

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, April 22nd, 6:45 PM, Public Hearing; 7:00 PM, Regular Meeting, Town Hall
- ✓ **Delaware League of Local Governments:** Thursday, April 23rd, 6:00 PM, Duncan Center (Dover)
- ✓ **Board of Adjustment:** Wednesday, May 6th, 5:00 PM, Town Hall
 1. 2 South DuPont Highway – Georgetown Plaza, seeking reductions in front yard setback (from 40' to 20')
- ✓ **Sussex County Association of Towns:** Wednesday, May 6th, 6:00 PM, Bear Trap Dunes, Hosted by South Bethany
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, May 8th, 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- As of April 17th, the Town has collected \$314,508 (36%) of the April Utility Billing (\$877,309)
- First teleconference to discuss implementation of FacilityDude (work order, preventative maintenance) was held (Bill Bradley, Laura Givens, Eric Rust)
- FY 2016 Property and Liability Insurance RFP finalized and sent out

Wastewater

- Lagoon depths: Large Lagoon is 16.25 feet and Small Lagoon is 8.00 feet
- Synagro has indicated sludge hauling should begin within the next two weeks
- Air Relief Valve for lagoon pumps C and D has been rebuilt
- Boom lift foot switch has been repaired

Public Works

- Finishing interior fit out on event stage continues
- Worked on "Parklet" for use downtown
- Prepared Circle for weekend events (grass cut, mulched, and fountain on)
- Installed new trash receptacles (Circle quadrants & East Market Street)
- College Park Regional Pump Station nearing completion (See Photo 1)
- Inflow & Infiltration Project work continues (See Photo 2 and 3)

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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)
- Provided support for the Kim Miller 5k Walk/Run and escort for Southern Jeep Club to 16 Mile Brewery (See Photos 4 and 5)

Planning

- Planning Commission:
 1. Public Hearing
 1. Rezone Application – Sussex Academy: 804 & 806 East Market Street, Urban Residential (UR1) to Education District (ED) – ***Recommended Approval***
 2. Regular Meeting
 1. Historic Review – 136 East Market Street (Sign) – ***Approved with Color Adjustments***
 2. Historic Review – 128 East Market Street (Sign) – ***Approved with Design Changes***
 3. Historic Review – 8 North Race Street (Exterior Renovations) - ***Approved***
 4. Georgetown Plaza – Relief from Setback requirements (BOA item) – ***Recommended Approval***
- Predevelopment Meetings:
 1. 303 Wilson Street – Minor Subdivision
 2. 32 The Circle – New Offices
 3. 421 North Race Street – Food Sales
- Legal review of code modification for Category 1 Site Plans and elimination of Concept submittals is underway

TOWN MANAGER'S UPDATE ...

- Attended First State Community Action Agency Legislative Breakfast (Gene Dvornick, Bill West) (See Photo 6)
- Reviewed property concerns with property owner – toured multiple properties identifying potential issues at each
- Provided Blueprint Committee information on message center cost and placements, reviewed banner specification and plans to issue Request for Bids (Gene Dvornick, Jocelyn Godwin, Chris Lecates)

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- Met with representatives of Waste Industries regarding current service, customer satisfactions, and current contract terms
- Attended Water Infrastructure Advisory Council Meeting – review of submitted projects, updates on existing projects, and new funding opportunities
- Met with local commercial property owner regarding parking lot issues and potential solutions (Gene Dvornick, Jocelyn Godwin)
- Discussed opportunities for a distressed property with party interested in developing same (Gene Dvornick, Jocelyn Godwin)
- Submitted Economic Development Pilot Project proposal for East Market Street “Parklet” to DelDOT for consideration and approval
- Met with representatives of the Sussex Conservation District (SCD) to discuss potential projects and possible resources for water quality improvements (Gene Dvornick, Laura Givens)
- Handled several code violations – either by personal contact or Notice of Violation



