

**TOWN OF ELSMERE**  
**COUNCIL MEETING MINUTES**  
**April 9, 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 for former Councilman John Pasquale, who recently passed away.

**ROLL CALL:**

MAYOR	JOANN I. PERSONTI	PRESENT
1 <sup>ST</sup> DISTRICT	JANE MCDANIEL	PRESENT
2 <sup>ND</sup> DISTRICT	SALLY JENSEN	PRESENT
3 <sup>RD</sup> DISTRICT	BRIAN REINBOLD JR.	PRESENT
4 <sup>TH</sup> DISTRICT	JOHN HOLLOWAY	PRESENT
5 <sup>TH</sup> DISTRICT	MARC HENRY	PRESENT
6 <sup>TH</sup> 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, Mark Bowers – Present  
Public Works Department, Anthony DiSanto - Present

**PUBLIC COMMENT:**

At this time, Councilman Henry arrived at the meeting.

Nancy Johnson of 1314 Maple Avenue reported ongoing speeding issues on Maple Avenue and surrounding streets. She stated there have been multiple incidents over the past two Sundays, including one vehicle traveling at an excessive speed. She continued by stating that vehicles accelerate rapidly from the stop sign down the street. Additionally, Mrs. Johnson also raised concerns about missed recycling pickups over the last few months, even though she reports the missed collection. Mrs. Johnson stated that anymore, she has stopped separating recyclables. She then expressed concerns regarding the Town's waste collection contract with Republic Services and the lack of service. She questioned how cost savings from the contract are being utilized being as though there are ongoing infrastructure issues, including large potholes on L Street and a longstanding pothole at the end of J Street, which she stated has been unaddressed for years. Mrs. Johnson continued by stating that there are vehicles parking too close to the fire hydrant in a designated yellow zone near her house, which is creating visibility and safety issues when exiting. She stated she was advised to document license plate numbers and report violations but believes the enforcement is the responsibility of the police.

At this time, Mayor Personti suggested that Mrs. Johnson should consider scheduling a meeting with the Police Chief and Town Manager to address her concerns.

Mrs. Johnson continued by stating that resources are being prioritized toward park maintenance rather than street and neighborhood conditions. Lastly, she raised concerns about police vehicle visibility, stating that a lack of clear markings makes it difficult to identify police vehicles in emergency situations, and requested that vehicles be more clearly marked for public safety.

Jenny Howard of 2108 Wildwood Drive announced her candidacy for the Red Clay School Board in the upcoming May 12<sup>th</sup> election. Ms. Howard noted her background as a former educator with nearly ten years of classroom experience. Ms. Howard then expressed concerns regarding a lack of transparency and community involvement in school district decision-making, such as the recent proposed school change at McKean High School to be converted to the McKean Innovation Center. There have been unrecorded budget oversight meetings for this and stated that requests for public records and information have gone unanswered or received limited responses. Ms. Howard expressed the importance of community engagement in school governance and stated her goal of increasing transparency and collaboration between the school board and the public. She concluded by offering to meet with members of the community to discuss her candidacy and concerns.

**APPROVAL OF MINUTES:**

Minutes of the March 12, 2026, Council Meeting.

**ACTION:** A motion was made by Councilwoman Jensen to approve the minutes of the March 12, 2026, Council Meeting as corrected. The motion was seconded by Councilwoman McDaniel.

**VOTE:**                    7-0                    All in Favor                    Motion Carried

**OLD BUSINESS:**

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

**ACTION:** A motion was made by Councilman Holloway to approve the Third and Final reading of Ordinance 687. The motion was seconded by Councilman Reinbold.

**VOTE:**                    7-0                    All in Favor                    Motion Carried

**NEW BUSINESS:**

Introduction of New Public Works Employee, Christopher Malloy.

At this time, Town Manager Steven Martin introduced Christopher Malloy and gave a brief overview of his background, stating that since he began in the Public Works Department, he has already proven himself a valuable asset to the department.

Mayor Personti welcomed Christopher Malloy to the Town of Elsmere and stated she met him at the Town's Easter Egg Hunt and appreciated him approaching and introducing himself to her at the event.

Consideration of approving five tributes for certain members of the Elsmere Fire Company.

Mayor Personti stated that, in the past, recognitions were issued as formal resolutions, requiring Council approval. During Councilman Zielinski's tenure, the concept of memorial tributes was introduced as an alternative, allowing the Town to recognize and provide tributes to the families of residents who have passed away, including those not directly involved with the Town.

Mayor Personti stated that she recently attended the Elsmere Fire Company's Annual Banquet and distributed tributes for the following members:

- a. John R. Smith Sr., who also serves on the Town's Board of Adjustment, with 65 years of service with the Elsmere Fire Company.
- b. Kenneth N. Dunn with 50 years of service with the Elsmere Fire Company.
- c. John Hoban with 50 years of service with the Elsmere Fire Company.
- d. Timothy D. Swanson with 20 years of service with the Elsmere Fire Company.
- e. Deirdre Miller of the Elsmere Auxiliary for Member of the Year for 2025.

Town Solicitor Jim McMackin determined that since these are not formal resolutions, no vote to approve the tributes is required.

Consideration of approving a tribute honoring Elsmere resident, Christine Radovich.

Mayor Personti stated that it was brought to her attention that a long time Elsmere resident had recently passed away and requested a tribute in her honor. Mayor Personti read the tribute aloud for the record.

*"HONORING THE LIFE AND MEMORY OF CHRISTINE "CHRISSY" NICOL RADOVICH  
WHEREAS, Christine "Chrissy" Nicol Radovich, a longtime resident of Elsmere, Delaware, passed away on January 30, 2026; and*

*WHEREAS, Chrissy was a resident of the Elsmere community for nearly 25 years, where she made the Town her home and built lasting relationships; and*

*WHEREAS, Chrissy was born on November 2, 1967, in Philadelphia, Pennsylvania, graduated from Frankford High School, and continued her education at Temple University; and*

*WHEREAS, Chrissy led a distinguished and diverse professional career, serving as President of Atlantic Barter, co-owner of Incognito Tees, a sales representative for Namasco Steel, a police officer in Camden, Delaware, and a police dispatcher in Smyrna, Delaware, demonstrating dedication, professionalism, and a strong commitment to serving others; and*

*WHEREAS, beyond her professional accomplishments, Chrissy embraced life with passion and enthusiasm, enjoying travel, crafting, writing, and shopping, while also dedicating her time as an animal advocate and Krav Maga instructor, reflecting both her compassion and strength; and*

*WHEREAS, Chrissy was known for her generosity, warmth, and sense of humor, always willing to lend a helping hand and brighten the lives of those around her, leaving a lasting and meaningful impact on her family, friends, and community; and*

*WHEREAS, Chrissy's life was a testament to living with courage, kindness, and an adventurous spirit, and her memory will continue to inspire all who had the privilege of knowing her;*

*NOW, THEREFORE, the Mayor and Council of the Town of Elsmere hereby honors the life and memory of Christine "Chrissy" Nicol Radovich, recognizing her many contributions and the positive impact she made on the community.*

*HONORED BY THE MAYOR AND COUNCIL OF THE TOWN OF ELSMERE, THIS 9th DAY OF APRIL 2026."*

Consideration of Resolution 26-02:

A resolution adopting the 2025 Update to the New Castle County Hazard Mitigation Plan.

Kristen Welch, a Planner with New Castle County's Office of Emergency Management, provided a presentation on the update to the New Castle County Hazard Mitigation Plan (HMP), which is a multi-jurisdictional document covering the County and its municipalities. Ms. Welch explained that the plan is periodically updated and submitted to FEMA for approval, incorporating refined hazard data, expanded risk categories, including emerging threats such as public health concerns and extreme heat, and improved damage and loss estimation methods.

Specific to the Town of Elsmere, Ms. Welch highlighted flood risks in areas such as the Little Mill Creek corridor, Chestnut Run, and surrounding low-lying streets. The updated plan identifies approximately 150 additional structures within special flood hazard areas vulnerable to a 100-year flood event. She also referenced recent severe weather events, including the July 2023 storms that caused localized flash flooding.

Ms. Welch stated that maintaining a FEMA-approved Hazard Mitigation Plan is required in order for municipalities to be eligible for various federal mitigation funding programs. She stated that the updated plan was completed in late 2025, then underwent public review, and was submitted to FEMA for approval. While a response from FEMA is pending, approval is anticipated, after which participating jurisdictions, including Elsmere, will proceed with formal adoption.

**ACTION:** A motion was made by Councilwoman Jensen to approve Resolution 26-02. The motion was seconded by Councilman Reinbold.

**VOTE:**                      7-0                      All in Favor                      Motion Carried

Introduction of First and Second Reading of Ordinance 688.

An ordinance to adopt the 2025 Update to the Town's Comprehensive Plan.

Mayor Personti stated that Council and the Planning Commission have collaborated on several revisions, including efforts to expand the Town's historic district, with coordination involving Town staff and state representatives to identify qualifying properties. It was clarified that the proposed historic designation would not impose restrictive requirements on homeowners.

Mayor Personti also addressed updates to the mixed-use zoning map, removing the previously proposed expansions along New Road following public concern. The only expansion of mixed-use zoning will be for Corpus Christi and Walnut Avenue.

Additionally, the Comprehensive Plan reflects various accomplishments since the last update, including improvements to parks, stormwater management initiatives, and ongoing street maintenance efforts. The overall goals of the plan are focused on maintaining and enhancing the quality of life within the Town.

**ACTION:** A motion was made by Councilwoman Jensen to approve the First and Second reading of Ordinance 688. The motion was seconded by Councilman Reinbold.

**VOTE:**                    7-0                    All in Favor                    Motion Carried

## **DEPARTMENTAL REPORTS:**

### Code Enforcement

Code Enforcement Officer Mark Bowers gave a brief overview of the Code Enforcement Report, which is attached to these minutes.

- Councilwoman Jensen asked if the Parkway Academy school (formerly Corpus Christi School) has a rental license and if it is taxed as commercial?
- Town Manager Steven Martin replied that he was unsure how it is taxed at the moment but should be taxed as commercial and it does have a rental license.
- Councilwoman Jensen asked if the businesses on Sanders Rd, who rent from the Elsmere Fire Company, are taxed commercially?
- Town Manager Steven Martin replied yes.
- Finance Director Valarie Strzempa added that the Parkway Academy school is exempt since they are on the same parcel as the church.
- Mayor Personti added that, following State approval of the Comprehensive Plan, an ordinance will be required to implement zoning changes. Specifically, the Corpus Christi properties would be subject to rezoning from residential to mixed-use. It was clarified that the only residential-related properties included in this change are the church and gymnasium.
- Councilwoman Jensen also stated that 3&D Sports Complex has not yet been updated in County records and is currently assessed at zero.
- Finance Director Valarie Strzempa replied that the assessment updates are typically reflected in the new tax roll issued in July.
- Councilwoman Jensen asked if, moving forward, could the Finance Director notify Council when updated information becomes available on significant properties?
- Finance Director Valarie Strzempa replied yes, and as far as the businesses on Sanders who rent from the fire company, those businesses are not exempt and will never be due to a clause in our Code which states that if they're operating a for-profit business, despite their exemption status, they must pay tax on it.

### Finance Department

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

- The Finance Director provided an update on the current tax exemption application period, stating that the deadline for submissions is on April 15<sup>th</sup>. There have been outreach efforts to ensure the residents are aware of it and recent adjustments to income thresholds have resulted in a higher level of public interest and inquiries. As of the end of March, approximately 56 applications have been received, with only three denied. The majority of applicants have been granted some level of tax exemption.
- Finance Director Valarie Strzempa also clarified provisions within the tax code related to jointly owned properties, explaining that if one owner qualifies for an exemption (e.g., based on age or disability), a proportionate share of the exemption may be granted, even if the other owner does not qualify. However, total household income is still considered in determining eligibility. Staff noted that a small number of applications are currently being evaluated under this provision, which had not been widely utilized in the past.
- Mayor Personti asked if the income limits still apply even though there is someone working?
- Finance Director Valarie Strzempa replied yes, the household income threshold for tax exemption eligibility is \$50,000. In cases of joint ownership, if the combined household income exceeds this threshold, the applicant would not qualify. However, if the additional household member's income remains below the threshold, the qualifying individual may be eligible for a proportionate share of the exemption based on total household income.
- Mayor Personti asked how the 56 applications and three denied compares to the number of applications from last year since increasing the threshold?
- Finance Director Valarie Strzempa replied that there were over 100 approved exemptions last year, however there are still numerous to review, and she anticipates more coming in before the deadline.

### Public Safety

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

- Chief Giles reported a delay in the two new police Tahoe's, there have been delays in deployment due to equipment issues and staffing changes, however, both vehicles are expected to be in service within approximately two weeks.
- Chief Giles stated that a \$15,000 grant from the Criminal Justice Council has been approved to support the purchase of new in-car camera systems. The new equipment will be cloud-based and will replace outdated technology, bringing all police vehicles up to a modern standard.
- Chief Giles also wanted to address Mrs. Johnson's concerns, the Lieutenant reported targeted traffic enforcement efforts in response to complaints of stop sign violations and speeding. On Maple Avenue and Bungalow Avenue, officers conducted approximately eight hours of enforcement, observing 155 vehicles, resulting in seven traffic stops and seven citations issued. Additional enforcement was conducted at Baltimore Avenue, Northern Avenue, and Western Avenue, where officers spent approximately ten hours, observing 101 vehicles. This resulted in three stops for stop sign violations and four citations issued. Further TAC assignments have been scheduled for the upcoming month, including focus on Maple Avenue and Bungalow Avenue, as well as the 1300 and 1500 blocks of Maple Avenue, in response to complaints of speeding.
- Councilwoman McDaniel asked what happened last week at 3:30 in the morning that resulted in a large police response?
- Chief Giles replied there were two recent incidents, however it may have been the recent gun arrest that was made.

- Councilman Ellison thanked the Chief for being proactive and spreading awareness of the recent vehicle break-ins.
- Councilman Holloway also thanked the Chief for the enhanced enforcement at the intersection of Maple and Bungalow Avenues.

### 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 the department is actively addressing potholes and identified problem areas using a list compiled by Nicole, and materials are being replenished as supplies are depleted. He reported that a new, upgraded cold patch material is being used, which should be more durable and malleable. He stated that cold patch is effective for smaller repairs, it is not suitable for larger, more deteriorated areas.
- There was discussion that included the potential transition to hot mix asphalt for more permanent repairs, particularly in heavily damaged locations such as alleys and streets in poor condition.
- Councilwoman Jensen asked if we intended to restart the Clean Sweep program.
- Public Works Supervisor Anthony DiSanto replied yes, however the street sweeper is having maintenance done and will be up and running shortly.
- Councilwoman McDaniel asked the status of the construction on between Taylor and Southern Rd.
- Town Manager Steven Martin replied that the project should resume this week, and it is part of the stormwater project.

### 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 stated that Guardian Environmental Services (GES), the contractor performing the stormwater project, will be assisting us this year for Clean Up Day.
- The Patty Blevins & Tamarack Drainage Project is anticipated to begin at the end of the month. It should conclude in July, at which time, the Vilone Village Stormwater Project will begin.
- Met with representatives from Senator Coons' and Blunt-Rochester's office regarding the Congressional Direct Spending grant where we were encouraged to reapply. Therefore, the application has been resubmitted to fund the stormwater projects and streets.
- Submitted application for the Reinvestment fund as well in the amount of \$500,000 to supplement the street project and for the installation of a shower for the intended workout room.
- Chief Giles added that the workout equipment is being donated by Planet Fitness and likely will not be delivered until the end of the summer.
- Town Manager Steven Martin reported that the basketball courts at Maple Park will be erected in the next week or so and there will be a stockade fence installed to separate the basketball courts from the parking area.
- At this time, there was a discussion regarding vandalism and the potential for negative activity at the park.
- Mayor Personti asked when the tenants would take occupancy in the lower level of Town Hall?

- Town Manager Steven Martin replied May 1<sup>st</sup> and will be utilizing one room on the 3<sup>rd</sup> floor on Sundays only.
- Town Manager Steven Martin announced that there will be a Mobile Blood Drive held at Town Hall.
- Administrative Assistant Nicole Long added that the event will be held on May 6<sup>th</sup> from 8:30a.m. to 2p.m. in the parking lot of Town Hall. It is open to the public. The information is on the Town's website and if you intend to donate, you must schedule on appointment, which we can assist with if you call Town Hall.
- Councilman Ellison asked if the Town Manager could provide an update on the Centerville Road Railroad Crossing Elimination Project.
- Town Manager Steven Martin replied that the proposed plan is to address traffic delays and safety concerns at the railroad crossings. Currently, there are multiple design options being considered, including several alternatives involving overpasses near Centerville Road to reroute traffic and improve flow by connecting to Route 141 and Kirkwood Highway. A total of six conceptual options have been developed, with three primary alternatives under further review. A final decision is expected in the coming month, and Council will be updated accordingly.
- Councilwoman Jensen asked the status of the houses being built on Forrest Avenue and the possibility of waiving certain fees since they are a non-profit organization.
- Code Enforcement Officer Mark Bowers replied that all permits have been applied for and paid already, and the foundation of the houses has begun.

