

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, August 26<sup>th</sup>, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Town Offices Closed:** Monday, September 7<sup>th</sup>, in observance of Labor Day
- ✓ **Sussex County Association of Towns:** Wednesday, September 9<sup>th</sup>, 6:00 PM, hosted by Sussex County Association of Realtors
- ✓ **Town Council Meeting:** Wednesday, September 9<sup>th</sup>, 6:30 PM: Public Hearing; 7:00 PM: Regular Meeting, Town Hall
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, September 11<sup>th</sup>, at 9:00 AM, Arena's at the Airport
- ✓ **Town Council Meeting:** Wednesday, September 23<sup>rd</sup>, 7:00 PM, Regular Meeting, Town Hall

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of August 19<sup>th</sup>, the Town has collected \$734,424 (86%) of the July 2015 Utility Billing (\$849,627)
- As of August 19<sup>th</sup>, the Town has collected \$1,459,624 (97%) of the FY 2016 Tax Billing (\$1,511,679)

### **Wastewater**

- Lagoon depths: Large Lagoon is 5.25 feet and Small Lagoon is 2.50 feet
- Changed gearbox and 3 tires on Field 2 irrigation rig
- Two (2) of the four (4) FIELDNET™ systems (alarm systems for irrigation rigs) are up and running

### **Public Works**

- Message Center board relocated to East Market Street side of Town Hall (see photo 1)
- North Race Street pavement rehabilitation schedule to start the week of August 24<sup>th</sup>
- Review of King Street Water Plant renovations is underway
- Finishing touches (painting, moving furniture) being completed at Town Hall

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## Planning

- Planning Commission:
  1. Site Plan Review – New Pad Site, Georgetown Plaza – **Approved**
  2. Historic Review – 7 East Market Street (Awning) – **Approved**
  3. Historic Review – 101 East Market Street (Exterior Renovations) – **Postponed to September Meeting**
- Participated in webinars on Dragon Live (speech recognition) and Signage (recent Supreme Court decision) (Jamie Craddock, Jocelyn Godwin)
- Predevelopment Meeting for 210 West Market Street (Salon) scheduled for August 26<sup>th</sup>

## Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Code Enforcement Report – July 2015 issued and posted to website (copy attached)
- Participated in Hispano Expo at the Delaware Public Safety Academy (Cpl. Diaz, Cadet Rivera, and Cadet Gonzalez) (see photo 2)
- Expanding role of Cadets – talking with local businesses about counterfeit bills and ways for determining counterfeit bills
- Department representatives attended the Georgetown Apartments Back to School party

## TOWN MANAGER'S UPDATE ...

- Executed contract for pavement rehabilitation – West Laurel Street and North Race Street
- Responded to resident concern regarding potential overcrowding (turned over to Code Enforcement)
- Met with local business owner and resident to discuss the possibilities of forming a consortium to encourage medical services to select Georgetown (Gene Dvornick, Bill West)
- Attended Water Infrastructure Advisory Council Meeting
- Reviewed land use proposal for land located within our Future Growth Zone and relationship to Comprehensive Plan
- Finalized Code Enforcement Process Chart and accompanying form revisions based on Town Solicitor comments
- Began drafting of a Violations and Penalties Chapter
- Continued work on the information presentation regarding the proposed referendum for renovations to 39 The Circle (Town Hall) and 37 The Circle (Annex)

# TOWN MANAGER'S WEEKLY REPORT



- Attended a 2016 Police Unity Tour discussion – investigating the possibility of enhancing Sussex County (Lewes & Georgetown) participation (Gene Dvornick, Chief Hughes, Senator Pettyjohn)



