

TOWN OF OCEAN VIEW
DELAWARE

March 6, 2026

TO: Honorable Mayor and Council
 FROM: Dawn Mitchell Parks, Finance Director
 VIA: Carol S. Houck, Town Manager
 SUBJECT: Monthly Financial Update as of February 28, 2026

1. Real Estate Tax

AS of the end of February, we have collected 99.51% of FY2026 taxes. Currently, there are four (4) property owners with prior year taxes due (liens are held on 3 of the 5 properties).

Per Charter, the FY2027 Assessment List has been available for public inspection online as well as at the Administrative Offices since February 13th. Property owners have until March 7th (Postmark date) to submit for appeal. The Town Assessor will be discussing the appeals informally until March 13th and formal appeals will be heard by the Board of Assessments on March 19th.

2. Balances – Reserve and Committed Funds

(a) Trust Funds:

Emergency Reserve Trust Fund (ERTF) \$ 1,272,124

The Emergency Reserve Trust is funded at just under 20% of the FY26 operating budget. ERTF currently has \$929,791 available for use in a Fulton Money Market account and \$342,333 invested in Raymond James Financial Services (a division of Fulton Financial Services).

Capital Replacement Trust Fund (CRTF) \$ 1,790,937

The FY26 obligation from the Capital Replacement Trust is \$298,960. CRTF currently has \$1,429,784 available for use in WSFS Money Market account and \$361,153 invested with WSFS in the form of a 12-month, 2.225% CD that will come due on 8/27/2026.

Street Repair and Replacement Trust Fund (SRRTF) \$ 1,970,456

The FY26 obligation from the Street Repair and Replacement Trust is \$144,860 for capital projects and \$290,000 for street paving and sidewalks. SRRTF currently has \$1,186,969 available for use in a Fulton Money Market account and \$502,713 invested in Fulton CRIM and includes \$280,774 held in MSA Money market account at Fulton Bank.

(b) Emergency Services Enhancement Funding (ESEF) Program: \$ 1,204,312

The chart below shows the funds accumulated from the issuance of building permits which are committed and available for distribution. The amount collected as of the end of February 2026 consists of 57 new home construction permits (68 are budgeted) along with a surcharge of .5% of the construction value of permits issued.

	Accumulation and Use			
	Collected	Used	Available	
FY22 & prior	2,145,202	(1,137,019)	1,008,183	\$1,135,019 to MVFC + \$2,000 to Beebe Med. Fdn.
FY23	114,656	(80,000)	1,042,839	MVFC
FY24	76,019	(130,000)	988,858	\$50K OVPD & \$80K to MVFC
FY25	164,055	(129,284)	1,023,628	OVPD & MVFC Budgeted (\$130,000)
FY26	180,684		1,204,312	MVFC Budgeted (\$80,000)
Cumulative collected and disbursed	2,680,615	(1,476,303)	1,204,312	

3. Transfer Taxes

Transfer Taxes collected through 01/31/2026 are from 45.1% new construction home sales (\$699,511) with 7.5% from land sales, developer to builder (\$115,899) and 47.4% resales of existing homes (\$734,835).

Collections	Current FY26	1st Prior Yr. FY25	2nd Prior Yr. FY24	3rd Prior Yr. FY23	4th Prior Yr. FY22
May	\$ 144,636	\$ 111,480	\$ 132,109	\$ 133,281	\$ 198,193
June	\$ 115,953	\$ 114,711	\$ 73,594	\$ 102,401	\$ 174,067
July	\$ 234,735	\$ 115,241	\$ 54,532	\$ 133,542	\$ 118,532
August	\$ 200,602	\$ 84,321	\$ 93,268	\$ 136,067	\$ 173,294
September	\$ 185,974	\$ 45,510	\$ 73,868	\$ 187,793	\$ 148,578
October	\$ 198,650	\$ 188,453	\$ 110,222	\$ 92,352	\$ 170,418
November	\$ 116,228	\$ 159,307	\$ 164,863	\$ 63,445	\$ 190,268
December	\$ 196,064	\$ 89,360	\$ 61,631	\$ 63,075	\$ 101,272
January	\$ 157,041	\$ 75,496	\$ 89,072	\$ 21,093	\$ 156,492
February	\$ -	\$ 108,058	\$ 75,585	\$ 24,762	\$ 55,620
March	\$ -	\$ 147,891	\$ 100,791	\$ 111,132	\$ 141,865
April	\$ -	\$ 196,570	\$ 105,163	\$ 114,985	\$ 135,551
Total	\$ 1,549,883	\$ 1,436,400	\$ 1,134,700	\$ 1,183,926	\$ 1,764,150

