

**TOWN OF ELSMERE
COUNCIL MEETING MINUTES
March 12, 2026
6:30 p.m.**

CALL TO ORDER: Mayor Personti called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENCE: A moment of silence was held to commemorate one year since the passing of Lt. Gregg W. Shelton.

ROLL CALL:

MAYOR	JOANN I. PERSONTI	PRESENT
1 ST DISTRICT	JANE MCDANIEL	PRESENT
2 ND DISTRICT	SALLY JENSEN	PRESENT
3 RD DISTRICT	BRIAN REINBOLD JR.	PRESENT
4 TH DISTRICT	JOHN HOLLOWAY	PRESENT
5 TH DISTRICT	MARC HENRY	EXCUSED
6 TH DISTRICT	ERIK ELLISON	PRESENT

Town Solicitor, James McMackin – Present
Chief of Police, Laura Giles – Present
Town Manager, Steven Martin – Present
Finance Director, Valarie Strzempa – Present
Code Enforcement, Nicole Long – Present
Public Works Department, Anthony DiSanto - Present

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:

Minutes of the February 12, 2026, Council Meeting.

ACTION: A motion was made by Councilman Holloway to approve the minutes of the February 12, 2026, Council Meeting as corrected. The motion was seconded by Councilman Reinbold.

VOTE: 6-0 with 1 Absent All in Favor Motion Carried

OLD BUSINESS: None.

NEW BUSINESS:

Introduction of New Finance Department Employee, Jasmain Harris, Tax Clerk II.

At this time, Mayor Personti welcomed Ms. Harris to the Town of Elsmere.

A special presentation in honor of Mr. Russ Fernandes as Hometown Hero.

At this time, Mayor Personti invited the Councilmembers to the front of the room and asked members of the Fernandes family, who were present at the meeting, to join them for a surprise tribute, recognizing the Mr. Fernandes' dedication and service. She continued by reading the tribute aloud for the record.

“HONORING THE DEDICATION AND SERVICE OF U.S. NAVY RADARMAN AND ELSMERE FIRE COMPANY FIRE POLICE EMERITUS RUSSELL H. FERNANDES, SR.

WHEREAS, the community pauses to reflect upon the extraordinary life of Russell “Russ” H. Fernandes, Sr., a man whose legacy is defined by unwavering patriotism, decades of civic leadership, and a profound devotion to his family and neighbors; and

WHEREAS, born in Philadelphia and raised in Larchmont, Russell answered the call of duty following the attack on Pearl Harbor, enlisting in the United States Navy at age 17 and becoming a pioneer in the critical wartime technology of RADAR, giving him the title of “Radarman”; and

WHEREAS, as a “Plank Owner” of the USS Parker (DD-604), Russell served with distinction during World War II across the Mediterranean and North Africa, and later continued his service during the Korean War aboard the experimental destroyer USS Witek (EDD-848); and

WHEREAS, in 1945, Russell married his beloved Laura Mae, eventually establishing a family home on Alvil Road in 1950 – a residence that has served as a beacon of stability and love for the Fernandes family for over 76 years; and

WHEREAS, Russell’s commitment to public safety was unparalleled, serving as a Life Member of the Elsmere Volunteer Fire Company and a top responder with over 1,800 calls. His leadership extended to the New Castle County Fire Police Association, where he served as Treasurer for many years and was ultimately honored with the prestigious title of Fire Police Emeritus; and

WHEREAS, Russell’s excellence was recognized at the highest levels of government, having been named both New Castle County and Delaware State Fire Police Officer of the Year in 1997, and receiving formal accolades from the Delaware State Senate, House of Representatives, New Castle County Council, and the Town of Elsmere for his lifetime of service; and

WHEREAS, beyond his uniform, Russell shaped the community as a member of the Conrad Area School Board and as a devoted caregiver to Laura Mae during her final years, providing a living testament to the values of loyalty, sacrifice, and compassion.

NOW, THEREFORE, the Mayor and Council of the Town of Elsmere extend its deepest gratitude and highest honor to the memory of Russell “Russ” H. Fernandes, Sr. His life was a masterclass in citizenship, and his contributions to the Town of Elsmere, the State of Delaware, and the United States of America will be cherished for generations to come.

FURTHERMORE, that in recognition of his lifelong achievements and as a source of pride for our community, the Town of Elsmere hereby names Russell “Russ” H. Fernandes, Sr. a Hometown Hero, with a banner to be proudly displayed on Kirkwood Highway.

HONORED BY THE MAYOR AND COUNCIL OF THE TOWN OF ELSMERE, THIS 12th DAY OF MARCH 2026.”

At this time, a Hometown Hero banner was presented and unveiled to Mr. Fernandes' family, which was accompanied by a round of applause.

Mayor Personti informed members of the Fernandes family that she will be presenting a copy of the tribute to the firehouse as well during their banquet. She stated that she knows they have a display cabinet, and hopes they will be putting it on display in the firehouse.

A special presentation in honor of the Elsmere Fire Company's 105th Anniversary of serving our community.

At this time, Mayor Personti read the tribute aloud for the record.

"A TRIBUTE CONGRATULATING THE ELSMERE FIRE COMPANY ON THEIR 105TH ANNIVERSARY

WHEREAS, the motto "Service for Others" is the foundational pillar of the volunteer fire service in America, representing a selfless commitment to the protection of life and property; and

WHEREAS, the Elsmere Fire Company #1 was born of necessity on March 18, 1921, following a devastating field fire that threatened the homes of a then-small community, leading Townspeople to gather in the office of Lewis Cloud to establish their own safeguard. Elsmere Fire Company #1 has evolved from its humble beginnings as the Fairview Fire Company—utilizing a \$500 horse-drawn ladder truck purchased from Brandywine #10—into a premier, state-of-the-art emergency response organization; and

WHEREAS, the history of Elsmere Fire Company #1 is marked by both triumph and profound resilience, most notably following the tragic fire of December 18, 1946, which destroyed the original firehouse and all apparatus, only for the members to rise from the ashes to rebuild a stronger department. Elsmere Fire Company #1 has been led by legendary figures such as Chief Charles L. Jones, who served with devotion for 26 years, and Chief Paul P. Rambo, whose memory is enshrined in the Memorial Hall dedicated in 1964; and

WHEREAS, Elsmere Fire Company #1 has consistently been a pioneer in the State of Delaware, being among the first to adopt diesel-powered apparatus, the first to utilize a Heart-Lung Resuscitator in an ambulance, and the first to deploy a mobile communications center. For over a century, the brave men and women of Elsmere have answered the call during the most harrowing moments in regional history, including the Fiber Mill fire, the Iron Hill brush fires, the Avisun Plant explosion, and the catastrophic floods of 1967; and

WHEREAS, on March 18, 2026, the Elsmere Fire Company #1 officially celebrates its 105th Anniversary, marking more than ten decades of "unstinting work" and "unselfish public spirit."

NOW, THEREFORE, this Mayor and Council extends its most profound congratulations and gratitude to the past and present members of the Elsmere Fire Company #1 on the occasion of their 105th Anniversary. We honor your "proud boast" of service and recognize that the safety of our citizens is built upon your courage and sacrifice.

FURTHERMORE, a copy of this tribute shall be presented to the Elsmere Fire Company #1 as a permanent record of our esteem and as a testament to a legacy that continues to inspire the community of Elsmere and the State of Delaware.

HONORED BY THE MAYOR AND COUNCIL OF THE TOWN OF ELSMERE ON THIS 12th DAY OF MARCH 2026.”

The reading was followed by a round of applause from the audience.

Consideration of Introduction and Second Reading of Ordinance 687. An ordinance to enter police officers into State pension.

Mayor Personti stated that this is a housekeeping matter that when we established the CBA, there's some differences that we have to incorporate into our legislation. No further discussion was had.

ACTION: A motion was made by Councilman Reinbold to approve the introduction and second reading of Ordinance 687. The motion was seconded by Councilwoman McDaniel.

VOTE: 6-0 with 1 Absent All in Favor Motion Carried

Presentation from DTI regarding IT server and website upgrades.

Kerwin Gaines, our representative from the State Department of Technology and Information (DTI), began his presentation, stating that the Town of Elsmere has significantly improved its security posture over the last 12 months through several key initiatives:

- **Firewall Replacements:** Successful installation of additional firewall units to secure the Town's network perimeter.
- **Website Protection:** Implementation of Red Shield, a forward-facing protection layer for the Town's official website to prevent unauthorized external access. This project (\$11,000 value) was 100% state funded.

He then highlighted the increasing frequency of ransomware attacks on municipalities, noting a recent incident in a neighboring historic Town and an attack on the Stryker medical facility. He explained that ransomware encrypts files and demands payment; however, paying the ransom does not guarantee the return of data or the removal of "backdoor" malicious code. A new \$90,000 recovery project is being implemented, funded 100% by the SLCGP program. This system performs nightly "cleaning" of files to remove dormant malicious code, and data is stored in an immutable "cyber vault" (both on-site and cloud-based), allowing the Town to restore clean data without paying a ransom. The Town has enrolled in CrowdStrike for endpoint and intrusion detection. Unlike local offices that close at 5:00 PM, this service provides 24/7 monitoring by a Security Operations Center (SOC). The \$35,000 annual cost is currently covered 100% by the State, pending annual re-approval and FEMA processing. Mr. Gaines stated Elsmere is in a significantly stronger and more secure position than it was one year ago. Despite these upgrades, Town officials and staff are urged to remain vigilant, as cyber activity is expected to increase over the next 24 months.

The Mayor brought up that there was an issue with the website recently and Mr. Gaines stated that following the installation of RedShield, the Town's website host, GoDaddy.com, effectively disabled the security layer. This was due to proprietary restrictions within GoDaddy's DNS settings,

which initially blocked the third-party protection. Although the issue originated with the host provider and not the security product itself, the State Chief Information Security Officer (CISO) and DTI intervened. They held the vendor accountable for the Town's uptime, ensuring the technical conflict was resolved without further disruption. This intensive troubleshooting and configuration fix were performed at no additional cost to the Town of Elsmere. Mr. Gaines emphasized that the State remained committed to the Town's stability, ensuring that the transition to higher security did not result in a loss of service or unexpected expenses. Mr. Gaines stated that when the Town re-ups the insurance, please keep cyber in mind as it is going to be a little bit more expensive.

Town Manager Steven Martin stated that he hopes Mr. Gaines will assist us when the time comes to do the application for further insurance because it is a lengthy application.

There were further discussions regarding the insurance and what the Town should be covering for ransomware.

Mr. Gaines concluded by emphasizing the positive impact these security measures would have on the Town's insurability and financial risk. It was noted that the Town's improved security posture directly influenced insurance evaluations. By utilizing the SLCGP program, the Town demonstrated "due care and due diligence," showing carriers that leadership was proactively identifying and protecting assets. Mr. Gaines explained that insurance companies were increasingly moving away from "cyber riders" on general liability policies. Instead, they were requiring municipalities to purchase standalone cyber policies. However, because the Town had initiated these projects and documented its protection efforts, it was in a much stronger position to negotiate coverage and avoid being penalized for lack of oversight.

DEPARTMENTAL REPORTS:

Code Enforcement

On behalf of the Code Enforcement Department, Administrative Assistant Nicole Long gave a brief overview of the Code Enforcement Report, which is attached to these minutes. There were no questions or comments from Mayor and Council.

Finance Department

Finance Director Valarie Strzempa gave a brief overview of the Finance Department Report, which is attached to these minutes.

- The Finance Director noted that all current financial reports and a comprehensive list of active grants as of March 6th had been provided for review. The documentation detailed the total funds awarded to the Town, the remaining balances as of the March 6th cutoff, and a calculated estimate of the Town's liabilities concerning reimbursable grants. It was clarified that while the current discussion focused on February's data, the primary activity for these projects and the associated grant cycles was slated to begin in March.
- Councilman Ellison questioned the \$230,000 for the 2025 Street Program asking if this is the grant that was pulled since the funds were not received.
- Town Manager Steven Martin stated no, the Town just hasn't received the funds yet.
- Councilman Ellison asked, if we have about \$678,000 left on these grants?
- Finance Director Valarie Strzempa stated yes, especially with ARPA funds and all that considering that there is an even higher amount.

- Councilman Ellison then questioned if there is a deadline for using ARPA funds?
- Town Manager Steven Martin stated the deadline for expending the funds is now April 2027 for ARPA.
- There was conversations had regarding road repairs and what funds and/or grants would cover them.

Public Safety

Police Chief Laura Giles gave a brief overview of the Public Safety Report, which is attached to these minutes:

- Chief Giles reported that a resident had reached out to her and she spoke to the Town Manager regarding a Community Resource Event scheduled for Saturday, April 18, 2026. The event is set to take place at Fairgrounds Park from 9:00 AM to 2:00 PM. It was described as a large-scale initiative involving various churches and local organizations. While the event is being held in Elsmere, its reach was intended for the surrounding community as well. A tentative rain date was established for Sunday, April 19, 2026. It was noted that should the rain date be utilized, the hours of operation would likely be shortened to accommodate those attending Sunday morning church services.
- Councilwoman Jensen stated that her only concern is not with the event itself but the location because parking is going to be very difficult at Fairgrounds Park.
- Chief assured her that the event is intended to be more of a walkable event for the community members and for that target area so parking should not be an issue.
- Chief Giles reported the approval of a grant for the purchase of a new Axon in-car camera system. The grant application resulted in a savings of \$8,456 for taxpayers, with the total project value including an additional \$44,992 in funding. It was noted that the department's current in-car cameras were approximately 15 years old and significantly outdated. The new Axon units transitioned the department to a cloud-based system, integrating directly with Evidence.com for streamlined data management. An additional grant application was submitted for two more cameras to ensure continued equipment modernization and redundancy.
- The Chief of Police provided a reminder and final update regarding the upcoming dedication of the Resilience Room in honor of Lt. Gregg Shelton. She expressed gratitude to Anthony and the Public Works Department for their exceptional efforts in preparing for the event. The presentation will include a highlight of a commemorative video and song created by the Davis family utilizing artificial intelligence. The Chief reported that the Resilience Room had been rearranged by the department's clinician to ensure a more "Zen" and calming environment for the officers. The dedication was organized to include refreshments and a light reception.
- Councilwoman Jensen asked the Chief how the Speed Alert Trailer was performing?
- Chief Giles stated that it has been moved around to different locations in Town and is doing well.
- Councilman Ellison asked who is running the Facebook page and Chief Giles stated it is M/Cpl. Sowden and/or M/Cpl. Davis.
- Councilman Ellison stated for those that don't know, on the police department's Facebook page and their Instagram, they put daily quotes out and motivational things.

Public Works

Public Works Supervisor Anthony DiSanto gave a brief overview of the Public Works Department Report, which is attached to these minutes:

- Public Works Supervisor Anthony DiSanto stated that he was fully aware of the pothole situation and maintained an extensive list of problem areas. Immediately following the snowmelt, he sent Public Works out to conduct a comprehensive assessment of the Town's streets. Although the department utilized half a pallet of material, it only scratched the surface, as new reports continued to pour in daily after the initial inspection was completed. Administrative Assistant Nicole Long created a binder for Public Works and the Town Manager to reference for all the potholes throughout the Town.
- Mayor Personti stated that she was frustrated to see new potholes appearing so soon, especially on roads we just paved.
- Town Manager Steven Martin stated that the potholes are actually just outside of the area that was repaved.
- The Mayor also questioned the depressions on Poplar Avenue and Mr. DiSanto brought up Leech Avenue. Mr. DiSanto determined that these were caused by old terracotta pipes.
- Councilwoman Jensen questioned where the Western Avenue potholes were filled? Mr. DiSanto stated that one on Western Avenue before the intersection of Baltimore Avenue between 110 and 112 Western Avenue and there's one on Baltimore by the Dog Park.
- Councilwoman McDaniel wanted to thank the department for their work and the Mayor agreed and stated that she knows the department has been busy and knows that they will be busy for a while with all the potholes.

