

TOWN MANAGER'S REPORT
JULY 2017

➤ **Financial Report YTD 2017**

- Unrestricted General Funds Balance \$4,788,170.00; Restricted Funds Balance \$4,384,173.00
- General Revenue \$595,789.00; Budget \$852,541.00; 69.88% of budget
- General Expenses \$170,943.00; Budget \$852,541.00; 20.05% of budget
- Restricted Revenue \$301,126.00; Budget \$519,208.00; 58.00% of budget
- Transfer Tax Expenses \$259,477.00; Budget \$3,107,860.00; 8.35% of budget
- Grants/Other Expenses \$8,196.00; Budget \$48,481.00; 16.91% of budget
- Total Cash Assets \$9,290,040.00; Total Cash Liabilities \$128,309.00
- \$750,000.00 was withdrawn from the General Checking Account at WSFS and 3 Certificate of Deposits were opened at WSFS as follows:
 1. \$250,000 24 mths 1.50%
 2. \$250,000 24 mths 1.70%
 3. \$250,000 36 mths 1.80%

➤ **Administration**

- The Annexation Committee (Councilmember Pete Michel (Chairperson), Deputy Mayor Steve Maneri, and Secretary Valeri Faden with me as the Committee Secretary) met on July 20, 2017, to discuss the advantages, disadvantages, and possible recommendation to the Town Council on a Petition for Annexation submitted by Howard Robert Hickman Revocable Trust and Dr. James W. Schiff. The committee unanimously voted to submit a recommendation to Council to approve the report and petition for annexation. The Public Hearing on this matter will be at the Council's regular meeting on September 12, 2017.
- The Park and Recreation Committee has been meeting and working hard on the design and materials to use for the Community Center and Maintenance Building.
- As of Friday, July 28th, the Town's new addition was completed. The staff along with Councilmember Michel and his wife Colleen, worked on setting up the tables and chairs in the training room and bunkbeds. Mr. Michel set up desk and chair for the DSP office and we still need to move a desk and chair from the Code & Building office. Items remaining (as far as I know):
 1. Final payment to Harkins in the amount of \$55,289.00 (according to our records)
 2. Paint and seal garage floors: Scheduled for September 18, 19, & 20. \$8,175.00 (We received a credit in the amount of \$3,245.00 due to the cracks in the second garage bay)
 3. Set up garages with new equipment and tools (Purchased)
 4. Blinds for 6 windows: \$2,190.00 (Ordered)
 5. Install Town Seal on Building: Should be this week. (Purchased)
 6. Miscellaneous items ordered: DSP key pad, trash cans, and paper towel dispensers.

The budget was \$1,500,000.00 with a rollover of \$4,266.00 from FY16 = \$1,504,266.00 FY17 Budget. The Town has a remaining balance of \$202,851.95 excluding the above

Anticipated expenses which do not even total \$100,000.00. Which means, we stayed under budget! GOOD JOB TEAM!

Attached are the following reports and letters:

1. Certificate of Deposit Summary for FY18
2. Crime Mapping for July
3. MVFC Report for June
4. Letter from Paul Sterling, Jr., Deputy Fire Chief MVFC
5. Letter from Lieutenant Governor Bethany A. Hall-Long (regarding Millville Volunteers)
6. New Addition Costs per Fiscal Year

Respectfully submitted,
Deborah Botchie
Town Manager