

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Offices Closed:** Friday, March 25th, in observance of Good Friday
- ✓ **Sussex County Association of Towns:** Wednesday, April 6th, 6:00 PM, Town of Bethany Beach
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, April 8th, at 9:00 AM, Arena's at the Airport
- ✓ **Town Council Meeting:** Wednesday, April 13th, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Town Council Meeting:** Thursday, April 22nd, 5:00 PM, Certification of Candidates, Town Hall

UPDATES FROM DEPARTMENTS ...

Finance

- On March 16th, the Town shut off the water to 21 properties for non-payment of their January billing – all but six (6) properties have had service restored
- Budget vs. Actual Report – February 2016 is completed and posted to website
- Finance is working on finalizing the April utility billing

Wastewater

- Lagoon depths: Large Lagoon is 11.75 feet and Small Lagoon is 6.50 feet
- Handled two call outs for sewer issues (East Market Street and West Way)
- Submitted revised Annual Report to DNREC – adjustment to sludge application amounts

Public Works

- Mulching of The Circle and other Town properties is underway
- Serviced several street lights along East Market Street
- Adjustments made to South Railroad Avenue Chlorinator – seems to be working properly

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Planning

- Shops of College Park – Building A (behind Redner's) – tenant fit out application received March 23rd for Greater Minds Daycare
- Burger King and Philly Pretzel Factory opened for business on March 22nd
- 32 The Circle submitted building permit application on March 23rd

Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Competed grant applications for CJC, FCVC, and forensic lab equipment

TOWN MANAGER'S UPDATE ...

- Town Hall Staff completed DISC Team Building Training & Workshop (Jamie Craddock, Gene Dvornick, Laura Givens, Jocelyn Godwin, Olga Holm, Elaine Reynolds, Angie Townsend)
- Worked with Town Engineer to review DNREC conditions for Wastewater Disposal Permit renewal and drafted responses (Gene Dvornick, Eric Rust, Kenny Wilson)
- Held Downtown Development District Plan – Taskforce Meeting #5. Focus on local incentives and draft district plan (Gene Dvornick, Jocelyn Godwin)
- Addressed resident concern over condemned property
- Presented Medical Marijuana Compassion Center background for the Public Hearing on March 23rd
- Executed and returned Agreement of Sale for 123 West Market Street
- Attended Perdue Community Partner Event – excellent presentation on the Company and the Georgetown Facility (Gene Dvornick, Chief Hughes)
- Received notification from the Delaware Forest Service of 2016 Urban & Community Forestry Grant had been approved for \$1,228.25 for new trees at Wilson Park and the North King Street Playground
- Represented the Town at Delaware League of Local Governments. Presenter was Senator Tom Carper