Photo 1 - College Park Regional Pump Station

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Photo 2 - Manhole Lining



Photo 3 – Finished Manhole



Photo 4 - Jeep Convoy

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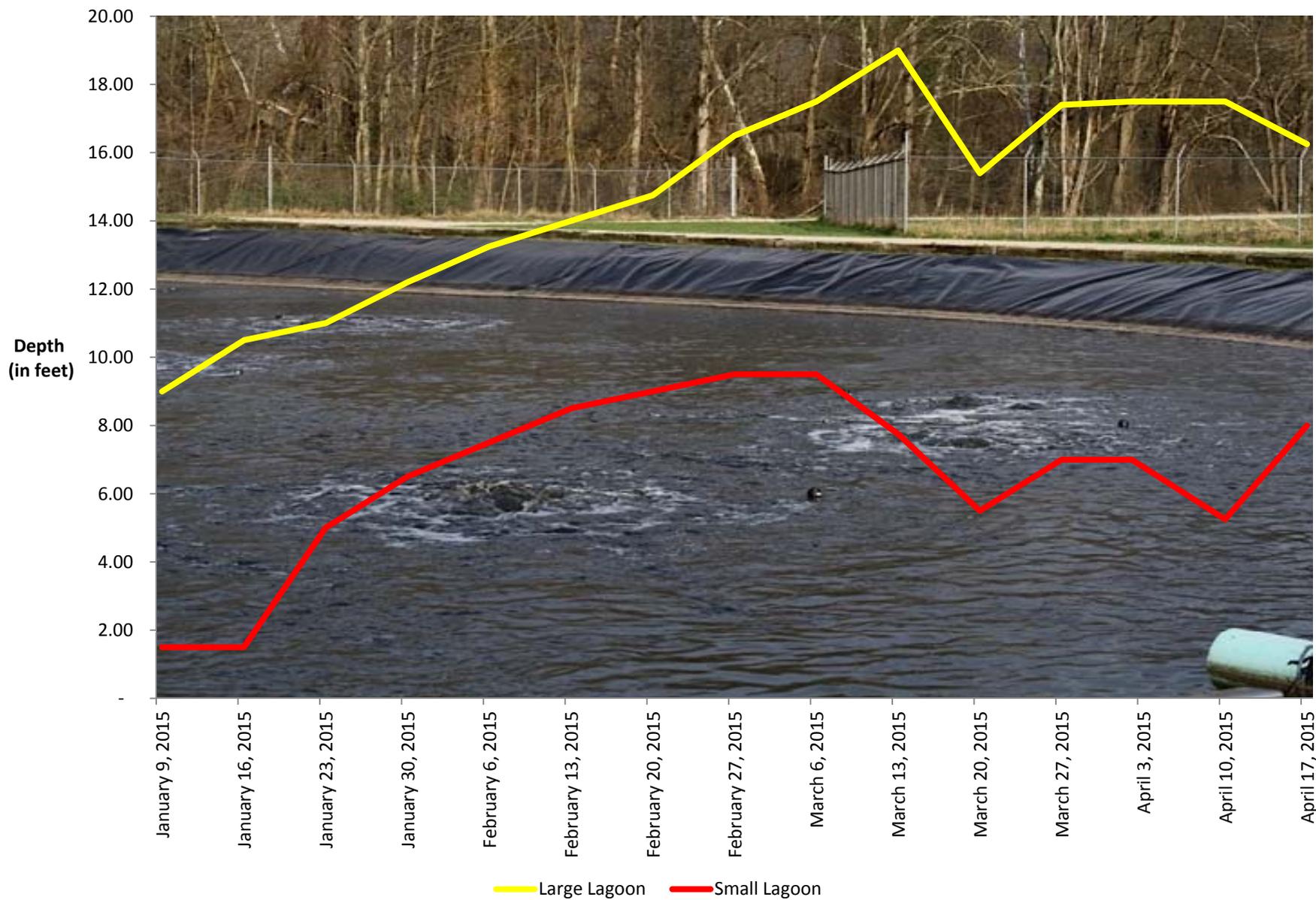
Photo 5 - Police Escort

