


**TOWN OF OCEAN VIEW**  
**DELAWARE**

July 8, 2021

TO: Honorable Mayor and Council

FROM: Carol S. Houck, Town Manager 

SUBJECT: Town Manager Report for the Council Meeting of July 13, 2021

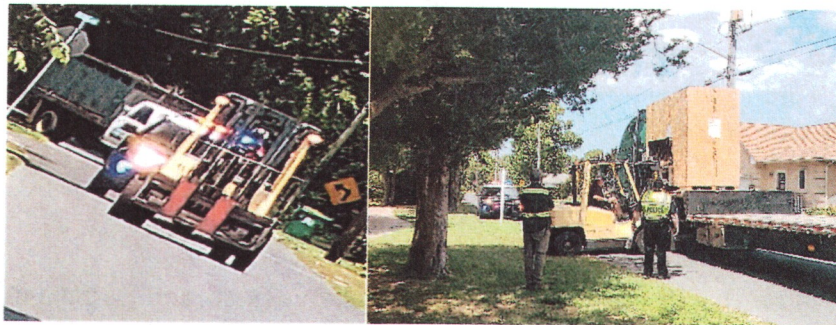
It is my pleasure to provide you with information related to the activities of the Town and my engagements during the past month:

**Auction of Public Works Equipment**

You will recall that I recommended the sale of six pieces of equipment from our Public Works division inventory last April. The items were placed on the State of Delaware Auction site in June, and all were sold. We had estimated our proceeds from the auction would be \$14,900 and the auction outcome totaled \$19,712.

**Outdoor Exercise Equipment**

Our outdoor exercise equipment was delivered last Wednesday and at time of writing was to begin install on Monday, July 12. Ultimately the delivery went ok but not without the help of Officers Burton and Dalton who assisted with traffic control along West Avenue and outreach to G & E Hardware for assistance. Upon arrival it was noted that the weight of the two crates our equipment was shipped in was more than we were advised or could manage with our forklift. Officer Burton's idea to call Greg Hocker for assistance saved the day and within 20 minutes the G & E manager, driving their larger forklift, was escorted down West Avenue to the park.



The cooperation of our various departments and from our local business G & E Hardware are good examples of what makes Ocean View a great place to live and work!



Once installed we will push information out about the new offering.

### **Summer Classic Movies at John West Park**

Last Wednesday evening, June 30<sup>th</sup>, we held our last Classic Movie for the summer. All three of our movie nights enjoyed great attendance of 200 to 250 participants. The movies in order were Raiders of the Lost Ark, Lion King and Grease. The staff have mastered the set up and take down of our movie screen. I am again very thankful for the partnership of Boy Scout Troop 281 who sell hot dogs, hamburgers, and beverages as well as Bonkey's Ice Cream. Both have been with us since 2019 when we started the movies (as well as other events) and their involvement adds to the enjoyment by our community. In addition, I share that Boy Scout Troop 281 donated its proceeds from the June 30<sup>th</sup> food sales to the fund for Ashley Nickerson, the daughter of Ocean View Police Department secretary Adrienne who was in a serious car accident on June 19<sup>th</sup>. Another great example of the community support here in Ocean View!



**Up Next!**

<b>Fall Concerts</b>	5:30 p.m.
Sept 10	Over Time Band
Sept 17	Hot Sauce Band
Sept 24	Funsters

Cops and Goblins (Oct 30<sup>th</sup>) and Old Town Holiday Market, Tree Lighting and Trail of Lights (Nov. 27<sup>th</sup>) planning is underway!

### **Ocean View Historical Society – Coastal Towns Village**

I continue to serve on the Ocean View Historical Society Board and participated in its recent meeting. The organization is in the process of purchasing furniture for Hall's Store and finalizing details and forms related to its rental/usage. Currently Hall's Store awaits its Certificate of Occupancy in association with its ADA accessibility. A fundraising effort is underway, and we are

awaiting another bid from the contractor that completed our two new pads along the walking path for the exercise equipment.

