

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, October 22<sup>nd</sup>, at 7:00 PM: Regular Meeting, Town Hall
- ✓ **Delaware League of Local Governments:** Thursday, October 23<sup>rd</sup>, 6:00 PM, Duncan Center (Dover)
- ✓ **Town Offices Closed:** Tuesday, November 4<sup>th</sup>, in observation of Election Day
- ✓ **Sussex County Association of Towns:** Wednesday, November 5<sup>th</sup>, at 6:00 PM, Bear Trap, hosted by Town of Millville
- ✓ **Town Offices Closed:** Thursday, November 6<sup>th</sup>, ½ day in observation of Return Day
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, November 7<sup>th</sup>, at 9:00 AM, Arena's at the Airport

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of October 17<sup>th</sup>, the Town has collected \$1,433,112 (97%) of the FY 2015 Property Tax Billing (\$1,474,559)
- As of October 17<sup>th</sup>, the Town has collected \$319,155 (35%) of the October Utility Billing (\$913,166)
- On October 15<sup>th</sup>, the Town received the first installment of FY 2014 Municipal Street Aid (MSA) in the amount of \$72,030.13

### **Planning**

- Planning Commission:
  - Regular Meeting
    1. Historic Review – 15 South Race Street (Exterior Renovations) – *Approved*
- Conditional Use application (office) submitted for 202 North Bedford Street
- Primeros Pasos final re-submittal made on October 13<sup>th</sup>

### **Wastewater**

- Large Lagoon depth is 2 ¾ feet and Small Lagoon depth is less than 2 ¼ feet
- Flow meter for Stevenson Lane ordered (DNREC requirement) – lead time is 2 to 4 weeks
- Repair of two (2) risers and one (1) pipe section in Pettyjohn Woods

# TOWN MANAGER'S WEEKLY REPORT

---



## **Public Works**

- West Pine Street mill & overlay completed (see photo 1 and 2)
- West Market Street light pole base and sidewalk concrete work completed
- Margaret Street Pre-Construction Meeting held on Tuesday, October 14<sup>th</sup>
- Electric supply line installation at South Railroad Wells underway

## **Police**

- Significant Incident Reports and Press Releases distributed as prepared
- Contacts being made with other agencies for Return Day assistance

## TOWN MANAGER'S UPDATE ...

- Met with business owner to discuss zoning issues and potential project expansion
- Participated in presentation regarding potential new benefit for employees (Legal Shield)
- Water Infrastructure Advisory Council (WIAC) – Town Surface Water Planning Grant request approved
- Attended Downtown Development District (DDD) presentation presented by Office of State Planning Coordination (OSPC) and Delaware State Housing Authority (DSHA)
- Held presentation on Downtown Development Districts (DDD) and steps towards development of Georgetown's plan and ultimate application for designation
- Worked with representatives from Georgetown Point (Habitat for Habitat) to outline action steps for Town acceptance of streets (Gene Dvornick, Jeff Ward)
- Met with new property owners to introduce Economic Development Committee and share information on Town initiatives (Gene Dvornick, Chris Lecates, Bill West)
- Committee review of final sections of Transitional Housing Task Force recommendations (Jamie Craddock, Gene Dvornick, Jocelyn Godwin)

# TOWN MANAGER'S WEEKLY REPORT



**Photo 1 - West Pine Street (Looking West)**



**Photo 2 - West Pine Street (Looking East)**

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

# DOWNTOWN DEVELOPMENT DISTRICT PLANNING



TOWN OF GEORGETOWN  
10/15/2014



## DOWNTOWN DEVELOPMENT DISTRICT PLANNING

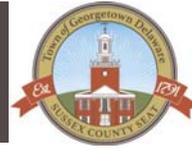


Today's Discussion:

1. Introductions
2. Downtown Development District Act
3. Neighborhood Building Blocks Fund
4. Successful DDD Plans
5. DDD Images
6. Lessons Learned
7. Competitive Process
8. Why should we apply?
9. Questions / Comments



