Financial Report YTD FY22

- Unrestricted General Funds Balance $8,933,028; Restricted Funds Balance $6,633,014
- General Revenue $1,094,597; Budget $1,429,140; 76.59% of budget
- General Expenses $273,500; Budget $1,429,140; 19.14% of budget
- Restricted Revenue $1,142,721; Budget $778,271; 146.83% of budget
- Transfer Tax Expenses $187,825; Budget $388,885; 48.30% of budget
- Grants/Other Expenses $1307; Budget $96,281; 1.36% of budget
- Total Cash Assets $15,640,210; Total Cash Liabilities $203,429
- Total Income $2,237,318; Budget $2,207,411; 101.35% of budget
- Total Expense $462,632; Budget $1,914,306; 24.17% of budget

Participated in the following meetings/events:

Along with my everyday duties, phone calls and visitors, below please find some scheduled meetings I would like to share with Town Council.

- August 2nd - Attended the Special Meeting of the Town Council
- August 4th - As Honorary Commander of Troop 4, I attended an 8-hour Emergency Vehicle Operations Avoidance Training held at the Delaware State Police Academy
- August 9th thru 13th - Vacation
- August 16th - I met with Beazer’s new Vice President Gavin Robertson regarding their trades working past the permitted hours
- August 24th - Attended the Town Council Meeting

Grants:

- Delaware Bicycle Council Cycling Infrastructure Grant
  I informed Council that we have applied for $58,590.00 to install Green Track bike markings across nine intersections within Millville Town limits on RT 26. This will continue the project that Ocean View has installed within its limits on RT 26. I’ve heard back from John T. Fiori, DelDOT Bicycle Coordinator, that he’s received the grant application and will be meeting with Andrew and I on Sept. 22nd for a site visit. He anticipates that his Council will award the grant at the October 6th Council meeting. Wish us luck!

- 2021 Outdoor Recreation, Parks and Trails (ORPT) Grant
  Once Council voted to approve Resolution 22-05 for said grant, I sent the grant application, project site map, park site plans with swing set area, and quote for the actual costs of the project, $58,518.75. Mr. Mike Tholstrup has confirmed the receipt of these documents and stated after the September 15th application due date, the Joint Council Review Committee will review the application and make funding recommendations to the DNREC Secretary. Wish us luck on this one as well!

Evans Park:

- I ordered and have received signage to be place strategically in the park as well as window decals: PROTECTED BY 24 HOUR VIDEO SURVEILLANCE
- The Millville Community Center at Evans Park has been reserved, to date, for 12 events beginning Saturday, September 11th

➢ **Town Hall Facilities:**
- The second-floor meeting room at the Town Hall is currently being utilize by 2 non-profit groups:
  - Millville FreeWrite Guild - Friday mornings 9-11
  - Delaware Deaf Senior Citizens - Every 3rd Thursday 10-1
- The Council Chambers has been reserved for 12 meetings. Mainly our HOA’s, MVFD Ladies Aux., and the 38th District Republican Club.

Attached are the following reports:

