

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Special Election:** Monday, October 12th, 12:00 PM to 7:00 PM, Town Hall
- ✓ **Town Council Meeting:** Wednesday, October 14th, 6:45 PM: Public Hearing; 7:00 PM: Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, October 21st, 6:00 PM, Town Hall
- ✓ **Delaware League of Local Governments:** Thursday, October 22nd, 6:00 PM, Duncan Center (Dover)
- ✓ **Town Council Meeting:** Wednesday, October 28th, 7:00 PM: Regular Meeting, Town Hall

UPDATES FROM DEPARTMENTS ...

Finance

- October Utility Billing totaled \$939,353 – due date is November 6, 2015, 2,134 bills printed
- Budget vs. Actual Reports – July 2015 and August 2015 completed and posted to website
- Real Estate Transfer Tax Summary (July 2015)

	September 2015		September 2014	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$24,888	\$128,818	\$21,555	\$96,108

Wastewater

- Lagoon depths: Large Lagoon is 3.75 feet and Small Lagoon is 7.00 feet
- Repaired large washout on the inside of the large lagoon (see photo 1)
- Unplugged sewer backup on Broad Alley
- Responded to two (2) sewer backup complaints; North Race Street & West Market Street, both were the landowners responsibility

Public Works

- New park benches for Bedford Street Park have been installed
- Streetlight on West Market Street has been adjusted to allow for display of banners
- Electric control box for East Market Street lights has been replaced

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Planning

- Predevelopment Meetings:
 - DuPont Boulevard (North of Easter Seals – VA Clinic)
 - 11 East Market Street – Tenant Fit Out
 - 11 North Railroad Avenue – Grocery/Laundromat
 - Lynch Lane – Residential
- Georgetown Elementary/Middle School – Building Permit issued October 6th
- Georgetown Plaza – CO issued for façade improvements
- As of September month end, the Town received 29 new business licenses through MetroRev review, for a total of \$3,480
- Building Permit Summary (August 2015)

Building Activity	September 2015	August 2015	September 2014
Permits Issued	29	25	23
Value of Improvements	\$236,293	\$1,538,609 ¹	\$150,929
Permit Revenue	\$1,795	\$8,210	\$1,250

Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Our School Resource Officer presented Comprehensive School Safety information to all school nurses at a symposium at the University of Delaware
- Over the last 14 days, 4 shoplifting complaints have been investigated – significant as this is a 50% reduction in the number of reported shopliftings – appears Directed Patrol efforts are working
- Our three (3) new hire police officers continue to excel at the Delaware State Police Academy

TOWN MANAGER'S UPDATE ...

- Finalized Street Repair Agreement for Broad Valley Micro Fiber Networks
- Handled vendor concern with window replacement within the Historic District
- Looking to modify Inflow & Infiltration project scope to allow Tri-State Grouting to perform some pipe lining work – USDA is onboard with the change

¹ Sussex Academy Pool Addition, \$1,200,000

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- Met with representatives of Indian River School District, Sussex Conservation District, and EDiS to discuss storm water flow from the school property into existing conveyance piping (Gene Dvornick, Bill Bradley)
- Represented the Town at the Georgetown COC Economic Development Council lunch meeting. Presentation by new DEDO Director Bernice Whaley – very complementary about Georgetown (Gene Dvornick, Jocelyn Godwin)
- Attended Sussex County Association of Towns dinner meeting (Gene Dvornick, Chris Lecates, and Bill West). Topic was Habitat for Humanity and their impact in our municipalities
- Addressed culturally sensitive issue on East Market Street – all parties satisfied with outcome
- Addressed lot line adjustment question from local developer
- Participated in Pre-Development Meeting regarding the proposed site for the new VA Clinic (Jamie Craddock, Gene Dvornick, Jocelyn Godwin, and Jeff Ward)
- Attended SCAT Steering Committee (Gene Dvornick, Bill West) – discussion on the following items:
 - ✓ Proposed Legislation regarding Handicap Accessible (ADA) parking (HB 200)
 - ✓ 2016 SCAT Legislative Committee
 - ✓ State budget issues
- Completed planning with AECOM for Downtown Development District stakeholder kick-off meeting (scheduled for October 26th)
- Met with legal counsel to review status of Burger King Road and property owner identification
- Provided referendum information to WRDE for this evenings newscast
- Reminder: East Market Street railroad crossing repair scheduled to begin on Monday, October 12th