Town Manager

Town Manager Steven Martin gave a brief overview of the Town Manager's Report, which is attached to these minutes:

- Town Manager Steven Martin announced that he got an official notification that the Town was not funded by the Congressional Direct Spending. There is a meeting that is scheduled for next week and he will let Mayor and Council know exactly in his weekly report what was discussed.
- The Taylor Road stormwater project is complete and the contractors are just waiting for the asphalt plants to open.
- The Patty Bevins and Tamarack Avenue drainage project is set to start by the end of March, weather permitting.
- Town Manager Steven Martin noted that the current condition of the streets is severe. He clarified that the deterioration was not due to neglect but was the direct result of excessive salting and plowing throughout the season. While many areas had been addressed using cold patch, it was determined that this method is not a sustainable long-term solution. To address this more effectively, Mr. Martin plans to submit applications to the Reinvestment Fund and the Community Transportation Fund (CTF). The proposed strategy shifted from temporary filling to cutting out damaged sections of the roadway and applying hot patch treatments, which offer greater durability and sustainability. A comprehensive binder was compiled detailing the extensive number of potholes across the municipality. Administrative Assistant Nicole Long was specifically thanked for putting this binder together. While staff could patch smaller areas, the majority of the damage requires a more intensive hot-patching process. Council members were invited to submit requests for specific streets in their districts to be added to the official repair log.
- Councilwoman Jensen and Councilman Ellison had a conversation including Mr. Martin

- regarding which streets they needed done in their districts.
- Councilwoman Jensen noted on the record that a significant level of patience had been exercised over several years. However, the necessity of demonstrating to her constituents that their tax dollars were being effectively utilized was emphasized. Since 2019, there has been consistent advocacy for the full repaving of the 100 block of Western Avenue. Despite assurances in 2024 that this section was on the initial list for repair, the work was not completed. A follow-up request was submitted to the Town Manager on March 9th, explicitly asking that the 100 block of Western Avenue and the 500 block of Baltimore Avenue be prioritized at the top of the maintenance list. The deterioration of these specific streets was attributed to historical infrastructure decisions made by DelDOT. Following the construction of the Dupont Road bridges, ingress and egress from Dupont Road into the local industrial park were restricted. Consequently, signage on westbound Route 2 has directed industrial traffic onto Western Avenue and subsequently Baltimore Avenue for years. Councilwoman Jensen reiterated that these residential streets were never designed to sustain the current volume or type of commercial traffic. The daily transit of work vans, large utility vehicles, and loaded rollbacks has significantly accelerated the breakdown of the pavement far beyond standard wear and tear. She also mentioned G Street, which was slated for repair last year using MSA funds. Those repairs were deferred due to budget shortfalls. The current condition of the roadway, further exacerbated by the weight of heavy sanitation trucks, was identified as a critical concern requiring immediate attention.
 - Town Manager Steven Martin requested that all Council members submit lists of deteriorated streets within their respective districts for review. A commitment was made to have these specific repairs completed by August. This evaluation was necessary to gather the specific data and factors required to finalize the application for repair work. Mr. Martin reported that he was preparing a significant application for Congressional Direct Spending. He noted that this specific funding source had recently seen substantial allocations for street and road repairs, making it a viable target for the Town's needs. While a previous project proposal for this funding had been rejected, Mr. Martin expressed his intent to remain persistent in seeking these funds. The forthcoming application was estimated to be in the amount of approximately \$500,000, representing a major effort to secure federal support for local infrastructure.
 - Councilwoman Jensen recalled a specific line item from the previous budget—estimated at approximately \$67,500—dedicated to street repairs. It was noted that at the time of her review, less than \$3,000 of those funds had been utilized. She asked the Town Manager to identify the two specific streets that were repaired under that allocation. She then questioned whether the Council should consider increasing the allocation for that specific line item during the upcoming budget cycle to better address the Town's infrastructure needs. Town Manager Steven Martin clarified that while increasing that specific line item was an option, the strategy for the upcoming year would also incorporate funding and planning from the newly developed infrastructure plan. This approach suggests a more comprehensive method of funding repairs rather than relying solely on a single traditional budget line.
 - Councilwoman Jensen inquired whether the Town had established contact with DelDOT regarding the extreme deterioration of certain road sections of Kirkwood Highway. She noted that the damage had progressed to the point where the uneven surfaces were effectively acting as unintended speed bumps. To expedite a resolution, she suggested that a coordinated effort from residents might be beneficial. She requested that the appropriate DelDOT contact email be provided so she could share it with her constituents via her social media page to encourage community advocacy. Two primary areas were highlighted; Western Avenue where the asphalt had significantly heaved and spattered as well as the Kirkwood Highway issues.

- Finance Director Valarie Strzempa provided a brief follow-up to Councilwoman Jensen's inquiry regarding the utilization of prior street repair funds. It was clarified that at the conclusion of the previous year, bond funds were specifically utilized to address major structural failures. The Finance Director noted that these funds were directed toward the repair of sinkholes located at the intersection of Baltimore and Western. In addition to the sinkhole remediation, the Town successfully rebuilt several catch basins as part of those maintenance efforts.
- Town Manager Steven Martin provided an update regarding a meeting in Dover concerning the potential designation of Kirkwood Highway as a Downtown Development District (DDD). Drawing from successful past experience with the formation of the City of Wilmington DDD, the Town Manager highlighted the strategic advantages of this program for the Town. It was noted that while the designation does not directly fund the Town, it serves as a powerful catalyst for bringing new businesses and private investment into the community. The program was described as a mechanism to provide significant subsidies and incentives to a wide range of stakeholders within the defined district, including developers, investors, and homeowners. Mr. Martin emphasized that the designation could facilitate "sprucing up" the area through facade improvement programs, apartment building renovations, and the attraction of new commercial tenants. Several projects slated for this calendar year were identified as excellent candidates for the application. It was noted that the application process is rigorous and lengthy, with a firm submission deadline of June 15th. Mr. Martin invited the Mayor and two members of the Council to review the specific particulars of the proposal, including two videos and two PowerPoint presentations from the Dover meeting.
- Councilman Holloway and Councilwoman McDaniel agreed to participate in the subcommittee meeting with the Mayor and Town Manager to move the application forward.
- Town Manager Steven Martin provided an update following a productive meeting with Councilwoman McDaniel, Nicole, and Xfinity. The discussion focused on improving the utility's relationship with the Town and its residents. It was reported that the Town finally secured a dedicated representative committed to working directly with residents and businesses. The Xfinity representative expressed a strong desire to partner with the Town for future community events and pledged to maintain a physical presence at these gatherings, including hosting informational tables to assist the public. The contact information for the new representative will be made available to all Council members to share with their constituents, providing a direct line of communication for resolving service issues. It was clarified that these efforts were part of the Town's existing franchise agreement with Xfinity. The Town Manager emphasized that the collaboration was intended to ensure the provider met its obligations to the community rather than serving as a formal endorsement of the company.
- Town Manager Steven Martin provided an update regarding a collaborative meeting held with Councilwoman McDaniel, Nicole and state officials concerning the establishment of a Historic Preservation District. Councilwoman McDaniel reported a highly productive Zoom meeting involving six to seven representatives from the State. She noted that the State officials expressed a strong commitment to assisting the Town with the designation process. Mr. Martin clarified that the primary goal of the initiative was to establish a formal historic designation for specific properties within the Town. He emphasized that the intent was to recognize the Town's heritage rather than imposing restrictive requirements on individual homeowners. The current version of the Comprehensive Plan would identify key historic properties and formally state the Town's intent to seek designation. Once the initial planning stages are complete, the proposal will be presented to the Planning Commission to begin a formal dialogue regarding the official designation in the Town of Elsmere.

- Town Manager Steven Martin reminded Council that the upcoming Planning Commission meeting is scheduled for the following Thursday at 6:00 PM. It was noted that a formal draft of the project would be presented. Additionally, a specialized historic map was prepared for review, which specifically identifies houses within Elsmere that were 50 years of age or older. He confirmed that Samantha from the State Planning Commission would be in attendance to provide expert guidance and support for the initiative. A strong emphasis was placed on the necessity of public engagement. He stressed that a concerted effort was required to "get the word out" to ensure community members were aware of the meeting and encouraged to participate.

STATEMENTS BY THE MAYOR AND COUNCIL:

Councilwoman Jensen provided an update regarding her attendance at State Representative DeShanna Neal's "Sunday Sips" coffee hour, which took place on March 8th at Legal Grounds Café. The meeting was attended by several key officials and focused on regional legislative and fiscal issues. Councilwoman Jensen was joined by Councilman Reinbold, State Representative Cyndie Romer, and County Councilman Brandon Toole. The session included comprehensive discussions regarding pending legislation. While some topics were general, a significant portion of the dialogue focused on the recent property reassessment process. Representative Cyndie Romer delivered a detailed presentation on the mechanics and implications of the reassessment. This was followed by a productive roundtable discussion specifically addressing how the reassessment affected the residents and property values within Elsmere.

Councilman Reinbold echoed Councilwoman Jensen's sentiments regarding the "Sunday Sips" coffee hour and encouraged further community participation. He said the next meeting was scheduled for April 12th. Councilman Reinbold clarified that these sessions typically occur on the second Sunday of every month at 9:30 AM. He emphasized that the event was open to everyone and served as an accessible platform for residents to voice their concerns directly to their representatives. He noted that Representative DeShanna Neal had also posted additional details regarding the schedule online. Councilman Reinbold shared a positive review of Legal Grounds Café, specifically noting the high quality of the food and encouraging residents to visit even outside of the scheduled meeting times.

Councilman Holloway raised concerns regarding traffic violations, public safety, and infrastructure maintenance within the Town. He reported that for over a decade, a persistent issue has existed with vehicles failing to stop at the intersection of Bungalow and Maple Avenues. Councilman Holloway noted that approximately 90% of traffic failed to come to a complete stop, often only slowing down to make the turn. He highlighted a recurring and dangerous situation involving two school buses that reportedly traveled through the stop sign at approximately 30 mph during the weekday morning hours between 6:30 AM and 7:00 AM. He expressed grave concern for the safety of the children on board and noted that "near misses" were common at that location. A SeeClickFix report was submitted regarding a one-way sign at the intersection of Bungalow and Maple Avenues that had become completely illegible. He described it as a "silver square of metal" with no remaining paint. He observed multiple vehicles, including paratransit and handicapped-accessible buses, illegally making left turns against the one-way restriction because the signage was no longer visible. Councilman Holloway documented approximately 15 different maintenance issues—including severe potholes—along Maple Avenue, the crosswalk walking path, J Alley, and the areas behind Maple Walk Apartments. He noted that he had personally walked the area to submit these via the SeeClickFix system and received confirmation that the tasks were assigned to Public Works. Public

Works indicated they would address the silver metal sign and the identified road defects. To combat the ongoing stop-sign violations, the Councilman suggested a "spotter and catcher" enforcement method to the Chief. He observed that while a visible police presence caused drivers to comply temporarily, a more strategic placement of patrol vehicles would be necessary to effectively penalize repeat offenders and improve long-term safety.

Mayor Personti proposed a return of the "sweeps" formerly conducted by the Town. This strategy involves a coordinated, multi-departmental effort—specifically involving both Code Enforcement and the Police Department—to canvass identified problem areas during a single shift, typically on a Saturday morning. It was noted that she believes the Town's current system is primarily complaint driven. She suggested that transitioning to a proactive approach would effectively put all property owners on notice and ensure that code violations are addressed uniformly rather than waiting for neighbor reports. In addition to code violations, the proposal included police participation to identify individuals with outstanding warrants or other legal issues within the targeted zones. She recommended scheduling these sweeps to begin following the scheduled April clean-up and yard sale events. She suggested using those public announcements to advise residents that the "clear your yards" period is the final opportunity to achieve compliance before the Town begins a more aggressive, proactive enforcement phase.

Councilwoman Jensen raised a specific inquiry regarding the categorization and enforcement of parking violations involving private driveways and public rights-of-way where vehicles parked within a private driveway consistently extended across the sidewalk and the "apron," sometimes protruding into the street. She requested clarification on whether such an obstruction—specifically the blocking of a public sidewalk by a vehicle—constituted a Code Enforcement violation or a Police Department matter. Chief Giles stated that such obstructions are classified as a police matter.

Executive Session and Adjournment:

Pursuant to 29 Del. C. Section 10004(b), the Mayor and Council will adjourn into an executive session to discuss a personnel matter and strategy with regard to collective bargaining. The Mayor and Council will not return to public session.

At this time, Mayor Personti announced that the Executive Session was not needed this month due to no business to discuss.

ACTION: A motion was made by Councilwoman Jensen to adjourn. The motion was seconded by Councilwoman McDaniel.

VOTE: 6-0 with 1 Absent All in Favor Motion carried

These minutes summarize the agenda and other issues discussed at this Council Meeting. Votes are recorded accurately. The audio recording of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio recording may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.



JOANN I. PERSONTI
MAYOR



JANE MCDANIEL
SECRETARY



Code Enforcement Department
Monthly Report
February 2026

Citations:

Issued: 40 Corrected: 26 Fines Issued: 7 Pending: 7

Council Districts:

1st District	18
2nd District	5
3rd District	1
4th District	5
5th District	3
6th District	8

Issued this calendar year: 82

Permit Fees:

Town Fees issued:	\$	5,246.93
BIU Billed:	\$	2,977.90
Town Revenue:	\$	2,269.03
BIU Billed CYTD:	\$	4,512.90
Town Revenue CYTD:	\$	1,074.03

Current Nuisance Properties:

- 412 New Road – 2nd or Subsequent Offense
- 2125 Seneca Road
- 2129 Seneca Road
- 2131 Seneca Road

Vacant Properties

We currently have the following number of registered vacant properties on file:

1st District	1
2nd District	0
3rd District	0
4th District	0
5th District	2
6th District	1
<hr/>	
Total	4

Abatements:

The following are properties that we have requested the Public Works Department to correct the violations that owners have failed to abate:

- 1000 S Grant Avenue – Junk/debris

Pre-Rental Inspections Performed

The following inspections were performed in rental properties prior to the tenant's taking occupancy:

1st District	2
2nd District	1
3rd District	1
4th District	0
5th District	5
6th District	1
<hr/>	
Total	10

Petitions Heard

The Code Department drafted agendas, prepared petition packets, mailed notices, hand distributed notices, and attended meetings for the following addresses:

- 26-08: 29 Beech Ave – Appeal granted by BOA
- 26-09: 103 N. Colonial Ave – Special Exception Use approved by PC & BOA

Permits Processed

1st District	2
2nd District	4
3rd District	3
4th District	1
5th District	3
6th District	4
<hr/>	
Total	17

Business Licenses Processed

The total number of new business licenses processed during the month:

IN TOWN	TYPE	OUT OF TOWN	TYPE
Jurassic Bark LLC – 103 N. Colonial Ave	Pet Grooming	Delaware Exteriors LLC	General Contractor
N/A	N/A	KW Solar Solutions Inc.	Solar Installation Contractor
N/A	N/A	3Kings Realty Investment Group	General Contractor
N/A	N/A	Shibly Studio LLC	Architecture
N/A	N/A	Free Spirit Services	Plumbing Contractor

Total: 5 Out of Town, 1 In Town

Rental Licenses Processed

The total number of new rental licenses processed during the month:

PROPERTY ADDRESS	TYPE
327 Olga Road	Residential

Total: 1 Rental Licenses Processed

Vacant Property Log

Property Address	Council District	Tax Parcel	Property Type	Notes
106 1/2 Washington Ave	5	1900-100-013	Residential	
403 S. Cleveland Ave	6	1900-200-100	Residential	
36 Elsmere Blvd	1	1900-200-196	Residential	
100 Forrest Ave	5	1900-400-106	Residential	