#### **STATEMENTS BY THE MAYOR AND COUNCIL:**

Councilwoman Jensen stated that she has received multiple resident complaints regarding the agenda placement of public comment at the beginning of meetings. She stated that residents would prefer the public be given the opportunity to comment about agenda items and would prefer a public comment be moved to the end of the meeting, as was previously done.

Town Solicitor Jim McMackin replied that under the Freedom of Information Act, we must allow for public comment before any action is taken, which is why it was moved.

Councilman Reinbold stated that he would like the Town to consider adding funds into our budget a scholarship opportunity of sorts.

Councilman Reinbold would also like to explore the Town live streaming our public meetings.

Mayor Personti stated there have been prior discussions regarding meeting format and the use of technology, including challenges experienced during past virtual meetings such as connectivity issues and difficulties with public participation. There are concerns that implementing live streaming or similar options could present reliability issues and may place additional demands on staff resources.

Councilman Ellison commended Town staff for their efforts in organizing the Easter Egg Hunt, despite it being postponed by one day, the event was well attended and successful.

Councilman Ellison also expressed appreciation to Public Works Department for their continued efforts to address pothole repairs throughout Town.

Mayor Personti reported on the Pension Committee meeting held last evening, stating that the meeting was productive. She announced that the current pension attorney retired and will no longer provide services, and that there are currently no in-state attorneys available to provide pension-related legal services. However, a firm based in New York has been identified as a potential option.

**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.

**ACTION:** A motion was made by Councilman Henry to adjourn. The motion was seconded by Councilwoman Jensen.

**VOTE:**                      7-0                      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.

  
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**JOANN I. PERSONTI**  
**MAYOR**

  
\_\_\_\_\_  
**JANE MCDANIEL**  
**SECRETARY**



**Code Enforcement Department**  
**Monthly Report**  
**March 2026**

**Citations:**

Issued: 78                      Corrected: 60                      Fines Issued: 3                      Pending: 15

Council Districts:

1st District	14
2nd District	14
3rd District	7
4th District	21
5th District	10
6th District	12

**Issued this calendar year: 160**

**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:**

- 2006 Rodman Rd

**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
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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:**

**N/A**

**Pre-Rental Inspections Performed**

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

1st District	2
2nd District	2
3rd District	0
4th District	5
5th District	5
6th District	0
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Total	14

**Petitions Heard**

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

- While no petitions or appeals were heard during the month, the Planning Commission held a public meeting regarding the Comprehensive Plan Update 3/19/2026

**Permits Processed**

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

Total 19

**Business Licenses Processed**

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

IN TOWN	TYPE	OUT OF TOWN	TYPE
ABC Kitchen and Flooring 2006 Rodman Rd	Home Design	Brinkley Electrical Contractor	Electrical Contractor
N/A	N/A	Tri-South LLC	Electrical Contractor
N/A	N/A	Merit Construction Engineers	General Contractor
N/A	N/A	Kirkin Exteriors	General Contractor
N/A	N/A	MeGee Heating Cooling and Plumbing	General Contractor
N/A	N/A	Resolute Roofing Siding	General Contractor
N/A	N/A	Comfort Source Heating and Cooling	HVAC
N/A	N/A	AFA Protective Systems	Home Security
N/A	N/A	Trower Management Group LLC	Food Service

**Total: 9 Out of Town, 1 In Town**

### **Rental Licenses Processed**

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

<b>PROPERTY ADDRESS</b>	<b>TYPE</b>
1021 Dover Ave	Residential
2133-A Seneca Rd	Residential
2133-B Seneca Rd	Residential

**Total: 3 Rental Licenses Processed**

### **Abandoned Vehicles**

The following were the total amount of abandoned vehicles that were tagged for tow, and the total that resulted in being removed by the Police Department after the owners failed to remove them or bring them into compliance:

<b><u>Vehicles Tagged</u></b>	<b><u>Vehicles Towed</u></b>
5	0

### **Notable Projects**

Easter Egg hunt took place on 3/29/2026. Nicole, Scott, Rachel and all of Public Works helped with the event and were met with great reviews throughout the Town.

### **Departmental Update:**

Code Enforcement Officer Nicole Long transitioned into the Administrative Department as an Administrative Assistant on February 9, 2026, but is still assisting the Code Enforcement Department as needed.

Administrative Assistant Nicole Long is still performing the pre-rental inspections until another officer obtains their certification. But Officers Bowers and Crumb have been accompanying Nicole when they can to get ready for their IPMC Test.

Officer Crumb has been doing amazing job in month of March, and has begun the process of how to do permits in office. Officer Bowers has been training Officer Crumb and is helping him anyway he can in the field.

Code Administrative Assistant Denise Lardani has also been assisting officer Crumb with Code Procedures in the office

Submitted By: Mack Bowers Date: 04/01/2026

### 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
3/3/2026	111-C4 Sanders Rd	Apartment	5
3/5/2026	1240 Maple Ave	Residential	4
3/13/2026	1021 Dover Ave	Residential	2
3/17/2026	1501-2 Maple Ave	Apartment	4
3/17/2026	1419-1 Cypress Ave	Apartment	5
3/17/2026	1407-3 Sycamore Ave	Apartment	4
3/19/2026	2133 Seneca A Rd	Residential	1
3/19/2026	2133 Seneca B Rd	Residential	1
3/24/2026	1349-3 Maple Ave	Apartment	4
3/24/2026	1351-3 Maple Ave	Apartment	4
3/24/2026	1401-2 Cypress Ave	Apartment	5
3/26/2026	106-5 Chestnut Ave	Apartment	5
3/26/2026	117-5 Chestnut Ave	Apartment	5
3/31/2026	114 Northern Ave	Residential	2

## Permits Processed

<b>Property Location</b>	<b>Permit Type</b>	<b>Issue Date</b>	<b>Council District</b>
106 Washington Ave	Mechanical	12/17/2025	5
6 Western Ave	Mechanical	3/10/2026	2
249 Birch Ave	Mechanical	3/13/2026	3
106 Alvil Rd	Electrical	2/3/2026	6
9 Hall Ave	Electrical	3/12/2026	6
109 Bungalow Ave	Plumbing	1/6/2026	4
143 Birch Ave	Plumbing	2/20/2026	3
1104 Spruce Ave	Building	12/4/2025	5
2108 Seneca Ave	Building	12/13/2024	1
113 Western Ave	Building	10/30/2025	2
115 Forrest Ave	Building	11/14/2025	5
115 Forrest Ave	Building	11/14/2025	5
14 Rigdon Rd	Building	2/3/2026	6
1101 Edison Ave	Building	2/10/2026	5
13 Village Ct	Building	3/10/2026	1
9 Hall Ave	Building	3/10/2026	6
249 Birch Ave	Building	3/13/2026	3
206 Birch Ave	Building	3/13/2026	2
208 Birch Ave	HVAC	3/13/2026	2

Violation Id	Property Location	Owner Name	Ordinance # 1	Ordinance 1 Description	Violation Date	Complainant Name
V2600625	2006 RODMAN RD	RODMAN MANAGEMENT LLC	CH 145	Repeat Public Nuisance Property	4/17/2026	M.Bowers
V2600621	208 DUMONT RD	DOVERDALE MARGHE T	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600624	12 ELSHERE BLVD	MV HOME GROUP LLC	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600614	248 FILBERT AV	MIAN MOHAMMED R	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600612	308 OLGA RD	MENDOZA SANTIAGO VELASQUEZ	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600613	310 OLGA RD	MCDANIELS CAROLYN H & DURZYN	COO71-27	Harboring Stray Animals	3/31/2026	R.Crumb
V2600619	312 OSBORNE RD	ATKINSON ALBERT J JR & SHERR	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600622	2119 SENECA RD	AYOON YASRY & MUIHAMMET	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600623	2219 SENECA RD	SANCHEZ JOSE ELIAS PAEZ	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600618	1328 SYCAMORE AVE	B & W HOUSING LLC	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600617	1331 SYCAMORE AVE	HNB INVESTMENT PROPERTIES LLC	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600616	1347 SYCAMORE AVE	ARMSTRONG INVESTMENTS LLC	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600615	1353 SYCAMORE AVE	CHILMIDOS JERRY & AMY	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600620	215 TAYLOR RD	JONES SHANITA	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600625	101 WILONE RD	POWEN DAVID A & HUGHES CATLY	IPMC12-308.1	Garbage / rubbish	3/31/2026	R.Crumb
V2600611	138 OLGA RD	REST REALTY LLC	IPMC12-308.1	Garbage / rubbish	3/30/2026	M.Bowers
V2600910	309 OLGA RD	CEBALLOS GENESIS C CORONADO	IPMC12-308.1	Garbage / rubbish	3/30/2026	M.Bowers
V2600609	1334 SYCAMORE AVE	ZUGIE MARGARET	IPMC12-302.4	High glass / weeds	3/30/2026	R.Crumb
V2600608	102 BIRCH AVE	STAPEN PROPERTIES LLC	IPMC12-308.1	Garbage / rubbish	3/26/2026	R.Crumb
V2600606	1328 CYPRESS AVE	MAZEWSKI WILLIAM G	IPMC12-304.2	Exterior surfaces - Paint	3/26/2026	R.Crumb
V2600605	1339 CYPRESS AVE	ALEXANDER FREDERICK L	IPMC12-304.2	Exterior surfaces - Paint	3/26/2026	R.Crumb
V2600604	1341 CYPRESS AVE	CAREY ALEX RUDOLPH & WALKER	IPMC12-304.2	Exterior surfaces - Paint	3/26/2026	R.Crumb
V2600603	1343 CYPRESS AVE	CHICKSON GALEH H	IPMC12-304.2	Exterior surfaces - Paint	3/26/2026	R.Crumb
V2600607	900 KURWOOD HWY	SINGH GURINDER & KAUR MANJEE	PM303-1	Exterior Structure	3/26/2026	R.Crumb
V2600607	127 BUNGALOW AV	Meghan & Daniel Dodd	IPMC12-308.1	Garbage / rubbish	3/25/2026	R.Crumb
V2600608	129 BUNGALOW AVE	ROBERTSON DUSTIN C	IPMC12-308.1	Garbage / rubbish	3/25/2026	R.Crumb
V2600593	114 JEFFERSON AVE	MANUEL THOMAS J & CAROLA	IPMC12-308.1	225-BQ4: Parking or storing of inoperable or dismantled vehicles or parts, is prohibited.	3/25/2026	M.Bowers
V2600594	114 JEFFERSON AVE	MANUEL THOMAS J & CAROLA	IPMC12-304.1	General exterior structure	3/25/2026	M.Bowers
V2600595	114 JEFFERSON AVE	MANUEL THOMAS J & CAROLA	IPMC12-302.1	Sanitation of property	3/25/2026	M.Bowers
V2600600	126 LINDEN AVE	MCLAUGHLIN KOLBY	IPMC12-308.1	Garbage / rubbish	3/25/2026	R.Crumb
V2600601	126 LINDEN AVE	CHENHUR SANTOSH KUMAR	IPMC12-308.1	Garbage / rubbish	3/25/2026	R.Crumb
V2600602	130 LINDEN AVE	GOMEZ ALEX P	IPMC12-308.1	Garbage / rubbish	3/25/2026	R.Crumb
V2600584	6 BEECH AVE	KROLL ANDREAS P	IPMC12-308.1	Garbage / rubbish	3/24/2026	R.Crumb
V2600585	6 BEECH AVE	KROLL ANDREAS P	COO71-27	Harboring Stray Animals	3/24/2026	R.Crumb
V2600582	232 BIRCH AVE	ROBINETT DEBRAL	IPMC12-308.1	Garbage / rubbish	3/24/2026	R.Crumb
V2600581	101 BUNGALOW AVE	ALLEN PAULA	IPMC12-308.1	Garbage / rubbish	3/24/2026	R.Crumb
V2600586	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-308.1	Garbage / rubbish	3/24/2026	R.Crumb
V2600587	1347 CYPRESS AVE	GRIFFIN KEAIRA	225-BQ-4	225-BQ4: Parking or storing of inoperable or dismantled vehicles or parts, is prohibited.	3/24/2026	R.Crumb
V2600588	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-304.13	Window / skylight / door frame	3/24/2026	R.Crumb
V2600589	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-304.14	Screen for window	3/24/2026	R.Crumb
V2600590	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-302.7	Accessory structure	3/24/2026	R.Crumb
V2600591	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-304.6	Exterior walls	3/24/2026	R.Crumb
V2600592	1347 CYPRESS AVE	GRIFFIN KEAIRA	IPMC12-302.1	Sanitation of property	3/24/2026	R.Crumb
V2600583	925 DOWRY AVE	GIBSON CRYSTAL M	IPMC12-308.1	Garbage / rubbish	3/24/2026	R.Crumb
V2600572	915 BALTIMORE AV	MARSHALL ERIC	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600577	915 BALTIMORE AV	MARSHALL ERIC	182-2	Rental Licenses Required.	3/23/2026	M.Bowers
V2600574	1008 BALTIMORE AVE	SIRAKOV VELZAR P	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600575	1014 BALTIMORE AV	CYNTELLEX LLC	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600573	200 BIRCH AVE	PLATA ROGELIO MERCADO & MERC	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600580	144 FILBERT AVE	MILLER DENESHA ARELENE	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600578	2006 RODMAN RD	RODMAN MANAGEMENT LLC	60-7	Failure to obtain a permit or license	3/23/2026	M.Bowers
V2600576	22 RUTH RD	SCHWEDER JUSTIN N & JASHINE	IPMC12-308.1	Garbage / rubbish	3/23/2026	R.Crumb
V2600579	191 WILONE RD	REDA MICHAEL J A & MADELYN MICHELLE	IPMC12-308.1	Garbage / rubbish	3/23/2026	M.Bowers
V2600566	127 BUNGALOW AV	Meghan & Daniel Dodd	IPMC12-308.1	Garbage / rubbish	3/17/2026	M.Bowers
V2600567	131 BUNGALOW AV	BENGAL PROPERTIES LLC	IPMC12-308.1	Garbage / rubbish	3/17/2026	M.Bowers
V2600568	131 BUNGALOW AV	BENGAL PROPERTIES LLC	225-BQ-4	225-BQ4: Parking or storing of inoperable or dismantled vehicles or parts, is prohibited.	3/17/2026	M.Bowers
V2600569	1335 CYPRESS AVE	IVONE DONNA J	IPMC12-304.2	Exterior surfaces - Paint	3/17/2026	M.Bowers
V2600570	1335 CYPRESS AVE	IVONE DONNA J	IPMC12-308.1	Garbage / rubbish	3/17/2026	M.Bowers
V2600563	137 OLGA RD	MUNDEN CHARLES W JR	IPMC12-308.1	Garbage / rubbish	3/16/2026	M.Bowers
V2600564	137 OLGA RD	MUNDEN CHARLES W JR	225-B-4	Parking Surfaces	3/16/2026	M.Bowers
V2600565	138 OLGA RD	REST REALTY LLC	IPMC12-308.1	Garbage / rubbish	3/16/2026	M.Bowers
V2600568	1200 CAROLYN DR	LESEY STEVEN P & SUSAN R	IPMC12-108.1.1	Unsafe structures	3/12/2026	M.Bowers
V2600562	904 NEW RD	JDR GYM LLC	COO71-27	Harboring Stray Animals	3/12/2026	R.Crumb
V2600559	207 WESTERN AVE	DAZ ARMANDO & MARIA J	225-BQ-4	225-BQ4: Parking or storing of inoperable or dismantled vehicles or parts, is prohibited.	3/12/2026	M.Bowers
V2600560	207 WESTERN AVE	DAZ ARMANDO & MARIA J	IPMC12-308.1	Garbage / rubbish	3/12/2026	M.Bowers
V2600561	207 WESTERN AVE	DAZ ARMANDO & MARIA J	60-7	Failure to obtain a permit or license	3/12/2026	M.Bowers
V2600566	26 ELSHERE BLVD	CARVER ROBERT J & SANDRA L	IPMC12-308.1	Garbage / rubbish	3/10/2026	M.Bowers
V2600555	45 ELSHERE BLVD	SPARCO JOSEPH J	IPMC12-308.1	Garbage / rubbish	3/10/2026	R.Crumb
V2600557	108 OHIO AV	KOLLAR GENE F & BARBARA ANN	IPMC12-308.1	Garbage / rubbish	3/10/2026	M.Bowers
V2600551	807 KURWOOD HWY	VPR PROPERTY MANAGEMENT LLC	IPMC12-308.1	Garbage / rubbish	3/9/2026	M.Bowers
V2600552	904 NEW RD	JDR GYM LLC	IPMC12-308.1	Garbage / rubbish	3/9/2026	R.Crumb
V2600553	904 NEW RD	JDR GYM LLC	IPMC12-304.7	Roof / Gutters / Downspouts	3/9/2026	R.Crumb
V2600554	904 NEW RD	JDR GYM LLC	IPMC12-304.13	Window / skylight / door frame	3/9/2026	R.Crumb
V2600550	315 OLGA RD	High Five Investments, LLC	IPMC12-108.1.1	Unsafe structures	3/9/2026	M.Bowers
V2600548	103 OHIO AVE	REYES PEDRO & GABRIELA	IPMC12-308.1	Garbage / rubbish	3/8/2026	R.Crumb
V2600549	315 OLGA RD	High Five Investments, LLC	IPMC12-506.2	Plumbing/drainage maintenance	3/8/2026	M.Bowers
V2600547	315 OLGA RD	High Five Investments, LLC	182-2	Rental Licenses Required.	3/5/2026	R.Crumb