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Photo 1 - Washout on Repair (Large Lagoon)

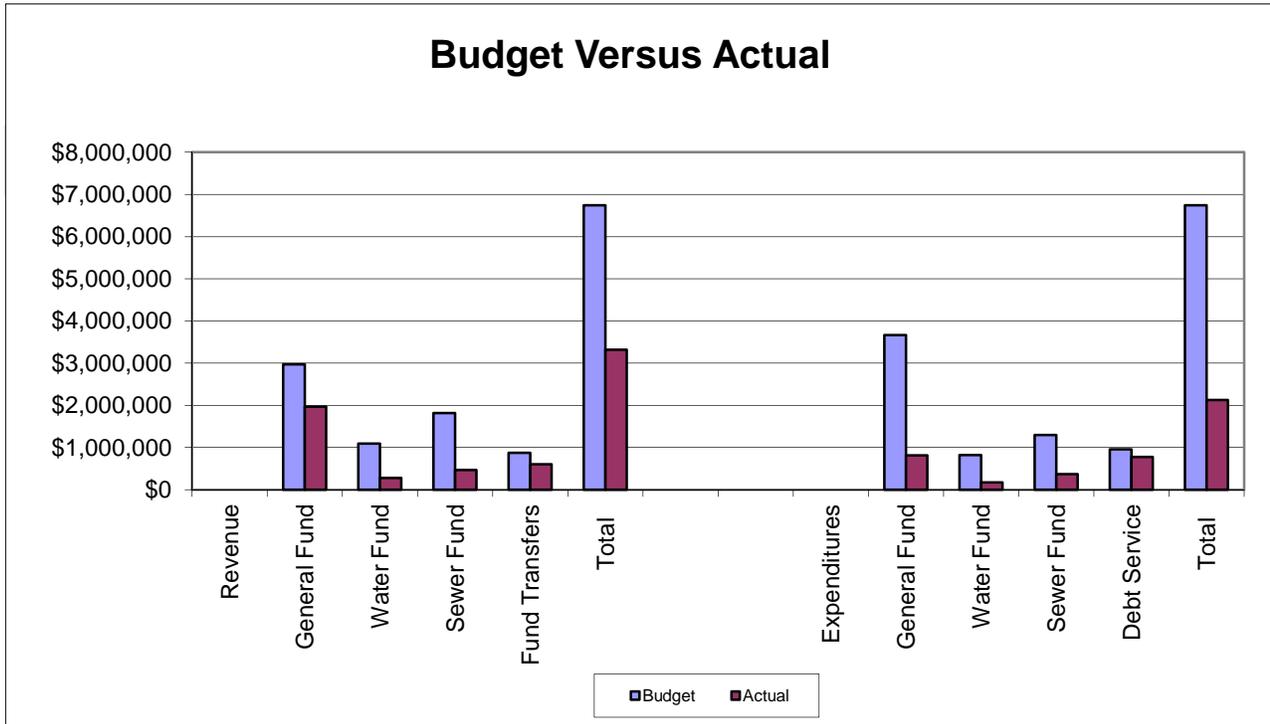
***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

**Town of Georgetown
Budget Versus Actual (Operating)
As of July 31, 2015**

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>0.25% Percent of Budget</u>
<u>Revenue</u>				
General Fund	\$2,969,005	\$1,969,916	\$999,089	66%
Water Fund	\$1,088,500	\$277,352	\$811,148	25%
Sewer Fund	\$1,815,543	\$463,672	\$1,351,871	26%
Fund Transfers	\$870,656	\$603,357	\$267,299	69%
Total	<u>\$6,743,704</u>	<u>\$3,314,297</u>	<u>\$3,429,407</u>	<u>49%</u>

<u>Expenditures</u>				
General Fund	\$3,666,213	\$812,603	\$2,853,610	22%
Water Fund	\$823,241	\$169,451	\$653,790	21%
Sewer Fund	\$1,296,851	\$369,552	\$927,299	28%
Debt Service	\$957,399	\$774,440	\$182,959	81%
Total	<u>\$6,743,704</u>	<u>\$2,126,046</u>	<u>\$4,617,658</u>	<u>32%</u>

* Line item detail available upon request.

