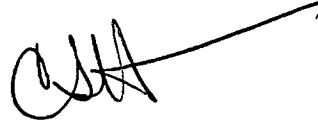


**TOWN OF OCEAN VIEW
DELAWARE**

October 8, 2025

TO: Honorable Mayor and Council

FROM: Carol S. Houck, Town Manager



SUBJECT: Town Manager Report for the Council Meeting of October 14, 2025

8 Oakwood Parking Lot Expansion

I am happy to advise that all approvals have come in to allow us to move forward with accepting bids for the development of the lots expansion. We will use the grass lot for Cops and Goblins and Old Town Holiday this year and bring the contract for award to you in the months ahead.

Verizon Cell Tower

All approvals are in for the development of the Cell tower adjacent the maintenance facilities for Bear Trap and the Town. We are anticipating a permit will be issued in the near future.

Millville Volunteer Fire Company – Ambulance Fee's

Please be advised that this pass-through fund collection was sent to the Millville Volunteer Fire Company last week as required and totaled **\$154,350** for 3078 properties participating and therefore having access to discounted ambulance services if required during the year.

Fire and Ice Update

The Town and its partner the **Historic Village in Ocean View** has worked to bring Ocean View Brewing Company into the event as a sponsor to the Historic Village. Ocean View Brewing Company will offer beer tastings in Halls Store on Friday from 1pm to 5pm plus they will be developing a **commemorative Ocean View IPA can for sale in 4 packs** highlighting the Historic Village, Delaware turning 250 and the Fire and Ice Event. The sale proceeds from the commemorative 4 packs will benefit the Historic Village in Ocean View.

Cops and Goblins Fund Raising Golf Tournament

The final fundraising total for the Golf Tournament benefiting our Cops and Goblins event is **\$17,350!** As you know this effort was undertaken to help us to maintain the offerings and success of this community engagement offering.

Ocean View Post Office Closure

The sudden closing of the Ocean View Post Office resulted in our receiving calls of concern and request for information. As Mayor and Council know, a letter was sent to U.S. Senator Coons requesting assistance in obtaining a contact person to provide updates as well as to inquire as to the possibility to address this recent concern for the condition of the site by starting the process

to bring a new modern post office to our community. As of October 6th, an inquiry was made on our behalf with the USPS.

Santa's Letter's Inc. Partnership – In John West Park

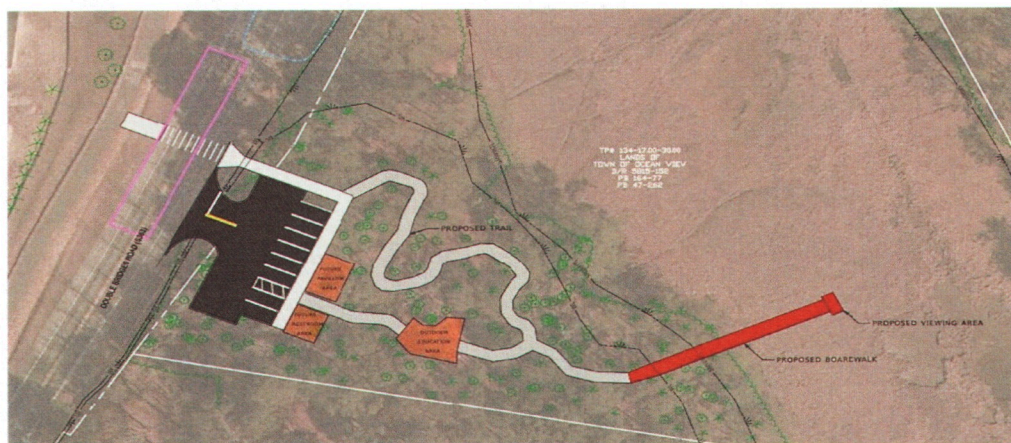
I am happy to say that we were able to include Santa's Letters's Inc. and its holiday display and Mailbox at John West Park for the season. Santa's Letter's Inc. is a 501 (c) (3) charitable organization that collects and reply's to the letters of children submitted to them. Each year by application, Sants Letter's adopts local families and fulfills their wish lists with gifts and essentials. Their efforts continue year-round as well as their fundraising. Their display will be in place mid-November and remain in place through the Holiday, therefore available for letter placement during our Old Town Holiday event and while the trail of lights welcomes families.