## DOWNTOWN DEVELOPMENT DISTRICT ACT



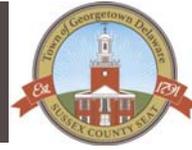
- State enacted in 2014 by the General Assembly in order to:
  - Spur private capital investment in commercial business districts and other neighborhoods;
  - Stimulate job growth and improve the commercial vitality of such districts and neighborhoods;
  - Help build a stable community of long term residents by improving housing opportunities; and
  - Assist local governments in strengthening neighborhoods while harnessing the attraction that vibrant downtowns hold for talented people, innovative small businesses and residents from all walks of life.

## DOWNTOWN DEVELOPMENT DISTRICT ACT



- Program Highlights:
  - Approved 1 to 3 Districts this year
  - Limited amount of Districts to 15 at one time
  - 10 Year District designation (potential for 2-five year extensions)
  - Offset 20% of capital construction costs for private developers
  - District must include a traditional mixed-use downtown area

## DOWNTOWN DEVELOPMENT DISTRICT ACT



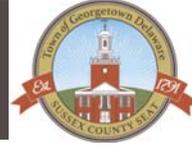
- 3 Application Components:
  - Need and Impact of the District designation (50% weight)
  - Quality of the District Plan (30% weight)
  - Quality of the Local incentives offered (20% weight)
- Adopted Town Resolution
- November 1, 2014 - 1<sup>st</sup> round applications due

## NEIGHBORHOOD BUILDING BLOCKS FUND



- Funded by the JP Morgan Chase Settlement Agreement (FY 2015 Budget Act allocates \$1,000,000)
- 6.1 Applicants. Any natural person, community organization or neighborhood association, not-for-profit, for profit, or governmental entity (or subdivision thereof) are eligible to apply for Grant funding.

## NEIGHBORHOOD BUILDING BLOCKS FUND



- **6.2 Eligible Projects.** Support neighborhood revitalization programs, including Grants to Applicants for community development, public protection, urban beautification, or any other purposes that have the effect of reducing crime or otherwise strengthening neighborhoods within the State. Examples of Projects that may be eligible for Grant funding include, but are not limited to:
  - **Planning activities, as set forth in subsection 6.3;**
  - Pilot nuisance/law enforcement programs, including without limitation pilot initiatives relating to liquor stores in or adjacent to DDDs or areas that are the focus of the DOJ Building Blocks Initiative;
  - Neighborhood crime detection cameras and associated software and hardware;
  - Neighborhood lighting and/or streetscape improvements;
  - Neighborhood beautification programs;
  - Urban gardens or other projects that create, expand, or renovate urban parks or streetscapes.
  - Other Projects designed to reduce crime or revitalize neighborhoods that are sustainable without future grants from the Fund.

## NEIGHBORHOOD BUILDING BLOCKS FUND



- **6.3 Initial Allocation Set-Aside for Planning Activities**
  - Of the Initial Allocation, up to \$350,000 shall be allocated to support or reimburse local governments for the development of neighborhood-specific or city-wide strategic plans, comprehensive plans, or other plans focused on economic development, crime reduction, residential development or other similar revitalization efforts.
  - Of such funds, priority shall be given to requests by cities, towns, and unincorporated areas for reimbursement of the costs of generating applications for DDD designation. Effective June 15, 2015, any unused balance of the foregoing allocation shall be available for any qualified project as determined by the Board.