For FY26, to meet our \$1,180,000 budgeted goal we needed to collect \$98,333 monthly. As of the end of February, we are \$664,883 ahead of our year-to-date target amount prior to receiving transfers from the Sussex County Recorder of Deeds.

4. Financial Statement Recap (pages 3 and 4) followed by the February Analytics (pages 5 and 6)

Attached are updated Revenue and Expenditure financial reports for the date ending February 28, 2026.

As always, if you have any questions concerning the Financial Reports, please do not hesitate to contact me.

Respectfully submitted March 6, 2026
 Dawn Mitchell Parks
 Finance Director

Town of Ocean View

Comparison of Budget to Actual Year-to-Date for the Fiscal Year Ending April 30, 2026

Revenues	February YTD Actual	FY26 Adopted Budget	Over (Under) Budget	Period 10 83% % of Budget	
PROPERTY TAX REVENUE	\$ 3,647,199	\$ 3,664,025	\$ (16,826)	100%	A
Early Payment Discount - Taxes (1% if paid by 7/31/24)	\$ (30,669)	(36,650)	\$ 5,981	84%	B
TRANSFER TAXES	1,570,015	1,180,000	\$ 390,015	133%	B
BUILDING PERMITS					
Building Permits	323,700	250,000	\$ 73,700	129%	
Impact Fees	262,536	181,650	\$ 80,886	145%	
Other Permits/Fees	27,715	17,000	\$ 10,715	163%	
GRANTS					
State Grant - Municipal Street Aid	126,351	128,140	\$ (1,789)	99%	C
Other Grant Proceeds (Public Safety and ARPA)	401,511	110,000	\$ 291,511	365%	D
GROSS RENTAL RECEIPT TAXES	751,744	774,700	\$ (22,956)	97%	E
LICENSES	216,075	207,250	\$ 8,825	104%	F
MISCELLANEOUS					G
Cable Franchise Fee	54,264	80,000	\$ (25,736)	68%	
Interest	215,988	187,000	\$ 28,988	116%	
Other - Donations	264,017	138,650	\$ 125,367	190%	
P&Z and BOA Fees	7,000	10,000	\$ (3,000)	70%	
POLICE: Fines & Fees	20,550	25,250	\$ (4,700)	81%	
REVENUE WITH OFFSETTING EXPENSE					H
Reimbursable Fees	47,107	130,000	\$ (82,893)	36%	
Pass through MVFC Ambulance Service	154,350	155,000	\$ (650)	100%	
Total Revenues	\$ 8,059,454	\$ 7,202,015	\$ 857,439	112%	
SRRTF: Sidewalk work	\$ 8,310	\$ 90,000	(81,690)	9%	
ESEF: committed funds being granted	\$ -	\$ 80,000	(80,000)	0%	
SRRTF: Street Paving	\$ 32,213	\$ 200,000	(167,787)	16%	
Use of Unassigned Fund Balance	\$ -	\$ 69,500	(69,500)	0%	
FY26 Revenue Restricted/Committed					I
ARPA (American Rescue Plan Act)	\$ 21,154		21,154		
Capital Budget: Public Safety Grants			0		
Capital Replacement Trust Fund (CRTF 12.5%)	(196,252)	(147,500)	48,752	133%	
Emergency Reserve Trust Fund (ERTF)	\$ (54,590)	(54,590)	0	0%	
Emergency Services Enhancement Fund (ESEF)	\$ (180,684)	(84,000)	96,684	215%	
Street Repair & Replacement Trust (SRRTF 25% + Add'l)	\$ (1,319,173)	\$ (977,910)	341,263	135%	
Total Revenues Available for Operations	\$ 6,370,431	\$ 6,377,515	\$ 966,315		

