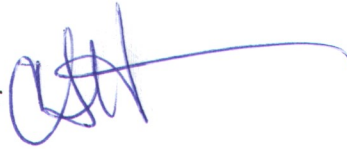


**TOWN OF OCEAN VIEW**  
**DELAWARE**

March 7, 2024

TO: Honorable Mayor and Council

FROM: Carol S. Houck, Town Manager



SUBJECT: Town Manager Report for the Council Meeting of March 12, 2024

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

FY2025 Budget:

Having completed our FY2025 Budget Workshop on February 27<sup>th</sup> we have placed the Introduction of the Budget Ordinances on the Agenda for the March 12<sup>th</sup> meeting. At this time there is no plan to hold a second Budget Workshop, having responded to all questions that have been raised to date. Absent new questions or the need for additional feedback or information the FY2025 Budget will stand as proposed. Likewise, if that is the case, we would plan to hold a Public Hearing on the FY2025 Budget at the April 9<sup>th</sup> Council meeting, with a vote for adoption thereafter.

8 Oakwood:

In relationship to our purchase of 8 Oakwood and our approval of \$89,950 towards the purchase of the property from DNREC's Outdoor Recreation Parks and Trails grant program we amended the deed in association with the property being required to always remain an amenity associated with John West Park.

Blood Drive – February 23<sup>rd</sup> – Community Center:

I am happy to advise that the Blood Bank of Delaware Blood Drive held at our facility in February was a great success having filled all donation blocks and thereby assisted the Blood Banks need for donors. The Blood Bank has expressed making our location part of its regularly scheduled locations.

Quiet Resorts Valor Awards Luncheon:

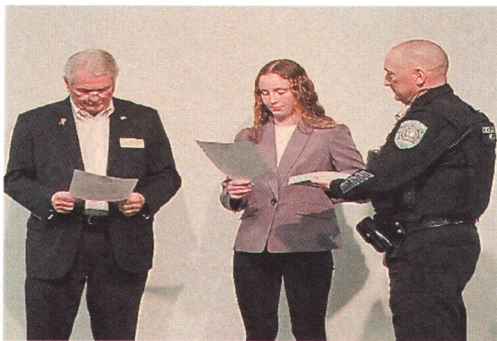
I was fortunate to be able to attend the annual Valor Awards luncheon with others representing the Town and primarily members of the Ocean View Police Department. **Corporal Mark Burton was recognized as the OVPD's Valor Award recipient** as were other police and fire department officers located in the Quiet Resort Towns.

#### Indian River School District – SRO:

Mayor Reddington and I attended the February 26<sup>th</sup> meeting of the IRSB where they voted unanimously to sign the Town of Ocean View OVPD and IRSD Agreement regarding our SRO being placed at Lord Baltimore elementary school.

#### Dover Delaware Police Academy Graduation:

I attended the Academy Graduation of our newest recruit Tara Mazza on Friday, March 1<sup>st</sup> with Chief McLaughlin and Captain Hall. This provided an opportunity to not only welcome Officer Mazza but also to meet her family and friends that were in attendance to show their support! The Town also held a swearing-in ceremony on Thursday, February 29<sup>th</sup> including a welcome luncheon.



#### Water Utility:

I have been engaging with Tidewater Utilities in relationship to the new Cross Connection Control regulations of which Ocean View will follow their CCC plan (as our utility operations are outsourced to them). In addition, another new regulation related to lead and copper will also be in place come this fall and we are coordinating a lead and copper inventory with Tidewater in advance to its implementation.

#### Grants:

I am working on two new grants for support of the development of the Berzins property (Bond Bill funds) and additional card access funding (DEMA).

### Outreach and Engagement:

I participated in various meetings/engagements/events including those with the Sussex County Association of Towns, City Managers Association of Delaware, The Historic Village in Ocean View Board, Delaware Founders Insurance Trust (DFIT – our workers comp provider), The Board of the IRSD (SRO), , Barnes Electric (generator install/Need for replacement switches), Scout Troop 281 community events lead, League of Local Govts (legislative committee), Tidewater Utilities and Whitmarsh , and various residents or contractors (duct cleaning, card access, etc.) in response to requests etc.

## PUBLIC WORKS MONTHLY REPORT

### 32 WEST COMMUNITY CENTER&JOHN WEST PARK

- Daily facilities check for trash and bathrooms if they need supplies.
- Performs daily playground inspection on playground equipment, entered program on iPad.
- Fixing fabric in playground area and raking out playground mulch.
- 32 West putting in new pop-up drains from down spouts.
- Took out knock out roses though out park for new spring plantings.
- Raking up sticks and playground cutting down low over hanging branches though out park John West Park.
- Oversaw Collins lawncare pulling weeds and edging beds.
- Setting up meeting for blood drive at 32 west community center.
- Fertilizing trees and plants around John West Park.
- Ccleaned up leaves around the dog park area.
- Put down pre-emergence in all the mulch beds around John West Park and 33 West parking lot mulch beds.

### 201 CENTRAL AVENUE

- Emptying trash cans on Wednesday mornings.
- Taking supplies up to 201 Central.
- Taking down fence for new generator installation at 201 Central.
- Taking out knock out rose's bushes for new spring plantings.
- Putting out traffic cones and blocking off parking lot for new generator.
- Oversaw Collins lawncare pulling weeds and edging mulch beds and trees.
- Oversaw R+L installed new irrigation system at 201 Central Avenue.
- Fertilizing trees and plants around 201 Central Avenue.
- Putting down pre-emergence around all the mulch beds.
- Installed new adjustable office air vent cover in office areas.
- Apple electric fixed ballast that went bad upstairs in office areas

## FIELD WORK

- Went to BJ's to pick up supplies for 32 West and 201 Central.
- Cleaning up Leaves around catch basins in Bear trap and in Savannahs landing. Cleaning up leaf build up from curbs on Mary Elizabeth Drive and on Judiths run and on Morgans turn.
- Putting up a new stop sign on the corner of Colt Lane and Wagon wheel road.
- Changing faded stop signs in Fairway village and changing out faded speed limit signs on Central Avenue.
- Cutting down low over hanging tree branches from roadway on Hudson Avenue, Tingle Street, Longview Drive and Oakland Avenue.
- Attended DFIT meeting on February 20 in Milford.

## 222 MAINTENANCE ROAD PUBLIC WORKS FACILITY

- Washing work trucks and equipment and cleaning inside work trucks.
- Fixed police impound from storm damage reinforced with 4x4 and concrete and brackets.
- Cleaning up maintenance yard and taking a load of trash to dump.