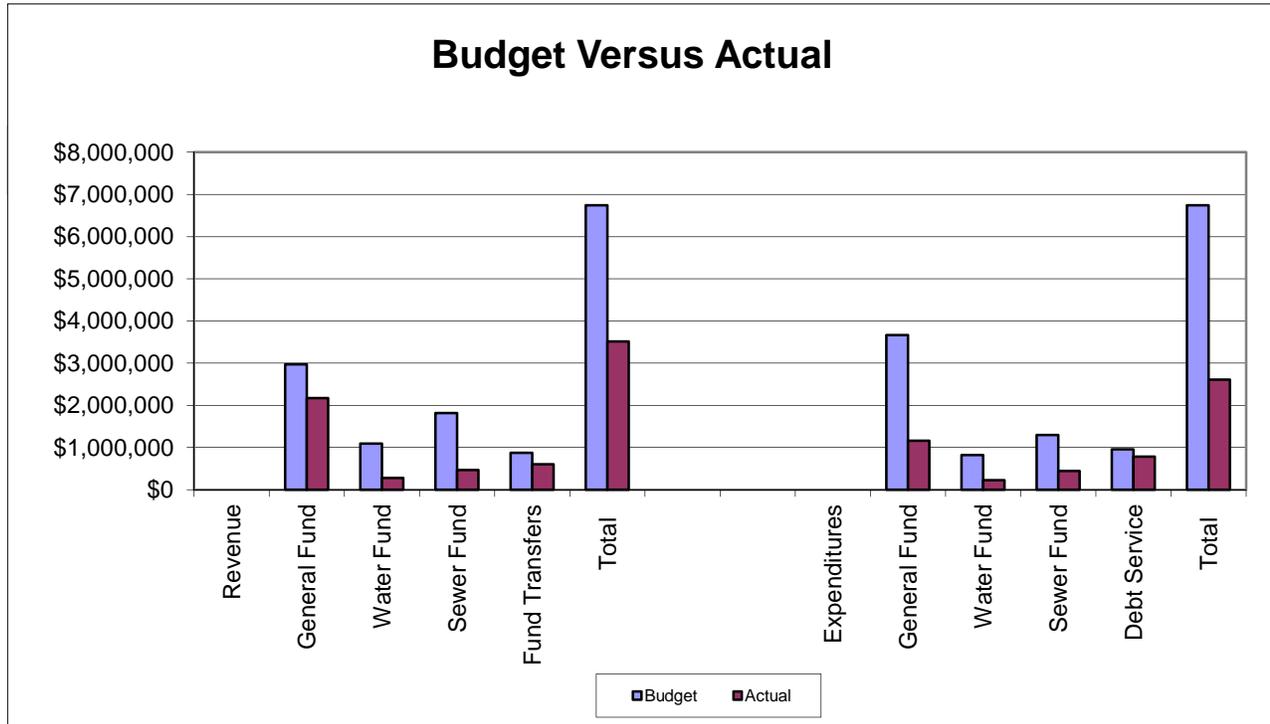


**Town of Georgetown
Budget Versus Actual (Operating)
As of August 31, 2015**

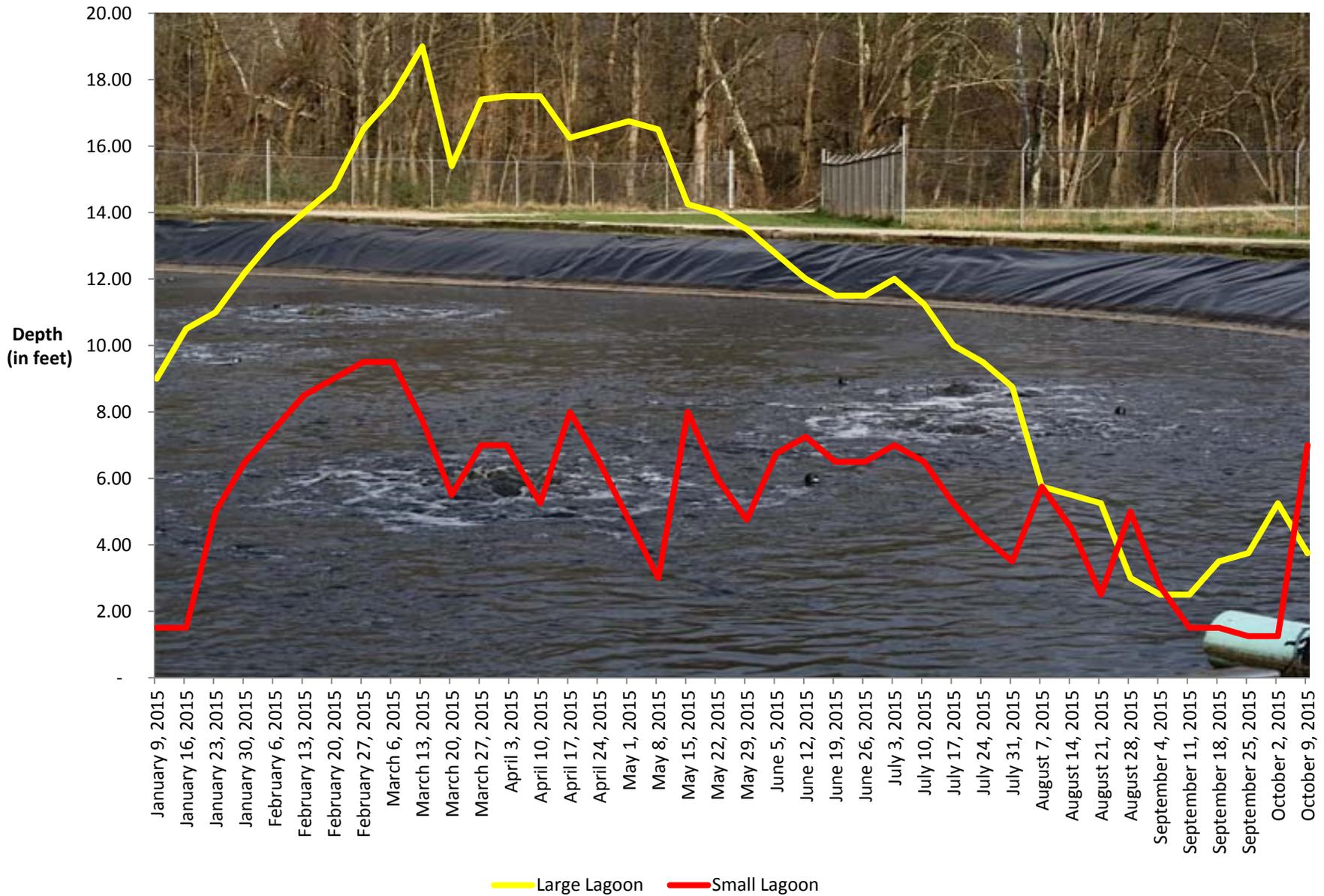
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>0.33% Percent of Budget</u>
<u>Revenue</u>				
General Fund	\$2,969,005	\$2,171,205	\$797,800	73%
Water Fund	\$1,088,500	\$277,914	\$810,586	26%
Sewer Fund	\$1,815,543	\$464,360	\$1,351,183	26%
Fund Transfers	\$870,656	\$603,357	\$267,299	69%
Total	<u>\$6,743,704</u>	<u>\$3,516,836</u>	<u>\$3,226,868</u>	<u>52%</u>

<u>Expenditures</u>				
General Fund	\$3,666,213	\$1,160,891	\$2,505,322	32%
Water Fund	\$823,241	\$223,566	\$599,675	27%
Sewer Fund	\$1,296,851	\$444,639	\$852,212	34%
Debt Service	\$957,399	\$779,381	\$178,018	81%
Total	<u>\$6,743,704</u>	<u>\$2,608,477</u>	<u>\$4,135,227</u>	<u>39%</u>

