>	<b>3%</b>
FURNITURE/FIXTURES	500	500	500	1,000	1,000	100%
OFFICE SUPPLIES	17,797	18,000	18,000	18,500	18,500	3%
PRINTING AND DUPLICATING	17,273	17,500	17,500	18,500	21,500	23%
COMPUTER HARDWARE	4,986	5,600	5,600	5,600	5,600	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>40,556</b>	<b>41,600</b>	<b>41,600</b>	<b>43,600</b>	<b>46,600</b>	<b>12%</b>
TELEPHONE/FAX	4,444	10,300	10,300	10,300	4,800	-53%
TRAINING/CONF/FOOD/TRAVEL	1,367	1,500	1,500	2,500	2,500	67%
CONTRACTUAL SERVICES	42,521	77,500	77,500	78,000	78,000	1%
OFF EPUIP/REPAIRS & MAINT	10,905	14,000	14,000	14,500	14,500	4%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>59,237</b>	<b>103,300</b>	<b>103,300</b>	<b>105,300</b>	<b>99,800</b>	<b>-3%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,321,297</b>	<b>1,417,500</b>	<b>1,417,500</b>	<b>1,459,300</b>	<b>1,456,800</b>	<b>3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,321,297</b>	<b>\$ 1,417,500</b>	<b>\$ 1,417,500</b>	<b>\$ 1,459,300</b>	<b>\$ 1,456,800</b>	<b>3%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	15.0	15.0	15.0	15.0	15.0	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# FINANCE



# Finance

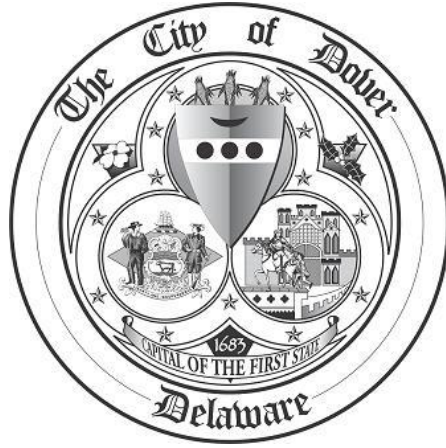
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	812,521	858,800	858,800	841,200	841,200	-2%
MATERIALS & SUPPLIES	8,499	9,400	9,400	9,200	9,200	-2%
ADMINISTRATIVE EXPENDITURES	230,795	164,100	164,100	160,000	159,500	-3%
OPERATING EXPENDITURES	1,051,814	1,032,300	1,032,300	1,010,400	1,009,900	-2%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,051,814</b>	<b>\$ 1,032,300</b>	<b>\$ 1,032,300</b>	<b>\$ 1,010,400</b>	<b>\$ 1,009,900</b>	<b>-2%</b>

## Highlights:

- Restructuring of Operations; refilling previous vacant positions.

**FINANCE**  
**100-16-23-99-000**

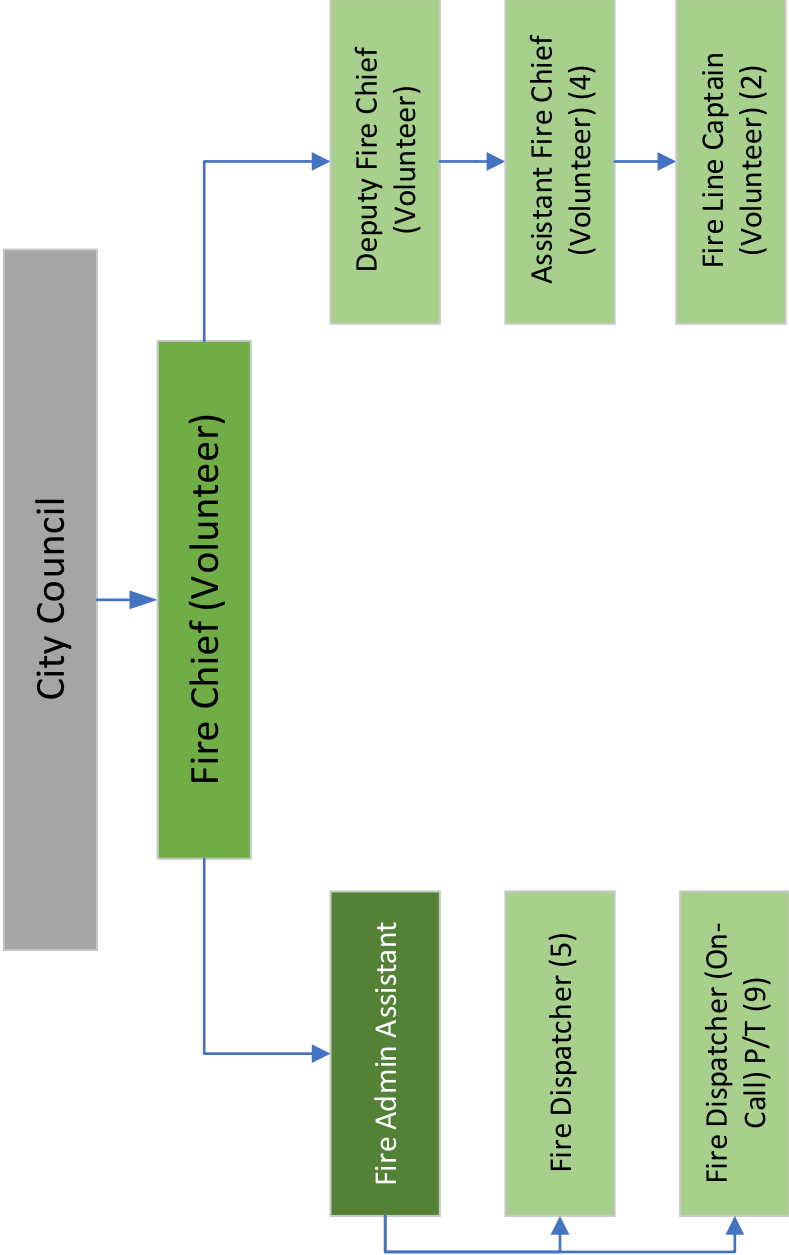
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 524,328	\$ 607,700	\$ 607,700	\$ 569,800	\$ 569,800	-6%
FICA TAXES	39,327	46,500	46,500	43,600	43,600	-6%
HEALTH INSURANCE	85,198	110,200	110,200	137,900	137,900	25%
L I D INSURANCE	2,882	3,900	3,900	3,800	3,800	-3%
WORKERS COMPENSATION	1,663	2,000	2,000	1,800	1,800	-10%
PENSION	153,968	82,500	82,500	78,600	78,600	-5%
OPEB	5,155	6,000	6,000	5,700	5,700	-5%
<b>PERSONNEL COSTS</b>	<b>812,521</b>	<b>858,800</b>	<b>858,800</b>	<b>841,200</b>	<b>841,200</b>	<b>-2%</b>
OFFICE SUPPLIES	933	1,200	1,200	1,000	1,000	-17%
PRINTING AND DUPLICATING	4,765	4,700	4,700	4,700	4,700	0%
COMPUTER HARDWARE	2,800	3,500	3,500	3,500	3,500	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>8,499</b>	<b>9,400</b>	<b>9,400</b>	<b>9,200</b>	<b>9,200</b>	<b>-2%</b>
TELEPHONE/FAX	2,195	5,100	5,100	3,000	2,500	-51%
ADVERTISEMENT	-	500	500	500	500	0%
SUBSCRIPTIONS AND DUES	870	1,800	1,800	1,800	1,800	0%
TRAINING/CONF/FOOD/TRAVEL	3,584	6,500	6,500	6,500	6,500	0%
CONTRACTUAL SERVICES	223,110	146,200	146,200	146,200	146,200	0%
OFF EQUIP/REPAIRS & MAINT	1,036	4,000	4,000	2,000	2,000	-50%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>230,795</b>	<b>164,100</b>	<b>164,100</b>	<b>160,000</b>	<b>159,500</b>	<b>-3%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,051,814</b>	<b>1,032,300</b>	<b>1,032,300</b>	<b>1,010,400</b>	<b>1,009,900</b>	<b>-2%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,051,814</b>	<b>\$ 1,032,300</b>	<b>\$ 1,032,300</b>	<b>\$ 1,010,400</b>	<b>\$ 1,009,900</b>	<b>-2%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	8.0	8.0	8.0	8.0	8.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**



# FIRE DEPARTMENT



# Fire

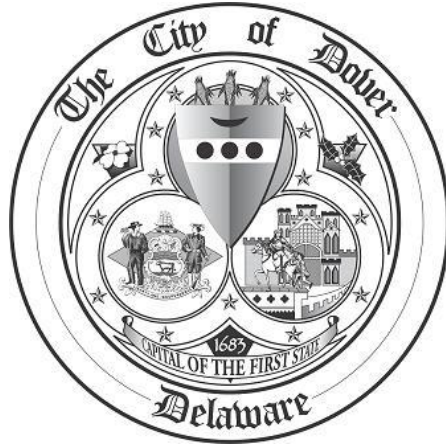
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	381,429	487,500	487,500	572,700	572,700	17%
MATERIALS & SUPPLIES	-	1,600	1,600	1,600	1,600	0%
ADMINISTRATIVE EXPENDITURES	377,500	362,500	362,500	434,000	434,000	20%
OPERATING EXPENDITURES	758,929	851,600	851,600	1,008,300	1,008,300	18%
CAPITAL OUTLAY	448,005	419,600	419,600	566,600	566,600	35%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,206,934</b>	<b>\$ 1,271,200</b>	<b>\$ 1,271,200</b>	<b>\$ 1,574,900</b>	<b>\$ 1,574,900</b>	<b>24%</b>

## Highlights:

- Continued increase in Overtime wages.
- New Fire Assistant hired (approved in FY24).
- Increase in Contractual Services to offset increase department expenses.
- New Ladder Truck added.

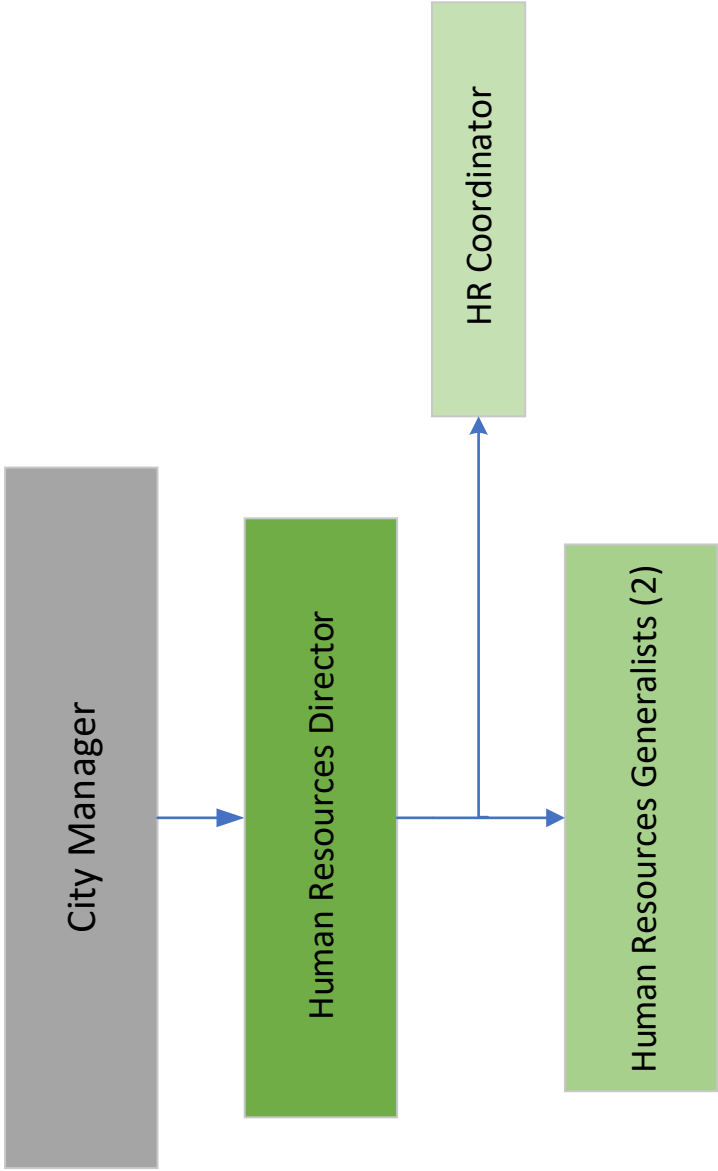
**FIRE DEPARTMENT  
100-11-14-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 222,661	\$ 326,600	\$ 326,600	\$ 354,900	\$ 354,900	9%
OVERTIME	76,887	37,200	37,200	61,200	61,200	65%
TEMPORARY HELP	161	23,200	23,200	23,200	23,200	0%
FICA TAXES	22,731	29,500	29,500	33,600	33,600	14%
HEALTH INSURANCE	36,009	43,800	43,800	58,100	58,100	33%
L I D INSURANCE	935	900	900	1,000	1,000	11%
WORKERS COMPENSATION	2,151	1,100	1,100	5,800	5,800	427%
PENSION	17,436	22,500	22,500	32,100	32,100	43%
OPEB	2,456	2,700	2,700	2,800	2,800	4%
<b>PERSONNEL COSTS</b>	<b>381,429</b>	<b>487,500</b>	<b>487,500</b>	<b>572,700</b>	<b>572,700</b>	<b>17%</b>
PROGRAM EXPENSES/SUPPLIES	-	1,600	1,600	1,600	1,600	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>-</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>	<b>0%</b>
CONTRACTUAL SERVICES	377,500	362,500	362,500	434,000	434,000	20%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>377,500</b>	<b>362,500</b>	<b>362,500</b>	<b>434,000</b>	<b>434,000</b>	<b>20%</b>
<b>OPERATING EXPENDITURES</b>	<b>758,929</b>	<b>851,600</b>	<b>851,600</b>	<b>1,008,300</b>	<b>1,008,300</b>	<b>18%</b>
OTHER EQUIP - PURCHASE	448,005	419,600	419,600	566,600	566,600	35%
<b>CAPITAL OUTLAY</b>	<b>448,005</b>	<b>419,600</b>	<b>419,600</b>	<b>566,600</b>	<b>566,600</b>	<b>35%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,206,934</b>	<b>\$ 1,271,200</b>	<b>\$ 1,271,200</b>	<b>\$ 1,574,900</b>	<b>\$ 1,574,900</b>	<b>24%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	6.0	6.0	6.0	6.0	
BUDGETED PART-TIME POSITIONS	5.0	9.0	9.0	9.0	9.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# HUMAN RESOURCES



# Human Resources

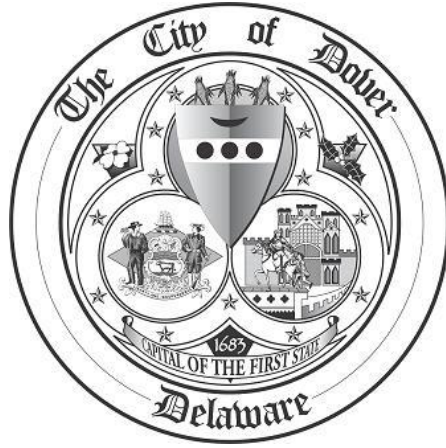
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	333,041	390,200	390,200	389,600	389,600	0%
MATERIALS & SUPPLIES	42,881	45,100	45,100	44,700	44,700	-1%
ADMINISTRATIVE EXPENDITURES	14,988	66,000	66,000	43,700	43,700	-34%
<b>TOTAL EXPENDITURES</b>	<b>\$ 390,910</b>	<b>\$ 501,300</b>	<b>\$ 501,300</b>	<b>\$ 478,000</b>	<b>\$ 478,000</b>	<b>-5%</b>

**Highlights:**

- Update in health coverage driving decrease in Personnel Exp.
- Operating budget fined-tuned this year to meet the (new) staff needs .

HUMAN RESOURCES  
100-10-31-99-000

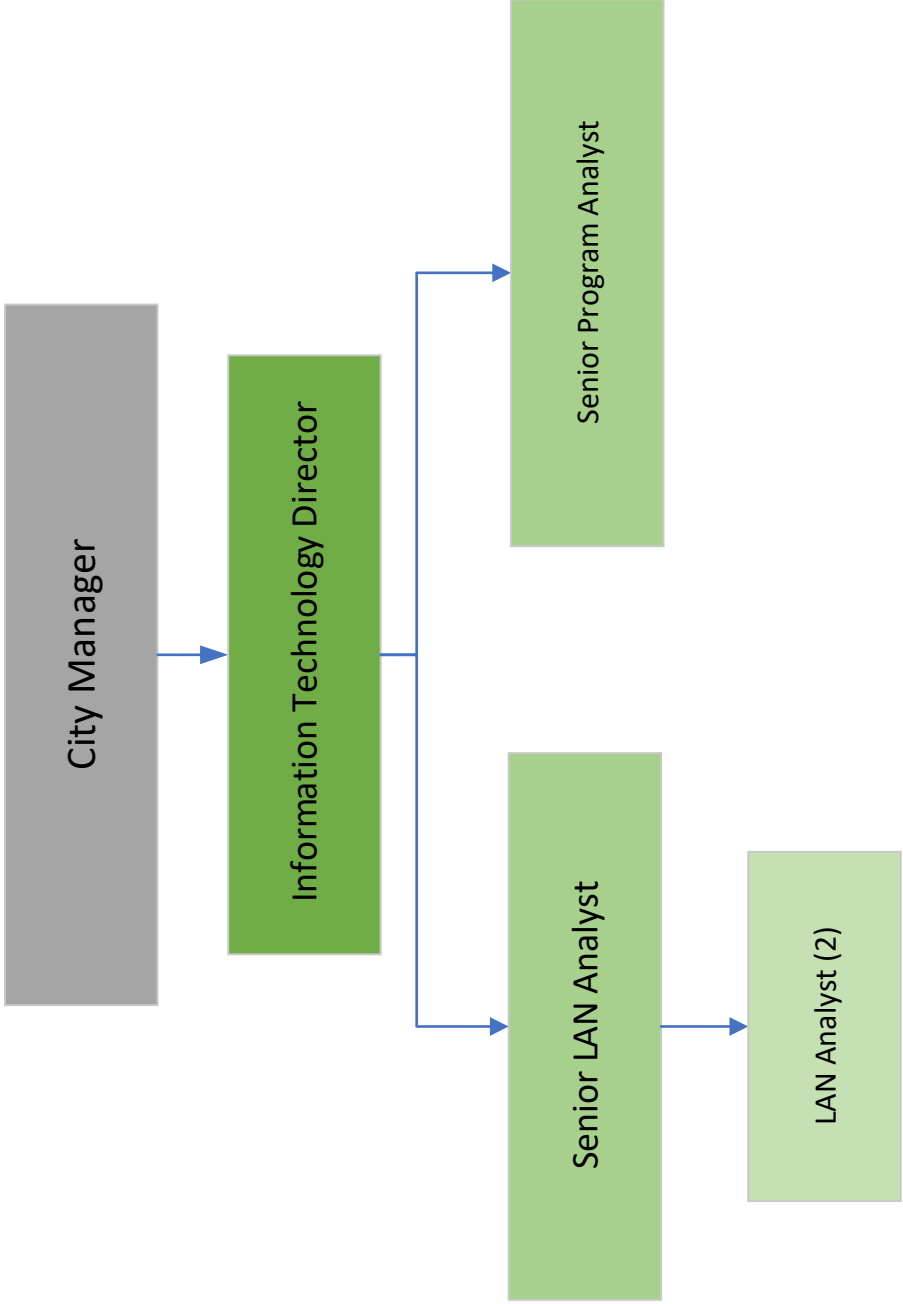
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 242,799	\$ 277,600	\$ 277,600	\$ 289,200	\$ 289,200	4%
OVERTIME	227	-	-	-	-	0%
FICA TAXES	17,699	21,200	21,200	22,100	22,100	4%
HEALTH INSURANCE	55,003	68,300	68,300	53,200	53,200	-22%
L I D INSURANCE	1,517	2,000	2,000	2,100	2,100	5%
WORKERS COMPENSATION	772	900	900	900	900	0%
EDUCATIONAL ASSISTANCE	-	1,500	1,500	2,500	2,500	67%
PENSION	12,623	16,000	16,000	16,800	16,800	5%
OPEB	2,402	2,700	2,700	2,800	2,800	4%
<b>PERSONNEL COSTS</b>	<b>333,041</b>	<b>390,200</b>	<b>390,200</b>	<b>389,600</b>	<b>389,600</b>	<b>0%</b>
OFFICE SUPPLIES	1,848	2,000	2,000	2,000	2,000	0%
PRINTING AND DUPLICATING	2,199	3,200	3,200	3,200	3,200	0%
PROGRAM EXPENSES/SUPPLIES	466	1,000	1,000	-	-	-100%
MEDICAL SUP & PHYSICALS	9,399	10,000	10,000	11,000	11,000	10%
SECURITY/SAFETY MATERIALS	27	500	500	1,000	1,000	100%
COMPUTER HARDWARE	-	1,400	1,400	500	500	-64%
PERSONNEL RELATED SUP	28,943	27,000	27,000	27,000	27,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>42,881</b>	<b>45,100</b>	<b>45,100</b>	<b>44,700</b>	<b>44,700</b>	<b>-1%</b>
TELEPHONE/FAX	1,039	2,800	2,800	1,200	1,200	-57%
ADVERTISEMENT	375	6,000	6,000	6,000	6,000	0%
SUBSCRIPTIONS AND DUES	518	800	800	500	500	-38%
TRAINING/CONF/FOOD/TRAVEL	2,901	10,400	10,400	10,000	10,000	-4%
CONSULTING FEES	-	10,000	10,000	15,000	15,000	50%
CONTRACTUAL SERVICES	1,000	1,000	1,000	1,000	1,000	0%
IN-HOUSE TRAINING	-	25,000	25,000	-	-	-100%
UNEMPLOYMENT COMP EXPENSE	9,155	10,000	10,000	10,000	10,000	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>14,988</b>	<b>66,000</b>	<b>66,000</b>	<b>43,700</b>	<b>43,700</b>	<b>-34%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 390,910</b>	<b>\$ 501,300</b>	<b>\$ 501,300</b>	<b>\$ 478,000</b>	<b>\$ 478,000</b>	<b>-5%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**



# INFORMATION TECHNOLOGY



# Information Technology

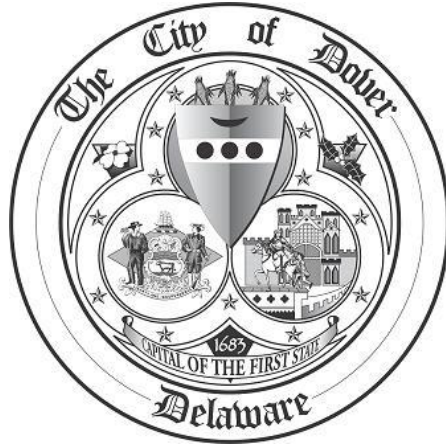
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	513,395	572,400	572,400	604,500	604,500	6%
MATERIALS & SUPPLIES	104,574	75,200	75,200	70,000	70,000	-7%
ADMINISTRATIVE EXPENDITURES	214,267	226,500	226,500	245,700	246,000	9%
OPERATING EXPENSES	832,236	874,100	874,100	920,200	920,500	5%
CAPITAL OUTLAY	110,293	115,500	115,500	272,000	112,000	-3%
<b>TOTAL EXPENDITURES</b>	<b>\$ 942,529</b>	<b>\$ 989,600</b>	<b>\$ 989,600</b>	<b>\$ 1,192,200</b>	<b>\$ 1,032,500</b>	<b>4%</b>

## Highlights:

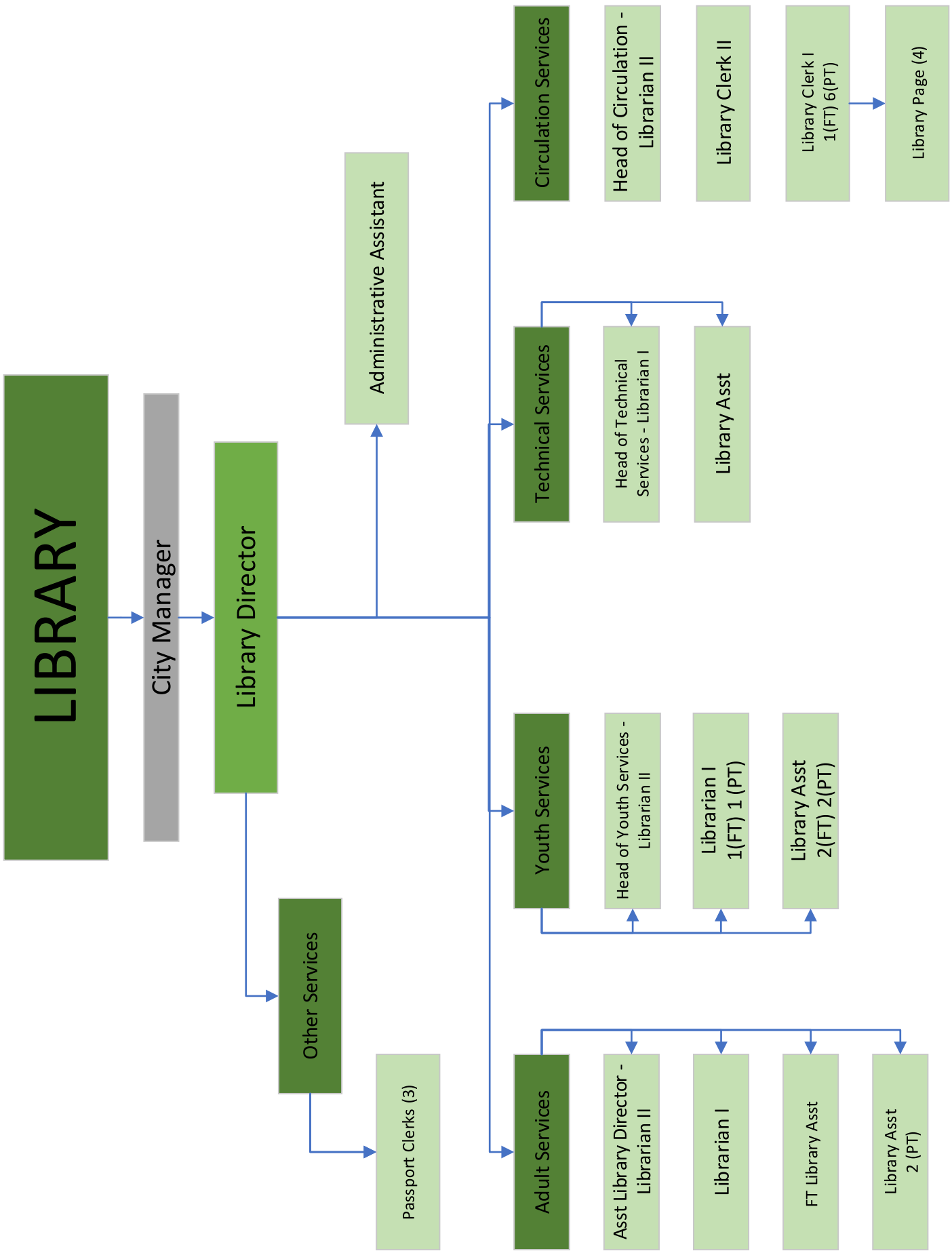
- Status Quo.
- Focus on Cyber Security and obsolescence.
- Updating internet cables @ City Hall for increased speed.