Pre-Rental Inspections Performed

Date Performed	Property Address	Type of Rental	Council District
2/5/2026	1030 S Grant Avenue	Residential	1
2/5/2026	114-2 Northern Avenue	Residential	2
2/12/2026	1101 Matti Avenue	Residential	5
2/17/2026	1406-2 Cypress Avenue	Apartment	5
2/19/2026	14 Rigdon Road	Residential	6
2/19/2026	105 Brier Avenue	Apartment	1
2/24/2026	14-2 Ruth Road	Apartment	5
2/24/2026	12-2 Ruth Road	Apartment	5
2/24/2026	106-E1 Chestnut Avenue	Apartment	5
2/26/2026	257 Birch Avenue	Residential	3

Permits Processed

Property Location	Permit Type	Issue Date	Council District
914 Baltimore Ave	Building	2/3/2026	2
14 Rigdon Rd	Building	2/3/2026	6
247 Linden Ave	Mechanical	2/3/2026	3
106 Alvil Rd	Electrical	2/3/2026	6
300 Silverbrook Dr	Building	2/4/2026	1
110 Western Ave	Building	2/4/2026	2
1302 Sycamore Ave	Plumbing	2/10/2026	4
1101 Edison Ave	Mechanical	2/10/2026	5
1101 Matti Ave	Building	2/10/2026	5
6 Spruce Ave	Plumbing	2/10/2026	5
288 Filbert Ave	Building	2/17/2026	2
153 Olga Rd	Building	2/19/2026	6
143 Birch Ave	Plumbing	2/20/2026	3
241 Linden Ave	Building	2/24/2026	3
206 Olga Rd	Building	2/24/2026	6
206 Dumont Rd	Mechanical	2/26/2026	1
202 Western Ave	Electrical	2/26/2026	2

February 2026 Monthly Citation Report

Violation Id	Property Location	Ordinance id 1	Ordinance 1 Descript	Violation Date	Complaint Name
V2600504	22 ELSMERE BLVD	CH 145	Repeat Public Nuisance Property	2/2/2026	N. Facciolo
V2600505	130 BIRCH AV	IPMC12-308.1	Garbage / rubbish	2/3/2026	M.BOWERS
V2600506	1206 SPRUCE AVE	IPMC12-304.7	Roof / Gutters / Downspouts	2/5/2026	M.Bowers
V2600507	33 BRIER AVE	182-2	Rental Licenses Required.	2/9/2026	M.Bowers
V2600508	222 BIRCH AVE	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600509	1322 CYPRESS AVE	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600510	1322 CYPRESS AVE	IPMC12-304.13	Window / skylight / door frame	2/11/2026	M.Bowers
V2600511	1330 CYPRESS AVE	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600512	36 BEECH AVE	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600513	20 ELSMERE BLVD	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600514	130 BIRCH AV	IPMC12-308.1	Garbage / rubbish	2/11/2026	M.Bowers
V2600515	1349 SYCAMORE AVE	IPMC12-304.7	Roof / Gutters / Downspouts	2/17/2026	R. Crumb
V2600516	1345 SYCAMORE AV	IPMC12-304.14	Screen for window	2/17/2026	R.Crumb
V2600517	503 NEW RD	IPMC12-308.1	Garbage / rubbish	2/17/2026	R.Crumb
V2600518	233 LINDEN AVE	IPMC12-304.14	Screen for window	2/17/2026	R.Crumb
V2600519	510 KIRKWOOD HWY	131-6	131-6 UNLAWFUL BUSINESSES	2/18/2026	M.Bowers
V2600520	119 N DUPONT RD	IPMC12-308.1	Garbage / rubbish	2/19/2026	R.Crumb
V2600521	10 GAMBLE AVE	IPMC12-304.7	Roof / Gutters / Downspouts	2/19/2026	R. Crumb
V2600522	412 NEW RD	IPMC12-308.1	Garbage / rubbish	2/19/2026	R.Crumb
V2600524	510 KIRKWOOD HWY	IPMC12-302.3	Sidewalks and driveways	2/20/2026	R.Crumb
V2600525	2131 SENECA RD	COD192-1	Removal of Snow & Ice	2/24/2026	R. Crumb
V2600526	2133 SENECA RD	COD192-1	Removal of Snow & Ice	2/24/2026	R. Crumb
V2600527	2123 SENECA RD	COD192-1	Removal of Snow & Ice	2/24/2026	R.Crumb
V2600528	2125 SENECA RD	COD192-1	Removal of Snow & Ice	2/24/2026	R.Crumb
V2600529	2114 SENECA RD	IPMC12-308.1	Garbage / rubbish	2/25/2026	R.Crumb
V2600530	2114 SENECA RD	225-8Q-4	225-8(Q)#4: Parking or storing of inoperable or dismantled vehicles or parts, is prohibited.	2/25/2026	R.Crumb
V2600531	117 ALVIL RD	IPMC12-308.1	Garbage / rubbish	2/25/2026	R.Crumb
V2600532	117 ALVIL RD	COD79-1	Open burning prohibited	2/25/2026	R.Crumb
V2600533	2118 SENECA RD	IPMC12-304.7	Roof / Gutters / Downspouts	2/25/2026	R.Crumb
V2600534	2129 SENECA RD	COD192-1	Removal of Snow & Ice	2/25/2026	R.Crumb
V2600535	2106 SENECA RD	COD127-4	Dumping of yard waste and refuse.	2/26/2026	M.Bowers
V2600536	2106 SENECA RD	IPMC12-308.1	Garbage / rubbish	2/26/2026	M.Bowers
V2600537	2104 SENECA RD	IPMC12-308.1	Garbage / rubbish	2/26/2026	M.Bowers
V2600538	2100 SENECA RD	IPMC12-308.1	Garbage / rubbish	2/26/2026	R.Crumb
V2600539	28 SANDERS RD	225-8-U	Parking Surfaces	2/26/2026	R.Crumb
V2600540	113 N DUPONT RD	60-7	Failure to obtain a permit or license	2/27/2026	R.Crumb
V2600541	113 N DUPONT RD	IPMC12-308.1	Garbage / rubbish	2/27/2026	R.Crumb



TOWN OF ELSMERE

DEPARTMENT OF FINANCE

MONTHLY REPORT – FEBRUARY 2026

- Continued collection of delinquent taxes
 - FY 2025-2026 Tax Bills were mailed on 7/24/25; due by 9/30/25
 - Delinquent Tax Bills were mailed on 10/21/25; penalties were posted 10/17/25 this allowed a 17-day grace period after the tax deadline of 9/30/25; Delinquent Certified Tax Bills were mailed on 1/15/26; at 2/28/26 58 properties remain delinquent, of these 3 properties are 2-year delinquent and will be escalated to our Attorney.
 - Total taxes (including delinquent tax & tax liens) received during the month: \$11,586.01
 - 1% Penalty Applied to delinquent tax accounts on the 1st of the month. Total penalties and interest received during the month: \$910.18
 - Facilitated payment plan requests/agreements in conjunction with the Town Managers approval.
 - 4 active and current payment plans at 2/28/26
- Continued certifying all Town of Elsmere Deeds prior to submission to the Recorder.
 - Collected \$26,325.00 in Transfer Taxes during the month.
- Town of Elsmere Sheriff Sale Properties
 - No Properties in Elsmere were on the November Sheriff Sale list with New Castle County
 - Ongoing Case (FY 2020 start of this delinquency): 7 Beech Ave., Motion to Vacate filed by the Defendant; hearing planned (5/9/25); Superior Court requested more information (10/9/25); Jim processed a response letter (11/2025), awaiting response/no further updates at (2/28/26).
- HERA Registry (Abandoned Property Revitalization) revenue received during the month: \$0.00

Note: YTD totals can be found on the Monthly Revenue and Expense Reports

- Grant Management
 - Account set-up/Closing/Balancing
 - DelDOT CTF Funds Reimbursement Request processed
- Pension/Retirement Plan Management, Contribution recording, SOD officer registration, plan updates as necessary.
- Voluntary Assessment Center
 - The Finance Department continues to provide staff training
 - Chargeback processing
- Facilitated necessary Edmunds (Accounting) Software Updates, Correspondence regarding future server migration, User Maintenance, Tax billing system issue corrected
- Payroll Processing
- Departmental FOIA Requests
- DE Taxpayer Portal E-Filed 1099's with the IRS and State
- Contract meetings with the Town Manager/Administration

- Meeting with Apartment complexes and e-mail follow-up to discuss the upcoming trash contract renewal.
- Completed interviews for the department open Tax Clerk position; offer made and accepted. Our new employee will start 3/2/26.
- Met with the Auditors to discuss the FY 2025 Audit, Audit presented at the February Council Meeting, the management letter was accepted and the audit for FY 2025 has been finalized.
- New Employee Paperwork processed, Code Enforcement Officer
- Managed Oil Heat Issue/Repair for the PW Shop
- PNC Card Management / Fuelman Card Management
- Account Clerk is coordinating ongoing IT departmental changes and necessary updates.
- Finance Director attended meeting t/d CBA
- COI processed as requested
- Line-Item Transfers made as mentioned at the 2/12/26 Council meeting
- Office of Emergency Management Communications/Cost estimates for possible Presidential Relief for the 2/22/26 Storm event.

Submitted By: Valarie Strzempa, Finance Director

Date: 02/28/2026

February 2026 Council Finance Report

FINANCIAL REPORT AT FEBRUARY 28, 2026

REVENUE	BUDGET		CASH RECEIVED	OVER/(UNDER) BUDGET	
Administration	157,286.00		109,880.71	(47,405.29)	69.86%
Finance	3,845,491.14		3,425,803.26	(419,687.88)	89.09%
Public Safety	339,500.00		131,885.46	(207,614.54)	38.85%
Code Enforcement	428,650.00		371,809.66	(56,840.34)	86.74%
Public Works	11,600.00		8,004.22	(3,595.78)	69.00%
Parks & Recreation	6,100.00		50,966.98	44,866.98	835.52%
Voluntary Assessment Center	150,000.00		51,025.77	(98,974.23)	34.02%
Reimbursable Expenses	93,738.00		48,026.22	(45,711.78)	51.23%
Total General Fund	5,032,365.14		4,197,402.28	(834,962.86)	83.41%
EXPENSE	BUDGET		CASH EXPENDED	(OVER)/UNDER BUDGET	
Administration	536,810.57		443,786.64	93,023.93	82.67%
Finance	390,316.14		250,372.60	139,943.54	64.15%
Council Operations	16,880.00		10,262.41	6,617.59	60.80%
Public Safety	1,858,005.00		1,208,789.91	649,215.09	65.06%
Code Enforcement	318,226.95		204,202.70	114,024.25	64.17%
Public Works	476,900.23		326,203.81	150,696.42	68.40%
Sanitation	855,996.00		570,530.48	285,465.52	66.65%
Parks & Recreation	99,877.00		111,215.35	(11,338.35)	111.35%
Voluntary Assessment Center	105,149.00		23,007.02	82,141.98	21.88%
Reimbursable Expenses	22,000.00		6,945.20	15,054.80	0.00%
Long Term Planning Current Year	329,204.25		94,000.00	235,204.25	28.55%
Long Term Planning Prior Year*	1,017,825.85		60,984.00	956,841.85	5.99%
Long Term Planning Total	1,347,030.10		154,984.00	1,192,046.10	11.51%
NPDES	23,000.00		12,232.30	10,767.70	53.184%
Total General Fund	5,032,365.14		3,261,548.42	1,770,816.72	64.81%
Total All Expenditures**	6,303,190.99		3,457,087.72	2,846,103.27	54.85%
STRAIGHT LINE =	66.6667%		Contingency Total	247,592.12	

*Total excluded from the Total General Fund Amount (Budget Total)

**Total All Expenditures Includes Long Term Planning Prior Year Carry Over Totals

February 2026 Council Finance Report

REVENUE		Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-00-00-0000-0000	GENERAL FUND	-	-	-	-	66.67%	
01-01-10-0201-0000	Accounts Receivable - Returned Checks	-	-	-	-	-	
01-04-00-0001-0000	Future Year's Tax Receipts	-	-	-	-	-	
01-04-00-0002-0000	Future Years Miscellaneous Receipts	-	-	-	-	-	
01-04-00-0100-0000	Refund of Prior Year's Exp	-	-	-	-	-	
01-04-00-0120-0000	Refund of Prior Year Expense - Police	-	-	-	-	-	
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-10-0013-0000	Invoice Overpayment Account	-	-	-	-	-	
01-04-10-0110-0000	Other Income- Administration	4,000.00	-	3,350.23	(649.77)	83.76	
01-04-10-0110-0001	General Fund Commitment	-	-	-	-	-	
01-04-10-0115-0000	Local Election Registration Fee	180.00	-	60.00	(120.00)	33.33	
01-04-10-0116-0000	Bid Revenue Fee	-	-	-	-	-	
01-04-10-0120-0000	Rental Income	-	-	-	-	-	
01-04-10-0120-0001	Rental Income-Library	57,406.00	-	36,270.48	(19,135.52)	66.67	
01-04-10-0120-0002	Rental Income-Baseament (Impact Life)	88,500.00	-	63,000.00	(25,500.00)	71.19	
01-04-10-0120-0003	Rental Income-Other Sources	-	-	-	-	-	
01-04-10-0120-0004	Rental Income-Recreation Center	-	-	-	-	-	
01-04-10-0121-0000	Elevator Reimbursement	-	-	-	-	-	
01-04-10-0135-0000	Homeland Security Income	-	-	-	-	-	
01-04-10-0150-0000	Abandoned Property Revitalization Income	7,200.00	-	5,200.00	(2,000.00)	72.22	
01-04-10-8511-0000	Gain on Sale of Fixed Assets	-	-	-	-	-	
	Administration Total	157,286.00	-	109,880.71	(47,405.29)	69.86	
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-11-0001-0000	Real Estate Taxes	3,192,888.62	3,283,391.14	3,102,443.90	(180,947.24)	94.49	* Amended Budget at 9/11/25 Council Meeting + 90,502.52 (LTP)
01-04-11-0001-45TL	Original Rev Account used for Spec Tax	-	-	-	-	-	
01-04-11-0001-5TLC	Special Tax Assessment-Current Year	70,000.00	-	25,516.50	(44,483.50)	36.45	This is a direct result of unpaid code citations/fines; if fines are paid on time they are recognized as code citation revenue (which is also trending lower) lower issuance of fines lower issuance likely of tax (e/n)
01-04-11-0001-5TLP	Special Tax Assessment-Prior Years	-	-	-	-	-	
01-04-11-0010-0000	Taxes - Penalties & Interest	20,000.00	-	12,528.97	(7,471.03)	62.64	
01-04-11-0011-0000	Interest Income	60,000.00	-	31,913.97	(28,086.03)	53.19	
01-04-11-0012-0000	Payment Plan Application Fee	-	-	-	-	-	
01-04-11-0080-0000	Franchise Fees	72,000.00	-	13,252.58	(58,747.42)	18.41	Verizon Issues Quarterly / Comcast Annually (April)
01-04-11-0090-0000	Transfer Taxes	340,000.00	-	240,147.32	(99,852.68)	70.63	
01-04-11-0110-0000	Other Income - Finance	100.00	-	0.02	(99.98)	0.02	
01-04-11-0110-0001	Other Income - Returned Check Fee	-	-	-	-	-	
01-04-11-0111-0000	Lien Fee - Delinquent Taxes	-	-	-	-	-	
	Finance Total	3,754,988.62	-	3,425,803.26	(329,185.36)	91.23	