1. Progress Listing for Building/Subdivisions
3. Code & Building Department Report

Respectfully submitted,
Deborah Botchie
Town Manager
<table>
<thead>
<tr>
<th>Setting</th>
<th>Project Name</th>
<th>Property Location</th>
<th>Map/Parcel/Unit</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1 - Commercial</td>
<td>Abshire Garage &amp; Parking Lot</td>
<td>35380 Atlantic Ave.</td>
<td>12.00-339.01</td>
<td>Preliminary approved</td>
<td>10/9/18 GMB Comment letter to Pettinaro. 11/27/18 I met with Kemp regarding the comment letter. Kemp resubmitted plan; 2/8/19 Re-submitted return; 3/3/19 – called Adams-Kemp, spoke w/secretary, requested 24/16 plan; 3/12/19 received 24x16 plan; 3/15/19 gave to AL for review. 4/20/19 returned items from 9/9 P&amp;Z mtg; 9/9/19 received 4/23/19 comment letter; 9/29/19 received site plan from applicants; 11/19/19 received 11/18/19 GMB comment letter; 9/11/20 we received plan and comment letter from Adams Kemp for AL to review; 9/10/20 P&amp;Z recommended to Council for approval w/conditions; 1/5/21 received landscape plan PDF via email, forwarded to AL for review; 1/12/21 AL sent its responses to applicant. 7/22/21 red’d final site plan, sent to AL for review.</td>
</tr>
<tr>
<td>C2 - Commercial</td>
<td>Banks Storage Building, Customer Parking &amp; Entry/CALL CENTER PLAN</td>
<td>18514 Town Center Drive</td>
<td>12.00-411.01</td>
<td>Preliminary approved</td>
<td>9/11/20 received concept plan, application &amp; payment, contacted AL to pick up plan. 1/11/21 concept plan reviewed by P&amp;Z. 7/15/21 rec’d preliminary site plan. Sent to AL to review. 8/11/21 rec’d GMB comment letter. P&amp;Z to review in October.</td>
</tr>
<tr>
<td>C3 - Commercial</td>
<td>Bethany Bay Town Shoppers</td>
<td>Corner of Railway Rd. &amp; Atlantic Ave.</td>
<td>12.00-141.01, 141.02</td>
<td>Preliminary approved</td>
<td>3.18.2020</td>
</tr>
<tr>
<td>R</td>
<td>Egeit Shores Subdivision</td>
<td>Substation Road</td>
<td>16.00-17.00</td>
<td>Preliminary approved</td>
<td>12/10/2020</td>
</tr>
<tr>
<td>MPC</td>
<td>Rehoboth Reserve (formerly Summer’s Edge Reserve)</td>
<td>NE Corner of Peppers Corner Rd. &amp; RT 17</td>
<td>19.00-115.00</td>
<td>Preliminary approved</td>
<td>7/16/2020</td>
</tr>
<tr>
<td>MPC</td>
<td>MBTS Endless Summer Off Site Improvement</td>
<td>Final stretch of Endless Summer Drive</td>
<td>12.00-380.00</td>
<td>Preliminary recommended</td>
<td>4/15/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS Off Site Imp 3 (connector road)</td>
<td>Sea Star Village / Summerwind</td>
<td></td>
<td>Preliminary approved</td>
<td>8/12/20 received application and app fee and minor payment; P&amp;Z will review at 10/8/20 mtg.; 8/13/20 recommended approval to Council at 10/8/20 mtg.; 11/19/20 received sketch plan; gave copy to AL for review; 12/12/20 Council approved 5x-0 sketch plan with condition of keeping sidewalks on both sides of streets and keeping width of sidewalks 5 ft.</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS Village 2</td>
<td>32.70-60.05</td>
<td>SEVERAL</td>
<td>P&amp;Z NEEDS TO REVIEW</td>
<td>9/11/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS Village 4</td>
<td>37.20-64.05</td>
<td>SEVERAL</td>
<td>P&amp;Z NEEDS TO REVIEW</td>
<td>9/13/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS Village 5A</td>
<td>36.96-00.00</td>
<td></td>
<td>P&amp;Z NEEDS TO REVIEW</td>
<td>8/5/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS Village 7</td>
<td>N.W. Corner of Burbage Rd. &amp; Substation Rd.</td>
<td>12.00-3294.00</td>
<td>Preliminary approved</td>
<td>2/9/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS West Village 6-1</td>
<td>26.11-08.00</td>
<td>15.00-09.01</td>
<td>P&amp;Z needs to review</td>
<td>7/27/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>MBTS West Village 6-2</td>
<td>16.34-08.00</td>
<td>15.00-09.01</td>
<td>P&amp;Z needs to review</td>
<td>7/23/2021</td>
</tr>
<tr>
<td>C1 - Commercial</td>
<td>Willow Square</td>
<td>35649 Atlantic Ave.</td>
<td>12.00-330.00 B &amp; 151.00</td>
<td>Preliminary approved</td>
<td>4/18/2019 received application; 4/12/19 received minor payment; 7/11/19 P&amp;Z approved recommendation; 6/20/20 nothing to do; 1/17/21 received construction plans, notified AL; P&amp;B will review at 1/14/21 meeting; 3/21/20 received preliminary site plan for AL review, AL to pick-up 12/22/20, picked up copy, sent email to R. Sutton for 4 more copies and PDF; 4/14/21 received physical plans, requested PDF; P&amp;Z recommended for approval at 1/14/21 mtg.</td>
</tr>
<tr>
<td>C1 - Commercial</td>
<td>Seasonal Solutions Hot Tub Relocation</td>
<td>35650 Atlantic Ave.</td>
<td>12.00-289.00</td>
<td>P&amp;Z needs to review</td>
<td>10/20/2021</td>
</tr>
<tr>
<td>C1 - Commercial</td>
<td>Shaka Shack</td>
<td>35350 Atlantic Ave.</td>
<td>12.00-351.00</td>
<td>P&amp;Z needs to review</td>
<td>3/18/2021</td>
</tr>
<tr>
<td>MIP</td>
<td>Tide Water Elevated Storage Tank</td>
<td>Along Rt. 17</td>
<td>19.20-116.01</td>
<td>Preliminary approved</td>
<td>11/2/2020</td>
</tr>
<tr>
<td>B</td>
<td>Tupelo Sands Apartment (Rosena Rd) Complex</td>
<td>Northwest Side of Rosena Road</td>
<td>15.00-91.01</td>
<td>Preliminary approved</td>
<td>5/14/2021</td>
</tr>
</tbody>
</table>
August 2021 Activity Report

