

ADMINISTRATIVE REPORT FOR THE MONTH OF MAY & JUNE 2012

➤ **Financial Report YTD May 2011**

- General Funds Balance \$767,933 Restricted Funds Balance \$2,424,122
- General Revenue \$124,405; Budget \$480,846; 25.87% of budget
- General Expenses \$24,700; Budget \$480,846; 5.14% of budget
- Restricted Revenue \$39,406; Budget \$146,736; 26.85% of budget
- Restricted Expenses \$8,623; Budget \$20,103; 42.90% of budget
- Grant Expenses \$0; Budget \$20,210; 0% of budget
- Total Assets \$3,378,659
- Total Liabilities \$14,706

➤ **Financial Report YTD June 2011**

- General Funds Balance \$811,712 Restricted Funds Balance \$2,465,771
- General Revenue \$210,587; Budget \$480,846; 43.80% of budget
- General Expenses \$51,536; Budget \$480,846; 13.28% of budget
- Restricted Revenue \$66,667; Budget \$146,736; 45.43% of budget
- Restricted Expenses \$11,652; Budget \$20,103; 57.96% of budget
- Grant Expenses \$0; Budget \$20,210; 0% of budget
- Total Assets \$3,409,514
- Total Liabilities \$14,236

Notes:

- Transfer tax received in May was from Coventry's 1 sale, 4 Windhurst Manor, 15 lots in the Meadows, and 3 MBTS \$39,129.
- Eric issued 17 building permits May & June in the amount of \$33,929.50. (report attached)
- Land Purchase line item is over budget due to the fact at the time of approving the FY12 Budget; we had a proposal to clear the newly acquired property, stone and seed at the price of \$3,500. I was asked by Council afterwards to get more quotes. We accepted another proposal which was slightly higher; however, there was more detailed work performed. Once the project was underway, the contractor found "soft spots" which required quite a few loads of dirt which increased the price of the project.

➤ **Administrative Department**

- FY11 Audit is underway and going smoothly.
- The draft Mediacom Cable Franchise Renewal Agreement will be finalized in July and forwarded to Mr. Phil Fraga of the Cohen Law Group for his review followed by a meeting with Mediacom.
- I've had a possible annexation request meeting with a property owner on RT 17 to annex into Millville approximately 38 acres.
- I met with Mr. Chuck Ellison of Miller & Smith regarding a formal revised Master Planned Community conceptual site plan revision for Millville by the Sea. The new developers have been working diligently on a new concept for the MPC. Once I receive their formal submission, Eric and I will review the changes and determine at that time the developer's next step in the process.
- Millville has a new business on Cedar Drive known as After Glo; a day spa.

Respectfully submitted,
Deborah Botchie
Town Manager