


**TOWN OF OCEAN VIEW
DELAWARE**

November 13, 2025

TO: Honorable Mayor and Council

FROM: Carol S. Houck, Town Manager



SUBJECT: Town Manager Report for the Council Meeting of November 18, 2025

November 18th Workshops and Recommendations

Much time was spent in recent weeks preparing for our workshops to be held prior to the Council meeting of November 18th. (Topics: Police Compensation Study and Remaining Funds from Water System Sale). I look forward to sharing the information and ultimately getting direction from Council regarding my associated recommendations.

Upcoming Workshops

Tuesday, December 2nd – 3 p.m.

Topic: International Association of Chiefs of Police (IACP) Risk Analysis

Results/presentation

Discussion/public participation

Path Forward: 3 p.m. Regular Council Meeting of **December 9th** – recommendation by the Town Manager.

Tuesday, January 13th – 1 p.m.

Topic: Health Insurance Evaluation of Options (DVHT) – Pertinent to the FY27 Budget

Results/presentation

Discussion/public participation

Path Forward: 3 p.m. Regular Council Meeting of **January 13th** – recommendation by the Town Manager.

Updated Ordinance – Community Demonstrations – Town Owned Property

Engagement continued this past month with our Town Solicitor firm Connolly Gallagher in regard to the ordinance which has been updated to address concerns that were raised after its original adoption last August. As we have considered all concerns and comments made at meetings and by those that have reached out to the Town there is one prime misunderstanding that we will attempt to clear up at the first public hearing of November 18th. That misunderstanding is that most don't seem to recognize that our ordinance introduced in October, which is now moving through the approval process, **only pertains to Town Owned Property – not all property in Town.** This is the case for both the original and updated ordinance. As such, persons wishing to express their First Amendment Rights have many locations to do so, and in fact have done so.

Again – our interest in this ordinance is advance awareness and coordination of demonstrations and other activities that take place on Town owned property.

ICMA – International City Manager’s Association Conference

I attended the ICMA conference last month in Tampa and along with the beautiful weather and the thought provoking sessions I participated in, I was also awarded a plaque for 35 years of continued service and membership with ICMA. I’ve been very fortunate to have had the opportunity to work in several Cities and Towns over these years. There’s never a dull day in local government and I’ve had so many days when I left work feeling good about what we had accomplished or initiated on behalf of the community. Thank you to the Mayor and Council for your support of my continued involvement with ICMA and with the projects and initiatives that all of our departments are working on here in Ocean View!

Interest to Add a Menorah Lighting to our Old Town Holiday Event

We received a request to consider the addition of a Menorah lighting to our event this year. Given the late time frame of the request (11/13/25) and the event being only 16 days away, I responded that we will attempt to incorporate this into next years program. We had not of course budgeted planned or advertised for this addition and if we’re able to add this next year, I would like to be in a position to do it right! I have already reached out to get some pricing for the FY27 budget, so that we will have the opportunity to engage on the topic during the process.

Santa’s Letter’s Inc.

This week the representative from Santa’s Letter’s advised that they’ve decided to keep its location near its office on Central Avenue due to it being easier to set up at that location. They will however have a small mailbox and signage at our event.

Outreach and Engagement:

I participated in various meetings/engagements/events including those with the Historic Village in Ocean View as Board member, Ocean View Brewing Company – Fire and Ice, PFM regarding ongoing Compensation Study and Use of Water Sale funds, Sussex County Association of Towns, Vendors for Old Town, Performers for Old Town and Fire and Ice, IACP regarding ongoing Risk analysis, International City Manager’s Association, G & E – Chestnuts for Old Town, Boy Scout Troop 281 – Old Town, Millville Volunteer Fire Company – Old Town Holiday, Chamber of Commerce, Grant in Aid, Fire and Ice, Playground vendor, Holiday Décor – Holiday Decorations, DVIT – Health plan option review and various other vendors and contractors, the Town Solicitor, residents, and organizations.