

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, August 12<sup>th</sup>, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, August 19<sup>th</sup>, 6:00 PM, Town Hall
- ✓ **Town Council Meeting:** Wednesday, August 26<sup>th</sup>, 7:00 PM, Regular Meeting, Town Hall

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of July 29<sup>th</sup>, the Town has collected \$448,111 (53%) of the July 2015 Utility Billing (\$849,627)
- As of July 29<sup>th</sup>, the Town has collected \$1,446,785 (96%) of the FY 2016 Tax Billing (\$1,511,679)
- The Town was selected for FY15 audit testing under the Delaware County & Municipal Police/Firefighters Pension Plan – onsite visit Thursday, July 30<sup>th</sup> – everything passed

### **Wastewater**

- Lagoon depths: Large Lagoon is 8.75 feet and Small Lagoon is 3.50 feet
- 10 radios in the Mission System replaced with new 4G radio – additional installations will be completed when radios arrive
- Farmer has sprayed zones 5 – 8 for the noxious milkweed that is present
- Replaced two knuckles on the Goslee Field irrigation rig and two tires on the Field 2 irrigation rig at Baxter Farms

### **Planning**

- Georgetown Elementary/Middle School – engineer comments received and forwarded to applicant
- 8 North Race Street – Certificate of Occupancy issued for Victorian Medical Suites
- Predevelopment Meetings held on July 28<sup>th</sup>:
  1. 206 E. Laurel Street – Auto repair
  2. Shops of College Park – Daycare
  3. 204 North Race Street – Retail

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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)
- Handled FOIA Request regarding Firearm Certification
- Continue to monitor traffic speed in various areas throughout town via All Traffic Solutions portable speed tracking sign

## Public Works

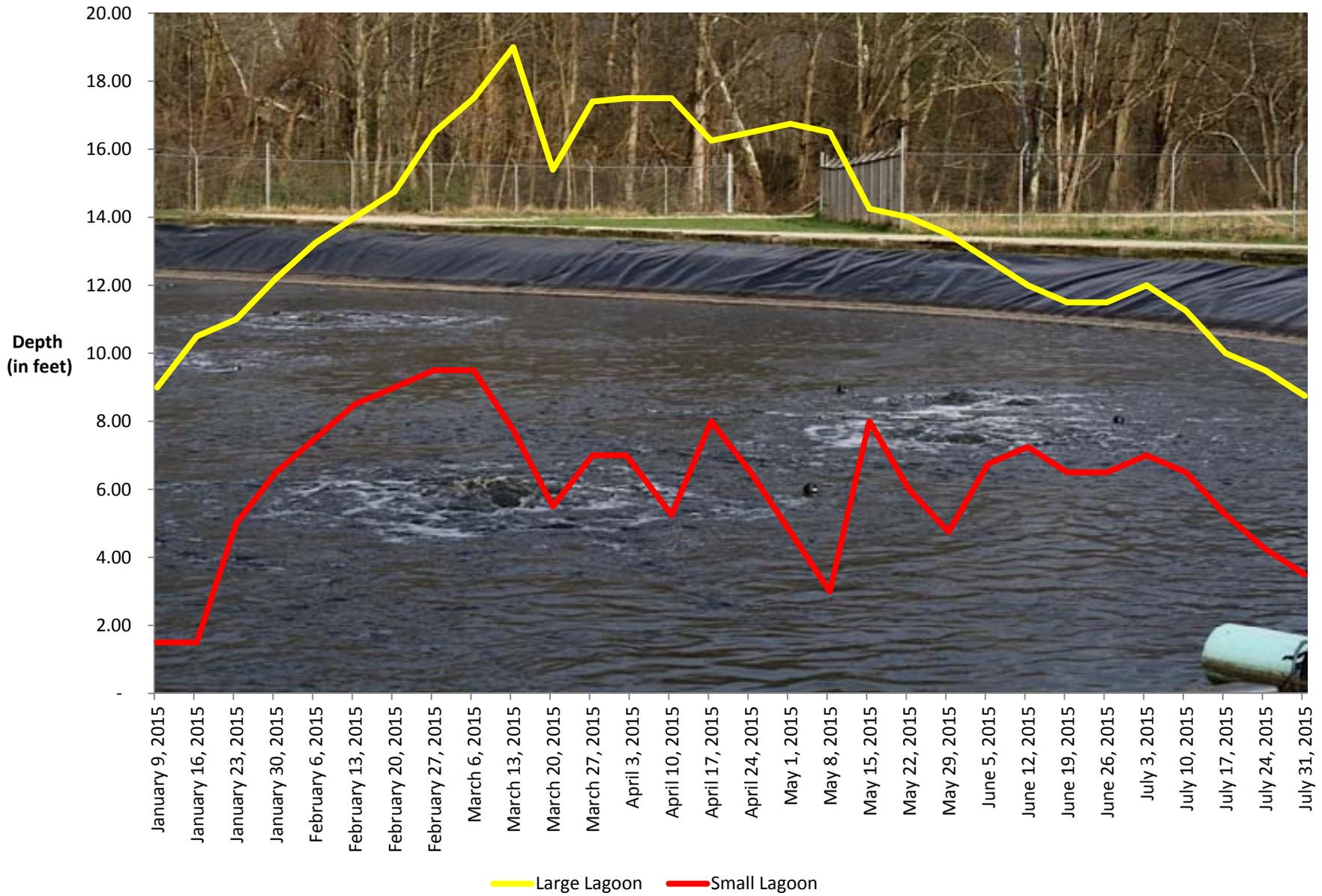
- Street patches from the Inflow & Infiltration Project completed
- East Market Street lights (Layton Avenue to King Street) are working under temporary power
- Stop signs in The Meadows have been replaced

