

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, January 13th, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Town Offices Closed:** Monday, January 18th, Martin Luther King Day
- ✓ **Planning Commission:** Wednesday, January 20th, 6:00 PM, Town Hall
 1. Historic Review – 32 The Circle
- ✓ **Town Council Meeting:** Wednesday, January 27th, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Delaware League of Local Governments:** Thursday, January 28th, 6:00 PM, Duncan Center (Dover)

UPDATES FROM DEPARTMENTS ...

Finance

- January Utility Billing totaled \$866,261 – Due date is February 8th; Total bills printed was 2,130
- Monthly Key Revenue Items Report (December 2015) – copy attached
- Real Estate Transfer Tax Summary (December 2015)

	December 2015		December 2014	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$43,685	\$201,182	\$17,167	\$146,808

Wastewater

- Lagoon depths: Large Lagoon is 6.50 feet and Small Lagoon is 6.25 feet
- Site visit from Monica Boyer (DNREC) to review items for permit renewal
- Received replacement pipe for irrigation system

Public Works

- Christmas decorations have been removed
- New Year's event went well – all cleaned up and put away
- Sewer lateral repair on Swain Avenue has been completed
- Snow plows are ready to go (if needed)

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Planning

- Predevelopment Meeting – 600 East Market Street (Counseling)
- Met with Sussex County to regarding proposed sign for Delaware Coastal Airport
- Responded to US Census Bureau regarding Boundary and Annexation Survey

Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Phase II of building renovations will begin on Monday (01/11/16)
- Mayra Reyes, Victim Services Specialist, started work on December 31, 2015 – She is currently completing training with DelJIS and DSP Victim Services Unit
- Received several complimentary calls concerning the professionalism, compassion, and patience of Pfc. Noah Glaeser (calls stem from a vehicle crash that he investigated)

TOWN MANAGER'S UPDATE ...

- Completed review of Special Events Policy – revised copy to be distributed at January 13th Town Council Meeting
- Answered property zoning and potential use questions from local non-profit
- Conducted interviews with potential candidates for Maintenance I position with Public Works Department (Bill Bradley, Gene Dvornick, Laura Givens)
- Represented Town at Primeros Pasos Ground Breaking (Gene Dvornick, Chief Hughes, Chris Lecates) (See photo 1)
- Researched property deeds to finalize College Park pump station dedication
- Addressed Property Tax delinquency issue with Town resident (Gene Dvornick, Laura Givens)
- Represented the Town at the Georgetown COC Economic Development Council lunch meeting. Presentation by Delaware Tech on their “Work Based Learning” Program (Gene Dvornick, Jocelyn Godwin)
- Represented Town at Sussex Academy Aquatic Center Ground Breaking (Gene Dvornick, Chris Lecates) (See photo 2)
- Completed New Service Request for Delmarva Power for cost estimate on a new street light along South Race Street

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- Attended SCAT Steering Committee (Gene Dvornick, Bill West) – discussion on the following:
 - ✓ 2016 Legislative Breakfast – scheduled for Friday, March 18th, 9:00 AM, Georgetown CHEER Center
 - ✓ Potential legislative issues for the upcoming General Assembly session
- Met with Sussex County to regarding proposed sign for Delaware Coastal Airport (Gene Dvornick, Jocelyn Godwin)
- First meeting with the Georgetown Police Department Fraternal Order of Police bargaining unit to begin contract renewal negotiations (Stephani Ballard, Gene Dvornick, Chief Hughes, Bill West)