INFORMATION TECHNOLOGY  
100-16-22-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 327,085	\$ 373,100	\$ 373,100	\$ 385,200	\$ 385,200	3%
OVERTIME	878	2,000	2,000	1,200	1,200	-40%
FICA TAXES	24,232	28,700	28,700	29,500	29,500	3%
HEALTH INSURANCE	50,067	69,400	69,400	92,800	92,800	34%
L I D INSURANCE	1,756	1,900	1,900	2,100	2,100	11%
WORKERS COMPENSATION	1,041	1,200	1,200	1,300	1,300	8%
EDUCATIONAL ASSISTANCE	-	-	-	5,000	5,000	100%
PENSION	105,037	92,400	92,400	83,500	83,500	-10%
OPEB	3,299	3,700	3,700	3,900	3,900	5%
<b>PERSONNEL COSTS</b>	<b>513,395</b>	<b>572,400</b>	<b>572,400</b>	<b>604,500</b>	<b>604,500</b>	<b>6%</b>
OFFICE SUPPLIES	821	600	600	1,100	1,100	83%
DATA PROCESSING SUPPLIES	209	300	300	300	300	0%
COMPUTER SOFTWARE	96,567	71,800	71,800	67,000	67,000	-7%
COMPUTER HARDWARE	6,977	2,500	2,500	1,600	1,600	-36%
<b>MATERIALS &amp; SUPPLIES</b>	<b>104,574</b>	<b>75,200</b>	<b>75,200</b>	<b>70,000</b>	<b>70,000</b>	<b>-7%</b>
TELEPHONE/FAX	2,802	5,700	5,700	2,800	3,100	-46%
SUBSCRIPTIONS AND DUES	7,473	9,100	9,100	9,600	9,600	5%
TRAINING/CONF/FOOD/TRAVEL	2,723	5,500	5,500	8,900	8,900	62%
CONTRACTUAL SERVICES	32,262	43,600	43,600	76,700	76,700	76%
IN-HOUSE TRAINING	3,000	-	-	-	-	0%
OFF EQUIP/REPAIRS & MAINT	165,892	162,400	162,400	147,400	147,400	-9%
GASOLINE	115	200	200	300	300	50%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>214,267</b>	<b>226,500</b>	<b>226,500</b>	<b>245,700</b>	<b>246,000</b>	<b>9%</b>
<b>OPERATING EXPENSES</b>	<b>832,236</b>	<b>874,100</b>	<b>874,100</b>	<b>920,200</b>	<b>920,500</b>	<b>5%</b>
OTHER EQUIP - PURCHASE	78,331	26,000	26,000	-	-	-100%
COMPUTER HARDWARE/CAPITAL	31,963	89,500	89,500	272,000	112,000	25%
<b>CAPITAL OUTLAY</b>	<b>110,293</b>	<b>115,500</b>	<b>115,500</b>	<b>272,000</b>	<b>112,000</b>	<b>-3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 942,529</b>	<b>\$ 989,600</b>	<b>\$ 989,600</b>	<b>\$ 1,192,200</b>	<b>\$ 1,032,500</b>	<b>4%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	
BUDGETED PART-TIME POSITIONS		-	-	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**



## Departmental Mission

Dover Public Library is building better community through inclusive programming and resources for lifelong learning. DPL is a resource for accessible education, outreach, and materials for community members at every age.

## Major Programs

### Administration

**Objective:** The Administration team oversees library policy, personnel, budget, facilities, security, meeting rooms, and records. The administrative team consists of the Library Director, the Assistant Library Director, and the Library Administrative Assistant.

### Circulation Services

**Objective:** Circulation Services oversees the movement of library materials in and out of the library. The circulation department staffs the circulation desk, signs patrons up for library cards, re-shelves returned material, and assists patrons in finding items.

### Technical Services

**Objective:** Technical Services is where new items are added to the Library's collection. Technical services staff physically prepare items for the shelf with identifying stickers and barcodes, and maintain the library's computer catalog.

### Adult Services

**Objective:** The Adult Services department provides traditional reference services and programs/events for adults and seniors. Adult services librarians select books, magazines, films, and other items for adults.

### Youth Services

**Objective:** The Youth Services department provides programs and services for children birth to 12 and teens aged 12 to 18. Youth Services librarians select books, magazines, films, games, and other items for children and teens.

### Passport Services

**Objective:** The Dover Public Library operates a Passport Acceptance Facility issuing U.S. Passports in accordance with U.S Department of State procedures. A portion of the cost of each passport goes toward funding the library.

## **FY25 Divisional Goals**

1. Community Classroom Program: DPL is exploring an initiative to transform the Small Business Center into a space dedicated to educational programs for the community, including subjects like creative writing, financial literacy, or cooking.
2. Expansion of the Passport Acceptance Facility Hours: With a third clerk added in FY24, DPL is set to expand the hours of operation for the Passport Acceptance Facility, allowing passports to be issued up to six days a week.
3. Library Tax District: Kent County Levy Court has voted to establish 5 library tax districts, one of which will raise funds for DPL. DPL will work with the Levy Court to implement this district.

# Library

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	1,494,695	1,627,600	1,627,600	1,738,000	1,738,000	7%
MATERIALS & SUPPLIES	79,903	81,400	81,400	81,100	81,100	0%
ADMINISTRATIVE EXPENDITURES	309,821	331,700	331,700	326,900	326,900	-1%
OPERATING EXPENDITURES	1,884,419	2,040,700	2,040,700	2,146,000	2,146,000	5%
CAPITAL OUTLAY	67,183	-	87,300	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,951,602</b>	<b>\$ 2,040,700</b>	<b>\$ 2,128,000</b>	<b>\$ 2,146,000</b>	<b>\$ 2,146,000</b>	<b>5%</b>

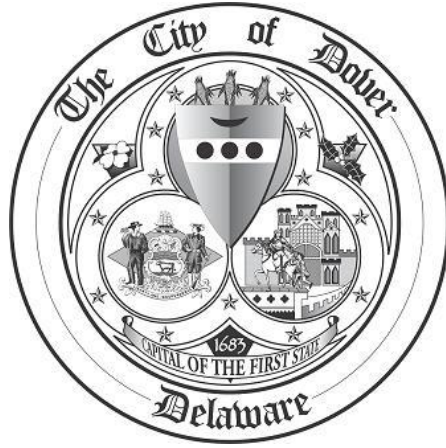
## Highlights:

- Status Quo.
- County Reciprocal Borrowing will be replaced by Library Tax, without update this will lead to lower revenues.



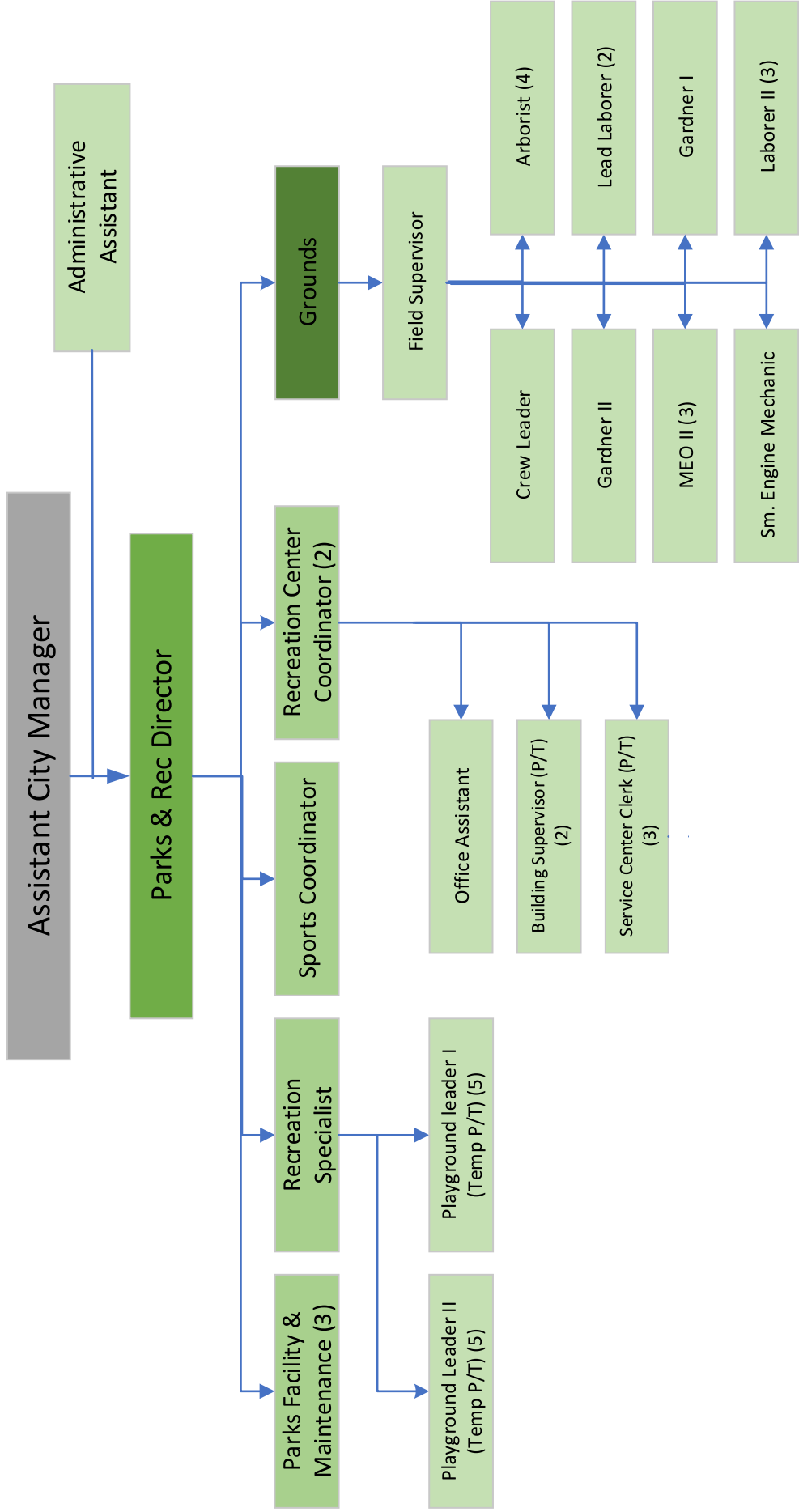
**LIBRARY**  
**100-13-15-11-000**

DESCRIPTION	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	%
	ACTUAL	BUDGET	REVISED	REQUESTED	APPROVED	CHANGE
SALARIES	\$ 869,517	\$ 793,700	\$ 793,700	\$ 811,400	\$ 811,400	2%
OVERTIME	117	-	-	-	-	0%
TEMPORARY HELP	165,112	334,500	334,500	347,000	347,000	4%
FICA TAXES	75,732	86,200	86,200	88,600	88,600	3%
HEALTH INSURANCE	154,103	185,200	185,200	270,700	270,700	46%
L I D INSURANCE	4,049	4,200	4,200	4,300	4,300	2%
WORKERS COMPENSATION	9,123	10,300	10,300	10,700	10,700	4%
EDUCATIONAL ASSISTANCE	-	-	-	2,500	2,500	100%
PENSION	209,309	205,600	205,600	194,700	194,700	-5%
OPEB	7,633	7,900	7,900	8,100	8,100	3%
<b>PERSONNEL COSTS</b>	<b>1,494,695</b>	<b>1,627,600</b>	<b>1,627,600</b>	<b>1,738,000</b>	<b>1,738,000</b>	<b>7%</b>
PROGRAM EXPENSES/SUPPLIES	6,000	6,000	6,000	6,000	6,000	0%
BOOKS	54,000	54,000	54,000	54,000	54,000	0%
SECURITY/SAFETY MATERIALS	1,111	2,000	2,000	2,000	2,000	0%
COMPUTER SOFTWARE	340	400	400	400	400	0%
COMPUTER HARDWARE	1,000	1,000	1,000	1,000	1,000	0%
CITY BLDG MAINT SUPPLIES	15,833	17,500	17,500	17,500	17,500	0%
WATER/SEWER	120	500	500	200	200	-60%
<b>MATERIALS &amp; SUPPLIES</b>	<b>79,903</b>	<b>81,400</b>	<b>81,400</b>	<b>81,100</b>	<b>81,100</b>	<b>0%</b>
TELEPHONE/FAX	7,462	17,200	17,200	7,700	7,700	-55%
ELECTRICITY	72,383	75,000	75,000	75,000	75,000	0%
HEATING OIL/GAS	20,400	18,500	18,500	18,500	18,500	0%
SUBSCRIPTIONS AND DUES	11,000	11,000	11,000	11,000	11,000	0%
CONTRACTUAL SERVICES	198,576	210,000	210,000	214,700	214,700	2%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>309,821</b>	<b>331,700</b>	<b>331,700</b>	<b>326,900</b>	<b>326,900</b>	<b>-1%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,884,419</b>	<b>2,040,700</b>	<b>2,040,700</b>	<b>2,146,000</b>	<b>2,146,000</b>	<b>5%</b>
CONSTRUCTION - PURCHASE	67,183	-	87,300	-	-	0%
<b>CAPITAL OUTLAY</b>	<b>67,183</b>	<b>-</b>	<b>87,300</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,951,602</b>	<b>\$ 2,040,700</b>	<b>\$ 2,128,000</b>	<b>\$ 2,146,000</b>	<b>\$ 2,146,000</b>	<b>5%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	14.0	14.0	14.0	14.0	14.0	
BUDGETED PART-TIME POSITIONS	18.0	18.0	18.0	18.0	18.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# PARKS & RECREATION



# PARKS AND RECREATION

## DEPARTMENTAL VISION

The City of Dover's Parks & Recreation Department proudly serves a diverse and active community 12 months a year. With the cooperation and input from communities throughout the city, the Department provides outstanding services to all residents and visitors. The Department operates a comprehensive park and recreation system that offers programs and facilities designed to meet the needs and interests of patrons of all ages.

## MISSION STATEMENT

To provide quality affordable recreation and leisure services that promote healthy lifestyles for the residents of Dover and its surrounding communities.

## MAJOR PROGRAMS

### RECREATION

**Objective:** The objective of the Recreation Program is to provide outdoor and indoor recreation opportunities year-round so that the citizens of Dover are satisfied with performance programs offered. The city strives to develop programs that include everyone in the family when creating recreational programs for our community. The city offers competitive play during the various seasons throughout the year as part of this objective. Here are just a few of our notable programs currently being offered:

**Youth Camps** include spring break camp, summer recreational day camps, summer sports camps and Camp Small Wonder. Our recreational and sports camps are designed offer families an affordable day camp opportunity while giving the participant a safe and fulfilling camp experience. Spring and summer recreational camps offering youth a day of park activities with some field trips. Our sports camps include soccer, volleyball, basketball, girls only basketball, tennis and football. Camp Small Wonder specifically targets At-Risk Youth a safe & affordable summer camp program that includes tutoring, field trips and special events. This program is supported with the help of grant funding and registration fees.

**Youth Connections** a daily afterschool program that provides a warm, safe place for children to learn, play and have fun in a stress-free environment. Children are encouraged to think, question, and experiment. Activities promote social, academic, and physical development. This program is the longest running afterschool program in the State of Delaware.

**Athletic Leagues** are offered throughout the year. Both indoor and outdoor league sports are provided to youth, adults and seniors. Adult Senior and Church League Summer Softball Leagues, Senior Mens Fall Softball League, Adult Co-Ed Spring and Fall Volleyball Leagues, Youth Winter and Summer Basketball Leagues, Youth Spring and Fall Soccer League, and Field Hockey Leagues for Middle School, High School, Adult Women and Adult Co-Eds are offered in the Winter and Summer seasons.

**General recreation and sports activities** that we offer include adult fitness and dance classes such as kickboxing and Dance with Ease to name a few. Tae Kwon Do, Family Movie Night, Breakfast with Santa, Tuesdays in The Park all offer a sample of recreational programming. For Her Basketball, soccer clinics, basketball clinics, girls volleyball clinics are the more popular sports programs offering youth a rewarding and safe introduction to the respective sport. We are continuing our partnership with the Healthy Kids Running series to offer spring and fall cross country running in Schutte Park.

**Special events and activities** include the Spring and Summer Concert Series, Dover Duathlon, Easter Egg Hunt, Capital Holiday Festival, Mayor’s Regatta along with other events that arise throughout the year such as the 50<sup>th</sup> Anniversary of Hip Hop or visits by dignitaries.

**Five Park Projects** consisting of the Dog Park, Community Building, Spray Pad, ADA Playground, and Skatepark are a focus of the department. The Dog Park is now open at Schutte Park offering dog owners a safe and spacious place for off leash fun. The Community Building, Spray Pad and ADA playground are currently under construction. With the Skatepark, proposed to be completed in 2025.

**John W. Pitts Recreation Center** provides the citizens of Dover year-round indoor recreation opportunities in a recreation center that hosts a diverse list of indoor activities for small groups and individuals including Open Gym time, league play and community events. Community events include hosting job fairs, the Veteran’s Standdown, Special Olympics of Delaware, and DIAA sporting events along with other activities.

## **PARKS AND PARK MANAGEMENT**

**Objective:** The objective of this program is to provide safe, clean, well-maintained sports fields and playground sites for the enjoyment of the citizens of Dover. The Department provides maintenance services for 28 parkland sites throughout the City which include (5) five park pavilions & various picnic areas, (6) six softball fields, (3) three cultural / historic sites, (15) fifteen multi-purpose fields, (3) three tennis courts, (2) two outdoor pick ball courts, (6) six swing play areas, (4) four outdoor basketball courts, (3) three walking / jogging paths, (1) one boating ramp, (2) two fishing areas and (1) one recreation center (The John W. Pitts Center) and now the Dog Park at Schutte. In an effort to maintain the park's natural beauty, a large percentage of some park lands have been left undeveloped to serve as buffers and to provide natural open spaces. This program also provides administrative support and planning functions for the department.

### ***GROUNDS MAINTENANCE***

**Objective:** A primary objective of this program is to mow on a weekly basis over 240 acres of City property including edging along sidewalks and curbs, which enhances the aesthetic quality of City owned properties.

**Objective:** A primary objective of this program is to annually install and maintain 62 flower beds, 77 flowering hanging baskets and 18 flowering planters to increase beautification throughout the city.

**Objective:** A primary objective is to maintain approximately 2,850 street trees. The city celebrated its 34<sup>th</sup> consecutive year receiving the Tree City USA designation in 2023.

**Objective:** A primary objective is to remove snow from 12.28 miles of sidewalk of City properties.

**Objective:** A secondary objective is the provision of litter collection services at over 578 locations within the city, to keep our properties clean and attractive.

**Objective:** A secondary objective is the annual decorating of trees and various properties for the holiday season, which enhances the spirit of the season for residents and visitors to the city.

# Parks & Recreation

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	982,225	1,193,600	1,193,600	1,226,500	1,226,500	3%
MATERIALS & SUPPLIES	92,235	92,500	92,500	93,700	93,700	1%
ADMINISTRATIVE EXPENDITURES	237,855	263,500	263,500	253,000	253,000	-4%
OPERATING EXPENDITURES	1,312,315	1,549,600	1,549,600	1,573,200	1,573,200	2%
CAPITAL OUTLAY	281,341	835,000	2,900,600	1,160,000	1,160,000	39%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,593,656</b>	<b>\$ 2,384,600</b>	<b>\$ 4,450,200</b>	<b>\$ 2,733,200</b>	<b>\$ 2,733,200</b>	<b>15%</b>

## Highlights:

- Skate Park added for FY25!

RECREATION  
100-13-15-12-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 593,635	\$ 607,600	\$ 607,600	\$ 631,300	\$ 631,300	4%
OVERTIME	6,099	3,900	3,900	6,400	6,400	64%
TEMPORARY HELP	24,108	169,900	169,900	183,100	183,100	8%
FICA TAXES	45,961	59,800	59,800	62,800	62,800	5%
HEALTH INSURANCE	101,114	126,100	126,100	130,000	130,000	3%
L I D INSURANCE	3,010	3,700	3,700	4,000	4,000	8%
WORKERS COMPENSATION	7,259	9,800	9,800	10,300	10,300	5%
PENSION	196,169	207,200	207,200	192,800	192,800	-7%
OPEB	4,871	5,600	5,600	5,800	5,800	4%
<b>PERSONNEL COSTS</b>	<b>982,225</b>	<b>1,193,600</b>	<b>1,193,600</b>	<b>1,226,500</b>	<b>1,226,500</b>	<b>3%</b>
FURNITURE/FIXTURES	749	1,000	1,000	1,000	1,000	0%
OFFICE SUPPLIES	2,173	2,200	2,200	2,200	2,200	0%
PRINTING AND DUPLICATING	2,285	2,800	2,800	2,800	2,800	0%
PROGRAM EXPENSES/SUPPLIES	59,758	60,000	60,000	60,000	60,000	0%
UNIFORMS/UNIFORM ALLOW	1,300	1,800	1,800	1,800	1,800	0%
SECURITY/SAFETY MATERIALS	524	600	600	600	600	0%
SMALL TOOLS	1,490	1,500	1,500	1,500	1,500	0%
COMPUTER SOFTWARE	6,800	7,400	7,400	7,400	7,400	0%
COMPUTER HARDWARE	3,889	3,000	3,000	3,200	3,200	7%
CITY BLDG MAINT SUPPLIES	11,945	10,400	10,400	10,400	10,400	0%
WATER/SEWER	1,321	1,800	1,800	2,800	2,800	56%
<b>MATERIALS &amp; SUPPLIES</b>	<b>92,235</b>	<b>92,500</b>	<b>92,500</b>	<b>93,700</b>	<b>93,700</b>	<b>1%</b>
TELEPHONE/FAX	4,200	7,800	7,800	4,200	4,200	-46%
ELECTRICITY	57,434	72,000	72,000	70,000	70,000	-3%
HEATING OIL/GAS	10,367	16,000	16,000	12,000	12,000	-25%
SUBSCRIPTIONS AND DUES	2,842	3,300	3,300	3,300	3,300	0%
TRAINING/CONF/FOOD/TRAVEL	3,024	4,400	4,400	4,400	4,400	0%
CONTRACTUAL SERVICES	143,871	144,000	144,000	144,000	144,000	0%
OFF EQUIP/REPAIRS & MAINT	1,000	1,000	1,000	1,100	1,100	10%
GASOLINE	10,337	9,000	9,000	9,000	9,000	0%
AUTO REPAIRS/MAINTENANCE	-	6,000	6,000	5,000	5,000	-17%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>237,855</b>	<b>263,500</b>	<b>263,500</b>	<b>253,000</b>	<b>253,000</b>	<b>-4%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,312,315</b>	<b>1,549,600</b>	<b>1,549,600</b>	<b>1,573,200</b>	<b>1,573,200</b>	<b>2%</b>
AUTOMOBILES	36,595	-	77,300	60,000	60,000	100%
OTHER EQUIP - PURCHASE	4,503	35,000	35,000	-	-	-100%
CONSTRUCTION - PURCHASE	240,243	800,000	2,788,300	1,100,000	1,100,000	38%
<b>CAPITAL OUTLAY</b>	<b>281,341</b>	<b>835,000</b>	<b>2,900,600</b>	<b>1,160,000</b>	<b>1,160,000</b>	<b>39%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,593,656</b>	<b>\$ 2,384,600</b>	<b>\$ 4,450,200</b>	<b>\$ 2,733,200</b>	<b>\$ 2,733,200</b>	<b>15%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	10.0	9.0	9.0	10.0	10.0	
PP/TEMP	15.0	17.0	17.0	15.0	15.0	

# Grounds

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	1,184,831	1,327,700	1,327,700	1,411,400	1,420,700	6%
MATERIALS & SUPPLIES	85,054	80,600	80,600	80,800	80,800	0%
ADMINISTRATIVE EXPENDITURES	325,770	332,800	332,800	287,300	287,000	-14%
OPERATING EXPENSES	1,595,655	1,741,100	1,741,100	1,779,500	1,788,500	2%
CAPITAL OUTLAY	118,067	214,500	249,300	160,000	80,000	-63%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,713,723</b>	<b>\$ 1,955,600</b>	<b>\$ 1,990,400</b>	<b>\$ 1,939,500</b>	<b>\$ 1,859,200</b>	<b>-5%</b>

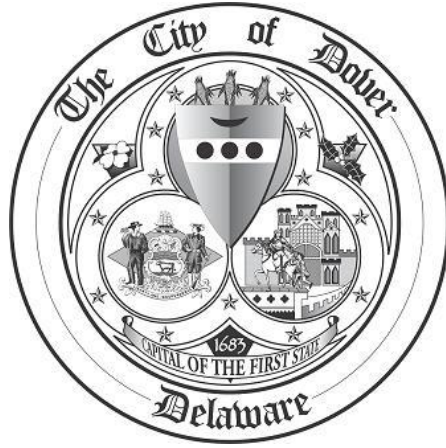
## Highlights:

- Personnel increase due to change in Health plan coverages.



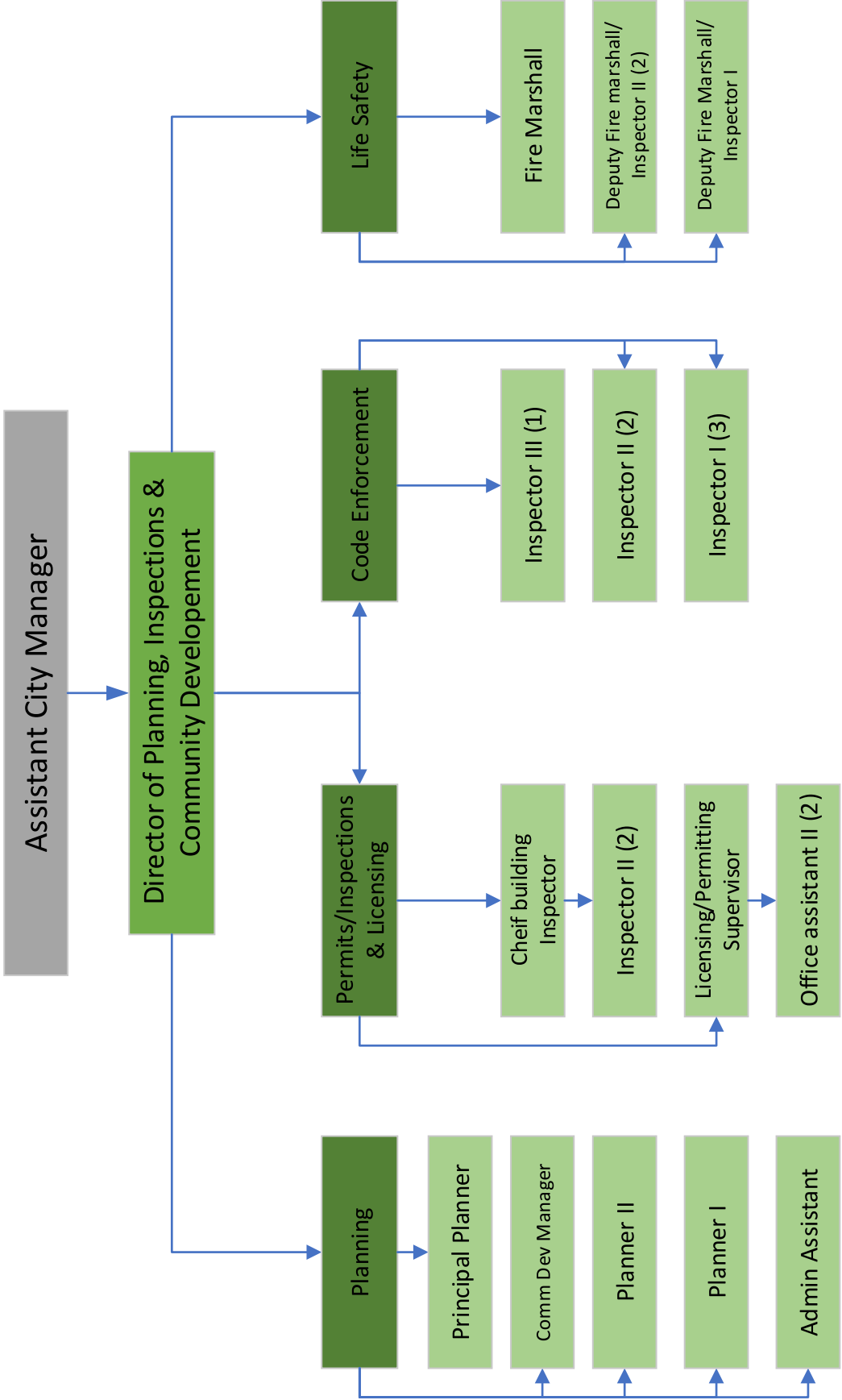
**GROUNDS**  
**100-12-18-51-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 672,024	\$ 767,000	\$ 767,000	\$ 783,900	\$ 791,600	2%
OVERTIME	13,730	18,100	18,100	27,200	27,200	50%
FICA TAXES	49,446	60,000	60,000	62,000	62,600	3%
HEALTH INSURANCE	160,807	170,100	170,100	235,400	235,400	38%
L I D INSURANCE	3,141	3,200	3,200	3,300	3,300	3%
WORKERS COMPENSATION	37,011	43,500	43,500	44,900	45,300	3%
PENSION	242,048	258,100	258,100	246,900	247,400	-4%
OPEB	6,625	7,700	7,700	7,800	7,900	1%
<b>PERSONNEL COSTS</b>	<b>1,184,831</b>	<b>1,327,700</b>	<b>1,327,700</b>	<b>1,411,400</b>	<b>1,420,700</b>	<b>6%</b>
CUSTODIAL	390	400	400	400	400	0%
PROGRAM EXPENSES/SUPPLIES	65,870	61,000	61,000	61,000	61,000	0%
UNIFORMS/UNIFORM ALLOW	5,798	6,900	6,900	6,900	6,900	0%
SECURITY/SAFETY MATERIALS	2,645	2,700	2,700	2,700	2,700	0%
SMALL TOOLS	4,033	5,000	5,000	5,000	5,000	0%
SAND AND SALT	178	400	400	400	400	0%
CITY BLDG MAINT SUPPLIES	1,258	500	500	700	700	40%
WATER/SEWER	3,481	3,700	3,700	3,700	3,700	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>85,054</b>	<b>80,600</b>	<b>80,600</b>	<b>80,800</b>	<b>80,800</b>	<b>0%</b>
TELEPHONE/FAX	685	1,800	1,800	1,100	800	-56%
ELECTRICITY	4,592	5,000	5,000	5,000	5,000	0%
HEATING OIL/GAS	3,400	3,500	3,500	3,500	3,500	0%
SUBSCRIPTIONS AND DUES	100	100	100	100	100	0%
TRAINING/CONF/FOOD/TRAVEL	1,129	1,900	1,900	1,700	1,700	-11%
CONTRACTUAL SERVICES	255,644	259,600	259,600	220,000	220,000	-15%
ENVIRONMENTAL EXPENSES	32	900	900	900	900	0%
GASOLINE	42,175	45,000	45,000	40,000	40,000	-11%
MAINT EQUIP REPAIRS/MAINT	18,014	15,000	15,000	15,000	15,000	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>325,770</b>	<b>332,800</b>	<b>332,800</b>	<b>287,300</b>	<b>287,000</b>	<b>-14%</b>
<b>OPERATING EXPENSES</b>	<b>1,595,655</b>	<b>1,741,100</b>	<b>1,741,100</b>	<b>1,779,500</b>	<b>1,779,200</b>	<b>2%</b>
TRUCKS - PURCHASE	-	113,000	147,800	160,000	80,000	-29%
MAINT EQUIP - PURCHASE	118,067	101,500	101,500	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>118,067</b>	<b>214,500</b>	<b>249,300</b>	<b>160,000</b>	<b>80,000</b>	<b>-63%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,713,723</b>	<b>\$ 1,955,600</b>	<b>\$ 1,990,400</b>	<b>\$ 1,939,500</b>	<b>\$ 1,859,200</b>	<b>-5%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	14.0	14.0	14.0	14.0	14.0	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# PLANNING, INSPECTIONS & COMMUNITY DEVELOPEMENT



# Planning

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	633,369	738,200	738,200	799,100	799,100	8%
MATERIALS & SUPPLIES	10,710	27,900	27,900	25,900	25,900	-7%
ADMINISTRATIVE EXPENDITURES	11,766	60,000	60,000	76,400	73,900	23%
OPERATING EXPENDITURES	655,845	826,100	826,100	901,400	898,900	9%
CAPITAL OUTLAY	-	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 655,845</b>	<b>\$ 826,100</b>	<b>\$ 826,100</b>	<b>\$ 901,400</b>	<b>\$ 898,900</b>	<b>9%</b>

## Highlights:

- Planning Director and Planner II positions remain open.
- Personnel increase due to several Health plan changes.

