

**TREASURER'S REPORT**  
**July 2019**

|                                  |                  |
|----------------------------------|------------------|
| <b>General Fund Revenue</b>      | <b>\$384,736</b> |
| <b>General Fund Expenditures</b> | <b>\$56,438</b>  |

|                           |                  |
|---------------------------|------------------|
| <b>Restricted Revenue</b> | <b>\$185,317</b> |
| <b>Restricted Expense</b> | <b>\$24,809</b>  |

| Interest Income from WSFS Accounts |    |       |
|------------------------------------|----|-------|
| Month of                           |    |       |
| July 2019                          |    |       |
| General Interest Income            | \$ | 1,248 |
| Restricted Interest Income         | \$ | 6,126 |

| CD Notes   |
|--|
| Money market account GL 10018 has a balance of \$ 541,586                                  |
| This is due to timing in postings.   |
| We transferred \$ 250,000 from our General Acc't to our Money Market Acc't                 |
| on 7/30/19 to purchase a CD. The actual purchase did not happen until August.              |
| We had a CD mature (GL 10027) and close on 7/28/19. The \$ 250,000 balance was transferred |
| to our Money Market Acc't. We are purchasing another CD.                                   |
| The actual purchase did not happen until August.   |
| We are also purchasing a CD with the interest earned that is in our Money Market Account   |

Town of Millville  
Assets and Liabilities  
As of 07/31/19

Assets

|                                 |                                     |                                     |  |
|---------------------------------|-------------------------------------|-------------------------------------|--|
| GL                              |                                     | <b>Unrestricted - General Fund:</b> |  |
| 10001                           | WSFS General Checking               | 1,007,488                           |  |
| 10003                           | Petty Cash                          | 200                                 |  |
| 10010                           | Artisans' Unrestricted CD           | 258,201                             |  |
| 10015                           | Commonwealth Unrestricted CD        | 244,701                             |  |
| 10016                           | Commonwealth Unrestricted CD        | 250,103                             |  |
| 10017                           | Commonwealth Unrestricted CD        | 112,782                             |  |
| 10018                           | Commonwealth Unrestricted MM        | 541,586                             |  |
| 10019                           | Commonwealth Unrestricted CD        | 251,751                             |  |
| 10020                           | Commonwealth Unrestricted CD        | 250,897                             |  |
| 10021                           | Commonwealth Unrestricted CD        | 250,033                             |  |
| 10022                           | Commonwealth Unrestricted CD        | 250,000                             |  |
| 10023                           | Commonwealth Unrestricted CD        | 251,825                             |  |
| 10024                           | Commonwealth Unrestricted CD        | 252,120                             |  |
| 10025                           | Commonwealth Unrestricted CD        | 251,923                             |  |
| 10026                           | Commonwealth Unrestricted CD        | 14,119                              |  |
| 10027                           | Commonwealth Unrestricted CD        | 0                                   |  |
| 10028                           | Commonwealth Unrestricted CD        | 252,096                             |  |
| 10029                           | Commonwealth Unrestricted CD        | 250,049                             |  |
| 10030                           | First Shore Federal Unrestricted CD | 250,444                             |  |
| 10031                           | Commonwealth Unrestricted CD        | 252,477                             |  |
| 10032                           | Commonwealth Unrestricted CD        | 252,547                             |  |
| 10033                           | Commonwealth Unrestricted CD        | 250,000                             |  |
| 10034                           | Commonwealth Unrestricted CD        | 71,107                              |  |
| 10035                           | Commonwealth Unrestricted CD        | 250,103                             |  |
| 10036                           | Commonwealth Unrestricted CD        | 210,067                             |  |
| 10037                           | Commonwealth Unrestricted CD        | 250,527                             |  |
| 10038                           | Commonwealth Unrestricted CD        | <u>51,070</u>                       |  |
| <b>Total Unrestricted Funds</b> |                                     | <b>6,528,216</b>                    |  |

**Restricted Funds:**

|                                 |                              |                  |  |
|---------------------------------|------------------------------|------------------|--|
| <i>Checking Accounts:</i>       |                              |                  |  |
| 15001                           | Fulton Transfer Tax          | 8,536            |  |
| 15006                           | WSFS Police Dept             | 596,474          |  |
| 15007                           | WSFS Realty Transfer Tax     | 3,941,697        |  |
| 15017                           | WSFS Economic Development    | 229,694          |  |
| 15024                           | WSFS Escrowed Funds          | 69,989           |  |
| 15025                           | WSFS Millville Fire Co Grant | 110,468          |  |
| <i>Savings Account:</i>         |                              |                  |  |
| 15021                           | Capital One 360              | 200,875          |  |
| <i>Certificates of Deposit:</i> |                              |                  |  |
| 15018                           | Bank of Delmarva             | 259,592          |  |
| <i>Grant Funds:</i>             |                              |                  |  |
| 15025                           | WSFS Municipal Street Aid    | <u>4,612</u>     |  |
| <b>Total Restricted Funds</b>   |                              | <b>5,421,937</b> |  |

