

TOWN OF OCEAN VIEW
DELAWARE

November 10, 2025

TO: Honorable Mayor and Council
 FROM: Dawn Mitchell Parks, Finance Director *DM*
 VIA: Carol S. Houck, Town Manager *CSH*
 SUBJECT: Monthly Financial Update as of October 31, 2025

1. Real Estate Tax

The FY26 Tax bills were processed and available online on May 1st for the assessments that were posted on February 15, 2025 (\$1,393,798,293). The property tax bills totaled \$3,593,212. They were postmarked by June 6th and taxpayers have until July 31 to take advantage of the 1% discount and until August 31 to pay their current year's taxes without penalty. At the end of October, we collected 98.89% of current year's taxes and 2,795 citizens took advantage of the early payment discount in the amount of \$30,657.

New Construction half-year tax bills will be processed and mailed in early November. These bills will be for any new homes completed between January 1 and September 30th.

2. Balances – Reserve and Committed Funds

(a) Trust Funds:

Emergency Reserve Trust Fund (ERTF) \$ 1,256,826

The Emergency Reserve Trust is funded at 20% of the FY26 operating budget. ERTF currently has \$920,575 available for use in a Fulton Money Market account and \$336,251 invested in Raymond James Financial Services (a division of Fulton Financial Services).

Capital Replacement Trust Fund (CRTF) \$ 1,419,420

The FY26 obligation from the Capital Replacement Trust is \$298,960. CRTF currently has \$1,058,266 available for use in WSFS Money Market account and \$361,154 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) \$ 1,294,033

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 \$580,611 available for use in a Fulton Money Market account and \$496,293 invested with Fulton CRIM and includes \$217,129 held in MSA Money market account at Fulton Bank.

(b) Emergency Services Enhancement Funding (ESEF) Program:

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 September 2025 consists of 43 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	127,041		1,150,669	
Cumulative collected and disbursed	2,626,972	(1,476,303)	1,150,669	

3. Transfer Taxes

Transfer Taxes collected through 10/31/2025 are from 43.2% new construction home sales (\$466,908) with 8.7% from land sales, developer to builder (\$93,693) and 48.1% resales of existing homes (\$519,949).

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	\$ -	\$ 159,307	\$ 164,863	\$ 63,445	\$ 190,268
December	\$ -	\$ 89,360	\$ 61,631	\$ 63,075	\$ 101,272
January	\$ -	\$ 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	\$ 1,080,550	\$ 1,436,400	\$ 1,134,700	\$ 1,183,926	\$ 1,764,150

For FY26, to meet our \$1,180,000 budgeted goal we will need to collect \$98,333 monthly. As of the end of October, we are \$490,550 ahead of our year-to-date target amount.

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

Attached are updated Revenue and Expenditure financial reports for the date ending October 31, 2025.

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

Respectfully submitted November 10, 2025
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	October YTD Actual	FY26 Adopted Budget	Over (Under) Budget	Period 06 50% % of Budget	
PROPERTY TAX REVENUE	\$ 3,621,326	\$ 3,664,025	\$ (42,699)	99%	A
Early Payment Discount - Taxes (1% if paid by 7/31/24)	\$ (30,669)	(36,650)	\$ 5,981	84%	
TRANSFER TAXES	1,080,550	1,180,000	\$ (99,450)	92%	B
BUILDING PERMITS					
Building Permits	235,238	250,000	\$ (14,762)	94%	
Impact Fees	188,789	181,650	\$ 7,139	104%	
Other Permits/Fees	20,435	17,000	\$ 3,435	120%	
GRANTS					
State Grant - Municipal Street Aid	63,175	128,140	\$ (64,965)	49%	C
Other Grant Proceeds (Public Safety and ARPA)	262,006	110,000	\$ 152,006	238%	D
GROSS RENTAL RECEIPT TAXES	316,848	774,700	\$ (457,852)	41%	E
LICENSES	19,150	207,250	\$ (188,100)	9%	F
MISCELLANEOUS					G
Cable Franchise Fee	19,496	80,000	\$ (60,504)	24%	
Interest	124,491	187,000	\$ (62,509)	67%	
Other - Donations	124,965	138,650	\$ (13,685)	90%	
P&Z and BOA Fees	2,600	10,000	\$ (7,400)	26%	
POLICE: Fines & Fees	14,996	25,250	\$ (10,254)	59%	
REVENUE WITH OFFSETTING EXPENSE					H
Reimbursable Fees	22,933	130,000	\$ (107,067)	18%	
Pass through MVFC Ambulance Service	154,350	155,000	\$ (650)	100%	
Total Revenues	\$ 6,240,680	\$ 7,202,015	\$ (961,335)	87%	
SRRTF: Sidewalk work	\$ 8,310	\$ 90,000	(81,690)	9%	
ESEF: committed funds being granted	\$ -	\$ 80,000	(80,000)	0%	
SRRTF: Street Paving	\$ 24,217	\$ 200,000	(175,783)	12%	
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%)	(135,069)	(147,500)	(12,431)	92%	
Emergency Reserve Trust Fund (ERTF)	\$ (54,590)	(54,590)	0	0%	
Emergency Services Enhancement Fund (ESEF)	\$ (113,233)	(84,000)	29,233	135%	
Street Repair & Replacement Trust (SRRTF 25% + Add'l)	\$ (890,892)	\$ (977,910)	(87,018)	91%	
Total Revenues Available for Operations	\$ 5,100,578	\$ 6,377,515	\$ (1,417,370)		