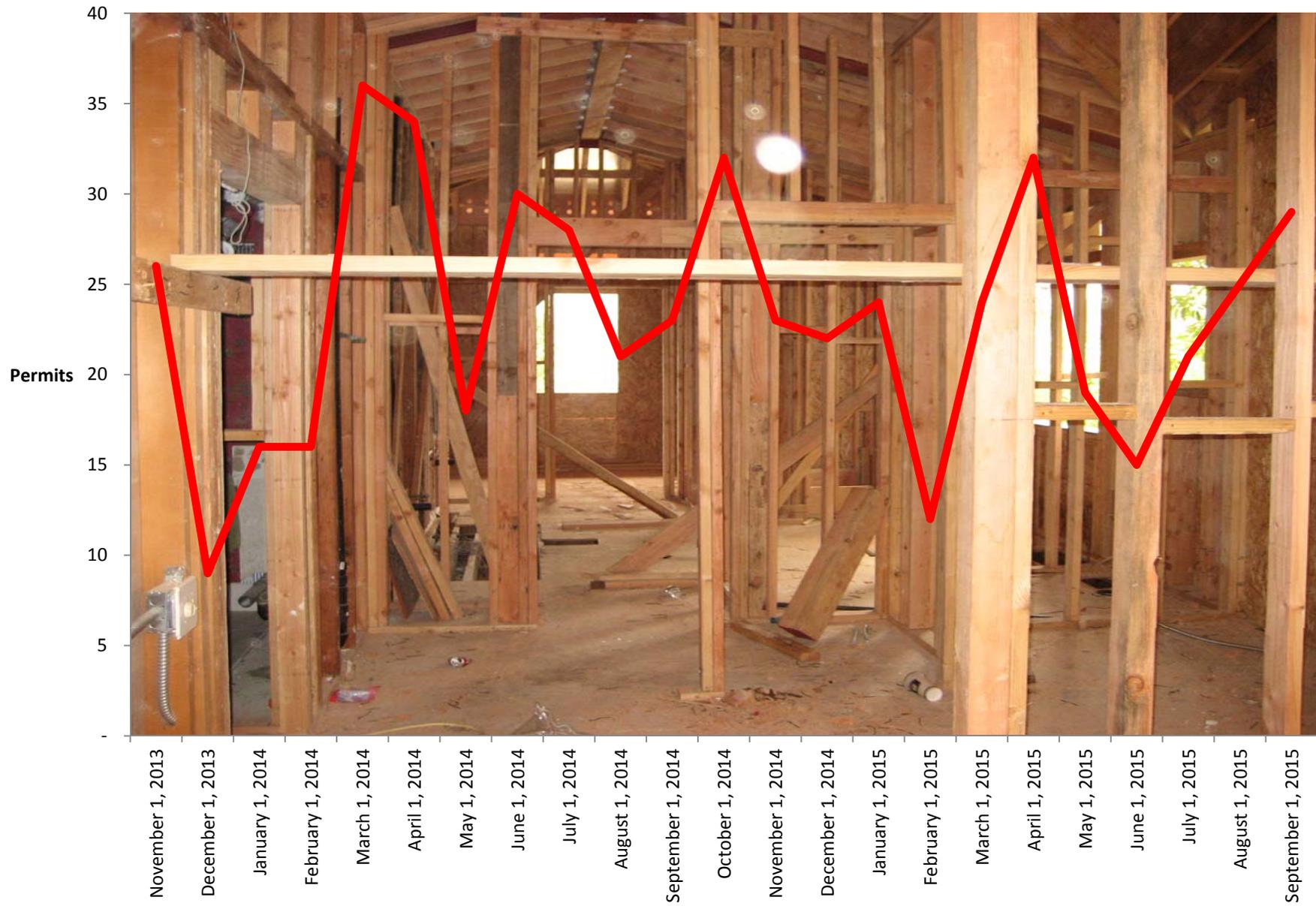
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