

Town of Milton
 115 Federal St
 Milton, DE 19968



www.milton.delaware.gov
 Phone: 302-684-4110
 Fax: 302-684-8999

**TOWN MANAGER'S
 MONTHLY FINANCIAL REPORT**

For the period ending 3/31/13:

The following report is an un-audited account of finances.

Summary

The comparison of the current fiscal year performance (modified accrual basis) to the prior year's performance (cash basis):

Type	General Fund +	General Fund -	Same Period Prior Year	Difference from Prior Year
All General Fund Revenue ytd	\$1,279,275.19		\$1,042,602.27	\$236,672.92 (more revenue than prior year)
All General Fund Expenditures ytd		\$823,304.47	\$780,587.48	\$42,716.99 (more expense than prior year)
Net change				n/a

Revenue Highlights

The net change continues to be noted as "not applicable" because of the change in accounting methods from a cash to a modified accrual basis – from the prior year to the current year, respectively. The gap has narrowed, considerably. This is because the revenue associated with property taxes is the greatest contributor to the difference. Property taxes should be 96% collected by the end of April. The 4% figure represents the typical rate of delinquency.

Lien Certificate revenue was approximately \$6,000 greater at this time in the prior year. A single, multiple-property sale in 2012 caused this. It is not anticipated that the event will be repeated, though.

Year to date Transfer Tax revenue in 2013 is 15%, or \$12,423, greater than it was at the same time last year. This is a good sign with regard to the housing sector of the economy. Sewer Impact Fees from Tidewater Utilities are less than the prior year. This would be an indicator that home sales in 2013 are split between new and existing stock. In 2012, home sales were predominantly in new construction.

Expenditure Highlights

March 31 represents the 50% mark during the Oct. 1 through Sept. 30 fiscal year. Some expenditures are front-loaded. This would include certain items classified as a capital expense. It would also include front-loaded expenses, like insurance and audit expenses. The one category that is truly periodic is payroll and payroll-related expenses. In this regard, the Town of Milton is "on budget".

The table on the other page is inclusive of salaries, taxes, health insurance and pensions. The cost for Admin Temporary Labor has been grouped with salaries. Public Works department are consolidated.

Expenditure Highlights, continued

Department	Budget	Year to Date	% of Budget
Administration	\$122,688	\$63,351	52%
Public Works	\$252,916	\$126,287	50%
Planning & Code	\$110,069	\$54,490	50%
Police	\$728,539	\$354,431	49%

The number of Council meetings is exceeding that which was projected. This results in a modest increase in Administration salary expenses. The number of committee meetings is more than was projected. This also increases Administration salary expenses because transcription of the minutes for all meetings is charged to the Administration department. The Police Department, on the other hand, has done an excellent job of controlling overtime expenses.

Another item of note in the Administration Department is that Legal Fees are on a trend to exceed the budget by approximately \$10,000. The budget in 2013 for this line item is the same as it was for 2012. The year-to-date expense, at 70%, is also (nearly) the same – the 2012 period ytd was 69%.

The lack of snow removal expense was a favorable occurrence for the Streets Department. Auto Repairs in the Police Department have already exceeded the \$12,500 budgeted annual expense. The Police Department gasoline expenses are well-controlled – at 46% of the \$30,000 budget, though.

Proprietary Fund

Water and trash services are categorized in the Proprietary Fund. Fees collected are used exclusively for these operations. Salaries for shared personnel are allocated. A review of multiple monthly reports will find that Public Works salaries allocated to Water are higher in the cold weather months. Public Works salaries allocated to parks (grass cutting, etc.) and streets are higher in the warm weather months.

The table also reveals a correction to the annual period in which a quarter of Water Revenue was allocated. This correction was made in consultation with our auditor and brings the year to date revenue “in line” with the 50% of year time frame that the March 31 report represents.

Type	Proprietary Fund +	Proprietary Fund -	Same Period Prior Year	Difference from Prior Year
All Revenue ytd	\$403,766.01		\$422,391.21	\$18,625.20 (less revenue than prior year)
All Expenditures ytd		\$407,726.22	\$385,992.43	\$21,733.79 (more expense than prior year)
Net change				-\$40,359.49

Year to date expenditures in the Proprietary Fund are 54% of budget. The charges for services related to the Water System Improvements referendum are mostly completed. The costs related to the initiative have exceeded the budget by \$8,517.

Fire hydrant installation costs have exceeded the projection because contracted labor was required to complete an unanticipated project. A budgeted capital expense for a new truck has *not* been used. This \$25,000 “credit” has kept the department very close to the 50% mark for year to date expenses.