TOWN OF ELSMERE

DEPARTMENT OF FINANCE

MONTHLY REPORT – MARCH 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. 57 properties remain delinquent at 3/31/26, of these 13 properties are Commercial and 44 are residential. (9 properties are greater than 2-year delinquent and will be processed in accordance with Ch 204 Collection of Fees for Delinquent Taxes)
  - Total taxes (including delinquent tax & tax liens) received during the month: \$3,697.45
  - 1% Penalty Applied to delinquent tax accounts on the 1<sup>st</sup> of the month. Total penalties and interest received during the month: \$207.31
  - Facilitated payment plan requests/agreements in conjunction with the Town Managers approval.
    - 3 active and current payment plans at 3/31/26
- Continued certifying all Town of Elsmere Deeds prior to submission to the Recorder.
  - Collected \$21,450.00 in Transfer Taxes during the month.
- Town of Elsmere Sheriff Sale Properties
  - No Properties in Elsmere were on the March 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 (3/31/26).
- HERA Registry (Abandoned Property Revitalization) revenue received during the month: \$800.00

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

- Our new Tax Clerk started in the department on 3/2/26 and continues to train with the Account Clerk and Finance Director.
- Grant Management
  - Account set-up/Closing/Balancing/Amendment processing
  - DeIDOT CTG Funds received, reimbursing the Rosemont Taylor Rd. Project \$150,000
  - Municipal Street Aid Review
  - FOIA request (SLEAF Records)
- Pension/Retirement Plan Management, Contribution recording, plan updates as necessary. Prepared Ordinance for updates to participation per the ratified CBA agreement.
- Voluntary Assessment Center
  - The Finance Department continues to provide staff training
  - Chargeback processing
- Edmunds's server migration is currently in the testing phase. I anticipate migrating the server on 4/3/26 while the Town offices are closed.
- Budget/Presentation file updated for future use

- New letter procedure in place for Tax exemption process; Approval/Denial letters are now being forwarded to all applicants. (Edmund's existing feature utilizing the letter function with auto documentation on the tax account).
- Annual Property/Auto insurance review in progress. Annual bonds processed for Mayor, Treasurer and Finance Director.
- Attended DELJIS/SOD meeting t/d changes in e-payment merchants, pending contact from the States vendor for contract negotiations. Evaluated card usage as it relates to the VAC for future merchant decisions.
- New Employee paperwork processing for pension, current employee deduction changes
- Cotality (Servicer) Delinquent tax file prepared and submitted at their request
- Comcast Franchise Annual Fee Rec'd 38,576.99 (PY 43,167.71)
- Tax appeal request evaluation and response
- Tax Exemption Application Reminder Reverse 911 issued 3/25/26 and posted to Towns website and Facebook (Increased calls, so it worked!)
- Pension contribution posting and Empower updates/users' administration/employee contribution change, original pensioner tax change request processed with FST.
- Apartment Trash Contract Cost Sharing Follow-up/Meeting with Administration.
- Updated NCC stipulated assessed value changes for TOE properties. (x1 property)
- Sheriff Sale property review/follow-up/closure with Jim Landon
- Winter Storm Reimbursement Updates – it could take up to 6 months for reimbursement from DEMA/FEMA

Submitted By: Valarie Strzempa, Finance Director

Date: 03/31/2026

March 2026 Council Finance Report

**FINANCIAL REPORT AT MARCH 31, 2026**

<b>REVENUE</b>	<b>BUDGET</b>		<b>CASH RECEIVED</b>	<b>OVER/(UNDER) BUDGET</b>	
Administration	157,286.00		120,348.33	(36,937.67)	76.52%
Finance	3,845,491.14		3,501,046.84	(344,444.30)	91.04%
Public Safety	339,500.00		143,767.69	(195,732.31)	42.35%
Code Enforcement	428,650.00		377,415.91	(51,234.09)	88.05%
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		58,076.63	(91,923.37)	38.72%
Reimbursable Expenses	93,738.00		54,761.14	(38,976.86)	58.42%
<b>Total General Fund</b>	<b>5,032,365.14</b>		<b>4,314,387.74</b>	<b>(717,977.40)</b>	<b>85.73%</b>
<b>EXPENSE</b>	<b>BUDGET</b>		<b>CASH EXPENDED</b>	<b>(OVER)/UNDER BUDGET</b>	
Administration	537,060.57		506,812.07	30,248.50	94.37%
Finance	390,316.14		287,554.45	102,761.69	73.67%
Council Operations	16,630.00		13,971.40	2,658.60	84.01%
Public Safety	1,858,005.00		1,341,774.13	516,230.87	72.22%
Code Enforcement	318,226.95		228,705.49	89,521.46	71.87%
Public Works	476,900.23		360,480.25	116,419.98	75.59%
Sanitation	855,996.00		641,846.79	214,149.21	74.98%
Parks & Recreation	99,877.00		111,505.48	(11,628.48)	111.64%
Voluntary Assessment Center	105,149.00		23,755.65	81,393.35	22.59%
Reimbursable Expenses	22,000.00		17,892.71	4,107.29	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%
<b>Total General Fund</b>	<b>5,032,365.14</b>		<b>3,640,530.72</b>	<b>1,391,834.42</b>	<b>72.34%</b>
<b>Total All Expenditures**</b>	<b>6,303,190.99</b>		<b>3,836,070.02</b>	<b>2,467,120.97</b>	<b>60.86%</b>
<b>STRAIGHT LINE =</b>	<b>75.0000%</b>		<b>Contingency Total</b>	<b>247,625.29</b>	

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

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

March 2026 Council Finance Report

REVENUE						
Account Id	Description	Adopted	Amended	YTD Cash	STRAIGHT LINE = Over/(Under) Budget	% Realized Variance Explanation
01-00-00-0000-0000	GENERAL FUND	-	-	-	-	-
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	-	-	-	-	-
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b> <b>Variance Explanation</b>
01-04-10-0013-0000	Invoice Overpayment Account	-	-	-	-	-
01-04-10-0110-0000	Other Income- Administration	4,000.00	-	3,450.23	(549.77)	86.26
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	-	47,838.10	(9,567.90)	83.33
01-04-10-0120-0002	Rental Income-Basement	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	-	6,000.00	(1,200.00)	83.33
01-04-10-8511-0000	Gain on Sale of Fixed Assets	-	-	-	-	-
	<b>Administration Total</b>	<b>157,286.00</b>	<b>-</b>	<b>120,348.33</b>	<b>(36,937.67)</b>	<b>76.52</b>
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b> <b>Variance Explanation</b>
01-04-11-0001-0000	Real Estate Taxes	3,192,888.62	3,283,391.14	3,106,141.35	(177,249.79)	94.60
01-04-11-0001-45TL	Original Rev Account used for Spec Tax	-	-	-	-	-
01-04-11-0001-STLC	Special Tax Assessment-Current Year	70,000.00	-	29,506.30	(40,493.70)	42.15
01-04-11-0001-STLP	Special Tax Assessment-Prior Years	-	-	-	-	-
01-04-11-0010-0000	Taxes - Penalties & Interest	20,000.00	-	12,736.28	(7,263.72)	63.68
01-04-11-0011-0000	Interest Income	60,000.00	-	33,383.07	(26,616.93)	55.97
01-04-11-0012-0000	Payment Plan Application Fee	-	-	-	-	-
01-04-11-0080-0000	Franchise Fees	72,000.00	-	57,482.50	(14,517.50)	79.84
01-04-11-0090-0000	Transfer Taxes	340,000.00	-	261,597.32	(78,402.68)	76.94
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	-	-	-	-	-
	<b>Finance Total</b>	<b>3,754,988.62</b>	<b>-</b>	<b>3,501,046.84</b>	<b>(253,941.78)</b>	<b>93.24</b>
						*Amended Budget at 9/11/25 Council Meeting + 90,502.52 (ITP)
						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 lien*
						Verizon issues Quarterly / Comcast Annually (April)

March 2026 Council Finance Report

Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	75.00% Realized	Variance Explanation
<b>REVENUE</b>							
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-04-20-0015-0000	VAC Fines (Voluntary Assessment)	225,000.00		81,114.03	(143,885.97)	36.05	Variance Explanation
01-04-20-0016-0000	Other Courts CCP	2,000.00		170.00	(1,830.00)	8.50	
01-04-20-0017-0000	Accident Reports	8,000.00		3,780.00	(4,220.00)	47.25	
01-04-20-0026-0000	Police Pension Passthru Receipts	80,000.00		46,538.66	(33,461.34)	58.17	Next payment anticipated June 2026
01-04-20-0110-0000	Other Income- Public Safety	1,500.00		50.00	(1,450.00)	3.33	
01-04-20-0110-0001	Other Income- Seized Property Sales	-		-	-	-	
01-04-20-0110-0002	Other Income- Towing	16,000.00		8,250.00	(7,750.00)	51.56	
01-04-20-0110-0003	Other Income- Grant Passthrough	-		-	-	-	
01-04-20-0130-0000	Extra-Duty Surcharge	-		-	-	-	
01-04-20-0130-0001	Extra-duty admin surcharge	1,000.00		116.00	(884.00)	11.60	
01-04-20-0130-0002	Extra Duty - Vehicle Surcharge *New 9/2025	-		65.00	65.00	-	
01-04-20-0130-0005	Extra-duty Pension Surcharge	1,000.00		184.00	(816.00)	18.40	
01-04-20-8511-0000	Gain on Sale of Fixed Assets	5,000.00		3,500.00	(1,500.00)	70.00	
	<b>Public Safety Total</b>	<b>339,500.00</b>		<b>143,767.69</b>	<b>(195,732.31)</b>	<b>42.35</b>	<b>Trending lower than budget and historic</b>
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-04-25-0000-0001	VAC - Administrative Fees	75,000.00		28,859.40	(46,140.60)	38.48	Trending lower than budget and historic
01-04-25-0000-0002	VAC - State of Delaware Fees	75,000.00		29,217.23	(45,782.77)	38.96	Trending lower than budget and historic
01-04-25-0110-0000	VAC - Other Income	-		-	-	-	Non-Budget
	<b>VAC Total</b>	<b>150,000.00</b>		<b>58,076.63</b>	<b>(91,923.37)</b>	<b>38.72</b>	<b>Trending lower than budget and historic</b>
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-04-30-0020-0000	Permit Fees	61,500.00		60,006.82	(1,493.18)	97.57	
01-04-30-0020-0001	Permit Penalty Fines	-		-	-	-	
01-04-30-0021-0000	Code Violations (Total)	31,500.00		10,509.09	(20,990.91)	33.36	Trending lower than budget and historic
01-04-30-0021-0001	Code Violations - Citation Invoiced	-		4,000.00	4,000.00	-	
01-04-30-0021-0003	Code Violations - Nuisance Fines Issued	-		6,459.09	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		63,825.00	(10,175.00)	86.25	
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		241,100.00	(13,900.00)	94.55	
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	
	<b>Code Enforcement Total</b>	<b>428,650.00</b>		<b>377,415.91</b>	<b>(51,234.09)</b>	<b>88.05</b>	
<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-04-40-0110-0000	Other Income - Public Works	100.00		-	(100.00)	0.00	
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 of Sale of Fixed Assets	10,500.00		6,000.00	(4,500.00)	57.14	
	<b>Public Works Total</b>	<b>11,600.00</b>		<b>8,004.22</b>	<b>(3,595.78)</b>	<b>69.00</b>	

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REVENUE Account Id	Description	Adopted	Amended	YTD Cash	Over/(Under) Budget	STRAIGHT LINE = % Realized	Variance Explanation
<b>01-04-47-0136-0000</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
	<b>Other Income - Events/Doncaster/Parks</b>	-	-	-	-	-	
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	*Skewed due to insurance reimbursement; w/o reimb March 2026 = 99.05%
	<b>Parks/Recreation Total</b>	<b>6,100.00</b>		<b>50,966.98</b>	<b>44,866.98</b>	<b>835.52</b>	
<b>01-04-70-0130-CODE</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>YTD Cash</b>	<b>Over/(Under) Budget</b>	<b>% Realized</b>	<b>Variance Explanation</b>
	Reimbursable- Code Engineering Costs	2,235.00	-	4,030.00	2,235.00	180.31	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	7,399.14	19.43	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-0136-0000	Reimbursable- Leasee Utilities	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 Brier Republic Costs	7,541.00	-	5,611.71	(1,929.29)	74.42	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0002	Reimbursable- Manchester Republic Costs	19,606.00	-	5,611.71	(1,929.29)	74.42	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	-	14,590.35	(5,015.65)	74.42	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2070-0004	Reimbursable- Parklynn Republic Costs	100.00	-	12,814.11	(4,400.89)	74.44	Reimbursable to the exact expense. At times this can cross FY's.
01-04-70-2330-0001	Reimbursable- Landfill Fees	93,738.00	-	54,761.14	(10,595.98)	58.42	Reimbursable to the exact expense. At times this can cross FY's.

