

TOWN MANAGER'S REPORT
OCTOBER 2015

➤ **Financial Report YTD 2015**

- Unrestricted General Funds Balance \$3,419,545 ; Restricted Funds Balance \$3,954,550
- General Revenue \$902,454; Budget \$831,538; 108.53% of budget
- General Expenses \$244,983; Budget \$831,538; 29.46% of budget
- Restricted Revenue \$599,488; Budget \$391,895; 152.97% of budget
- Transfer Tax Expenses \$955,939; Budget \$171,969; 555.88% of budget. Line items will be adjusted in December to reflect the purchase of land; capital hardware purchases; capital equipment and code codification.
- Grants/Other Expenses \$11,971; Budget \$31,033; 38.58% of budget
- Total Cash Assets \$7,385,707; Total Cash Liabilities \$19,904

➤ **Administration**

International City/County Manager's (ICMA) Annual Conference; Seattle, WA;
Sept. 26-30, 2015.

The attendees from Delaware were: Gene Dvornick Town of Georgetown, Terri Tieman City of Harrington, Melvin Cusick Town of South Bethany, David Hugg Town of Smyrna, Carol Houck City of Newark, Sharon Lynn City of Rehoboth and myself.

The welcoming reception was held on Saturday evening at the Seattle Aquarium. We were able to meet with our fellow colleagues to catch up with happenings through the year in our respective states.

Attended all Key Note Speaker sessions:

1. The Happiness Advantage - Shawn Achor. Mr. Achor discussed strategies for positive leadership and improved engagement designed to help us increase our town's productivity, creativity, engagement, happiness and success. Excellent speaker.
2. Overcome Your Biases: Walk Boldly toward Them - Verna Myers. Ms. Myers discussed the tools we need to break down barriers of race, gender, and sexual orientation. She described how we can recognize and actively fight our own biases. Brought true light into work environment.
3. Leadership, Teamwork, and Organizational Health - Patrick Lencioni. He shared with us lots of advice from his book, The Five Dysfunctions of a Team, and Advantage. He discussed and showed us leadership models that improve organizational health, teamwork, clarity, employee engagement, and customer service. My personal favorite session.

Attended the following educational sessions:

1. Benefits Management 101
2. Local Government 101: Mastering the Fundamentals: Budgeting

3. Patience, Planning, and Process: Investment Strategies for the Future
4. The Phantom Menace: Addressing E-Hostility in Your Community
5. Are Your City's Finances Sustainable
6. Efficient Governing through the Use of Resident Opinion
7. Physical and Emotional Health in the Workplace
8. Placemaking for Small Communities
9. Local Government 101: Mastering the Fundamentals: Economic Development
10. Local Government 101: Mastering the Fundamentals: Citizen Engagement
11. Leadership, Teamwork, and Organizational Health
12. What are the "Next Big Things" Facing Local Governments

Monday night was "State" dinner. A representative from each State organizes their own dinners; however, we're so small I only made a reservation at a local brew pub. We had great conversation not only about our jobs, but about ourselves. I've found that each year with the Town Managers that attend from Delaware, which are the usual suspects, gain a sense of respect and appreciation for each other's job. We are a diverse group from different areas in Delaware with different challenges.

As always, I appreciate Council's decision to send me to these very uplifting conferences. My expense report is attached.

Respectfully submitted,
Deborah Botchie
Town Manager