February 2026 Council Finance Report

REVENUE		STRAIGHT LINE = 66.67%					
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-20-0015-0000	VAC Fines (Voluntary Assessment)	225,000.00	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-20-0016-0000	Other Courts CCP	2,000.00		170.00	(155,018.20)	31.10	
01-04-20-0017-0000	Accident Reports	8,000.00		3,780.00	(1,830.00)	8.50	
01-04-20-0026-0000	Police Pension Passthru Receipts	80,000.00		46,538.66	(4,220.00)	47.25	
01-04-20-0110-0000	Other Income - Public Safety	1,500.00		50.00	(33,461.34)	58.17	
01-04-20-0110-0001	Other Income - Seized Property Sales	-		-	(1,450.00)	3.33	
01-04-20-0110-0002	Other Income - Towing	16,000.00		7,500.00	(8,500.00)	46.88	
01-04-20-0110-0003	Other Income - Grant Passthrough	-		-	-	-	
01-04-20-0130-0000	Extra-Duty Surcharge	1,000.00		116.00	(884.00)	11.60	
01-04-20-0130-0001	Extra-duty admin surcharge	-		65.00	65.00		
01-04-20-0130-0002	Extra Duty - Vehicle Surcharge *New 9/2025	-		184.00	(816.00)	18.40	
01-04-20-0130-0005	Extra-duty Pension Surcharge	1,000.00		3,500.00	(1,500.00)	70.00	
01-04-20-8511-0000	Gain on Sale of Fixed Assets	5,000.00		-	(207,614.54)	38.85	
	Public Safety Total	339,500.00		131,885.66			
01-04-25-0000-0001	VAC - Administrative Fees	75,000.00	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-25-0000-0002	VAC - State of Delaware Fees	75,000.00		25,516.30	(49,483.70)	34.02	Trending lower than budget and historic
01-04-25-0110-0000	VAC - Other Income	-		-	-	-	Trending lower than budget and historic
	VAC Total	150,000.00		51,025.77	(98,974.23)	34.02	
01-04-30-0020-0000	Permit Fees	61,500.00	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-30-0020-0001	Permit Penalty Fines	-		-	(4,474.43)	92.72	
01-04-30-0021-0000	Code Violations (Total)	31,500.00		10,509.09	(20,990.91)	33.36	
01-04-30-0021-0001	Code Violations - Citation Invoiced	-		4,000.00			
01-04-30-0021-0003	Code Violations - Nuisance Fines Issued	-		6,459.09			
01-04-30-0060-0000	Board of Adjustment	1,000.00		250.00	(750.00)	25.00	
01-04-30-0065-0000	Vacant Property Registration Fee	500.00		-	(500.00)	0.00	
01-04-30-0070-0000	Business Licenses	74,000.00		62,100.00	(11,900.00)	83.92	
01-04-30-0070-0001	Business Licenses - Penalties	2,000.00		225.00	(1,775.00)	11.25	
01-04-30-0075-0000	Rental Licenses	255,000.00		240,200.00	(14,800.00)	94.20	
01-04-30-0075-0001	Rental Licenses - Penalties	2,500.00		1,300.00	(1,200.00)	52.00	
01-04-30-0077-0000	Signage Receipt Account	100.00		-	(100.00)	0.00	
01-04-30-0080-0000	Home Occupation Lic/Permit	300.00		150.00	(150.00)	50.00	
01-04-30-0110-0000	Other Income - Code Enforcement	100.00		-	(100.00)	0.00	
01-04-30-0110-0030	Zoning Verification Fees	150.00		50.00	(100.00)	33.33	
	Code Enforcement Total	428,650.00		371,809.66	(56,840.34)	86.74	
01-04-40-0110-0000	Other Income - Public Works	100.00	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-40-0110-0001	Other Income - Property Abatements	1,000.00		1,809.22	809.22	180.92	
01-04-40-0110-0002	Other Income - Recycling	-		195.00	195.00		Scrap Metal
01-04-40-8511-0000	Gain on Sale of Fixed Assets	10,500.00		6,000.00	(4,500.00)	57.14	
	Public Works Total	11,600.00		8,004.22	(3,595.78)	69.00	

February 2026 Council Finance Report

Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
REVENUE						66.67%	
STRAIGHT LINE =						66.67%	
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-47-0136-0000	Other Income - Events/Doncaster/Parks	-	-	-	-	-	
01-04-47-0136-0001	Other Income - Doncaster	5,000.00	-	5,000.00	-	100.00	Funds Rec'd 9/5/25
01-04-47-0136-0002	Other Income - Donations	1,000.00	-	1,000.00	-	100.00	
01-04-47-0136-0003	Other Income - Fall Festival	-	-	-	-	-	
01-04-47-0136-0004	Other Income - Vandalism Restitution	-	-	-	-	-	
01-04-47-0136-0005	Other Income - Park Management	-	-	44,925.00	44,925.00	-	* Insurance Claim Reimbursement less deductible
01-04-47-0136-0006	Other Income - Town Events	100.00	-	41.98	(58.02)	41.98	
	Parks/Recreation Total	6,100.00		50,966.98	44,866.98	835.52	
Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	% Realized	Variance Explanation
01-04-70-0130-CODE	Reimbursable- Code Engineering Costs	2,235.00	-	1,720.00	2,235.00	76.96	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0134-0000	Reimbursable- Purchased Gasoline	-	-	-	-	-	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0135-0000	Reimbursable- Sheriff Sale Legal Fees	25,000.00	-	4,858.26	7,395.14	19.43	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0136-0000	Reimbursable- Leasee Utilities (Impact)	6,000.00	-	4,500.00	(1,500.00)	75.00	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0137-0000	Reimbursable- EPD Training Agreement	500.00	-	600.00	100.00	120.00	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0142-0000	Reimbursable- Extra Duty	8,000.00	-	2,145.00	(5,855.00)	26.81	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0001	Reimbursable- Green Briar: Republic Costs	7,541.00	-	4,968.70	(2,572.30)	65.89	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0002	Reimbursable- Manchester Republic Costs	19,606.00	-	4,968.70	(2,572.30)	65.89	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0003	Reimbursable- Maple Walk Republic Costs	17,215.00	-	12,918.54	(6,687.46)	65.89	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0004	Reimbursable- Parklynn Republic Costs	100.00	-	11,347.02	(5,867.98)	65.91	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2930-0001	Reimbursable- Landfill Fees	100.00	-	-	(100.00)	0.00	Reimbursable to the exact expense. At times this can cross FY's.
	Reimbursable Expenses (Revenue)	93,738.00		46,026.22	(15,420.90)	51.23	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget		STRAIGHT LINE =		Variance Explanation / Notes
						Expended Curr.	% Realized	
Administration Department								
01-01-10-0005-0000	Payroll Clearing Account		0.00		-	-	0	
01-01-10-0260-0000	Prepaid Insurance		0.00		-	-	0	
01-01-10-0270-0000	Prepaid Expenses		0.00		-	-	0	
01-01-10-0602-0000	Grant Fund Receivable Account		0.00		-	-	0	
01-02-10-2300-0000	Pension Refund Account		0.00		-	-	0	
01-05-10-0110-0001	General Fund Commitment		0.00		45,000.00		0	*EPD Vehicle Purchase G/F 2/12/26 Council Mtg
01-05-10-1000-0000	Salary		217,147.57		139,612.50		64.29	
01-05-10-1001-0000	Overtime		1,000.00		728.85		72.89	
01-05-10-1010-0000	Payroll Taxes		21,715.00		11,060.70		50.94	
01-05-10-1015-0000	Employee Incentive Program		0.00		-		-	
01-05-10-1025-0000	Employee Longevity Benefit		4,434.00		4,433.35		99.99	One-time expense, No further activity through FYE
01-05-10-1030-0000	Payroll Expenses		4,000.00		2,544.00		63.60	
01-05-10-1075-0000	Pension Expenses		-		-		-	
01-05-10-1075-0001	Pension Expenses - Employee Plan		0.00		-		-	
01-05-10-1075-0002	Pension Expenses - Secondary Police Plan		0.00		-		-	
01-05-10-1075-0003	Pension Expenses - Original Police Plan		0.00		-		-	
01-05-10-2060-0000	Contributions		5,000.00		-		-	
01-05-10-2070-0000	Contracted Professional Services		33,559.00		27,142.46		80.88	
01-05-10-2070-0001	CPS General Code Update		3,000.00		2,136.00			
01-05-10-2070-0002	CPS Elevator Maintenance		1,525.00		2,135.00			
01-05-10-2070-0003	CPS Fire & Security Monitoring		1,100.00		840.00			
01-05-10-2070-0004	CPS Pest Control Services		500.00		400.00			
01-05-10-2070-0005	CPS Comprehensive Plan Update		12,500.00		6,427.09			
01-05-10-2070-0006	CPS HVAC Maintenance Contract		3,500.00		5,094.00			
01-05-10-2070-0007	CPS HR Connection - Benefits Software		0.00		-			
01-05-10-2070-0008	CPS Fire Extinguisher Inspections		1,300.00		-			
01-05-10-2070-0009	CPS Non-Contracted Services		5,500.00		1,705.00			
01-05-10-2070-0010	CPS Town Engineers		1,500.00		6,604.00			
01-05-10-2070-0011	CPS Telephone System Maintenance		250.00		-			
01-05-10-2070-0012	CPS iSolved - Timekeeper Software		2,070.00		1,207.50			
01-05-10-2070-0013	CPS Drinking Water Town Hall		250.00		190.73			
01-05-10-2070-0014	CPS Comcast Cable TV		564.00		403.14			
01-05-10-2071-0000	Computer Operation		21,670.00		18,110.98		83.58	
01-05-10-2071-0001	IT Contracts		11,670.00		6,225.52			Civics Plus and Edmunds Contract Increase
01-05-10-2071-0002	IT Software		7,600.00		8,219.83			
01-05-10-2071-0003	IT Maintenance Operations		100.00		-			
01-05-10-2071-0004	IT Upgrades		1,000.00		2,864.99			
01-05-10-2071-0005	IT Internet Costs		1,300.00		800.64			
01-05-10-2081-0000	Discretionary Funds		2,500.00		3,352.80		134.11	Recommend Line Item Transfer for Budget

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
01-05-10-2100-0000	Dues/Subscriptions/Meetings	5,200.00	-	5,516.40	106.08	
01-05-10-2100-0001	Dues Expense	4,200.00	-	4,780.00		Recommend Line Item Transfer for Budget - DILG Dues Increase
01-05-10-2100-0002	Meeting Expense	500.00	-	464.15		
01-05-10-2100-0003	Subscription Expenses	500.00	-	272.25		
01-05-10-2120-0000	Electricity/Gas	42,284.00	-	29,224.62	69.12	
01-05-10-2120-0001	Delmarva-5500-6161-537-Gas-(11 Poplar)	2,320.00	-	1,369.50		
01-05-10-2120-0002	Delmarva-5500-0543-573-Brier-(non-MSA)	2,690.00	-	1,740.80		
01-05-10-2120-0005	Delmarva-5500-6161-941-Electric(19 pop)	16,651.00	-	11,366.99		
01-05-10-2120-0008	Delmarva-5500-6161-131-HVAC Supply acct	20,623.00	-	14,747.33		
01-05-10-2122-0000	Emergency Operations	0.00	-	-		
01-05-10-2124-0000	Water/Sewer	4,450.00	-	2,999.22	67.40	
01-05-10-2124-0001	Water - Town Hall	2,350.00	-	1,515.79		
01-05-10-2124-0002	Sewer - Town Hall	2,100.00	-	1,483.43		
01-05-10-2160-0000	Insurance - Business	33,460.00	-	29,538.54	88.28	
01-05-10-2161-0000	Insurance - Auto	0.00	-	-		
01-05-10-2170-0000	Insurance - Health/Dental/Vision/Life	77,697.00	-	47,248.97	60.81	
01-05-10-2170-0001	Insurance - Health	77,697.00	-	47,113.10		
01-05-10-2170-0002	Insurance - Dental	0.00	-	9.38		
01-05-10-2170-0003	Insurance - Vision	0.00	-	7.86		
01-05-10-2170-0004	Insurance - AFLAC	0.00	-	-		
01-05-10-2170-0005	Insurance - Colonial Life	0.00	-	118.63		
01-05-10-2180-0000	Insurance - Life/Disability	4,169.00	-	1,631.95	39.14	
01-05-10-2181-0000	Workers Compensation	1,125.00	-	1,252.84	111.36	Billed more than the anticipated expense given by Insurer
01-05-10-2266-0000	Legal/Published Notices	2,000.00	-	299.62	14.98	
01-05-10-2270-0000	Legal Expenses	24,000.00	-	26,959.50	112.33	
01-05-10-2270-0001	Legal - Code Issues	0.00	-	72.00		
01-05-10-2270-0002	Legal - Litigation	0.00	-	-		
01-05-10-2270-0003	Legal - Police Issues	0.00	-	8,887.50		Recommend Line Item Transfer for Budget
01-05-10-2270-0004	Legal - Tax Issues	0.00	-	-		
01-05-10-2270-0010	Legal - Town Issues	24,000.00	-	18,000.00		
01-05-10-2270-0011	Legal - Other Expenses	0.00	-	-		
01-05-10-2270-0012	Legal - Sheriff Sale Costs	0.00	-	-		
01-05-10-2280-0000	Postage	150.00	-	450.18	300.12	Recommend Line Item Transfer for Budget - Increase in postage usage compared to historical value
01-05-10-2290-0000	Maintenance/Building	11,500.00	-	26,033.04	226.37	
01-05-10-2290-0001	Bldg - General Repairs	7,500.00	-	23,952.09		Basement Repairs - Recommend Line Item Transfer for Budget
01-05-10-2290-0002	Bldg - General Upkeep	1,500.00	-	138.95		
01-05-10-2290-0003	Bldg - Improvement Projects	2,500.00	-	1,942.00		
01-05-10-2370-0000	Telephone	2,150.00	-	1,365.73	63.52	
01-05-10-2370-0001	Telephone - Cell Phone Expenses	550.00	-	307.71		
01-05-10-2370-0002	Telephone - Landline Expenses	1,600.00	-	1,058.02		
01-05-10-2390-0000	Training	1,400.00	-	875.00	62.50	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget	STRAIGHT LINE =		% Realized	Variance Explanation / Notes
		500.00	500.00		Expended Curr	64.28		
01-05-10-3140-0001	Vehicle Services	500.00	500.00	-	321.38	64.28		
01-05-10-3140-0001	Town Manager Gas Account	500.00	500.00	-	321.38	64.28		
01-05-10-3330-0000	Materials/Supplies	2,000.00	2,000.00	-	6,165.11	308.26		
01-05-10-3340-0000	Miscellaneous	500.00	500.00	-	1,534.00	306.80		Recommend Line Item Transfer; Hometown Hero Banner; Veterans Bricks;
01-05-10-3350-0000	Office Supplies	3,500.00	3,500.00	-	2,279.61	65.13		Council Polo Shirts/Embroidery
01-05-10-4100-0000	Civil Remediations	1,000.00	1,000.00	-	-	-		
01-05-10-7046-0000	Homeland Security	6,000.00	6,000.00	-	6,367.36	106.12		Code Red Notification Service Contract Increase
01-05-10-8250-0000	Lease/Office Equipment	2,700.00	2,700.00	-	1,737.92	64.37		
Administration Department Total		536,810.57	536,810.57	0.00	443,786.64	82.67		

