

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission:** Wednesday, February 18th, 6:00 PM, Town Hall
 1. Public Hearing
 - Addition to §230-5 Definitions
 - Addition of §230 Article XXX Supportive Housing
 - Revision to §230-167 Signs permitted in UB1 Districts
 - Revision to §230-168 Signs permitted in UB2 Districts
 2. Regular Meeting
 - Historic Review – 136 East Market Street (Sign)
 - Site Plan Review – 301 West Market Street (Georgetown Elementary/Middle School)
- ✓ **Town Council Meeting:** Wednesday, February 25th, 6:45 PM, Public Hearing; 7:00 PM, Regular Meeting, Town Hall
- ✓ **Delaware League of Local Governments:** Thursday, February 26th, 6:00 PM, Duncan Center (Dover)
- ✓ **Board of Adjustment:** Wednesday, March 4th, 5:00 PM, Town Hall
 1. 2 Goff Drive, seeking reductions in front yard setback

UPDATES FROM DEPARTMENTS ...

Finance

- As of February 13th, the Town has collected \$706,741 (87%) of the January Utility Billing (\$814,807)
- Monthly Key Revenue Items Report (January 2015) – copy attached
- Real Estate Transfer Tax Summary (January 2015)

	January 2015		January 2014	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$3,990	\$150,798	\$25,815	\$189,123

Wastewater

- Large Lagoon depth is 14 feet and Small Lagoon depth is 8 ½ feet
- Check valve assembly for lagoon feed pump 2 at Stevenson Lane Equalization station was rebuilt and reinstalled
- Installed new water lines for mechanical seal cooling on the lagoon feed pumps at Stevenson Lane Equalization station

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Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)

Planning

- Comments on minor subdivision, 7 West Market Street received from Town Engineer
- 2015 Business License renewal update. As of February 4th, the following has been renewed:
 - In-Town Business: 91% (\$29,358)
 - Out of Town Business: 62% (\$48,600)
 - Rentals: 92% (\$73,175)