TOWN MANAGER'S WEEKLY REPORT



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

**Town of Georgetown
Budget Versus Actual (Operating)
As of February 29, 2016**

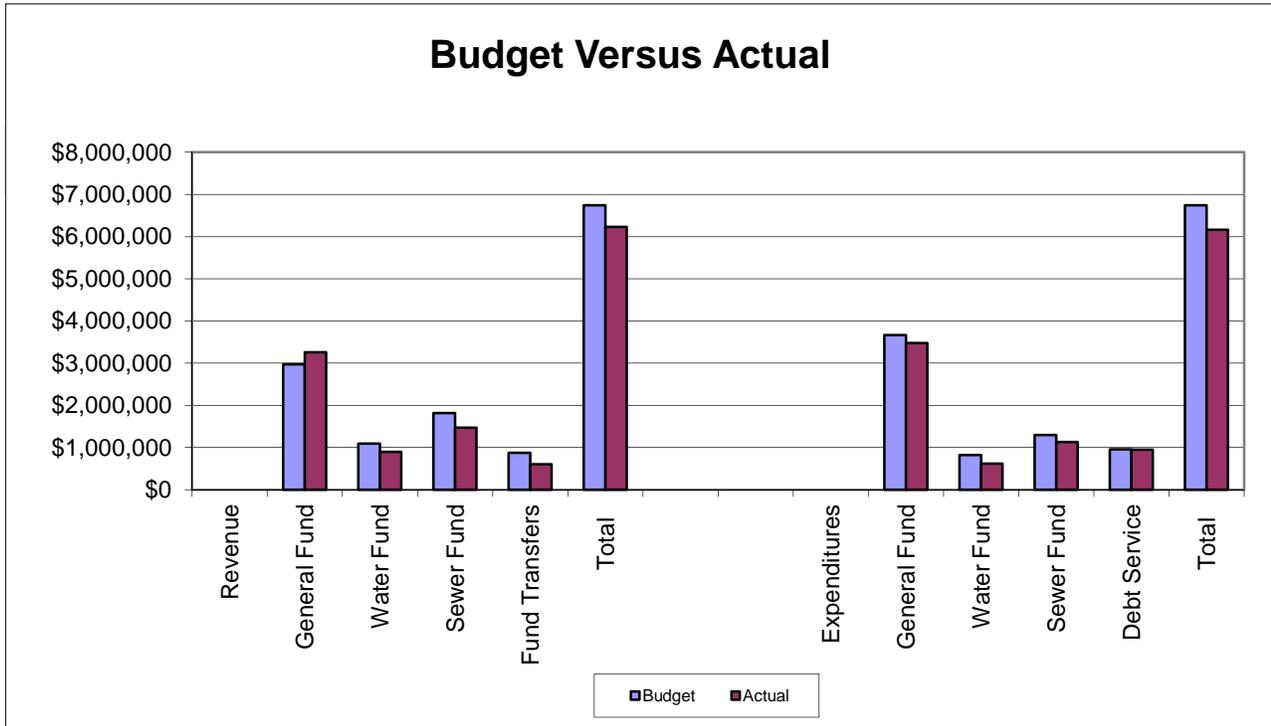
0.83%

**Percent
of Budget**

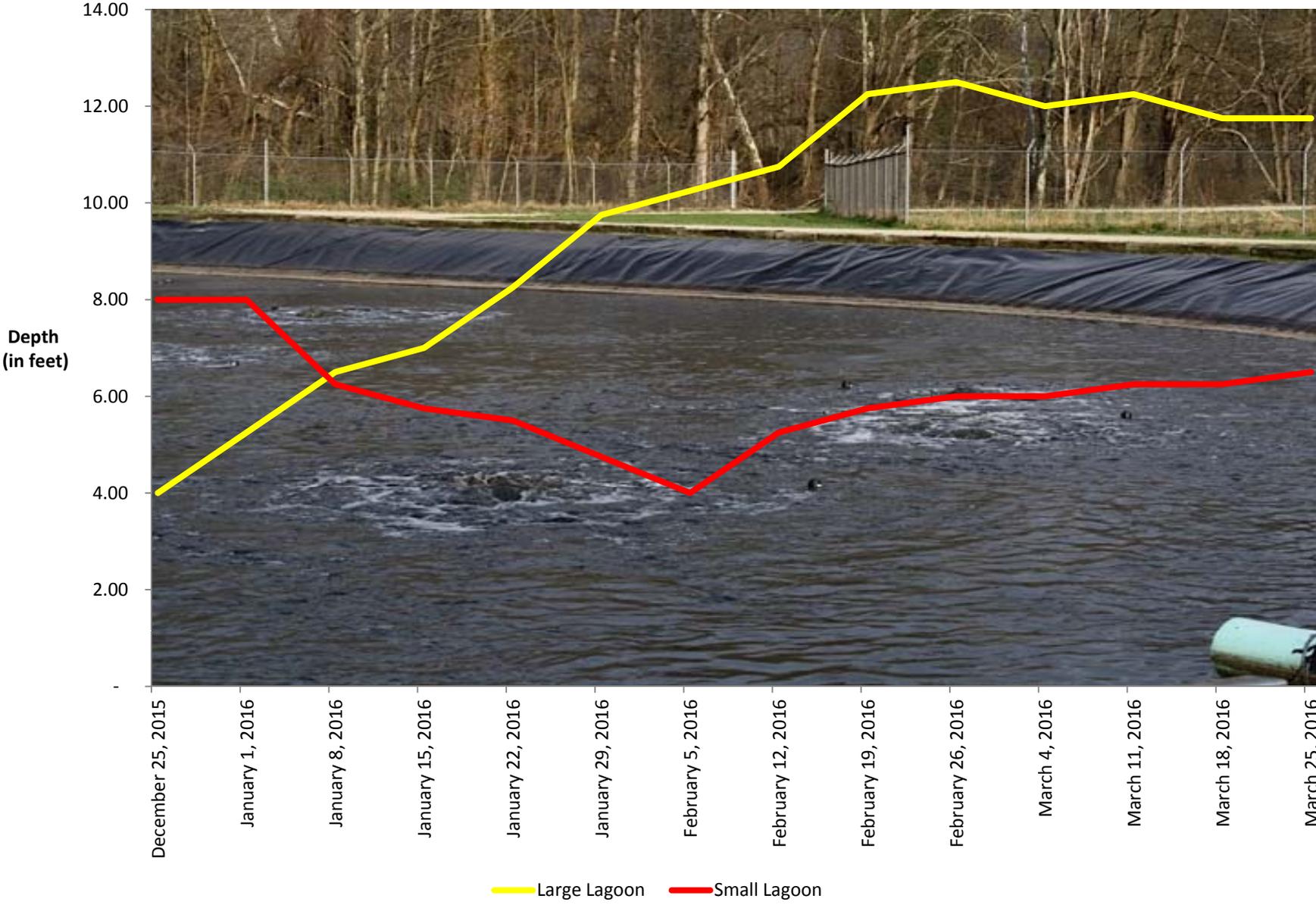
<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Percent of Budget</u>
General Fund	\$2,969,005	\$3,257,973	(\$288,968)	110%
Water Fund	\$1,088,500	\$896,229	\$192,271	82%
Sewer Fund	\$1,815,543	\$1,471,458	\$344,085	81%
Fund Transfers	\$870,656	\$603,357	\$267,299	69%
Total	<u>\$6,743,704</u>	<u>\$6,229,017</u>	<u>\$514,687</u>	<u>92%</u>

<u>Expenditures</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Percent of Budget</u>
General Fund	\$3,666,213	\$3,479,781	\$186,432	95%
Water Fund	\$823,241	\$613,369	\$209,872	75%
Sewer Fund	\$1,296,851	\$1,125,951	\$170,900	87%
Debt Service	\$957,399	\$945,247	\$12,152	99%
Total	<u>\$6,743,704</u>	<u>\$6,164,348</u>	<u>\$579,356</u>	<u>91%</u>

* Line item detail available upon request.