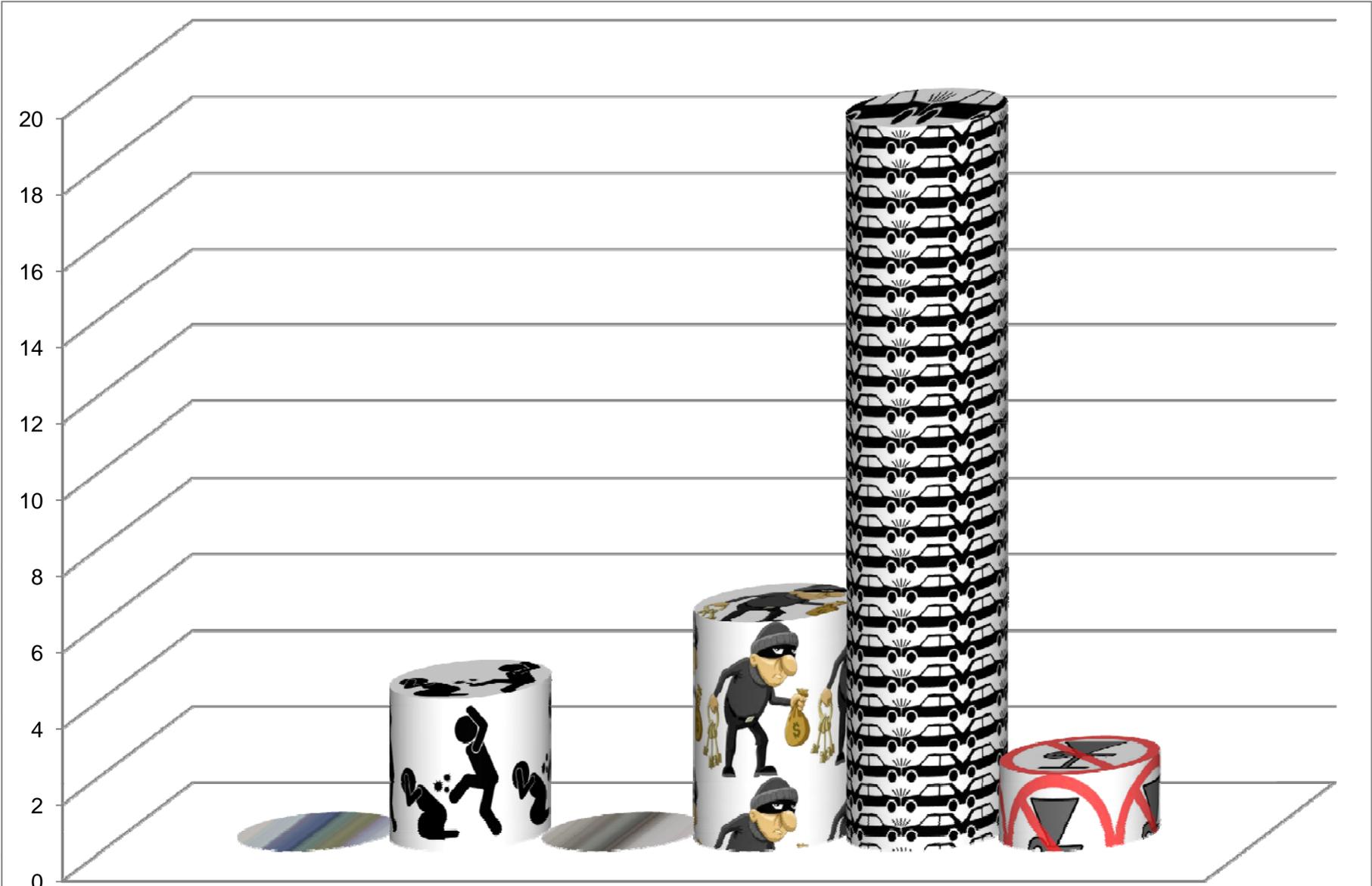
## TOWN MANAGER'S UPDATE ...