**Other Assets**

|                           |                           |               |  |
|---------------------------|---------------------------|---------------|--|
| 11102                     | Property Taxes Receivable | 37,138        |  |
| 15100                     | Accounts Receivable       | 2,600         |  |
| 16500                     | Prepaid Insurance         | 5,275         |  |
| 16501                     | Prepaid Expenses          | <u>4,094</u>  |  |
| <b>Total Other Assets</b> |                           | <b>49,107</b> |  |

**Total Assets** **11,999,260**

**Liabilities**

|                          |                         |               |  |
|--------------------------|-------------------------|---------------|--|
| 20000                    | Accounts Payable        | 1,208         |  |
| 20200                    | Escrow Payable          | 69,989        |  |
| 20300                    | Grants Payable - MVFC   | 0             |  |
| 21000                    | Payroll Liabilities     | 924           |  |
| 21100                    | Simple IRA Liability    | 0             |  |
| 21120                    | Accrued Wages           | 0             |  |
| 21130                    | Accrued Health & Dental | 0             |  |
| 26000                    | Deferred Revenue        | 0             |  |
| 26100                    | Deferred Property Tax   | <u>400</u>    |  |
| <b>Total Liabilities</b> |                         | <b>72,521</b> |  |

Statement of Income & Expenses with Variance to Budget  
July 2019

|  | Month          | Year to Date       | FY '20<br>Approved<br>Budget | % of Budget                       |
|--|----------------|--------------------|------------------------------|-----------------------------------|
|  | July 2019      | May '19 - July '19 |                              | YTD                               |
| <b>Income</b>                                    |                |                    |                              |                                   |
|  |                |                    |                              | 3 mo into year,<br>9 mo remaining |
| <b>GL General Fund Revenue</b>                   |                |                    |                              |                                   |
| 40025 Building Permit Review/Inspections         | 6,966          | 47,627             | 63,000                       | 75.60%                            |
| 40075 Building Permits                           | 35,398         | 242,887            | 315,000                      | 77.11%                            |
| 40100 Review re-site/TOPO                        | 1,600          | 12,000             | 18,000                       | 66.67%                            |
| 40150 Subdivision Fees                           | 0              | 0                  | 47,160                       | 0.00%                             |
| 40200 Building Rent                              | 0              | 160                | 0                            | 0.00%                             |
| 40250 Plan Review - Concept / Site               | 500            | 1,500              | 3,000                        | 50.00%                            |
| 40275 Zoning Review                              | 0              | 0                  | 0                            | 0.00%                             |
| 40300 Licenses-Business, Rental, Realtor         | 3,950          | 51,775             | 40,000                       | 129.44%                           |
| 40350 Miscellaneous Income                       | 60             | 60                 | 0                            | 0.00%                             |
| 40400 Sale of Sub./Ord./Rezoning Books           | 10             | 10                 | 0                            | 0.00%                             |
| 40500 Mediacom Franchise                         | 0              | 9,895              | 38,990                       | 25.38%                            |
| 40600 Police Fines--Vendor                       | 158            | 268                | 0                            | 0.00%                             |
| 40650 Town Issued Fines                          | 2,495          | 4,069              | 3,000                        | 135.63%                           |
| 40660 Property maintenance violations            | 0              | 0                  | 0                            | 0.00%                             |
| 40750 Refunds, Reimbursements, Other Gen Revenue | 0              | 0                  | 0                            | 0.00%                             |
| 40800 Sign Permits. Review                       | 400            | 456                | 500                          | 91.20%                            |
| 40850 Variances / Special Exceptions             | 0              | 0                  | 0                            | 0.00%                             |
| 40875 Interest Income - Unrestricted             | 9,983          | 29,090             | 60,000                       | 48.48%                            |
| 41320 Property Taxes                             | 320,078        | 466,403            | 505,830                      | 92.21%                            |
| 41330 Property Tax Penalty                       | 0              | 0                  | 0                            | 0.00%                             |