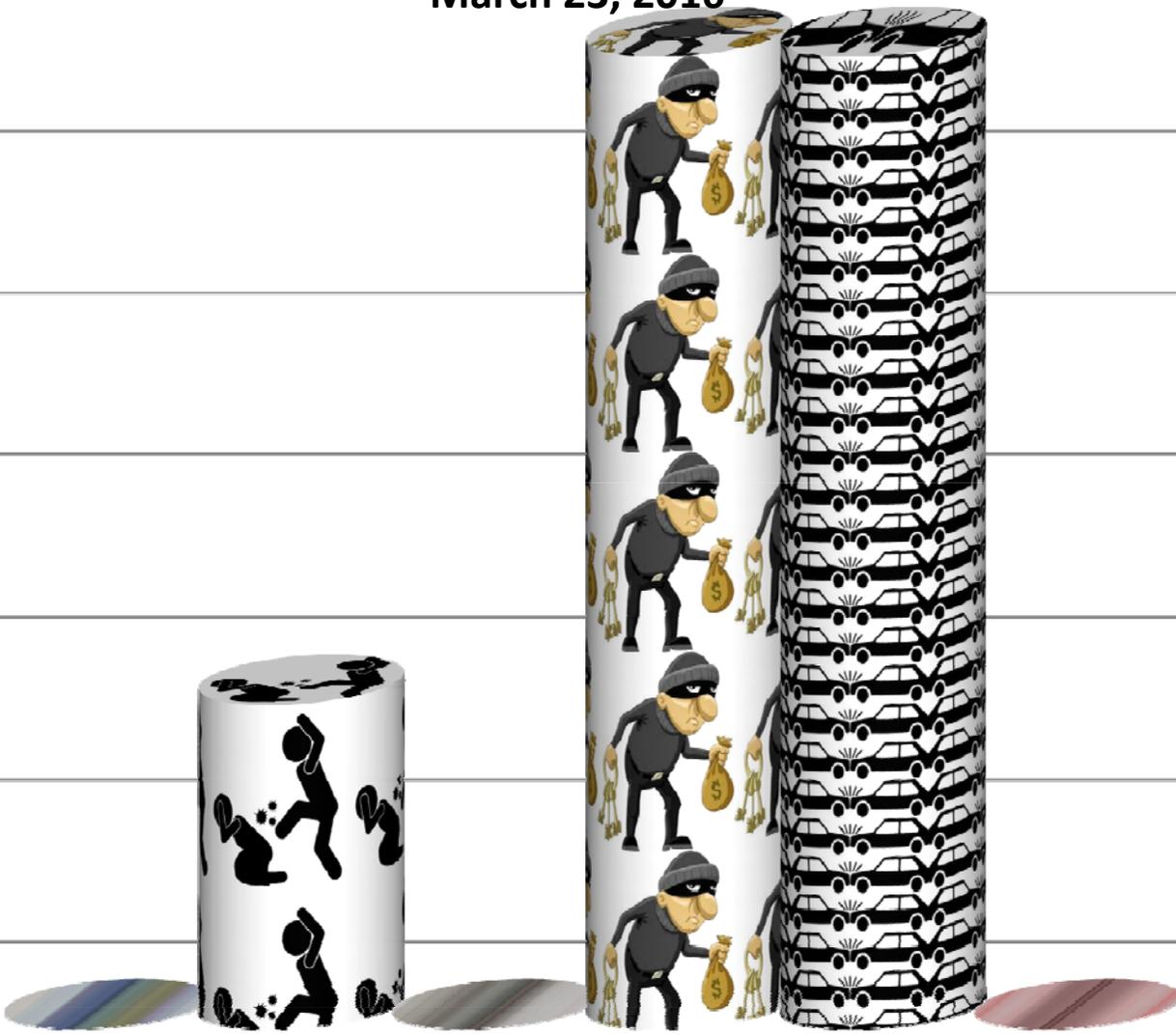


WWTF Lagoon Depths



March 23, 2016

12
10
8
6
4
2
0

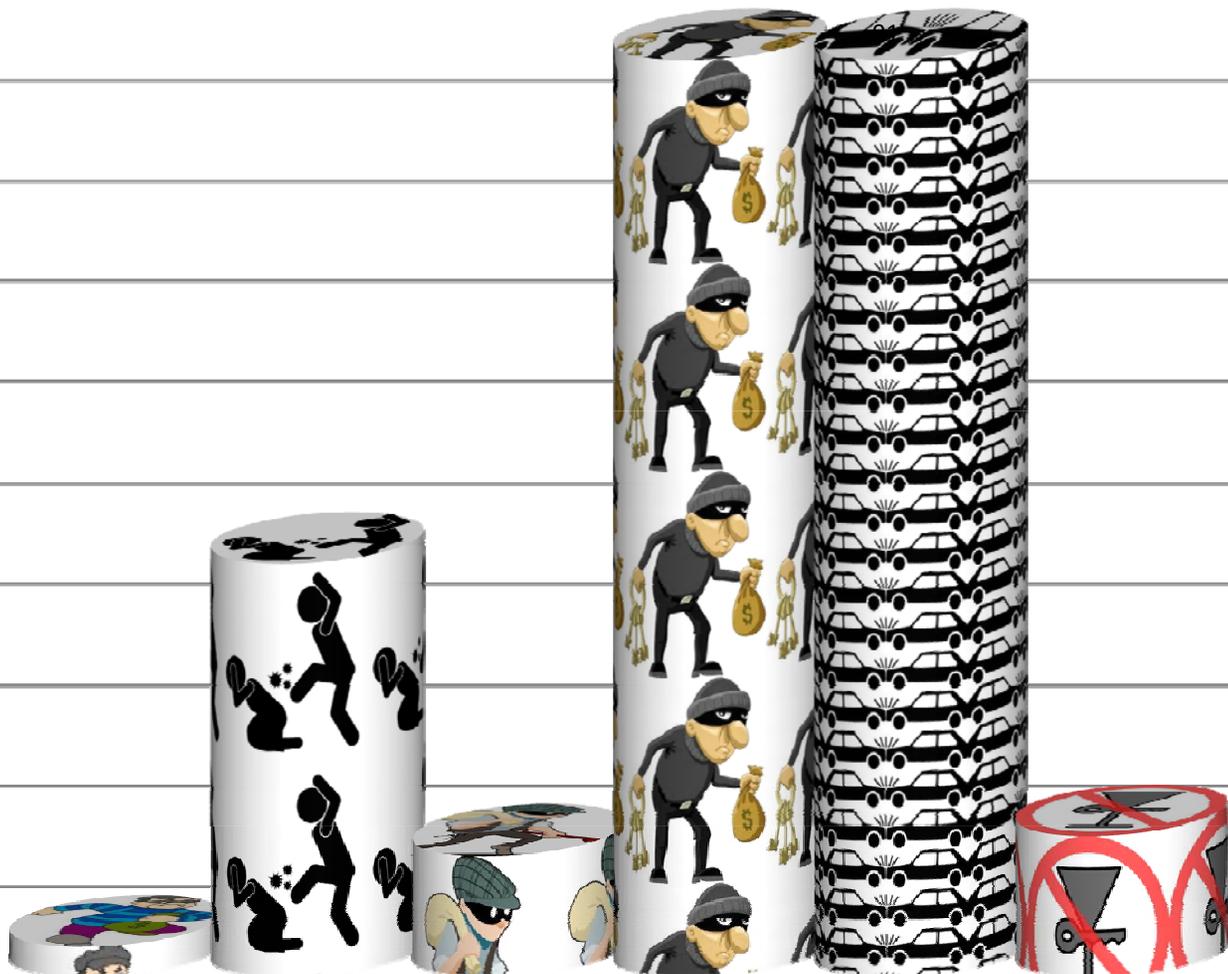


Weekly

Robbery Assault Buglary Thefts Collision DUI

March 23, 2016

100
90
80
70
60
50
40
30
20
10
0



Year to Date

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



**MEDICAL MARIJUANA
COMPASSION CENTERS**

FEBRUARY 10, 2016

**TOWN OF
GEORGETOWN**

BACKGROUND

- Delaware Health and Social Services has issued an RFP for Medical Marijuana Compassion Centers
 - Kent and Sussex Counties
 - Issued – December 2, 2015
 - Pre-bid Meeting – February 1, 2016
 - Bid Due Date – March 30, 2016
- Property Owner has expressed interest in replying to the RFP
- Current Town Zoning Code is silent to Medical Marijuana Compassion Centers

