

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Offices Closed:** Monday, January 20th, in observation of Martin Luther King's Birthday
- ✓ **Town Council Meeting:** Wednesday, January 22nd, *Cancelled*
- ✓ **Delaware League of Local Governments:** Thursday, January 23rd, 6:00 PM, Dover Downs
- ✓ **Sussex County Association of Towns:** Wednesday, February 5th, at 6:00 PM, hosted by Georgetown at the Sussex Pines
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, February 7th, at 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- Actual v Budget (December 2013) has been prepared (copy attached)
- Annual Tax Roll from Sussex County being reviewed for May 2014 billing
- Real Estate Transfer Tax Summary (December 2013)

	December 2013		December 2012	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$67,985	\$163,308	\$2,989	\$96,495

Planning

- Planning Commission Meeting:
 - Site Plan Review (Preliminary) – Route 113, South of Comfort Inn (Donut Shop) – *Approved*
- Microtel foundation and site work has begun (see photo 1)
- 2014 Business License renewal update. As of January 15th, the following has been renewed:
 - In-Town Business: 80% (\$25,748.00)
 - Out of Town Business: 58% (\$43,722.00)
 - Rentals: 88% (\$66,995.00)

Police

- Significant Incident Reports distributed as received
- Promotion ceremony held for Greysen Hitchens (see photos 2 & 3)

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Public Works

- Annual lead & copper test (water) sample takers being contacted
- Sewer lateral replacement (Inflow & Infiltration repairs) along Franklin Street started (see photo 4)

Wastewater

- Large Lagoon depth is 16 ½ feet and Small Lagoon depth is 6 feet
- Precipitation so far this year is 2.41”; for all of 2013 – 55.63”
- County Seat grinder pump station repairs completed

TOWN MANAGER'S UPDATE ...

- Prepared and sent “thank you” notes to residents providing coffee and food during the Lynch Lane water main repair
- Met with Village of Cinderberry to discuss placement of an irrigation line within the Town right-of-way along Cinder Way
- Completed Margaret Street walk through with Town Engineer, CDBG representative and project contractor
- Held conference call with the Onix Group (Shoppes & Village of College Park) with respect to pump station design, review and approval
- Participated in a webinar presentation by Fleetmantics regarding vehicle fleet maintenance and GPS tracking
- Attended ribbon cutting for Attic Treasures (111 North Bedford Street)
- Contracted Stephanie Hansen (Young Conaway Stargett & Taylor) for legal review of zoning ordinance changes related to the transitional housing report
- Investigated, with Bill Bradley and Delaware Forest Service, tree concerns raised by a resident
- Attended PFC ceremony for Greysen Hitchens

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Photo 1 – Microtel Site Work



Photo 2 – Town Proclamation



Photo 3 – PFC Badge Presentation

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Photo 4 – Franklin Street Sewer Lateral Repairs

***PLEASE NOTE THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

Town of Georgetown
Budget Versus Actual (Operating)
As of December 31, 2013

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>0.67% Percent of Budget</u>
General Fund	\$2,961,817	\$2,893,080	\$68,737	98%
Transfer from Sewer Impact Account	\$117,470	\$117,470	\$0	100%
Water Fund	\$1,177,000	\$691,662	\$485,338	59%
Sewer Fund	\$1,994,750	\$1,485,990	\$508,760	74%
Total	\$6,251,037	\$5,188,202	\$1,062,835	83%

<u>Expenditures</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Percent of Budget</u>
General Fund	\$3,106,616	\$2,474,480	\$632,136	80%
Water Fund	\$775,500	\$478,722	\$296,778	62%
Sewer Fund	\$1,476,240	\$797,735	\$678,505	54%
Debt Service	\$892,681	\$913,800	(\$21,119)	102%
Total	\$6,251,037	\$3,750,936	\$1,586,301	60%

* Line item detail available upon request.