PLANNING  
100-10-16-21-000

DESCRIPTION	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	% CHANGE
	ACTUAL	BUDGET	REVISED	REQUESTED	APPROVED	
SALARIES	\$ 427,450	\$ 480,400	\$ 464,400	\$ 491,400	\$ 491,400	2%
OVERTIME	7,398	6,300	6,300	11,700	11,700	86%
TEMPORARY HELP	3,300	9,000	9,000	9,000	9,000	0%
FICA TAXES	32,144	38,000	38,000	39,200	39,200	3%
HEALTH INSURANCE	69,319	86,700	86,700	139,500	139,500	61%
L I D INSURANCE	1,781	2,100	2,100	2,200	2,200	5%
WORKERS COMPENSATION	1,398	1,600	1,600	1,700	1,700	6%
PENSION	146,958	144,300	144,300	134,500	134,500	-7%
OPEB	4,369	4,800	4,800	4,900	4,900	2%
COSTS ALLOCATED TO CDBG	(60,748)	(35,000)	(35,000)	(35,000)	(35,000)	0%
<b>PERSONNEL COSTS</b>	<b>633,369</b>	<b>738,200</b>	<b>722,200</b>	<b>799,100</b>	<b>799,100</b>	<b>8%</b>
OFFICE SUPPLIES	4,649	4,800	4,800	4,800	4,800	0%
PRINTING AND DUPLICATING	4,000	6,500	6,500	6,500	6,500	0%
PROGRAM EXPENSES	-	11,300	11,300	11,300	11,300	0%
UNIFORMS/UNIFORM ALLOW	-	200	200	200	200	0%
BOOKS	570	900	900	900	900	0%
COMPUTER SOFTWARE	109	200	200	200	200	0%
COMPUTER HARDWARE	1,382	4,000	4,000	2,000	2,000	-50%
<b>MATERIALS &amp; SUPPLIES</b>	<b>10,710</b>	<b>27,900</b>	<b>27,900</b>	<b>25,900</b>	<b>25,900</b>	<b>-7%</b>
TELEPHONE/FAX	2,195	5,000	5,000	5,000	2,500	-50%
ADVERTISEMENT	1,499	2,800	2,800	2,800	2,800	0%
SUBSCRIPTIONS AND DUES	2,035	2,200	2,200	2,200	2,200	0%
TRAINING/CONF/FOOD/TRAVEL	3,398	10,000	10,000	6,400	6,400	-36%
CONTRACTUAL SERVICES	2,640	40,000	56,000	60,000	60,000	50%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>11,766</b>	<b>60,000</b>	<b>76,000</b>	<b>76,400</b>	<b>73,900</b>	<b>23%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 655,845</b>	<b>\$ 826,100</b>	<b>\$ 826,100</b>	<b>\$ 901,400</b>	<b>\$ 898,900</b>	<b>9%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	
PP/TEMP/COMMITTEES	14.0	14.0	14.0	14.0	14.0	

# Inspections & Permitting

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2023-2024 APPROVED	% CHANGE
PERSONNEL COSTS	761,772	756,500	756,500	715,000	715,000	-5%
MATERIALS & SUPPLIES	3,474	9,700	9,700	5,300	5,300	-45%
ADMINISTRATIVE EXPENDITURES	37,184	34,600	34,600	48,800	47,100	36%
OPERATING EXPENSES	802,430	800,800	800,800	769,100	767,400	-4%
CAPITAL OUTLAY	-	-	30,100	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 802,430</b>	<b>\$ 800,800</b>	<b>\$ 830,900</b>	<b>\$ 769,100</b>	<b>\$ 767,400</b>	<b>-4%</b>

## Highlights:

- Decrease in Personnel due to retirement of Chief Building Inspector (replacement training included).
- Promotion of Inspector I to Inspector II.
- Increase in Administrative Expense due to ever increasing number of credit card transactions.

**INSPECTIONS**  
**100-11-16-22-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2023-2024 APPROVED	% CHANGE
SALARIES	\$ 375,679	\$ 396,500	\$ 396,500	\$ 383,900	\$ 383,900	-3%
OVERTIME	4,930	11,100	11,100	7,300	7,300	-34%
FICA TAXES	27,768	31,200	31,200	29,900	29,900	-4%
HEALTH INSURANCE	78,799	91,600	91,600	121,900	121,900	33%
L I D INSURANCE	1,497	1,600	1,600	1,700	1,700	6%
WORKERS COMPENSATION	2,069	2,200	2,200	2,100	2,100	-5%
PENSION	267,296	218,300	218,300	164,400	164,400	-25%
OPEB	3,733	4,000	4,000	3,800	3,800	-5%
<b>PERSONNEL COSTS</b>	<b>761,772</b>	<b>756,500</b>	<b>756,500</b>	<b>715,000</b>	<b>715,000</b>	<b>-5%</b>
PROGRAM EXPENSES/SUPPLIES	16	800	800	800	800	0%
UNIFORMS/UNIFORM ALLOW	1,470	2,000	2,000	1,900	1,900	-5%
BOOKS	-	1,100	1,100	1,100	1,100	0%
SECURITY/SAFETY MATERIALS	488	500	500	500	500	0%
COMPUTER HARDWARE	1,500	5,300	5,300	1,000	1,000	-81%
<b>MATERIALS &amp; SUPPLIES</b>	<b>3,474</b>	<b>9,700</b>	<b>9,700</b>	<b>5,300</b>	<b>5,300</b>	<b>-45%</b>
TELEPHONE/FAX	1,936	3,700	3,700	3,700	2,000	-46%
SUBSCRIPTIONS AND DUES	699	1,400	1,400	1,400	1,400	0%
TRAINING/CONF/FOOD/TRAVEL	1,309	4,000	4,000	4,300	4,300	8%
CONTRACTUAL SERVICES	24,468	15,000	15,000	30,000	30,000	100%
OFF EPUIP/REPAIRS & MAINT	4,995	6,000	6,000	4,900	4,900	-18%
GASOLINE	3,777	4,500	4,500	4,500	4,500	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>37,184</b>	<b>34,600</b>	<b>34,600</b>	<b>48,800</b>	<b>47,100</b>	<b>36%</b>
<b>OPERATING EXPENSES</b>	<b>802,430</b>	<b>800,800</b>	<b>800,800</b>	<b>769,100</b>	<b>767,400</b>	<b>-4%</b>
AUTOMOBILES- PURCHASE	-	-	30,100	-	-	0%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>30,100</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 802,430</b>	<b>\$ 800,800</b>	<b>\$ 830,900</b>	<b>\$ 769,100</b>	<b>\$ 767,400</b>	<b>-4%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	

# Code Enforcement

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2023-2024 APPROVED	% CHANGE
PERSONNEL COSTS	472,241	556,800	556,800	550,500	550,500	-1%
MATERIALS & SUPPLIES	52,473	49,100	49,100	46,300	46,300	-6%
ADMINISTRATIVE EXPENDITURES	424,263	567,700	567,700	568,000	566,700	0%
OPERATING EXPENDITURES	948,976	1,173,600	1,173,600	1,164,800	1,163,500	-1%
CAPITAL OUTLAY	-	34,600	63,600	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 948,976</b>	<b>\$ 1,208,200</b>	<b>\$ 1,237,200</b>	<b>\$ 1,164,800</b>	<b>\$ 1,163,500</b>	<b>-4%</b>

## Highlights:

- Turnover leading to decrease in Personnel Expense.
- Promotion of Inspector I to Inspector II.



**CODE ENFORCEMENT**  
**100-11-16-20-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2023-2024 APPROVED	% CHANGE
SALARIES	\$ 291,511	\$ 349,000	\$ 349,000	\$ 338,800	\$ 338,800	-3%
OVERTIME	3,737	5,600	5,600	4,600	4,600	-18%
FICA TAXES	21,468	27,100	27,100	26,300	26,300	-3%
HEALTH INSURANCE	61,563	80,000	80,000	112,600	112,600	41%
L I D INSURANCE	1,435	1,700	1,700	1,700	1,700	0%
WORKERS COMPENSATION	1,883	2,400	2,400	2,300	2,300	-4%
PENSION	87,648	87,500	87,500	60,800	60,800	-31%
OPEB	2,995	3,500	3,500	3,400	3,400	-3%
<b>PERSONNEL COSTS</b>	<b>472,241</b>	<b>556,800</b>	<b>556,800</b>	<b>550,500</b>	<b>550,500</b>	<b>-1%</b>
PROGRAM EXPENSES/SUPPLIES	36,858	39,900	39,900	39,000	39,000	-2%
UNIFORMS/UNIFORM ALLOW	3,090	2,900	2,900	3,400	3,400	17%
BOOKS	471	600	600	600	600	0%
SECURITY/SAFETY MATERIALS	1,254	3,900	3,900	3,000	3,000	-23%
COMPUTER HARDWARE	10,800	1,800	1,800	300	300	-83%
<b>MATERIALS &amp; SUPPLIES</b>	<b>52,473</b>	<b>49,100</b>	<b>49,100</b>	<b>46,300</b>	<b>46,300</b>	<b>-6%</b>
TELEPHONE/FAX	3,928	5,300	5,300	5,300	4,000	-25%
SUBSCRIPTIONS AND DUES	110	400	400	400	400	0%
TRAINING/CONF/FOOD/TRAVEL	749	2,500	2,500	3,200	3,200	28%
DEMOLITION EXPENSES	413,993	550,000	550,000	550,000	550,000	0%
GASOLINE	5,482	6,500	6,500	6,500	6,500	0%
RADIO REPAIRS/MAINTENANCE	-	3,000	3,000	2,600	2,600	-13%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>424,263</b>	<b>567,700</b>	<b>567,700</b>	<b>568,000</b>	<b>566,700</b>	<b>0%</b>
<b>OPERATING EXPENDITURES</b>	<b>948,976</b>	<b>1,173,600</b>	<b>1,173,600</b>	<b>1,164,800</b>	<b>1,163,500</b>	<b>-1%</b>
AUTOMOBILES- PURCHASE	-	34,600	63,600	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>34,600</b>	<b>63,600</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 948,976</b>	<b>\$ 1,208,200</b>	<b>\$ 1,237,200</b>	<b>\$ 1,164,800</b>	<b>\$ 1,163,500</b>	<b>-4%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	

# Life Safety

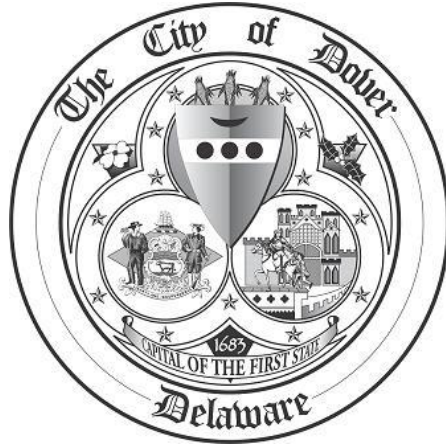
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	423,490	519,600	519,600	566,000	566,000	9%
MATERIALS & SUPPLIES	33,228	12,900	12,900	6,100	6,100	-53%
ADMINISTRATIVE EXPENDITURES	119,641	158,100	156,900	650,400	650,400	311%
<b>TOTAL EXPENDITURES</b>	<b>\$ 576,359</b>	<b>\$ 690,600</b>	<b>\$ 689,400</b>	<b>\$ 1,222,500</b>	<b>\$ 1,222,500</b>	<b>77%</b>

## Highlights:

- Increase in BLS Ambulance Contract (Special Revenue fund set up to pay for service).
- Promotion of Inspector I to Inspector II

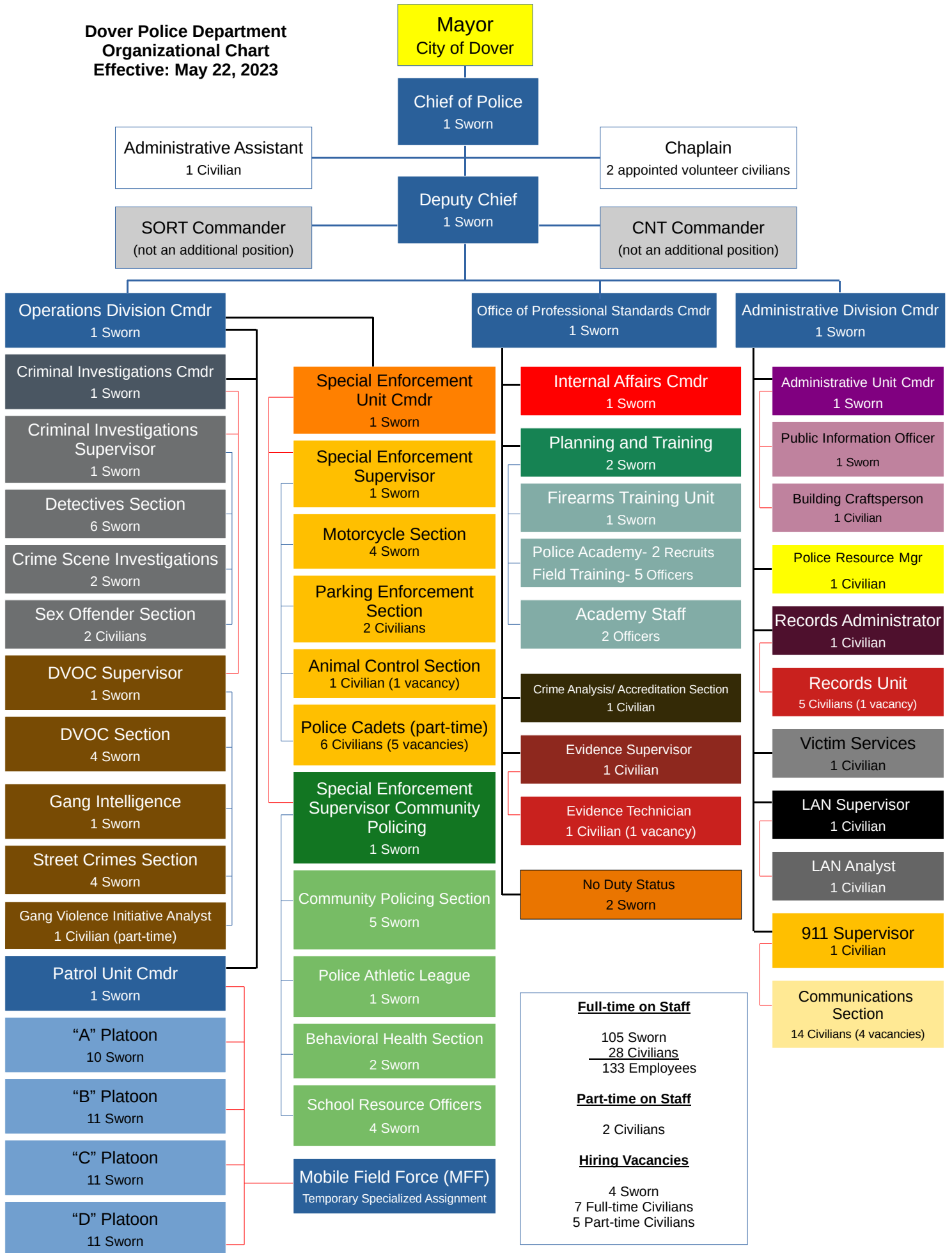
LIFE SAFETY  
100-11-16-13-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 245,924	\$ 311,700	\$ 311,700	\$ 326,900	\$ 326,900	5%
OVERTIME	10,833	11,900	11,900	39,400	39,400	231%
FICA TAXES	18,652	24,800	24,800	28,100	28,100	13%
HEALTH INSURANCE	52,680	59,800	59,800	72,400	72,400	21%
L I D INSURANCE	1,206	1,500	1,500	1,600	1,600	7%
WORKERS COMPENSATION	1,789	2,200	2,200	2,500	2,500	14%
EDUCATIONAL ASSISTANCE	-	6,500	6,500	-	-	-100%
PENSION	89,993	98,200	98,200	92,000	92,000	-6%
OPEB	2,414	3,000	3,000	3,100	3,100	3%
<b>PERSONNEL COSTS</b>	<b>423,490</b>	<b>519,600</b>	<b>519,600</b>	<b>566,000</b>	<b>566,000</b>	<b>9%</b>
PROGRAM EXPENSES/SUPPLIES	23,857	1,400	1,400	1,300	1,300	-7%
UNIFORMS/UNIFORM ALLOW	1,900	1,300	1,300	2,300	2,300	77%
BOOKS	2,885	3,000	3,000	500	500	-83%
SECURITY/SAFETY MATERIALS	3,716	2,000	2,000	2,000	2,000	0%
COMPUTER HARDWARE	870	5,200	5,200	-	-	-100%
<b>MATERIALS &amp; SUPPLIES</b>	<b>33,228</b>	<b>12,900</b>	<b>12,900</b>	<b>6,100</b>	<b>6,100</b>	<b>-53%</b>
TELEPHONE/FAX	2,798	4,000	4,000	4,000	2,800	-30%
SUBSCRIPTIONS AND DUES	1,594	6,000	6,000	3,500	3,500	-42%
TRAINING/CONF/FOOD/TRAVEL	2,565	9,900	9,900	8,500	8,500	-14%
CONTRACTUAL SERVICES	107,250	130,000	130,000	630,000	630,000	385%
GASOLINE	4,775	7,000	7,000	5,000	5,000	-29%
MAINT EQUIP REPAIRS/MAINT	188	600	600	-	-	-100%
RADIO REPAIRS/MAINTENANCE	472	600	600	600	600	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>119,641</b>	<b>158,100</b>	<b>158,100</b>	<b>651,600</b>	<b>650,400</b>	<b>311%</b>
						0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 576,359</b>	<b>\$ 690,600</b>	<b>\$ 690,600</b>	<b>\$ 1,223,700</b>	<b>\$ 1,222,500</b>	<b>77%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

**Dover Police Department  
Organizational Chart  
Effective: May 22, 2023**



# Police

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 A PPROVED	% CHANGE
PERSONNEL COSTS	\$ 17,978,556	\$ 20,409,000	\$ 20,409,000	\$ 21,997,100	\$ 21,925,600	7%
MATERIALS & SUPPLIES	423,595	546,900	546,900	450,800	450,800	-18%
ADMINISTRATIVE EXPENDITURES	993,672	1,000,000	1,000,000	1,089,700	1,089,700	9%
OPERATING EXPENDITURES	19,395,823	21,955,900	21,955,900	23,537,600	23,466,100	7%
CAPITAL OUTLAY	1,041,369	1,186,500	1,320,500	1,488,100	1,488,100	25%
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,437,191</b>	<b>\$ 23,142,400</b>	<b>\$ 23,276,400</b>	<b>\$ 25,025,700</b>	<b>\$ 24,954,200</b>	<b>8%</b>

## Highlights:

- Replacing 11 vehicles with 2024 Tahoe's.
- Behavioral Health position added, but fully funded through COPS grant at this time.

**POLICE - ADMINISTRATION**  
**100-11-17-00-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
FURNITURE/FIXTURES	\$ 900	\$ 4,900	\$ 4,900	\$ 3,200	\$ 3,200	-35%
OFFICE SUPPLIES	5,911	6,000	6,000	10,000	10,000	67%
PRINTING AND DUPLICATING	10,894	15,000	15,000	14,000	14,000	-7%
PHOTOGRAPHIC	-	1,000	1,000	500	500	-50%
CUSTODIAL	1,156	3,000	3,000	2,000	2,000	-33%
PROGRAM EXPENSES/SUPPLIES	139,588	113,000	113,000	113,000	113,000	0%
MEDICAL SUP & PHYSICALS	38,611	37,000	37,000	37,000	37,000	0%
UNIFORMS/UNIFORM ALLOW	117,297	254,000	176,300	171,200	171,200	-33%
SECURITY/SAFETY MATERIALS	2,324	1,800	1,800	1,200	1,200	-33%
ANIMAL CARE EXPENSES	8,145	12,000	12,000	9,000	9,000	-25%
COMPUTER SOFTWARE	13,598	14,000	14,000	10,000	10,000	-29%
COMPUTER HARDWARE	33,200	30,700	30,700	23,200	23,200	-24%
CITY BLDG MAINT SUPPLIES	47,999	50,000	50,000	51,000	51,000	2%
WATER/SEWER	3,972	4,500	4,500	5,500	5,500	22%
<b>MATERIALS &amp; SUPPLIES</b>	<b>423,595</b>	<b>546,900</b>	<b>469,200</b>	<b>450,800</b>	<b>450,800</b>	<b>-18%</b>
TELEPHONE/FAX	80,978	76,400	76,400	86,200	86,200	13%
POSTAGE	11	100	100	100	100	0%
ELECTRICITY	95,896	79,000	79,000	94,000	94,000	19%
HEATING OIL/GAS	12,254	13,300	13,300	13,000	13,000	-2%
ADVERTISEMENT	2,800	3,000	3,000	6,000	6,000	100%
INSURANCE	38,651	35,400	28,400	35,400	35,400	0%
SUBSCRIPTIONS AND DUES	9,746	10,000	10,000	11,000	11,000	10%
TRAINING/CONF/FOOD/TRAVEL	126,635	124,300	124,300	142,100	142,100	14%
CONSULTING FEES/AUDIT FEES	34,100	36,600	36,600	42,600	42,600	16%
CONTRACTUAL SERVICES	209,684	190,700	200,700	197,500	197,500	4%
OFF EPUIP/REPAIRS & MAINT	48,116	48,000	64,000	66,600	66,600	39%
GASOLINE	264,987	300,000	274,000	300,000	300,000	0%
AUTO REPAIRS/MAINTENANCE	37,558	48,000	48,000	60,000	60,000	25%
RADIO REPAIRS/MAINTENANCE	14,274	35,200	35,200	35,200	35,200	0%
RADIO EPUIPMENT/LEASE	17,983	-	-	-	-	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>993,672</b>	<b>1,000,000</b>	<b>993,000</b>	<b>1,089,700</b>	<b>1,089,700</b>	<b>9%</b>
<b>OPERATING EXPENDITURES</b>	<b>19,395,823</b>	<b>21,955,900</b>	<b>21,871,200</b>	<b>23,537,600</b>	<b>23,466,100</b>	<b>7%</b>
AUTOMOBILES - PURCHASE	918,188	876,300	930,600	831,600	831,600	-5%
CONSTRUCTION - PURCHASE	123,181	310,200	389,900	656,500	656,500	112%
<b>CAPITAL OUTLAY</b>	<b>1,041,369</b>	<b>1,186,500</b>	<b>1,320,500</b>	<b>1,488,100</b>	<b>1,488,100</b>	<b>25%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,437,191</b>	<b>\$ 23,142,400</b>	<b>\$ 23,191,700</b>	<b>\$ 25,025,700</b>	<b>\$ 24,954,200</b>	<b>8%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	134.0	144.0	144.0	143.0	143.0	
BUDGETED PART-TIME POSITIONS	6.0	6.0	6.0	6.0	7.0	
BUDGETED PART-TIME POSITIONS - GRANT FUNDED		-	-	-	2.0	

**POLICE - CIVILIAN**  
**100-11-17-24-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 1,640,626	\$ 2,155,200	\$ 2,155,200	\$ 2,230,400	\$ 2,230,400	3%
OVERTIME	169,637	189,200	189,200	167,900	167,900	-11%
TEMPORARY HELP	17,789	220,400	220,400	162,600	162,600	-26%
FICA TAXES	134,387	196,300	196,300	195,900	195,900	0%
HEALTH INSURANCE	306,118	432,700	432,700	543,000	543,000	25%
L I D INSURANCE	7,151	10,100	10,100	9,100	9,100	-10%
WORKERS COMPENSATION	9,403	9,700	9,700	8,200	8,200	-15%
EDUCATIONAL ASSISTANCE	-	-	-	6,900	6,900	100%
PENSION	665,882	696,000	696,000	583,800	583,800	-16%
OPEB	16,944	21,600	21,600	22,000	22,000	2%
<b>PERSONNEL COSTS</b>	<b>2,967,936</b>	<b>3,931,200</b>	<b>3,931,200</b>	<b>3,929,800</b>	<b>3,929,800</b>	<b>0%</b>
PERSONNEL						
BUDGETED FULL-TIME POSITIONS	36	36	36	36	36	
BUDGETED PART-TIME POSITIONS	7	6	6	7	7	

**POLICE - LAW ENFORCEMENT**  
**100-11-17-30-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	9,511,543	10,509,700	10,509,700	11,061,600	11,061,600	5%
OVERTIME	728,180	738,100	738,100	761,100	761,100	3%
FICA TAXES	766,951	860,500	860,500	904,400	904,400	5%
HEALTH INSURANCE	1,582,552	1,755,400	1,755,400	2,177,600	2,177,600	24%
L I D INSURANCE	32,621	33,600	33,600	33,200	33,200	-1%
WORKERS COMPENSATION	617,747	694,000	694,000	729,500	729,500	5%
EDUCATIONAL ASSISTANCE	57,101	63,500	63,500	141,500	70,000	10%
PENSION	1,003,086	1,314,800	1,314,800	1,744,600	1,744,600	33%
OPEB	89,740	103,200	103,200	108,800	108,800	5%
<b>PERSONNEL COSTS</b>	<b>14,389,521</b>	<b>16,072,800</b>	<b>16,072,800</b>	<b>17,662,300</b>	<b>17,590,800</b>	<b>9%</b>
PERSONNEL						
BUDGETED FULL-TIME POSITIONS	109	108	108	109	109	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	

**POLICE - EXTRA DUTY**  
**100-11-17-31-000**

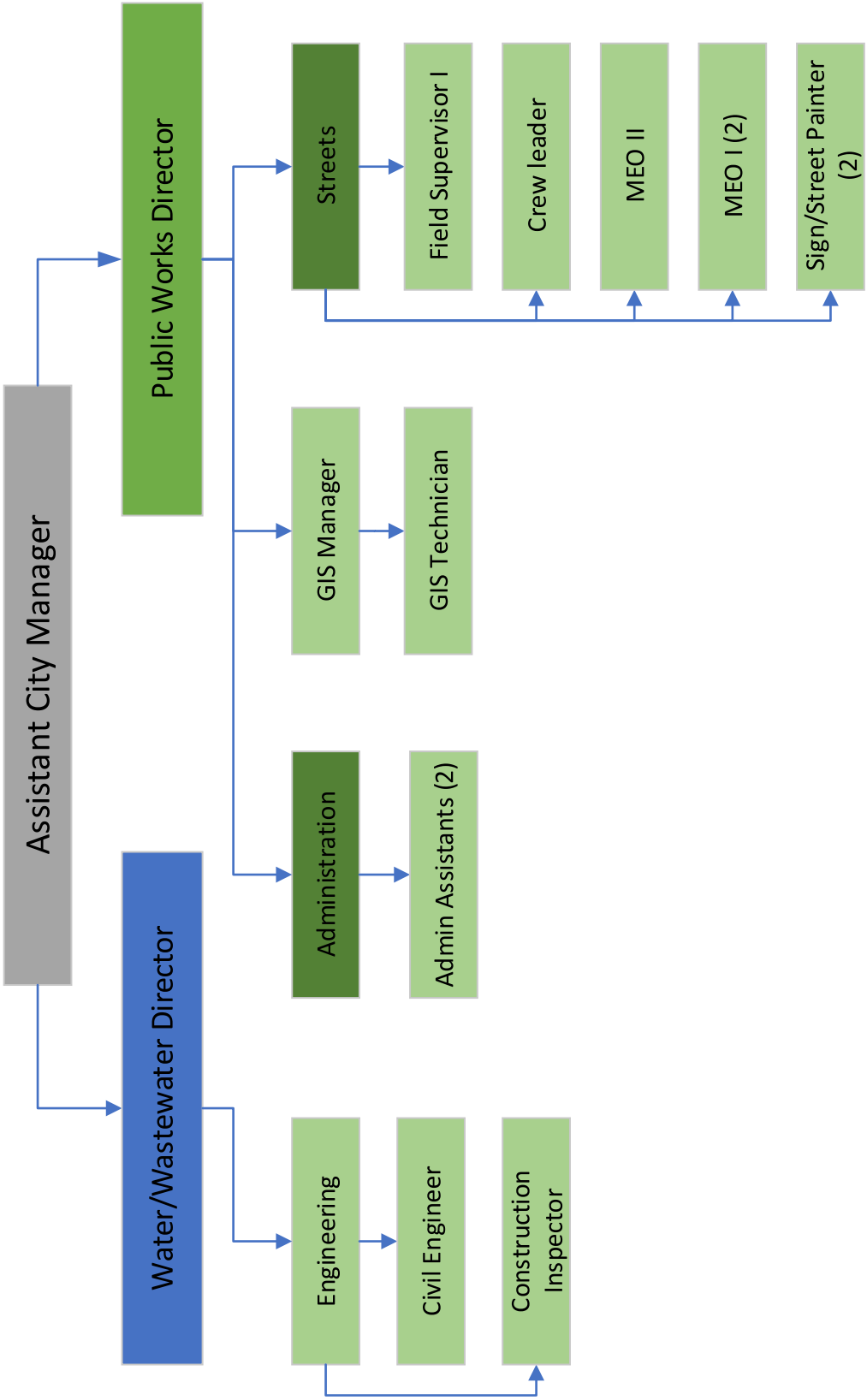
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	543,669	355,800	355,800	355,800	355,800	0%
FICA TAXES	42,810	27,200	27,200	27,200	27,200	0%
WORKERS COMPENSATION	34,620	22,000	22,000	22,000	22,000	0%
<b>PERSONNEL COSTS</b>	<b>621,098</b>	<b>405,000</b>	<b>405,000</b>	<b>405,000</b>	<b>405,000</b>	<b>0%</b>

<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 17,978,556</b>	<b>\$ 20,409,000</b>	<b>\$ 20,409,000</b>	<b>\$ 21,997,100</b>	<b>\$ 21,925,600</b>	<b>7%</b>
------------------------------	----------------------	----------------------	----------------------	----------------------	----------------------	-----------

TOTAL PERSONNEL	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025
BUDGETED FULL-TIME POSITIONS	143.0	144.0	144.0	143.0	143.0
BUDGETED PART-TIME POSITIONS	8.0	6.0	6.0	7.0	7.0



# PUBLIC WORKS



# Public Works General Fund

## DEPARTMENTAL VISION

The Public Works Department strives to enhance the quality of life of all residents by maintaining public works infrastructure and providing safe, reliable, effective services consistent with our mission for our City.