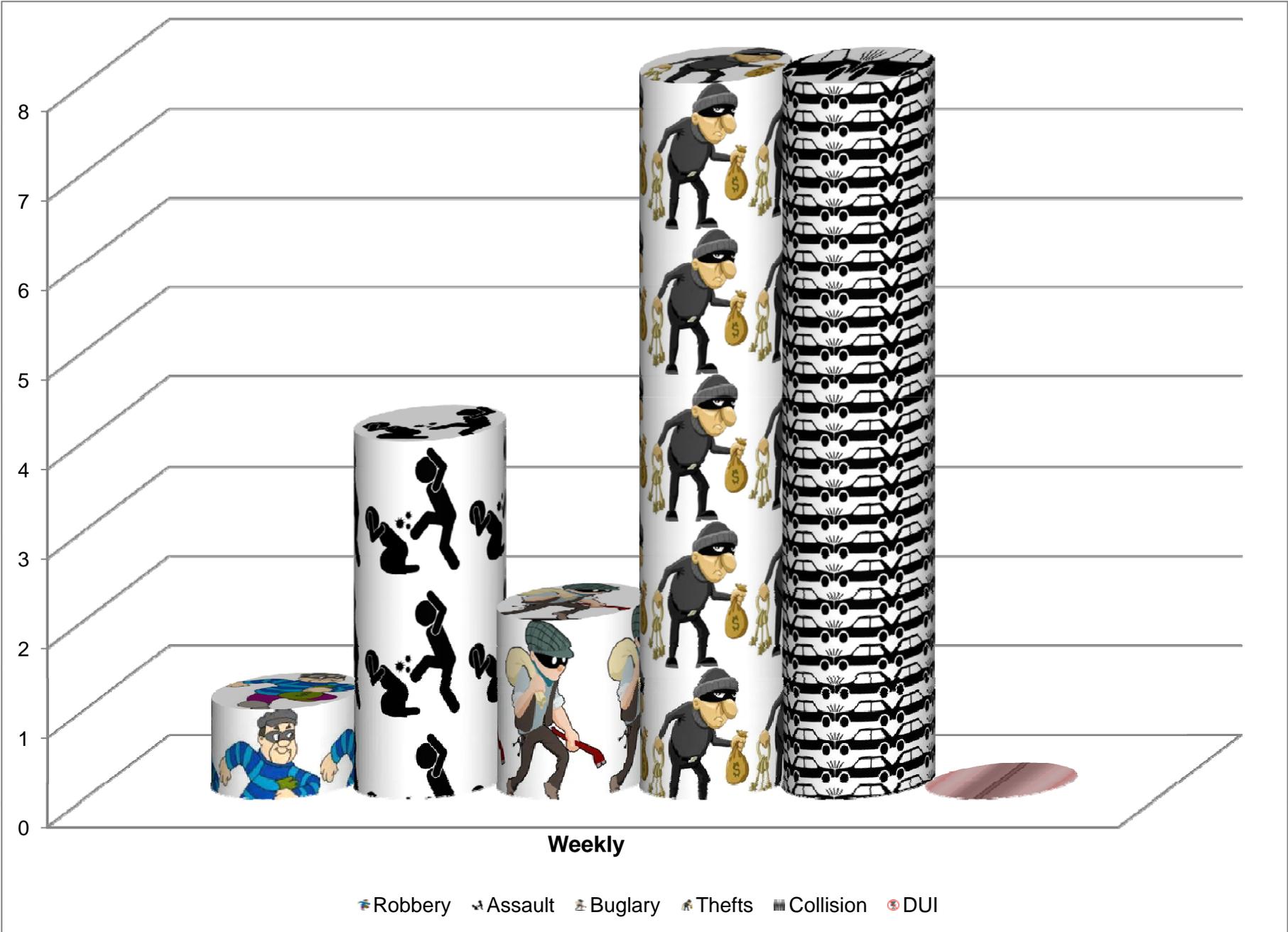