Public Works

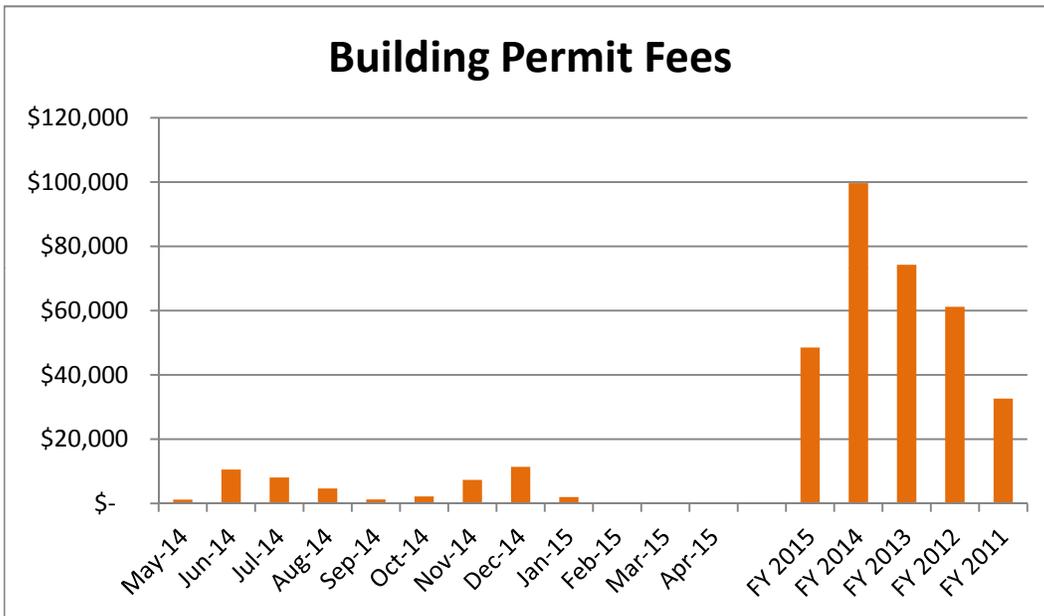
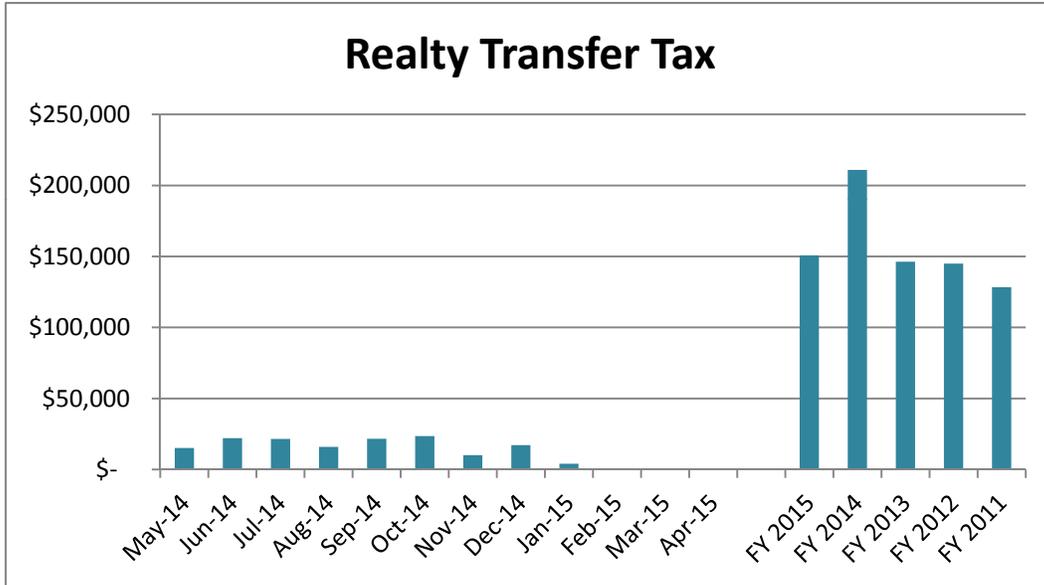
- Completed preventative maintenance on equipment (saws, pumps, etc.)
- Purchased equipment trailer with scrap metal funds
- Sewer Inflow & Infiltration project scheduled to commence on March 23rd

TOWN MANAGER'S UPDATE ...

