

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Offices Closed:** Tuesday, November 4th, in observation of Election Day
- ✓ **Sussex County Association of Towns:** Wednesday, November 5th, at 6:00 PM, Bear Trap, hosted by Town of Millville
- ✓ **Town Offices Closed:** Thursday, November 6th, ½ day in observation of Return Day
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, November 7th, at 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- As of October 24th, the Town has collected \$395,929 (43%) of the October Utility Billing (\$913,166)
- Actual v Budget (September 2014) has been prepared (copy attached)

Planning

- North Georgetown Elementary Pole Building approved on October 21st
- Bollard design and plan for Microtel site submitted and approved
- Demolition permit for shed located at 115 Burton Street issued

Wastewater

- Large Lagoon depth is less than 2 ½ feet and Small Lagoon depth is less than 1 ½ feet
- Installed new drive cable on travelling bridge in Bio-Lac
- Hay farmer has completed all work on our field
- Generator fuel pump replaced at the Main Pumping station

Public Works

- Margaret Street Project continues (see photo 1 and 2)
- Hydrant flushing continues
- Curb and concrete work at the Microtel is underway

Police

- Significant Incident Reports and Press Releases distributed as prepared
- Participated in meeting to discuss issues at the Classic Motel

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TOWN MANAGER'S UPDATE ...

- Prepared and distributed Equipment Use Agreement for Town Event Stage
- Held initial Comprehensive Plan meeting to discuss process for consultant selection (proposals anticipated from Cedar Creek Planners; University of Delaware – IPA; and URS) (Jamie Craddock, Gene Dvornick, Jocelyn Godwin)
- Met with representatives of Microtel to discuss final steps to Certificate of Occupancy (Jamie Craddock, Gene Dvornick, Jocelyn Godwin, Jeff Ward)
- Contacted Sussex County Economic Development regarding available warehouse space at the Industrial Airpark
- Reviewed planned exterior upgrades for the Georgetown Plaza with center owner
- Participated in meeting with State Officials to discuss issues at the Classic Motel and identify solutions to same (Gene Dvornick, Lieutenant Grose, Captain Holm, Bill West)
- Represented the Town at Delaware League of Local Governments. Presentation by Senator Chris Coons on his efforts to bring cooperation and the “Delaware way” to his colleagues on Capitol Hill and the major challenges facing the nation and Congress over the next several years
- Continue to work with the Delaware Forest Service regarding replacement of the “Okame” cherry trees with “Kwanzan” variety – potential for replacement in mid-November
- Met with downtown property owner representative to discuss HD zoning requirements, East Market Street Design Guidelines, and Façade, Sign and Awning Grant opportunity (Jamie Burk, Gene Dvornick)
- Received notification that the new street light pole for West Market Street should be delivered on/before Wednesday, October 29th

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Photo 1 – Margaret Street (Looking North from West Laurel Street)



Photo 2 - Margaret Street (Looking South from West Laurel Street)

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

**Town of Georgetown
Budget Versus Actual (Operating)
As of September 30, 2014**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>0.42% Percent of Budget</u>
<u>Revenue</u>				
General Fund	\$3,031,627	\$2,135,314	\$896,313	70%
Water Fund	\$1,047,796	\$274,488	\$773,308	26%
Sewer Fund	\$1,810,002	\$450,976	\$1,359,026	25%
Fund Transfers	\$478,618	\$150,000	\$328,618	31%
Total	<u>\$6,368,043</u>	<u>\$3,010,777</u>	<u>\$3,357,266</u>	<u>47%</u>

<u>Expenditures</u>				
General Fund	\$3,204,431	\$1,508,472	\$1,695,959	47%
Water Fund	\$808,539	\$331,912	\$476,627	41%
Sewer Fund	\$1,445,684	\$526,657	\$919,027	36%
Debt Service	\$909,389	\$770,465	\$138,924	85%
Total	<u>\$6,368,043</u>	<u>\$3,137,506</u>	<u>\$3,230,537</u>	<u>49%</u>

* Line item detail available upon request.