Recap	Actual	Budget	Over (Under) Budget
Total Revenues Available for Operations (above)	\$ 5,100,578	\$ 6,377,515	\$ (1,276,937)
Total Expenditures (Page 5 of 8)	3,092,939	6,377,515	(3,284,576)
Revenues Over (Under) Expenditures	\$ 2,007,638	\$ -	\$ 2,007,638

Town of Ocean View

Comparison of Budget to Actual

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

Expenditures	October YTD Actual	FY26 Adopted Budget	Over (Under) Budget	Period 06
				50%
				% of Budget
SALARY & RELATED EMPLOYEE EXPENSES				
Wages: Salary, Overtime, Bonus	1,403,687	2,867,535	\$ (1,463,848)	49%
Insurances: Dental, Health, Life	341,017	600,515	(259,498)	57%
Payroll Taxes	113,481	229,610	(116,129)	49%
Pension	150,315	298,390	(148,075)	50%
Worker's Compensation	43,351	56,000	(12,649)	77%
CONTRACTED SERVICES	-			
Committee Stipends	1,200	6,500	(5,300)	18%
Computer/Copier Maintenance & related expenses	73,998	118,550	(44,552)	62%
Other	6,896	50,980	(44,084)	14%
EMPLOYEE RELATED EXPENSES, OTHER	29,405	76,950	(47,545)	38%
GRANT AWARDS: ESEF FUNDS	-	80,000	(80,000)	0%
INSURANCE BUSINESS & BONDS	141,053	137,900	3,153	102%
PROFESSIONAL SERVICES	-			
Audit	23,800	25,000	(1,200)	95%
Engineering	1,095	32,500	(31,405)	3%
Legal	30,561	39,500	(8,939)	77%
Property Assessments	32,941	75,000	(42,059)	44%
Other	73,115	226,580	(153,465)	32%
Pass thru MVFC Ambulance Service	154,350	155,000	(650)	100%
Reimbursable - Engineering	58,294	125,000	(66,706)	47%
Reimbursable - Other	900	5,000	(4,100)	18%
PUBLIC RELATIONS	36,701	73,015	(36,314)	50%
REPAIRS & MAINTENANCE	-			
Buildings, non-capital	5,479	17,000	(11,521)	32%
Drainage	12,180	75,000	(62,820)	16%
Machinery & Equipment, non-capital	1,448	8,000	(6,552)	18%
Park	8,564	25,000	(16,436)	34%
Street & Sidewalk Maintenance & Repairs	95,922	425,000	(329,078)	23%
Vehicles	20,508	34,500	(13,992)	59%
Other(Cleaning, Inspections, etc.)	13,525	41,700	(28,175)	32%
SUPPLIES & MISCELLANEOUS	-			
Advertising	14,205	22,500	(8,295)	63%
Department Specific Supplies	55,627	93,240	(37,613)	60%
Gas & Diesel	24,278	64,000	(39,722)	38%
NonCapital Equipment/Grant Funded Equipment	26,034	42,500	(16,466)	61%
Office Supplies/Postage	14,979	35,100	(20,121)	43%
Uniforms	5,960	17,200	(11,240)	35%
TELEPHONE & COMMUNICATIONS	24,350	51,400	(27,050)	47%
UTILITIES	-			
Street Lights	37,494	90,000	(52,506)	42%
Utilities	16,228	55,850	(39,622)	29%
Total Expenditures	\$ 3,092,939	\$ 6,377,515	\$ (3,284,576)	48%

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 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 will be processed and mailed 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 for Emergency Services Enhancement Fund (ESEF) which are distributed as a grant award each spring.

Expenditures

- J. **Contracted Services, Other:** Contracted services other is 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 occurs 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.