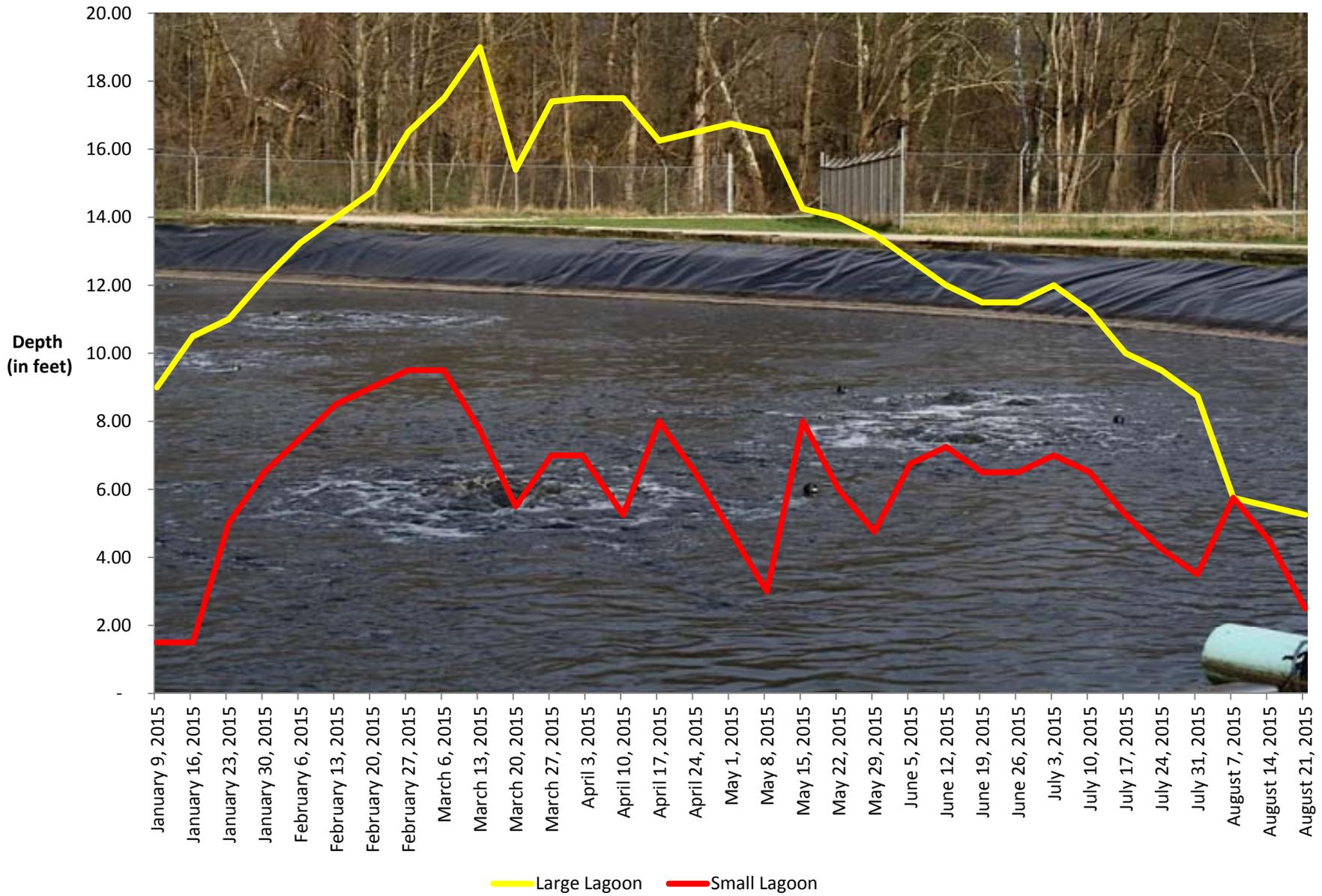
**Photo 1 - Relocated Message Center**

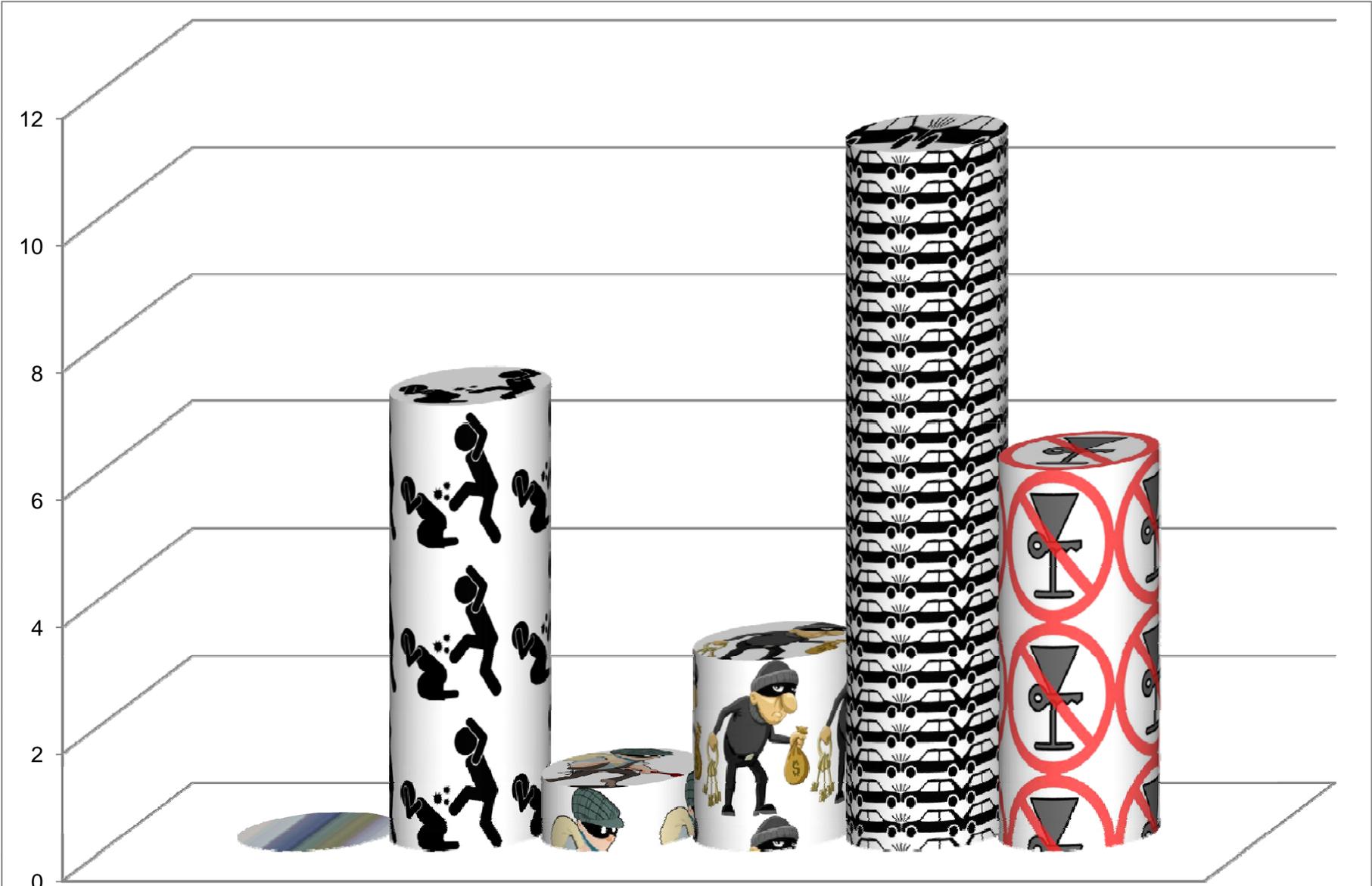


**Photo 2 - Hispano Expo at the Delaware Public Safety Academy**

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ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

