

Town of Milton

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July 19, 2017

Dear Mayor Kanakos and Town Council members:

To follow are several documents that together create the 2018 Annual Budget. Fiscal year (FY) 2018 begins October 1, 2017.

The first document is a spreadsheet titled "Town of Milton, Fiscal Year 2018 Budget, Town Managers Proposed Revenues and Expenditures", which details anticipated revenues and budgeted expenditures. The additional documents are the FY18 Fee Schedule, Pay Scale, department supervisors' detail, debt summary of the Drinking Water State Revolving Fund (SRF) loan, Capital Improvements Program, and Statement of Revenues and Expenditures as of June 30, 2017.

I am pleased to present an annual budget with no tax or fee increases, other than the recommended water impact, water availability, and water usage fees.

An overview of the Fiscal Year 2018 budget is as follows:

- General Fund Revenues total \$1,879,150 while expenditures total \$1,868,806. The result is a surplus of \$10,344.
- Proprietary Fund Revenues total \$1,025,115, while expenditures total \$976,008. A surplus of \$49,107 remains.

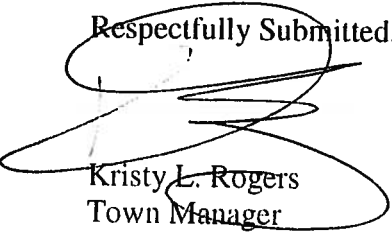
Notable items:

- In accordance with Town Charter Section 18(i)(4), the Town Manager is responsible for drafting a capital improvement program; a five year capital project list is included.
- In accordance with Town Code §26-5A, a pay schedule is included. (Adoption of pay schedule in comparison to a 3% pool of funds creates a difference of \$19,000 in base annual wages)
- Due to Town growth, the Public Works Department needs an additional employee to keep up with the responsibilities of the department.
- Trash, Recycle, and Yard Waste quarterly fee cannot be determined at this time. Request for Quotations are due August 7th, at which time Town Council will review and discuss the bid results.
- A Robo-Call service is included in the proprietary budget to implement a public announcement procedure, for when the Town is experiencing an emergency.
- Town insurance is an estimate at this time. The renewal period will begin in August; definitive rates will not be determined until September.
- Electric utility expenditures are increased due to the dedication of Cannery Village and Heritage Creek. The Town received Municipal Street Aid funds from the State to offset street lights, however, the funds do not cover the Town's full expense.
- New capital purchases within the general fund are as follows: Town Hall server, public works leaf loader, patrol vehicle, code enforcement vehicle, and additional playground equipment.

- New capital purchases within the proprietary fund are as follows: generator at well #5 and a light tower.

I look forward to discussing the draft annual budget. As you review the documents, please feel free to let me know of any questions.

Respectfully Submitted,



Kristy L. Rogers
Town Manager