- Prepared Letter of No Objection allowing preliminary site excavation at College Park Retail – Lot 9
- Code Enforcement review with Town of Bridgeville Code Official – outlined forms and process used – items for improvement in Georgetown discussed (Gene Dvornick, Jocelyn Godwin, Steve Hartstein, David Hume, Chris Lecates)
- Review of Georgetown-Vaughn Tax Ditch Drainage Improvement Conceptual Design – Surface Water Matching Planning Grant (Gene Dvornick, Jocelyn Godwin)
- Confirmed Tax Parcels along Burger King Road for title search
- Answered questions regarding CGI Communications and Town Branding Initiative
- Scheduled Town Hall & Annex Design Charette for Wednesday, August 5<sup>th</sup>
- Attended Progress Meeting for the Sewer System Repair Project. Status is as follows:
  - ✓ Contract start date: March 23, 2015
  - ✓ Contract period to final completion: 240 calendar days
  - ✓ Elapsed time to date: 128 Days (61%)
  - ✓ Payment Summary:
    - Contract A: \$191,921 Approved; \$728,730 Contract Value (26.3%)
    - Contract B: \$170,878 Approved; \$503,383 Contract Value (34.0%)
- Arranged for “Parklet” placement during August: Georgetown Billiards (July 31<sup>st</sup>) and Caruso Pizza & Pasta (August 14<sup>th</sup>)
- Finalized planning for August 13<sup>th</sup>, “Mayor's Challenge - Sussex County Symposium” – Agenda, Speakers, and Resource Card (Gene Dvornick, Jocelyn Godwin)

