



February 2019 Town Manger's Report

Economic Outlook:

The Town collected \$2,305 in building permit fees during the month of February. There was one (1) building permit issued for new construction.

The Town also received a check from the Recorder of Deeds in the amount of \$36,591 for realty transfer taxes (RTT) collected on our behalf during January. This amount will be set aside for future debt payments or capital projects. We have reached the amount necessary to balance the FY19 operating budget.

Property Annexation:

Ludema Annexation- the annexation was approved at the February Commission meeting. A letter and a copy of the authorizing Ordinance were sent to the property owner. The County was sent a notification letter as well.

New Police Station:

Our legislators have agreed to fund the parking lot and entrance portions of the new police station. The estimated amount is approximately \$72,000. We have received the agreement from DelDOT and it is being processed. We appreciate their assistance.

Coastal Run Apartments:

The property owner has submitted their application for preliminary development plan review. KCI has the application and is pre-qualifying it. Once it is determined to be a complete application, it will be schedule for approval by the Commissioners after review by town staff, our engineer and the County.

Banking:

A meeting took place with Fulton Bank representatives to discuss our banking relationship and to review their corporate credit card program. There may be an opportunity to utilize their program to save the town money as it pertains to purchasing. We will be reviewing internal policies and procedures.

Capital Budget Amendment:

The capital budget amendment was shared with the Commissioners at the February workshop. There were no proposed changes to the submission. A resolution will be drafted to reflect the new figures.

Greenwood:

They were invoiced for their 4th quarter wastewater flows.

Employment Anniversary's Upcoming in April:

- April 3rd- Phillip Mowbray- 30 years
- April 16th- H. Allen Smith- 1 year

Upcoming Events:

- March 6th @ 6:00 P.M.- SCAT Meeting
- March 11th @ 7:00 P.M.- Commission Meeting
- March 19th @ 7:00 P.M.- Planning & Zoning Meeting
- March 25th @ 5:00 P.M.- Commission Workshop
- March 28th @ 6:00 P.M.- DLLG Dinner

Regular daily activities and duties were completed throughout the month, and weekly department meetings were held. Also attended necessary quarterly and monthly meetings pertaining to SCAT, DLLG and CMAD.

Respectfully Submitted,



Jesse Savage
Town Manager