The Village is now open on Wednesdays from 1 to 3 p.m. and was open for two of our movie nights this summer.

#### **American Rescue Plan Act (ARPA)**

Currently we are still familiarizing ourselves with the requirements of the Act and taking advantage of various training or information sessions being offered. Staff and I continue to work towards bringing Mayor and Council a recommendation for the use of the funds.

#### **DART /DNREC/DelDOT Engagement**

The Planning and Development division and I continue to work with the above noted state agencies in relationship to walkability, bikability, connectivity, increased recreational opportunities, transit opportunities, street scaping and excess parcels. We are currently awaiting the completion of concept drawings that will be followed by further engagement/meetings in relationship to all but the recreation item. DNREC engagement with the Secretary of DNREC and Director of Parks and Recreation relates to our interest to team up with DNREC on recreational opportunities near the canal.

#### **FY2021 Audit**

The Towns independent audit of our FY21 year financials will begin the week of July 12<sup>th</sup>.

#### **Blue Star Memorial**

As you know, we were approached by the Salt Air Gardeners with interest in working with the Town to develop a Blue Star Memorial in Ocean View. Council gave its support of such an effort. We have narrowed down a location at Woodland and Atlantic, have engaged the Salt Air Gardeners for input and will be submitting the details to DelDOT for consideration. Prior communication with DelDOT regarding this project has already taken place.

#### **Bethany Beach Engagement**

Mayor Reddington and I had the opportunity to meet with Bethany Beach Mayor Hardiman and Town Manager Graviet to discuss cooperative efforts related to transit including our interest in offering a PILOT shuttle next summer. Our ideas were met with support and further engagement will take place to learn from the trolly operation Bethany currently operates. This project aligns/may be contingent upon our DART/DelDOT engagements noted above.

#### **Vestibule Update**

Supplies are being ordered and we hope to begin the project by early fall if not sooner. Issues related to the sprinkler system were satisfactorily addressed in relationship to the design with the assistance of Bob Wheatley our building consultant.

### **Town Reassessment for FY23 Property Taxes**

In accordance with the Town Charter our effort to reassess town properties for FY23 property taxes will begin in August. Information will be shared with the community in advance in the newspaper, our website, and OVTV to make residents aware. Copies of two of the information items are attached for your early reference.

### **Holiday Schedule**

I hope to be able to provide you with information and a recommendation related to our Holiday schedule by next month. The goal will be to have enough time to discuss the item in advance to the new year. This item has become necessary in association with the new Federal Holiday Juneteenth.

### **Public Works Report**

1. Completed daily playground and park safety checks.
2. Arranged snowplows, tractor, and trailers for pick up by winning bidders at auction.
3. Oversaw the weekly grass cutting at John West Park and 201 Central and biweekly at Colt Lane.
4. Plant watering at town signs on Atlantic Avenue.
5. Removal of picnic tables from the north end of park for new fitness equipment. They are stored for future reinstalls.
6. Completed weekly rounds through town checking storm drains and picking up trash.
7. Preparation for movies in the park/staffing event.
8. Breaking down of movie screen and games after movies and ensuring park clean for next day.
9. Clarke Mosquito tested our sprayers, and one will need to be replaced.
10. Preparation of area around the two new pads for fitness area was completed and low spots were filled in at various areas of the north end of park using the spoils from the pad installs.
11. Completed spraying of our park weekly for mosquitos' ticks and biting flies.
12. Roadway cleanup following a car accident on Atlantic Avenue.
13. Town wide mosquito control has been administered since May during the early am hours on Tuesdays and Fridays.
14. Completed the trimming of roses and plants at 32 West and in John West Park.
15. Removed the small boxwood bushes planting flowers and a willow tree at 201 central.
16. Maintaining playground fabric and raking playground mulch in low spots as needed.
17. Completed the emptying of trash and dogs waste stations every Monday/Wednesday/Friday at the park.
18. Met with Carol and Charlie Walker at John West Park about playground equipment.