Photo 1 - Primeros Pasos Ground Breaking

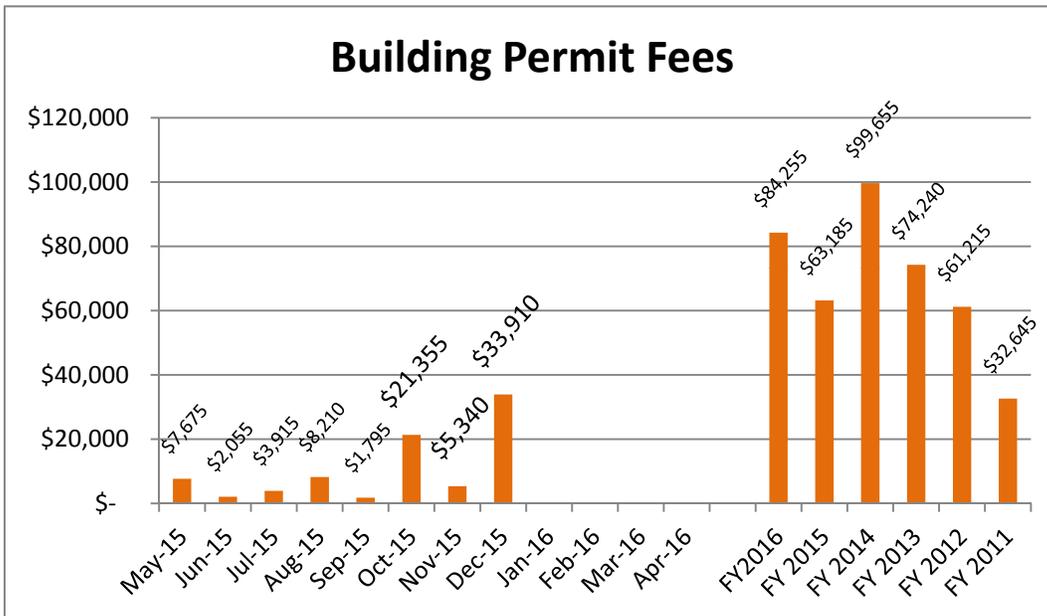
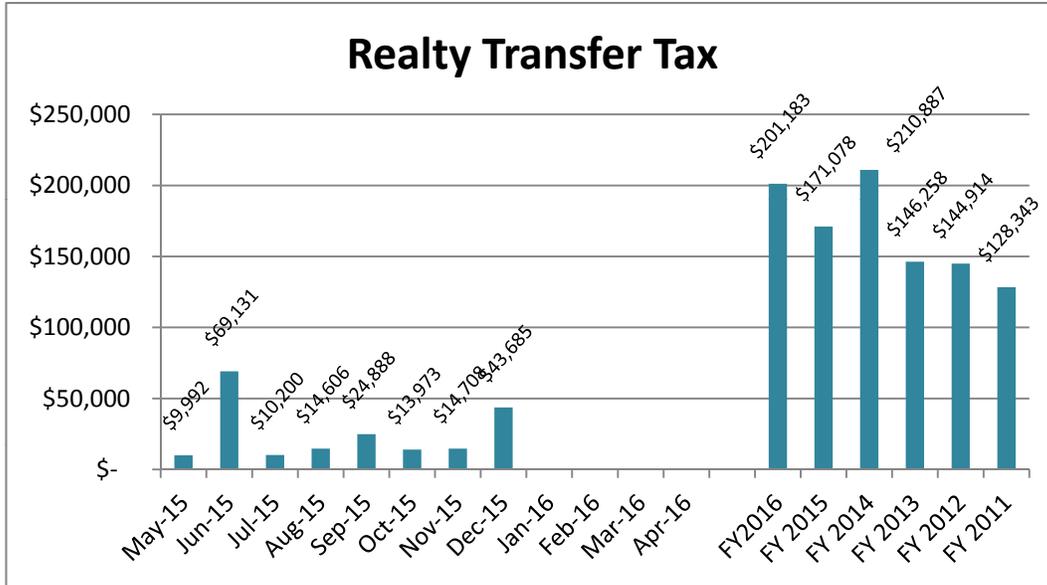
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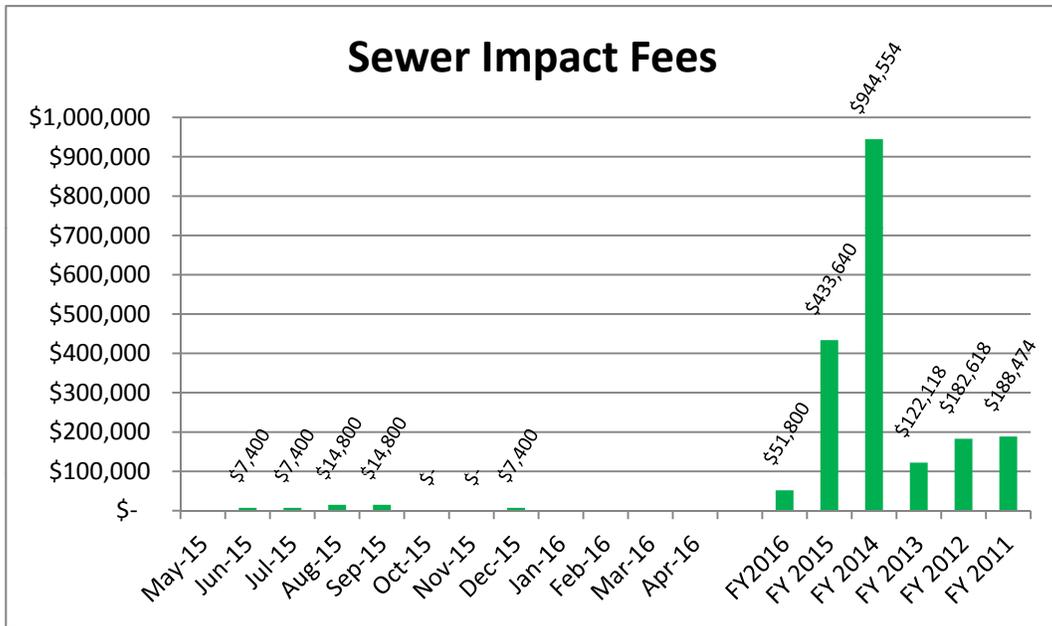
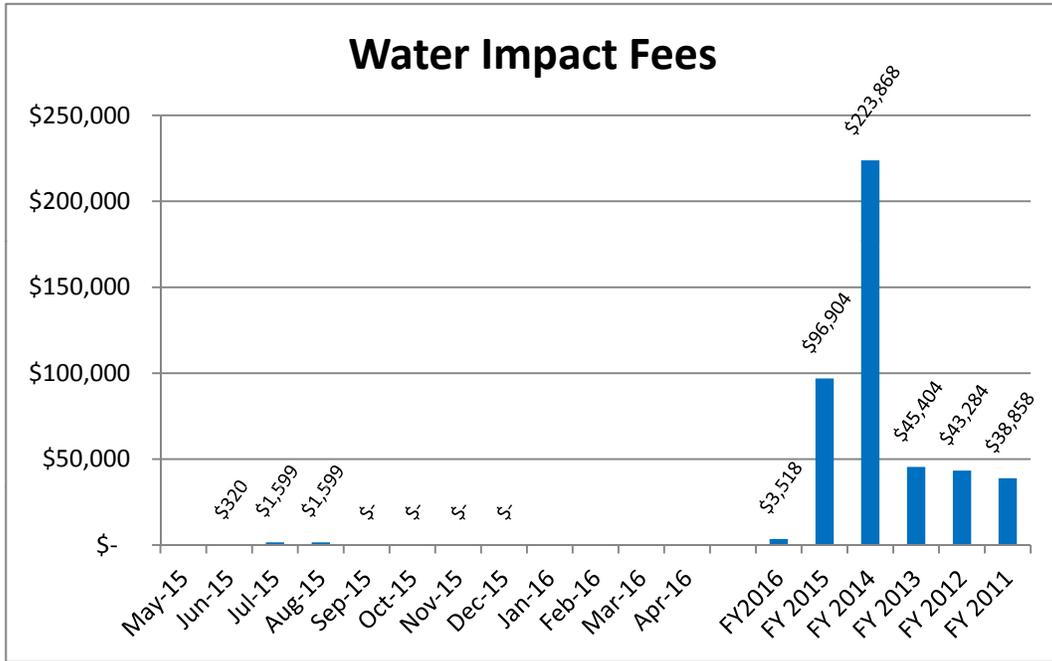
Photo 2 - Sussex Academy Aquatic Center Ground Breaking

