

ADMINISTRATIVE REPORT FOR THE MONTH OF FEBRUARY 2013

➤ **Financial Report YTD 2013**

- General Funds Balance \$ 1,361,356; Restricted Funds Balance \$3,115,422
- General Revenue \$763,936; Budget \$455,139; 167.85% of budget
- General Expenses \$337,683; Budget \$455,139; 74.19% of budget
- Restricted Revenue \$363,964; Budget \$141,074; 258.00% of budget
- Restricted Expenses \$4,849; Budget \$255,311; 1.92% of budget
- Grants/Other Expenses \$26,250; Budget \$26,440; 99.28% of budget
- Total Assets \$4,485,189; Total Liabilities \$25,607

Notes:

- Transfer tax received in February (gross) \$15,994
- New Accounts Opened:
 1. "Capital One 360" (formerly ING Direct) \$5,000 – Restricted Savings Acct
 2. "First Shore Federal" \$132,000 – Restricted Certificate of Deposit
 3. "WSFS" \$225,000 – Restricted Certificate of Deposit
- Eric issued 13 building permits in February; \$32,711.25 (report attached)

➤ **Administration**

- February 4, 2013, Linda Kent Chairperson for the MVG and I met with Cpl. Shawn Hatfield regarding the upcoming needs of Camp Barnes. The facility is in need of more repair which the volunteers will be able to take off. Also, the campers are in desperate need of new mattresses. I'll share more information once the volunteers have a plan of action in obtaining the mattresses for the camp.
- On February 5, 2013, Mayor Gerald Hocker, Jr., Councilmember Harry Kent, Code & Building Administrator Eric Evans, Kyle Gulbranson from URS Corp, Chairman of Planning & Zoning Bob Linett, Project Manager from Miller & Smith Chuck Ellison and Rick Mildner from IHP Capital Partners, Town Clerk Matt Amerling and me met to discuss the future of the Millville by the Sea Master Plan Community. The meeting minutes are attached.
- February 6, 2013, Mayor Gerald Hocker, Jr., Councilmember Harry Kent and me, attended the SCAT meeting at Sussex Pines Country Club for Legislator night.
- On February 8, 2013, Phil Fraga, the attorney representing the Southern Delaware Cable Consortium, emailed to state they are very close to completing the final draft of the Mediacom Franchise Cable agreement.

Respectfully submitted,
Deborah Botchie
Town Manager