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EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
<b>Administration Department</b>						
01-01-10-0005-0000	Payroll Clearing Account	0.00	0.00	-	0	
01-01-10-0260-0000	Prepaid Insurance	0.00	0.00	-	0	
01-01-10-0270-0000	Prepaid Expenses	0.00	0.00	-	0	
01-01-10-0602-0000	Grant Fund Receivable Account	0.00	0.00	-	0	
01-02-10-2300-0000	Pension Refund Account	0.00	0.00	-	0	
01-05-10-0110-0001	General Fund Commitment	0.00	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	217,147.57	153,955.17	71%	
01-05-10-1001-0000	Overtime	1,000.00	1,000.00	1,676.13	168%	Emerg Command Ctr Costs*Recommend Line Transfer / FD to eval Salary line forecasting*
01-05-10-1010-0000	Payroll Taxes	21,715.00	21,715.00	12,256.98	56%	
01-05-10-1015-0000	Employee Incentive Program	0.00	0.00	-	-	
01-05-10-1025-0000	Employee Longevity Benefit	4,434.00	4,434.00	4,433.36	100%	One-time expense, No further activity through FYE
01-05-10-1030-0000	Payroll Expenses	4,000.00	4,000.00	2,820.35	71%	
<b>01-05-10-1075-0000</b>	<b>Pension Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	
01-05-10-1075-0001	Pension Expenses - Employee Plan	0.00	0.00	-	-	
01-05-10-1075-0002	Pension Expenses - Secondary Police Plan	0.00	0.00	-	-	
01-05-10-1075-0003	Pension Expenses - Original Police Plan	0.00	0.00	-	-	
01-05-10-2060-0000	Contributions	5,000.00	5,000.00	5,000.00	100%	
<b>01-05-10-2070-0000</b>	<b>Contracted Professional Services</b>	<b>33,559.00</b>	<b>33,559.00</b>	<b>38,071.56</b>	<b>113%</b>	
01-05-10-2070-0001	CPS General Code Update	3,000.00	3,000.00	2,136.00	71%	
01-05-10-2070-0002	CPS Elevator Maintenance	1,525.00	1,525.00	2,250.00	148%	
01-05-10-2070-0003	CPS Fire & Security Monitoring	1,100.00	1,100.00	840.00	76%	
01-05-10-2070-0004	CPS Pest Control Services	500.00	500.00	450.00	90%	
01-05-10-2070-0005	CPS Comprehensive Plan Update	12,500.00	12,500.00	6,769.45	54%	
01-05-10-2070-0006	CPS HVAC Maintenance Contract	3,500.00	3,500.00	5,094.00	146%	
01-05-10-2070-0007	CPS HR Connection - Benefits Software	0.00	0.00	-	-	
01-05-10-2070-0008	CPS Fire Extinguisher Inspections	1,300.00	1,300.00	855.00	66%	
01-05-10-2070-0009	CPS Non-Contracted Services	5,500.00	5,500.00	1,705.00	31%	
01-05-10-2070-0010	CPS Town Engineers	1,500.00	1,500.00	15,939.22	1063%	
01-05-10-2070-0011	CPS Telephone System Maintenance	250.00	250.00	-	0%	
01-05-10-2070-0012	CPS Isolved - Timekeeper Software	2,070.00	2,070.00	1,380.00	67%	
01-05-10-2070-0013	CPS Drinking Water Town Hall	250.00	250.00	194.73	78%	
01-05-10-2070-0014	CPS Comcast Cable TV	564.00	564.00	458.16	81%	
<b>01-05-10-2071-0000</b>	<b>Computer Operation</b>	<b>21,670.00</b>	<b>21,670.00</b>	<b>19,740.90</b>	<b>91%</b>	
01-05-10-2071-0001	IT Contracts	11,670.00	11,670.00	7,755.36		
01-05-10-2071-0002	IT Software	7,600.00	7,600.00	8,219.83		Civics Plus and Edmunds Contract Increase
01-05-10-2071-0003	IT Maintenance Operations	100.00	100.00	-		
01-05-10-2071-0004	IT Upgrades	1,000.00	1,000.00	2,864.99		
01-05-10-2071-0005	IT Internet Costs	1,300.00	1,300.00	900.72		
01-05-10-2081-0000	Discretionary Funds	2,500.00	2,500.00	3,581.89	143.28	Recommend Line Item Transfer for Budget

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EXPENSE		Adopted Budget			Modified Budget			STRAIGHT LINE =		Variance Explanation / Notes	
Account Id	Description	Adopted Budget	Modified Budget	Expended Curr	% Realized	Expended Curr	% Realized				
01-05-10-2100-0000	Dues/Subscriptions/Meetings	5,200.00	5,200.00	5,631.40	108.30	5,631.40	108.30				
01-05-10-2100-0001	Dues Expense	4,200.00	4,200.00	4,830.00		4,830.00				Recommend Line Item Transfer for Budget - DLLG Dues Increase	
01-05-10-2100-0002	Meeting Expense	500.00	500.00	529.15		529.15					
01-05-10-2100-0003	Subscription Expenses	500.00	500.00	272.25		272.25					
01-05-10-2120-0000	Electricity/Gas	42,284.00	42,284.00	33,396.85	78.98	33,396.85	78.98				
01-05-10-2120-0001	Delmarva-5500-6161-537-Gas-(11 Poplar)	2,320.00	2,320.00	1,542.43		1,542.43					
01-05-10-2120-0002	Delmarva-5500-0543-573-Brier-(non-MSA)	2,690.00	2,690.00	1,958.40		1,958.40					
01-05-10-2120-0005	Delmarva-5500-6161-941-Electric(19 pop)	16,651.00	16,651.00	12,790.36		12,790.36					
01-05-10-2120-0008	Delmarva-5500-6161-131-HVAC Supply acct	20,623.00	20,623.00	17,105.66		17,105.66					
01-05-10-2122-0000	Emergency Operations	0.00	0.00	-		-					
01-05-10-2124-0000	Water/Sewer	4,450.00	4,450.00	3,207.45	72.08	3,207.45	72.08				
01-05-10-2124-0001	Water - Town Hall	2,350.00	2,350.00	1,724.02		1,724.02					
01-05-10-2124-0002	Sewer - Town Hall	2,100.00	2,100.00	1,483.43		1,483.43					
01-05-10-2160-0000	Insurance - Business	33,460.00	33,460.00	36,173.96	108.11	36,173.96	108.11			Increase directly related to payroll	
01-05-10-2161-0000	Insurance - Auto	0.00	0.00	-		-					
01-05-10-2170-0000	Insurance - Health/Dental/Vision/Life	77,697.00	77,697.00	54,117.29	69.65	54,117.29	69.65				
01-05-10-2170-0001	Insurance - Health	77,697.00	77,697.00	53,949.44		53,949.44					
01-05-10-2170-0002	Insurance - Dental	0.00	0.00	24.46		24.46				Employee Cost / Non-Budget	
01-05-10-2170-0003	Insurance - Vision	0.00	0.00	11.24		11.24				Employee Cost / Non-Budget	
01-05-10-2170-0004	Insurance - AFLAC	0.00	0.00	-		-				Employee Cost / Non-Budget	
01-05-10-2170-0005	Insurance - Colonial Life	0.00	0.00	132.15		132.15				Employee Cost / Non-Budget	
01-05-10-2180-0000	Insurance - Life/Disability	4,169.00	4,169.00	1,956.61	46.93	1,956.61	46.93				
01-05-10-2181-0000	Workers Compensation	1,125.00	1,125.00	1,277.92	113.59	1,277.92	113.59			Billed more than the anticipated expense given by Insurer	
01-05-10-2266-0000	Legal/Published Notices	2,000.00	2,000.00	299.62	14.98	299.62	14.98				
01-05-10-2270-0000	Legal Expenses	24,000.00	24,000.00	29,209.50	121.71	29,209.50	121.71				
01-05-10-2270-0001	Legal - Code Issues	0.00	0.00	72.00		72.00					
01-05-10-2270-0002	Legal - Litigation	0.00	0.00	-		-					
01-05-10-2270-0003	Legal - Police Issues	0.00	0.00	8,887.50		8,887.50				Recommend Line Item Transfer for Budget	
01-05-10-2270-0004	Legal - Tax Issues	0.00	0.00	-		-					
01-05-10-2270-0010	Legal - Town Issues	24,000.00	24,000.00	20,250.00		20,250.00					
01-05-10-2270-0011	Legal - Other Expenses	0.00	0.00	-		-					
01-05-10-2270-0012	Legal - Sheriff Sale Costs	0.00	0.00	-		-				(Reimbursable Lines Used)	
01-05-10-2280-0000	Postage	150.00	150.00	450.18	300.12	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	11,500.00	32,136.16	279.44	32,136.16	279.44				
01-05-10-2290-0001	Bldg - General Repairs	7,500.00	7,500.00	30,055.21		30,055.21				Basement Repairs - Recommend Line Item Transfer for Budget	
01-05-10-2290-0002	Bldg - General Upkeep	1,500.00	1,500.00	138.95		138.95					
01-05-10-2290-0003	Bldg - Improvement Projects	2,500.00	2,500.00	1,942.00		1,942.00					
01-05-10-2370-0000	Telephone	2,150.00	2,150.00	1,539.59	71.61	1,539.59	71.61				
01-05-10-2370-0001	Telephone - Cell Phone Expenses	550.00	550.00	345.18		345.18					
01-05-10-2370-0002	Telephone - Landline Expenses	1,600.00	1,600.00	1,194.41		1,194.41					
01-05-10-2390-0000	Training	1,400.00	1,400.00	875.00	62.50	875.00	62.50				

March 2026 Council Finance Report

EXPENSE		Adopted Budget		Modified Budget		STRAIGHT LINE =		75.00%		Variance Explanation / Notes
Account Id	Description	Adopted Budget	Modified Budget	Expended Curr	% Realized	Expended Curr	% Realized			
01-05-10-3140-0000	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						
01-05-10-3330-0000	Materials/Supplies	2,000.00	2,000.00	6,651.54	332.58					
01-05-10-3340-0000	Miscellaneous	500.00	750.00	1,870.00	249.33				Recommend Line Item Transfer; Hometown Hero Banner; Veterans Bricks; Council Polo Shirts/Embroidery (Amended budget, council reimbursements moved line budget to admin misc +250- new budget 750.00)	
01-05-10-3350-0000	Office Supplies	3,500.00	3,500.00	2,838.76	81.11					
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	1,955.16	72.41					
	<b>Administration Department Total</b>	<b>536,810.57</b>	<b>537,060.57</b>	<b>506,812.07</b>	<b>94.37</b>				<b>Modified Admin Budget +250.00 (Council -250.00)</b>	

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EXPENSE Account Id	Description	Adopted Budget		Modified Budget		STRAIGHT LINE =		Variance Explanation / Notes
						Expended Curr	% Realized	
<b>Finance Department</b>								
01-05-11-0005-0000	Refunds of Overpayment	2,500.00	2,500.00	2,500.00	12,848.09	513.92	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	183,131.14	113,173.22	61.80		
01-05-11-1001-0000	Overtime	1,000.00	1,000.00	1,000.00	1,301.41	130.14	FD to eval Salary line forecasting*	
01-05-11-1010-0000	Payroll Taxes	18,313.00	18,313.00	18,313.00	8,991.23	49.10		
01-05-11-1025-0000	Employee Longevity Benefit	3,067.00	3,067.00	3,067.00	3,066.68	99.99	One-time expense, No further activity through FYE	
<b>01-05-11-1050-0000</b>	<b>Banking Services</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>21,842.98</b>	<b>54.61</b>		
01-05-11-1050-0001	Banking Services - General Checking	40,000.00	40,000.00	40,000.00	15,374.57			
01-05-11-1050-0002	Banking Services - General MM	0.00	0.00	0.00	1,804.73			
01-05-11-1050-0003	Banking Services - Contingency	0.00	0.00	0.00	315.00			
01-05-11-1050-0004	Banking Services - Contingency MM	0.00	0.00	0.00	3,088.96			
01-05-11-1050-0005	Banking Services - State Tx Holding	0.00	0.00	0.00	89.96			
01-05-11-1050-0006	Banking Services - Due To	0.00	0.00	0.00	450.00			
01-05-11-1050-0007	Banking Services - Misc	0.00	0.00	0.00	49.00			
01-05-11-1050-0008	Banking Services - Long Term Planning	0.00	0.00	0.00	670.76			
01-05-11-2050-0000	Audit	55,000.00	55,000.00	55,000.00	40,553.70	73.73	Final 3/31/26	
<b>01-05-11-2071-0000</b>	<b>Computer Operations</b>	<b>17,350.00</b>	<b>17,350.00</b>	<b>17,350.00</b>	<b>19,724.51</b>	<b>113.69</b>		
01-05-11-2071-0001	IT Contracts	8,000.00	8,000.00	8,000.00	9,510.86			
01-05-11-2071-0002	IT Software	7,500.00	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	100.00	-			
01-05-11-2071-0004	IT Upgrades	500.00	500.00	500.00	1,498.99			
01-05-11-2100-0005	IT Internet Costs	1,250.00	1,250.00	1,250.00	900.72			
01-05-11-2100-0000	Dues/Subscriptions/Meetings	800.00	800.00	800.00	303.58	37.95		
01-05-11-2122-0000	Emergency Operations	0.00	0.00	0.00	-			
01-05-11-2160-0000	Insurance - Business	22,900.00	22,900.00	22,900.00	26,503.20	115.73	Billed more than the anticipated expense given by Insurer/Increase directly related to payroll	
<b>01-05-11-2170-0000</b>	<b>Insurance - Health/Dental/Vision/Life</b>	<b>34,216.00</b>	<b>34,216.00</b>	<b>34,216.00</b>	<b>28,102.94</b>	<b>82.13</b>		
01-05-11-2170-0001	Insurance - Health	34,216.00	34,216.00	34,216.00	27,997.79			
01-05-11-2170-0002	Insurance - Dental	0.00	0.00	0.00	62.32		Employee Cost / Non-Budget	
01-05-11-2170-0003	Insurance - Vision	0.00	0.00	0.00	0.23		Employee Cost / Non-Budget	
01-05-11-2170-0004	Insurance - AFLAC	0.00	0.00	0.00	(26.08)		Employee Cost / Non-Budget	
01-05-11-2170-0005	Insurance - Colonial Life	0.00	0.00	0.00	68.68		Employee Cost / Non-Budget	
01-05-11-2180-0000	Insurance - Life/Disability	3,614.00	3,614.00	3,614.00	1,368.12	37.86		
01-05-11-2181-0000	Workers Compensation Insurance	975.00	975.00	975.00	1,064.94	109.22		
01-05-11-2280-0000	Postage	1,500.00	1,500.00	1,500.00	2,179.35	145.29	Increased mailing for Senior Exemption / Increased cost for certified mailing and regular postage	
01-05-11-2370-0000	Telephone - Landline Expenses	1,450.00	1,450.00	1,450.00	1,166.20	80.43		
01-05-11-2390-0000	Training	1,500.00	1,500.00	1,500.00	1,563.60	104.24		
01-05-11-3340-0000	Miscellaneous	0.00	0.00	0.00	171.00			
01-05-11-3350-0000	Office Supplies	3,000.00	3,000.00	3,000.00	3,629.70	120.99		
<b>Finance Department Total</b>		<b>390,316.14</b>	<b>390,316.14</b>	<b>390,316.14</b>	<b>287,554.45</b>	<b>73.67</b>		

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
<b>Council Department</b>						
01-05-15-1000-0000	Salary - Council	7,200.00	7,200.00	5,149.83	71.53	
01-05-15-1010-0000	Payroll Taxes	680.00	680.00	483.33	71.08	
<b>01-05-15-2071-0000</b>	<b>Computer Operations</b>	<b>4,850.00</b>	<b>4,850.00</b>	<b>5,308.16</b>	<b>109.45</b>	
01-05-15-2071-0001	iPads Expense	3,400.00	3,400.00	4,155.81		Increased expense due to new iPad transition; FY27 anticipating savings
01-05-15-2071-0002	IT Contracts	1,450.00	1,450.00	1,152.35		
01-05-15-2100-0000	Dues/Subscriptions/Meetings	400.00	400.00	-		
01-05-15-2110-0000	Election Expenses	500.00	500.00	189.90	37.98	
01-05-15-2160-0000	Insurance - Business (Bond)	2,500.00	2,500.00	2,500.00	100.00	
<b>01-05-15-2370-0000</b>	<b>Telephone</b>	<b>500.00</b>	<b>500.00</b>	<b>340.18</b>	<b>68.04</b>	
01-05-15-2370-0001	Mayor's Cell Phone	500.00	500.00	340.18		
01-05-15-2500-0000	Council Reimbursements	250.00	0.00	-		Council Reimbursements line item change to Admin Miscellaneous (250.00) - New Budget Council Reimbursements 0.00
<b>Council Department Total</b>		<b>16,880.00</b>	<b>16,630.00</b>	<b>13,971.40</b>	<b>84.01</b>	Modified Council Budget -250.00 (Admin Misc +250.00)

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
<b>Public Safety Department</b>						
01-05-20-0025-0000	Police Pension Passthrough - payments	80,000.00	80,000.00	46,538.66	58.17	Next payment anticipated June 2026
01-05-20-1000-0000	Salary	1,002,253.00	951,353.00	665,399.17	69.94	Amended Line item at 1/8/26 Council Meeting - 50,900 (Fund Dept Exp Accts as noted)
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	52,000.00	28,575.44	54.95	Amended Line item at 1/8/26 Council Meeting + 22,000 (PS Salary)
01-05-20-1002-0000	Salary - Police Clerical	67,606.00	67,606.00	49,340.00	72.98	
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	22,120.31	58.21	
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	128,280.00	85,684.22	60.54	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	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	3,560.22	142.41	
01-05-20-2100-0000	Dues/Subscriptions/Mtgs	25,000.00	25,000.00	15,104.69	60.42	
01-05-20-2120-0000	Delmarva-5002-4177-235-LPR	700.00	700.00	260.05	37.15	
01-05-20-2120-0001	Delmarva- 5504-0852-042 101 Baltimore	0.00	1,200.00	597.74	49.81	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	56,314.32	104.53	Quarterly Billing/increase directly related to payroll
01-05-20-2161-0000	Insurance-Vehicles	22,000.00	22,000.00	23,370.74	106.23	Quarterly Billing
01-05-20-2170-0000	Insurance - Health/Dental/Vision	162,230.00	162,230.00	113,682.25	70.07	
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	8,068.49	40.97	
01-05-20-2181-0000	Insurance - Workers Compensation	49,700.00	49,700.00	55,376.53	111.42	Billed more than the anticipated expense given by Insurer/increase directly related to CBA/increased payroll
01-05-20-2280-0000	Postage	500.00	500.00	115.33	23.07	
01-05-20-2290-0000	Building Maintenance	6,000.00	20,500.00	21,128.41	103.07	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	9,323.33	60.15	
01-05-20-2310-0000	Maintenance/Repair	1,000.00	1,000.00	1,645.80	164.58	Unexpected HVAC Repairs
<b>01-05-20-2320-0000</b>	<b>Maintenance -Vehicle</b>	<b>15,000.00</b>	<b>35,250.00</b>	<b>34,908.38</b>	<b>99.03</b>	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	604.77		
01-05-20-2320-3505	Vehicle Maintenance 35-05	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	1,826.57		
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	3,703.23		