South Coastal Village Volunteers (SCVV)

Our tenant and partner the SCVV has been granted its federal non-profit status as a 501 (c) (3) organization by the IRS. This milestone marks the SCVV's transition from a branch of the Village Volunteers of Lewes into an independent nonprofit serving Ocean View, Bethany Beach, South Bethany and Millville. Founded in 2020, the SCVV now has 188 volunteers, providing more than 300 monthly services for over 100 members. This includes transportation, errands, small household tasks, wellness programs and social activities.

Berzins Natural Area and Trail

We held our final open house on October 2nd to share the design and funding information for this project. We had approximately 12 people attend, and all expressed their excitement for the project which to date has received grant fund commitment of \$2 million dollars. The final preparations are taking place to put the project out for bid. Thank you Ken Cimino and our consultants from Wallace Montgomery for their dedication to bringing this unique project to the point where it is becoming reality.



Reminder – the November meeting of Council will take place on Tuesday, November 18th at 3pm due to the regular meeting date falling on Veterans Day.

Upcoming Council Workshops: A great deal of time and engagement has been put forth in recent weeks working with our consultants and preparing for the workshops and ultimately preparing recommendations. All have been rewarding and important topics to work on for our community and all are pertinent to the FY27 budget we will begin to prepare in January. As such, we appreciate the engagement of the Mayor and Council and hopefully the attention and participation of the property owners of Ocean View.

Tuesday, November 18th – 12:30 p.m.

Topic 1: Police Compensation Analysis (PFM) – Pertinent to the FY27 Budget

Results and presentation

Discussion/public participation

Path Forward: 3 p.m. Regular Council Meeting of **November 18th** – recommendation by Town Manager.

Topic 2: Remaining proceeds from Sale of Water Distribution System (PFM) – Pertinent to the FY27 Budget

Presentation with options

Discussion/public participation

Path Forward: 3 p.m. Regular Council Meeting of **November 18th** – recommendation by Town Manager.

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.

Outreach and Engagement:

I participated in various meetings/engagements/events including those with the Historic Village in Ocean View as Board member, Bear Trap Dunes participant HOA Meeting, Ocean View Brewing Company – Fire and Ice/HVOV, League of Local Government, PFM regarding ongoing Compensation study, Yoga instructors, IACP regarding ongoing Risk analysis, International City Manager’s Association, Millville Volunteer Fire Company, Chamber of Commerce, Fire and Ice, DVIT – Health plan option review and various other vendors and contractors, the Town Solicitor, and residents, organizations or contractors in response to requests etc.

Carol Houck

From: Glass, Jessica (Coons) <Jessica_Glass@coons.senate.gov>
Sent: Friday, October 10, 2025 9:10 AM
To: Carol Houck
Cc: Brady, Krista (Coons)
Subject: RE: Ocean View Post Office Case - Personal Consent Form

Hi Carol,

I just received the below response concerning the Ocan View Post Office. Unfortunately they don't offer too much insight into the timeline for completion but it's good news that they are actively working on the situation and have a plan in place. If you need any further assistance or updates in the future months, please don't hesitate to reach back out.

"This is in response to Service Request 82384474 on behalf of your constituent Carol Houck, Ocean View Town Council.

Firstly, I want to apologize for the inconvenience this emergency disruption has caused our customers and your constituents that rely on the products and services offered by any Postal facility, in this case, the Ocean View Post Office. As information, the Ocean View Post Office located at 35764 Atlantic Ave., Ocean View, DE 19970, will be temporarily closed due to emergency repairs. The Retail & PO Box services are suspended at the above location, however, there will be no impact to delivery services.

Retail services will be offered at the Bethany Beach Post Office, 14 N Pennsylvania Ave., Bethany Beach, 19930. Hours of Operation are 8 a.m. – 4:30 p.m. (Mon – Fri) and 8 a.m. – non (Sat).

Regarding the status of the facility and what steps will be taken to address the concerns?

- We are in the investigative phase and have initiated a facility assessment to define the scope and develop repair proposals. We expect proposals and scope within 3 weeks. Costs are not yet available, as they depend on the investigation results. Once scope and costs are confirmed, we can finalize a plan to repair or replace the trailers.*

Regarding is there currently a timeline for necessary repairs?

- Not at this time. Once we have the reports and proposals back, we can provide more information on the timeline.*

I hope this can shed light on this temporary closure for emergency repairs."

Sincerely,
Jess

Jessica Glass
Constituent Advocate | Internship Coordinator
U.S. Senator Chris Coons (DE) | 302.573.6345