## MAJOR PROGRAMS

### *CAPITAL IMPROVEMENT PROJECTS*

**Objective:** The objective of this program is to provide upgrades and improvements to DPW General Fund assets including annual vehicle & equipment replacements, miscellaneous emergency repairs to stormwater infrastructure.

### *SOLID WASTE COLLECTION & RECYCLING*

**Objective:** The primary objective of this program is to provide regular collection, transportation and disposal of municipal solid waste, recycling, hand trash, bulk household waste, yard waste and bulk yard waste for over 11,000 accounts. This consists of approximately 13,200 tons of municipal solid waste and approximately 1,000 tons of yard waste per year.

**Objective:** A secondary objective of this program is to provide timely delivery and maintenance of the City's automated containers to all customers so that solid waste and recycling can be collected efficiently.

### *STREET & STORMWATER MANAGEMENT*

**Objective:** A primary objective of this program is to manage the City's Municipal Separate Storm Sewer System (MS4) in such a way as to ensure that the standards and requirements of the City's National Pollutant Discharge Elimination System (NPDES) permit are met. Key elements of the NPDES permit include public outreach and education, an illicit discharge detection and elimination program / inventory, ensuring stormwater management during construction, providing post construction stormwater management controls, and implementing pollution prevention and good housekeeping measures.

**Objective:** A primary objective of this program is to perform preventative maintenance and repair on 139 miles of storm sewer and approximately 6,900 catch basins. In addition, this program involves the preventative maintenance and repair of tax ditches, City owned stormwater ponds and various areas adjacent to Silver Lake, to improve the water quality of all water bodies.

**Objective:** A primary objective of this program is to perform preventative maintenance and repair to 115 miles of street right-of-way which includes pavement, sidewalk and curbs, in order to provide safe methods of transportation.

**Objective:** A primary objective of this program is to perform annual street sweeping and seasonal leaf collection to the City's 115 miles of streets, which decrease debris from entering the water bodies.

### ***PUBLIC WORKS ADMINISTRATION***

**Objective:** The primary objective is to support DPW through the providing of customer service on behalf of all Divisions, processing work order requests, issuing press releases, processing payroll, overseeing the preparation and implementation of the Departmental budget and overseeing Departmental staffing and recruitment. These efforts are made so that our employees and customers have appropriate information to handle concerns.

### ***GEOGRAPHIC INFORMATION SYSTEMS (GIS)***

**Objective:** The primary objective is to provide citywide services including the administration and maintenance of our Enterprise GIS System which assists in the management of the City's various assets, data, and services. These efforts enable supervisors, managers, and citizens the ability to make more informed, logical decisions impacting the City of Dover.

# Public Works Admin

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	516,873	623,900	623,900	635,300	635,300	2%
MATERIALS & SUPPLIES	40,696	14,900	14,900	29,200	29,200	96%
ADMINISTRATIVE EXPENDITURES	4,587	8,100	8,100	8,700	6,200	-23%
OPERATING EXPENDITURES	562,156	646,900	646,900	673,200	670,700	4%
CAPITAL OUTLAY	-	30,000	30,000	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 562,156</b>	<b>\$ 676,900</b>	<b>\$ 676,900</b>	<b>\$ 673,200</b>	<b>\$ 670,700</b>	<b>-1%</b>

## Highlights:

- New Furniture for FY25.
- New Computers.
- New GIS Software

PUBLIC WORKS - ADMINISTRATION  
100-12-18-10-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 279,628	\$ 330,900	\$ 330,900	\$ 343,700	\$ 343,700	4%
OVERTIME	-	400	400	800	800	100%
FICA TAXES	20,031	25,300	25,300	26,300	26,300	4%
HEALTH INSURANCE	72,908	101,600	101,600	109,900	109,900	8%
L I D INSURANCE	1,502	2,000	2,000	2,000	2,000	0%
WORKERS COMPENSATION	884	1,100	1,100	1,100	1,100	0%
EDUCATIONAL ASSISTANCE	-	4,800	4,800	4,800	4,800	0%
PENSION	139,297	154,500	154,500	143,300	143,300	-7%
OPEB	2,624	3,300	3,300	3,400	3,400	3%
<b>PERSONNEL COSTS</b>	<b>516,873</b>	<b>623,900</b>	<b>623,900</b>	<b>635,300</b>	<b>635,300</b>	<b>2%</b>
FURNITURE/FIXTURES	571	1,000	1,000	7,000	7,000	600%
OFFICE SUPPLIES	2,789	2,800	2,800	2,800	2,800	0%
PRINTING AND DUPLICATING	5,875	8,000	8,000	8,000	8,000	0%
UNIFORM/UNIFORM ALLOW	-	300	300	300	300	0%
SECURITY/SAFETY MATERIALS	-	200	200	200	200	0%
COMPUTER SOFTWARE	20,211	400	400	8,700	8,700	2075%
COMPUTER HARDWARE	11,250	2,200	2,200	2,200	2,200	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>40,696</b>	<b>14,900</b>	<b>14,900</b>	<b>29,200</b>	<b>29,200</b>	<b>96%</b>
TELEPHONE/FAX	2,316	4,700	4,700	4,700	2,200	-53%
SUBSCRIPTIONS AND DUES	313	1,300	1,300	1,000	1,000	-23%
TRAINING/CONF/FOOD/TRAVEL	1,478	1,400	1,400	2,300	2,300	64%
GASOLINE	130	200	200	200	200	0%
RADIO REPAIRS/MAINTENANCE	350	500	500	500	500	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>4,587</b>	<b>8,100</b>	<b>8,100</b>	<b>8,700</b>	<b>6,200</b>	<b>-23%</b>
<b>OPERATING EXPENDITURES</b>	<b>562,156</b>	<b>646,900</b>	<b>646,900</b>	<b>673,200</b>	<b>670,700</b>	<b>4%</b>
AUTOMOBILES- PURCHASE	-	30,000	30,000	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 562,156</b>	<b>\$ 676,900</b>	<b>\$ 676,900</b>	<b>\$ 673,200</b>	<b>\$ 670,700</b>	<b>-1%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	5.0	5.0	5.0	5.0	5.0	

# General Fund - Engineering

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	208,585	188,700	188,700	216,700	216,700	15%
MATERIALS & SUPPLIES	10,494	12,600	12,600	14,300	14,300	13%
ADMINISTRATIVE EXPENDITURES	12,094	78,000	78,000	62,300	61,900	-21%
OPERATING EXPENDITURES	231,173	279,300	279,300	293,300	292,900	5%
CAPITAL OUTLAY	-	48,300	48,300	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 231,173</b>	<b>\$ 327,600</b>	<b>\$ 327,600</b>	<b>\$ 293,300</b>	<b>\$ 292,900</b>	<b>-11%</b>

## Highlights:

- Personnel increase due to change in Health plan coverages.

GENERAL FUND ENGINEERING  
100-12-26-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 147,537	\$ 131,100	\$ 131,100	\$ 145,800	\$ 145,800	11%
OVERTIME	1,855	1,600	1,600	1,800	1,800	13%
FICA TAXES	10,938	10,200	10,200	11,300	11,300	11%
HEALTH INSURANCE	37,271	35,500	35,500	46,600	46,600	31%
L I D INSURANCE	618	600	600	600	600	0%
WORKERS COMPENSATION	901	400	400	500	500	25%
PENSION	7,915	8,000	8,000	8,600	8,600	8%
OPEB	1,551	1,300	1,300	1,500	1,500	15%
<b>PERSONNEL COSTS</b>	<b>208,585</b>	<b>188,700</b>	<b>188,700</b>	<b>216,700</b>	<b>216,700</b>	<b>15%</b>
UNIFORMS/UNIFORM ALLOW	125	400	400	700	700	75%
SECURITY/SAFETY MATERIALS	-	100	100	100	100	0%
SMALL TOOLS	144	1,700	1,700	2,900	2,900	71%
COMPUTER SOFTWARE	10,225	10,400	10,400	8,700	8,700	-16%
COMPUTER HARDWARE	-	-	-	1,900	1,900	100%
<b>MATERIALS &amp; SUPPLIES</b>	<b>10,494</b>	<b>12,600</b>	<b>12,600</b>	<b>14,300</b>	<b>14,300</b>	<b>13%</b>
TELEPHONE/FAX	1,353	2,000	2,000	1,900	1,500	-25%
TRAINING/CONF/FOOD/TRAVEL	290	1,800	1,800	400	400	-78%
CONTRACTUAL SERVICES	9,796	72,000	72,000	59,000	59,000	-18%
GASOLINE	655	1,700	1,700	800	800	-53%
RADIO REPAIRS/MAINTENANCE	-	500	500	200	200	-60%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>12,094</b>	<b>78,000</b>	<b>78,000</b>	<b>62,300</b>	<b>61,900</b>	<b>-21%</b>
<b>OPERATING EXPENDITURES</b>	<b>231,173</b>	<b>279,300</b>	<b>279,300</b>	<b>293,300</b>	<b>292,900</b>	<b>5%</b>
TRUCKS - PURCHASE	-	48,300	48,300	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>48,300</b>	<b>48,300</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 231,173</b>	<b>\$ 327,600</b>	<b>\$ 327,600</b>	<b>\$ 293,300</b>	<b>\$ 292,900</b>	<b>-11%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	2.0	2.0	2.0	2.0	2.0	

# Streets

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 A PPROVED	% CHANGE
PERSONNEL COSTS	427,111	553,700	553,700	573,100	573,100	4%
MATERIALS & SUPPLIES	82,969	173,600	173,600	179,000	179,000	3%
ADMINISTRATIVE EXPENDITURES	32,848	41,300	41,300	45,100	44,900	9%
OPERATING EXPENDITURES	542,927	768,600	768,600	797,200	797,000	4%
CAPITAL OUTLAY	196,798	852,300	3,667,100	1,701,000	415,800	7%
<b>TOTAL EXPENDITURES</b>	<b>\$ 739,725</b>	<b>\$ 1,620,900</b>	<b>\$ 4,435,700</b>	<b>\$ 2,498,200</b>	<b>\$ 1,212,800</b>	<b>6%</b>

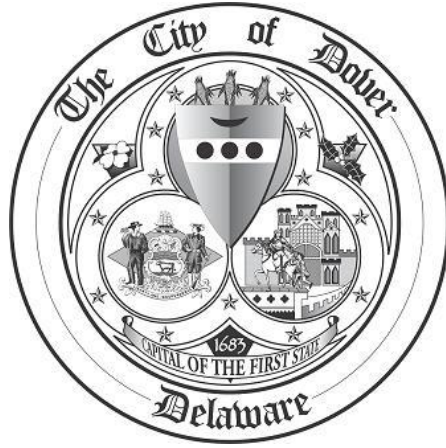
## Highlights:

- Focusing on completing prior projects.



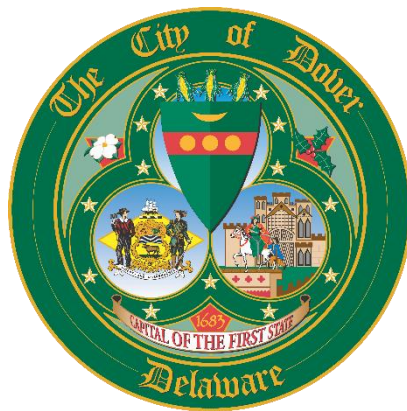
**STREETS**  
**100-12-18-35-000**

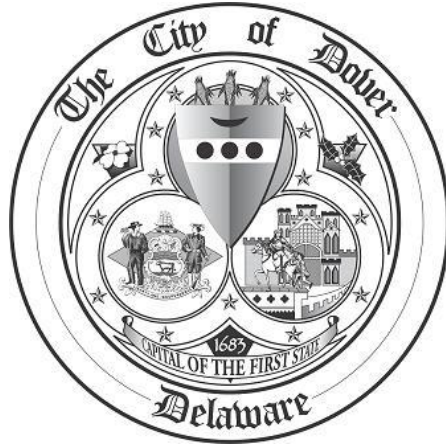
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 268,245	\$ 346,600	\$ 346,600	\$ 359,400	\$ 359,400	4%
OVERTIME	4,754	15,600	15,600	16,000	16,000	3%
FICA TAXES	20,106	27,700	27,700	28,700	28,700	4%
HEALTH INSURANCE	48,936	62,600	62,600	70,500	70,500	13%
L I D INSURANCE	1,351	1,800	1,800	1,900	1,900	6%
WORKERS COMPENSATION	14,668	20,000	20,000	20,800	20,800	4%
PENSION	66,409	76,000	76,000	72,200	72,200	-5%
OPEB	2,642	3,400	3,400	3,600	3,600	6%
<b>PERSONNEL COSTS</b>	<b>427,111</b>	<b>553,700</b>	<b>553,700</b>	<b>573,100</b>	<b>573,100</b>	<b>4%</b>
PROGRAM EXPENSES/SUPPLIES	10,321	6,000	6,000	8,000	8,000	33%
UNIFORMS/UNIFORM ALLOW	2,272	3,200	3,200	3,400	3,400	6%
SECURITY/SAFETY MATERIALS	5,034	3,400	3,400	3,400	3,400	0%
SMALL TOOLS	2,367	3,100	3,100	3,100	3,100	0%
STREET REPAIRING MATERIAL	33,816	31,000	31,000	31,000	31,000	0%
STREET SIGNS/MARKING	28,997	24,800	24,800	28,000	28,000	13%
SAND AND SALT	-	1,900	-	1,900	1,900	0%
CITY BLDG MAINT SUPPLIES	162	200	600	200	200	0%
STORM CONTINGENCY	-	100,000	100,000	100,000	100,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>82,969</b>	<b>173,600</b>	<b>172,100</b>	<b>179,000</b>	<b>179,000</b>	<b>3%</b>
TELEPHONE/FAX	728	1,100	1,100	1,100	900	-18%
TRAINING/CONF/FOOD/TRAVEL	118	500	500	2,000	2,000	300%
CONSULTING FEES	-	1,000	1,000	1,000	1,000	0%
CONTRACTUAL SERVICES	10,245	9,200	25,700	11,300	11,300	23%
GASOLINE	18,325	25,000	25,000	20,000	20,000	-20%
MAINT EQUIP REPAIRS/MAINT	982	1,500	1,500	6,700	6,700	347%
RADIO REPAIRS/MAINTENANCE	2,450	3,000	3,000	3,000	3,000	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>32,848</b>	<b>41,300</b>	<b>57,800</b>	<b>45,100</b>	<b>44,900</b>	<b>9%</b>
<b>OPERATING EXPENDITURES</b>	<b>542,927</b>	<b>768,600</b>	<b>783,600</b>	<b>797,200</b>	<b>797,000</b>	<b>4%</b>
TRUCKS - PURCHASE	-	762,200	762,200	215,000	215,000	-72%
OTHER EQUIPMENT PURCHASE	138,403	90,100	90,100	206,000	180,800	101%
COMPUTER HARDWARE PURCH	-	-	471,100	-	-	0%
CONSTRUCTION - PURCHASE	58,395	-	2,343,700	1,280,000	20,000	100%
<b>CAPITAL OUTLAY</b>	<b>196,798</b>	<b>852,300</b>	<b>3,667,100</b>	<b>1,701,000</b>	<b>415,800</b>	<b>-51%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 739,725</b>	<b>\$ 1,620,900</b>	<b>\$ 4,450,700</b>	<b>\$ 2,498,200</b>	<b>\$ 1,212,800</b>	<b>-25%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	7.0	7.0	7.0	7.0	7.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# SANITATION

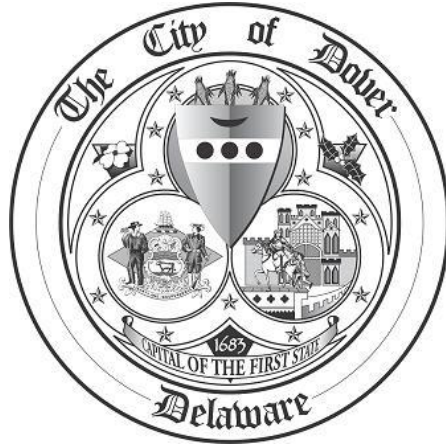




**THIS PAGE INTENTIONALLY LEFT BLANK**

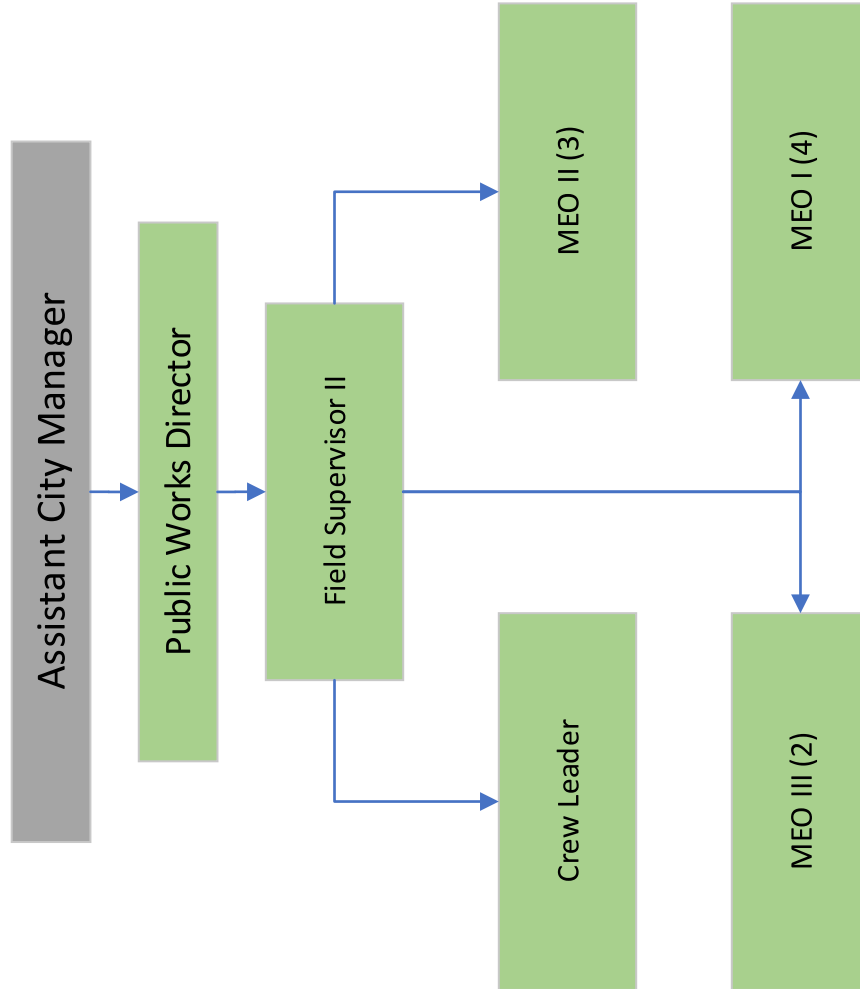
**SANITATION  
FUND BUDGET  
REVIEW**

**Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**

# SANITATION



# Sanitation

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	808,765	1,052,700	1,052,700	1,094,000	1,094,000	4%
MATERIALS & SUPPLIES	57,321	52,000	52,000	53,600	53,600	3%
ADMINISTRATIVE EXPENDITURES	1,639,787	1,955,400	1,955,400	1,993,300	1,993,000	2%
OPERATING EXPENSES	2,505,873	3,060,100	3,060,100	3,140,900	3,140,600	3%
CAPITAL OUTLAY	468,787	707,800	1,464,400	739,000	739,000	4%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,974,660</b>	<b>\$ 3,767,900</b>	<b>\$ 4,524,500</b>	<b>\$ 3,879,900</b>	<b>\$ 3,879,600</b>	<b>3%</b>

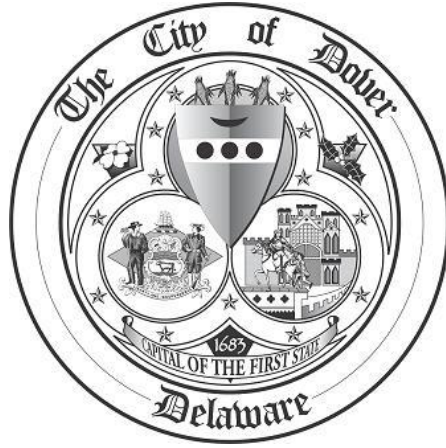
## Highlights:

- Turned into self-sustaining Enterprise Fund for FY25.
- 2 Sanitation truck replacements.



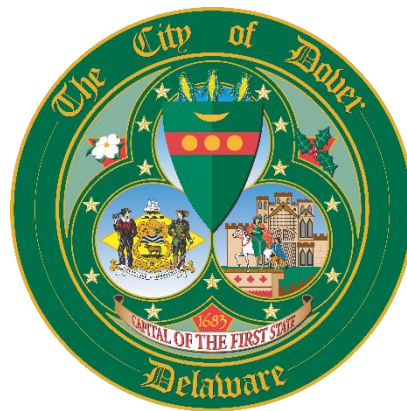
**SANITATION**  
**100-12-18-50-000**

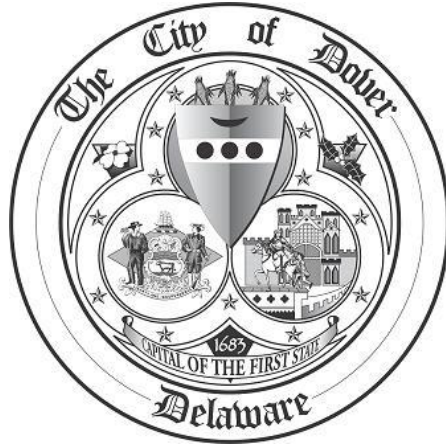
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 445,558	\$ 574,400	\$ 574,400	\$ 597,200	\$ 597,200	4%
OVERTIME	7,264	20,700	20,700	21,000	21,000	1%
FICA TAXES	32,690	45,500	45,500	47,300	47,300	4%
HEALTH INSURANCE	101,795	159,700	159,700	190,300	190,300	19%
L I D INSURANCE	2,278	2,900	2,900	3,100	3,100	7%
WORKERS COMPENSATION	24,049	32,900	32,900	34,200	34,200	4%
PENSION	190,885	210,900	210,900	194,900	194,900	-8%
OPEB	4,246	5,700	5,700	6,000	6,000	5%
<b>PERSONNEL COSTS</b>	<b>808,765</b>	<b>1,052,700</b>	<b>1,052,700</b>	<b>1,094,000</b>	<b>1,094,000</b>	<b>4%</b>
PROGRAM EXPENSES/SUPPLIES	51,804	44,000	44,000	44,000	44,000	0%
UNIFORMS/UNIFORM ALLOW	3,414	5,300	5,300	5,500	5,500	4%
SECURITY/SAFETY MATERIALS	1,688	1,700	1,700	1,700	1,700	0%
SMALL TOOLS	416	500	500	500	500	0%
COMPUTER HARDWARE	-	-	-	1,400	1,400	100%
CITY BLDG MAINT SUPPLIES	-	500	500	500	500	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>57,321</b>	<b>52,000</b>	<b>52,000</b>	<b>53,600</b>	<b>53,600</b>	<b>3%</b>
TELEPHONE/FAX	381	800	800	800	500	-38%
ADVERTISEMENT	3,896	6,400	6,400	6,400	6,400	0%
TRAINING/CONF/FOOD/TRAVEL	-	500	500	3,500	3,500	600%
CONTRACTUAL SERVICES	1,457,562	1,756,400	1,756,400	1,782,700	1,782,700	1%
ENVIRONMENTAL EXPENSES	1,682	2,000	2,000	2,000	2,000	0%
AGENCY BILLING-TEMP HELP	50,472	51,900	51,900	58,500	58,500	13%
GASOLINE	122,993	134,000	134,000	134,000	134,000	0%
MAINT EQUIP REPAIRS/MAINT	-	-	-	2,000	2,000	100%
RADIO REPAIRS/MAINTENANCE	2,800	3,400	3,400	3,400	3,400	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>1,639,787</b>	<b>1,955,400</b>	<b>1,955,400</b>	<b>1,993,300</b>	<b>1,993,000</b>	<b>2%</b>
<b>OPERATING EXPENSES</b>	<b>2,505,873</b>	<b>3,060,100</b>	<b>3,060,100</b>	<b>3,140,900</b>	<b>3,140,600</b>	<b>3%</b>
TRUCKS - PURCHASE	468,787	707,800	1,464,400	739,000	739,000	4%
<b>CAPITAL OUTLAY</b>	<b>468,787</b>	<b>707,800</b>	<b>1,464,400</b>	<b>739,000</b>	<b>739,000</b>	<b>4%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,974,660</b>	<b>\$3,767,900</b>	<b>\$4,524,500</b>	<b>\$3,879,900</b>	<b>\$ 3,879,600</b>	<b>3%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	11.0	11.0	11.0	11.0	11.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# STORMWATER