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EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
01-05-20-2331-0000	Medical Costs	2,500.00	2,500.00	3,462.00	138.48	
01-05-20-2350-0000	Seized Vehicle Expenses	0.00	0.00	-	No Budget	
01-05-20-2360-0000	Evidence Processing Cost	1,500.00	1,500.00	605.52	40.37	
<b>01-05-20-2370-0000</b>	<b>Telephone</b>	<b>13,075.00</b>	<b>13,075.00</b>	<b>8,785.63</b>	<b>67.19</b>	
01-05-20-2370-0001	Telephone - MDT expenses	10,000.00	10,000.00	6,721.85		
01-05-20-2370-2001	Telephone - Landline expenses	3,075.00	3,075.00	2,063.78		
01-05-20-2372-0000	Telephone - Cell phone expenses	3,000.00	3,000.00	1,763.06	58.77	
01-05-20-2390-0000	Training	6,500.00	6,500.00	7,068.88	108.75	
01-05-20-3140-0000	Gas/Oil Vehicles	30,000.00	30,000.00	19,013.26	63.38	
01-05-20-3141-0000	Firearms/Supplies	7,500.00	7,500.00	-		
01-05-20-3330-0000	Materials/Supplies	8,000.00	13,000.00	18,022.01	138.63	Amended Line item at 1/8/26 Council Meeting + 5,000 (PS Salary)
01-05-20-3340-0000	Miscellaneous Purchases	500.00	500.00	362.91	72.58	
01-05-20-3350-0000	Office Supplies	3,500.00	3,500.00	1,670.09	47.72	
01-05-20-3360-0000	Body Worn Cameras (Reimbursable)	0.00	0.00	-	No Budget	SOD Reimbursable Expense
01-05-20-3400-0000	Uniforms	5,000.00	5,000.00	2,156.18		
01-05-20-3401-0000	Uniforms Cleaning	500.00	500.00	-		
01-05-20-7510-0000	Grant Award Passthrough	0.00	0.00	-	No Budget	
01-05-20-8250-0000	Lease/Office Equipment	3,900.00	3,900.00	1,955.16	50.13	
	<b>Public Safety Total</b>	<b>1,858,005.00</b>	<b>1,858,005.00</b>	<b>1,341,774.13</b>	<b>72.22</b>	

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE = Expended Curr	% Realized	Variance Explanation / Notes
	<b>Voluntary Assessment Center (VAC)</b>					
01-05-25-0000-0001	VAC - Refund of Ticket Payment	0.00	0.00	-	-	
01-05-25-0000-0002	VAC - State of Delaware Fees	75,000.00	75,000.00	20,429.80	27.24	
01-05-25-1000-0000	VAC - Salary Reimbursement	23,099.00	23,099.00	-	-	To issue April 2026
01-05-25-1050-0000	VAC - Banking Services	400.00	400.00	-	-	
01-05-25-2071-0000	VAC - Computer Operations	3,500.00	3,500.00	2,025.78	57.88	
01-05-25-2160-0000	Insurance - Business	250.00	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	1,850.00	831.02	44.92	
01-05-25-3340-0000	VAC - Miscellaneous	50.00	50.00	-	-	
01-05-25-3350-0000	VAC - Office Supplies	1,000.00	1,000.00	254.82	25.48	
	<b>VAC Total</b>	<b>105,149.00</b>	<b>105,149.00</b>	<b>23,755.65</b>	<b>22.59</b>	A large part of this budget is SOD fees, revenue is lower therefore expense is lower

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Modified Budget		STRAIGHT LINE =		Variance Explanation / Notes
						Expended Curr	% Realized	
<b>Code Enforcement Department</b>								
01-05-30-0005-0000	Refunds of Fees and Charges	200.00	200.00	200.00	200.00	50.00	25.00	
01-05-30-1000-0000	SALARY	149,722.95	149,722.95	149,722.95	111,086.73	111,086.73	74.19	
01-05-30-1001-0000	Overtime	3,000.00	3,000.00	3,000.00	4,717.36	4,717.36	157.25	Emerg Command Ctr Costs*Recommend Line Item Transfer for Budget/FD to eval Salary line forecasting*
01-05-30-1010-0000	Payroll Taxes	14,972.00	14,972.00	14,972.00	9,564.16	9,564.16	63.88	
01-05-30-1025-0000	Employee Longevity Benefit	3,109.00	3,109.00	3,109.00	3,408.35	3,408.35	99.98	One-time expense, No further activity through FYE
01-05-30-2070-0000	Contracted Professional Services	35,000.00	35,000.00	35,000.00	13,665.01	13,665.01	39.04	BIU Inspection Services Costs
<b>01-05-30-2071-0000</b>	<b>Computer Operations</b>	<b>14,950.00</b>	<b>14,950.00</b>	<b>14,950.00</b>	<b>12,673.12</b>	<b>12,673.12</b>	<b>84.77</b>	
01-05-30-2071-0001	IT Contracts	6,000.00	6,000.00	6,000.00	3,958.37	3,958.37		
01-05-30-2071-0002	IT Software	7,500.00	7,500.00	7,500.00	7,813.94	7,813.94		Civics Plus and Edmunds Contract Increase
01-05-30-2071-0003	IT Maintenance Operations	100.00	100.00	100.00	-	-		
01-05-30-2071-0004	IT Upgrades	150.00	150.00	150.00	-	-		
01-05-30-2071-0005	IT Internet Costs	1,200.00	1,200.00	1,200.00	900.81	900.81		
01-05-30-2100-0000	Dues/Subscriptions/Meetings	350.00	350.00	350.00	32.25	32.25	9.21	
01-05-30-2122-0000	Emergency Operations	0.00	0.00	0.00	-	-		
01-05-30-2160-0000	Insurance - Business	23,725.00	23,725.00	23,725.00	26,585.90	26,585.90	112.06	Quarterly Billing/Increase directly related to payroll
01-05-30-2161-0000	Insurance - Auto	3,010.00	3,010.00	3,010.00	4,064.48	4,064.48	135.03	Quarterly Billing
<b>01-05-30-2170-0000</b>	<b>Insurance - Health/Dental/Vision/Life</b>	<b>52,407.00</b>	<b>52,407.00</b>	<b>52,407.00</b>	<b>28,101.19</b>	<b>28,101.19</b>	<b>53.62</b>	
01-05-30-2170-0001	Insurance - Health	52,407.00	52,407.00	52,407.00	27,920.96	27,920.96		
01-05-30-2170-0002	Insurance - Dental	0.00	0.00	0.00	76.48	76.48		Employee Cost / Non-Budget
01-05-30-2170-0003	Insurance - Vision	0.00	0.00	0.00	13.50	13.50		Employee Cost / Non-Budget
01-05-30-2170-0005	Insurance - Colonial Life	0.00	0.00	0.00	90.25	90.25		Employee Cost / Non-Budget
01-05-30-2180-0000	Insurance - Life/Disability	3,294.00	3,294.00	3,294.00	1,800.96	1,800.96	54.67	
01-05-30-2181-0000	Insurance - Workers Compensation	2,187.00	2,187.00	2,187.00	2,484.84	2,484.84	113.62	Billed more than the anticipated expense given by Insurer
01-05-30-2280-0000	Postage	1,500.00	1,500.00	1,500.00	1,453.90	1,453.90	96.93	Increased postage expense associated with licenses and delinquent licenses
<b>01-05-30-2320-0000</b>	<b>Vehicle Maintenance</b>	<b>1,600.00</b>	<b>1,600.00</b>	<b>1,600.00</b>	<b>1,005.65</b>	<b>1,005.65</b>	<b>62.85</b>	
01-05-30-2320-0001	Vehicle Maintenance - Code #1	800.00	800.00	800.00	923.15	923.15		
01-05-30-2320-0002	Vehicle Maintenance - Code #2	800.00	800.00	800.00	82.50	82.50		
<b>01-05-30-2370-0000</b>	<b>Telephone</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>1,846.55</b>	<b>1,846.55</b>	<b>73.86</b>	
01-05-30-2370-0001	Telephone - Cell Phone Expenses	1,100.00	1,100.00	1,100.00	680.36	680.36		
01-05-30-2370-0002	Telephone - Landline Expenses	1,400.00	1,400.00	1,400.00	1,166.19	1,166.19		
01-05-30-2390-0000	ITraining	1,000.00	1,000.00	1,000.00	495.00	495.00	49.50	
01-05-30-3140-0000	Gas - Vehicles	1,000.00	1,000.00	1,000.00	781.64	781.64	78.16	
01-05-30-3330-0000	Materials/Supplies	500.00	500.00	500.00	123.95	123.95	24.79	
01-05-30-3340-0000	Miscellaneous	200.00	200.00	200.00	226.00	226.00	113.00	
01-05-30-3350-0000	Office Supplies	3,000.00	3,000.00	3,000.00	3,537.45	3,537.45	117.92	Custom printed license envelopes contributing to overspend
01-05-30-3400-0000	Uniforms	1,000.00	1,000.00	1,000.00	1,301.00	1,301.00	130.10	
<b>Code Enforcement Total</b>		<b>318,226.95</b>	<b>318,226.95</b>	<b>318,226.95</b>	<b>228,705.49</b>	<b>228,705.49</b>	<b>71.87</b>	

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
				Expended Curr	% Realized	
<b>Public Works Department</b>						
01-05-40-1000-0000	Salary	180,139.23	180,139.23	105,717.70	58.69	
01-05-40-1001-0000	Overtime	4,300.00	4,300.00	7,428.66	172.76	Storm Events* FD to eval Salary line forecasting*
01-05-40-1010-0000	Payroll Taxes	18,515.00	18,515.00	9,070.37	48.99	
01-05-40-1020-0000	Pension Expense	0.00	0.00	-	-	
01-05-40-1025-0000	Employee Longevity Benefit	4,100.00	4,100.00	3,600.00	87.80	One-time expense, No further activity through FYE
01-05-40-2070-0000	<b>Contracted Professional Services</b>	<b>927.00</b>	<b>927.00</b>	<b>810.00</b>	<b>87.38</b>	
01-05-40-2070-0004	CPS General Services	927.00	927.00	810.00	87.38	Annual Security Monitoring Fee; Pest Services; on track for FY
01-05-40-2071-0000	<b>Computer Operations</b>	<b>7,915.00</b>	<b>7,915.00</b>	<b>5,996.64</b>	<b>75.76</b>	
01-05-40-2071-0001	IT Contracts	4,415.00	4,415.00	2,568.23		
01-05-40-2071-0002	IT Software	1,750.00	1,750.00	1,823.26		
01-05-40-2071-0003	IT Maintenance Operations	0.00	0.00	-		
01-05-40-2071-0004	IT Upgrades	0.00	0.00	-		
01-05-40-2071-0005	IT Internet Costs	1,750.00	1,750.00	1,605.15		
01-05-40-2100-0000	Dues/Subscriptions/Meetings	200.00	200.00	32.25	16.13	
01-05-40-2120-0000	Electricity/Gas	2,150.00	2,150.00	1,640.00	76.28	
01-05-40-2121-0000	Heating Oil	7,600.00	7,600.00	8,494.18	111.77	
01-05-40-2122-0000	Emergency Operations	0.00	0.00	-	-	
01-05-40-2124-0000	Water/Sewer	850.00	850.00	760.26	89.44	
01-05-40-2160-0000	Insurance - Business	38,871.00	38,871.00	28,978.43	74.55	Quarterly Billing/increase directly related to payroll
01-05-40-2161-0000	Insurance-Auto	23,632.00	23,632.00	23,370.74	98.89	Quarterly Billing
01-05-40-2170-0000	<b>Insurance - Health/Dental/Vision/Life</b>	<b>67,265.00</b>	<b>67,265.00</b>	<b>31,450.63</b>	<b>46.76</b>	
01-05-40-2170-0001	Insurance - Health	67,265.00	67,265.00	31,511.91		
01-05-40-2170-0002	Insurance - Dental	0.00	0.00	(65.56)		Employee Cost / Non-Budget
01-05-40-2170-0003	Insurance - Vision	0.00	0.00	(20.80)		Employee Cost / Non-Budget
01-05-40-2170-0004	Insurance - AFLAC	0.00	0.00	-		Employee Cost / Non-Budget
01-05-40-2170-0005	Insurance - Colonial Life	0.00	0.00	25.08		Employee Cost / Non-Budget
01-05-40-2180-0000	Insurance - Life/Disability	4,046.00	4,046.00	1,744.84	43.13	
01-05-40-2181-0000	Insurance - Workers Compensation	9,500.00	9,500.00	10,791.32	113.59	Billed more than the anticipated expense given by Insurer
01-05-40-2290-0000	Maintenance - Building	1,000.00	1,000.00	7,698.25	769.83	
01-05-40-2300-0000	<b>Maintenance - Equipment</b>	<b>8,300.00</b>	<b>8,300.00</b>	<b>20,583.28</b>	<b>247.99</b>	
01-05-40-2300-0001	Spreader Maintenance	3,000.00	3,000.00	11,201.03		Unexpected Repairs - Recommend Line Transfer for Budget
01-05-40-2300-0002	Plow Maintenance	1,700.00	1,700.00	1,740.00		
01-05-40-2300-0003	Loader Maintenance	2,000.00	2,000.00	5,079.80		
01-05-40-2300-0004	Mower Maintenance	1,000.00	1,000.00	1,876.00		
01-05-40-2300-0005	Miscellaneous Equipment Maintenance	600.00	600.00	686.45		
01-05-40-2320-0000	<b>Maintenance-Vehicle</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>13,757.20</b>	<b>137.57</b>	
01-05-40-2320-0PW1	VM - PW/1 (F-250 Pick-up w/ Plow 2026)	0.00	0.00	-		Unexpected Repairs - Recommend Line Transfer for Budget
01-05-40-2320-0PW2	VM - PW/2 (Elgin Street Sweeper - 2019)	2,500.00	2,500.00	1,920.00		
01-05-40-2320-0PW3	VM - PW/3 (F-450 Dump w/Plow - 2010)	0.00	0.00	-		
01-05-40-2320-0PW4	VM - PW/4 (F-350 Pick-up w/plow- 2016)	2,500.00	2,500.00	5,160.84		
01-05-40-2320-0PW5	VM - PW/5 (F-350 Pick-Up w/plow - 2012)	2,500.00	2,500.00	4,468.24		
01-05-40-2320-0PW6	VM - PW/6 (F-250 Pick-Up w/plow - 2022)	2,500.00	2,500.00	2,208.12		
01-05-40-2370-0000	<b>Telephone</b>	<b>1,040.00</b>	<b>1,040.00</b>	<b>1,718.53</b>	<b>165.24</b>	
01-05-40-2370-0001	Telephone - Cell Phones	550.00	550.00	1,360.72		Recommend Line Transfer for Budget*intention was to cancel cell phones for staff aside from the Supervisor; the plans have not been cancelled
01-05-40-2370-0002	Telephone - Landlines	490.00	490.00	357.81		

March 2026 Council Finance Report

EXPENSE		Adopted Budget		Modified Budget		STRAIGHT LINE =		75.00%		Variance Explanation / Notes
Account Id	Description					Expended Curr	% Realized			
01-05-40-2390-0000	Training	2,000.00	2,000.00			-	-			
01-05-40-3140-0000	Gas - Vehicles/Equipment	6,500.00	6,500.00			4,225.31	65.00			
01-05-40-3251-0000	Maintenance Streets	67,500.00	67,500.00			70,391.73	104.28			*Pending Grant Reimbursements; Finance Director Monitoring
<b>01-05-40-3330-0000</b>	<b>Materials/Supplies</b>	<b>7,000.00</b>	<b>7,000.00</b>			<b>1,234.13</b>	<b>17.63</b>			
01-05-40-3330-0001	M & S - PW Building	1,300.00	1,300.00			-				
01-05-40-3330-0002	M & S - Equipment	2,500.00	2,500.00			268.91				
01-05-40-3330-0003	M & S - Street Maintenance	1,500.00	1,500.00			325.86				
01-05-40-3330-0004	M & S - Shop Supplies	1,700.00	1,700.00			575.68				
01-05-40-3330-0005	M & S - Abatements	0.00	0.00			63.68				
01-05-40-3340-0000	Miscellaneous	250.00	250.00			201.00	80.40			
01-05-40-3350-0000	Office Supplies	100.00	100.00			10.11	10.11			
01-05-40-3400-0000	Uniforms	3,200.00	3,200.00			774.69	24.21			
	<b>Public Works Total</b>	<b>486,127.23</b>	<b>486,127.23</b>			<b>360,480.25</b>	<b>74.15</b>			