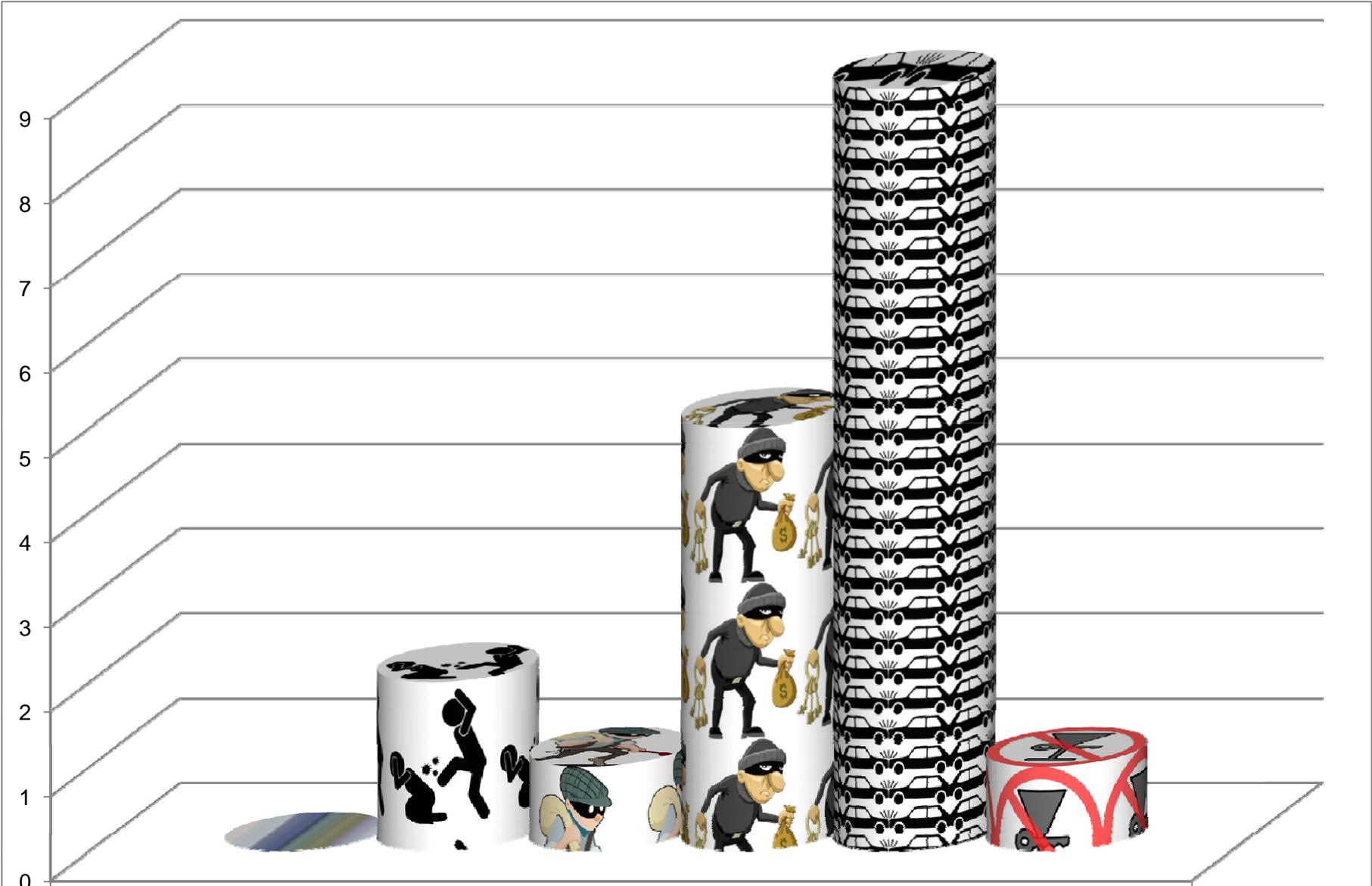


**Photo 6 – Mayor and Mrs. West at the First State Community
Action Agency Legislative Breakfast**

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