Recap	Actual	Budget	Over (Under) Budget
Total Revenues Available for Operations (above)	\$ 6,370,431	\$ 6,377,515	\$ (7,084)
Total Expenditures (Page 5 of 8)	5,026,297	6,377,515	(1,351,218)
Revenues Over (Under) Expenditures	\$ 1,344,134	\$ -	\$ 1,344,134

Town of Ocean View

Comparison of Budget to Actual

Year-to-Date for the Fiscal Year Ending April 30, 2026

Expenditures	February YTD Actual	FY26 Adopted Budget	Over (Under) Budget	Period 10
				83% % of Budget
SALARY & RELATED EMPLOYEE EXPENSES				
Wages: Salary, Overtime, Bonus	2,358,775	2,867,535	\$ (508,760)	82%
Insurances: Dental, Health, Life	548,621	600,515	(51,894)	91%
Payroll Taxes	190,030	229,610	(39,580)	83%
Pension	237,731	298,390	(60,659)	80%
Worker's Compensation	58,479	56,000	2,479	104%
CONTRACTED SERVICES	-			
Committee Stipends	2,130	6,500	(4,370)	33%
Computer/Copier Maintenance & related expenses	113,858	118,550	(4,692)	96%
Other	35,265	50,980	(15,715)	69%
EMPLOYEE RELATED EXPENSES, OTHER	55,562	76,950	(21,388)	72%
GRANT AWARDS: ESEF FUNDS	-	80,000	(80,000)	0%
INSURANCE BUSINESS & BONDS	141,153	137,900	3,253	102%
PROFESSIONAL SERVICES	-			
Audit	23,800	25,000	(1,200)	95%
Engineering	1,095	32,500	(31,405)	3%
Legal	55,922	39,500	16,422	142%
Property Assessments	49,354	75,000	(25,646)	66%
Other	101,906	226,580	(124,674)	45%
Pass thru MVFC Ambulance Service	154,350	155,000	(650)	100%
Reimbursable - Engineering	81,968	125,000	(43,032)	66%
Reimbursable - Other	900	5,000	(4,100)	18%
PUBLIC RELATIONS	49,529	73,015	(23,486)	68%
REPAIRS & MAINTENANCE	-			
Buildings, non-capital	6,718	17,000	(10,282)	40%
Drainage	137,332	75,000	62,332	183%
Machinery & Equipment, non-capital	2,689	8,000	(5,311)	34%
Park	16,529	25,000	(8,471)	66%
Street & Sidewalk Maintenance & Repairs	167,778	425,000	(257,222)	39%
Vehicles	40,405	34,500	5,905	117%
Other (Cleaning, Inspections, etc.)	16,865	41,700	(24,835)	40%
SUPPLIES & MISCELLANEOUS	-			
Advertising	22,168	22,500	(332)	99%
Department Specific Supplies	72,780	93,240	(20,460)	78%
Gas & Diesel	40,481	64,000	(23,519)	63%
NonCapital Equipment/Grant Funded Equipment	61,604	42,500	19,104	145%
Office Supplies/Postage	22,076	35,100	(13,024)	63%
Uniforms	12,465	17,200	(4,735)	72%
TELEPHONE & COMMUNICATIONS	42,218	51,400	(9,182)	82%
UTILITIES	-			
Street Lights	68,220	90,000	(21,780)	76%
Utilities	35,541	55,850	(20,309)	64%
Total Expenditures	\$ 5,026,297	\$ 6,377,515	\$ (1,351,218)	79%

Town of Ocean View

Comparison of Operating Budget to Actual – Analytic Comments Year-to-Date for the Fiscal Year Ending April 30, 2026