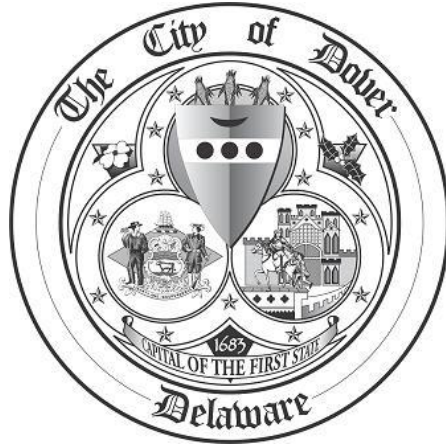




**THIS PAGE INTENTIONALLY LEFT BLANK**

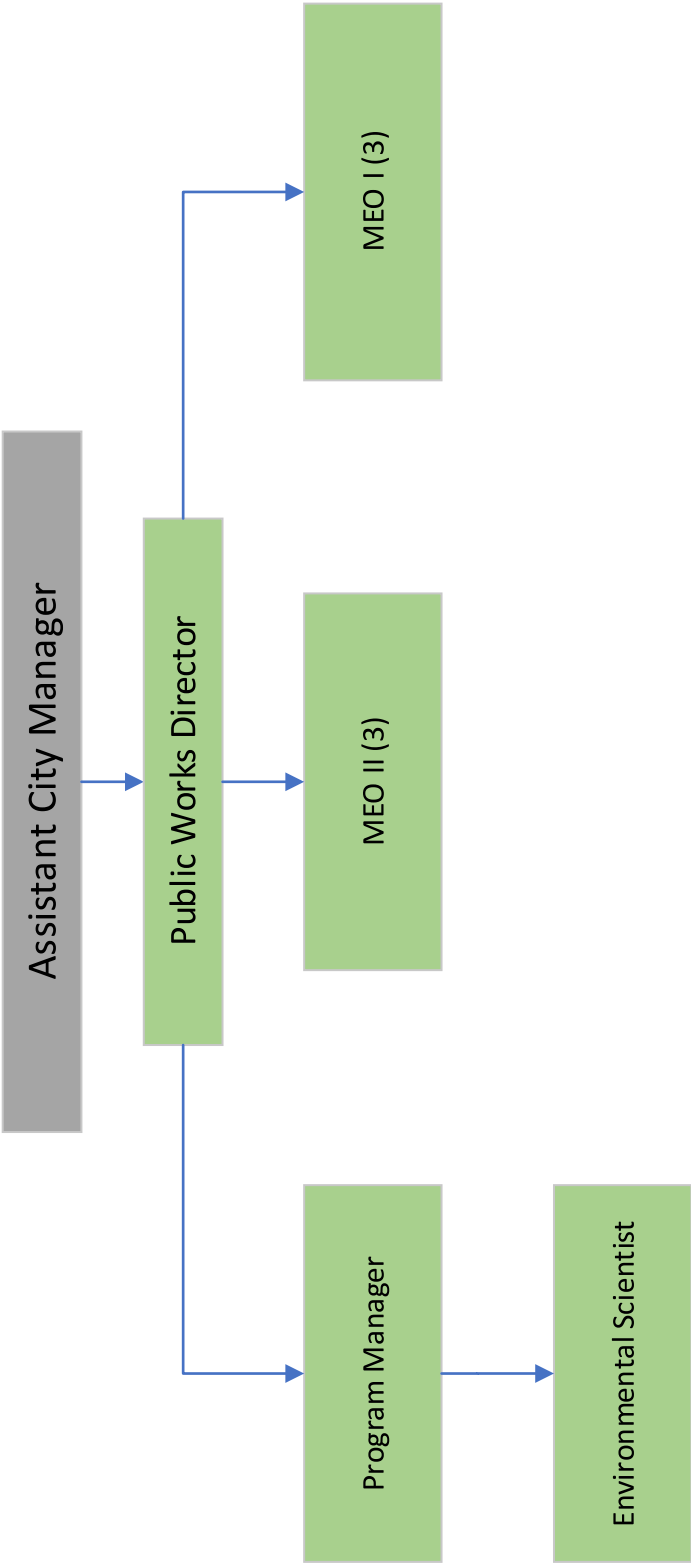
**STORMWATER  
FUND BUDGET  
REVIEW**

**Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**

# STORMWATER



# Stormwater

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	273,634	536,100	536,100	616,900	616,900	15%
MATERIALS & SUPPLIES	78,672	84,200	84,200	90,600	90,600	8%
ADMINISTRATIVE EXPENDITURES	239,124	286,100	286,100	313,700	313,700	10%
OPERATING EXPENDITURES	591,429	906,400	906,400	1,021,200	1,021,200	13%
CAPITAL OUTLAY	1,127,857	1,135,000	3,388,100	3,759,000	2,249,000	98%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,719,287</b>	<b>\$ 2,041,400</b>	<b>\$ 4,294,500</b>	<b>\$ 4,780,200</b>	<b>\$ 3,270,200</b>	<b>60%</b>

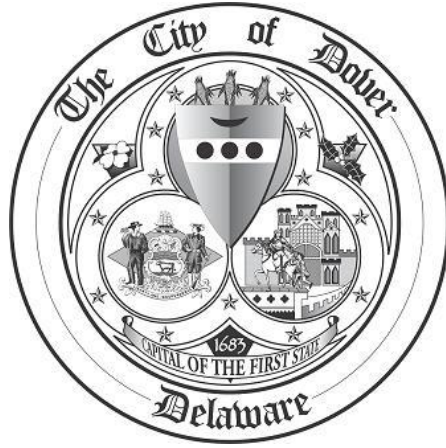
## Highlights:

- Turned into self-sustain Enterprise Fund for FY25.
- Personnel increase due to employee Health plan coverage changes.
- Pushed out vehicle replacements and resorted planned projects to make for a more palatable expense to citizens.



STORMWATER  
100-12-18-60-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 192,638	\$ 358,000	\$ 358,000	\$ 391,800	\$ 391,800	9%
OVERTIME	1,243	11,100	11,100	11,400	11,400	3%
FICA TAXES	14,354	28,200	28,200	30,800	30,800	9%
HEALTH INSURANCE	41,373	91,500	91,500	131,000	131,000	43%
L I D INSURANCE	942	1,900	1,900	2,200	2,200	16%
WORKERS COMPENSATION	8,036	15,800	15,800	16,600	16,600	5%
PENSION	13,273	26,000	26,000	29,200	29,200	12%
OPEB	1,775	3,600	3,600	3,900	3,900	8%
<b>PERSONNEL COSTS</b>	<b>273,634</b>	<b>536,100</b>	<b>536,100</b>	<b>616,900</b>	<b>616,900</b>	<b>15%</b>
PROGRAM EXPENSES/SUPPLIES	53,815	49,000	49,000	56,500	56,500	15%
UNIFORMS/UNIFORM ALLOW	1,909	3,200	3,200	3,400	3,400	6%
SECURITY/SAFETY MATERIALS	874	1,000	1,000	1,000	1,000	0%
SMALL TOOLS	5,634	6,000	6,000	2,500	2,500	-58%
STREET CLEANING SUPPLIES	4,926	5,000	5,000	6,000	6,000	20%
STORM SEWER SUPPLIES	11,515	20,000	20,000	21,200	21,200	6%
<b>MATERIALS &amp; SUPPLIES</b>	<b>78,672</b>	<b>84,200</b>	<b>84,200</b>	<b>90,600</b>	<b>90,600</b>	<b>8%</b>
TELEPHONE/FAX	580	900	900	900	900	0%
ADVERTISEMENT	295	1,100	1,100	1,100	1,100	0%
TRAINING/CONF/FOOD/TRAVEL	373	1,300	1,300	3,000	3,000	131%
CONSULTING FEES	1,400	10,000	10,000	10,000	10,000	0%
CONTRACTUAL SERVICES	180,587	205,000	205,000	218,700	218,700	7%
ENVIRONMENTAL EXPENSES	1,500	2,000	2,000	2,000	2,000	0%
AGENCY BILLING-TEMP HELP	14,896	21,700	21,700	30,000	30,000	38%
GASOLINE	36,611	40,000	40,000	40,000	40,000	0%
MAINT EPUIP REPAIRS/MAINT	782	1,500	1,500	5,400	5,400	260%
RADIO REPAIRS/MAINTENANCE	2,100	2,600	2,600	2,600	2,600	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>239,124</b>	<b>286,100</b>	<b>286,100</b>	<b>313,700</b>	<b>313,700</b>	<b>10%</b>
<b>OPERATING EXPENDITURES</b>	<b>591,429</b>	<b>906,400</b>	<b>906,400</b>	<b>1,021,200</b>	<b>1,021,200</b>	<b>13%</b>
TRUCKS - PURCHASE	242,624	294,000	294,000	520,000	-	-100%
CONSTRUCTION - PURCHASE	217,741	841,000	3,094,100	3,239,000	2,249,000	167%
<b>CAPITAL OUTLAY</b>	<b>1,127,857</b>	<b>1,135,000</b>	<b>3,388,100</b>	<b>3,759,000</b>	<b>2,249,000</b>	<b>98%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,719,287</b>	<b>\$ 2,041,400</b>	<b>\$ 4,294,500</b>	<b>\$ 4,780,200</b>	<b>\$ 3,270,200</b>	<b>60%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	8.0	8.0	8.0	8.0	8.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

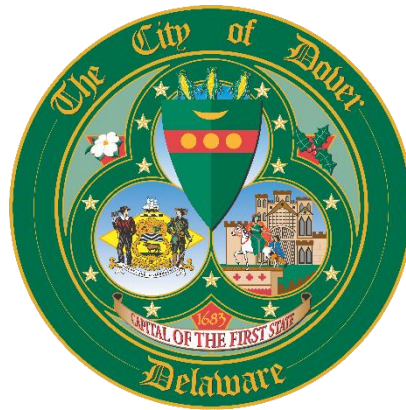
# PUBLIC UTILITIES WATER

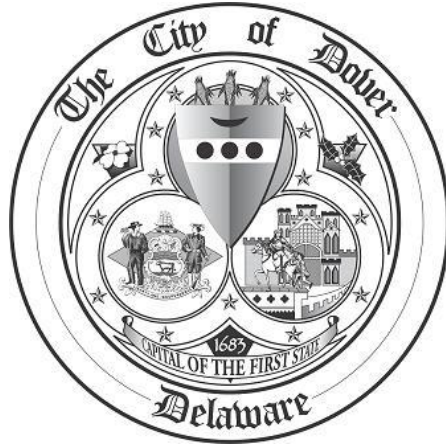
**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*WATER ENGINEERING & INSPECTION*

*WATER MAINTENANCE*

*WATER TREATMENT PLANT*

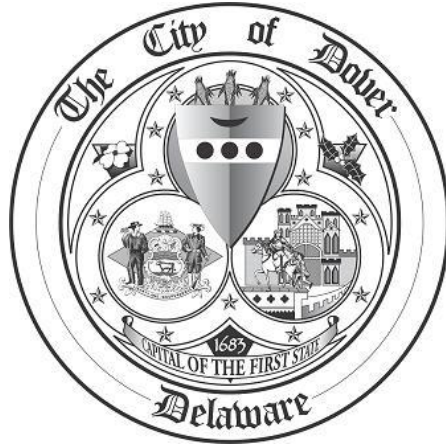




**THIS PAGE INTENTIONALLY LEFT BLANK**

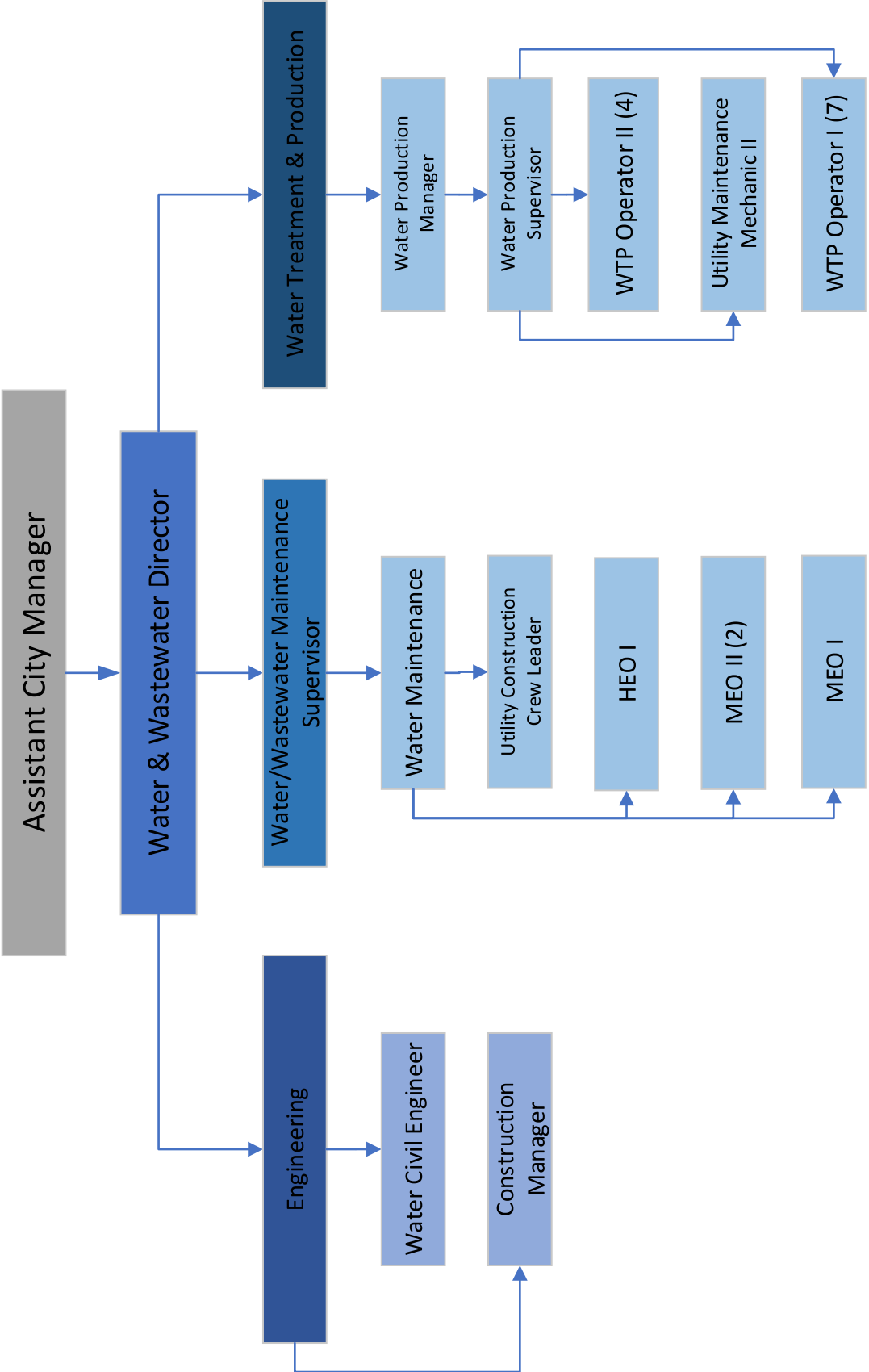
# **WATER FUND BUDGET REVIEW**

**Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**

# WATER



# Department of Water & Wastewater

## DEPARTMENTAL VISION

To provide services that are an integral part of our community and citizens' everyday lives including Water and Wastewater Management, Water Treatment & Production and Engineering & Inspections services. The Department of Water & Wastewater (DWW) shall provide quality and effective services upon which the health, safety, and comfort of this community greatly depend.

## DEPARTMENTAL MISSION STATEMENT

To enhance the quality of life in our community by providing safe, reliable water and wastewater, with comprehensive engineering, and inspections services with a skilled, team-oriented staff where diversity is valued.

## MAJOR PROGRAMS

### ***CAPITAL IMPROVEMENT PROJECTS***

**Objective:** The objective of this program is to provide upgrades and improvements to DWW Water, Wastewater, Street and Stormwater Fund assets including annual vehicle & equipment replacements, street, concrete and alley repair, stormwater improvement projects, inflow and infiltration removal projects, pump station replacements and upgrades, and miscellaneous emergency repairs of wastewater infrastructure, water quality improvements, wellhead redevelopment, and miscellaneous emergency repairs of water infrastructure as well as planned upgrades and additions to critical infrastructure such as the treatment plant, wells and tanks.

### ***WATER MANAGEMENT***

**Objective:** A primary objective of this program is to perform preventative maintenance and repair on approximately 233 miles of water main, 12,000 services within the right-of-way and 9,500 valves. This includes biannual flushing of the water system to improve the water quality for our customers.

**Objective:** A primary objective of this program is to provide preventative maintenance and repair to approximately 1,800 fire hydrants to ensure availability and proper functioning in times of need.

**Objective:** A primary objective of this program is to install, repair, replace and inspect over 12,000 water meters to ensure effective monitoring of the water system. Ensuring properly functioning meters allows the City to also become aware of significant water loss within the water system and conduct an investigation as required.

### ***WATER TREATMENT & PRODUCTION***

**Objective:** A primary objective of this program is to operate and maintain 21 production wells (producing over 1.9 billion gallons of water per year), 16 treatment facilities, and 7 elevated storage tanks (with a total capacity of 5.25 million gallons) in order to provide drinking water to the City of Dover. Performing regular maintenance on these assets improves system reliability resulting in a dependable product source to our customers.

**Objective:** A primary objective of this program is to perform sampling of the drinking water at various locations throughout the City. An average of over 1,800 routing analyses are performed on our drinking water every month to ensure regulatory compliance and operational efficiency.

### ***WASTEWATER MANAGEMENT***

**Objective:** A primary objective of this program is to perform preventative maintenance and repair on approximately 160 miles of gravity sanitary sewer main, 12,000 sanitary sewer laterals within the right-of-way, 30 miles of force main and 3,700 manholes. This includes regular jetting of the gravity sanitary sewer mains and video inspection and evaluations as needed. This preventative maintenance work aids in decreasing the probability of blockages within the wastewater system.



**Objective:** A primary objective of this program is to provide preventative maintenance and repair to 45 pumping stations to ensure proper functioning and transmission of flow to the Kent County Wastewater System as well as decreasing the probability of station failure and impacts to the environment.

***ENGINEERING & INSPECTIONS***

**Objective:** A primary objective is to provide capital improvement project design services as well as consultant oversight to ensure the most cost-effective projects are being constructed and implemented.

**Objective:** A primary objective is to provide engineering analyses, Renovation Permit review, City Right-of-Way Permit review, engineering site plan / subdivision plan review, State Utility Permit completion and operation Division assistance with improvement development, which will increase operational efficiency to both the workforce and customers.

# Water - Engineering

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	233,388	336,200	336,200	347,100	347,100	3%
MATERIALS & SUPPLIES	26,404	27,100	27,100	25,300	25,300	-7%
ADMINISTRATIVE EXPENDITURES	19,595	23,200	23,200	51,900	53,300	130%
OPERATING EXPENDITURES	279,387	386,500	386,500	424,300	425,700	10%
CAPITAL OUTLAY	-	48,000	48,000	26,900	26,900	-44%
<b>TOTAL EXPENDITURES</b>	<b>\$ 279,387</b>	<b>\$ 434,500</b>	<b>\$ 434,500</b>	<b>\$ 451,200</b>	<b>\$ 452,600</b>	<b>4%</b>

**Highlights:**

- Water Rate Study leading to significant increase in Administrative Expenditures.

**WATER ENGINEERING**  
**400-40-26-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 140,773	\$ 216,600	\$ 216,600	\$ 235,000	\$ 235,000	8%
FICA TAXES	9,444	14,000	14,000	15,300	15,300	9%
HEALTH INSURANCE	16,922	30,900	30,900	32,300	32,300	5%
L I D INSURANCE	820	1,200	1,200	900	900	-25%
WORKERS COMPENSATION	2,733	900	900	1,000	1,000	11%
PENSION	62,640	70,800	70,800	60,600	60,600	-14%
OPEB	46	1,800	1,800	2,000	2,000	11%
<b>PERSONNEL COSTS</b>	<b>233,388</b>	<b>336,200</b>	<b>336,200</b>	<b>347,100</b>	<b>347,100</b>	<b>3%</b>
OFFICE SUPPLIES	965	4,900	4,900	4,500	4,500	-8%
UNIFORMS/UNIFORM ALLOW	473	400	400	700	700	75%
BOOKS	-	300	300	300	300	0%
SECURITY/SAFETY MATERIALS	44	100	100	100	100	0%
SMALL TOOLS	173	200	200	200	200	0%
COMPUTER SOFTWARE	22,750	19,200	19,200	19,500	19,500	2%
COMPUTER HARDWARE	2,000	2,000	2,000	-	-	-100%
<b>MATERIALS &amp; SUPPLIES</b>	<b>26,404</b>	<b>27,100</b>	<b>27,100</b>	<b>25,300</b>	<b>25,300</b>	<b>-7%</b>
TELEPHONE/FAX	1,360	1,900	1,900	1,200	2,600	37%
SUBSCRIPTIONS AND DUES	582	900	900	900	900	0%
TRAINING/CONF/FOOD/TRAVEL	-	700	700	800	800	14%
CONTRACTUAL SERVICES	15,290	16,800	16,800	46,800	46,800	179%
GASOLINE	2,364	2,400	2,400	2,000	2,000	-17%
RADIO REPAIRS/MAINTENANCE	-	500	500	200	200	-60%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>19,595</b>	<b>23,200</b>	<b>23,200</b>	<b>51,900</b>	<b>53,300</b>	<b>130%</b>
<b>OPERATING EXPENDITURES</b>	<b>279,387</b>	<b>386,500</b>	<b>386,500</b>	<b>424,300</b>	<b>425,700</b>	<b>10%</b>
TRUCKS - PURCHASE	-	48,000	48,000	26,900	26,900	-44%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>48,000</b>	<b>48,000</b>	<b>26,900</b>	<b>26,900</b>	<b>-44%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 279,387</b>	<b>\$ 434,500</b>	<b>\$ 434,500</b>	<b>\$ 451,200</b>	<b>\$ 452,600</b>	<b>4%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	2.5	2.5	2.5	2.5	2.5	

# Water Management

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	537,651	698,400	698,400	739,200	739,200	6%
MATERIALS & SUPPLIES	84,399	114,500	114,500	102,200	102,200	-11%
ADMINISTRATIVE EXPENDITURES	40,559	49,200	49,200	39,900	39,900	-19%
OPERATING EXPENDITURES	662,608	862,100	862,100	881,300	881,300	2%
CAPITAL OUTLAY	1,346,865	4,579,300	6,299,000	3,406,700	3,456,700	-25%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,009,473</b>	<b>\$ 5,441,400</b>	<b>\$ 7,161,100</b>	<b>\$ 4,288,000</b>	<b>\$ 4,338,000</b>	<b>-20%</b>

## Highlights:

- Healthcare coverage change as well as a correction to the department pension budget leading to overall Personnel increase.

**WATER MAINTENANCE**  
**400-40-68-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 297,750	\$ 398,500	\$ 398,500	\$ 413,900	\$ 413,900	4%
OVERTIME	14,314	29,500	29,500	19,000	19,000	-36%
FICA TAXES	23,270	32,700	32,700	33,100	33,100	1%
HEALTH INSURANCE	62,097	75,900	75,900	97,800	97,800	29%
L I D INSURANCE	1,477	1,900	1,900	2,000	2,000	5%
WORKERS COMPENSATION	16,205	23,700	23,700	24,000	24,000	1%
PENSION	122,641	132,300	132,300	145,300	145,300	10%
OPEB	(103)	3,900	3,900	4,100	4,100	5%
<b>PERSONNEL COSTS</b>	<b>537,651</b>	<b>698,400</b>	<b>698,400</b>	<b>739,200</b>	<b>739,200</b>	<b>6%</b>
MEDICAL SUP & PHYSICALS	-	600	600	600	600	0%
UNIFORMS/UNIFORM ALLOW	1,428	3,100	3,100	3,100	3,100	0%
SECURITY/SAFETY MATERIALS	1,086	5,800	5,800	1,000	1,000	-83%
SMALL TOOLS	10,881	9,000	9,000	5,500	5,500	-39%
COMPUTER HARDWARE	972	-	-	-	-	0%
WATER/SEWER SYSTEM SUP	60,299	66,000	66,000	62,000	62,000	-6%
METERS/METER SUPPLIES	9,732	30,000	30,000	30,000	30,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>84,399</b>	<b>114,500</b>	<b>114,500</b>	<b>102,200</b>	<b>102,200</b>	<b>-11%</b>
TELEPHONE/FAX	3,503	4,000	4,000	3,600	3,600	-10%
ADVERTISEMENT	4,484	5,400	5,400	4,800	4,800	-11%
SUBSCRIPTIONS AND DUES	3,505	4,800	4,800	4,900	4,900	2%
TRAINING/CONF/FOOD/TRAVEL	418	1,300	1,300	2,900	2,900	123%
CONSULTING FEES	575	1,000	1,000	1,000	1,000	0%
CONTRACTUAL SERVICES	10,475	9,400	9,400	6,400	6,400	-32%
GASOLINE	14,085	19,000	19,000	12,000	12,000	-37%
MAINT EQUIP REPAIRS/MAINT	-	500	500	500	500	0%
RADIO REPAIRS/MAINTENANCE	3,514	3,800	3,800	3,800	3,800	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>40,559</b>	<b>49,200</b>	<b>49,200</b>	<b>39,900</b>	<b>39,900</b>	<b>-19%</b>
<b>OPERATING EXPENDITURES</b>	<b>662,608</b>	<b>862,100</b>	<b>862,100</b>	<b>881,300</b>	<b>881,300</b>	<b>2%</b>
TRUCKS - PURCHASE	-	45,600	45,600	-	-	-100%
OTHER EQUIP - PURCHASE	24,050	78,000	108,000	70,000	70,000	-10%
CONSTRUCTION - PURCHASE	1,322,815	4,455,700	6,145,400	3,386,700	3,386,700	-24%
<b>CAPITAL OUTLAY</b>	<b>1,346,865</b>	<b>4,579,300</b>	<b>6,299,000</b>	<b>3,456,700</b>	<b>3,456,700</b>	<b>-25%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,009,473</b>	<b>\$ 5,441,400</b>	<b>\$ 7,161,100</b>	<b>\$ 4,338,000</b>	<b>\$ 4,338,000</b>	<b>-20%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	

# Water Treatment Plant

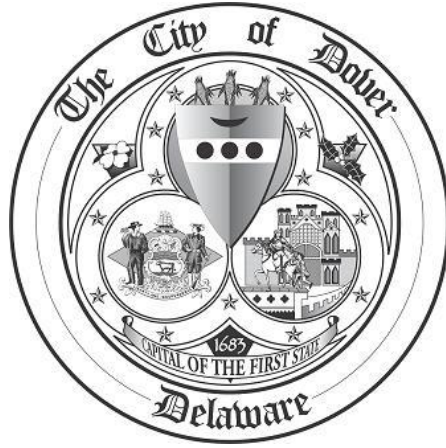
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 A PPROVED	% CHANGE
PERSONNEL COSTS	1,509,595	1,714,600	1,714,600	1,786,300	1,786,300	4%
MATERIALS & SUPPLIES	245,185	356,900	356,900	364,600	364,600	2%
ADMINISTRATIVE EXPENDITURES	557,983	836,000	812,600	1,051,000	1,050,600	29%
OPERATING EXPENDITURES	2,312,763	2,907,500	2,884,100	3,201,900	3,201,500	11%
CAPITAL OUTLAY	151,672	56,500	217,300	885,000	885,000	307%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,464,435</b>	<b>\$ 2,964,000</b>	<b>\$ 3,101,400</b>	<b>\$ 4,086,900</b>	<b>\$ 4,086,500</b>	<b>32%</b>

## Highlights:

- New Computers.
- New State regulations/requirements leading to increased Administrative Expense.

