

TOWN MANAGER'S REPORT
JANUARY 2020

➤ **Financial Report YTD FY20**

- Unrestricted General Funds Balance \$6,675,773; Restricted Funds Balance \$5,336,824
- General Revenue \$1,445,902; Budget \$1,179,480; 122.59% of budget
- General Expenses \$507,286; Budget \$1,179,480; 43.01% budget
- Restricted Revenue \$1,124,859; Budget \$697,627; 161.24% of budget
- Transfer Tax Expenses \$833,662; Budget \$2,598,834; 32.08% of budget
- Grants/Other Expenses \$135,535; Budget \$172,169; 78.72% of budget
- Total Cash Assets \$12,053,902; Total Cash Liabilities \$113,928

➤ **Administration**

- Attached is my expense report from my 2019 ICMA conference.
- Finance Department sent out the supplemental property tax bills in the amount of \$17,927.21.
- I attended the January SCAT meeting at Baywoods where Governor Carney addressed the membership.
- I attended an IPA class in Dover entitled: Advanced Land Use Law
- The Mayor and I spoke with Peter Haag from the Department of Transportation and requested a speed limit study on RT17 (Roxana RD), Burbage RD, Substation RD, and Windmill RD. The department collected data for the past two weeks. We should be receiving their response soon.
- The Mayor, Councilmember Michel, and I met with Major Sean Moriarty and Captain William Crotty of the Delaware State Police (DSP) to discuss the possibility of more troopers to serve the area, as well as their thoughts on crime in our area. We were reassured that Millville is not experiencing any crime other than petty shoplifting. The DSP is more concerned regarding the amount of crash data received from SR 26.

We also discussed having the DSP conduct workshops and/or programs for our residents and businesses on several important topics. This could possibly be done on a quarterly basis. I'll be working with Mr. Moriarty and Mr. Crotty on these programs.

- The staff and I are doing our prep work for the upcoming FY21 Budget.
- The Federal Government is reaching out to local governments regarding the towns and cities to do more community outreach for the 2020 Census. I sent an email to you on Feb 3rd with this information. Councilmember Sharon Brienza reached out to me stating she would like to volunteer her time with the community outreach programs as she has been a part of the census process for the last 3 decades.

➤ **Planning and Zoning Commission**

- The P&Z Commission met on Thursday, January 9th to review the following application:
 1. Preliminary site plan submitted by Ocean Atlantic Companies, LLC, located on the Northwest Side of Roxana RD; Tax Map Parcel #134-15.00-93.01; 32.750+/- acres; zoned Master Planned Community, to construct a 216-apartment unit complex. The applicant also requested a reduction in parking. Motion to recommend approval from council with a 10% in parking reduction was passed 4-0.

Attached are the following reports:

1. Crime Mapping for October
2. Delaware State Police Patrols
3. Code & Building Department Reports

Respectfully submitted,
Deborah Botchie
Town Manager