



Town Manager's Monthly Report

To: Honorable Mayor and Council
From: Eileen Scerra, Town Manager
Subject: September 2025

UPCOMING MEETINGS & EVENTS....

Town Council Meeting: Tuesday, October 28, 2025

I will not be in attendance; I will be attending the ICMA conference in Tampa from 10/24-10/29.

Food Drive: Thursday, October 16, 10am- noon at Evan's Park.

TOWN MANAGER'S UPDATE

- ❖ Attended SCAT breakfast & dinner in Lewes.
- ❖ Attended ribbon cutting for new business DiPietro Law.
- ❖ Worked on and reviewed fee schedule for rental at both sites, forms, and rental packet to streamline the process.
- ❖ Working on a visitor brochure to share on website.
- ❖ Submitted letter to DelDOT to investigate sidewalks not connecting Substation Rd between Egret Shores and MBTS.
- ❖ Bocce ball courts just about complete at Evans Park, working on a ribbon cutting event for November.
- ❖ New alarm company- we will have one key card for both locations. All interior doors will be locked and require card access to unlock. Julie now has the ability to unlock door from her office.
- ❖ Submitted Grant reimbursement for maintenance on poured in place surfacing under playground equipment at Evans Park.

TOWN REPORTS

- ❖ CODE & BUILDING DEPT, Eric Evans
- ❖ FINANCE, William Mumford
- ❖ MVFD Activity Report
- ❖ DSP Activity Report
- ❖ AD HOC Meeting Minutes 7/22/25
- ❖ Charter Meeting Minutes 9/11/25
- ❖ Planning & Zoning Meeting Minutes 7/11/25