

**TOWN MANAGER'S REPORT**  
**MARCH 2013**

➤ **FY-14 Operating and Capital Budgets**

At the conclusion of the Budget Workshop held on February 26, 2013 the funding balance at the end of FY-18 as shown in the budget model was \$271,770. After for one transfer of \$100,000 from the ERFT to the General Fund, a proposed increase in property taxes in FY-15 and FY-16, and assumptions made for Transfer Taxes the funding balance at the end of FY-18 is now projected to be \$337,740. See attached schedule for details.

➤ **Mediacom Franchise Agreement**

There has been no update during the past month from Phil Fraga, attorney representing the Southern Delaware Cable Consortium, on the final agreement.

➤ **Concerts in the Park**

The first "*Concert in the Park*" has been scheduled for Friday, June 14, 2013 which is Flag Day. The "Over Time" Band has been booked for this concert and will provide a tribute to Veterans during their performance.

➤ **Homecoming 2013**

The Homecoming Committee will meet on March 13th at 9:00am to continue planning the event scheduled to be held on Saturday, May 11, 2013.

➤ **Smithsonian Exhibit – "The Way We Worked"**

A reminder that Ocean View will be hosting the exhibit, "*The Way We Worked*" at the Town Hall from May 18th through June 23rd, Friday through Monday, 10:00a.m. – 3:00p.m. The Historical Societies for the Towns of Fenwick, South Bethany, Bethany Beach, Ocean View, and Millville will prepare a schedule for which Town will be present when the exhibit is open to the public. The group has already received a \$3,000 grant from the Delaware Humanities Forum for expenses associated with the exhibit and two evening programs. A Grand Opening reception is being planned for Sunday, May 19<sup>th</sup> and is by invitation only. Debbie Botchie, of the Town of Millville, obtained a community improvement grant of \$3,500 from George Cole and Vance Phillips to fund the reception. The next planning meeting is scheduled to be held at the Bethany Beach Town Hall on March, 14, 2013.

➤ **Meeting with Town Solicitor**

On March 5, 2013 management staff met with Town Solicitor Dennis Schrader to discuss the sunset provisions for certain non-starter sub-divisions, drainage issues, and resuming collection activities on delinquent water and property tax accounts in accordance with the Collection Policy and the Ocean View Code. At the April Town Council meeting, council members will be provided with a list of delinquent accounts that have been turned over to the Town Solicitor for legal proceedings, liens, etc.

➤ **Edmunds & Associates**

On March 1, 2013, Finance Director, Lee Brubaker, Staff Accountant, Carol Lebedz and I spent the morning with the accounting staff at the Town of Georgetown to view the financial module. They have been working with the module for several years. Carol Lebedz is now working with the Edmund's staff to set-up a new chart of accounts and

training schedule. Ocean View already owns the financial module. Therefore, we plan to transition over beginning on May 1, 2013.

In addition, the Town's Administrative Official, Charles McMullen, has ordered the Code Enforcement module from Edmunds which will be brought on-line after the financial module. By mid-year it is our goal to have all five modules fully integrated. The upgrade will also include a new feature that will allow staff to connect remotely to the modules.

### **Miscellaneous**

- On February 19, 2013, I attended a presentation at Bethany Beach Town Hall to learn about the American Shore and Beach Preservation Association. Tony Pratt, with DNREC and Vice President of ASBPA discussed the responsibilities at DNREC and ties to ASBPA, the economic importance of beach preservation to our overall region, both on the shore and inland, and his desire to form a regional chapter of ASBPA from Delaware to Georgia.
- On February 20, 2013, staff met with Krista Jenkins, Associate District Manager with ADP, to discuss new enhancements offered by ADP at no additional cost. Employees now have the ability to view and print their pay statements and W-2's on demand by logging into ADP.
- On February 20, 2013, I met with Carl Luft, of Pennoni Consulting Engineers, to hear about services his company can provide to the Town. Pennoni has opened an office in Milford to better serve the coastal Towns.
- On February 21, 2013, staff met with George Taylor, MetLife agent, to discuss the old 457B plan and options for employees who still have funds in that plan to move their funds into the Nationwide 457B program. A second meeting will held on March 14<sup>th</sup>.
- Applications for the Town's 2013-2014 insurance renewal scheduled for May 7, 2013 have been completed and returned to Lyon's Insurance Company.
- A mini COBRA plan has been set-up with Lyon's Insurance Company.

Respectfully submitted,  
*Dianne L. Vogel*  
Town Manager

**Town of Ocean View - FY14 Budget**  
**Impact of activity posted subsequent to February 26, 2013 Workshop**

LB:030113

	Balance Improves (Worsens)	Fund Balance (Deficit) at end of FY18
<b>Starting Point - from the FY14 Model - Draft #3 - discussed at 02/26/13 Workshop</b>		\$271,770

- 1 Update Capital Budget projected cost for FY18 Street paving. Prior drafts did not update FY18 for prior year projected costs with a 3% inflation factor.

FY14	FY15	FY16	FY17	FY18		
-	-	-	-	-	-	\$271,770

- 2 Prior Drafts did not show transfer of \$100,000 from the ERFT to the General Fund to support construction of the DPW Building.

FY14	FY15	FY16	FY17	FY18		
100,000	101	100	100	100	100,401	\$372,171

- 3 No tax increase proposed for FY14. However, Council agreed that a 3% increase should be projected in both FY15 and FY16 in order to keep pace with inflation and to beef up the general fund (unrestricted) cash balance.

*Note that the last increase in the property tax rate was an 8% increase from FY11 to FY12.*

FY14	FY15	FY16	FY17	FY18		
-	36,665	75,202	76,029	76,864	264,760	\$636,931

- 4 Modify assumption regarding monthly "funding" of Transfer Taxes collected to the SRRTF and CRTF. Ordinance in process to modify allocation basis from only "eligible" Transfer Tax to all Transfer Taxes collected.

FY14	FY15	FY16	FY17	FY18		
(78,450)	(69,153)	(59,847)	(50,533)	(41,208)	(299,191)	\$271,770

as of 03/07/13