HISTORY

- **Legislative Action**
 - SB 17 - 146th General Assembly
 - Signed by Governor Markell on May 13, 2011
 - Amended Title 16 "Health and Safety"
 - Adding Chapter 49A "The Delaware Medical Marijuana Act"
- **First Location**
 - First State Compassion Center
 - Opened June 2015
 - New Castle County (Wilmington)
- **Information**
 - Over 700 Registry Cards Issued
 - Includes Patients & Caregivers

CONSIDERATIONS

- Definition of Registered Compassion Center
- Recommended Restrictions
- Zoning District Permitted Use
- Next Steps

DEFINITION

- **Registered Compassion Center**
 - “Means a not-for-profit entity registered pursuant to the Delaware Medical Marijuana Act that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies, or dispenses marijuana, paraphernalia, or related supplies and educational materials to registered qualifying patients who have designated the dispenser to cultivate marijuana for their medical use and the registered designated caregivers of these patients.”
 - Consistent with 16 Del. C. § 4902A (14)

RECOMMENDED RESTRICTIONS

- Verification of State Registration
- Hours of Operation
- Signage
- Parking
- Location Restrictions
- Compliance with Delaware Code, Title 16, Part IV, Chapter 49A as approved and amended from time to time
- Others
 - Litter, Graffiti, Emergency Contact

PERMITTED USE MODIFICATIONS

Use	Zoning Districts
Registered Compassion Center	HC - Highway Commercial LI1 - Limited Industrial LI2 - Light Industrial

PLANNING COMMISSION PUBLIC HEARING

- **March 16, 2016: Motion to Defer**
 - **Requesting more research, site visit to existing facility, incorporation of additional elements from Title 16, Chapter 49A, Town reporting of infractions, and specific reference to 16 Del. C. Ch. 49A**

§ 4917A Local ordinances.

Nothing shall prohibit local governments from enacting ordinances or regulations not in conflict with this chapter or with Department regulations regulating the time, place, and manner of registered compassion center operations and registered safety compliance facilities, provided that *no local government may prohibit registered compassion center operation altogether*, either expressly or through the enactment of ordinances or regulations which make registered compassion center and registered safety compliance facility operation unreasonably impracticable in the jurisdiction.

REQUIREMENTS

Item	16 Del. C. Ch. 49A	DHSS RFP	Proposed Ordinance
Access Security	✓	✓	
Exterior Appearance			✓
Graffiti			✓
Hours of Operation			✓
Lighting	✓	✓	✓
Litter			✓
Loitering			✓
Operations not visible from street	✓	✓	
Proximity to Schools	✓		
Security Alarm System	✓	✓	
Signage			✓
Video Surveillance	✓	✓	

- ## CORRESPONDENCE
- Received Two Letters
 - Proposed Modifications
 - All regulations found in 16 Del. C. Chapter 49A and Title 16 of the Delaware Administrative Code, as either may from time to time hereafter be amended or in accordance with any other existing or future corresponding provisions of law, are fully complied with, and all permits and approvals required by the same are obtained and remain in full force and effect
 - The Town shall report any noncompliance, safety issues or questions from the public concerning the operation of a registered Dispensary within the Town, to the Delaware Department of Health and Social Services.
 - Permitted Use in LI-1 and LI-2 only
 - Other Considerations

NEXT STEPS

- Consensus on Modifications
- Planning Commission Public Hearing
 - March 16, 2016
- Planning Commission Regular Agenda
 - March 16, 2016
- Town Council Public Hearing
 - March 23, 2016
- Town Council Regular Agenda - 1st Reading
 - March 23, 2016 **April 13, 2016**
- Town Council Regular Agenda - 2nd Reading
 - April 13, 2016 **April 27, 2016**

MEDICAL MARIJUANA COMPASSION CENTERS

FEBRUARY 10, 2016



TOWN OF
GEORGETOWN