

**TOWN MANAGER'S REPORT**  
**FOR THE APRIL 8, 2014 TOWN COUNCIL MEETING**

➤ **Assawoman Canal Trail Project – Meeting Reminder**

Phase I of the Trail Project will begin this fall. As a courtesy to the adjacent property owners, The Town will host two meetings at Town Hall to discuss the trail alignment, design, park rules, enforcement and trail maintenance. The meetings will be held on the following dates:

Wednesday, April 16      7:00pm – 8:30pm  
Tuesday, April 22        8:30am – 11:00am

Bob Ehemann with DNREC will facilitate both meetings.

➤ **Reserve Study Analysis Report - Update**

Staff will meet with Bob Wheatley, of the Whayland Group, on April 10 to discuss items that are needed to update the Reserve Study Report.

➤ **Commercial Insurance Package Renewal**

The renewal date for the Town's commercial insurance is May 1, 2014. Applications will be completed and returned to the Town's insurance agent by April 8, 2014.

➤ **Health Care Insurance Renewal**

The renewal date for the employee's group health plan and dental plan is May 1, 2014. Applications have been completed and returned to Lyons Insurance. A presentation will be given to all employees by Lyons Insurance on Wednesday, April 9, 2014 at @ 2:00pm.

➤ **Homecoming Festival – Saturday May, 10, 2014**

Plans for the May Homecoming Festival are about finalized. We have 16 crafters participating and hope to add one market vendor. Ocean View Seafood, Charlie K's, and Hocker's Deli will be providing food for the event. New this year will be inflatables and a rock wall. The Grand Master Organ and carriage rides will be participating again this year. A special thanks to the sponsors of this year's event: Fulton Bank, WSFS Bank, Sussex County Council and Morris James Wilson Halbrook & Bayard LLP. The Ocean View Historic Society will open their buildings for tours and 18<sup>th</sup> crafters will provide live demonstrations.

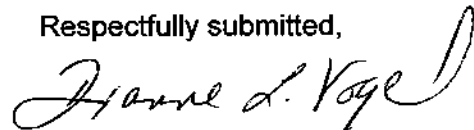
➤ **FY2015 Annual Operating and Capital Improvement Plan Budget Ordinances**

The ordinances have been completed and are in the April packet for Council's vote to adopt.

**Miscellaneous**

- On March 19, I attended a class on Employee Handbooks: What to Change and What to keep in 2014.
- On April 4, I attended a class on Safe Lifting in the Workplace.

Respectfully submitted,



Town Manager