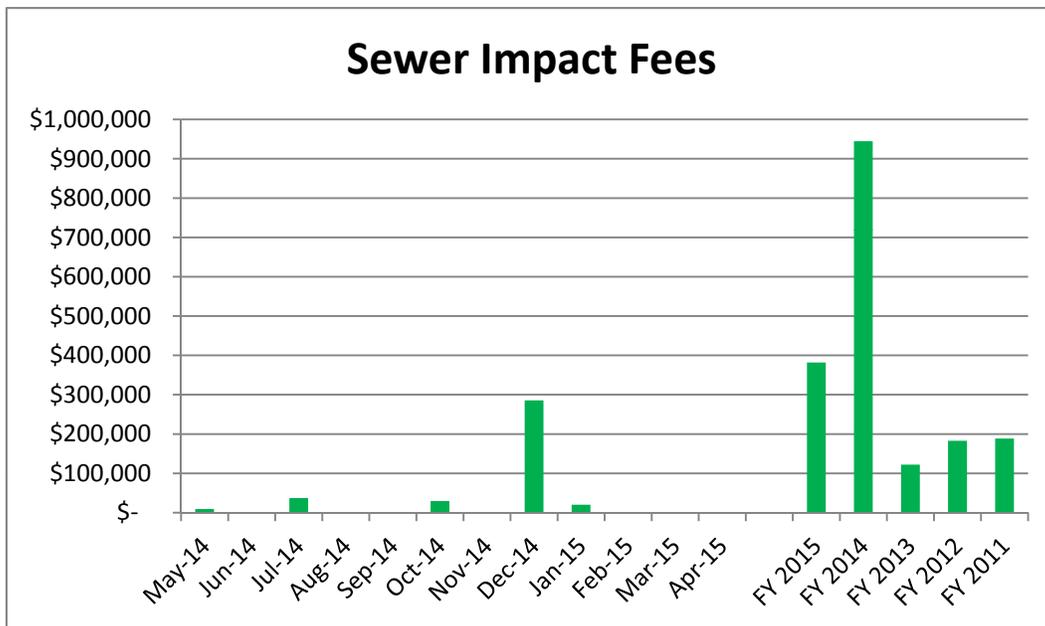
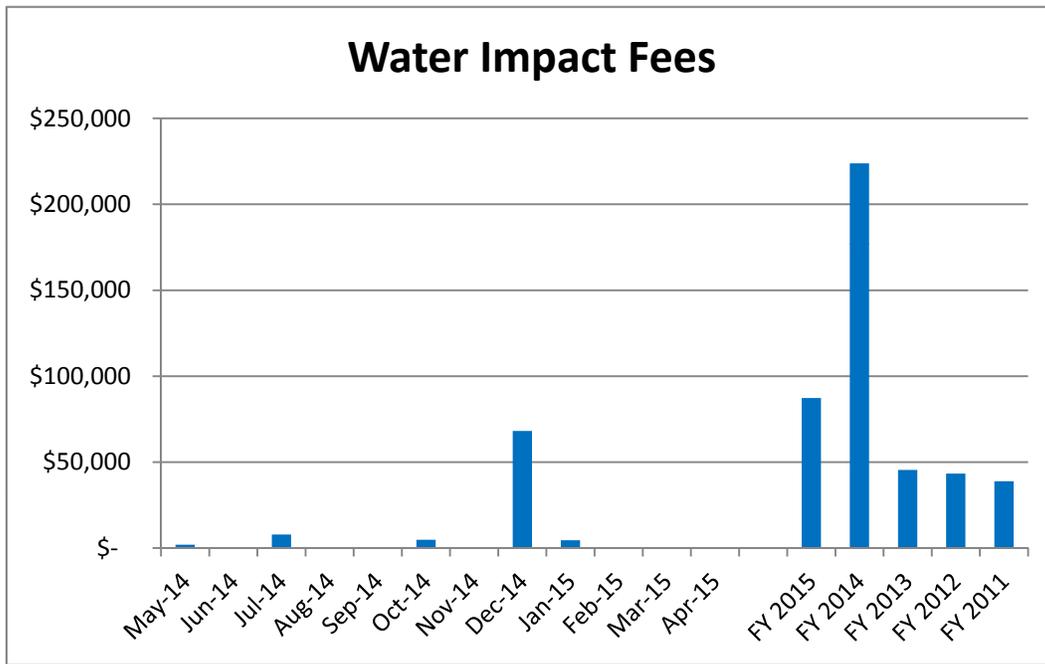
- Provided site information to Urban Grid for alternative location (Town land on Donovan Road)
- Answered property owner questions on private septic use within Town limits
- Attended Inflow & Infiltration project pre-planning meeting to review and establish guidelines for pavement restoration, prioritization of areas for initial work to be done, hours of construction, and storage locations for materials and equipment
- Placed order with Keystone Ridge Designs for trash receptacles and lids (took advantage of free shipping in February)
- Attended pre-construction meeting for Inflow & Infiltration project (Town, USDA, DBF, Tri-State Grouting, and Video Pipe Services). Work anticipated to begin March 23rd, 210 day contract, progress meetings will be held the fourth Tuesday of the month at 10:00 AM (Bill Bradley, Gene Dvornick, Eric Rust)
- Attended City Management Association of Delaware (CMAD) quarterly meeting – Discussion of Downtown Development Districts and municipal updates
- Provided information Town projects where Community Transportation Fund (CTF) and Municipal Street Aid (MSA) funds were utilized
- Discussed warehouse/manufacturing space available for an expanding Georgetown Business (Gene Dvornick, Chris Lecates, Bill West)

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

Key Revenue Items



Key Revenue Items



Key Revenue Items