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EXPENSE Account Id	Description	Adopted Budget		Amended Budget		STRAIGHT LINE =		Variance Explanation / Notes
						Expended Curr	% Realized	
Finance Department								
01-05-11-0005-0000	Refunds of Overpayment	2,500.00	-	2,500.00	-	12,543.50	501.74	Recommend Line Item Transfer / Increase in tax overpayment refund due to re-assessment
01-05-11-1000-0000	Salary	183,131.14	-	183,131.14	-	99,088.48	54.11	
01-05-11-1001-0000	Overtime	1,000.00	-	1,000.00	-	623.63	62.36	
01-05-11-1010-0000	Payroll Taxes	18,313.00	-	18,313.00	-	7,927.79	43.29	
01-05-11-1025-0000	Employee Longevity Benefit	3,067.00	-	3,067.00	-	3,066.68	99.99	One-time expense, No further activity through FYE
01-05-11-1050-0000	Banking Services	40,000.00	-	40,000.00	-	19,572.69	48.93	
01-05-11-1050-0001	Banking Services - General Checking	40,000.00	-	40,000.00	-	13,728.96		
01-05-11-1050-0002	Banking Services - General MM	0.00	-	0.00	-	1,517.38		
01-05-11-1050-0003	Banking Services - Contingency	0.00	-	0.00	-	280.00		
01-05-11-1050-0004	Banking Services - Contingency MM	0.00	-	0.00	-	2,836.63		
01-05-11-1050-0005	Banking Services - State Tx Holding	0.00	-	0.00	-	89.96		
01-05-11-1050-0006	Banking Services - Due To	0.00	-	0.00	-	400.00		
01-05-11-1050-0007	Banking Services - Misc	0.00	-	0.00	-	49.00		
01-05-11-1050-0008	Banking Services - Long Term Planning	0.00	-	0.00	-	670.76		
01-05-11-2050-0000	Audit	55,000.00	-	55,000.00	-	39,543.90	71.90	
01-05-11-2071-0000	Computer Operations	17,350.00	-	17,350.00	-	14,022.55	80.82	
01-05-11-2071-0001	IT Contracts	8,000.00	-	8,000.00	-	4,008.07		
01-05-11-2071-0002	IT Software	7,500.00	-	7,500.00	-	7,813.94		Civics Plus and Edmunds Contract Increase
01-05-11-2071-0003	IT Maintenance Operations	100.00	-	100.00	-	-		
01-05-11-2071-0004	IT Upgrades	500.00	-	500.00	-	1,400.00		
01-05-11-2071-0005	IT Internet Costs	1,250.00	-	1,250.00	-	800.64		
01-05-11-2100-0000	Dues/Subscriptions/Meetings	800.00	-	800.00	-	278.59	34.82	
01-05-11-2122-0000	Emergency Operations	0.00	-	0.00	-	-		
01-05-11-2160-0000	Insurance - Business	22,900.00	-	22,900.00	-	20,957.78	91.52	Billed more than the anticipated expense given by Insurer
01-05-11-2170-0000	Insurance - Health/Dental/Vision/Life	34,216.00	-	34,216.00	-	22,796.87	66.63	
01-05-11-2170-0001	Insurance - Health	34,216.00	-	34,216.00	-	22,764.03		
01-05-11-2170-0002	Insurance - Dental	0.00	-	0.00	-	(9.88)		
01-05-11-2170-0003	Insurance - Vision	0.00	-	0.00	-	4.48		
01-05-11-2170-0004	Insurance - AFLAC	0.00	-	0.00	-	(26.08)		
01-05-11-2170-0005	Insurance - Colonial Life	0.00	-	0.00	-	64.32		
01-05-11-2180-0000	Insurance - Life/Disability	3,614.00	-	3,614.00	-	1,111.29	30.75	
01-05-11-2181-0000	Workers Compensation Insurance	975.00	-	975.00	-	1,044.03	107.08	
01-05-11-2280-0000	Postage	1,500.00	-	1,500.00	-	2,138.44	142.56	
01-05-11-2370-0000	Telephone - Landline Expenses	1,450.00	-	1,450.00	-	1,035.12	71.39	
01-05-11-2390-0000	Training	1,500.00	-	1,500.00	-	1,373.60	91.57	
01-05-11-3340-0000	Miscellaneous	0.00	-	0.00	-	-		
01-05-11-3350-0000	Office Supplies	3,000.00	-	3,000.00	-	3,247.56	108.25	Increased per item postage costs for regular mail and certified mailing
Finance Department Total		390,316.14	0.00	390,316.14	0.00	250,372.60	64.15	

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EXPENSE Account Id	Description	Budget		STRAIGHT LINE =		Variance Explanation / Notes
		Adopted Budget	Amended Budget	Expended Curr	% Realized	
Council Department						
01-05-15-1000-0000	Salary - Council	7,200.00	-	4,549.85	63.19	
01-05-15-1010-0000	Payroll Taxes	680.00	-	430.26	63.27	
01-05-15-2071-0000	Computer Operations	4,850.00	-	4,789.69	98.76	
01-05-15-2071-0001	IPads Expense	3,400.00		3,895.64		Increased expense due to new iPad transition; FY27 anticipating savings
01-05-15-2071-0002	IT Contracts	1,450.00		894.05		
01-05-15-2100-0000	Dues/Subscriptions/Meetings	400.00	-	-	-	
01-05-15-2110-0000	Election Expenses	500.00	-	189.90	37.98	
01-05-15-2160-0000	Insurance - Business (Bond)	2,500.00	-	-	-	
01-05-15-2370-0000	Telephone	500.00	-	302.71	60.54	
01-05-15-2370-0001	Mayor's Cell Phone	500.00		302.71		
01-05-15-2500-0000	Council Reimbursements	250.00	-	-	-	
Council Department Total		16,880.00	0.00	10,262.41	60.80	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget		STRAIGHT LINE = 66.67% % Realized		Variance Explanation / Notes
						Expended Curr		
Public Safety Department								
01-05-20-0025-0000	Police Pension Passthrough - payments	80,000.00		80,000.00		46,538.66	58.17	
01-05-20-1000-0000	Salary	1,002,253.00	951,353.00	1,002,253.00	951,353.00	595,262.81	62.57	Amended Line item at 1/8/26 Council Meeting - 50,900 (Fund Dept Exp Acct)
01-05-20-1000-0001	Salary - Part-Time Patrol	4,000.00		4,000.00		1,235.00	30.88	
01-05-20-1001-0000	Overtime	30,000.00	62,000.00	30,000.00	62,000.00	27,094.39	43.70	Amended Line item at 1/8/26 Council Meeting + 32,000 (PS Salary)
01-05-20-1002-0000	Salary - Police Clerical	67,606.00		67,606.00		44,140.00	65.29	
01-05-20-1003-0000	Holiday	26,600.00		26,600.00		25,600.00	96.24	One-time expense, No further activity through FYE
01-05-20-1010-0000	Payroll Taxes	38,000.00		38,000.00		19,985.63	52.59	
01-05-20-1010-0001	Payroll Taxes - Part-Time Patrol	440.00		440.00		109.30	24.84	
01-05-20-1020-0000	Police Pension Expense	141,530.00		141,530.00		76,426.56	54.00	Amended Line item at 2/12/26 Council Meeting - 13,250 (Vehicle 35-05)
01-05-20-1025-0000	Employee Longevity Benefit	4,400.00		4,400.00		4,400.00	100.00	One-time expense, No further activity through FYE
01-05-20-2071-0000	Computer Operation	4,000.00		4,000.00		3,408.78	85.22	
01-05-20-2071-0001	IT Internet Costs Cameras (Fios)	0.00	1,200.00	0.00	1,200.00	1,042.27	86.86	Amended Line item at 1/8/26 Council Meeting + 1,200 (PS Salary)
01-05-20-2081-0000	Discretionary Fund	2,500.00		2,500.00		1,426.57	57.06	
01-05-20-2100-0000	Dues/Subscriptions/Mtgs	25,000.00		25,000.00		15,041.56	60.17	
01-05-20-2161-0000	Delmarva-5002-4177-235-LPR	700.00		700.00		231.37	33.05	
01-05-20-2170-0001	Delmarva-5504-0852-042.101 Baltimore	0.00	1,200.00	0.00	1,200.00	573.68	47.81	Amended Line item at 1/8/26 Council Meeting + 1,200 (PS Salary)
01-05-20-2122-0000	Emergency Operations	0.00		0.00		-	No Budget	
01-05-20-2160-0000	Insurance-Business	53,875.00		53,875.00		46,560.32	86.42	Quarterly Billing
01-05-20-2161-0000	Insurance-Vehicles	22,000.00		22,000.00		18,726.25	85.12	Quarterly Billing
01-05-20-2170-0000	Insurance - Health/Dental/Vision	162,230.00		162,230.00		100,957.15	62.23	
01-05-20-2170-0001	Insurance - AFLAC	0.00		0.00		-		
01-05-20-2170-0002	Insurance - Colonial Life	0.00		0.00		-		
01-05-20-2180-0000	Insurance-Life/Disability	19,696.00		19,696.00		6,798.13	34.52	
01-05-20-2181-0000	Insurance - Workers Compensation	49,700.00		49,700.00		54,289.56	109.23	Billed more than the anticipated expense given by Insurer
01-05-20-2280-0000	Postage	500.00		500.00		101.35	20.27	
01-05-20-2290-0000	Building Maintenance	6,000.00	20,500.00	6,000.00	20,500.00	19,980.41	97.47	Amended Line item at 1/8/26 Council Meeting + 14,500 (PS Salary)
01-05-20-2300-0000	Equipment Contracts	15,500.00		15,500.00		8,004.58	51.64	
01-05-20-2310-0000	Maintenance/Repair	1,000.00		1,000.00		1,137.00	113.70	Unexpected HVAC Repairs
01-05-20-2320-0000	Maintenance -Vehicle	15,000.00	35,250.00	15,000.00	35,250.00	34,804.23	98.74	Amended Line item at 1/8/26 Council Meeting + 7,000 (PS Salary)
01-05-20-2320-3501	Vehicle Maintenance 35-01	0.00		0.00		146.93		
01-05-20-2320-3502	Vehicle Maintenance 35-02	0.00		0.00		702.78		
01-05-20-2320-3503	Vehicle Maintenance 35-03	0.00		0.00		280.91		
01-05-20-2320-3504	Vehicle Maintenance 35-04	0.00		0.00		544.82		
01-05-20-2320-3505	Vehicle Maintenance 35-05	0.00	13,250.00	0.00	13,250.00	13,250.00		Amended Line item at 2/12/26 Council Meeting + 13,250 (Pension Exp)
01-05-20-2320-3506	Vehicle Maintenance 35-06	0.00		0.00		10,162.05		
01-05-20-2320-3507	Vehicle Maintenance 35-07	0.00		0.00		1,804.47		
01-05-20-2320-3508	Vehicle Maintenance 35-08	0.00		0.00		3,855.26		
01-05-20-2320-3509	Vehicle Maintenance 35-09	0.00		0.00		200.00		
01-05-20-2320-3510	Vehicle Maintenance 35-10	0.00		0.00		105.93		
01-05-20-2320-3511	Vehicle Maintenance 35-11	0.00		0.00		69.95		
01-05-20-2320-3512	Vehicle Maintenance 35-12	0.00		0.00		3,681.13		

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget	STRAIGHT LINE =		66.67% % Realized	Variance Explanation / Notes
					Expended Curr			
01-05-20-2331-0000	Medical Costs	2,500.00			1,968.00		78.72	
01-05-20-2350-0000	Seized Vehicle Expenses	0.00			-		No Budget	
01-05-20-2360-0000	Evidence Processing Cost	1,500.00			133.20		8.88	
01-05-20-2370-0000	Telephone	13,075.00		-	7,950.05		60.80	
01-05-20-2370-0001	Telephone - MDT expenses	10,000.00			5,891.57			
01-05-20-2370-2001	Telephone - Landline expenses	3,075.00			2,058.48			
01-05-20-2372-0000	Telephone - Cell phone expenses	3,000.00			1,575.71		52.52	
01-05-20-2390-0000	Training	6,500.00			6,249.79		96.15	
01-05-20-3140-0000	Gas/Oil Vehicles	30,000.00			16,150.24		53.83	
01-05-20-3141-0000	Firearms/Supplies	7,500.00			-		-	
01-05-20-3330-0000	Materials/Supplies	8,000.00		13,000.00	15,575.30		119.81	Amended Line item at 1/8/26 Council Meeting + 5,000 (PS Salary)
01-05-20-3340-0000	Miscellaneous Purchases	500.00			362.91		72.58	
01-05-20-3350-0000	Office Supplies	3,500.00			1,150.89		32.88	
01-05-20-3360-0000	Body Worn Cameras (Reimbursable)	0.00			-		No Budget	SOD Reimbursable Expense
01-05-20-3400-0000	Uniforms	5,000.00			2,060.34		-	
01-05-20-3401-0000	Uniforms Cleaning	500.00			-		-	
01-05-20-7510-0000	Grant Award Passthrough	0.00			-		No Budget	
01-05-20-8250-0000	Lease/Office Equipment	3,900.00			1,737.92		44.56	
	Public Safety Total	1,858,005.00		1,062,503.00	1,208,789.91		65.06	

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EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
Voluntary Assessment Center (VAC)						
01-05-25-0000-0001	VAC - Refund of Ticket Payment	-	-	-	-	
01-05-25-0000-0002	VAC - State of Delaware Fees	75,000.00	-	20,429.80	27.24	
01-05-25-1000-0000	VAC - Salary Reimbursement	23,099.00	-	-	-	
01-05-25-1050-0000	VAC - Banking Services	400.00	-	-	-	
01-05-25-2071-0000	VAC - Computer Operations	3,500.00	-	1,563.94	44.68	
01-05-25-2160-0000	Insurance - Business	250.00	-	214.23	85.69	Billed more than the anticipated expense given by Insurer
01-05-25-2280-0000	VAC - Postage	1,850.00	-	773.41	41.81	
01-05-25-3340-0000	VAC - Miscellaneous	50.00	-	-	-	
01-05-25-3350-0000	VAC - Office Supplies	1,000.00	-	25.64	2.56	
	VAC Total	105,149.00		23,007.02	21.88	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
Code Enforcement Department						
01-05-30-0005-0000	Refunds of Fees and Charges	200.00	-	50.00	25.00	
01-05-30-1000-0000	SALARY	149,722.95	-	99,643.65	66.55	
01-05-30-1001-0000	Overtime	3,000.00	-	4,086.13	136.20	Recommend Line Item Transfer for Budget
01-05-30-1010-0000	Payroll Taxes	14,972.00	-	8,506.53	56.82	
01-05-30-1025-0000	Employee Longevity Benefit	3,109.00	-	3,108.35	99.98	One-time expense, No further activity through FYE
01-05-30-2070-0000	Contracted Professional Services	35,000.00	-	13,665.01	39.04	BIU Inspection Services Costs
01-05-30-2071-0000	Computer Operations	14,950.00	0.00	11,693.40	78.22	
01-05-30-2071-0001	IT Contracts	6,000.00	-	3,078.74		
01-05-30-2071-0002	IT Software	7,500.00	-	7,813.94		Civics Plus and Edmunds Contract Increase
01-05-30-2071-0003	IT Maintenance Operations	100.00	-	-		
01-05-30-2071-0004	IT Upgrades	150.00	-	-		
01-05-30-2071-0005	IT Internet Costs	1,200.00	-	800.72		
01-05-30-2100-0000	Dues/Subscriptions/Meetings	350.00	-	32.25	9.21	
01-05-30-2122-0000	Emergency Operations	0.00	-	-	-	
01-05-30-2160-0000	Insurance - Business	23,725.00	-	21,600.48	91.05	Quarterly Billing
01-05-30-2161-0000	Insurance - Auto	3,010.00	-	3,256.74	108.20	Quarterly Billing
01-05-30-2170-0000	Insurance - Health/Dental/Vision/Life	52,407.00	0.00	24,948.61	47.61	
01-05-30-2170-0001	Insurance - Health	52,407.00	-	24,787.58		
01-05-30-2170-0002	Insurance - Dental	0.00	-	74.26		
01-05-30-2170-0003	Insurance - Vision	0.00	-	6.02		
01-05-30-2170-0005	Insurance - Colonial Life	0.00	-	80.75		
01-05-30-2180-0000	Insurance - Life/Disability	3,294.00	-	1,502.28	45.61	Billed more than the anticipated expense given by Insurer
01-05-30-2181-0000	Insurance - Workers Compensation	2,187.00	-	2,436.07	111.39	Increased postage expense associated with licenses and delinquent licenses
01-05-30-2280-0000	Postage	1,500.00	-	1,452.42	96.83	
01-05-30-2320-0000	Vehicle Maintenance	1,600.00	0.00	1,005.65	62.85	
01-05-30-2320-0001	Vehicle Maintenance - Code #1	800.00	-	923.15		
01-05-30-2320-0002	Vehicle Maintenance - Code #2	800.00	-	82.50		
01-05-30-2370-0000	Telephone	2,500.00	0.00	1,640.53	65.62	
01-05-30-2370-0001	Telephone - Cell Phone Expenses	1,100.00	-	605.42		
01-05-30-2370-0002	Telephone - Landline Expenses	1,400.00	-	1,035.11		
01-05-30-2390-0000	Training	1,000.00	-	145.00	14.50	
01-05-30-3140-0000	Gas - Vehicles	1,000.00	-	695.98	69.60	
01-05-30-3330-0000	Materials/Supplies	500.00	-	81.97	16.39	
01-05-30-3340-0000	Miscellaneous	200.00	-	226.00	113.00	
01-05-30-3350-0000	Office Supplies	3,000.00	-	3,234.64	107.82	Custom printed license envelopes contributing to overspend
01-05-30-3400-0000	Uniforms	1,000.00	-	1,191.01	119.10	
Code Enforcement Total		318,226.95	0.00	204,202.70	64.17	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
01-05-40-2390-0000	Training	2,000.00	-	-	-	
01-05-40-3140-0000	Gas - Vehicles/Equipment	6,500.00	-	3,743.09	57.59	
01-05-40-3251-0000	Maintenance Streets	67,500.00	-	70,391.73	104.28	*Pending Grant Reimbursements; Finance Director Monitoring
01-05-40-3330-0000	Materials/Supplies	7,000.00	0.00	1,070.94	15.30	
01-05-40-3330-0001	M & S - PW Building	1,300.00	-	-	-	
01-05-40-3330-0002	M & S - Equipment	2,500.00	-	268.91		
01-05-40-3330-0003	M & S - Street Maintenance	1,500.00	-	195.87		
01-05-40-3330-0004	M & S - Shop Supplies	1,700.00	-	542.48		
01-05-40-3330-0005	M & S - Abatements	0.00	-	63.68		
01-05-40-3340-0000	Miscellaneous	250.00	-	50.00	20.00	
01-05-40-3350-0000	Office Supplies	100.00	-	8.55	8.55	
01-05-40-3400-0000	Uniforms	3,200.00	-	614.74	19.21	
	Public Works Total	486,127.23	0.00	326,203.81	67.10	