**WATER TREATMENT PLANT  
400-40-76-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 856,348	\$ 989,200	\$ 989,200	\$ 1,026,300	\$ 1,026,300	4%
OVERTIME	19,835	53,600	53,600	52,400	52,400	-2%
FICA TAXES	64,015	79,700	79,700	82,500	82,500	4%
HEALTH INSURANCE	196,437	197,200	197,200	264,300	264,300	34%
L I D INSURANCE	4,116	4,100	4,100	4,300	4,300	5%
WORKERS COMPENSATION	44,813	57,800	57,800	59,800	59,800	3%
PENSION	323,858	323,200	323,200	286,500	286,500	-11%
OPEB	172	9,800	9,800	10,200	10,200	4%
<b>PERSONNEL COSTS</b>	<b>1,509,595</b>	<b>1,714,600</b>	<b>1,714,600</b>	<b>1,786,300</b>	<b>1,786,300</b>	<b>4%</b>
CUSTODIAL	79	100	100	100	100	0%
UNIFORMS/UNIFORM ALLOW	4,981	8,900	8,900	8,800	8,800	-1%
SECURITY/SAFETY MATERIALS	2,110	8,500	8,500	3,300	3,300	-61%
SMALL TOOLS	4,619	6,200	6,200	6,700	6,700	8%
CHEMICALS & ADDITIVES	207,495	295,800	295,800	307,600	307,600	4%
COMPUTER SOFTWARE	465	500	500	500	500	0%
COMPUTER HARDWARE	4,593	-	-	2,500	2,500	100%
CITY BLDG MAINT SUPPLIES	7,094	21,500	21,500	13,700	13,700	-36%
WELL SUPPLIES/REHAB	13,750	15,400	15,400	21,400	21,400	39%
<b>MATERIALS &amp; SUPPLIES</b>	<b>245,185</b>	<b>356,900</b>	<b>356,900</b>	<b>364,600</b>	<b>364,600</b>	<b>2%</b>
TELEPHONE/FAX	1,068	2,600	2,600	1,500	1,100	-58%
ELECTRICITY	454,214	491,200	491,200	432,000	432,000	-12%
HEATING OIL/GAS	5,229	5,000	5,000	5,000	5,000	0%
ADVERTISEMENT	801	2,100	2,100	1,900	1,900	-10%
SUBSCRIPTIONS AND DUES	700	700	700	25,700	25,700	3571%
TRAINING/CONF/FOOD/TRAVEL	1,378	4,200	4,200	3,500	3,500	-17%
CONTRACTUAL SERVICES	50,945	264,300	240,900	523,400	523,400	117%
GASOLINE	18,009	26,500	26,500	19,100	19,100	-28%
OTHER EQUIP REPAIRS/MAINT	22,046	32,900	32,900	32,400	32,400	-2%
RADIO REPAIRS/MAINTENANCE	3,594	6,500	6,500	6,500	6,500	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>557,983</b>	<b>836,000</b>	<b>812,600</b>	<b>1,051,000</b>	<b>1,050,600</b>	<b>29%</b>
<b>OPERATING EXPENDITURES</b>	<b>2,312,763</b>	<b>2,907,500</b>	<b>2,884,100</b>	<b>3,201,900</b>	<b>3,201,500</b>	<b>11%</b>
TRUCKS - PURCHASE	151,672	56,500	121,600	-	-	-100%
CONSTRUCTION PURCHASES	-	-	95,700	885,000	885,000	825%
<b>CAPITAL OUTLAY</b>	<b>151,672</b>	<b>56,500</b>	<b>217,300</b>	<b>885,000</b>	<b>885,000</b>	<b>307%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,464,435</b>	<b>\$ 2,964,000</b>	<b>\$ 3,101,400</b>	<b>\$ 4,086,900</b>	<b>\$ 4,086,500</b>	<b>32%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	14.0	14.0	14.0	14.0	14.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

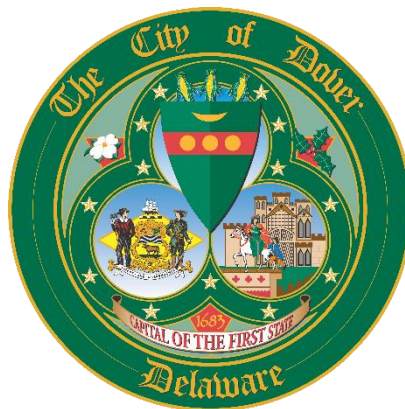


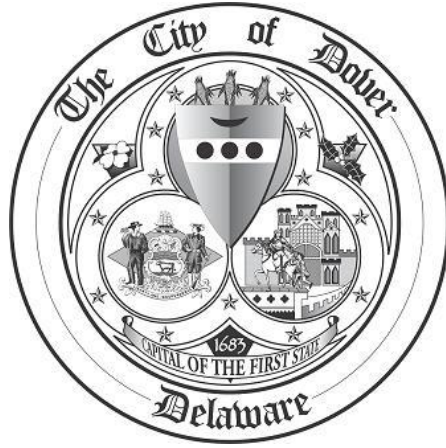
# PUBLIC UTILITIES WASTEWATER

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*WASTEWATER ENGINEERING & INSPECTIONS*

*WASTEWATER MAINTENANCE*

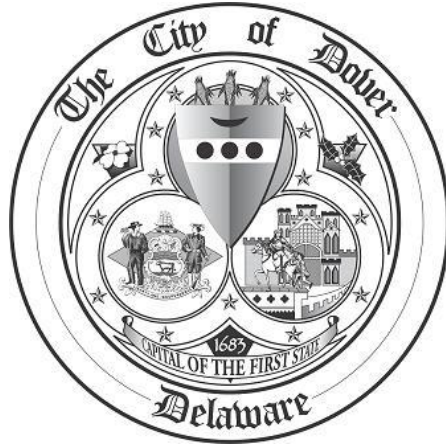




**THIS PAGE INTENTIONALLY LEFT BLANK**

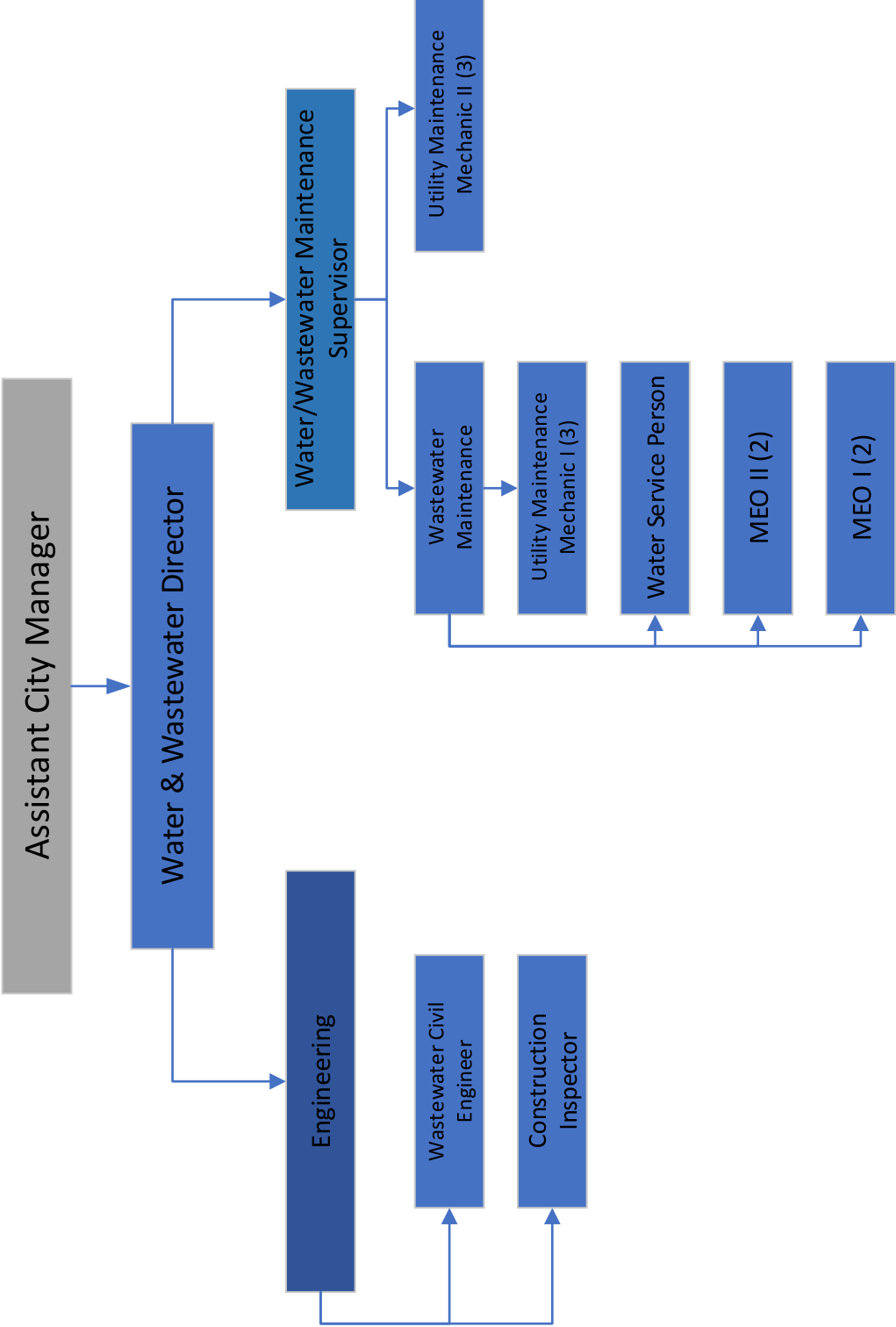
**WASTEWATER FUND  
BUDGET REVIEW**

**Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**

# WASTEWATER



# Department of Water & Wastewater

## DEPARTMENTAL VISION

To provide services that are an integral part of our community and citizens' everyday lives including Water and Wastewater Management, Water Treatment & Production and Engineering & Inspections services. The Department of Water & Wastewater (DWW) shall provide quality and effective services upon which the health, safety, and comfort of this community greatly depend.

## DEPARTMENTAL MISSION STATEMENT

To enhance the quality of life in our community by providing safe, reliable water and wastewater, with comprehensive engineering, and inspections services with a skilled, team-oriented staff where diversity is valued.

## MAJOR PROGRAMS

### ***CAPITAL IMPROVEMENT PROJECTS***

**Objective:** The objective of this program is to provide upgrades and improvements to DWW Water, Wastewater, Street and Stormwater Fund assets including annual vehicle & equipment replacements, street, concrete and alley repair, stormwater improvement projects, inflow and infiltration removal projects, pump station replacements and upgrades, and miscellaneous emergency repairs of wastewater infrastructure, water quality improvements, wellhead redevelopment, and miscellaneous emergency repairs of water infrastructure as well as planned upgrades and additions to critical infrastructure such as the treatment plant, wells and tanks.

### ***WATER MANAGEMENT***

**Objective:** A primary objective of this program is to perform preventative maintenance and repair on approximately 233 miles of water main, 12,000 services within the right-of-way and 9,500 valves. This includes biannual flushing of the water system to improve the water quality for our customers.

**Objective:** A primary objective of this program is to provide preventative maintenance and repair to approximately 1,800 fire hydrants to ensure availability and proper functioning in times of need.

**Objective:** A primary objective of this program is to install, repair, replace and inspect over 12,000 water meters to ensure effective monitoring of the water system. Ensuring properly functioning meters allows the City to also become aware of significant water loss within the water system and conduct an investigation as required.

### ***WATER TREATMENT & PRODUCTION***

**Objective:** A primary objective of this program is to operate and maintain 21 production wells (producing over 1.9 billion gallons of water per year), 16 treatment facilities, and 7 elevated storage tanks (with a total capacity of 5.25 million gallons) in order to provide drinking water to the City of Dover. Performing regular maintenance on these assets improves system reliability resulting in a dependable product source to our customers.

**Objective:** A primary objective of this program is to perform sampling of the drinking water at various locations throughout the City. An average of over 1,800 routing analyses are performed on our drinking water every month to ensure regulatory compliance and operational efficiency.

### ***WASTEWATER MANAGEMENT***

**Objective:** A primary objective of this program is to perform preventative maintenance and repair on approximately 160 miles of gravity sanitary sewer main, 12,000 sanitary sewer laterals within the right-of-way, 30 miles of force main and 3,700 manholes. This includes regular jetting of the gravity sanitary sewer mains and video inspection and evaluations as needed. This preventative maintenance work aids in decreasing the probability of blockages within the wastewater system.

**Objective:** A primary objective of this program is to provide preventative maintenance and repair to 45 pumping stations to ensure proper functioning and transmission of flow to the Kent County Wastewater System as well as decreasing the probability of station failure and impacts to the environment.

***ENGINEERING & INSPECTIONS***

**Objective:** A primary objective is to provide capital improvement project design services as well as consultant oversight to ensure the most cost-effective projects are being constructed and implemented.

**Objective:** A primary objective is to provide engineering analyses, Renovation Permit review, City Right-of-Way Permit review, engineering site plan / subdivision plan review, State Utility Permit completion and operation Division assistance with improvement development, which will increase operational efficiency to both the workforce and customers.

# Wastewater - Engineering

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	158,558	258,400	258,400	302,400	302,400	17%
MATERIALS & SUPPLIES	21,600	20,800	20,800	24,400	24,400	17%
ADMINISTRATIVE EXPENDITURES	126,926	24,900	24,900	54,000	55,200	122%
OPERATING EXPENDITURES	307,084	304,100	304,100	380,800	382,000	26%
<b>TOTAL EXPENDITURES</b>	<b>\$ 307,199</b>	<b>\$ 304,100</b>	<b>\$ 304,100</b>	<b>\$ 380,800</b>	<b>\$ 382,000</b>	<b>26%</b>

**Highlights:**

- Increase in Health Plan enrollment leading to significant Personnel Expense increase.
- New Computers.
- Increase in Small Tools.



**WASTEWATER ENGINEERING**  
**402-41-26-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 100,955	\$ 194,000	\$ 194,000	\$ 212,400	\$ 212,400	9%
OVERTIME	10	1,700	1,700	1,900	1,900	12%
FICA TAXES	6,469	12,400	12,400	13,700	13,700	10%
HEALTH INSURANCE	12,270	20,800	20,800	46,100	46,100	122%
L I D INSURANCE	565	800	800	900	900	13%
WORKERS COMPENSATION	518	800	800	800	800	0%
PENSION	37,743	26,300	26,300	24,800	24,800	-6%
OPEB	29	1,600	1,600	1,800	1,800	13%
<b>PERSONNEL COSTS</b>	<b>158,558</b>	<b>258,400</b>	<b>258,400</b>	<b>302,400</b>	<b>302,400</b>	<b>17%</b>
OFFICE SUPPLIES	1,073	3,900	3,900	3,500	3,500	-10%
UNIFORMS/UNIFORM ALLOW	348	400	400	700	700	75%
BOOKS		300	300	300	300	0%
SECURITY/SAFETY MATERIALS		100	100	100	100	0%
SMALL TOOLS		400	400	3,000	3,000	650%
COMPUTER SOFTWARE	20,179	15,700	15,700	14,900	14,900	-5%
COMPUTER HARDWARE		-	-	1,900	1,900	100%
<b>MATERIALS &amp; SUPPLIES</b>	<b>21,600</b>	<b>20,800</b>	<b>20,800</b>	<b>24,400</b>	<b>24,400</b>	<b>17%</b>
TELEPHONE/FAX	1,180	1,700	1,700	1,400	2,600	53%
SUBSCRIPTIONS AND DUES	312	600	600	600	600	0%
TRAINING/CONF/FOOD/TRAVEL	200	2,100	2,100	2,100	2,100	0%
CONTRACTUAL SERVICES	123,826	16,800	16,800	46,800	46,800	179%
IN-HOUSE TRAINING		1,800	1,800	1,800	1,800	0%
GASOLINE	1,409	1,400	1,400	1,100	1,100	-21%
RADIO REPAIRS/MAINTENANCE		500	500	200	200	-60%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>126,926</b>	<b>24,900</b>	<b>24,900</b>	<b>54,000</b>	<b>55,200</b>	<b>122%</b>
<b>OPERATING EXPENDITURES</b>	<b>307,084</b>	<b>304,100</b>	<b>304,100</b>	<b>380,800</b>	<b>382,000</b>	<b>26%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 307,199</b>	<b>\$ 304,100</b>	<b>\$ 304,100</b>	<b>\$ 380,800</b>	<b>\$ 382,000</b>	<b>26%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	2.5	2.5	2.5	2.5	2.5	

# Wastewater Management

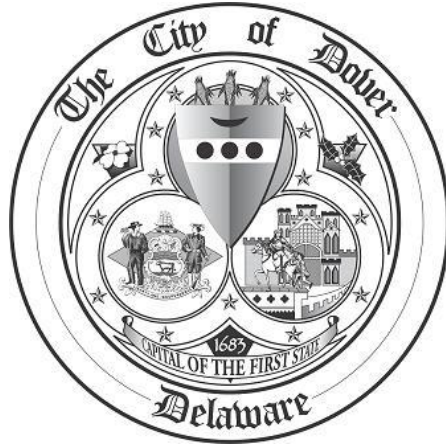
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	756,480	891,900	891,900	942,400	942,400	6%
MATERIALS & SUPPLIES	97,888	126,000	126,000	114,800	114,800	-9%
ADMINISTRATIVE EXPENDITURES	306,729	327,200	327,200	311,800	311,800	-5%
OPERATING EXPENDITURES	1,161,098	1,345,100	1,345,100	1,369,000	1,369,000	2%
CAPITAL OUTLAY	219,066	2,576,900	4,428,600	1,691,100	1,691,100	-34%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,380,164</b>	<b>\$ 3,922,000</b>	<b>\$ 5,773,700</b>	<b>\$ 3,060,100</b>	<b>\$ 3,060,100</b>	<b>-22%</b>

## Highlights:

- Status Quo.

**WASTEWATER MAINTENANCE**  
**402-41-69-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 496,885	\$ 594,200	\$ 594,200	\$ 598,800	\$ 598,800	1%
OVERTIME	27,033	36,700	36,700	38,000	38,000	4%
FICA TAXES	38,412	48,200	48,200	48,700	48,700	1%
HEALTH INSURANCE	114,561	134,600	134,600	177,900	177,900	32%
L I D INSURANCE	2,154	2,700	2,700	2,800	2,800	4%
WORKERS COMPENSATION	27,770	34,900	34,900	35,300	35,300	1%
PENSION	49,505	34,900	34,900	35,100	35,100	1%
OPEB	161	5,700	5,700	5,800	5,800	2%
<b>PERSONNEL COSTS</b>	<b>756,480</b>	<b>891,900</b>	<b>891,900</b>	<b>942,400</b>	<b>942,400</b>	<b>6%</b>
MEDICAL SUP & PHYSICALS	-	1,200	1,200	1,200	1,200	0%
UNIFORMS/UNIFORM ALLOW	4,210	8,200	8,200	6,800	6,800	-17%
SECURITY/SAFETY MATERIALS	1,417	9,400	9,400	3,000	3,000	-68%
SMALL TOOLS	11,289	9,000	9,000	5,500	5,500	-39%
COMPUTER SOFTWARE	5,500	5,700	5,700	6,700	6,700	18%
COMPUTER HARDWARE	2,448	2,800	2,800	2,500	2,500	-11%
CITY BLDG MAINT SUPPLIES	20	500	500	500	500	0%
WATER/SEWER SYSTEM SUP	14,962	17,400	17,400	18,400	18,400	6%
METERS/METER SUPPLIES	19,938	30,000	30,000	30,000	30,000	0%
PUMPING STATION SUPPLIES	35,800	39,000	39,000	37,000	37,000	-5%
WATER/SEWER	2,305	2,800	2,800	3,200	3,200	14%
<b>MATERIALS &amp; SUPPLIES</b>	<b>97,888</b>	<b>126,000</b>	<b>126,000</b>	<b>114,800</b>	<b>114,800</b>	<b>-9%</b>
TELEPHONE/FAX	11,473	15,300	15,300	18,700	18,700	22%
ELECTRICITY	176,449	165,000	199,000	165,000	165,000	0%
HEATING OIL/GAS	234	-	-	500	500	100%
SUBSCRIPTIONS AND DUES	-	500	500	-	-	-100%
TRAINING/CONF/FOOD/TRAVEL	2,073	1,700	1,700	5,700	5,700	235%
CONSULTING FEES	-	1,000	1,000	1,000	1,000	0%
CONTRACTUAL SERVICES	81,795	104,000	104,000	87,200	87,200	-16%
GASOLINE	29,384	33,000	33,000	27,000	27,000	-18%
TRUCK REPAIRS/MAINTENANCE	861	-	-	-	-	0%
MAINT EQUIP REPAIRS/MAINT	4,461	2,500	2,500	2,500	2,500	0%
RADIO REPAIRS/MAINTENANCE	-	4,200	4,200	4,200	4,200	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>306,729</b>	<b>327,200</b>	<b>361,200</b>	<b>311,800</b>	<b>311,800</b>	<b>-5%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,161,098</b>	<b>1,345,100</b>	<b>1,379,100</b>	<b>1,369,000</b>	<b>1,369,000</b>	<b>2%</b>
TRUCKS - PURCHASE	56,312	131,000	338,500	520,100	520,100	297%
OTHER EQUIPMENT	26,321	-	30,000	-	-	0%
CONSTRUCTION - PURCHASE	136,433	2,445,900	4,060,100	1,171,000	1,171,000	-52%
<b>CAPITAL OUTLAY</b>	<b>219,066</b>	<b>2,576,900</b>	<b>4,428,600</b>	<b>1,691,100</b>	<b>1,691,100</b>	<b>-34%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,380,164</b>	<b>\$ 3,922,000</b>	<b>\$ 5,807,700</b>	<b>\$ 3,060,100</b>	<b>\$ 3,060,100</b>	<b>-22%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	11.0	11.0	11.0	11.0	11.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**

# PUBLIC UTILITIES ELECTRIC

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

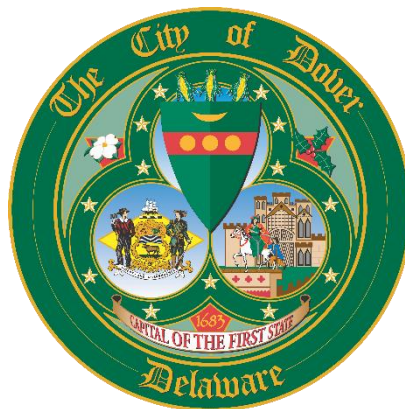
*ELECTRIC GENERATION & POWER SUPPLY*

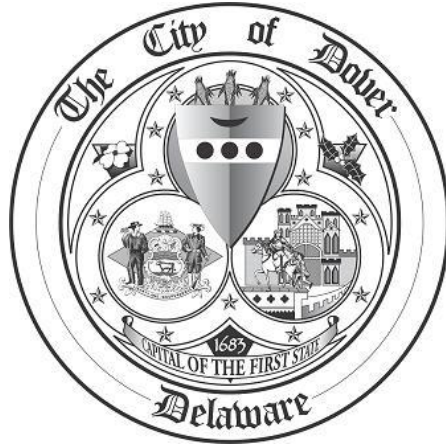
*ELECTRIC ADMINISTRATION*

*ELECTRIC ENGINEERING*

*ELECTRIC TRANSMISSION & DISTRIBUTION*

*SYSTEM OPERATIONS*

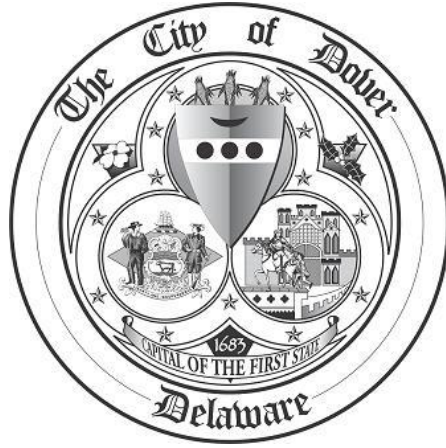




**THIS PAGE INTENTIONALLY LEFT BLANK**

# **ELECTRIC FUND BUDGET REVIEW**

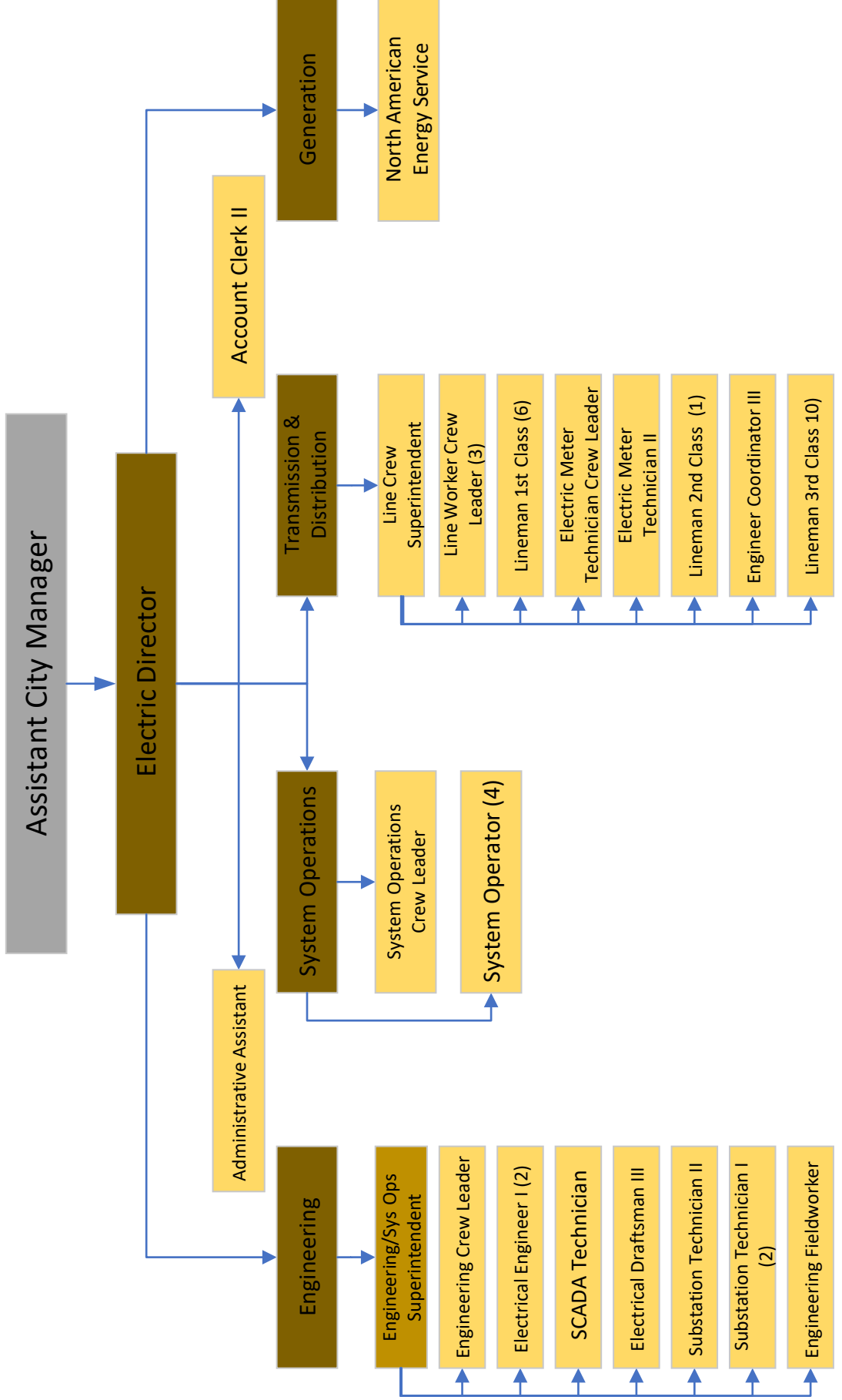
## **Fiscal Year 2024-2025**



**THIS PAGE INTENTIONALLY LEFT BLANK**



# Electric Utility



# Electric Engineering

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	1,178,535	1,499,300	1,499,300	1,626,600	1,626,600	8%
MATERIALS & SUPPLIES	63,656	78,800	78,800	93,500	93,500	19%
ADMINISTRATIVE EXPENDITURES	219,880	248,500	248,500	216,900	216,900	-13%
OPERATING EXPENDITURES	1,462,072	1,826,600	1,826,600	1,937,000	1,937,000	6%
CAPITAL OUTLAY	2,219,598	2,076,000	2,076,000	3,986,000	3,986,000	92%
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,681,670</b>	<b>\$ 3,902,600</b>	<b>\$ 3,902,600</b>	<b>\$ 5,923,000</b>	<b>\$ 5,923,000</b>	<b>52%</b>

## Highlights:

- New Computers.
- Continued work on Garrison Substation
- Significant Capital increase for Electrical System Study.