Revenues

- A. Property Tax Revenues:** The FY26 tax bills were postmarked on June 6th. Taxpayers had until July 31 to take advantage of the 1% discount and until August 31 to pay without penalty. Penalties are billed monthly on unpaid taxes. New Construction Half-year bills were processed and mailed in the first week of November.
- B. Transfer Taxes:** We continue to build the various reserve funds for future capital repairs and replacement needs and street and sidewalk repairs. The reserve funds were established by ordinance for specific purposes. For FY26, to meet our \$1,180,000 budgeted goal we needed to collect \$98,333 monthly.
- C. Grants – State Grant (Municipal Street Aid):** Historically, the Town’s share of MSA funding has been approximately 1.9% of the total state-wide grant. For FY25, the Town was allotted \$128,140, which is 2.14% of the total MSA funding. For FY26, the Town was allotted \$126,351, which is 2.11% of the total MSA funding.
- D. Public Safety Grants:** This category is comprised of various grants to aid in public safety including: (1) Sussex County Council provides an annual grant to each municipal police department that responds to calls within the County but outside that department’s normal jurisdiction. These funds are moved to the capital budget and are used towards the purchase of a new police vehicle; (2) The State provides an annual grant to assist with the cost of the pension expense for those in the plan for sworn officers.
- E. Gross Rental Receipts Tax:** The Gross Rental Receipt tax rate increased to 6% for rental income received after January 1, 2025. The collection of GRRT tax is based on the calendar year and payments are due August 15 and February 15. Therefore, most revenue is received in July/August and January/February.
- F. Licenses:** The town issues business (annual and temporary) and rental licenses. Licenses are issued on an annual basis and are due at the beginning of each calendar year. Accordingly, during the first eight months of the fiscal year, license collections are expected to be minimal. Normal collections primarily occur in December and January.
- G. Miscellaneous:** This category is primarily comprised of: (1) Cable Franchise Fees: The franchise agreement with Mediacom and is based on 5% of the cable company’s revenue from its customers in Town and is paid quarterly. (2) reimbursement of prior year expenses; (3) rental of meeting room and park; (4) administrative fee (10% of reimbursable reviews); (5) Sale of assets; and (6) Donations.
- H. Revenue with Offsetting Expense:** The major components of this category are (1) The pass-thru ambulance fee for MVFC (\$155,000 budgeted, \$158,300 actual). Funds collected by September 30th will be turned over in October. (2) The charges billed by the Town to property developers for inspections of construction work related to roads, site development, and sidewalks that are done by the Town’s engineer (\$130,000 budgeted).

Revenue not available for Operations

- I. **FY26 Restricted/Committed Revenue:** These funds are committed or restricted for specific purposes and thus are not available for general operations. The restricted funds are comprised of transfer tax revenue and interest earned on the restricted funds. A portion of the Impact Fees collected are committed to the Emergency Services Enhancement Fund (ESEF), which are distributed as a grant award each spring.

Expenditure

- J. **Contracted Services, Other:** Contracted services comprised of various maintenance agreements (ie elevator, HVAC, pest control, etc.), cleaning services, holiday décor management and the outsourcing of Town maintenance.
- K. **Employee Related Expenses, Other:** This line includes expenses for dues and membership, meetings and seminars, and travel reimbursement.
- L. **Grant Awards: ESEF Funds:** At the end of FY25, a total of \$1,023,628 in ESEF collections were carried over to FY26. In past years, the carryover was significantly less, however council made the conscious decision in FY17 to limit the grant award so that as less fees are collected in future years that Town will be able to continue to grant funds to assist with necessary capital purchases. The grant request and subsequent distribution normally occur in March.
- M. **Insurance – Business:** The Town’s general business insurance policies are renewed annually on May 7 and the premiums are paid at the beginning of the fiscal year.
- N. **Public Relations:** The primary expenses are for the Spring Fling, Concerts in the Park, Movies in the Park, Holiday Market, and Cops & Goblins. Most of these costs are incurred in the first half of the fiscal year.
- O. **Repairs & Maintenance – Street & Sidewalk Maintenance, Replacement & Repairs:** This line represents ADA Sidewalk repairs and annual street maintenance. Street Paving determined by the amended Street Paving Study is also included in this line item.
- P. **Supplies & Miscellaneous - Department Specific:** Related to G&A are fees associated with banking/investments and transfer tax collections. With Public Safety the expenses are primarily ammunition, canine and various PS specific supplies. DPW the expenses include street signage.