| 41400 Gross Rental Receipts Taxes                | 3,138          | 53,183             | 85,000                       | 62.57%                            |
| <b>Total General Revenue</b>                     | <b>384,736</b> | <b>919,383</b>     | <b>1,179,480</b>             | <b>77.95%</b>                     |
| <b>Restricted Revenue</b>                        |                |                    |                              |                                   |
| 49100 Grant - MSA                                | 4,607          | 4,607              | 4,606                        | 100.02%                           |
| 49115 Economic Development Income                | 0              | 0                  | 7,000                        | 0.00%                             |
| 49125 Interest Income - Restricted               | 6,999          | 19,895             | 19,800                       | 100.48%                           |
| 49200 Transfer Tax - Gross                       | 132,578        | 271,771            | 517,770                      | 52.49%                            |
| 49250 Duke Rd Park-Grant/Donation                | 0              | 0                  | 0                            | 0.00%                             |
| 49450 Sussex Cnty Rev Sharing Law Enforcement    | 0              | 0                  | 12,500                       | 0.00%                             |
| 49800 SCAT Dinner Hosted by Town                 | 0              | 70                 | 0                            | 0.00%                             |
| 49850 MVFC Impact Fees                           | 4,000          | 30,000             | 0                            | 0.00%                             |
| 49851 MVFC Ambulance Fees                        | 37,133         | 51,168             | 53,200                       | 96.18%                            |
| <b>Total Restricted Revenue</b>                  | <b>185,317</b> | <b>377,511</b>     | <b>614,876</b>               | <b>61.40%</b>                     |
| <b>Total Income</b>                              | <b>570,053</b> | <b>1,296,894</b>   | <b>1,794,356</b>             | <b>72.28%</b>                     |
| <b>Expense</b>                                   |                |                    |                              |                                   |
| <b>General Fund Expense</b>                      |                |                    |                              |                                   |
| 50100 Accounting/Financial Services              | 4,000          | 6,000              | 13,750                       | 43.64%                            |
| 50200 Advertising                                | 109            | 139                | 700                          | 19.86%                            |
| 50210 Automated Messages                         | 0              | 81                 | 500                          | 16.20%                            |
| 50300 Awards, Gifts, Flowers                     | 213            | 985                | 1,875                        | 52.53%                            |
| 50400 Build. & Gr.--Maint./Landscaping           | 1,070          | 11,056             | 26,275                       | 42.08%                            |
| 50410 Building/Grounds - Equip/Tools/Uniforms    | 206            | 637                | 1,380                        | 46.16%                            |
| 50500 Cable/Internet/Security System             | 252            | 1,325              | 3,029                        | 43.74%                            |
| 50600 Computer Maintenance/Copier/Software       | 880            | 3,070              | 17,340                       | 17.70%                            |
| 50800 Dues/Member./Subscr/Mtgs.                  | 380            | 1,310              | 4,265                        | 30.72%                            |
| 50850 Educational Training                       | 1,224          | 1,609              | 6,580                        | 24.45%                            |
| 50900 Elections                                  | 0              | 0                  | 225                          | 0.00%                             |
| 50950 Fire Company-Millville                     | 0              | 30,046             | 31,350                       | 95.84%                            |
| 50960 Truck Maintenance/Ins/Gas                  | 226            | 591                | 3,415                        | 17.31%                            |
| 51100 Insurance--Bonding                         | 21             | 64                 | 275                          | 23.27%                            |
| 51110 Insurance--Flood                           | 123            | 370                | 1,540                        | 24.03%                            |
| 51120 Insurance--Gen. Lia./Property              | 859            | 2,577              | 10,720                       | 24.04%                            |
| 51125 Insurance--Health                          | 2,503          | 7,459              | 29,560                       | 25.23%                            |
| 51130 Insurance-Prof. Liability                  | 221            | 664                | 2,700                        | 24.59%                            |
| 51140 Insurance--Worker's. Comp.                 | 218            | 654                | 2,830                        | 23.11%                            |