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE = Expended Curr	% Realized	Variance Explanation / Notes
Sanitation Department						
Account Id	Description	Adopted Budget	Amended Budget	Expended Curr	% Realized	Variance Explanation
01-05-43-2070-0000	SANITATION	855,796.00	-	570,530.48	66.67	
01-05-43-2230-0000	Landfill Fees	200.00	-	-	-	
	Sanitation Total	855,996.00		570,530.48	66.65	
NPDES Compliance						
Account Id	Description	Adopted Budget	Amended Budget	Expended Curr	% Realized	Variance Explanation
01-05-45-2010-0000	NPDES Compliance	23,000.00	-	12,232.30	53.18	* Annual Stormwater License Fee, Sweeper Debris Weight, Oil Spill

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget		STRAIGHT LINE = Expanded Curr		Variance Explanation / Notes
		Adopted Budget	Amended Budget	Expanded Curr	% Realized			
Parks and Recreation Department								
01-05-47-2070-0000	Description	Adopted Budget	Amended Budget	Expanded Curr	% Realized	Variance Explanation		
01-05-47-2115-0000	CPS - Landscape Maint for Town Parks	66,720.00	-	41,335.00	61.95			
01-05-47-2115-1000	Public Events	23,332.00	0.00	15,636.61	67.02			
01-05-47-2115-1010	Clean-up Day - Total Expense	1,800.00	0.00	0.00				
01-05-47-2115-1010	Clean-up Day - Overtime - Admin Dept	475.00						
01-05-47-2115-1011	Clean-up Day - Overtime - Finance Dept	200.00						
01-05-47-2115-1020	Clean-up Day - Overtime - Police Dept	0.00						
01-05-47-2115-1030	Clean-up Day - Overtime - Code Dept	375.00						
01-05-47-2115-1040	Clean-up Day - Overtime - Public Wk Dept	500.00						
01-05-47-2115-1050	Clean-up Day - Event Expense	250.00						
01-05-47-2115-2000	Non-Budgeted Event - Total Expense	1,990.00	0.00	1,087.72				
01-05-47-2115-2010	Non-Budgeted Event - Overtime - Admin	125.00		356.12				Movie in the Park in July & EPD/Impact Trunk-or-Treat
01-05-47-2115-2011	Non-Budgeted Event - Overtime - Finance	125.00		118.22				Impact Trunk-or-Treat
01-05-47-2115-2020	Non-Budgeted Event - Overtime - Police	0.00						
01-05-47-2115-2030	Non-Budgeted Event - Overtime - Code	125.00						
01-05-47-2115-2040	Non-Budgeted Event - Overtime - PW	315.00		523.67				Movie in the Park in July
01-05-47-2115-2050	Non-Budgeted Event - Event Expense	1,300.00		89.71				Impact Trunk-or-Treat
01-05-47-2115-3000	Easter Egg Hunt - Total Expense	2,128.00	0.00	1,400.00				
01-05-47-2115-3010	Easter Egg Hunt - Overtime - Admin Dept	100.00						
01-05-47-2115-3011	Easter Egg Hunt - Overtime - Finance Dept	64.00						
01-05-47-2115-3020	Easter Egg Hunt - Overtime - Police Dept	0.00						
01-05-47-2115-3030	Easter Egg Hunt - Overtime - Code Dept	64.00						
01-05-47-2115-3040	Easter Egg Hunt - Overtime - Pub Wks Dep	500.00						
01-05-47-2115-3050	Easter Egg Hunt - Event Expense	1,400.00		1,400.00				
01-05-47-2115-4000	Best Decorated House - Total Expense	425.00	0.00	208.00				
01-05-47-2115-4050	Best Decorated Home - Prize Expense	425.00		208.00				
01-05-47-2115-5000	Halloween Spooktacular - Total Expense	1,100.00	0.00	757.31				
01-05-47-2115-5010	Halloween Spooktacular-Overtime- Admin	150.00		106.16				
01-05-47-2115-5011	Halloween Spooktacular-Overtime- Finance	100.00		127.31				
01-05-47-2115-5020	Halloween Spooktacular-Overtime- Police	0.00						
01-05-47-2115-5030	Halloween Spooktacular-Overtime- Code	150.00		139.60				
01-05-47-2115-5040	Halloween Spooktacular-Overtime- PW	0.00						
01-05-47-2115-5050	Halloween Spooktacular - Event Expense	700.00		384.24				
01-05-47-2115-6000	Holiday Parade - Total Expense	2,200.00	0.00	72.00				
01-05-47-2115-6010	Holiday Parade - Overtime - Admin Dept	300.00						
01-05-47-2115-6011	Holiday Parade - Overtime - Finance Dept	0.00						
01-05-47-2115-6020	Holiday Parade - Overtime - Police Dept	0.00						
01-05-47-2115-6030	Holiday Parade - Overtime - Code Dept	250.00						
01-05-47-2115-6040	Holiday Parade - Overtime - Pub Wk Dept	850.00						
01-05-47-2115-6050	Holiday Parade - Event Expense	800.00		72.00				
01-05-47-2115-7000	Holiday Tree Lighting - Total Expense	3,405.00	0.00	3,367.46				
01-05-47-2115-7010	Tree Lighting - Overtime - Admin Dept	375.00		286.41				
01-05-47-2115-7011	Tree Lighting - Overtime - Finance Dept	250.00		163.69				
01-05-47-2115-7020	Tree Lighting - Overtime - Police Dept	0.00						
01-05-47-2115-7030	Tree Lighting - Overtime - Code Dept	330.00		408.52				
01-05-47-2115-7040	Tree Lighting - Overtime - Public Works	450.00		477.96				
01-05-47-2115-7050	Tree Lighting - Event Expense	2,000.00		2,030.88				

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Amended Budget	STRAIGHT LINE = Expended Curr	% Realized	Variance Explanation / Notes
01-05-47-2115-8000	Town Yard Sale - Total Expense	200.00	0.00	0.00		
01-05-47-2115-8050	Town Yard Sale - Materials & Supplies	200.00				
01-05-47-2115-9000	Fall Festival - Total Expense	10,084.00	0.00	8,744.12		
01-05-47-2115-9010	Fall Festival - Overtime - Admin Dept	330.00		186.01		
01-05-47-2115-9011	Fall Festival - Overtime - Finance Dept	250.00		139.44		
01-05-47-2115-9020	Fall Festival - Overtime - Police Dept	0.00				
01-05-47-2115-9030	Fall Festival - Overtime - Code Dept	706.00		434.66		
01-05-47-2115-9040	Fall Festival - Overtime - Public Works	798.00		269.16		
01-05-47-2115-9050	Fall Festival - Event Expense	8,000.00		7,714.85		
01-05-47-3252-0000	Park Management	9,825.00	0.00	54,243.74	552.10	Skewed due to insurance claim/vandalism expense
01-05-47-3252-0001	PM - General Maintenance	1,500.00		437.00		
01-05-47-3252-0002	PM - Damage Repairs	500.00				
01-05-47-3252-0003	PM - New Equipment Purchases	0.00				
01-05-47-3252-0004	PM - Materials & Supplies	2,000.00		1,202.28		
01-05-47-3252-0005	PM - CPS/Park Restrooms	400.00				
01-05-47-3252-0006	PM - Veterans Park	250.00		16.99		
01-05-47-3252-0007	PM - Municipal Park (Rt 100/2)	250.00				
01-05-47-3252-0008	PM - Junction St. Park	0.00				
01-05-47-3252-0009	PM - Dick Moore Park	625.00		243.88		
01-05-47-3252-0010	PM - Dog Park	750.00		243.88		
01-05-47-3252-0011	PM - Vifone Park	1,200.00		2,248.51		
01-05-47-3252-0012	PM - Fairgrounds Park	950.00		843.16		
01-05-47-3252-0013	PM - Walling Park	200.00		53.51		
01-05-47-3252-0014	PM - Bryan Martin Park	0.00				
01-05-47-3252-0015	PM - Maple Avenue Park	200.00		2,924.00		
01-05-47-3252-0016	PM - Water Bibs (Non Park Locations)	500.00		160.53		
01-05-47-3252-0017	PM - Vandalism Expenses	500.00		45,870.00		Insurance Claim (Rev/Reimbursement 01-04-47-0136-0005; 44,295.00)
	Parks and Recreation Total	146,541.00		111,215.35	75.89	Skewed due to insurance claim

February 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Amended Budget		STRAIGHT LINE =		Variance Explanation / Notes
		Adopted Budget	Amended Budget	Expended Curr	% Realized	Expended Curr	% Realized	
Reimbursable Expenses (Expense)								
Account Id	Description	Adopted Budget	Amended Budget	Expended Curr	% Realized	Variance Explanation		
01-05-70-0130-0000	Reimbursable- Code Engineering Costs	1,000.00	-	4,030.00	403.00	Reimbursable to the exact revenue. At times this can cross FY's.		
01-05-70-0135-0000	Reimbursable- Sheriff Sale Legal Reim.	15,000.00	-	1,875.20	12.50	Reimbursable to the exact revenue. At times this can cross FY's.		
01-05-70-1011-0000	Reimbursable- Extra Duty Labor Expense	6,000.00	-	1,040.00	17.33	Reimbursable to the exact revenue. At times this can cross FY's.		
	Reimbursable Expenses (Expense)	22,000.00		6,945.20	31.57			
Long Term Planning Department								
Account Id	Description	Adopted Budget	Amended Budget	Expended Curr	% Realized	Variance Explanation		
01-05-80-0027-0010	Original Police Pension Plan Allocation	35,750.00	-	35,750.00	100.00	*Annual LTP Cont to Original Police Pension Processed 12/16/25		
01-05-80-0027-0011	Carryover from prior year	-	-	-	-			
01-05-80-0027-0020	Capital Depreciation Allocation	25,750.00	-	-	-			
01-05-80-0027-0021	Capital Deprec. Alloc. - P/Y Carry Over	164,023.71	-	-	-			
01-05-80-0027-0040	Infrastructure Maintenance Allocation	53,330.00	-	-	-			
01-05-80-0027-0041	Infrastructure Maint-P/Y Carry Over	304,640.05	-	-	-			
01-05-80-0027-0050	Capital Building Allocation	15,750.00	-	-	-			
01-05-80-0027-0051	Capital Bldg Allocation-P/Y Carry Over	153,530.75	-	-	-			
01-05-80-0027-0060	Contingency Fund Allocation	10,300.00	-	-	-			
01-05-80-0027-0070	Future Project Allocation	97,821.73	188,324.25	58,250.00	59.55	Amended Budget at 9/11/25 Council Meeting + 90,502.52 (RE Tax Rev) / 2/12/26 Council Meeting Approved Purchase EPD Tahoe		
01-05-80-0027-0071	Future Project Allocation-P/Y Carry Over	165,631.34	-	60,984.00	36.82	60,984.00 for new PW truck; app'd at 10/9/25 Mtg		
01-05-80-0027-0080	Salary Enhancement Allocation	-	-	-	-			
01-05-80-0027-0081	Salary Enhancement Allocation-P/Y Carry Over	230,000.00	-	-	-			
	Long Term Planning Total (includes P/Y Carry Over)	1,256,527.58		154,984.00	12.33			
	Current Year Budget Total (FY26)	238,701.73		94,000.00	39.38			
	Prior Year (Prior Budget(s) not current)	1,017,825.85		60,984.00	5.99			

ARPA COUNCIL REPORT AT FEBRUARY 28, 2026

Account ID	Revenue	BUDGET	CASH RECEIVED	OVER / (UNDER) BUDGET
07-04-10-1000-0000	American Rescue Plan Act Revenue	2,915,964.41	2,915,964.41	0.00
	Total ARPA Fund Revenue	\$ 2,915,964.41	\$ 2,915,964.41	

Account ID	Expenses	BUDGET	CASH EXPENDED	OVER / (UNDER) BUDGET
07-05-10-1000-0000	Grant Management Expenses	7,546.04	7,546.04	0.00
07-05-10-1000-0001	Premium Pay	190,671.67	190,671.67	0.00
07-05-10-1000-0002	ARPA Public Works Fogging Expense (Sterilizing Town Hall)	10,954.96	10,954.96	0.00
07-05-10-1000-0003	Needy Family	75,000.00	75,000.00	0.00
07-05-10-1000-0004	EPD Part Time Clinician	50,811.50	50,811.50	0.00
07-05-10-1000-0005	Mobile Food Bank	24,235.00	24,235.00	0.00
07-05-10-1000-0006	EPD Extra Duty COVID 19 Events	12,090.00	12,090.00	0.00
07-05-10-1000-0007	Stormwater Study Engineering Fees	70,427.65	70,427.65	0.00
07-05-10-1000-0008	Town Hall Sterilization Supplies (Hailosit)	9,120.00	9,120.00	0.00
07-05-10-1000-0009	Playground Revitalization	709,929.10	709,929.10	0.00
07-05-10-1000-0010	EPD HVAC Replacement	328,989.99	328,989.99	0.00
07-05-10-1000-0011	Baseball Field Improvement (Diamond Tex)	5,480.00	5,480.00	0.00
07-05-10-1000-0012	Stormwater Planning Projects Vilone Village, Vilone Park & Dogwood Hollow	278,392.45	232,387.99	(46,004.46)
07-05-10-1000-0013	Stormwater Projects (Taylor Tract at Silverbrook Drive, Taylor Rd, and Southern Road Drainage Improvements)	921,289.81	442,926.94	(478,362.87)
07-05-10-1000-0014	Street Maintenance (2024 Street Program)	221,026.24	221,367.90	341.66
07-05-10-2070-0000	Bank Service Fees	0.00	7,995.48	6.99%
07-05-10-2070-0000	Legal Services	0.00	---	0.00%
	Total ARPA Budget/Expenditures	\$ 2,915,964.41	\$ 2,399,274.22	\$ (516,690.19)

ARPA FUND BALANCE (Total Grant Revenue less Expenses)
 Available Fund Balance - Considering \$7,335.48 Expense Adjustment for Bank Fee Reimb \$ 516,690.19

07-05-10-2270-0000	ARPA LEGAL SERVICES*	11,413.09
	Addition to ARPA Revenue (FEDERAL REPORTING ONLY)	11,413.09