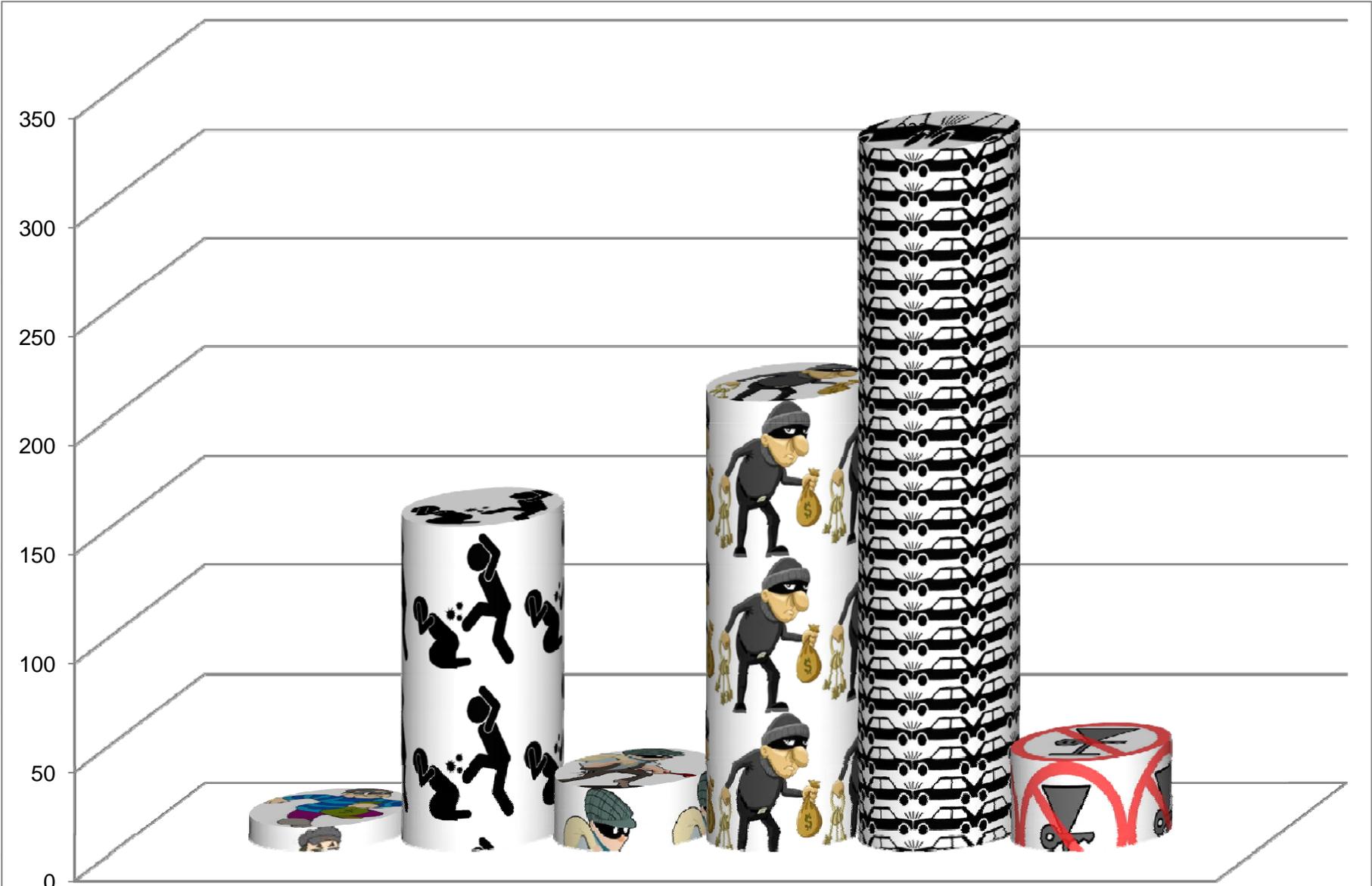
# WWTF Lagoon Depths





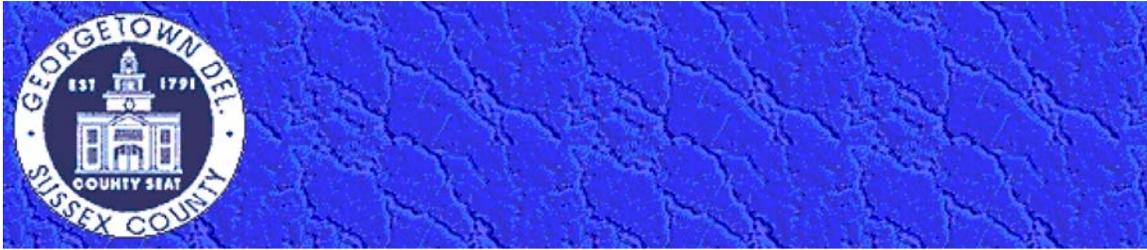
Weekly

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



Year to Date

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



**Code Enforcement Activity Report**

**Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
All	All	07/01/2015	07/31/2015

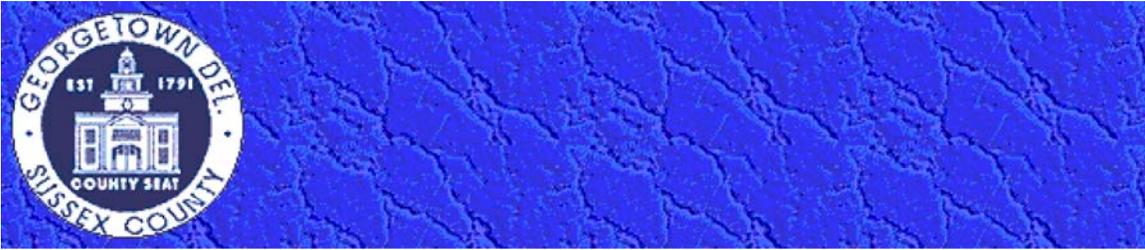
**Case Activity:**

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Techsupport, Comcate</i>	<i>Total</i>
New Cases		66		66
Closed Cases		2	1	3
Open Cases at start of period	14	51	1	66
Open Cases at end of period	14	115		129

