

ADMINISTRATIVE REPORT FOR THE MONTH OF APRIL 2011

➤ **Financial Report YTD APRIL 2011**

- General Funds Balance \$672,842; Restricted Funds Balance \$2,394,062
- General Revenue \$532,787; Budget \$401,072; 132.84% of budget
- General Expenses \$364,191; Budget \$401,072; 90.80% of budget
- Restricted Revenue \$137,893; Budget \$132,085; 104.40% of budget
- Restricted Expenses \$501,527; Budget \$531,450; 94.37% of budget
- Grant Expenses \$16,659; Budget \$18,805; 88.59% of budget
- **Total Income \$670,680; Budget \$533,157; 125.79% of budget**
- **Total Expense \$882,378; Budget \$951,327; 92.75%**
- Total Assets \$3,076,611
- Total Liabilities \$14,728

Notes:

- Transfer tax received in April was from Coventry's 1 sale and Windhurst's 1 sale; \$6,596.
- Eric issued 10 building permits in the amount of \$19,874.75. (report attached)
- Attached please find the itemized costs of the Town Hall addition. Budget \$514,000; costs \$399,943.52; \$114,056.48 remaining.

➤ **Administrative Department**

- The Planning & Zoning Commission met on April 11, 2011 to review and consider the revised final site plan submitted by Bishop's Landing (formally known as Barrington Park). I was informed by Bob Linett, Chairman of the commission, that the presentation by Beazer Homes and George, Miles & Buhr, LLC was exceptional. The revised plan will be submitted to Council for their vote in the next few months.
- I am in receipt of the draft franchise agreement between Millville and Medicacom. The next step is for the Town to hold a Public Hearing to satisfy the notice and comment requirement in the federal Cable Act. This is part of the preliminary portion of the franchise renewal in which the Town can review the cable operator's past performance and identifies the Town's future cable-related community needs. The hearing will also provide our citizens the opportunity to give their comments on the cable service.
- I've accepted Paul's Paving's proposal in the amount of \$4,865.00 to complete the needed work on our newly acquired property to grade and install a new parking lot.

- I've attached a memo from John A. Giangrant, Project Manager, Century Engineering, regarding Town of Millville, Pedestrian Improvements PH II. Item #2 talks about Town Center Drive being a private road and the road will need to be dedicated to public use before proceeding with any design on this section of PH II. This is the first time that I've heard about this issue. I'll be contacting our legal counsel on this matter.

Respectfully submitted,
Deborah Botchie
Town Manager