*LEGAL SERVICES cost of \$11,413.09 reduced the ARPA initial deposit therefore the Town could not recognize the true revenue (as on Federal Reporting). This is because the ARPA Funds dispersed to the Town after a reduction to encumber legal services expenses. The ARPA revenue for the Town in our accounting records is \$2,915,964.41. (The Federal Reports Revenue at \$2,927,377.50; which is \$2,915,964.41 + \$11,413.09 legal service fees)

FUTURE ADJUSTMENT *GENERAL FUND WILL NEED TO REIMBURSE BANKING EXPENSES* BEFORE GRANT CLOSURE	
There is no set budget for this so it does not affect our obligated funds already established with the US Treasury Reporting	
07-05-10-2070-0000	ARPA BANK SERVICE FEES
	0.00
	7,335.48

NOTE
 Street Maintenance (2024 Street Program) - Adjustment Pending -DelDot CTF Grant to cover

TOWN OF ELSMERE TRANSFER TAX REPORT

February 1st, 2026, through February 28th, 2026

Date	Property Information	Purchase Price of Property	Amount of Tax or Reason for Exemption
2/4/26	Property: 4 Leech Ave Grantor(s): Margaret Medvid Grantee(s): Jocelyn Ann Medvid 3400 Janney Ave Brookhaven, PA 19015 Parcel # 1900400-549 The Matlusky Firm, LLC		Exempt under 30 Del. C §5401
2/6/26	Property: 6 Harvey Place Grantor(s): REN KAI & KONG YU Grantee(s): KRSK Properties LLC 6 Union School Way Garnet Valley, PA 19060 Parcel # 1900100-162 The Law Office of Joseph Meyer, LLC		Exempt under 30 Del. C §5401
2/10/26	Property: 269 Filbert Ave Grantor(s): HIGHLANDER REALTY LLC - SERI Grantee(s): William Holland & Kayla Holland 190 Haut-Brion Ave Newark, DE 19702 Parcel # 1900400-662 Cramer & DiMichele, P.A.		Exempt under 30 Del. C §5401
2/10/26	Property: 2112 Seneca Rd Grantor(s): Anthony & Deana Calvarese Grantee(s): 2112 Seneca Series, a series of 302 Realty Properties, LLC 2607 Ebright Road Wilmington, DE 19810 Parcel # 1900200-219 Cramer & DiMichele, P.A.	\$220,000.00	\$3,300.00

2/17/26	Property: 700 Baltimore Ave Grantor(s): VIKINGS1 LLC Grantee(s): Scott Reutter 700 Baltimore Ave Wilmington, DE 19805 Parcel # 1900500-144 Giordano & Gagne LLC	\$350,000.00	\$5,250.00
2/17/26	Property: 31 Tamarack Ave Grantor(s): EVANS JANELLE G TR Grantee(s): Randall S. Evans Jr 27 Tamarack Ave Wilmington, DE 19805 Parcel # 1900400-292 The Levinson Firm LLC		Exempt under 30 Del. C §5401
2/17/26	Property: 31 Tamarack Ave Grantor(s): Randall S. Evans Jr Grantee(s): Randall S. Evans Jr & Janelle 27 Tamarack Ave Wilmington, DE 19805 Parcel # 1900400-292 The Levinson Firm LLC		Exempt under 30 Del. C §5401
2/17/26	Property: 398 Junction St Grantor(s): JONES ROBERT J & MORROBEL VIOLETA Grantee(s): Andrew Charlton 398 Junction St Wilmington, DE 19805 Parcel # 1900500-020 Ward & Taylor LLC	\$295,000.00	\$4,425.00
2/18/26	Property: 33 Elsmere Blvd Grantor(s): Anthony Manerchia & Jeffrey Stapen Grantee(s): AJ Lawson, LLC 344 Mourning Dove Drive Newark, DE 19711 Parcel # 1900200-150 MacElree Harvey, LTD		Exempt under 30 Del. C §5401

2/24/26	Property: 153 Olga Rd Grantor(s): VAV Perfect Properties LLC Grantee(s): Wilfredo Alicea Diaz 908 Amosland Rd Prospect Park, PA 19076 Parcel # 1900100-080 Brian Frederick Funk P.A.	\$345,000.00	\$5,175.00
2/25/26	Property: 1010 Dover Ave Grantor(s): Karen Summa Grantee(s): Ariz Rivera-Santiago 143 Mitscher Road Dover, DE 19901 Parcel # 1900800-330 Brian Frederick Funk P.A.	\$260,000.00	\$3,900.00
2/25/26	Property: 1302 Sycamore Ave Grantor(s): WILLIAMS GLADSTONE A Grantee(s): Eric Austin 14 South Bancroft Pkwy Wilmington, DE 19805 Parcel # 1900800-073 The Law Office of Joseph Meyer LLC	\$285,000.00	\$4,275.00
2/25/26	Property: 3 Rigdon Rd Grantor(s): Park Place Enterprises LLC Grantee(s): Seal Enterprise LLC 3800 Valley Brook Drive Wilmington, DE 19808 Parcel # 1900100-221 The Law Office of Joseph Meyer LLC		Exempt under 30 Del. C §5401
TOTAL			\$26,325.00

ELSMERE POLICE DEPARTMENT
Monthly Report
March 2026

Significant Events:

On the following dates/times Elsmere Bureau of Police officers handled the below incidents and seized the following drugs, money and/or weapons.

Shooting Investigation

January 28, 2026:

On January 29, 2026, at 6:34 P.M., Elsmere Police responded to the 600 block of Colonial Avenue for shots fired. Upon arrival, officers located a crime scene in the parking lot consisting of a shell casing and an occupied vehicle being struck by gunfire. This case was assigned to Detective John Mitchell. Through investigative measures, one suspect was identified as 19-year-old male Aviaire Evans. The other suspect is a 17-year-old male whose name is being withheld due to being a juvenile.

Both suspects were taken into custody with the assistance of the New Castle County Police Department Special Weapons and Tactics Team. Multiple search warrants were executed which resulted in locating evidence related to the crimes.

Aviaire Evans was charged with following charges: Possession of a Firearm During Commission of a Felony, Reckless Endangering First Degree Creates a Substantial Risk of Death to Another, Wearing a disguise during the commission of a felony, Conspiracy Second Degree, Criminal Mischief over \$1,000 recklessly damage property and discharging firearms within town limits. Aviaire Evans was committed to the Howard R. Young Correctional Facility for failing to post \$105,005 cash bail.

Fire Cracker Incident

February 4, 2026:

On February 4, 2026 at approximately 9:15 pm, a suspect driving a black SUV travelled SB on Locust Avenue and threw a firecracker in the area of 200 block. Officers were able to obtain a video of the incident. This is still under investigation.

Meetings:

- February 3, 2026: Planning Commission Mtg. – M/Cpl. Davis
- February 10, 2026: DACP Mtg. – Chief Giles
- February 12, 2026: Council Mtg. – Chief Giles
- February 17, 2026: DACP – Board of Directors Mtg. – Chief Giles
- February 21-23, 2026: Daily Weather Briefings – Chief Giles
- February 24, 2026: BOA Mtg. – M/Cpl. Sowden
- February 25, 2026: Needy Family Mtg. – Chief Giles & Sgt. Smith
- February 25, 2026: New Castle County Police Chief's Mtg. – Chief Giles

Trainings/Events:

- February 5, 2026: Problem-Oriented Policing Techniques – Ptlm. Bush
- February 18, 2026: Impact of Abuse Training – Chief Giles & Ptlm. Bush

Revenue Results:

VAC JP Court 20 Revenue Received (February 2026) = **\$2,215.75**

VAC – Elsmere Revenue (February 2026) = **\$7,033.36**

VAC Administration Revenue Received YTD (February 2026) = **\$1,820.10**

Total VAC Revenue as of February 2026 = **\$80,314.95**

Tow Revenue (Received February 2026) = **\$750.00**



Elsmere Bureau of Police

Monthly Report

February 2026

Nature of Violation	
Radar/Lidar summons	45
Traffic enforcement (non-speed)	46
Traffic Warnings	21
Seatbelt Violations	6
Parking Violations	5
Cell Phone Violations	0
DUI's	0
Criminal Arrests	20
Wanted Persons	1
Crime Prevention Checks	2
Community Contacts	0
Total Statistics	146

Voluntary Assessment Violations: 88

Mandatory Appearance Violations: 14

EPD Service Calls
February 2026

Nature of Complaints	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	TOTALS	Out of Dist.
911 Hang-ups	0	0	0	0	0	0	0	
Accidents	2	3	1	1	3	1	11	
Alarms	7	1	0	1	0	0	9	
Alcohol Violations	0	0	0	0	0	0	0	
Animal Complaint(s)	0	1	0	0	0	0	1	
Assaults	1	0	0	0	0	0	1	
Assist Other Agency	0	0	0	1	1	0	2	18
Assist Fire Board	1	0	0	0	1	0	2	
Burglaries	1	0	0	0	0	0	1	
Check On the Welfare	1	0	3	2	4	0	10	
Civil	0	1	0	0	1	0	2	
Criminal Contempt	0	0	0	0	0	0	0	
Criminal Mischief	0	0	1	0	0	0	1	
Death Investigation	0	0	0	0	0	0	0	
Disabled Vehicles	2	0	0	0	0	0	2	
Disorderly Conduct	0	1	2	1	3	0	7	
Domestic Disputes	2	3	1	1	3	0	10	
Domestic w/Weapon(s)	0	0	0	0	0	0	0	
Drug Violations	0	0	0	0	0	0	0	
Drunk Complaint	0	0	0	0	0	0	0	
Endangering the Welfare	0	0	0	0	0	0	0	
Fights	0	0	0	0	0	0	0	
Found Property	0	0	0	0	0	0	0	
Fraud & Conspiracy	4	0	1	0	0	0	5	
Fuitive Apprehensions	0	0	0	0	0	0	0	
Graffiti	0	0	0	0	0	0	0	
Harassments	0	1	0	0	1	0	2	
Homicide	0	0	0	0	0	0	0	
Injured/Sick Person	1	0	0	0	0	0	1	
Loitering	0	0	0	0	0	0	0	
Loud Radio/Party	4	0	0	0	0	0	4	
Menacing	0	0	0	0	0	0	0	
Mental Person(s)	0	0	0	0	0	0	0	
Misc. investigations	1	1	1	0	0	0	3	
Missing Person(s)	0	0	0	0	0	0	0	
Neighbor Dispute	0	0	0	0	0	0	0	
Noise Complaint	0	0	0	0	0	0	0	
Offensive Touching	0	0	0	0	0	0	0	
Open Door/Window	0	0	0	0	1	0	1	
Overdose	0	0	0	0	0	0	0	
Parking Complaints	2	5	3	1	0	0	11	
PFA Service	0	0	0	0	0	0	0	
Prevent Breach of Peace	1	0	0	2	1	0	4	
Property Checks	3	2	0	1	5	2	13	
Public Relations	1	4	0	2	2	1	10	
Reckless Endangering	0	0	0	0	0	0	0	
Resisting Arrest	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	
Sex Crimes	0	0	0	0	0	0	0	
Stolen M.V./Unauth Use	0	0	0	0	1	0	1	
Suicide/Overdose	1	0	0	0	0	0	1	
Suspicious Person/Vehicle	1	0	0	1	2	0	4	
Terroristic Threatening	0	0	0	0	0	0	0	
Thefts	1	0	1	0	1	1	4	
Town Code Violation(s)	0	0	0	0	0	0	0	
Traffic Service	1	0	0	0	1	0	2	
Transports	0	0	1	1	0	0	2	
Trespassing	0	0	0	0	3	2	5	
Warrant Attempt	0	0	0	0	0	0	0	
Weapon Violations	0	0	0	0	0	0	0	
TOTALS	38	23	15	15	34	7	132	18

Daily Activity Report February 2026

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
1	ACCIDENTS	2/10/2026	1:25 PM	BRIER AVE
1	ACCIDENTS	2/11/2026	7:25 AM	DUPONT RD @ NEW RD
1	ALARMS	2/1/2026	10:49 AM	HADCO RD
1	ALARMS	2/1/2026	9:12 AM	HADCO RD
1	ALARMS	2/6/2026	6:00 PM	HADCO RD
1	ALARMS	2/7/2026	2:45 PM	HADCO RD
1	ALARMS	2/9/2026	11:03 PM	S DUPONT RD
1	ALARMS	2/10/2026	12:45 AM	OLD DUPONT RD
1	ALARMS	2/23/2026	11:40 PM	WESTERN AVE
1	ASSAULTS	2/12/2026	2:20 PM	VILLAGE CT
1	ASST FIRE BOARD	2/12/2026	11:00 PM	TAYLOR RD
1	BURGLARIES	2/4/2026	6:11 AM	COMMERCIAL DR
1	CHECK ON THE WELFARE	2/4/2026	12:08 PM	NEW RD
1	DISABLE VEHICLES	2/5/2026	1:11 AM	COLONIAL AVE
1	DISABLE VEHICLES	2/9/2026	12:36 PM	RODMAN RD
1	DOMESTIC DISPUTES	2/12/2026	3:30 PM	TAYLOR RD
1	DOMESTIC DISPUTES	2/27/2026	11:20 PM	OSBORNE RD
1	FRAUD & CONSPIRACY	2/11/2026	1:40 PM	DUMONT RD
1	FRAUD & CONSPIRACY	2/12/2026	1:00 PM	DUMONT RD
1	FRAUD & CONSPIRACY	2/17/2026	2:20 PM	SENECA RD
1	FRAUD & CONSPIRACY	2/27/2026	12:00 PM	TAYLOR RD
1	INJURED/SICK PERSON	2/6/2026	8:36 PM	BELMONT AVE
1	LOUD RADIO/PARTY	2/13/2026	11:39 PM	BRIER AVE
1	LOUD RADIO/PARTY	2/14/2026	1:16 AM	BRIER AVE
1	LOUD RADIO/PARTY	2/19/2026	7:49 PM	GRANT AVE
1	LOUD RADIO/PARTY	2/28/2026	11:00 PM	SENECA RD
1	MISC INVEST	2/18/2026	6:36 PM	GRANT AVE
1	PARKING COMPLAINTS	2/5/2026	9:57 AM	RODMAN RD
1	PARKING COMPLAINTS	2/9/2026	5:40 PM	GRANT AVE @ RODMAN RD
1	PREVENT BREACH OF PEACE	2/14/2026	8:48 AM	TAYLOR RD
1	PROPERTY CHECKS	2/9/2026	11:14 PM	COMMERCIAL DR
1	PROPERTY CHECKS	2/19/2026	9:34 PM	ELSMERE BLVD
1	PROPERTY CHECKS	2/25/2026	9:15 PM	GRANT AVE
1	PUBLIC RELATIONS	2/12/2026	6:00 PM	B&O LN

