

TOWN MANAGER'S REPORT
OCTOBER 2020

➤ **Financial Report YTD FY21**

- Unrestricted General Funds Balance \$7,782,833; Restricted Funds Balance \$5,318,111
- General Revenue \$1,428,631; Budget \$1,308,695; 109.16% of budget
- General Expenses \$367,412; Budget \$1,308,695; 28.07% budget
- Restricted Revenue \$1,023,052; Budget \$812,373; 125.93% of budget
- Transfer Tax Expenses \$436,498; Budget \$1,219,920; 35.78% of budget
- Grants/Other Expenses \$58,863; Budget \$193,093; 30.48% of budget
- Total Cash Assets \$13,124,654; Total Cash Liabilities \$191,741

➤ **Participated in the following meetings:**

- Oct 1 - Attended the Charter Review Committee Meeting
- Oct 2 - Met with Bill Lord of Lord's Landscaping at Evans Park to finalize plantings
- Oct 6 - Listened in on Governor Carney's call
- Oct 7 - Met with Debbie Chorman and Mike McCarthy regarding permitted public events
- Oct 8 - Attended the Planning & Zoning Commission Meeting
- Oct 13 - Attended the Town Council Meeting
- Oct 14 - Attended the Planning & Zoning Commission Meeting
- Oct 16 - Attended the Pre-con Meeting with Christopher Companies on Sea Breeze Village
- Oct 19 - Met with Ken Cimino, Planning Director for the Town of Ocean View, regarding the process involved with the Bike/Pedestrian Safety Program
- Oct 20 - Listened in on Governor Carney's call
- Oct 20 - Participated in a ZOOM meeting with Debbie Pfeil of KCI regarding Comp Plan maps
- Oct 23 - Lisa and I participated in a teleconference with David Wilgus of Wilgus Insurance to review the Town's insurance policies
- Oct 27 - Test webinar meeting with staff
- Oct 28 - Participated in a teleconference with Carol Houck, Town Manager of Ocean View and 2 Comcast representatives
- Oct 28 - I made an appearance at Lord's Landscaping's "Whimsical Woods" event

Former Mayor of Bethany Beach Mr. Jack Gordon asked me to be a Strategic Partner in the newly formed organization known as South Coastal Village Volunteers. I accepted. This organization helps with our elderly residents who wish to "age in place."

➤ **Planning and Zoning Commission (P&Z)**

- The P&Z Commission met on October 8th to review the following applications:

1. A change in zoning of a property within the limits of the Town of Millville owned by E. Johnson Holdings LLC, Tax Map Parcel #134-16.00-17.00, totaling 49.98+/- acres located on Substation Road, from the current zoning of AR - Agricultural to R - Residential. Mr. Gevinson motioned to recommend to Council for approval the change in zoning of the

property, located on Tax Map Parcel #134-16.00-17.00, from AR - Agricultural to R - Residential. Mr. Faden seconded the motion. Mr. Faden voted yes. Ms. Scheck voted yes. Mr. Gevinson voted yes. Mr. Plocek voted yes. Motion carried 4-0.

2. A concept site plan submitted by E. Johnson Holdings, LLC, located on Substation Road; Tax Map Parcel #134-16.00-17.00; consisting of 49.98+/- acres. The proposed subdivision will consist of 135 Single-Family Units. The Planning & Zoning Commission does not approve nor recommend approval of Concept Plans. The applicant's next step is to submit a preliminary subdivision site plan for the commissioners to review and possibly recommend.

3. A sketch plan for a Master Planned Community (MPC) submitted by Christopher at Millville LLC for the Hudson Property/Summer's Edge Reserve, located at Tax Map Parcel #134-15.00-115.00, consisting of 41.51 acres, and currently zoned MPC. Ms. Scheck motioned to recommend to Council for approval the sketch plan for a Master Planned Community (MPC) submitted by Christopher at Millville LLC for the Hudson Property, located at Tax Map Parcel #134-15.00-115.00, with the suggestion of deleting item six-point-one (6.1) and requiring sidewalks on both sides of all streets. Mr. Faden seconded the motion. Motion carried 4-0.

- The P&Z Commission met on October 14th to review the following application:

1. Public Hearing on a revision to the preliminary subdivision site plan submitted by Civil Engineering Associates Inc. on behalf of Ardent Companies LLC, for the proposed Millville by the Sea's Peninsula Village subdivision located on Tax Map Parcels #134-16.00-03.02, 134-16.00-19.00, 134-16.00-20.00, and 134-15.00-121.00, zoned MPC, consisting of 46.48+/- acres. The applicant is requesting to revise by adding 12 lots and removing the alleys. Mr. Gevinson motioned to recommend to Council for approval the revised preliminary subdivision site plan for the proposed Millville by the Sea's Peninsula Village subdivision located on Tax Map Parcels #134-16.00-03.02, 134-16.00-19.00, 134-16.00-20.00, and 134-15.00-121.00, with the condition of having the pool area and its parking placed in detail on the final site plan; and consideration for landscaping, incorporating benches along the trail system, and placing a gazebo or pavilion-type area for residential use. Mr. Faden seconded the motion. Motion carried 3-0-1 abstention from Ms. Scheck.

PUBLIC EVENT PERMIT ISSUED:

1. Salted Rim Restaurant - Screams at the Beach
2. Lord's Landscaping - Whimsical Woods
3. Millville Boardwalk - Trick or Treating with Mobile Food Vendor

Attached are the following reports:

1. Crime Mapping for September
2. Code & Building Department Report

Respectfully submitted,
Deborah Botchie
Town Manager