Statement of Income & Expenses with Variance to Budget  
July 2019

|   | Month         | Year to Date       | FY '20<br>Approved<br>Budget | % of Budget   |
|---|---------------|--------------------|------------------------------|---------------|
|   | July 2019     | May '19 - July '19 | Budget                       | YTD           |
| <b>General Fund Expense (cont)</b>              |               |                    |                              |               |
| 51200 Legal                                     | 737           | 2,819              | 25,000                       | 11.28%        |
| 51300 Mileage/Other Reimbursements              | 0             | 0                  | 1,500                        | 0.00%         |
| 51400 Other Misc Expense                        | 0             | 0                  | 50                           | 0.00%         |
| 51500 Office Equipment/Furniture                | 0             | 830                | 1,360                        | 61.03%        |
| 51510 Office Supplies                           | 366           | 975                | 2,635                        | 37.00%        |
| 51600 Payroll                                   | 27,823        | 80,687             | 364,690                      | 22.12%        |
| 51605 Payroll Processing Fees                   | 27            | 94                 | 360                          | 26.11%        |
| 51610 Payroll Taxes                             | 2,085         | 6,152              | 29,630                       | 20.76%        |
| 51615 Property Maintenance Violation            | 0             | 0                  | 0                            | 0.00%         |
| 51620 Town Match 401k (3% max)                  | 1,558         | 4,514              | 21,701                       | 20.80%        |
| 51800 Postage/Postage Meter                     | 125           | 1,630              | 3,500                        | 46.57%        |
| 51900 Printing                                  | 0             | 1,257              | 3,155                        | 39.84%        |
| 53100 Professional Services (Engineering)       | 5,328         | 7,117              | 50,000                       | 14.23%        |
| 53110 Professional Planning Services            | 2,194         | 3,710              | 18,000                       | 20.61%        |
| 53175 Review re-site/TOPO                       | 1,496         | 2,420              | 18,000                       | 13.44%        |
| 53300 Service Charges (Transfer Tax Processing) | 649           | 3,371              | 5,560                        | 60.63%        |
| 53500 Trash Collection                          | 88            | 170                | 345                          | 49.28%        |
| 53600 Utilities--Electric                       | 456           | 1,604              | 10,000                       | 16.04%        |
| 53605 Utilities--Propane                        | 0             | 0                  | 2,670                        | 0.00%         |
| 53610 Utilities--Street Lights                  | 624           | 1,514              | 3,980                        | 38.04%        |
| 53620 Utilities--Telephone                      | 377           | 1,266              | 4,140                        | 30.58%        |
| 53630 Utilities--Water Conditioning             | 0             | 208                | 1,045                        | 19.90%        |
| 53640 Utilities --Sewer Usage                   | 0             | 455                | 1,895                        | 24.01%        |
| 53700 Contingency                               | 0             | 0                  | 451,955                      | 0.00%         |
| <b>Total General Expense</b>                    | <b>56,438</b> | <b>189,430</b>     | <b>1,179,480</b>             | <b>16.06%</b> |
| <b>Restricted Expense</b>                       |               |                    |                              |               |
| <b>Paid From Transfer Tax</b>                   |               |                    |                              |               |
| 55001 Capital Building Improvements             | 0             | 4,500              | 5,700                        | 78.95%        |
| 55002 Capital Furniture/Equipment               | 0             | 0                  | 0                            | 0.00%         |
| 55003 Capital Hardware /Software Purchases      | 0             | 1,050              | 2,500                        | 42.00%        |
| 55008 Public Safety Expense (S.P. Field Office) | 0             | 0                  | 200                          | 0.00%         |
| 55009 MV Vol Training & Background Checks       | 0             | 0                  | 0                            | 0.00%         |
| 55010 Capital Land Improvement                  | 0             | 0                  | 0                            | 0.00%         |
| 55011 Codification of General Code              | 641           | 641                | 6,500                        | 9.86%         |
| 55012 Volunteer Group Misc                      | 0             | 0                  | 100                          | 0.00%         |
| 55013 Police Coverage - Police Fund             | 21,340        | 33,806             | 113,926                      | 29.67%        |
| 55014 Dukes Road Park Improvements              | 2,182         | 6,893              | 2,434,927                    | 0.28%         |
| 55015 Dukes Road Park Expenses                  | 646           | 2,413              | 22,975                       | 10.50%        |
| 55016 Road Sign Maintenance                     | 0             | 0                  | 506                          | 0.00%         |
| <b>Total Transfer Tax Expense</b>               | <b>24,809</b> | <b>49,303</b>      | <b>2,587,334</b>             | <b>1.91%</b>  |
| <b>Paid From Grants/Other</b>                   |               |                    |                              |               |
| 54100 MVFC Ambulance fees                       | 0             | 0                  | 53,200                       | 0.00%         |
| 59100 MSA Grant Expense                         | 0             | 0                  | 4,606                        | 0.00%         |
| 59115 Economic Development Expense              | 0             | 171                | 49,618                       | 0.34%         |
| 59450 Sussex Cnty Rev Sharing Law Enforcement   | 0             | 0                  | 12,500                       | 0.00%         |
| 59800 SCAT Dinner Hosted by Town                | 0             | 0                  | 0                            | 0.00%         |
| 59850 MVFC Grant Reimbursement                  | 0             | 0                  | 0                            | 0.00%         |
| <b>Total Grant Expense</b>                      | <b>0</b>      | <b>171</b>         | <b>119,924</b>               | <b>0.14%</b>  |
| <b>Total Restricted Expense</b>                 | <b>24,809</b> | <b>49,474</b>      | <b>2,707,258</b>             | <b>1.83%</b>  |
| <b>Total Expense</b>                            | <b>81,247</b> | <b>238,904</b>     | <b>3,886,738</b>             | <b>6.15%</b>  |