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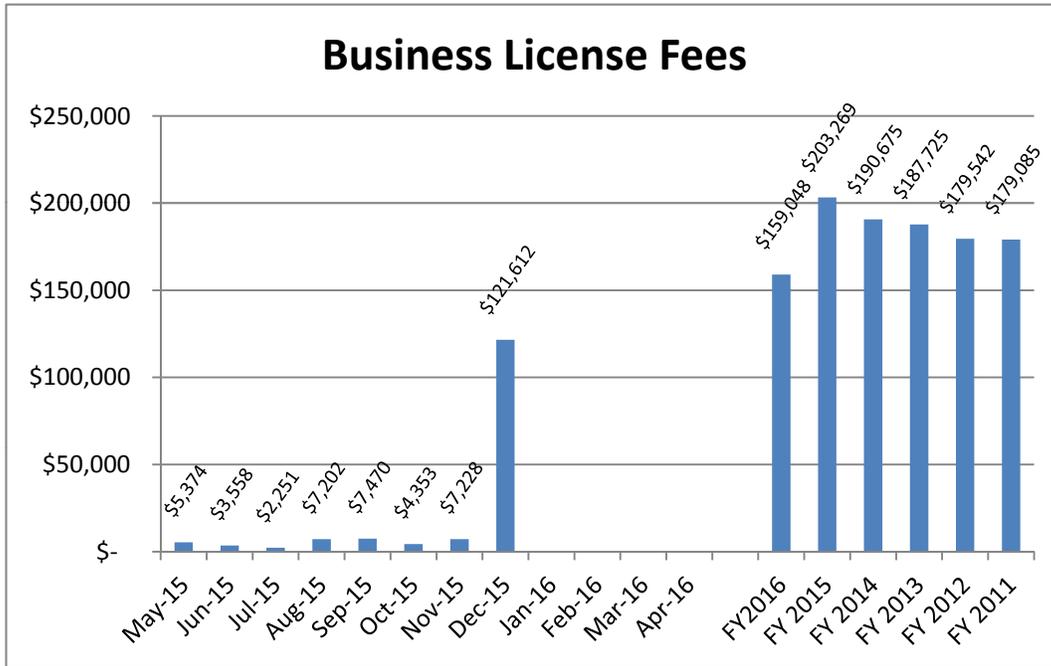
Key Revenue Items