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

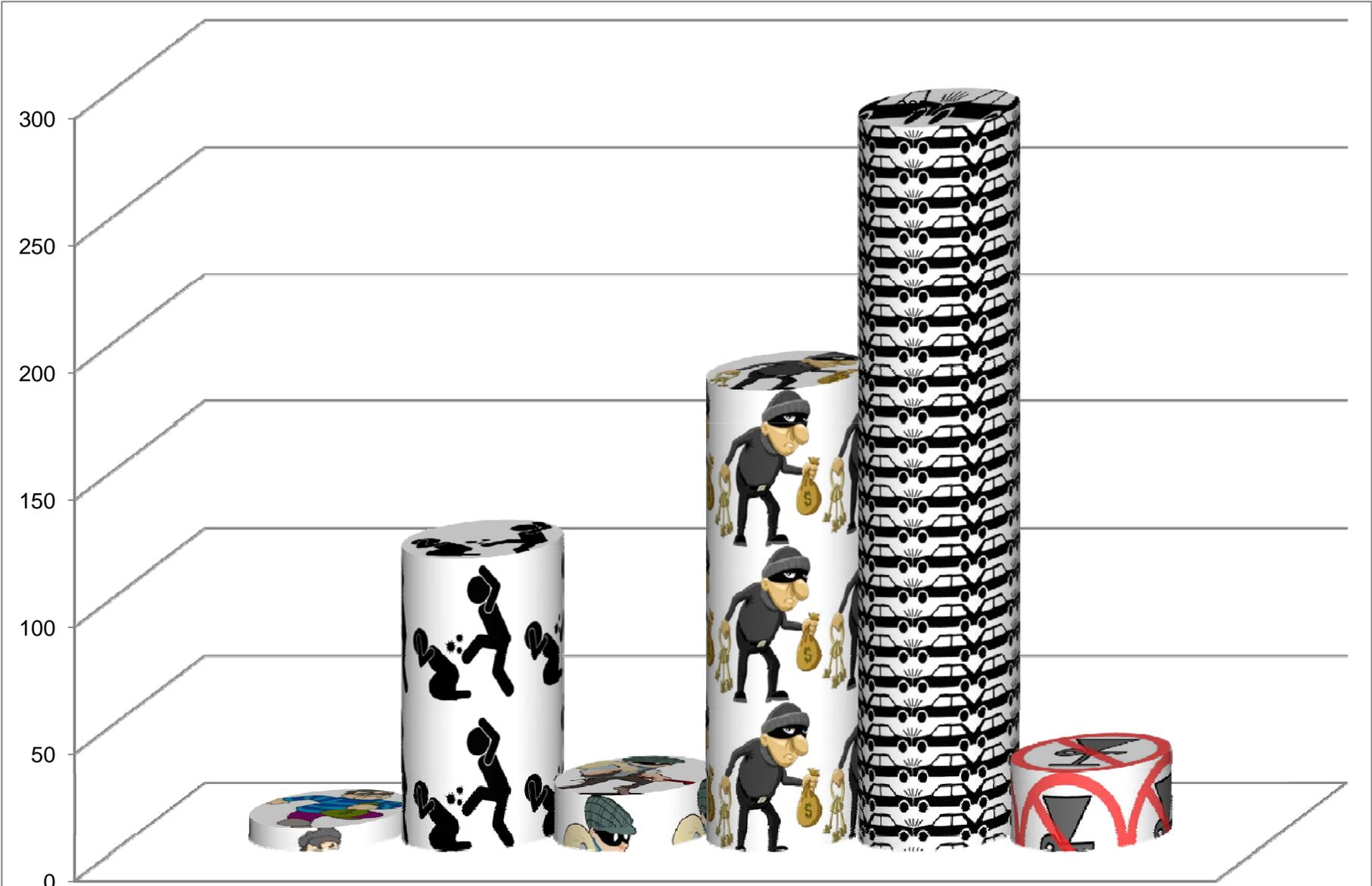
# WWTF Lagoon Depths





Weekly

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



Year to Date

☛ Robbery 
 ☛ Assault 
 ☛ Buglary 
 ☛ Thefts 
 ☛ Collision 
 ☛ DUI



VICINITY MAP  
NOT TO SCALE



THIS DRAWING DOES NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. ALL CONSTRUCTION MUST BE DONE IN COMPLIANCE WITH THE CURRENT OCCUPATIONAL SAFETY AND HEALTH ACT AND ALL RULES AND REGULATIONS THERETO AND APPURTENANT.

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NO.	DESCRIPTION	DATE	BY

SCALE AS NOTED	HORIZONTAL: 1"=20'	VERTICAL: 1"=5'

IF THIS BAR DOES NOT MEASURE 1" THEN ADJUST SCALE ACCORDINGLY

**ENVIRONMENTAL BENEFITS SUMMARY**

**Increased Tree Canopy** - Full grown trees can capture anywhere from 500 to 4,000 gallons of rain water per year, and even young, small trees can intercept 50 gallons a year. In addition to treating stormwater, the trees will provide shade, natural aesthetics, increased property value, and health benefits.

