

TOWN MANAGER'S REPORT
June 2013

➤ **Mediacom Franchise Agreement**

Phil Fraga, attorney representing the Southern Delaware Cable Consortium, has indicated that the franchise agreement has been finalized and packets will be delivered to each Town.

➤ **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 will perform from 6:00pm until 8:00pm and will provide a special tribute to our Veterans during their performance. Mister Softee will serve ice cream and the boy scouts will sell hot dogs.

➤ **Homecoming Committee**

The Homecoming Committee met on May 29th to prepare an after action report for the Homecoming Event held on May 11th. It was unfortunate that the weather did not cooperate that day which kept the attendance low. However, it was the general sense of the committee that of the four years this event has been held, this one was the best organized. The committee members have decided that it is time for them to resign and find new volunteers that can bring fresh ideas for the next event. A meeting has been scheduled in September at which time each committee member is expected to bring a replacement volunteer. If new volunteers cannot be found than the Homecoming Event for next year will not be held.

➤ **Edmunds & Associates Software**

Training has been completed for the Construction Permits/Code Enforcement module. Staff will begin to use the new module in the near future.

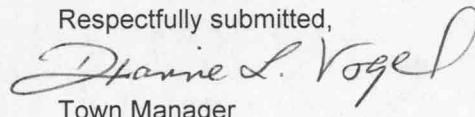
➤ **Delineation of Administrative Responsibilities Between the Police Chief and Town Manager**

A summary has been prepared outlining the administrative responsibilities of the Police Chief and the Town Manager. The Town Charter, Personnel Policy, employee contracts and one Police Policy were used to create the summary. On May 28th the Police Chief and I met to review and discuss the information. A final summary will be prepared and included in the packet for the July Town Council meeting.

Miscellaneous

- The traveling exhibit in Town Hall "They Way We Worked" has been well attended. The last day to view the exhibit will be Sunday June 23rd.
- The SCAT dinner hosted by Ocean View on June 5th was an enjoyable event with 100 people in attendance.
- IRS completed a Payroll Compliance Test for the year ending 2011 on May 16th. The testing was done via a conference call. The Town was found to be in full compliance and no further testing will be necessary.
- Fieldwork for the FY13 audit is currently underway.

Respectfully submitted,


Town Manager