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE = Expended Curr	% Realized	Variance Explanation / Notes
<b>Sanitation Department</b>						
<b>Account Id</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Modified Budget</b>	<b>Expended Curr</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-05-43-2070-0000	SANITATION	855,796.00	855,796.00	641,846.79	75.00	
01-05-43-2230-0000	Landfill Fees	200.00	200.00	-	-	
	<b>Sanitation Total</b>	<b>855,996.00</b>	<b>855,996.00</b>	<b>641,846.79</b>	<b>74.98</b>	

<b>NPDES Compliance</b>						
<b>Account Id</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Modified Budget</b>	<b>Expended Curr</b>	<b>% Realized</b>	<b>Variance Explanation</b>
01-05-45-2010-0000	NPDES Compliance	23,000.00	23,000.00	12,232.30	53.18	* Annual Stormwater License Fee, Sweeper Debris Weight, Oil Spill

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget		Modified Budget		STRAIGHT LINE =		Variance Explanation / Notes
		Adopted Budget	Modified Budget	Expended Curr	% Realized	Expended Curr	% Realized	
<b>Parks and Recreation Department</b>								
Account Id	Description	Adopted Budget	Modified Budget	Expended Curr	% Realized	Variance Explanation		
01-05-47-2070-0000	CPS - Landscape Maint for Town Parks	66,720.00	66,720.00	41,335.00	61.95			
01-05-47-2115-0000	Public Events	23,332.00	23,332.00	15,656.61	67.02			
01-05-47-2115-1000	Clean-up Day - Total Expense	1,800.00	1,800.00	0.00				
01-05-47-2115-1010	Clean-up Day - Overtime - Admin Dept	475.00	475.00	-				
01-05-47-2115-1011	Clean-up Day - Overtime - Finance Dept	200.00	200.00	-				
01-05-47-2115-1020	Clean-up Day - Overtime - Police Dept	0.00	0.00	-				
01-05-47-2115-1030	Clean-up Day - Overtime - Code Dept	375.00	375.00	-				
01-05-47-2115-1040	Clean-up Day - Overtime - Public Wk Dept	500.00	500.00	-				
01-05-47-2115-1050	Clean-up Day - Event Expense	250.00	250.00	-				
01-05-47-2115-2000	Non-Budgeted Event - Total Expense	1,990.00	1,990.00	1,087.72				
01-05-47-2115-2010	Non-Budgeted Event - Overtime - Admin	125.00	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	125.00	118.22		Impact Trunk-or-Treat		
01-05-47-2115-2020	Non-Budgeted Event - Overtime - Police	0.00	0.00	-				
01-05-47-2115-2030	Non-Budgeted Event - Overtime - Code	125.00	125.00	-				
01-05-47-2115-2040	Non-Budgeted Event - Overtime - PW	315.00	315.00	523.67		Movie in the Park in July		
01-05-47-2115-2050	Non-Budgeted Event - Event Expense	1,300.00	1,300.00	89.71		Impact Trunk-or-Treat		
01-05-47-2115-3000	Easter Egg Hunt - Total Expense	2,128.00	2,128.00	1,400.00				
01-05-47-2115-3010	Easter Egg Hunt - Overtime - Admin Dept	100.00	100.00	-				
01-05-47-2115-3011	Easter Egg Hunt - Overtime - Finance Dep	64.00	64.00	-				
01-05-47-2115-3020	Easter Egg Hunt - Overtime - Police Dept	0.00	0.00	-				
01-05-47-2115-3030	Easter Egg Hunt - Overtime - Code Dept	64.00	64.00	-				
01-05-47-2115-3040	Easter Egg Hunt - Overtime - Pub Wks Dep	500.00	500.00	-				
01-05-47-2115-3050	Easter Egg Hunt - Event Expense	1,400.00	1,400.00	1,400.00				
01-05-47-2115-4000	Best Decorated House - Total Expense	425.00	425.00	208.00				
01-05-47-2115-4050	Best Decorated Home - Prize Expense	425.00	425.00	208.00				
01-05-47-2115-5000	Halloween Spooktacular - Total Expense	1,100.00	1,100.00	757.31				
01-05-47-2115-5010	Halloween Spooktacular-Overtime- Admin	150.00	150.00	106.16				
01-05-47-2115-5011	Halloween Spooktacular-Overtime- Finance	100.00	100.00	127.31				
01-05-47-2115-5020	Halloween Spooktacular-Overtime- Police	0.00	0.00	-				
01-05-47-2115-5030	Halloween Spooktacular-Overtime- Code	150.00	150.00	139.60				
01-05-47-2115-5040	Halloween Spooktacular-Overtime- PW	0.00	0.00	-				
01-05-47-2115-5050	Halloween Spooktacular - Event Expense	700.00	700.00	384.24				
01-05-47-2115-6000	Holiday Parade - Total Expense	2,200.00	2,200.00	72.00				
01-05-47-2115-6010	Holiday Parade - Overtime - Admin Dept	300.00	300.00	-				
01-05-47-2115-6011	Holiday Parade - Overtime - Finance Dept	0.00	0.00	-				
01-05-47-2115-6020	Holiday Parade - Overtime - Police Dept	0.00	0.00	-				
01-05-47-2115-6030	Holiday Parade - Overtime - Code Dept	250.00	250.00	-				
01-05-47-2115-6040	Holiday Parade - Overtime - Pub Wk Dept	850.00	850.00	-				
01-05-47-2115-6050	Holiday Parade - Event Expense	800.00	800.00	72.00				
01-05-47-2115-7000	Holiday Tree Lighting - Total Expense	3,405.00	3,405.00	3,367.46				
01-05-47-2115-7010	Tree Lighting - Overtime - Admin Dept	375.00	375.00	286.41				
01-05-47-2115-7011	Tree Lighting - Overtime - Finance Dept	250.00	250.00	163.69				
01-05-47-2115-7020	Tree Lighting - Overtime - Police Dept	0.00	0.00	-				
01-05-47-2115-7030	Tree Lighting - Overtime - Code Dept	330.00	330.00	408.52				
01-05-47-2115-7040	Tree Lighting - Overtime - Public Works	450.00	450.00	477.96				
01-05-47-2115-7050	Tree Lighting - Event Expense	2,000.00	2,000.00	2,030.88				

March 2026 Council Finance Report

EXPENSE Account Id	Description	Adopted Budget	Modified Budget	STRAIGHT LINE =		Variance Explanation / Notes
		200.00	200.00	Expended Curr	% Realized	
01-05-47-2115-8000	Town Yard Sale - Total Expense	200.00	200.00	0.00		
01-05-47-2115-8050	Town Yard Sale - Materials & Supplies	200.00	200.00	-		
01-05-47-2115-9000	Fall Festival - Total Expense	10,084.00	10,084.00	8,744.12		
01-05-47-2115-9010	Fall Festival - Overtime - Admin Dept	330.00	330.00	186.01		
01-05-47-2115-9011	Fall Festival - Overtime - Finance Dept	250.00	250.00	139.44		
01-05-47-2115-9020	Fall Festival - Overtime - Police Dept	0.00	0.00	-		
01-05-47-2115-9030	Fall Festival - Overtime - Code Dept	706.00	706.00	434.66		
01-05-47-2115-9040	Fall Festival - Overtime - Public Works	798.00	798.00	269.16		
01-05-47-2115-9050	Fall Festival - Event Expense	8,000.00	8,000.00	7,714.85		
01-05-47-3252-0000	Park Management	9,825.00	9,825.00	54,533.87	555.05	Skewed due to insurance claim/vandalism expense
01-05-47-3252-0001	PM - General Maintenance	1,500.00	1,500.00	437.00		
01-05-47-3252-0002	PM - Damage Repairs	500.00	500.00	-		
01-05-47-3252-0003	PM - New Equipment Purchases	0.00	0.00	-		
01-05-47-3252-0004	PM - Materials & Supplies	2,000.00	2,000.00	1,202.28		
01-05-47-3252-0005	PM - CPS/Park Restrooms	400.00	400.00	-		
01-05-47-3252-0006	PM - Veterans Park	250.00	250.00	16.99		
01-05-47-3252-0007	PM - Municipal Park (Rt 100/2)	250.00	250.00	-		
01-05-47-3252-0008	PM - Junction St. Park	0.00	0.00	-		
01-05-47-3252-0009	PM - Dick Moore Park	625.00	625.00	278.49		
01-05-47-3252-0010	PM - Dog Park	750.00	750.00	278.49		
01-05-47-3252-0011	PM - Vilone Park	1,200.00	1,200.00	2,302.65		
01-05-47-3252-0012	PM - Fairgrounds Park	950.00	950.00	976.24		
01-05-47-3252-0013	PM - Walling Park	200.00	200.00	53.51		
01-05-47-3252-0014	PM - Bryan Martin Park	0.00	0.00	-		
01-05-47-3252-0015	PM - Maple Avenue Park	200.00	200.00	2,924.00		
01-05-47-3252-0016	PM - Water Bibs (Non Park Locations)	500.00	500.00	194.22		
01-05-47-3252-0017	PM - Vandalism Expenses	500.00	500.00	45,870.00		Insurance Claim (rev/Reimbursement 01-04-47-0136-0005; 44,295.00)
	<b>Parks and Recreation Total</b>	<b>146,541.00</b>	<b>146,541.00</b>	<b>111,505.48</b>	<b>76.09</b>	<b>Skewed due to insurance claim</b>

March 2026 Council Finance Report

EXPENSE Account Id	Description	STRAIGHT LINE =		Variance Explanation / Notes	
		Adopted Budget	Modified Budget		Expended Curr
<b>Reimbursable Expenses (Expense)</b>					
<b>Account Id</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Modified Budget</b>	<b>Expended Curr</b>	<b>% Realized</b>
01-05-70-0130-0000	Reimbursable- Code Engineering Costs	1,000.00	1,000.00	4,030.00	403.00
01-05-70-0135-0000	Reimbursable- Sheriff Sale Legal Reim.	15,000.00	15,000.00	12,022.71	80.15
01-05-70-1011-0000	Reimbursable- Extra Duty Labor Expense	6,000.00	6,000.00	1,840.00	30.67
	<b>Reimbursable Expenses (Expense)</b>	<b>22,000.00</b>	<b>22,000.00</b>	<b>17,892.71</b>	<b>81.33</b>
<b>Long Term Planning Department</b>					
<b>Account Id</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Modified Budget</b>	<b>Expended Curr</b>	<b>% Realized</b>
01-05-80-0027-0010	Original Police Pension Plan Allocation	35,750.00	35,750.00	35,750.00	100.00
01-05-80-0027-0011	Carryover from prior year		0.00	-	-
01-05-80-0027-0020	Capital Depreciation Allocation	25,750.00	25,750.00	-	-
01-05-80-0027-0021	Capital Deprec. Alloc. - P/Y Carry Over	164,023.71	164,023.71	-	-
01-05-80-0027-0040	Infrastructure Maintenance Allocation	53,330.00	53,330.00	-	-
01-05-80-0027-0041	Infrastructure Maint-P/Y Carry Over	304,640.05	304,640.05	-	-
01-05-80-0027-0050	Capital Bldg Allocation	15,750.00	15,750.00	-	-
01-05-80-0027-0051	Capital Bldg Allocation-P/Y Carry Over	153,530.75	153,530.75	-	-
01-05-80-0027-0060	Contingency Fund Allocation	10,300.00	10,300.00	-	-
01-05-80-0027-0070	Future Project Allocation	97,821.73	188,324.25	58,250.00	59.55
01-05-80-0027-0071	Future Project Allocation-P/Y Carry Over	165,631.34	165,631.34	60,984.00	36.82
01-05-80-0027-0080	Salary Enhancement Allocation	0.00	0.00	-	-
01-05-80-0027-0081	Salary Enhancement Allocation - P/Y Carry Over	230,000.00	230,000.00	-	-
	<b>Long Term Planning Total (includes P/Y Carry Over)</b>	<b>1,256,527.58</b>	<b>1,347,030.10</b>	<b>154,984.00</b>	<b>12.33</b>
	Current Year Budget Total (FY26)	238,701.73	0.00	94,000.00	39.38
	Prior Year (Prior Budget(s) not current)	1,017,825.85		60,984.00	5.99

**TOWN OF ELSMERE TRANSFER TAX REPORT**

March 1st, 2026, through March 31<sup>th</sup>, 2026

<b>Date</b>	<b>Property Information</b>	<b>Purchase Price of Property</b>	<b>Amount of Tax or Reason for Exemption</b>
3/5/26	Property: 124 Olga Rd Grantor(s): MCKEE KATHLEEN D Grantee(s): Patrick Dougherty 124 Olga Rd Wilmington, DE 19805  Parcel # 19-001.00-142 Law Office OF Vance A Funk, P.A.		<b>Exempt under 30 Del. C §5401</b>
3/5/26	Property: 1036 DOVER AV Grantor(s): SHANNON R. MAYHEW Grantee(s): Raphael Ramirez Garcia 1036 Dover Avenue Wilmington, DE 19805  Parcel # 19-008.00-317 Ward & Taylor, LLC	\$180,000.00	<b>\$2,700.00</b>
3/9/26	Property: 13 Olga Rd Grantor(s): SHELBY G. HENDERSON Grantee(s): Joshua Brown 13 Olga Rd Wilmington, DE 19805  Parcel #19-002.00-010 Ward & Taylor, LLC	\$325,000	<b>\$4875.00</b>
3/10/26	Property: 1004 Dover Ave Grantor(s): DANIEL PUGLIESE Grantee(s): Daniel Pugliese JR. 2 W Mozart Drive Greenville, DE 19807  Parcel #19-008.00-333 Pike Creek Settlement Services		<b>Exempt under 30 Del. C §5401</b>

3/10/26	<p>Property: 1206 Maple Ave  Grantor(s): DANIEL PUGLIESE  Grantee(s): Daniel Pugliese JR.  2 W Mozart Drive  Greenville, DE 19805</p> <p>Parcel #19-008.00-144  Pike Creek Settlement Services</p>		<b>Exempt under 30 Del. C §5401</b>
3/12/2026	<p>Property: 301 TAYLOR RD  Grantor(s): ALYSSA S DOMORD</p> <p>Grantee(s): Carlos Javier Figueroa-Borrero and Christina L. Figueroa  301 Taylor Road  Wilmington, DE 19804</p> <p>Parcel #19-005.00-279  Ward &amp; Taylor, LLC</p>	\$360,000.00	<b>\$5,400.00</b>
3/16/2026	<p>Property: 101 Washington Ave Elsmere DE 19805  Grantor(s): Scott T. Phillips</p> <p>Grantee(s): Lakeview Loan Servicing, LLC  c/o Loan Care  3637 Sentara Way, Suite 303  Virginia Beach, VA 23452-4262</p> <p>Parcel #19-001.00-025  McCabe, Weisberg &amp; Conway LLC</p>		<b>Exempt under 30 Del. C §5401</b>
3/20/2026	<p>Property: 1318 Sycamore Ave  Grantor(s): SANDRA JULIAN SALAZAR  Grantee(s): Trustee of The Sandra Julian Salazar Living Trust  1318 Sycamore Ave  Wilmington, DE 19805</p> <p>Parcel #19-008.00-077  The Castro Firm Inc</p>		<b>Exempt under 30 Del. C §5401</b>
3/24/2026	<p>Property: 114 Vilone Road  Grantor(s): VPR Property Management LLC  Grantee(s): Markell Q Lee  1005 Lincoln Street  Chester, PA 19013</p> <p>Parcel #19-001.00-154  Longo &amp; Associates LLP</p>		<b>\$4725.00</b>

3/24/2026	Property: 215 Linden Ave Grantor(s): Gloria Vasquez Boehm Atty in fact for Diana Serrano Grantee(s): Jessica L. Sherwood & Tyler P Henning 215 Linden Avenue Wilmington DE 19805  Parcel #19-004.00-408 Ward & Taylor, LLC		<b>\$3750.00</b>
<b>TOTAL</b>			<b>\$21,450</b>

**ARPA COUNCIL REPORT AT MARCH 31, 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
	<b>Total ARPA Fund Revenue</b>	<b>\$ 2,915,964.41</b>	<b>\$ 2,915,964.41</b>	

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 (Haltosil)	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	444,840.49	(476,449.32)
07-05-10-1000-0014	Street Maintenance (2024 Street Program)	221,026.24	221,026.24	0.00
<del>07-05-10-2070-0000</del>	<del>Bank Service Fees</del>	<del>0-00</del>	<del>7,473.23</del>	<del>0-00%</del>
<del>07-05-10-2270-0000</del>	<del>Legal Services</del>	<del>0-00</del>	<del>7,473.23</del>	<del>0-00%</del>
	<b>Total ARPA Budget/Expenditures</b>	<b>\$ 2,915,964.41</b>	<b>\$ 2,400,983.86</b>	<b>\$ (514,980.55)</b>

<b>ARPA FUND BALANCE (Total Grant Revenue less Expenses)</b>	<b>\$ 514,980.55</b>
<i>Available Fund Balance - Considering \$7,473.23 Expense Adjustment for Bank Fee Reimb</i>	\$ 522,453.78

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)

<b>FUTURE ADJUSTMENT *GENERAL FUND WILL NEED TO REIMBURSE BANKING EXPENSES* BEFORE GRANT CLOSURE</b>		
<i>There is no set budget for this so it does not affect our obligated funds already established with the US Treasury Reporting</i>		
07-05-10-2070-0000	ARPA BANK SERVICE FEES	0.00
		7,473.23

**ELSMERE POLICE DEPARTMENT**  
**Monthly Report**  
**April 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.

**Wawa - Shoplifting**

**March 9, 2026:**

On March 9, 2026, the pictured suspects entered Wawa and removed multiple items from the shelves into a trash bag and placed them in a vehicle. The suspects then entered the store two more times placing items into the trash bag and transporting them to the car. The unknown suspects then fled toward Wilmington prior to Officers arrival.