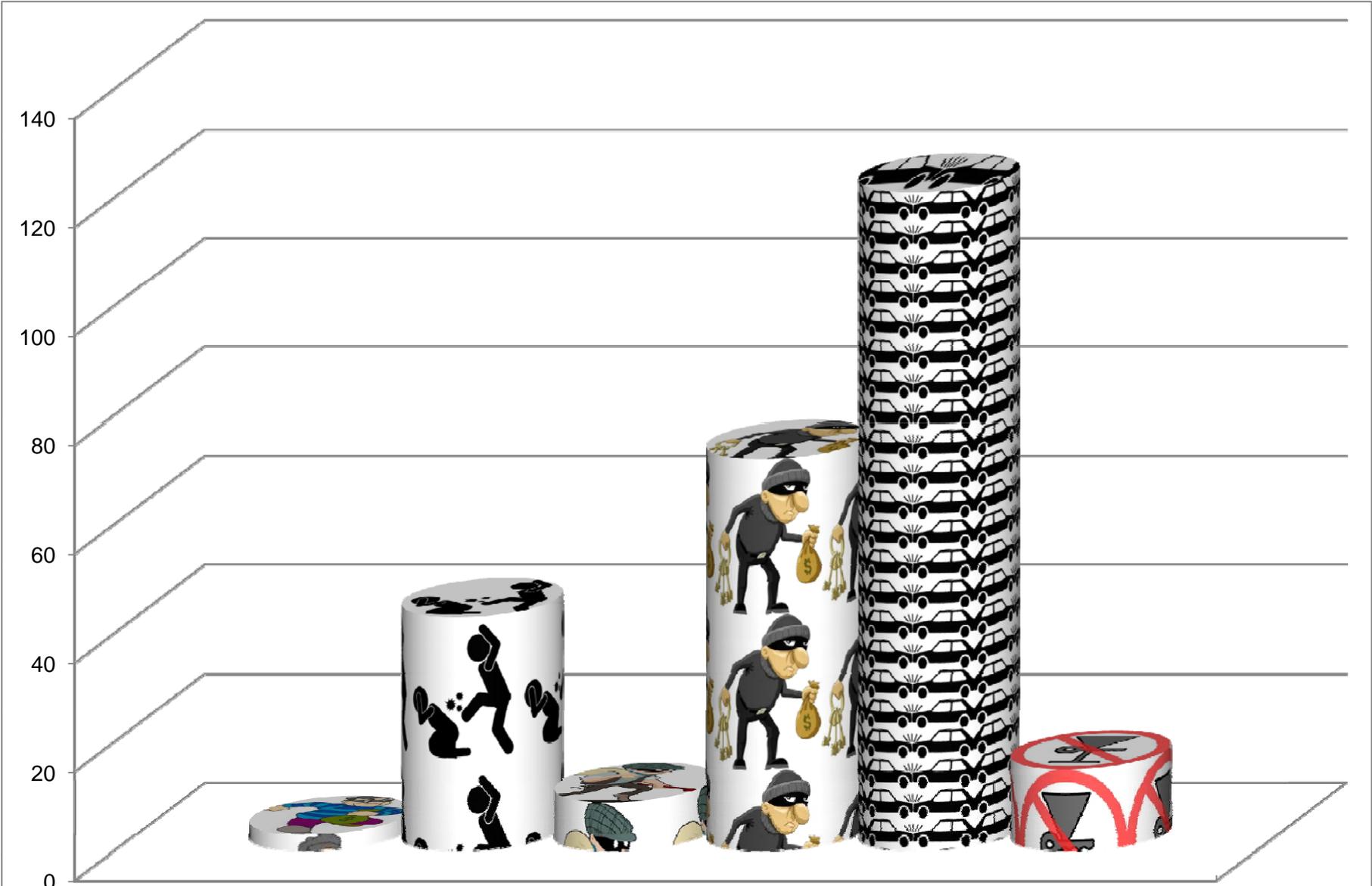
WWTF Lagoon Depths





Weekly

■ Robbery
 ■ Assault
 ■ Buglary
 ■ Thefts
 ■ Collision
 ■ DUI



Year to Date

■ Robbery
 ■ Assault
 ■ Buglary
 ■ Thefts
 ■ Collision
 ■ DUI