**Violation Activity**

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Techsupport, Comcate</i>	<i>Total</i>
Accessory Structures		1		1
Animals not allowed to be kept		1		1
Building use and construction to comply with this chapter		1		1
Condemnation		1		1
Condition of premises.		2		2
Corner visibility.		2		2
Demolition.		1		1
Depositing garbage prohibited		3		3
Detrimental Objects		23		23
Dumpsters Screening and Pad		1		1
Exit facilities, maintenance of stairs, porches and railings		1		1
Exterior Structures		1		1
Fire safety		4		4
Growth of bushes		4		4
Growth of weeds		5		5
Height of Grass		6		6
Indoor Furniture/Outside		3		3
Insect & Rat Control		1		1
Insect and rat harborage		13		13
Maintenance of trees and other vegetation.		4		4
Overcrowding		2		2

Parking - Certain other parking prohibited		6		6
Parking and occupancy of trailers		4		4
Permit for construction required		3		3
Railings-Exit Facilities		1		1
Rental/Business License		2		2
Roofs		1		1
Satellite Dish & Antennas		2		2
Spaces prohibited for sleeping purposes		1		1
Stairs & Porches		1		1
Standing water		1		1
Swimming Pools		1		1
Trash, Collection		1		1
Truck parking prohibited in residential zones.		1		1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		22		22
Violations and penalties		1		1
Violations and penalties (Property Maintenance)		1		1
Windows and doors to be weathertight.		1		1
Yard Waste		4		4
<b>Totals</b>		<b>134</b>		<b>134</b>



**Code Enforcement Activity Report**

**Report Criteria:**

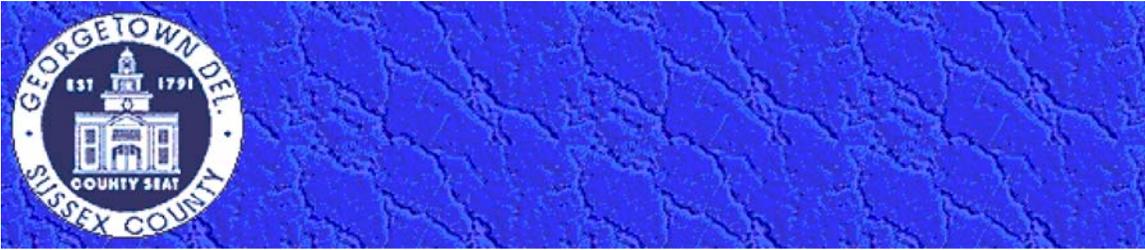
<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	1	07/01/2015	07/31/2015

**Case Activity:**

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Techsupport, Comcate</i>	<i>Total</i>
New Cases		15		15
Closed Cases			1	1
Open Cases at start of period	4	11	1	16
Open Cases at end of period	4	26		30

**Violation Activity**

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Techsupport, Comcate</i>	<i>Total</i>
Corner visibility.		1		1
Detrimental Objects		5		5
Exterior Structures		1		1
Growth of bushes		1		1
Growth of weeds		2		2
Height of Grass		2		2
Indoor Furniture/Outside		1		1
Insect and rat harborage		3		3
Maintenance of trees and other vegetation.		1		1
Parking and occupancy of trailers		2		2
Rental/Business License		1		1
Swimming Pools		1		1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		4		4
Yard Waste		1		1
<b>Totals</b>		<b>26</b>		<b>26</b>