**Riparian Buffer** - The riparian buffer adjacent to the tax ditch will consist of native plants and require minimal maintenance. These plants will prevent sediment, nitrogen, phosphorous and other pollutants from entering the tax ditch and thus the Chesapeake Bay Watershed by holding the soils in place and soaking up the excess nutrients. This buffer will also act as a natural property boundary.

**Stilling Basins and Water Quality Forebay and Filter** - The stilling basins are designed to reduce the velocity of the stormwater runoff to reduce the amount of erosion. The water quality forebay and filter treat stormwater runoff and allow the treated water to percolate into the ground and enter the Georgetown-Vaughn Tax Ditch.

**Educational Signage** - The signs will educate residents and visitors about the stilling basins, the water quality filter, and the riparian buffer. With information about the native plants and different stormwater practices in the area, the educational signage will create a sense of community identity.

**Vegetative Bank Stabilization** - Bank stabilization with the used of vegetation along the entire stretch of the Georgetown-Vaughn Tax Ditch prevents erosion and sediment in the system. It can also prevent costly maintenance in the future.



**SITE FEATURES**  
AESTHETICALLY PLEASING LANDSCAPE  
STORMWATER MANAGEMENT RETROFITS  
TAX DITCH BANK STABILIZATION  
BIKE RACKS

EXISTING & PROPOSED CONDITIONS LEGEND

BUILDING	FENCE
ASPHALT PAVEMENT	STREAM/SWALE
BIOFILTRATION RETROFIT	STORM PIPE
RIPARIAN BUFFER	CONTOUR MAJOR (5' INTERVAL)
CURB	CONTOUR MINOR (1' INTERVAL)
WALL	TREE LINE
PROPERTY LINE	

**PROPOSED CONDITIONS**  
GEORGETOWN - VAUGHN TAX DITCH  
TOWN OF GEORGETOWN  
SUSSEX COUNTY, DELAWARE

DRAWN BY: ERF  
SURVEYED BY: DRB/SJM  
REVIEWED BY: BAG  
APPROVED BY: ASW

ISSUE DATE: 07/23/15

REVISION: 0

PROJECT NO: XXXXXXXX

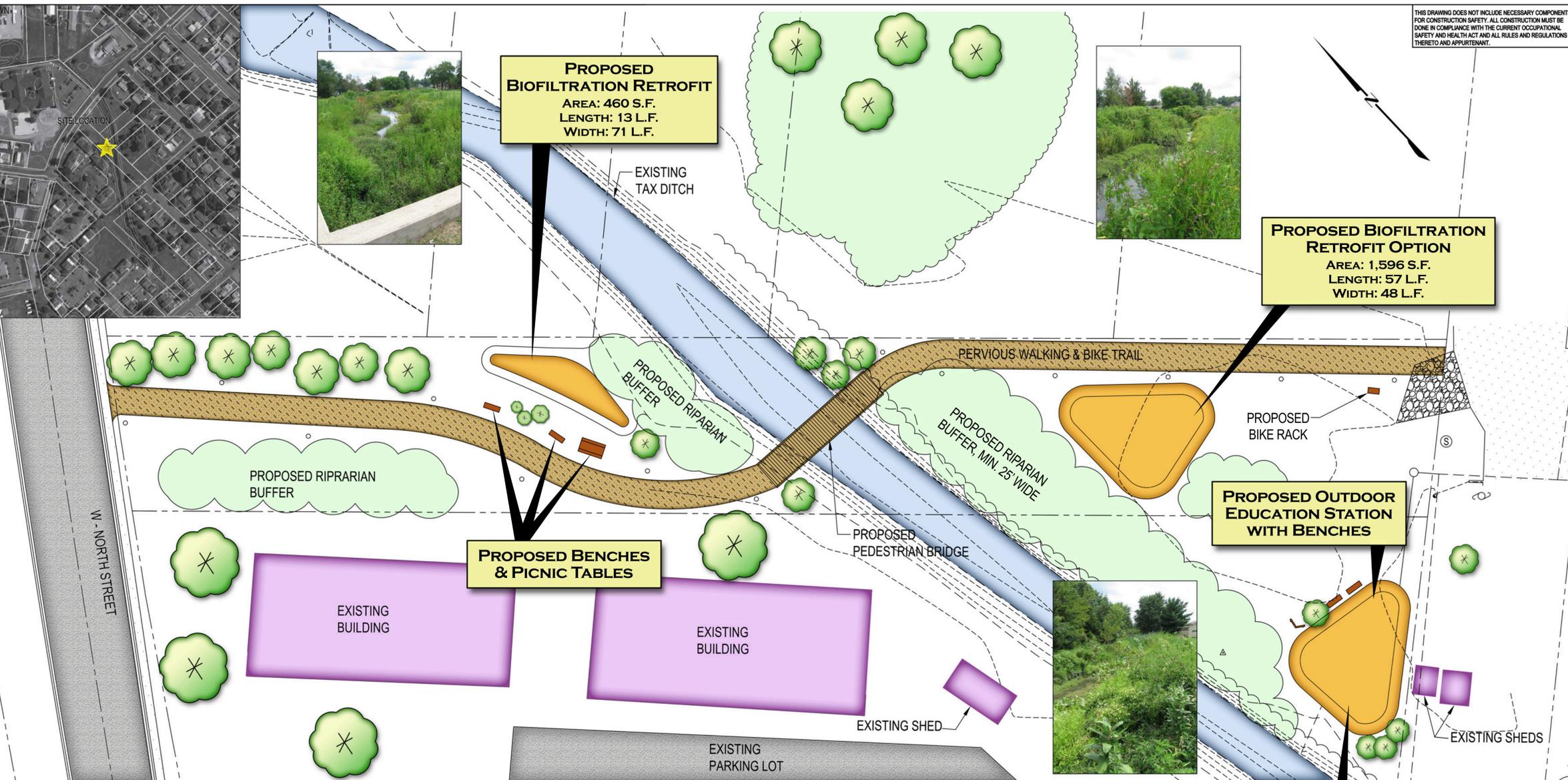
SHEET NO:

