

TOWN MANAGER'S REPORT
February and March 2014
(Excluding February Financial Report)

➤ **Financial Report YTD 2014**

- Unrestricted General Funds Balance \$2,115,401 Restricted Funds Balance \$3,595,439
- General Revenue \$1,079,185; Budget \$626,063; 172.38% of budget
- General Expenses \$374,231; Budget \$626,061; 59.78% of budget
- Restricted Revenue \$456,520; Budget \$319,437; 142.91% of budget
- Restricted Expenses \$13,456; Budget \$252,713; 5.32% of budget
- Grants/Other Expenses \$36,651; Budget \$38,136; 96.11% of budget
- Total Cash Assets \$5,719,935; Total Cash Liabilities \$20,662

Notes:

- Transfer tax received in March (gross) \$25,391. 2 MBTS, 1 Bishop's Landing, 2 resales
- Eric issued fifteen (15) building permits in March totaling \$50,457.50.
- All supplemental tax billings have been collected. The Town only has two (2) outstanding FY14 tax bills to be collected.

➤ **Administration**

- Feb 7th - Secretary Kent and I attending the SCAT Steering Committee meeting in Georgetown. Much discussion was on the legislative liaison that represents SCAT and possible changes moving forward.
- Feb 10th - The Millville by the Sea (MBTS) working group which consists of Mayor Gerry Hocker, Secretary Kent, Code & Building Administrator Eric Evans, Planning & Zoning Chairperson Bob Linett, URS Planner Kyle Gulbranson and me met with Chuck Ellison of Miller & Smith, and Charlie Bailey of Landscape Architecture.

Over the past several months, the working group has been meeting with Mr. Ellison to discuss many topics regarding the vision and future development for MBTS Master Planned Community (MPC). Mr. Ellison submitted a document entitled Development Performance Standards (DPS) as well as a Master Plan Revision plan for MBTS. The DPS is a written narrative explain the overall concept and vision as MBTS moves forward and provides flexible performance-based development standards and design criteria.

The working group reviewed the DPS and met on March 10th to discuss and comment. Kyle Gulbranson combined the group's comments and will be discussed with Mr. Ellison sometime in April.

- Feb 20th - Mayor Gerry Hocker and I met with Major Robert Hawkins and Captain Sean Moriarty to discuss the DSP needs in our area. Report was given to Council on March 25th.
- Feb 21st - Mayor Gerry Hocker and I attended the annual Joshua M. Freeman Valor Award luncheon held at Bear Trap Dunes. Local police officers, EMTs and firefighters received recognition for their service to the area as first-responders.
- Feb 25th - I met with URS Planner Kyle Gulbranson to review some issues in the Town's current Master Plan Zoning Code. Discussion on this topic needs to be addressed in an upcoming Council workshop.

- March 7th - Secretary Kent and I attending the SCAT Steering Committee meeting in Georgetown. Much discussion was on the legislative matters, including but not limited to HB81, and Governor Markell's proposed gas tax increase. The legislator breakfast was scheduled for March 28th which Secretary Kent and myself will be attending.
- March 13th - I attended the City Managers Association of Delaware (CMDA) in Dover. Andrew Lippstone, Chief Legal Counsel for the Governor's Office and Connie Holland, State Planning Director, briefed us on the various proposals contained in Governor Markell's State of the State. They focused on "Downtown Development Districts" and the infrastructure funding for same.

Gov. Markell is proposing the creation a small number of districts in our cities and towns that would qualify for development incentives and other state benefits. Markell only wants to designate at least 1 but no more than 3 districts. Designation of the first 3 districts must include one district in each county. After much discussion among the Town Managers in attendance, it was clear to us that Wilmington (NC County) and Dover (Kent County) would be the top 2 cities chosen and we couldn't think of what town would be chosen for Sussex County. In essence, no one in attendance was impressed and thought the State should move into a different direction that what was proposed.

Respectfully submitted,
Deborah Botchie
Town Manager