**ELECTRIC ENGINEERING**  
**410-42-26-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 845,831	\$ 1,071,400	\$ 1,071,400	\$ 1,129,000	\$ 1,129,000	5%
OVERTIME	11,547	21,300	21,300	16,800	16,800	-21%
TEMPORARY HELP	-	-	-	-	-	0%
FICA TAXES	63,098	83,600	83,600	87,600	87,600	5%
HEALTH INSURANCE	123,283	134,000	134,000	202,000	202,000	51%
L I D INSURANCE	2,911	3,600	3,600	4,100	4,100	14%
WORKERS COMPENSATION	36,721	56,100	56,100	58,800	58,800	5%
PENSION	87,056	118,800	118,800	117,100	117,100	-1%
OPEB	8,089	10,500	10,500	11,200	11,200	7%
<b>PERSONNEL COSTS</b>	<b>1,178,535</b>	<b>1,499,300</b>	<b>1,499,300</b>	<b>1,626,600</b>	<b>1,626,600</b>	<b>8%</b>
UNIFORMS/UNIFORM ALLOW	7,491	7,700	7,700	7,700	7,700	0%
BOOKS	463	500	500	500	500	0%
SECURITY/SAFETY MATERIALS	3,031	5,000	5,000	8,500	8,500	70%
SMALL TOOLS	1,072	1,500	1,500	2,600	2,600	73%
COMPUTER SOFTWARE	27,043	37,600	37,600	37,900	37,900	1%
COMPUTER HARDWARE	7,270	1,500	1,500	11,300	11,300	653%
ELEC MATERIALS/SUPPLIES	17,286	25,000	25,000	25,000	25,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>63,656</b>	<b>78,800</b>	<b>78,800</b>	<b>93,500</b>	<b>93,500</b>	<b>19%</b>
TELEPHONE/FAX	5,829	12,600	12,600	7,000	7,000	-44%
ELECTRICITY	2,438	2,000	2,000	2,000	2,000	0%
SUBSCRIPTIONS AND DUES	240	400	400	700	700	75%
TRAINING/CONF/FOOD/TRAVEL	9,338	15,000	15,000	11,500	11,500	-23%
CONTRACTUAL SERVICES	141,089	128,600	128,600	118,300	118,300	-8%
ENVIRONMENTAL EXPENSES	37,659	60,000	60,000	45,000	45,000	-25%
GASOLINE	12,851	14,000	14,000	14,000	14,000	0%
OTHER EQUIP REPAIRS/MAINT	5,156	7,500	7,500	10,000	10,000	33%
RADIO REPAIRS/MAINTENANCE	5,281	8,400	8,400	8,400	8,400	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>219,880</b>	<b>248,500</b>	<b>248,500</b>	<b>216,900</b>	<b>216,900</b>	<b>-13%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,462,072</b>	<b>1,826,600</b>	<b>1,826,600</b>	<b>1,937,000</b>	<b>1,937,000</b>	<b>6%</b>
AUTOMOBILES - PURCHASE	-	44,000	44,000	130,000	130,000	195%
OTHER EQUIP - PURCHASE	269,705	160,000	160,000	45,000	45,000	-72%
CONSTRUCTION - PURCHASE	21,841	115,000	115,000	30,000	30,000	-74%
LIGHTING IMPROVEMENTS	803	400,000	400,000	-	-	-100%
TRANSMISSION/SWITCHES	39,435	100,000	100,000	910,000	910,000	810%
GARRISON SUBSTATION	1,679,090	-	-	2,000,000	2,000,000	100%
DISTRIBUTION UPGRADES	208,724	1,257,000	1,257,000	871,000	871,000	-31%
<b>CAPITAL OUTLAY</b>	<b>2,219,598</b>	<b>2,076,000</b>	<b>2,076,000</b>	<b>3,986,000</b>	<b>3,986,000</b>	<b>92%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,681,670</b>	<b>\$ 3,902,600</b>	<b>\$ 3,902,600</b>	<b>\$ 5,923,000</b>	<b>\$ 5,923,000</b>	<b>52%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	11.0	11.0	11.0	11.0	11.0	
BUDGETED PART-TIME POSITIONS		1.0	-	-	1.0	

# Power Plant

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 A PPROVED	% CHANGE
PERSONNEL COSTS	1,138,505	624,000	624,000	669,000	669,000	7%
MATERIALS & SUPPLIES	26,718	49,200	49,200	49,200	49,200	0%
ADMINISTRATIVE EXPENDITURES	1,076,175	1,486,200	1,486,200	1,578,600	1,578,600	6%
OPERATING EXPENDITURES	2,241,398	2,159,400	2,159,400	2,296,800	2,296,800	6%
CAPITAL OUTLAY	401,638	275,000	275,000	470,000	470,000	71%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,643,035</b>	<b>\$ 2,434,400</b>	<b>\$ 2,434,400</b>	<b>\$ 2,766,800</b>	<b>\$ 2,766,800</b>	<b>14%</b>

## Highlights:

- Capital Increase for Maintenance and Inspection projects at VanSant.

POWER PLANT OPERATIONS  
410-42-80-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES & WAGES	\$ 871,189	\$ 462,000	\$ 462,000	\$ 503,400	\$ 503,400	9%
OVERTIME	38,880	18,000	18,000	12,000	12,000	-33%
BURDEN @ 40%	228,436	144,000	144,000	153,600	153,600	7%
<b>PERSONNEL COSTS</b>	<b>1,138,505</b>	<b>624,000</b>	<b>624,000</b>	<b>669,000</b>	<b>669,000</b>	<b>7%</b>
OFFICE SUPPLIES/SUBSCRIPT	871	2,400	2,400	2,400	2,400	0%
MEDICAL SUPPLIES		1,000	1,000	1,000	1,000	0%
SECURITY/SAFETY MATERIALS	771	1,500	1,500	1,500	1,500	0%
SMALL TOOLS	87	1,000	1,000	1,000	1,000	0%
WATER TREATMENT CHEMICALS	11,868	18,000	18,000	18,000	18,000	0%
COMPUTER SOFTWARE	10,822	13,300	13,300	13,300	13,300	0%
CITY BUILDING MAINTENANCE	1,512	6,000	6,000	6,000	6,000	0%
WATER/SEWER	787	6,000	6,000	6,000	6,000	0%
<b>MATERIALS &amp; SUPPLIES</b>	<b>26,718</b>	<b>49,200</b>	<b>49,200</b>	<b>49,200</b>	<b>49,200</b>	<b>0%</b>
OPERATOR INSURANCE	411,979	526,000	526,000	902,000	902,000	71%
TELEPHONE	4,399	4,600	4,600	6,000	6,000	30%
POSTAGE	3,340	3,000	3,000	3,000	3,000	0%
ELECTRICITY	191,739	372,000	372,000	84,000	84,000	-77%
TRAINING/CONF/FOOD/TRAVEL	5,207	8,000	8,000	8,000	8,000	0%
CONTRACTUAL SERVICES	124,571	144,000	144,000	120,000	120,000	-17%
ENVIRONMENT EXPENSES	65,912	72,000	72,000	72,000	72,000	0%
OPERATOR MANAGEMENT FEE	149,964	237,000	237,000	249,000	249,000	5%
HOME OFFICE LABOR	27,456	12,000	12,000	12,000	12,000	0%
RIGHT OF WAY/PERMITS	32,310	35,000	35,000	38,000	38,000	9%
GASOLINE	1,803	2,400	2,400	2,400	2,400	0%
OTHER EQUIPT/MAINTENANCE	11,518	16,000	16,000	16,000	16,000	0%
RADIO REPAIRS/MAINTENANCE	-	2,200	2,200	2,200	2,200	0%
CONTINUOUS EMISSIONS MONI	375	4,000	4,000	4,000	4,000	0%
FIRE PROTECTION SYSTEM	2,819	6,000	6,000	6,000	6,000	0%
COMBUSTION TURBINE MAINT	42,481	36,000	36,000	48,000	48,000	33%
POWER DISTRIBUTION SYSTEM	300	6,000	6,000	6,000	6,000	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>1,076,175</b>	<b>1,486,200</b>	<b>1,486,200</b>	<b>1,578,600</b>	<b>1,578,600</b>	<b>6%</b>
<b>OPERATING EXPENDITURES</b>	<b>2,241,398</b>	<b>2,159,400</b>	<b>2,159,400</b>	<b>2,296,800</b>	<b>2,296,800</b>	<b>6%</b>
CONSTRUCTION-PURCHASE	401,638	275,000	275,000	470,000	470,000	71%
<b>CAPITAL OUTLAY</b>	<b>401,638</b>	<b>275,000</b>	<b>275,000</b>	<b>470,000</b>	<b>470,000</b>	<b>71%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,643,035</b>	<b>\$ 2,434,400</b>	<b>\$ 2,434,400</b>	<b>\$ 2,766,800</b>	<b>\$ 2,766,800</b>	<b>14%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	24.0	24.0	24.0	4.0	4.0	

# Power Supply

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
65 SERIES TOTAL	706,963	760,200	760,200	801,800	801,800	5%
95 SERIES TOTAL	59,160,618	79,712,900	49,257,400	73,742,900	73,742,900	-7%
98 SERIES TOTAL	167,509	26,100	26,100	191,300	191,300	633%
TOTAL EXPENDITURES	\$ 60,035,089	\$ 80,499,200	\$ 50,043,700	\$ 74,736,000	\$ 74,736,000	-7%

## Highlights:

- FY24 usage decrease/generating cost decrease leading to significant customer credit in FY25.
- Gas/Oil purchases causing significant increased compared to FY24.

**POWER SUPPLY  
410-42-81-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
CONTRACTUAL SERVICES	\$ 36,763	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	0%
LEGAL EXPENSES	35,400	50,000	50,000	50,000	50,000	0%
OPERATOR/SUPPLY MGMT FEE	634,800	660,200	660,200	701,800	701,800	6%
<b>65 SERIES TOTAL</b>	<b>706,963</b>	<b>760,200</b>	<b>760,200</b>	<b>801,800</b>	<b>801,800</b>	<b>5%</b>
3RD PARTY HEDGE PURCHASES	28,805,442	31,630,700	24,630,700	24,945,600	24,945,600	-21%
CAPACITY CHARGES	13,100,926	10,742,300	7,742,300	23,451,800	23,451,800	118%
CAPACITY CREDITS	(5,004,672)	(4,206,800)	(2,206,800)	(10,404,300)	(10,404,300)	147%
SOLAR POWER SUPPLY	3,024,976	3,468,200	2,468,200	3,700,800	3,700,800	7%
SOLAR RENEWAL ENERGY CREDIT	377,791	376,100	326,100	381,900	381,900	2%
RENEWABLE ENERGY CREDITS	1,659,000	5,250,400	2,250,400	6,429,200	6,429,200	22%
REGIONAL GREENHOUSE GAS	-	55,500	-	70,500	70,500	27%
PJM CHARGES - TRANS. & FEES	12,522,162	14,912,800	11,912,800	13,645,200	13,645,200	-9%
PJM CHARGES - ENERGY	4,126,001	18,237,300	3,237,300	11,932,000	11,932,000	-35%
PJM CREDITS	826,618	(705,000)	(1,005,000)	(262,800)	(262,800)	-63%
PJM SPOT MARKET ENERGY	(277,625)	(48,600.00)	(98,600)	(147,000)	(147,000)	202%
<b>95 SERIES TOTAL</b>	<b>59,160,618</b>	<b>79,712,900</b>	<b>49,257,400</b>	<b>73,742,900</b>	<b>73,742,900</b>	<b>-7%</b>
GAS FUEL	165,534	7,200	7,200	110,200	110,200	1431%
NO. 2 FUEL OIL	1,975	18,900	18,900	81,100	81,100	329%
<b>98 SERIES TOTAL</b>	<b>167,509</b>	<b>26,100</b>	<b>26,100</b>	<b>191,300</b>	<b>191,300</b>	<b>633%</b>
<b>OPERATING EXPENDITURES</b>	<b>60,035,089</b>	<b>80,499,200</b>	<b>50,043,700</b>	<b>74,736,000</b>	<b>74,736,000</b>	<b>-7%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 60,035,089</b>	<b>\$ 80,499,200</b>	<b>\$ 50,043,700</b>	<b>\$ 74,736,000</b>	<b>\$ 74,736,000</b>	<b>-7%</b>

# Electric T&D

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	3,117,401	3,594,500	3,594,500	3,839,600	3,839,600	7%
MATERIALS & SUPPLIES	529,271	491,600	491,600	528,700	528,700	8%
ADMINISTRATIVE EXPENDITURES	659,681.05	807,000	807,000	835,500	836,800	4%
OPERATING EXPENDITURES	4,306,353	4,893,100	4,893,100	5,203,800	5,205,100	6%
CAPITAL OUTLAY	1,743,193	2,497,400	2,497,400	3,090,000	3,090,000	24%
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,049,545</b>	<b>\$ 7,390,500</b>	<b>\$ 7,390,500</b>	<b>\$ 8,293,800</b>	<b>\$ 8,295,100</b>	<b>12%</b>

## Highlights:

- Increase in Electric Materials expense (Materials & Supplies).
- \$1M increase to New Development projects based on State funded project(s) (majority of costs will be reimbursed).



**ELECTRIC TRANSMISSION & DISTRIBUTION**  
**410-42-82-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 2,039,971	\$ 2,329,800	\$ 2,329,800	\$ 2,476,300	\$ 2,476,300	6%
OVERTIME	152,026	161,300	161,300	172,900	172,900	7%
FICA TAXES	162,719	190,500	190,500	202,600	202,600	6%
HEALTH INSURANCE	272,521	278,200	278,200	374,800	374,800	35%
L I D INSURANCE	7,215	7,800	7,800	8,300	8,300	6%
WORKERS COMPENSATION	119,062	138,000	138,000	146,800	146,800	6%
PENSION	342,480	466,000	466,000	433,600	433,600	-7%
OPEB	21,406	22,900	22,900	24,300	24,300	6%
<b>PERSONNEL COSTS</b>	<b>3,117,401</b>	<b>3,594,500</b>	<b>3,594,500</b>	<b>3,839,600</b>	<b>3,839,600</b>	<b>7%</b>
UNIFORMS/UNIFORM ALLOW	17,944	23,000	23,000	22,400	22,400	-3%
SECURITY/SAFETY MATERIALS	31,812	51,000	51,000	31,000	31,000	-39%
SMALL TOOLS	24,399	25,000	25,000	28,000	28,000	12%
COMPUTER HARDWARE	4,341	3,000	3,000	6,000	6,000	100%
METERS/METER SUPPLIES	46,059	46,500	46,500	46,500	46,500	0%
WATER/SEWER	2,723	1,000	1,000	1,500	1,500	50%
ELEC MATERIALS/SUPPLIES	401,993	342,100	342,100	393,300	393,300	15%
<b>MATERIALS &amp; SUPPLIES</b>	<b>529,271</b>	<b>491,600</b>	<b>491,600</b>	<b>528,700</b>	<b>528,700</b>	<b>8%</b>
TELEPHONE/FAX	7,996	12,100	12,100	10,500	11,800	-2%
ELECTRICITY	2,214	2,000	2,000	2,500	2,500	25%
HEATING OIL/GAS	5,284	6,600	6,600	6,000	6,000	-9%
INSURANCE	-	20,000	20,000	20,000	20,000	0%
TRAINING/CONF/FOOD/TRAVEL	49,346	46,000	46,000	42,000	42,000	-9%
CONTRACTUAL SERVICES	451,044	541,500	541,500	575,000	575,000	6%
ENVIRONMENTAL EXPENSES	7,042	28,000	28,000	28,000	28,000	0%
RIGHT OF WAY	5,955	6,000	6,000	6,000	6,000	0%
GASOLINE	64,614	67,000	67,000	65,000	65,000	-3%
TRUCK REPAIRS/MAINTENANCE	24,739	35,000	35,000	40,000	40,000	14%
OTHER EQUIP REPAIRS/MAINT	31,989	32,500	32,500	30,000	30,000	-8%
RADIO REPAIRS/MAINTENANCE	9,458	10,300	10,300	10,500	10,500	2%
TRANSFER OUT TO OTHER FUNDS	-	-	-	-	-	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>659,681.05</b>	<b>807,000</b>	<b>807,000</b>	<b>835,500</b>	<b>836,800</b>	<b>4%</b>
<b>OPERATING EXPENDITURES</b>	<b>4,306,353</b>	<b>4,893,100</b>	<b>4,893,100</b>	<b>5,203,800</b>	<b>5,205,100</b>	<b>6%</b>
AUTOMOBILES - PURCHASE	36,462	-	-	130,000	130,000	100%
TRUCKS - PURCHASE	516,807	540,000	540,000	460,000	460,000	-15%
OTHER EQUIP - PURCHASE	-	288,200	288,200	65,000	65,000	-77%
CONSTRUCTION - PURCHASE	73,526	269,200	269,200	-	-	-100%
UG TRANSFORMERS	117,989	650,000	650,000	1,000,000	1,000,000	54%
UG CONDUCTORS/DEVICES	964,244	500,000	500,000	900,000	900,000	80%
METERS	34,165	250,000	250,000	535,000	535,000	114%
<b>CAPITAL OUTLAY</b>	<b>1,743,193</b>	<b>2,497,400</b>	<b>2,497,400</b>	<b>3,090,000</b>	<b>3,090,000</b>	<b>24%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,049,545</b>	<b>\$ 7,390,500</b>	<b>\$ 7,390,500</b>	<b>\$ 8,293,800</b>	<b>\$ 8,295,100</b>	<b>12%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	24.0	24.0	24.0	24.0	24.0	

# Electric Administration

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	321,111	335,400	335,400	347,800	347,800	4%
MATERIALS & SUPPLIES	147,342	209,300	209,300	213,400	213,400	2%
ADMINISTRATIVE EXPENDITURES	584,260	475,500	475,500	568,200	568,200	19%
OPERATING EXPENDITURES	1,052,712	1,020,200	1,020,200	1,129,400	1,129,400	11%
CAPITAL OUTLAY	397,073	2,000,000	2,500,000	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,449,785</b>	<b>\$ 3,020,200</b>	<b>\$ 3,520,200</b>	<b>\$ 1,129,400</b>	<b>\$ 1,129,400</b>	<b>-63%</b>

## Highlights:

- Administrative increase due to DEMEC membership.

**ELECTRIC ADMINISTRATION**  
**410-42-84-99-000**

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 225,690	\$ 246,300	\$ 246,300	\$ 256,100	\$ 256,100	4%
OVERTIME	279	-	-	-	-	0%
FICA TAXES	16,993	18,800	18,800	19,600	19,600	4%
HEALTH INSURANCE	18,650	20,400	20,400	25,900	25,900	27%
L I D INSURANCE	1,204	1,400	1,400	1,500	1,500	7%
WORKERS COMPENSATION	1,125	800	800	800	800	0%
PENSION	55,018	45,200	45,200	41,300	41,300	-9%
OPEB	2,153	2,500	2,500	2,600	2,600	4%
<b>PERSONNEL COSTS</b>	<b>321,111</b>	<b>335,400</b>	<b>335,400</b>	<b>347,800</b>	<b>347,800</b>	<b>4%</b>
FURNITURE/FIXTURES		-	-	2,500	2,500	100%
OFFICE SUPPLIES	544	1,000	1,000	1,000	1,000	0%
PRINTING AND DUPLICATING	4,401	6,500	6,500	6,500	6,500	0%
MEDICAL SUP & PHYSICALS	43	300	300	300	300	0%
COMPUTER HARDWARE	907	-	-	2,000	2,000	100%
CITY BLDG MAINT SUPPLIES	140,096	200,000	200,000	200,000	200,000	0%
WATER/SEWER	1,351	1,500	1,500	1,100	1,100	-27%
<b>MATERIALS &amp; SUPPLIES</b>	<b>147,342</b>	<b>209,300</b>	<b>209,300</b>	<b>213,400</b>	<b>213,400</b>	<b>2%</b>
TELEPHONE/FAX	4,131	9,200	9,200	4,500	4,200	-54%
ELECTRICITY	18,390	19,000	19,000	19,000	19,000	0%
SUBSCRIPTIONS AND DUES	83,135	76,000	76,000	135,400	135,400	78%
TRAINING/CONF/FOOD/TRAVEL	1,620	3,000	3,000	4,000	4,000	33%
CONTRACTUAL SERVICES	472,677	362,500	362,500	400,000	400,000	10%
COMMUNITY RELATIONS EXP	4,305	5,500	5,500	5,000	5,000	-9%
GASOLINE	-	300	300	300	300	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>584,260</b>	<b>475,500</b>	<b>475,500</b>	<b>568,200</b>	<b>567,900</b>	<b>19%</b>
<b>OPERATING EXPENDITURES</b>	<b>1,052,712</b>	<b>1,020,200</b>	<b>1,020,200</b>	<b>1,129,400</b>	<b>1,129,100</b>	<b>11%</b>
OTHER EQUIP - PURCHASE	35,454	-	-	-	-	0%
CONSTRUCTION - PURCHASE	361,619	2,000,000	2,500,000	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>397,073</b>	<b>2,000,000</b>	<b>2,500,000</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,449,785</b>	<b>\$ 3,020,200</b>	<b>\$ 3,520,200</b>	<b>\$ 1,129,400</b>	<b>\$ 1,129,100</b>	<b>-63%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	3.0	3.0	3.0	3.0	3.0	

# Electric Meter Reading

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	416,693	421,300	421,300	484,800	484,800	15%
MATERIALS & SUPPLIES	13,779	18,400	18,400	20,200	20,200	10%
ADMINISTRATIVE EXPENDITURES	19,745.05	20,800	20,800	25,000	24,800	19%
OPERATING EXPENDITURES	450,217	460,500	460,500	530,000	529,800	15%
CAPITAL OUTLAY	-	44,300	44,300	-	-	-100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 450,217</b>	<b>\$ 504,800</b>	<b>\$ 504,800</b>	<b>\$ 530,000</b>	<b>\$ 529,800</b>	<b>5%</b>

## Highlights:

- Increase in Personnel Expense based on several factors... Health plan enrollment changes and Metering no longer sharing ‘on-call’ duties with T&D Personnel, leading to increased OT as well.

METER READING  
410-42-85-99-000

DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
SALARIES	\$ 205,374	\$ 265,000	\$ 265,000	\$ 292,600	\$ 292,600	10%
OVERTIME	14,790	8,700	8,700	16,400	16,400	89%
FICA TAXES	16,069	20,900	20,900	23,600	23,600	13%
HEALTH INSURANCE	45,678	41,500	41,500	72,500	72,500	75%
L I D INSURANCE	926	1,100	1,100	1,200	1,200	9%
WORKERS COMPENSATION	11,998	15,100	15,100	16,700	16,700	11%
PENSION	119,791	66,400	66,400	59,100	59,100	-11%
OPEB	2,066	2,600	2,600	2,700	2,700	4%
<b>PERSONNEL COSTS</b>	<b>416,693</b>	<b>421,300</b>	<b>421,300</b>	<b>484,800</b>	<b>484,800</b>	<b>15%</b>
UNIFORMS/UNIFORM ALLOW	6,000	8,500	8,500	9,700	9,700	14%
SECURITY/SAFETY MATERIALS	100	100	100	100	100	0%
SMALL TOOLS	3,093	4,400	4,400	4,400	4,400	0%
COMPUTER HARDWARE	-	1,000	1,000	500	500	-50%
METER READING SUPPLIES	4,586	4,400	4,400	5,500	5,500	25%
<b>MATERIALS &amp; SUPPLIES</b>	<b>13,779</b>	<b>18,400</b>	<b>18,400</b>	<b>20,200</b>	<b>20,200</b>	<b>10%</b>
TELEPHONE/FAX	2,700	3,100	3,100	3,000	2,800	-10%
TRAINING/CONF/FOOD/TRAVEL	79	500	500	500	500	0%
GASOLINE	10,607	10,700	10,700	11,000	11,000	3%
AUTO REPAIRS/MAINTENANCE	-	-	-	4,000	4,000	100%
OTHER EQUIP REPAIRS/MAINT	5,803	5,000	5,000	5,000	5,000	0%
RADIO REPAIRS/MAINTENANCE	555	1,500	1,500	1,500	1,500	0%
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>19,745.05</b>	<b>20,800</b>	<b>20,800</b>	<b>25,000</b>	<b>24,800</b>	<b>19%</b>
<b>OPERATING EXPENDITURES</b>	<b>450,217</b>	<b>460,500</b>	<b>460,500</b>	<b>530,000</b>	<b>529,800</b>	<b>15%</b>
OTHER EQUIP - PURCHASE	-	44,300	44,300	-	-	-100%
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>44,300</b>	<b>44,300</b>	<b>-</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 450,217</b>	<b>\$ 504,800</b>	<b>\$ 504,800</b>	<b>\$ 530,000</b>	<b>\$ 529,800</b>	<b>5%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	4.0	4.0	4.0	4.0	4.0	
BUDGETED PART-TIME POSITIONS	-	-	-	-	-	

# Electric System Operations

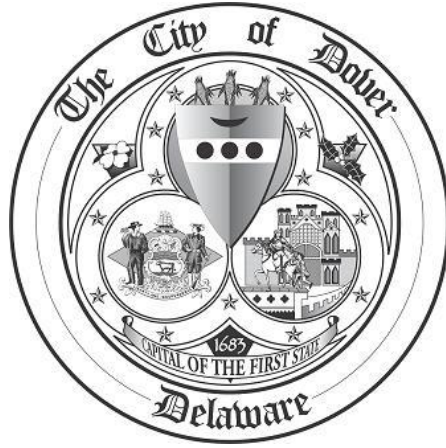
DESCRIPTION	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 REVISED	2024-2025 REQUESTED	2024-2025 APPROVED	% CHANGE
PERSONNEL COSTS	783,222	1,008,300	1,008,300	1,067,500	1,067,500	6%
<b>TOTAL EXPENDITURES</b>	<b>783,222</b>	<b>1,008,300</b>	<b>1,008,300</b>	<b>1,067,500</b>	<b>1,067,500</b>	<b>6%</b>

**Highlights:**

- Status Quo.

SYSTEM OPERATIONS  
410-42-86-99-000

DESCRIPTION	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	%
	ACTUAL	BUDGET	REVISED	REQUESTED	APPROVED	CHANGE
SALARIES	\$ 474,825	\$ 580,800	\$ 580,800	\$ 602,500	\$ 602,500	4%
OVERTIME	88,635	136,000	136,000	151,100	151,100	11%
FICA TAXES	41,607	54,900	54,900	57,700	57,700	5%
HEALTH INSURANCE	80,645	88,200	88,200	112,600	112,600	28%
L I D INSURANCE	1,679	2,000	2,000	2,100	2,100	5%
WORKERS COMPENSATION	22,724	39,800	39,800	41,800	41,800	5%
PENSION	68,008	100,900	100,900	93,700	93,700	-7%
OPEB	5,097	5,700	5,700	6,000	6,000	5%
<b>PERSONNEL COSTS</b>	<b>783,222</b>	<b>1,008,300</b>	<b>1,008,300</b>	<b>1,067,500</b>	<b>1,067,500</b>	<b>6%</b>
<b>TOTAL EXPENDITURES</b>	<b>783,221.75</b>	<b>\$ 1,008,300</b>	<b>\$ 1,008,300</b>	<b>\$ 1,067,500</b>	<b>\$ 1,067,500</b>	<b>6%</b>
<b>PERSONNEL</b>						
BUDGETED FULL-TIME POSITIONS	6.0	6.0	6.0	6.0	6.0	



**THIS PAGE INTENTIONALLY LEFT BLANK**



# OTHER FUNDS

**THE FOLLOWING SUBSECTIONS ARE INCLUDED:**

*MUNICIPAL STREET AID FUND*

*ELECTRIC RED-LIGHT PROGRAM*

*REALITY TRANSFER TAX*

*COMMUNITY TRANSPORTATION IMPROVEMENT FUND*

*SUBSTANCE ABUSE PREVENTION PROGRAM*

*LIBRARY GRANT*

*COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)*

*POLICE GRANTS*

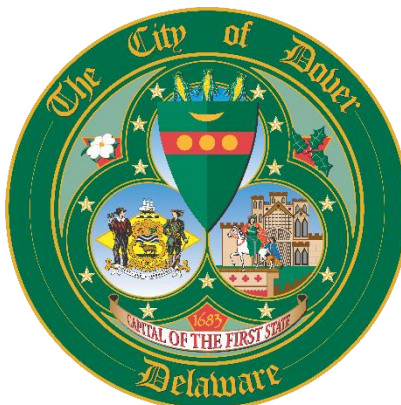
*LODGING TAX*

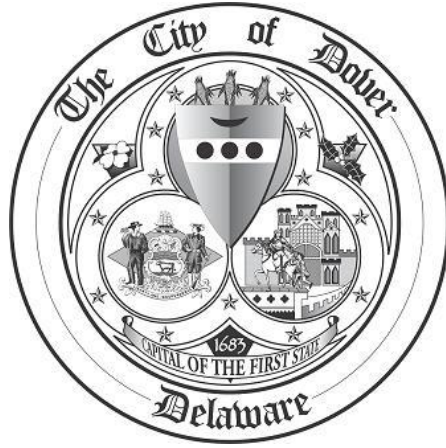
*AMERICAN RESCUE PLAN ACT (ARPA) FUND*

*ECONOMIC & COMMUNITY DEVELOPMENT*

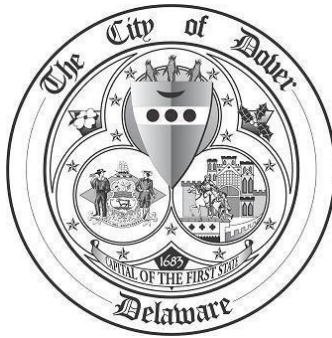
*AMBULANCE SERVICE*

*WORKERS COMPENSATION FUND*





**THIS PAGE INTENTIONALLY LEFT BLANK**



## **SPECIAL REVENUE FUNDS**

Special Revenue Funds include the group of funds classified as grant funds and a Realty Transfer Tax Fund. The proceeds from specific revenue sources are restricted to specified expenditure purposes. The City adopts budgets for selected Special Revenue Funds. Combining and individual statements appear in this section.

### **MUNICIPAL STREET AID**

The State of Delaware shares a portion of Delaware's motor fuel tax revenue with local municipalities through grants. The amount of the grant the City receives depends on its population and miles of streets maintained.

### **ELECTRONIC RED-LIGHT SAFETY PROGRAM (ERLSP)**

The State of Delaware Department of Transportation provides a grant to municipalities that implement the Electronic Red- Light Safety Program. Under this program, the City is granted a portion of the fines collected from drivers who are ticketed for running red lights installed with electronic photo identification equipment within the City limits.

### **REALTY TRANSFER TAX**

Delaware Code states that realty transfer tax realized by the City shall be segregated from the general fund and the funds shall be expended solely for the capital and operating costs of public safety services, economic development programs, public works services, capital projects and improvements, infrastructure projects and improvements and debt reduction.

### **STATE OF DELAWARE DEPARTMENT OF TRANSPORTATION GRANTS**

The State of Delaware Department of Transportation grants provide funds for specific street projects in the City. State law provides funds to the State's elected officials for suburban street aid, which officials can then provide to their respective districts. The City receives these funds for designated street projects and records all transactions for this fund.