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
1	SUICIDE/OVERDOSE	2/6/2026	4:20 PM	NEW RD
1	SUSPICIOUS PERSON/VEHICLES	2/23/2026	8:16 PM	BRIER AVE
1	THEFTS	2/13/2026	9:35 PM	RODMAN RD
1	TRAFFIC SERVICE	2/21/2026	7:30 PM	S DUPONT RD
2	ACCIDENTS	2/1/2026	10:54 AM	KIRKWOOD HWY @ S DUPO
2	ACCIDENTS	2/10/2026	2:00 PM	KIRKWOOD HWY
2	ACCIDENTS	2/24/2026	5:27 PM	KIRKWOOD HWY @ S DUPO
2	ALARMS	2/18/2026	7:55 AM	BALTIMORE AVE
2	ANIMAL COMPLAINTS	2/23/2026	11:01 PM	WESTERN AVE @ KIRKWOOD
2	CIVIL	2/16/2026	10:15 AM	KIRKWOOD HWY
2	DISORDERLY CONDUCT	2/13/2026	6:59 AM	DOVER AVE
2	DOMESTIC DISPUTES	2/6/2026	11:35 PM	KIRKWOOD HWY
2	DOMESTIC DISPUTES	2/17/2026	11:50 AM	DOVER AVE
2	DOMESTIC DISPUTES	2/23/2026	10:44 PM	BIRCH AVE
2	HARASSMENTS	2/28/2026	9:32 PM	NEW RD
2	MISC INVEST	2/7/2026	11:15 AM	BIRCH AVE
2	PARKING COMPLAINTS	2/9/2026	5:02 PM	LEECH AVE @ NEW RD
2	PARKING COMPLAINTS	2/10/2026	5:18 PM	FILBERT AVE @ DOVER AVE
2	PARKING COMPLAINTS	2/14/2026	11:08 PM	FILBERT AVE @ DOVER AVE
2	PARKING COMPLAINTS	2/25/2026	9:50 PM	BALTIMORE AVE
2	PARKING COMPLAINTS	2/26/2026	5:00 PM	DOVER AVE
2	PROPERTY CHECKS	2/10/2026	5:02 PM	FILBERT AVE @ DOVER AVE
2	PROPERTY CHECKS	2/11/2026	10:40 AM	KIRKWOOD HWY @ OHIO A
2	PUBLIC RELATIONS	2/18/2026	10:08 AM	DOVER AVE
2	PUBLIC RELATIONS	2/21/2026	2:20 PM	BIRCH AVE
2	PUBLIC RELATIONS	2/22/2026	8:30 PM	OHIO AVE
2	PUBLIC RELATIONS	2/27/2026	12:50 AM	WESTERN AVE
3	ACCIDENTS	2/19/2026	10:15 AM	KIRKWOOD HWY @ LINDEN
3	CHECK ON THE WELFARE	2/4/2026	4:31 PM	BIRCH AVE
3	CHECK ON THE WELFARE	2/9/2026	7:27 AM	MAPLE AVE
3	CHECK ON THE WELFARE	2/18/2026	2:27 PM	BIRCH AVE
3	CRIMINAL MISCHIEF	2/10/2026	10:03 AM	SYCAMORE AVE
3	DISORDERLY CONDUCT	2/13/2026	2:48 PM	BIRCH AVE
3	DISORDERLY CONDUCT	2/27/2026	6:12 PM	BIRCH AVE
3	DOMESTIC DISPUTES	2/21/2026	5:09 PM	LOCUST AVE
3	FRAUD & CONSPIRACY	2/19/2026	10:10 AM	KIRKWOOD HWY

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
3	MISC INVEST	2/4/2026	9:35 PM	LOCUST AVE
3	PARKING COMPLAINTS	2/6/2026	7:50 PM	BIRCH AVE
3	PARKING COMPLAINTS	2/9/2026	7:30 PM	BIRCH AVE
3	PARKING COMPLAINTS	2/18/2026	8:52 AM	TAMARACK AVE
3	THEFTS	2/27/2026	2:43 PM	KIRKWOOD HWY
3	TRANSPORT	2/5/2026	5:02 PM	MAPLE AVE
4	ACCIDENTS	2/9/2026	8:20 PM	KIRKWOOD HWY @ TAMAR
4	ALARMS	2/17/2026	6:00 AM	KIRKWOOD HWY
4	ASSIST OTHER AGENCY	2/6/2026	8:00 PM	CAROLYN DR
4	CHECK ON THE WELFARE	2/17/2026	1:50 PM	MAPLE AVE
4	CHECK ON THE WELFARE	2/20/2026	6:00 AM	MAPLE AVE
4	DISORDERLY CONDUCT	2/11/2026	1:50 PM	MAPLE AVE
4	DOMESTIC DISPUTES	2/24/2026	3:31 PM	MAPLE AVE
4	PARKING COMPLAINTS	2/5/2026	5:48 AM	MAPLE AVE
4	PREVENT BREACH OF PEACE	2/4/2026	9:52 AM	MAPLE AVE
4	PREVENT BREACH OF PEACE	2/25/2026	1:50 AM	MAPLE AVE
4	PROPERTY CHECKS	2/21/2026	6:17 PM	MAPLE AVE
4	PUBLIC RELATIONS	2/3/2026	7:20 PM	MAPLE AVE
4	PUBLIC RELATIONS	2/11/2026	7:05 AM	BUNGALOW AVE
4	SUSPICIOUS PERSON/VEHICLES	2/28/2026	7:04 PM	BUNGALOW AVE
4	TRANSPORT	2/24/2026	4:13 PM	BUNGALOW AVE
5	ACCIDENTS	2/5/2026	10:16 AM	KIRKWOOD HWY
5	ACCIDENTS	2/10/2026	2:35 PM	SANDERS RD @ RUTH RD
5	ACCIDENTS	2/16/2026	1:00 PM	KIRKWOOD HWY
5	ASSIST OTHER AGENCY	2/15/2026	1:02 PM	FOREST AVE
5	ASST FIRE BOARD	2/24/2026	5:38 PM	PARKLYN CT
5	CHECK ON THE WELFARE	2/3/2026	2:00 AM	MAPLE AVE
5	CHECK ON THE WELFARE	2/3/2026	5:10 PM	MAPLE AVE
5	CHECK ON THE WELFARE	2/24/2026	5:15 PM	KIRKWOOD HWY
5	CHECK ON THE WELFARE	2/28/2026	10:15 PM	MAPLE AVE
5	CIVIL	2/20/2026	2:40 PM	CYPRESS AVE
5	DISORDERLY CONDUCT	2/2/2026	5:00 PM	SANDERS RD
5	DISORDERLY CONDUCT	2/16/2026	2:10 PM	KIRKWOOD HWY
5	DISORDERLY CONDUCT	2/16/2026	12:20 PM	KIRKWOOD HWY
5	DOMESTIC DISPUTES	2/9/2026	8:06 PM	PARKLYN CT
5	DOMESTIC DISPUTES	2/24/2026	8:36 AM	CYPRESS AVE

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
5	DOMESTIC DISPUTES	2/28/2026	9:44 PM	MAPLE AVE
5	HARASSMENTS	2/10/2026	7:05 PM	CYPRESS AVE
5	OPEN DOORS/WINDOWS	2/17/2026	4:10 PM	SPRUCE AVE
5	PREVENT BREACH OF PEACE	2/22/2026	12:45 AM	CHESTNUT AVE
5	PROPERTY CHECKS	2/1/2026	10:06 PM	CHESTNUT AVE
5	PROPERTY CHECKS	2/4/2026	3:56 PM	RUTH RD @ CHESTNUT AVE
5	PROPERTY CHECKS	2/4/2026	12:10 PM	KIRKWOOD HWY @ POPLAR
5	PROPERTY CHECKS	2/5/2026	9:41 AM	SANDERS RD
5	PROPERTY CHECKS	2/12/2026	6:30 PM	KIRKWOOD HWY @ POPLAR
5	PUBLIC RELATIONS	2/2/2026	8:40 PM	OLGA RD
5	PUBLIC RELATIONS	2/4/2026	9:10 PM	SYCAMORE AVE
5	STOLEN M.V./UNAUTH USE	2/17/2026	9:30 AM	BEECH AVE
5	SUSPICIOUS PERSON/VEHICLES	2/4/2026	5:09 AM	KIRKWOOD HWY
5	SUSPICIOUS PERSON/VEHICLES	2/10/2026	9:53 AM	CHESTNUT AVE
5	THEFTS	2/4/2026	5:53 PM	CYPRESS AVE
5	TRAFFIC SERVICE	2/11/2026	5:51 PM	KIRKWOOD HWY @ BEECH A
5	TRESPASSING	2/9/2026	10:01 PM	FOREST AVE
5	TRESPASSING	2/10/2026	7:13 PM	KIRKWOOD HWY
5	TRESPASSING	2/28/2026	3:47 PM	SANDERS RD
6	ACCIDENTS	2/15/2026	6:21 PM	NEW RD
6	PROPERTY CHECKS	2/7/2026	5:25 PM	NEW RD
6	PROPERTY CHECKS	2/18/2026	2:40 PM	RICHARD AVE @ JUNCTION S
6	PUBLIC RELATIONS	2/10/2026	1:17 PM	SANDERS RD
6	THEFTS	2/14/2026	3:45 PM	NEW RD
6	TRESPASSING	2/13/2026	5:24 PM	NEW RD
6	TRESPASSING	2/28/2026	1:58 PM	NEW RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/3/2026	3:30 PM	SPRUCE AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/4/2026	11:42 PM	W 3RD ST @ N BANCROFT P
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/5/2026	11:59 PM	SCARBOROUGH PARK DR
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/7/2026	4:45 PM	MARYLAND AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/8/2026	11:05 PM	S WOODWARD/LINKWOOD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/10/2026	7:51 AM	CENTRE RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/13/2026	9:40 PM	MARSHALL AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/20/2026	7:25 AM	ROTHWELL DR
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/21/2026	6:34 PM	KIRKWOOD HWY
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/25/2026	5:30 PM	S DUPONT RD

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/26/2026	10:45 PM	MONTGOMERY RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/26/2026	9:50 PM	KIAMENSKI RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/26/2026	8:40 PM	MARYLAND AVE @ RACE ST
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/27/2026	8:35 PM	EUREKA ST @ BELMONT AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/27/2026	1:00 AM	BARTLESON RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	2/28/2026	1:14 AM	MANSION RD
OUTSIDE ELSMERE	ASST FIRE BOARD	2/14/2026	5:20 PM	N DUPONT RD
OUTSIDE ELSMERE	FUGITIVES APPREHENSIONS	2/28/2026	12:08 AM	S LINCOLN ST @ SYCAMORE



Public Works Department
Monthly Report
February 2026

Roadways:

We are addressing any/all roadway issues as quickly as possible.

- Potholes/Sinkholes on the following streets:

These potholes are a result of extensive plowing after consecutive snowstorms:

- Bungalow Ave
- Carolyn Dr
- Alvil/Rigdon Rd's
- Vilone Rd
- Richard Ave
- Olga Rd
- Western Ave
- Dover Ave
- Baltimore Ave
- Maple & Cypress Ave's
- Sanders Rd
- E St and I St
- Chestnut Ave
- Ruth Rd
- Leech Ave
- Ohio Ave

- Replace/Remove/Installed Signs as requested:

- Hometown Heroes signs were damaged/lost in the last 2 snowstorms: John Simpson, Frank Vavala, and Raymond Firmani. (1 of 3 has been replaced and the other 2 have been ordered.)

NPDES:

During the Month of February, the Public Works Department completed Street Sweeping in the following locations in compliance with our NPDES Permit:

- Street Sweeping has not happened due to extreme weather conditions and snowstorms.

Building Maintenance:

- The following repairs were completed:
 - Demolition of wall paneling in recreation room in preparation for new tenants.
 - Dishwasher and Cooktop removed in kitchen area.

- New countertop installed in kitchen area.
- Exit signs hung in recreation room
- Bathroom pre-inspection walkthrough with Tina from Ferris.
- Adam Basement came out and pulled the humidifier and relocated the de-humidifier.
- Basement boiler room area under the stairs was cleaned out and removed old partitions per Fire Marshal's request.
- 6 doors removed in kitchen area to be replaced with metal fire doors.
- Shelving unit removed in both rooms off of recreation room.
- Painted hallway area in EPD for Resilience Room.
- Recreation room is fully drywalled.
- Found a bad ballast in Sgt. Smith's office.

Parks:

Nothing to report.

Abatements:

- The following abatements were completed as requested by the Code Department.
 - 1000 S. Grant Avenue

Events:

- N/A

Training:

- N/A

General:

In addition to their daily job duties, the department worked on or completed the following projects:

- Shoveling of Town sidewalks, New Road bridge, Maple Avenue sidewalk, intersection of Poplar and Spruce Ave's, Baltz walkthrough, and Taylor bridge.
- Hentkowski came to Public Works to service the HVAC system and change an oil filter.
- Initiated emergency snowstorm response, plowing snow and salting the entire Town as directed by the Emergency Operations Center.
- Picked up supplies for Resilience Room. (Trim, paint, signs.)
- Meeting with mechanic to service snow equipment and Kubota.
- Interviewed applicants for Public Works.
- Priced subway tiles at the Tile Market for kitchen wall tile repairs.

Submitted By: Anthony DiSanto

Date: March 5th, 2026.



Town Manager's **Monthly Report** **February 2026**

Stormwater Project:

- The Taylor and Silverbrook project is close to completion. We had a construction progress meeting on site, and the remaining task is to repair the road. Warm weather is quickly approaching, and the Asphalt Plants should be opening soon. The contractor informed us that he hopes to address the repaving by late March.
- During the construction meeting, we also discussed the Patty Belvins Walking Path & Tamarack Ave Drainage Project. The contractor informed us that they will begin work in the latter part of March. Also, we requested a preconstruction meeting and timelines prior to starting construction.
- Vilone Village Stormwater Project is slated to begin between late May or late June depending on the completion of the Patty Belvins Walking Path project.
- I still haven't heard anything from the Senator's Office other than an invitation to apply for the 2027 CDF funds.

Street Projects:

- Evaluation is being done for the next three to four street repairs in the Town. We are open to suggestions from Council. The application for the Reinvestment Fund is due by May 1st, but we want to have our application completed by April 1st.

Town Hall Bathroom Renovation:

- Bathroom renovations are complete and fully operational. Public Works will be painting selective bathrooms in the upcoming weeks.

Park Project:

- **Maple Park Redesign** – Paoli Services completed milling, grading and paving the parking lot. He has to install the basketball courts, stripe the parking lot and perform some landscaping. These remaining items are weather permitting and will be completed once we are above the freezing mark. We met about cars having the ability to drive into the parking lot and the basketball court and we decided to strategically add some large landscaping rock to partition off the court from the parking lot.
- **The surveillance camera at Maple Park** – Training on how to use the camera system is scheduled for this month.
- **ORPT Grant application** – Sun in One has the lights in inventory. Now that weather is improving, we will proceed with the installation of the Solar Lights.

Comprehensive Plan:

- The next meeting for the updates to the Comprehensive Plan is Thursday March 19th at 6:00pm. The new consultant from Mead & Hunt will be providing the draft of the updated Comprehensive Plan. Also in attendance will be Samantha Bulkilvish from the Delaware Office of State Planning Coordination.
- We had a meeting with Delaware Division of Historical and Cultural Affairs about incorporating some future historical plans for the Town. To date:
 1. The future land use map has been updated. The next step is for the Planning Commission to approve the final map.
 2. Edits have been made to the existing plan to incorporate the requested edits, accomplishments including removing all references to the Land Bank and the transportation improvements we discussed at the last meeting with DelDOT.

Downtown Development District:

- The mandatory meeting for the DDD was rescheduled for March 12th in Dover.

Basement Rental:

- The lease is signed and all the necessary documents have been provided. The renovations are 75% complete and the church services are expected to start in a couple of weeks. Once the basement is completed, I will invite Council for a tour.

Meetings:

- Reviewed CGI (the company that produced the website video) contract with the staff and started planning for a new video.
- Met with the Apartments regarding trash cost sharing.
- Held interviews for both the Tax Clerk and Public Works open positions.
- Met with DTI about grant opportunities related to Cyber Security and converting to a .gov domain.
- Councilwoman McDaniel, Nicole and I met with our new Comcast representative and discussed how they can improve customer service for the Town.
- The Chief and I sat in on a security presentation by Verkada Security.

Other Items:

- Contracted with Paoli Services to assist with removing the ice throughout the town. This was a very expensive endeavor costing the Town approximately \$23,000.00.
- Opened the Command Center due to the excessive snowfall. Select staff worked from 6:00pm February 22nd to 9:30am on the 23rd.
- Completed the Newsletter and we are waiting for production to begin. I'd like to thank Councilwomen Jensen and McDaniel for all their help.
- Issued a Cease and Desist to Puffster. They removed the smokable Hemp from their store, and we permitted them to reopen. EPD along with the Delaware Alcohol and Tobacco Enforcement will be making periodic controlled buys to ensure compliance.
- Attended the February League meeting where I met Senator Coons Deputy State Director for Outreach who I shared the stagnate process with our CDF grant. Also, I touched base with County Executive Marcus Henry who said that he has to pay Elsmere a visit.
- Spoke with the owner of GFP Cement who shared that they have plans to perform major upgrades to their building to the tune of approximately \$10 Million.

Submitted By: Steven Martin

Date: March 6, 2026