V-02

SHEET SEQUENCE: 2 OF 3



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ISSUE DATE: 07/23/15

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SHEET NO. V-01

SHEET SEQUENCE 1 OF 3

**ENVIRONMENTAL BENEFITS SUMMARY**

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**Riparian Buffer** - The riparian buffer adjacent to the tax ditch will consist of native plants and require minimal maintenance. These plants will prevent sediment, nitrogen, phosphorous and other pollutants from entering the tax ditch and thus the Chesapeake Bay Watershed by holding the soils in place and soaking up the excess nutrients. This buffer will also act as a natural property boundary.

**Bioretention Retrofit & Proposed Storm Drain System**- The bioretention cell treat stormwater runoff and allow the treated water to percolate into the ground. The proposed storm drain system will allow stormwater from the drainage area along Alfred Street to be directed and treated by the proposed bioretention cell.

**Pedestrian Access & Pervious Walking Trail** - The pervious walking trail is designed to promote walking and connectivity between the W. North Street and Alfred Street to the surrounding homes without increasing the impervious area. The bicycle rack at the Alfred Street entrance to the walking path also encourages biking- another sustainable mode of transportation. Together, the walking trail and the bike rack will promote a higher level of livability and connectedness.

**Educational Signage** - The signs will educate residents and visitors about the permeable walking and biking trail, the bioretention cells, and the riparian buffer. With information about the native plants and different stormwater practices in the area, the educational signage will create a sense of community identity.

**Passive Recreational Areas** - The open areas as well as the picnic and seating areas provide a space for the community to gather and promote spending time outdoors with minimal impact on the surrounding area.

**Vegetative Bank Stabilization** - Bank stabilization with the used of vegetation along the entire stretch of the Georgetown-Vaughn Tax Ditch prevents erosion and sediment in the system. It can also prevent costly maintenance in the future.

