



# Town Manager's Monthly Report

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**To:** Honorable Mayor and Council  
**From:** Eileen Scerra, Town Manager  
**Subject:** October 2024

## UPCOMING MEETINGS & EVENTS....

AD HOC Park Committee: Tuesday, November 12, 2024, 10:00am (Community Center)  
Planning & Zoning: Thursday, November 14, 2024, 7pm  
Charter Committee: Wednesday, November 20, 2024, 10am

Holiday Marketplace Saturday, November 23, 2024, 10-2pm Evans Park

## TOWN MANAGER'S UPDATE

Thank you to the Staff, Town Council & Volunteers who helped to make this day a success! Amazing costumes, beautiful weather and great turnout.

- Continued progress on the Town of Millville Personnel Policy.
- Attended SCAT dinner in Seaford & SCAT breakfast.
- Attended FMLA webinar.
- Teams Meeting with Chamber to discuss Fire & Ice. We selected Magic Tree House as our book theme for the event.
- Met w/ Cycling grant committee for a site meeting and review of grant submission.
- Meeting w/ staff for Trail of Treats.
- Assisted & met w/ various Council Members.
- Met w/ Finance Administrator to discuss & review long-term capital reserve study. We will transfer recommended amount of \$40,000.00 for FY24, then again in April for FY25.

## UPDATES FROM DEPARTMENTS

- ❖ CODE & BUILDING DEPT- Eric Evans
- ❖ FINANCE-William Mumford
- ❖ DSP Activity Report- see attached.
- ❖ MVFC Activity Report- see attached.