Community Resource Fair



**COMMUNITY RESOURCE FAIR**  
Saturday, April 18 | 10 AM – 3 PM  
FAIRGROUNDS PARK • ELSMERE, DELAWARE

**Mental Health & Addiction Services** | **Health & Nutrition Resources** | **Education & Job Info** | **Local Businesses & More!**

*Connecting Our Community with Resources & Support!*

**POLICE** TO PROTECT & TO SERVE  
ELSMERE DELAWARE

& **ONE** IN CHRIST

**Working together to serve you**

**FREE EVENT FOR ALL**  
for more info: [frankellenore@yahoo.com](mailto:frankellenore@yahoo.com)

The poster features a vibrant background with a blue sky, green grass, and trees. The main title 'COMMUNITY RESOURCE FAIR' is in large, bold, yellow and red letters. Below it, the date and time 'Saturday, April 18 | 10 AM – 3 PM' and location 'FAIRGROUNDS PARK • ELSMERE, DELAWARE' are displayed. A central section lists four categories of resources: 'Mental Health & Addiction Services' (with a brain and heart icon), 'Health & Nutrition Resources' (with an apple and clipboard icon), 'Education & Job Info' (with a graduation cap and briefcase icon), and 'Local Businesses & More!' (with a storefront and scissors icon). A red banner below this section reads 'Connecting Our Community with Resources & Support!'. At the bottom, there is a blue banner with the Elsmere Police Department logo and the 'ONE IN CHRIST' logo, followed by the text 'Working together to serve you'. Below that is an illustration of a diverse group of healthcare and community service professionals. A final red banner at the bottom states 'FREE EVENT FOR ALL' and provides the contact email 'frankellenore@yahoo.com'.

## **Terroristic Threatening**

### **March 17, 2026:**

On March 17, 2026, at 10 pm, Officers were dispatched to the 1500 Block of Maple Avenue for a domestic with a weapon. After speaking with the two victims that the juvenile defendant exited the residence with a large kitchen knife and charged at one of the victims.

The juvenile defendant was charged with Aggravated Menacing, PDWDCF, and Terroristic Threatening and was committed to the Juvenile Detention Center in lieu of \$12,000 cash bail.

## **Vehicle Break-In's**

### **March 28, 2026:**

On March 28, 2026 at approximately 6:20 am, officers responded to the parking lot of Greenbrier apartments where unknow suspects broke into 6 vehicles. This incident is believed to have occurred between 3/27/26 at 11 pm to 3/28/26 5 am hours. The suspects were able to remove a pair of Apple air pods and a gold chain. New Castle County Police Department had multiple theft from MV in Cleland Heights at approximately 3:45 am hours on March 28<sup>th</sup>. It is believed that our suspects are the same suspects NCCPD is looking for.

### **Meetings:**

- March 10, 2026: DACP Mtg. – Chief Giles
- March 10, 2026: SLEAF Mtg. – Chief Giles
- March 12, 2026: Council Mtg. – Chief Giles

**Trainings/Events:**

- March 2-3, 2026: TASER Re-Certification – M/Cpl. Davis
- March 9-13, 2026: CIT (Crisis Intervention Training – M/Cpl. Davis
- March 24-27, 2026: Re-Certification ASP & OC Spray Training – M/Cpl. Davis
- March 29, 2026: Easter Egg Hunt – Det. Mitchell & Ptlm. Bush

**Revenue Results:**

VAC JP Court 20 Revenue Received (March 2026) = **\$6.40**

VAC – Elsmere Revenue (March 2026) = **\$9,036.49**

VAC Administration Revenue Received YTD (March 2026) = **\$2,358.53**

Total VAC Revenue as of March 2026 = **\$90,269.32**

Tow Revenue (Received March 2026) = **\$250.00**



Elsmere Bureau of Police

Monthly Report

March 2026

Nature of Violation	
Radar/Lidar summons	<b>33</b>
Traffic enforcement (non-speed)	<b>74</b>
Traffic Warnings	<b>20</b>
Seatbelt Violations	<b>14</b>
Parking Violations	<b>14</b>
Cell Phone Violations	<b>1</b>
DUI's	<b>0</b>
Criminal Arrests	<b>31</b>
Wanted Persons	<b>5</b>
Crime Prevention Checks	<b>3</b>
Community Contacts	<b>0</b>
<b>Total Statistics</b>	<b>195</b>

Voluntary Assessment Violations: 119

Mandatory Appearance Violations: 14

EPD Service Calls  
March 2026

Nature of Complaints	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Dist. 5	Dist. 6	TOTALS	Out of Dist.
911 Hang-ups	1	0	0	0	0	0	1	
Accidents	4	0	0	1	1	2	8	
Alarms	9	2	0	0	2	0	13	
Alcohol Violations	0	0	0	0	0	0	0	
Animal Complaint(s)	1	2	0	0	0	1	4	
Assaults	1	0	0	0	0	0	1	
Assist Other Agency	0	0	0	0	1	2	3	11
Assist Fire Board	4	0	0	2	4	0	10	
Burglaries	0	0	0	0	0	1	1	
Check On the Welfare	4	1	0	1	1	3	10	
Civil	0	0	0	0	0	0	0	
Criminal Contempt	0	0	0	1	1	0	2	
Criminal Mischief	0	0	0	0	0	0	0	
Death Investigation	0	0	0	0	0	0	0	
Disabled Vehicles	0	3	0	0	0	0	3	
Disorderly Conduct	0	0	1	1	3	1	6	
Domestic Disputes	2	4	0	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	1	0	0	0	0	0	1	
Fugitive Apprehensions	0	0	0	0	1	0	1	
Graffiti	0	0	0	0	0	0	0	
Harassments	0	0	0	0	3	1	4	
Homicide	0	0	0	0	0	0	0	
Injured/Sick Person	0	0	0	0	0	0	0	
Loitering	0	0	0	0	0	0	0	
Loud Radio/Party	3	1	0	0	2	0	6	
Menacing	0	0	0	0	0	0	0	
Mental Person(s)	0	0	0	1	0	1	2	
Misc. investigations	1	1	1	0	3	1	7	
Missing Person(s)	0	0	0	0	1	0	1	
Neighbor Dispute	0	0	0	0	0	0	0	
Noise Complaint	0	0	0	0	0	0	0	
Offensive Touching	0	0	0	1	1	0	2	
Open Door/Window	0	0	0	0	0	0	0	
Overdose	0	0	0	0	0	0	0	
Parking Complaints	7	2	1	2	0	2	14	
PFA Service	0	0	0	0	1	0	1	
Prevent Breach of Peace	2	0	0	3	0	1	6	
Property Checks	1	4	1	0	0	4	10	
Public Relations	2	1	1	2	5	1	12	
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	1	0	0	0	0	0	1	
Suicide/Overdose	0	0	1	0	0	0	1	
Suspicious Person/Vehicle	1	0	0	1	2	3	7	
Terroristic Threatening	1	0	0	0	0	0	1	
Thefts	2	1	0	1	1	5	10	
Town Code Violation(s)	0	0	0	0	0	0	0	
Traffic Service	0	0	0	0	1	0	1	
Transports	2	0	1	0	0	0	3	
Trespassing	0	1	0	2	1	2	6	
Warrant Attempt	0	0	0	0	0	0	0	
Weapon Violations	1	0	0	0	0	0	1	
<b>TOTALS</b>	<b>51</b>	<b>23</b>	<b>7</b>	<b>20</b>	<b>38</b>	<b>31</b>	<b>170</b>	<b>11</b>

# Daily Activity Report March 2026

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
1	911 HANG-UPS	3/29/2026	1:36 PM	BRIER AVE
1	ACCIDENTS	3/5/2026	4:03 PM	SENECA RD @ NEW RD
1	ACCIDENTS	3/5/2026	7:19 PM	KIRKWOOD HWY @ SENECA
1	ACCIDENTS	3/7/2026	2:00 AM	ELSMERE BLVD
1	ACCIDENTS	3/19/2026	10:47 AM	NEW RD
1	ALARMS	3/6/2026	5:30 AM	B&O LN
1	ALARMS	3/9/2026	7:54 AM	NEW RD
1	ALARMS	3/9/2026	6:22 PM	NEW RD
1	ALARMS	3/17/2026	3:40 AM	HADCO RD
1	ALARMS	3/18/2026	8:15 AM	NEW RD
1	ALARMS	3/19/2026	7:56 AM	NEW RD
1	ALARMS	3/20/2026	1:03 AM	S DUPONT RD
1	ALARMS	3/28/2026	6:53 AM	NEW RD
1	ALARMS	3/31/2026	7:21 PM	NEW RD
1	ANIMAL COMPLAINTS	3/18/2026	2:18 PM	OLD DUPONT RD
1	ASSAULTS	3/4/2026	1:00 AM	ELSMERE BLVD
1	ASST FIRE BOARD	3/1/2026	11:55 AM	DUMONT RD
1	ASST FIRE BOARD	3/18/2026	11:34 PM	RODMAN RD
1	ASST FIRE BOARD	3/19/2026	11:07 AM	RODMAN RD
1	ASST FIRE BOARD	3/31/2026	10:00 PM	EASTWOOD DR
1	CHECK ON THE WELFARE	3/7/2026	10:30 AM	GRANT AVE
1	CHECK ON THE WELFARE	3/11/2026	10:20 AM	COLONIAL AVE
1	CHECK ON THE WELFARE	3/21/2026	1:20 PM	BOULEVARD RD
1	CHECK ON THE WELFARE	3/29/2026	8:41 PM	NEW RD
1	DOMESTIC DISPUTES	3/26/2026	3:25 AM	SENECA RD
1	DOMESTIC DISPUTES	3/29/2026	5:33 PM	NEW RD
1	FRAUD & CONSPIRACY	3/24/2026	2:21 PM	DUMONT RD
1	LOUD RADIO/PARTY	3/4/2026	9:51 PM	ELSMERE BLVD
1	LOUD RADIO/PARTY	3/21/2026	8:40 PM	ELSMERE BLVD @ SENECA R
1	LOUD RADIO/PARTY	3/21/2026	9:45 PM	GRANT AVE
1	MISC INVEST	3/16/2026	7:24 AM	COMMERCIAL DR
1	PARKING COMPLAINTS	3/4/2026	11:48 AM	BRIER AVE
1	PARKING COMPLAINTS	3/4/2026	6:51 PM	BOULEVARD RD
1	PARKING COMPLAINTS	3/5/2026	1:12 AM	NEW RD

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
1	PARKING COMPLAINTS	3/8/2026	7:30 AM	NEW RD
1	PARKING COMPLAINTS	3/9/2026	11:24 AM	BRIER AVE
1	PARKING COMPLAINTS	3/15/2026	2:12 AM	BOULEVARD RD @ BRIER AV
1	PARKING COMPLAINTS	3/31/2026	3:00 PM	BRIER AVE
1	PREVENT BREACH OF PEACE	3/1/2026	8:09 PM	EASTWOOD DR
1	PREVENT BREACH OF PEACE	3/10/2026	7:02 PM	SENECA RD
1	PROPERTY CHECKS	3/14/2026	12:03 AM	NEW RD
1	PUBLIC RELATIONS	3/8/2026	9:40 AM	SENECA RD
1	PUBLIC RELATIONS	3/10/2026	3:53 PM	SENECA RD
1	STOLEN M.V./UNAUTH USE	3/20/2026	5:43 PM	BELMONT AVE
1	SUSPICIOUS PERSON/VEHICLES	3/29/2026	9:37 PM	BRIER AVE
1	TERRORISTIC THREATS	3/30/2026	9:50 AM	TAYLOR RD
1	THEFTS	3/5/2026	10:00 AM	NEW RD
1	THEFTS	3/28/2026	6:12 AM	BRIER AVE
1	TRANSPORT	3/21/2026	12:59 AM	BOULEVARD RD
1	TRANSPORT	3/23/2026	11:54 AM	N DUPONT RD
1	WEAPONS VIOLATIONS	3/5/2026	11:04 PM	RODMAN RD
2	ALARMS	3/26/2026	9:15 PM	WESTERN AVE
2	ALARMS	3/30/2026	9:15 PM	WESTERN AVE
2	ANIMAL COMPLAINTS	3/14/2026	12:35 AM	NORTHERN AVE
2	ANIMAL COMPLAINTS	3/29/2026	1:18 PM	FILBERT AVE
2	CHECK ON THE WELFARE	3/21/2026	12:00 PM	KIRKWOOD HWY @ DUPON
2	DISABLE VEHICLES	3/7/2026	9:30 PM	KIRKWOOD HWY @ DUPON
2	DISABLE VEHICLES	3/29/2026	3:48 PM	KIRKWOOD HWY @ S DUPO
2	DISABLE VEHICLES	3/31/2026	6:01 PM	KIRKWOOD HWY @ DUPON
2	DOMESTIC DISPUTES	3/10/2026	9:55 PM	BALTIMORE AVE
2	DOMESTIC DISPUTES	3/25/2026	6:00 PM	NEW RD
2	DOMESTIC DISPUTES	3/30/2026	8:40 AM	FILBERT AVE
2	DOMESTIC DISPUTES	3/30/2026	3:00 PM	FILBERT AVE
2	LOUD RADIO/PARTY	3/12/2026	1:15 AM	KIRKWOOD HWY
2	MISC INVEST	3/31/2026	7:15 PM	FILBERT AVE
2	PARKING COMPLAINTS	3/11/2026	7:21 PM	B&O LN
2	PARKING COMPLAINTS	3/24/2026	4:40 PM	BALTIMORE AVE
2	PROPERTY CHECKS	3/7/2026	1:15 AM	KIRKWOOD HWY @ DUPON
2	PROPERTY CHECKS	3/10/2026	2:12 PM	KIRKWOOD HWY
2	PROPERTY CHECKS	3/11/2026	9:15 PM	FILBERT AVE