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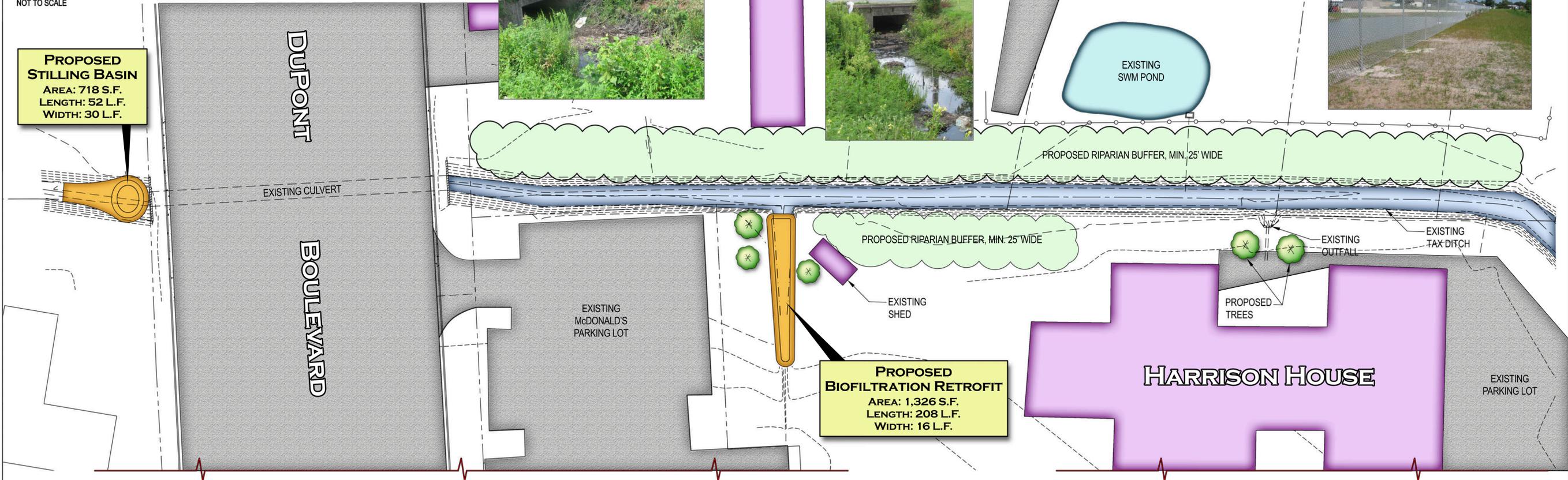
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- SITE FEATURES**
- MEANDERING WALKING & BIKING PATHS
  - SEATING AREAS
  - SOLAR POWERED LIGHTING
  - EDUCATIONAL SIGNAGE
  - URBAN FOREST
  - TAX DITCH BANK STABILIZATION
  - BIKE RACK



VICINITY MAP  
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**SITE FEATURES**  
 AESTHETICALLY PLEASING LANDSCAPE  
 STORMWATER MANAGEMENT RETROFITS  
 TAX DITCH BANK STABILIZATION



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**Riparian Buffer** - The riparian buffer adjacent to the tax ditch will consist of native plants and require minimal maintenance. These plants will prevent sediment, nitrogen, phosphorous and other pollutants from entering the tax ditch and thus the Chesapeake Bay Watershed by holding the soils in place and soaking up the excess nutrients. This buffer will also act as a natural property boundary.

**Biofiltration Swale Retrofit** - The biofiltration swale is designed to filter, convey, and attenuate stormwater runoff. This attenuation will help mitigate flooding for storms larger than the typical 10-year design storm. It will treat the stormwater runoff and allow the treated water to percolate into the ground and enter the Georgetown-Vaughn Tax Ditch.

**Educational Signage** - The signs will educate residents and visitors about the stilling basins, the water quality filter, and the riparian buffer. With information about the native plants and different stormwater practices in the area, the educational signage will create a sense of community identity.

**Vegetative Bank Stabilization** - Bank stabilization with the used of vegetation along the entire stretch of the Georgetown-Vaughn Tax Ditch prevents erosion and sediment in the system. It can also prevent costly maintenance in the future.

**Sediment Removal & Brush Clearing** - This maintenance allows access to channels and allows the channel to provide the same drainage as the original design standards and to maintain full functionality.



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SHEET NO.

**V-03**

SHEET SEQUENCE  
 3 OF 3