## SUCCESSFUL DDD PLANS



- Good development / redevelopment incentives
- Look past the Present
- Embrace ALL aspects of the Community
- Multiple partnerships
- Clear regulations
- User Friendly Information
- Defined / expedited review process
- Amazing economic marketing tool



## DDD IMAGES



# DDD IMAGES



# DDD IMAGES



**WINCHESTER,  
VIRGINIA**

DDD IMAGES



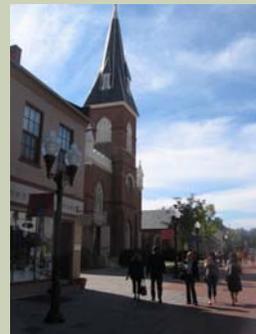
DDD IMAGES



# DDD IMAGES



# DDD IMAGES

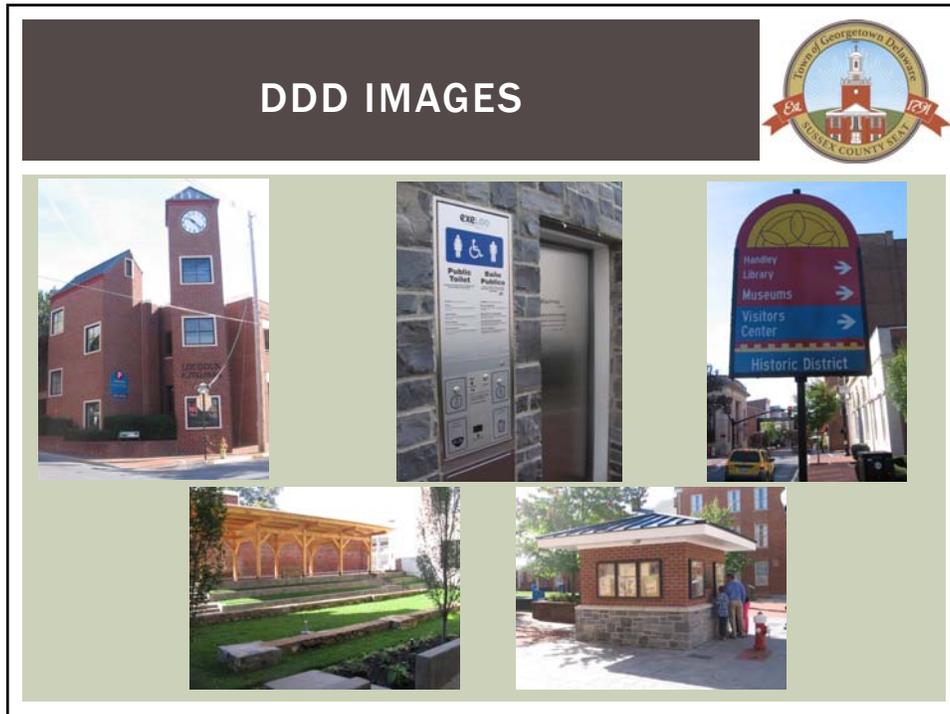


# DDD IMAGES



# DDD IMAGES





## LESSONS LEARNED



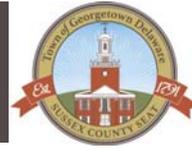
- Shelf product, should be used for a marketing tool
- Pallet of recommended exterior colors are helpful
- Too many separate committees, not linked
- Great plan, application process not user friendly
- Everything should not look exactly the same
- Political Climate / NIMBY's / Embrace Change
- Too much red tape in the review process
- Should be handled administratively
- Most people care more about curb appeal
- Must be pedestrian friendly



**Mean Streets 2002**

Photo by Fred Kent of Project for Public Spaces (www.pps.org)

## COMPETITIVE PROCESS



### Competitive Process Recommendations:

- Crime Support Statistics
- Partnership Support Letters
- Branding
- Design Guidelines (limited area)
- Process
- Funding Incentives
  - Grant Opportunity-Façade, Sign or Awning Improvements
  - Impact Fee Reduction (20%)



## WHY SHOULD WE APPLY?



- Additional grant opportunities for improvements
- Planning grant monies available
- Several helpful components are in draft or final format
- Increase marketing relationships
- Local partnerships reinforced
- Bring positive change / growth to the Town



**WRAP-UP**



**Questions / Comments**