## **Town of Ocean View – Reassessment for FY23 Property Taxes**

The Town of Ocean View is conducting a revaluation of all ~ 3,390 tax properties located in the Town's corporate boundaries in accordance with the Town Charter that requires a reassessment every five years. These new assessed values will be used for the Town's FY23 property tax bills that will be mailed in late May 2022. The Town last reassessed tax properties in 2017/2018 and these values were used for property tax billings beginning with FY18 property taxes.

The Town has contracted with Pearson's Appraisal Services, Inc. to conduct this reassessment.

### **Field Visits to Begin in August – Access to Your Property**

Pearson's Appraisal Services, Inc. expects to begin field visits in Town no later than August. The Ocean View Police Department will receive advance notice as the assessor begins to work his way through Town. The assessor will have appropriate identification if you have any questions. While the field representative will need to come on your property to verify the necessary measurements for structures, as a rule, he should not need access to the interior of your house.

### **The Assessment Process**

**Sales Analysis** – Pearson's Appraisal Services, Inc. has performed a complete sales study and analysis of real estate transactions in the general Ocean View area. During this process, the assessors analyzed local building costs, recent property sales, commercial income and expense information, and other valuation factors. From this study a complete statistical analysis was conducted to arrive at schedules of cost data applicable to the Ocean View area that will be used to establish market values and calculation factors.

**Field Inspection and Data Collection** – During this phase, Pearson's Appraisal Services, Inc. representatives will visit each property in Town and photograph all major buildings and structures. For those properties with improvements listed on existing assessment files, the assessor will verify the information that was previously collected and make any necessary corrections or adjustments. For properties with new or previously omitted structures or improvements, a more complete inspection will be made.

- All interior and exterior information will be obtained from Town files and the structure will be measured and sketched.
- In the event that necessary information is refused or withheld by the owner, a notification will be made on the assessment file and the property will be valued based on the best information available at the time.

For each improved property, the main structure will be sketched if the square foot area of the structure is a factor in the valuation. If the square foot area is not a factor, a notation will be made on the assessment file and a lump sum value will be used to value the structure.

Commercial properties will be handled in the same manner as residential properties. Buildings and structures will be accurately measured and a complete description will be included in the assessment file. The basic cost data will be applied to existing construction for the determination of accurate and consistent replacement cost less any physical depreciation or functional or economic obsolescence. In addition, market data will be used where applicable and available to assist in appraising such properties.

**Valuation Analysis** – After the field inspection and data collection have been completed, valuation analyses and calculations will be done for each property by Pearson's Appraisal Services, Inc. These initial values are then reviewed in the field to check for errors and make any necessary corrections.

**New Value Notification** – Notification of new assessed values are expected to be mailed to all property owners in early-December 2020. This notice will also describe how to contact Pearson's Appraisal Services, Inc. if you have questions regarding the new assessed value.

**Property Owner's Appeal** – Pearson's Appraisal Services, Inc. plans to conduct informal value review meetings at Town offices, by appointment only, in mid-January. When known, dates will be included in the new value notification and posted on the website. If a property owner is not satisfied with the results of this informal review, a formal written appeal may be filed with the Town. Note that these written appeals will be heard and decided upon by the Town's Board of Assessment that is appointed by the Town Council.

**How will this reassessment affect my property taxes?**

By itself, a reassessment is revenue neutral, although it can cause tax burden shifts between properties. The Town must still rely on the annual collection of property taxes in the range of \$2.67 million.

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If you have any questions regarding the revaluation project, please call the Town Administrative Office at 302-539-9797.



**Town of Ocean View Residents – Public Notice  
REASSESSMENT FIELD VISITS FOR  
FY23 PROPERTY TAXES**

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**IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE OCEAN VIEW TOWN  
ADMINISTRATIVE OFFICE @ 302-539-9797.**