### **SUBSTANCE ABUSE PREVENTION GRANT**

The State of Delaware General Assembly Grant-In-Aid Program provides funds to implement an after-school program for at-risk and/or disadvantaged youths in the City of Dover. The City runs this program out of the Parks & Recreation Department.

## **SPECIAL REVENUE FUNDS**

(continued)

### LIBRARY GRANTS

The City of Dover Public Library receives various grants and library tax receipts from the State of Delaware, Kent County, and the Federal Government. Activities associated with these grants are recorded in this fund.

### CDBG HOUSING GRANTS & NEIGHBORHOOD STABILIZATION PROGRAM

The City receives a U.S. Department of Housing and Urban Development Entitlement Grant for the Community Development Block Grant Program. This is to provide decent housing, a suitable living environment and expand economic opportunities primarily for people of low and moderate incomes. Combined with the CDBG Fund is the Neighborhood Stabilization Program (NSP) that provides assistance in the redevelopment of residential properties that have been abandoned and foreclosed upon to stabilize residential communities.

### POLICE GRANTS

The City of Dover Police Department receives various grants from the State of Delaware for public and highway safety and the U.S. Department of Justice for local law enforcement. All grant transactions are recorded in this fund.

### LODGING TAX

In 2019 the Delaware General Assembly authorized Kent County and the City of Dover to charge up to 3% of the cost of a room rental at a hotel, motel or other overnight lodging business as provided in 30 Del C. §6101. On September 30, 2019, the Dover City Council approved Ordinance #2019-16 adopting a phased-in lodging tax for the City of Dover. On July 1, 2020, a tax of 0.5% was implemented. On July 1, 2021, the rate will be 1.0% and a year later the lodging tax will be increased to 1.5% and remain at that level unless changed by the City Council. City Council authorized increasing the tax to 3% effective July 1, 2024.

### AMERICAN RESCUE PLAN ACT

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 into law. The package was intended to combat the COVID-19 pandemic, including the public health and economic impacts. The city used this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission facilities, recreation infrastructure, assistance to non-profits addressing community needs, and in support of economically impacted industries.

### ECONOMIC & COMMUNITY DEVELOPMENT

This fund will provide for designation of certain proceeds from the sale of lots in Dover's Garrison Oak Business and Technology Park, and other funds such as from grants, rents, shared revenues from joint initiatives, or other sources to be used to promote economic and community development activities benefiting the city. It has not yet been fully established.

## **SPECIAL REVENUE FUNDS**

(continued)

### BASIC LIFE SAFETY AMBULANCE SERVICE FUND

This fund provides for the collection of fees and management of the expense of a city-wide ambulance service by contract with a service provider. The fee ensures the availability of service to all residents D F D . The Fund anticipates the potential that such a service may be provided directly by the city in the future.

## **FINANCIAL SCHEDULES PROPRIETARY FUND TYPES INTERNAL SERVICE FUNDS**

### WORKERS' COMPENSATION INSURANCE FUND

The City has created this fund to account for the revenues and expenses related to a self-insured Workers' Compensation Fund. The revenues are received from the City's various funds. These funds contribute to the Workers' Compensation Fund an amount based on salaries at a pre-determined assessment rate. Claims paid, reinsurance cost and third-party administrator's fees are charged to this fund.

Budgetary schedule is included for public review of budgetary compliance.

**200 - MUNICIPAL STREET AID FUND**

CASH RECEIPTS

	<b>2022/2023 ACTUAL</b>	<b>2023/24 ORIGINAL BUDGET</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHG FY25 VS FY24 VS</b>
BEGINNING BALANCE	-	100	100	100	-	0.0%
STATE GRANT	790,827	750,000	750,000	750,000	-	0.0%
INTEREST EARNED	5,967	-	9,900	-	-	0.0%
<b>TOTALS</b>	<b>796,794</b>	<b>750,100</b>	<b>760,000</b>	<b>750,100</b>	<b>-</b>	<b>0.0%</b>

BUDGET SUMMARY

	<b>2022/2023 ACTUAL</b>	<b>2023/24 ORIGINAL BUDGET</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHG FY25 VS FY24 VS</b>
TRANSFER TO GENERAL FUND	796,794	750,000	759,900	750,000	-	0.0%
CURRENT YEAR BALANCE	-	100	100	100	-	0.0%
<b>TOTALS</b>	<b>796,794</b>	<b>750,100</b>	<b>760,000</b>	<b>750,100</b>	<b>-</b>	<b>0.0%</b>

**ELECTRIC RED LIGHT PROGRAM**

CASH RECEIPTS

	<u>2022/2023</u> <u>ACTUAL</u>	<u>2023/24</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2023/24</u> <u>PROJECTED</u>	<u>2024/2025</u> <u>APPROVED</u>	<u>\$ DIFFERENCE</u> <u>FY25 VS</u> <u>FY24 BUDGET</u>	<u>% CHG</u> <u>FY25 VS</u> <u>FY24 VS</u>
BEGINNING BALANCE	100	100	100	100	-	0.0%
POLICE FINES	54,507	150,000	60,000	50,000	(100,000)	-66.7%
<b>TOTALS</b>	<b>54,607</b>	<b>150,100</b>	<b>60,100</b>	<b>50,100</b>	<b>(100,000)</b>	<b>-66.6%</b>

BUDGET SUMMARY

	<u>2022/2023</u> <u>ACTUAL</u>	<u>2023/24</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2023/24</u> <u>PROJECTED</u>	<u>2024/2025</u> <u>APPROVED</u>	<u>\$ DIFFERENCE</u> <u>FY25 VS</u> <u>FY24 BUDGET</u>	<u>% CHG</u> <u>FY25 VS</u> <u>FY24 VS</u>
TRANSFER TO GENERAL FUND	54,507	150,000	60,000	50,000	(100,000)	-66.7%
CURRENT YEAR BALANCE	100	100	100	100	-	0.0%
<b>TOTALS</b>	<b>54,607</b>	<b>150,100</b>	<b>60,100</b>	<b>50,100</b>	<b>(100,000)</b>	<b>0.0%</b>

**202 - REALTY TRANSFER TAX**

CASH RECEIPTS

	<b>2022/2023</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/2025</b>	<b>\$ DIFFERENCE</b>	<b>% CHG</b>
	<b>ACTUAL</b>	<b>ORIGINAL</b>	<b>PROJECTED</b>	<b>APPROVED</b>	<b>FY25 VS</b>	<b>FY25 VS</b>
		<b>BUDGET</b>			<b>FY24 BUDGET</b>	<b>FY24 VS</b>
BEGINNING BALANCE	-	-	-	-	-	0.0%
REALTY TRANSFER TAXES	2,330,570	2,000,000	2,300,000	2,000,000	-	0.0%
INTEREST EARNED	4,307	-	4,200	-	-	0.0%
<b>TOTALS</b>	<b>2,334,876</b>	<b>2,000,000</b>	<b>2,304,200</b>	<b>2,000,000</b>	<b>-</b>	<b>0.0%</b>

BUDGET SUMMARY

	<b>2022/2023</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/2025</b>	<b>\$ DIFFERENCE</b>	<b>% CHG</b>
	<b>ACTUAL</b>	<b>ORIGINAL</b>	<b>PROJECTED</b>	<b>APPROVED</b>	<b>FY25 VS</b>	<b>FY25 VS</b>
		<b>BUDGET</b>			<b>FY24 BUDGET</b>	<b>FY24 VS</b>
TRANSFER TO GENERAL FUND	2,334,876	2,000,000	2,304,200	2,000,000	-	0.0%
CURRENT YEAR BALANCE	-	-	-	-	-	0.0%
<b>TOTALS</b>	<b>2,334,876</b>	<b>2,000,000</b>	<b>2,304,200</b>	<b>2,000,000</b>	<b>-</b>	<b>0.0%</b>



**203 - COMMUNITY TRANSPORTATION IMPROVEMENT FUND**

OPERATING REVENUES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	BUDGET	2023/24 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PRIOR YEAR BALANCE	165,442	200,000	114,500	114,500	(85,500)	-42.8%
GRANTS REVENUE	6,910	400,000	1,017,600	40,000	(360,000)	-90.0%
INTEREST INCOME	652	-	-	-	-	0.0%
<b>TOTALS</b>	<b>173,005</b>	<b>600,000</b>	<b>1,132,100</b>	<b>154,500</b>	<b>(445,500)</b>	<b>-74.3%</b>

OPERATING EXPENSES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	BUDGET	2023/24 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PROGRAM EXP. GRANT RELATED	216,725	400,000	1,017,600	40,000	(360,000)	-90.0%
CURRENT YEAR BALANCE	(43,720)	200,000	114,500	114,500	(85,500)	-42.8%
<b>TOTALS</b>	<b>173,005</b>	<b>600,000</b>	<b>1,132,100</b>	<b>154,500</b>	<b>(445,500)</b>	<b>-74.3%</b>

**204 - SUBSTANCE ABUSE PREVENTION PROGRAM**

OPERATING REVENUES

	<b>2022/2023 ACTUAL</b>	<b>2023/24 ORIGINAL BUDGET</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHANGE</b>
PRIOR YEAR BALANCE	-	9,200	(13,350)	-	(9,200)	-100.0%
GRANTS REVENUE	40,000	40,000	40,000	40,000	-	0.0%
RECREATION REVENUE	54,430	33,000	33,000	33,000	-	0.0%
<b>TOTALS</b>	<b>94,430</b>	<b>82,200</b>	<b>59,650</b>	<b>73,000</b>	<b>(9,200)</b>	<b>-11.2%</b>

OPERATING EXPENSES

	<b>2022/2023 ACTUAL</b>	<b>2023/24 ORIGINAL BUDGET</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHANGE</b>
TEMPORARY HELP/BENEFITS	63,065	52,200	52,200	43,000	(9,200)	-17.6%
PROGRAM EXPENSES/SUPPLIES	44,716	30,000	30,000	30,000	-	0.0%
CURRENT YEAR BALANCE	(13,350)	-	(22,550)	-	-	0.0%
<b>TOTALS</b>	<b>94,430</b>	<b>82,200</b>	<b>59,650</b>	<b>73,000</b>	<b>(9,200)</b>	<b>-11.2%</b>

**205 - LIBRARY GRANT**

OPERATING REVENUES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	ORIGINAL APPROVED	2023/24 PROJECTED		FY25 VS FY24 BUDGET	\$ CHANGE
PRIOR YEAR BALANCE	198,921	31,330	163,467	-	(31,330)	-100.0%
STATE GRANT	349,988	349,988	382,139	381,603	31,615	9.0%
FEDERAL GRANT	2,000	2,000	3,452	3,738	1,738	86.9%
OTHER GRANTS	-	1,532	-	-	(1,532)	-100.0%
<b>TOTALS</b>	<b>550,909</b>	<b>384,850</b>	<b>549,058</b>	<b>385,341</b>	<b>491</b>	<b>0.1%</b>

OPERATING EXPENSES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	ORIGINAL APPROVED	2023/24 PROJECTED		FY25 VS FY24 BUDGET	\$ CHANGE
<b>STATE GRANTS</b>						
FURNITURE/FIXTURES	15,865	18,888	66,470	15,003	(3,885)	-20.6%
OFFICE SUPPLIES	18,918	30,000	41,000	30,000	-	0.0%
PRINTING AND DUPLICATING	2,506	10,000	10,000	10,000	-	0.0%
PROGRAM EXPENSES/SUPPLIES	28,488	37,000	50,000	37,000	-	0.0%
BOOKS	138,151	145,000	160,000	145,000	-	0.0%
COMPUTER SOFTWARE	2,724	6,000	10,000	6,000	-	0.0%
COMPUTER HARDWARE	19,415	5,000	50,000	30,000	25,000	500.0%
FED GRANT PROG EXP	-	-	-	-	-	0.0%
AUDIO VISUAL SUPPLIES	82,844	85,000	90,000	85,000	-	0.0%
POSTAGE	4	100	100	100	-	0.0%
ADVERTISEMENT	35,003	-	10,000	10,000	10,000	0.0%
TRAINING/CONF/FOOD/TRAV	4,761	5,000	6,000	5,000	-	0.0%
CONSULTING FEES	-	-	-	-	-	0.0%
CONTRACTUAL SERVICES	-	-	43,500	-	-	0.0%
OFF EQP/REPAIRS & MAINT	737	2,000	2,000	2,000	-	0.0%
OTHER EQUIP - PURCHASE	-	-	-	-	-	0.0%
OTHER EQUIP - LEASE	4,696	6,000	6,000	6,000	-	0.0%
STATE GRANT PROG EXP	18,720	-	536	500	500	0.0%
<b>SUBTOTAL EXPENSES STATE GRANTS</b>	<b>372,832</b>	<b>349,988</b>	<b>545,606</b>	<b>381,603</b>	<b>31,615</b>	<b>9.0%</b>
<b>FEDERAL GRANTS</b>						
PROGRAM EXPENSES/SUPPLIES	1,925	2,000	3,452	3,738	1,738	86.9%
<b>SUBTOTAL EXPENSES FEDERAL GRANTS</b>	<b>1,925</b>	<b>2,000</b>	<b>3,452</b>	<b>3,738</b>	<b>1,738</b>	<b>86.9%</b>
<b>GRAND TOTAL EXPENSES</b>	<b>374,757</b>	<b>351,988</b>	<b>549,058</b>	<b>385,341</b>	<b>33,353</b>	<b>9.5%</b>
<b>CURRENT YEAR BALANCE</b>	<b>176,152</b>	<b>32,862</b>	<b>-</b>	<b>0</b>	<b>(32,862)</b>	<b>-100.0%</b>
<b>TOTALS</b>	<b>550,909</b>	<b>384,850</b>	<b>549,058</b>	<b>385,341</b>	<b>491</b>	<b>0.1%</b>

**206 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

OPERATING REVENUES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	2023/24 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PRIOR YEAR BALANCE CDBG	305,630	2,000	238,268	4,013	2,013	100.6%
CDBG GRANTS RECEIVED	415,479	346,104	321,669	-	(346,104)	-100.0%
MISC. REVENUE	12,000	-	6,000	-	-	0.0%
<b>TOTALS</b>	<b>733,109</b>	<b>348,104</b>	<b>565,937</b>	<b>4,013</b>	<b>(344,091)</b>	<b>-98.8%</b>

OPERATING EXPENSES

	2022/2023	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	2023/24 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
Prior year Closing cost/down payment program	85,387	-	10,837	-	-	0.0%
Prior year Dover Interfaith Ministry	-	-	27,309	-	-	0.0%
Prior year Ncall Research Inc.	-	-	-	-	-	0.0%
Prior year Connection Supp Program	-	-	-	-	-	0.0%
Prior year MHDC emergency home repair	15,439	-	34,022	-	-	0.0%
Prior year House of Hope	-	-	7,220	-	-	0.0%
Prior year DIMH & Central DE Housing Collaborative	-	-	-	-	-	0.0%
Prior year Habitat for Humanity	-	-	6,000	-	-	0.0%
Prior year Milford housing H/O rehab	40,190	-	50,528	-	-	0.0%
Prior year Central Delaware Housing Collab	5,258	-	-	-	-	0.0%
Prior year admin expense	32,426	-	40,690	-	-	0.0%
Prior year Cares Act COVID-19	-	-	23,651	-	-	0.0%
Current year closing cost/down payment program	126,046	131,883	123,419	-	(131,883)	-100.0%
Current year Connection Comm Supp program	-	-	-	-	-	0.0%
Current year Dover Interfaith Ministry	2,691	30,000	40,000	-	(30,000)	-100.0%
Current year Ncall Research Inc.	-	-	-	-	-	0.0%
Current year MHDC emergency home repair	-	-	-	-	-	0.0%
Current year Habitat for Humanity	-	-	-	-	-	0.0%
Current year MHDC homeowner rehab.	5,979	55,000	40,000	-	(55,000)	-100.0%
Current year House of Hope	12,780	20,000	28,250	-	(20,000)	-100.0%
Current year Milford housing H/O rehab	4,473	-	55,000	-	-	0.0%
Current year DIMH & Central DE Housing Collaborative	-	-	20,000	-	-	0.0%
Current year Cares Act COVID-19	-	-	-	-	-	0.0%
Current year Cares Act Hotel Voucher	68,280	-	-	-	-	0.0%
Current year admin expense	28,531	69,211	55,000	-	(69,211)	-100.0%
CURRENT YEAR BALANCE CDBG	305,630	42,010	4,013	4,013	(37,997)	-90.4%
<b>TOTALS</b>	<b>745,109</b>	<b>348,104</b>	<b>565,937</b>	<b>4,013</b>	<b>(344,091)</b>	<b>-98.8%</b>

**207 - POLICE GRANTS**

OPERATING REVENUES

	2022/2023 ACTUAL	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2023/24 PROJECTED		FY25 VS FY24 BUDGET	\$ CHANGE
<b>PRIOR YEAR BALANCE</b>	50,000	-	962,700	1,063,200	1,063,200	0.0%
GRANTS RECEIVED	2,128,074	752,500	1,338,400	619,400	(133,100)	-17.7%
INTEREST INCOME	7,744	-	-	-	-	0.0%
<b>TOTALS</b>	<b>2,185,818</b>	<b>752,500</b>	<b>2,301,100</b>	<b>1,682,600</b>	<b>930,100</b>	<b>123.6%</b>

OPERATING EXPENSES

	2022/2023 ACTUAL	2023/24		2024/2025 APPROVED	\$ DIFFERENCE	
		ORIGINAL APPROVED	2023/24 PROJECTED		FY25 VS FY24 BUDGET	\$ CHANGE
<b>EXPENDITURES</b>						
<b>PERSONNEL EXPENDITURES</b>						
GRANT FUNDED SALARIES	17,387	-	-	-	-	0.0%
GRANT FUNDED FICA	1,330	-	-	-	-	0.0%
GRANT FUNDED W/COMP	1,073	-	-	-	-	0.0%
<b>MATERIALS AND SUPPLIES</b>						
PROGRAM EXPENSE	297,917	-	-	410,000	410,000	0.0%
POLICE EQUIPT & PROG SUPP	85,501	375,000	860,900	375,000	-	0.0%
<b>ADMINISTRATIVE EXPENDITURES</b>						
TRAINING	19,409	24,500	24,500	20,000	(4,500)	-18.4%
<b>CAPITAL OUTLAY</b>						
<b>TOTAL EXPENDITURES</b>	<b>422,617</b>	<b>399,500</b>	<b>885,400</b>	<b>805,000</b>	<b>405,500</b>	<b>101.5%</b>
<b>OTHER FINANCING USES</b>						
OPERATING TRANSFERS-OUT	800,521	352,500	352,500	379,400	26,900	7.6%
<b>TOTAL FINANCING USES</b>	<b>800,521</b>	<b>352,500</b>	<b>352,500</b>	<b>379,400</b>	<b>26,900</b>	<b>7.6%</b>
<b>CURRENT YEAR BALANCE</b>	962,680	-	1,063,200	498,200	498,200	0.0%
<b>TOTALS</b>	<b>2,185,818</b>	<b>752,000</b>	<b>2,301,100</b>	<b>1,682,600</b>	<b>930,600</b>	<b>123.8%</b>

THE ABOVE BUDGET INCLUDES THE POLICE GRANTS FUND, USDOJ BYRNE GRANTS FUND AS WELL AS THE OTHER FEDERAL POLICE GRANTS FUND.

**209 - POLICE GRANTS**

OPERATING REVENUES

	2023/24		2023/24 PROJECTED	2024/2025 APPROVED	\$ DIFFERENCE	
	2022/2023 ACTUAL	ORIGINAL APPROVED			FY25 VS FY24 BUDGET	\$ CHANGE
<b>PRIOR YEAR BALANCE</b>	-	-	122,224	122,224	122,224	0.0%
GRANTS RECEIVED	513,384	405,000	400,000	390,000	(15,000)	-3.7%
INTEREST INCOME	-	-	-	-	-	0.0%
<b>TOTALS</b>	<b>513,384</b>	<b>405,000</b>	<b>522,224</b>	<b>512,224</b>	<b>107,224</b>	<b>26.5%</b>

OPERATING EXPENSES

	2023/24		2023/24 PROJECTED	2024/2025 APPROVED	\$ DIFFERENCE	
	2022/2023 ACTUAL	ORIGINAL APPROVED			FY25 VS FY24 BUDGET	\$ CHANGE
<b>EXPENDITURES</b>						
<b>MATERIALS AND SUPPLIES</b>						
POLICE EQUIPT & PROG SUPP	311,240	355,000	350,000	342,500	(12,500)	-3.5%
<b>ADMINISTRATIVE EXPENDITURES</b>						
CONTRACTUAL SERVICES	61,099	-	-	-	-	0.0%
<b>TOTAL EXPENDITURES</b>	<b>372,339</b>	<b>355,000</b>	<b>350,000</b>	<b>342,500</b>	<b>(12,500)</b>	<b>-3.5%</b>
<b>OTHER FINANCING USES</b>						
OPERATING TRANSFERS-OUT	18,822	50,000	50,000	47,500	(2,500)	-5.0%
<b>TOTAL FINANCING USES</b>	<b>18,822</b>	<b>50,000</b>	<b>50,000</b>	<b>47,500</b>	<b>(2,500)</b>	<b>-5.0%</b>
<b>CURRENT YEAR BALANCE</b>	122,224	-	122,224	122,224	122,224	0.0%
<b>TOTALS</b>	<b>513,384</b>	<b>405,000</b>	<b>522,224</b>	<b>512,224</b>	<b>107,224</b>	<b>26.5%</b>

**208 - LODGING TAX**

CASH RECEIPTS

	<u>2022/2023</u> <u>ACTUAL</u>	<u>2023/24</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2023/24</u> <u>PROJECTED</u>	<u>2024/2025</u> <u>APPROVED</u>	<u>\$ DIFFERENCE</u> <u>FY25 VS</u> <u>FY24 BUDGET</u>	<u>% CHG</u> <u>FY25 VS</u> <u>FY24 VS</u>
BEGINNING BALANCE	-	-	-	-	-	0.0%
LODGING TAXES	464,905	400,000	450,000	1,000,000	600,000	0.0%
<b>TOTALS</b>	<b>464,905</b>	<b>400,000</b>	<b>450,000</b>	<b>1,000,000</b>	<b>600,000</b>	<b>0.0%</b>

BUDGET SUMMARY

	<u>2022/2023</u> <u>ACTUAL</u>	<u>2023/24</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2023/24</u> <u>PROJECTED</u>	<u>2024/2025</u> <u>APPROVED</u>	<u>\$ DIFFERENCE</u> <u>FY25 VS</u> <u>FY24 BUDGET</u>	<u>% CHG</u> <u>FY25 VS</u> <u>FY24 VS</u>
TRF TO GOV'T CAPITAL PRJCTS (101)	464,905	400,000	450,000	500,000	100,000	0.0%
TRF TO GOV'T OPERATING FUND (100)	-	-	-	500,000	500,000	0.0%
CURRENT YEAR BALANCE	-	-	-	-	-	0.0%
<b>TOTALS</b>	<b>464,905</b>	<b>400,000</b>	<b>450,000</b>	<b>1,000,000</b>	<b>600,000</b>	<b>0.0%</b>

**210 - AMERICAN RESCUE PLAN ACT FUND**

OPERATING REVENUES

	<b>2022/2023 ACTUAL</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHANGE</b>
PRIOR YEAR BALANCE	1,809,600	5,110,900	2,864,200	1,054,600	-41.7%
GRANTS REVENUE	4,309,629	-	-	(4,309,629)	-200.0%
INTEREST INCOME	148,783	120,000	75,000	(73,783)	-149.6%
<b>TOTALS</b>	<b>6,268,012</b>	<b>5,230,900</b>	<b>2,939,200</b>	<b>(3,328,812)</b>	<b>0.0%</b>

OPERATING EXPENSES

	<b>ORIGINAL APPROVED</b>	<b>2023/24 PROJECTED</b>	<b>2024/2025 APPROVED</b>	<b>\$ DIFFERENCE FY25 VS FY24 BUDGET</b>	<b>% CHANGE</b>
PROGRAM EXPENSES/SUPPLIES	14,000	1,587,200	-	(14,000)	0.0%
CONSTRUCTION	2,734,703	3,369,300	-	(2,734,703)	0.0%
CURRENT YEAR BALANCE	3,519,309	274,400	2,939,200	(580,109)	0.0%
<b>TOTALS</b>	<b>6,268,012</b>	<b>5,230,900</b>	<b>2,939,200</b>	<b>1,809,600</b>	<b>0.0%</b>



**211 - ECONOMIC & COMMUNITY DEVELOPMENT**

OPERATING REVENUES

	2023/2024		2024/2025 APPROVED	\$ DIFFERENCE	
	ORIGINAL APPROVED	2023/2024 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PRIOR YEAR BALANCE	-	-	734,400	734,400	0.0%
TRANSFER FROM GEN FUND	1,000,000	1,000,000	-	(1,000,000)	-200.0%
INTEREST INCOME	-	-	-	-	0.0%
<b>TOTALS</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>734,400</b>	<b>(265,600)</b>	<b>0.0%</b>

OPERATING EXPENSES

	2023/2024		2024/2025 APPROVED	\$ DIFFERENCE	
	ORIGINAL APPROVED	2023/2024 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PROGRAM EXPENSE	1,000,000	266,000	-	(1,000,000)	0.0%
CURRENT YEAR BALANCE	-	734,400	734,400	734,400	0.0%
<b>TOTALS</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>734,400</b>	<b>(265,600)</b>	<b>0.0%</b>

**212 -AMBULANCE SERVICE**

OPERATING REVENUES

	2023/2024		2024/2025 APPROVED	\$ DIFFERENCE	
	ORIGINAL APPROVED	2023/2024 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PRIOR YEAR BALANCE	-	-	-	-	0.0%
GRANTS REVENUE	-	-	850,000	850,000	0.0%
INTEREST INCOME	-	-	-	-	0.0%
<b>TOTALS</b>	-	-	<b>850,000</b>	<b>850,000</b>	<b>0.0%</b>

OPERATING EXPENSES

	2023/2024		2024/2025 APPROVED	\$ DIFFERENCE	
	ORIGINAL APPROVED	2023/2024 PROJECTED		FY25 VS FY24 BUDGET	% CHANGE
PROGRAM EXPENSES/SUPPLIES	-	-	600,000	600,000	0.0%
TRANSFER TO RESERVE	-	-	250,000	250,000	0.0%
CURRENT YEAR BALANCE	-	-	850,000	850,000	0.0%
<b>TOTALS</b>	-	-	<b>850,000</b>	<b>850,000</b>	<b>0.0%</b>

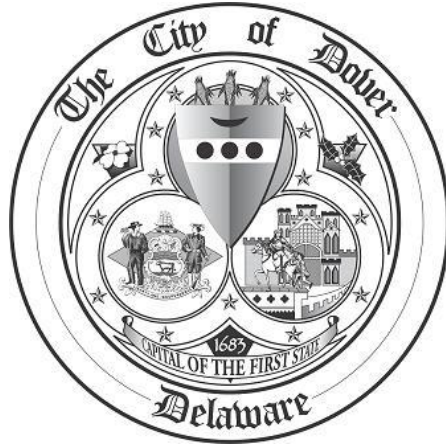
**600 - WORKER'S COMPENSATION FUND**

OPERATING REVENUES

	2022/2023	2023/24	2023/24	2024/2025	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	PROJECTED	APPROVED	FY25 VS FY24 BUDGET	% CHANGE
BEGINNING BALANCE	3,597,400	4,196,500	3,378,500	4,138,000	(58,500)	-1.4%
INTEREST INCOME	97,099	28,500	140,000	120,000	91,500	321.1%
PREMIUM FROM CITY	1,143,021	1,263,500	1,100,000	1,144,000	(119,500)	-9.5%
<b>TOTALS</b>	<b>4,837,521</b>	<b>5,488,500</b>	<b>4,618,500</b>	<b>5,402,000</b>	<b>(86,500)</b>	<b>-1.6%</b>

OPERATING EXPENSES

	2022/2023	2023/24	2023/24	2024/2025	\$ DIFFERENCE	
	ACTUAL	ORIGINAL BUDGET	PROJECTED	APPROVED	FY25 VS FY24 BUDGET	% CHANGE
PROGRAM EXPENSE - CLAIMS	133,026	300,000	200,000	300,000	-	0.0%
INSURANCE	174,267	180,000	225,500	200,000	20,000	11.1%
STATE OF DEL - SELF INSURANCE TAX	22,523	30,000	20,000	30,000	-	0.0%
CONTRACTUAL SERVICES	29,167	35,000	35,000	35,000	-	0.0%
<b>TOTAL EXPENSES</b>	<b>358,983</b>	<b>545,000</b>	<b>480,500</b>	<b>565,000</b>	<b>64,500</b>	<b>3.7%</b>
CURRENT YEAR BALANCE	4,478,538	4,943,500	4,138,000	4,837,000	(106,500)	-2.2%
<b>TOTALS</b>	<b>4,837,521</b>	<b>5,488,500</b>	<b>4,618,500</b>	<b>5,402,000</b>	<b>(86,500)</b>	<b>-1.6%</b>



**THIS PAGE INTENTIONALLY LEFT BLANK**