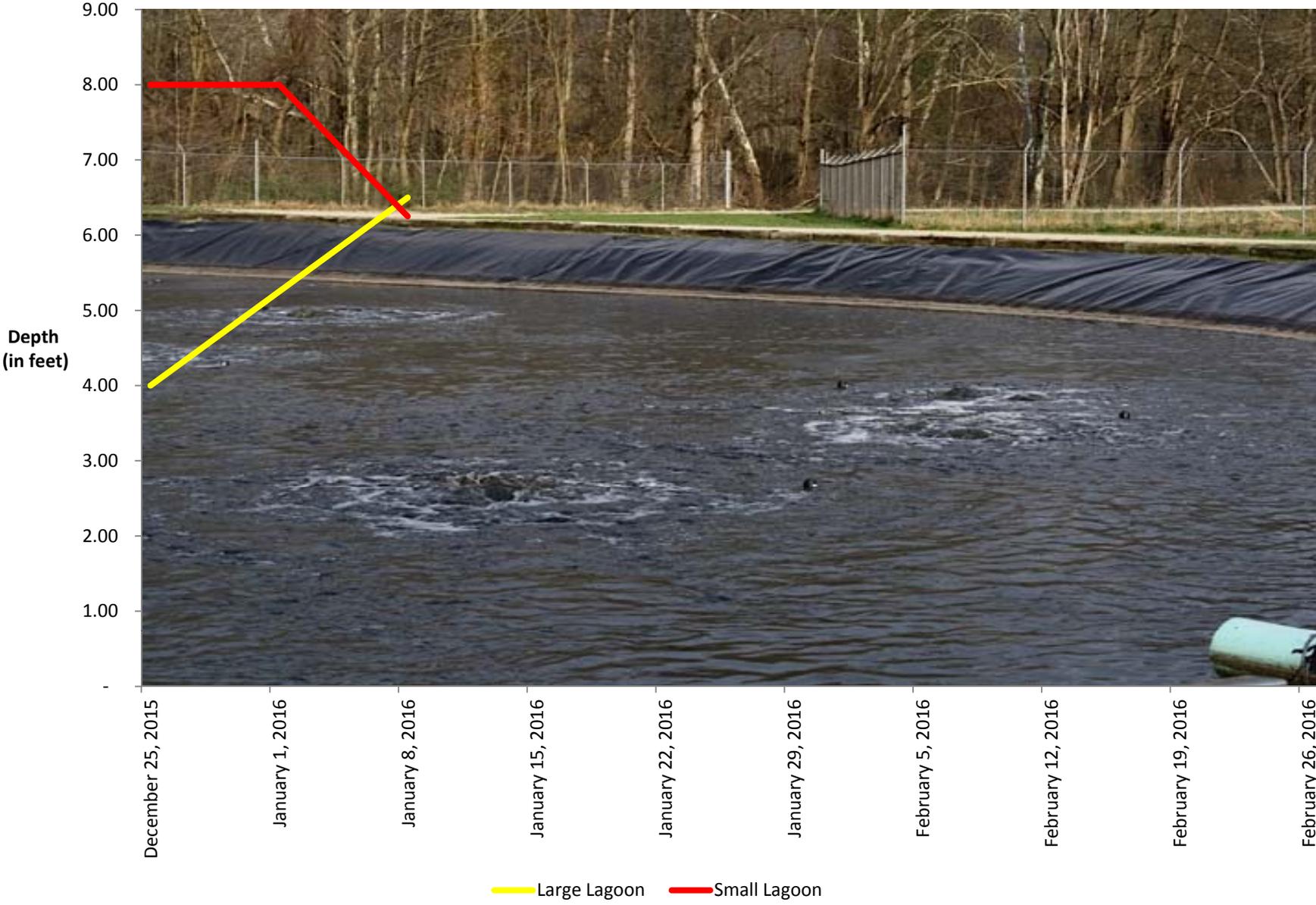
Key Revenue Items



Key Revenue Items



WWTF Lagoon Depths



January 6, 2016

12
10
8
6
4
2
0



Year to Date

Robbery Assault Buglary Thefts Collision DUI