<table>
<thead>
<tr>
<th></th>
<th>August-21</th>
<th>August-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS Calls</td>
<td>254</td>
<td>283</td>
</tr>
<tr>
<td>Fire Calls</td>
<td>40</td>
<td>82</td>
</tr>
<tr>
<td>Total Calls</td>
<td>294</td>
<td>365</td>
</tr>
</tbody>
</table>

**Types of Fire Calls**
- Assist other Fire Companies: 2 (11)
- Automatic Fire Alarms: 19 (29)
- Carbon Monoxide Detector Activation: 2 (1)
- Gas Leaks: 1 (3)
- Medical Assist: 1 (3)
- Motor Vehicle Accident: 8 (5)
- Other Type Alarms: 5 (28)
- Outside Fires: 1 (0)
- Structure Fires: 1 (1)
- Vehicle Fires: 0 (1)

**Types of EMS Calls**
- Assist: 15 (15)
- Cancellation: 20 (25)
- DOA: 2 (2)
- Patient Refusals: 40 (54)
- Public Service: 5 (1)
- Stand By: 22 (52)
- Transfer of Care: 1 (0)
- Transports: 147 (134)
- Unable to locate: 2 (0)

**Geographic Locations of Calls**
- County In District, out of town(s): 161 (201)
- Millville, town of 31, MMC-9 37, MMC-5
  Fire-6, EMS-31 Fire-15, EMS-21
- Ocean View, town of
- Out of District: 17 (27)

**Personnel, Hours, Miles**
- Hours in Service: 425.79 (499.48)
- Personnel in Service: 994 (1909)
- Personnel Hours: 1016.1 (1477.68)
- Miles Traveled: 7709.78 (9570.58)

**Incidents of Notable Interest**
August 2021 Activity Report

8/6/21, 1358 hours, Burbage Road & Jones Road, assisted Frankford VFC with a motor vehicle accident with entrapment.

8/17/21, 2119 hours, 32000 block of Vines Creek Road, motor vehicle accident with entrapment.
Code & Building Department
Monthly Report for August 2021

BUILDING PERMITS

Total BP Issued: 51
- Single Family Homes 5
- Townhouse Units 26
- Minor 17
- Commercial 2
- Signs 1

Certificates of Occupancy/Completion Issued: 31

Total Revenue $176,170.80
- BP SFH $29,727.00
- BP SFTH $140,320.50
- BP Commercial $3,778.30
- BP Minor $1,545.00
- Sign Permits $250.00
- BP Violations $550.00

DEVELOPMENT ACTIVITY

BL2: Work continues. Infrastructure continues. All lots being built on in phase 3. Phase 4 into the construction phase all lots up to phase 4 are being built on. Best guess all homes should be under construction for Bishops Landing by this time next year.

MBTS Sea Breeze: The 1st 18 lots sold and construction well underway. Spur road connected at Spur 1 with curb, soil cement, and blacktop. I’m told all lots are spoken for or in the process. My guess Christopher should be out of Sea Breeze by next Oct.

PARKSIDE: Construction underway and removal of trees and grubbing is starting in their phase 2 area.

SEA EDGE: Building in process. Should be sold out and done by December. At least that is their goal.

SOUTHERN LANDING: Infrastructure continues, Sewer connection along School Lane completed. Building construction has begun. DelDOT asked not to issue anymore permits until entrance is completed.

PENINSULA VILLAGE: Equipment starting to arrive. Work will be starting Sept and house around Dec is the goal.

TOWN PARK: Dirt removed, Pickleball Lights operating. There is 4 light poles around the track not operating properly. Order has been placed with electrician, as well as a Ground fault outlet in the kitchen being bad.

CODE ENFORCEMENT: VIOLATIONS

TOTAL VIOLATIONS: $550.00