DISTRICT	NATURE OF COMPLAINT	DATE	TIME STREET NAME
2	PROPERTY CHECKS	3/16/2026	12:02 PM DOVER AVE @ BIRCH AVE
2	PUBLIC RELATIONS	3/30/2026	8:15 PM FILBERT AVE
2	THEFTS	3/12/2026	2:50 PM OHIO AVE
2	TRESPASSING	3/20/2026	8:10 PM NEW RD
3	DISORDERLY CONDUCT	3/23/2026	4:44 PM KIRKWOOD HWY
3	MISC INVEST	3/23/2026	6:04 PM TAMARACK AVE
3	PARKING COMPLAINTS	3/11/2026	8:27 PM BIRCH AVE @ BALTIMORE A
3	PROPERTY CHECKS	3/4/2026	6:58 PM KIRKWOOD HWY
3	PUBLIC RELATIONS	3/29/2026	7:10 AM BIRCH AVE
3	SUICIDE/OVERDOSE	3/26/2026	1:15 AM DOVER AVE
3	TRANSPORT	3/9/2026	3:18 PM LINDEN AVE
4	ALARMS	3/11/2026	5:10 AM KIRKWOOD HWY
4	ASST FIRE BOARD	3/9/2026	11:31 AM MAPLE AVE
4	ASST FIRE BOARD	3/18/2026	12:56 PM BUNGALOW AVE
4	CHECK ON THE WELFARE	3/24/2026	11:54 AM MAPLE AVE
4	CRIMINAL CONTEMPT	3/26/2026	6:15 PM CYPRESS AVE
4	DISORDERLY CONDUCT	3/11/2026	9:55 AM CAROLYN DR
4	DOMESTIC DISPUTES	3/28/2026	11:59 AM TAMARACK AVE
4	MENTAL PATIENTS	3/16/2026	1:18 PM MAPLE AVE
4	OFFENSIVE TOUCHING	3/19/2026	9:42 PM CYPRESS AVE
4	PARKING COMPLAINTS	3/11/2026	5:00 AM CYPRESS AVE
4	PARKING COMPLAINTS	3/14/2026	9:39 PM CYPRESS AVE @ Y ST
4	PREVENT BREACH OF PEACE	3/8/2026	6:15 PM MAPLE AVE
4	PREVENT BREACH OF PEACE	3/12/2026	3:00 AM CYPRESS AVE
4	PREVENT BREACH OF PEACE	3/16/2026	10:45 PM MAPLE AVE
4	PUBLIC RELATIONS	3/5/2026	2:32 PM MAPLE AVE
4	PUBLIC RELATIONS	3/17/2026	1:40 AM CYPRESS AVE
4	SUSPICIOUS PERSON/VEHICLES	3/25/2026	7:40 PM MAPLE AVE
4	THEFTS	3/16/2026	12:09 PM OAK AVE
4	TRESPASSING	3/12/2026	1:20 PM CAROLYN DR
4	TRESPASSING	3/22/2026	6:10 PM BUNGALOW AVE
5	ACCIDENTS	3/16/2026	10:47 AM PARKLYN CT
5	ALARMS	3/9/2026	4:43 PM POPLAR AVE
5	ALARMS	3/16/2026	11:50 PM POPLAR AVE
5	ASSIST OTHER AGENCY	3/22/2026	1:30 PM KIRKWOOD HWY @ SPRUCE
5	ASST FIRE BOARD	3/4/2026	5:19 PM SANDERS RD

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
5	ASST FIRE BOARD	3/7/2026	9:50 AM	SANDERS RD
5	ASST FIRE BOARD	3/19/2026	11:27 PM	KIRKWOOD HWY
5	ASST FIRE BOARD	3/25/2026	6:00 PM	FORREST AVE
5	CHECK ON THE WELFARE	3/22/2026	3:50 AM	KIRKWOOD HWY @ POPLAR
5	CRIMINAL CONTEMPT	3/2/2026	5:50 PM	MAPLE AVE
5	DISORDERLY CONDUCT	3/1/2026	5:48 AM	RUTH RD
5	DISORDERLY CONDUCT	3/4/2026	3:52 PM	SPRUCE AVE
5	DISORDERLY CONDUCT	3/24/2026	7:37 PM	SANDERS RD
5	DOMESTIC DISPUTES	3/11/2026	12:52 PM	POPLAR AVE
5	DOMESTIC DISPUTES	3/11/2026	3:25 PM	CYPRESS AVE
5	DOMESTIC DISPUTES	3/17/2026	10:00 PM	MAPLE AVE
5	FUGITIVES APPREHENSIONS	3/19/2026	7:16 PM	SANDERS RD
5	HARASSMENTS	3/2/2026	5:30 PM	OLGA RD
5	HARASSMENTS	3/4/2026	3:00 PM	PARKLYN CT
5	HARASSMENTS	3/4/2026	4:05 PM	OLGA RD
5	LOUD RADIO/PARTY	3/14/2026	8:31 PM	RUTH RD
5	LOUD RADIO/PARTY	3/26/2026	9:12 PM	RUTH RD
5	MISC INVEST	3/5/2026	11:16 PM	SYCAMORE AVE
5	MISC INVEST	3/11/2026	2:05 AM	RUTH RD
5	MISC INVEST	3/24/2026	5:50 PM	PARKLYN CT
5	MISSING PERSONS	3/6/2026	10:30 PM	CYPRESS AVE
5	OFFENSIVE TOUCHING	3/27/2026	7:16 PM	MAPLE AVE
5	PFA SERVICE	3/2/2026	5:00 PM	MAPLE AVE
5	PUBLIC RELATIONS	3/3/2026	8:25 PM	POPLAR AVE
5	PUBLIC RELATIONS	3/7/2026	11:30 AM	CYPRESS AVE
5	PUBLIC RELATIONS	3/9/2026	1:39 PM	KIRKWOOD HWY
5	PUBLIC RELATIONS	3/11/2026	4:33 PM	POPLAR AVE
5	PUBLIC RELATIONS	3/17/2026	12:02 PM	PARKLYN CT
5	SUSPICIOUS PERSON/VEHICLES	3/11/2026	8:45 PM	SANDERS RD
5	SUSPICIOUS PERSON/VEHICLES	3/22/2026	2:00 PM	KIRKWOOD HWY
5	THEFTS	3/2/2026	2:05 PM	CYPRESS AVE
5	TRAFFIC SERVICE	3/10/2026	3:28 PM	OLGA RD
5	TRESPASSING	3/16/2026	6:30 AM	PARKLYN CT
6	ACCIDENTS	3/17/2026	7:38 AM	NEW RD
6	ACCIDENTS	3/26/2026	11:30 PM	NEW RD
6	ANIMAL COMPLAINTS	3/10/2026	12:31 AM	RICHARD AVE

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
6	ASSIST OTHER AGENCY	3/29/2026	1:13 PM	VILONE RD
6	ASSIST OTHER AGENCY	3/29/2026	5:42 PM	VILONE RD
6	BURGLARIES	3/20/2026	1:45 PM	NEW RD
6	CHECK ON THE WELFARE	3/20/2026	10:30 AM	NEW RD
6	CHECK ON THE WELFARE	3/22/2026	9:20 AM	NEW RD
6	CHECK ON THE WELFARE	3/30/2026	9:50 AM	NEW RD
6	DISORDERLY CONDUCT	3/17/2026	8:15 PM	NEW RD
6	HARASSMENTS	3/29/2026	2:53 AM	NEW RD
6	MENTAL PATIENTS	3/6/2026	9:45 PM	NEW RD
6	MISC INVEST	3/17/2026	9:57 AM	NEW RD
6	PARKING COMPLAINTS	3/23/2026	10:00 AM	CASSAPULLA AVE
6	PARKING COMPLAINTS	3/31/2026	6:15 PM	BALDINI BLVD
6	PREVENT BREACH OF PEACE	3/10/2026	9:11 PM	RIGDON RD
6	PROPERTY CHECKS	3/9/2026	3:14 PM	OLGA RD @ VILONE RD
6	PROPERTY CHECKS	3/10/2026	3:36 PM	OLGA RD @ ALFRED AVE
6	PROPERTY CHECKS	3/11/2026	3:30 PM	OLGA RD @ VILONE RD
6	PROPERTY CHECKS	3/30/2026	10:00 PM	OLGA RD @ MARVILLO AVE
6	PUBLIC RELATIONS	3/31/2026	8:20 AM	NEW RD
6	SUSPICIOUS PERSON/VEHICLES	3/13/2026	2:30 AM	HARVEY PL
6	SUSPICIOUS PERSON/VEHICLES	3/21/2026	8:20 PM	OLGA RD
6	SUSPICIOUS PERSON/VEHICLES	3/30/2026	10:45 PM	OLGA RD
6	THEFTS	3/8/2026	3:05 PM	ALVIL RD
6	THEFTS	3/9/2026	11:26 PM	NEW RD
6	THEFTS	3/10/2026	12:13 AM	NEW RD
6	THEFTS	3/10/2026	9:26 PM	NEW RD
6	THEFTS	3/25/2026	5:00 PM	NEW RD
6	TRESPASSING	3/3/2026	5:00 PM	NEW RD
6	TRESPASSING	3/29/2026	5:00 AM	NEW RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/7/2026	12:40 PM	S MARYLAND AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/7/2026	11:30 PM	VALLEY RD
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/8/2026	12:45 AM	GLENRICH AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/11/2026	8:40 AM	MACKENZIE CT
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/12/2026	7:30 PM	MARYLAND AVE @ GERMAY
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/14/2026	10:46 PM	CLAYTON ST
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/15/2026	3:37 AM	S GRAY AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/21/2026	3:27 AM	LEIGHTY

DISTRICT	NATURE OF COMPLAINT	DATE	TIME	STREET NAME
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/24/2026	4:47 AM	GLENRICH AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/24/2026	11:17 PM	S GRAY AVE
OUTSIDE ELSMERE	ASSIST OTHER AGENCY	3/31/2026	11:00 AM	HILLSIDE RD



**Public Works Department**  
**Monthly Report**  
**March 2026**

**Roadways:**

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

- The potholes list has been created and is actively being worked on. These are the potholes that have been filled:
  - Birch Ave.
  - Baltimore Ave.
  - Sanders Rd.
  - Vilone Rd.
  - Spruce Ave.
  - Ruth Rd.
  - Alvil and Rigdon intersection
  - Richard Ave.
  - E St.
  - Rigdon Rd.
  - I St. has millings in the deep crater holes as well as some patch. Not complete.
- Replace/Remove/Installed Signs as requested:
  - Hometown Heroes banners have been reinstalled: Raymond Firmani, John Simpson, Frank Vavala, and Russ Fernandez
  - 207 Filbert Ave - handicapped sign removed.
  - 203 Filbert Ave - deeded parking signage has been removed without approval of Public Works.

**NPDES:**

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

- Street Sweeper is being serviced at this time.

**Building Maintenance:**

The following repairs were completed:

- Boiler Room cleaned out under the 2<sup>nd</sup> floor staircase and trash removed per fire code regulations in preparations of new tenants.
- Boiler Room doorway paneling installed.

- Plumber responded out to assess slow drain in double sink, determined the grease trap is the issue and needs replacing.
- Superior Electric responded out and fixed the light issue in Sgt. Smith's office.
- Resilience Room was completed and staged for Gregg W. Shelton Dedication Ceremony.

### **Parks:**

- Vilone Park leaves all picked up and parking lot blown off.
- Bark Park water fountains turned on for the season.

### **Abatements:**

The following abatements were completed as requested by the Code Department:

- N/A

### **Events:**

- Mobile Food Drive
- Easter Egg Hunt.
- Resilience Room Dedication for Gregg W. Shelton.

### **Training:**

- N/A

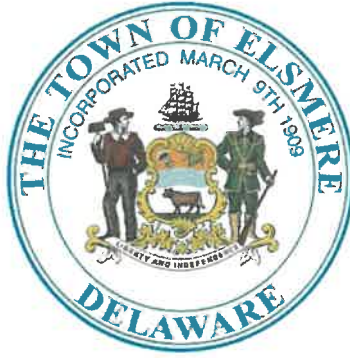
### **General:**

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

- Salt Spreaders have been cleaned out and prepped for next season.
- Ordered additional pallet of cold patch and it has been delivered to Public Works.
- Public Works has hired a new Maintenance Worker, Christopher Malloy.
- Public Works shop and Yard 2 have been tidied up and cleaned of trash.
- Scrap removal has begun at the shop.
- New banner hangers were purchased and installed on telephone poles for new Hometown Hero banners.
- Extensive trash cleanup around entirety of Town.
- Retrieved newly recharged/inspected fire extinguishers and took them back to Public Works shop and or/vehicles.
- Yard Sale banners are installed in the Kirkwood Hwy median at Walnut Ave and Municipal Park.

Submitted By: Anthony DiSanto

Date: March 5, 2026



## **Town Manager's** **Monthly Report** **March 2026**

### **Stormwater Project:**

- The Taylor Rd and Silverbrook Drive paving is scheduled to commence on April 7<sup>th</sup> and should be completed by approximately April 15<sup>th</sup>.
- Patty Belvins' Walking Path & Tamarack Ave Drainage Project is still on schedule for mid to late April.
- Vilone Village Stormwater Project has been pushed back to June again, depending on the completion of the Patty Belvins' Walking Path Project.
- It is official that we weren't selected for the 2025 Congressional Direct Spending grant. We had a joint meeting with representatives from Senators Lisa Blunt-Rochester and Chris Coons' Office in which they encouraged us to reapply, which we have completed and submitted.

### **Street Projects:**

- After receiving suggestions for streets that require major repairs, I met with the Town's engineer and shared with him the worst of the worst of the streets throughout the Town. We also talked about the possibility of hot patching some of the potholes so the fixes will be more of a permanent nature. The engineer provided me with proposals for engineering services, six street repairs and several potholes.
- I have applied to the Congressional Direct Spending Fund for \$1.1 million in grant funds and am currently working on the application to the Reinvestment Fund for another \$500 thousand. In addition to these two funding sources, we should receive \$100 thousand from the Community Transportation Funds.

### **Town Hall Bathroom Renovation:**

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

### **Park Project:**

- **Maple Park Redesign** – Met with Paoli Services and he provided an update on the completion of the Maple Park project. Basketball courts will be installed starting the week of April 6<sup>th</sup> with stripping of the court to follow. A stock-ade fence, along with three large rocks, will be installed to add a buffer between the parking lot and the basketball court.
- **The surveillance camera at Maple Park** – Training on how to use the camera system was held with the administrative staff. Alta Video is an application used to assess the camera and can be used on cell phones. This camera is now live.
- **ORPT Grant application** – I had a meeting with the vendor supplying the solar lights, Sun in One, who stated they have the lights in their inventory. He must contact the supplier to see when delivery of the

lights can be scheduled and when installation can be done. I'll keep the Council updated via my weekly reports.

### **Comprehensive Plan Update:**

- The meeting for Comprehensive Plan, held on Thursday March 19<sup>th</sup> at 6:00pm, went fairly well and to my surprise, the meeting was well attended. I want to thank all the Council Members who were in attendance. The consultant from Mead & Hunt provided an overview of the updates, as well as took questions and comments from the audience. The revised draft will be issued by April 2<sup>nd</sup> and distributed to the Planning Commission, Mayor and Council.
- The Future Land Use map has been revised to meet the satisfaction of all those in attendance. And the new Historical map will be available for print.

### **Downtown Development District:**

- The Governor announced that the Office of State Planning Coordination (OSPC) will be accepting applications for designation for the Downtown Development District in three additional towns. I attended the mandatory informational meeting along with several other towns earlier this month.
- "Downtown Development Districts" were authorized by the Delaware General Assembly to:
  - a. Spur private capital investment in commercial business districts and other neighborhoods;
  - b. Stimulate job growth and improve the commercial vitality of such districts and neighborhoods;
  - c. Help build a stable community of long-term residents by improving housing opportunities; and
  - d. Assist municipalities in strengthening neighborhoods while harnessing the attraction that vibrant downtowns hold for talented people, innovative small businesses and residents from all walks of life.
- "*Why were DDDs created?*- Downtown Development Districts, authorized by [Senate Bill 191](#) on June 5, 2014, establish economic development incentives that promote revitalization of Delaware's downtowns. Then-governor Jack Markell stated "Downtown Development Districts will spur private capital investment in commercial business districts, stimulate job growth, help build a stable community of long-term residents by improving housing opportunities, incentivize new businesses and strengthen our neighborhoods.
- We will be holding a meeting the week of April 13<sup>th</sup> to review the application and to look at the pros and cons. I played a part in Wilmington DDD formation which has been very successful.

### **Basement Rental:**

- We are waiting for the fire-rated doors to be installed. The Fire Marshall said that it is mandatory that we have them and will not issue an occupancy permit without it. The doors are being delivered and installed. The last improvement that the church has to do is to paint and finish the extension of the stage.

### **Meetings:**

- Met with Councilwoman Jensen and Vandemark & Lynch about an easement on Dover Ave.
- Councilwoman McDaniel, Nicole Long and I had a virtual meeting with the Delaware State Historic Preservation Office.
- Met with the contractor who is installing the fire-rated doors in the basement.
- Attended the DNREC Annual Phase One MS4 Co-Permittee meeting.
- Sat in on the DelDOT Centerville Road Rail Crossing Elimination project.
- Had a virtual meeting with Senator Chris Coons and Lisa Blunt-Rochester's office to discuss the CDS grant.
- I had a disciplinary meeting with a staff member.
- Meeting with Delaware on the Main representatives.
- The Mayor, Jim McMackin, the Finance Director and I had a meeting about a potential legal matter.

- DTI, Nicole and I had a meeting with CrowdStrike.
- The Finance Director, Scott Allen and I met about Parklynn Apartment's participation in the trash contract.

**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.

Submitted By:     Steven Martin    

Date: April 2, 2026