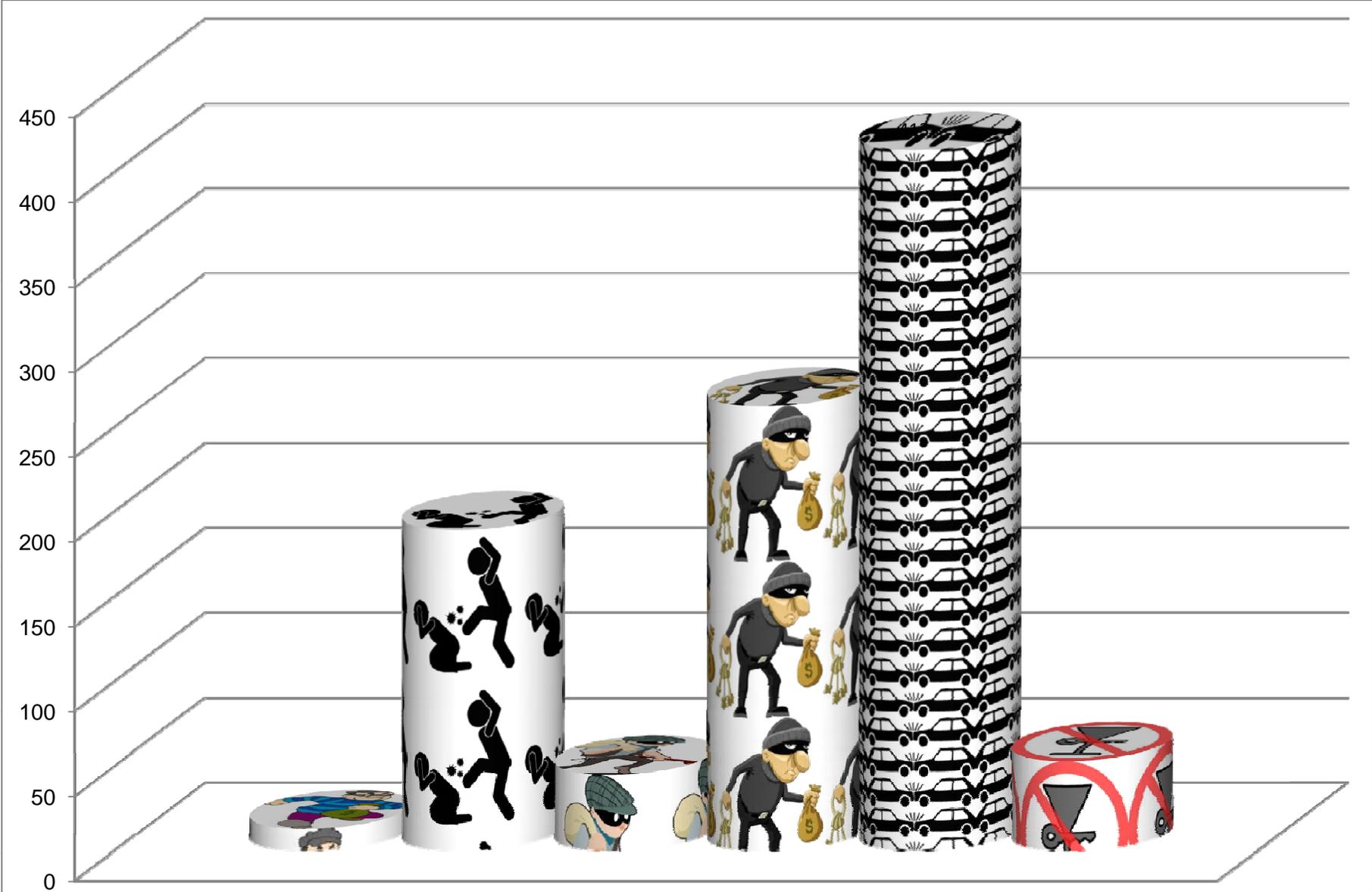
WWTF Lagoon Depths



Building Permit Activity







Year to Date

- Robbery
- Assault
- Buglary
- Thefts
- Collision
- DUI



**DELAWARE DEPARTMENT OF TRANSPORTATION
NEWS RELEASE**

DelDOT Public Relations / 800-652-5600 or 302-760-2080 / dot-public-relations@state.de.us / www.deldot.gov

October 6, 2015

**Norfolk Southern Railroad Will Close Their Crossing on Route 9/East
Market Street for Repaving and Maintenance**

Georgetown -- The Delaware Department of Transportation (DelDOT) announces that Norfolk Southern Railroad will be repaving and performing general maintenance on their crossing along Route 9/East Market Street between Layton Avenue and North Railroad Avenue in Georgetown.

The work will begin at 7 a.m. on Monday, October 12 until midnight on Friday, October 16, but could be delayed due to weather or other unforeseen circumstances.

Detour Routes:

Westbound: Route 9/East Market Street onto North Railroad Avenue to Depot Street to Layton Avenue and return to Route 9/East Market Street.

Eastbound: Route 9/East Market Street to Layton Avenue onto Depot Street to North Railroad Avenue and back to Route 9/East Market Street.

Truck Detour Routes:

Eastbound: U.S Route 113 southbound to South Bedford Street Extension onto Zoar Road to Industrial Park Avenue and return to Route 9/East Market Street.

Westbound: U.S. Route 113 southbound onto Industrial Park Avenue to Zoar Road to South Bedford Street Extension and back to Route 9/East Market Street.

Message boards will be posted in advance of the closure and detour routes will also be posted.