**Code Enforcement Activity Report**

**Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	2	07/01/2015	07/31/2015

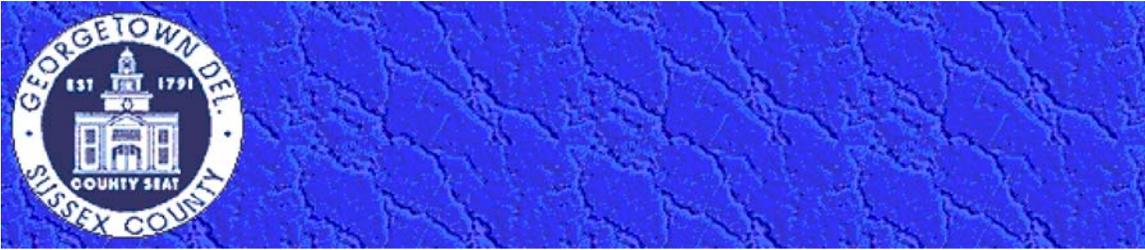
**Case Activity:**

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
New Cases		37	37
Closed Cases			0
Open Cases at start of period	7	27	34
Open Cases at end of period	7	64	71

**Violation Activity**

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
Animals not allowed to be kept		1	1
Building use and construction to comply with this chapter		1	1
Condemnation		1	1
Condition of premises.		2	2
Corner visibility.		1	1
Demolition.		1	1
Depositing garbage prohibited		2	2
Detrimental Objects		16	16
Dumpsters Screening and Pad		1	1
Exit facilities, maintenance of stairs, porches and railings		1	1
Fire safety		4	4
Growth of bushes		2	2
Growth of weeds		1	1
Height of Grass		2	2
Indoor Furniture/Outside		2	2
Insect & Rat Control		1	1
Insect and rat harborage		6	6
Maintenance of trees and other vegetation.		2	2
Overcrowding		2	2
Parking - Certain other parking prohibited		2	2
Parking and occupancy of trailers		2	2

Permit for construction required		3	3
Rental/Business License		1	1
Satellite Dish & Antennas		1	1
Spaces prohibited for sleeping purposes		1	1
Stairs & Porches		1	1
Standing water		1	1
Trash, Collection		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		15	15
Violations and penalties (Property Maintenance)		1	1
Yard Waste		2	2
<b>Totals</b>		<b>80</b>	<b>80</b>



**Code Enforcement Activity Report**

**Report Criteria:**

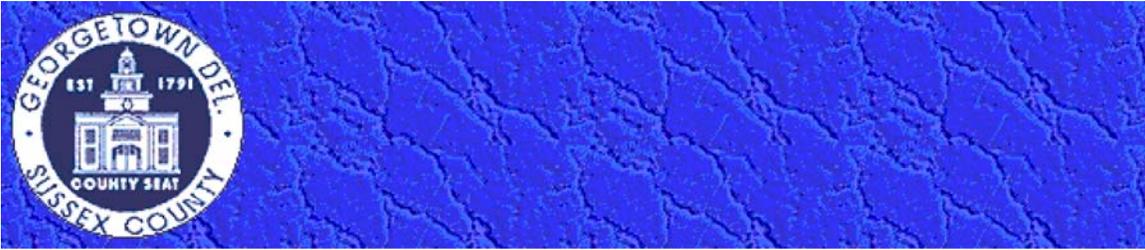
<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	3	07/01/2015	07/31/2015

**Case Activity:**

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
New Cases		9	9
Closed Cases		2	2
Open Cases at start of period	2	10	12
Open Cases at end of period	2	17	19

**Violation Activity**

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
Accessory Structures		1	1
Depositing garbage prohibited		1	1
Detrimental Objects		1	1
Growth of bushes		1	1
Growth of weeds		2	2
Height of Grass		1	1
Insect and rat harborage		3	3
Maintenance of trees and other vegetation.		1	1
Parking - Certain other parking prohibited		2	2
Railings-Exit Facilities		1	1
Roofs		1	1
Satellite Dish & Antennas		1	1
Truck parking prohibited in residential zones.		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		3	3
Windows and doors to be weathertight.		1	1
Yard Waste		1	1
<b>Totals</b>		<b>22</b>	<b>22</b>



**Code Enforcement Activity Report**

**Report Criteria:**

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	4	07/01/2015	07/31/2015

**Case Activity:**

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
New Cases		4	4
Closed Cases			0
Open Cases at start of period	1	3	4
Open Cases at end of period	1	7	8

**Violation Activity**

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
Detrimental Objects		1	1
Height of Grass		1	1
Insect and rat harborage		1	1
Parking - Certain other parking prohibited		1	1
Violations and penalties		1	1
<b>Totals</b>		<b>5</b>	<b>5</b>

# VIOLATION ACTIVITY

