

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Planning Commission:** Wednesday, May 18th, **CANCELED** – *No Applications Received*
- ✓ **Town Council Meeting:** Wednesday, May 25th, **CANCELED**
- ✓ **Delaware League of Local Governments:** Thursday, May 26th, 5:30 PM, Duncan Center (Dover)
- ✓ **Memorial Day Service:** Sunday, May 29th, 1:30 PM, The Circle
- ✓ **Town Offices Closed:** Monday, May 30th, in observance of Memorial Day

UPDATES FROM DEPARTMENTS ...

Finance

- Attended a seminar on Medical Marijuana in the Workplace (Laura Givens, Olga Holm)
- As of May 12th, 2016, the Town has collected \$748,851 (86%) of the April 2016 Utility Billing (\$868,608)
- As of May 12th, 2016, the Town has collected \$113,390 (7%) of the May 2016 Property Tax Billing (\$1,533,832)
- Monthly Key Revenue Items Report (April 2016) – copy attached

Wastewater

- Lagoon depths: Large Lagoon is 11.25 feet and Small Lagoon is 6.25 feet
- WG Malden calibrated all flow meters at the main plant and the pump stations
- Effluent tube of Bio-lac system cleaned out
- Programmed emergency generator at College Park Pump Station to exercise automatically

Public Works

- Lighting set for National Police Officers Week on The Circle (May 15 – 21)
- Grass cutting and weed spraying in full force
- Location identification of Cinderberry water lines underway

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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)
- Code Enforcement Report – April 2016 issued and posted to website (copy attached)

Planning

- Predevelopment Meetings:
 - 308 North Race Street, Suite 102 (Photo Studio) – applicant advancing to Fire Marshal and SC Building Code
 - 528 East Market Street (Supportive Housing) – applicant reviewing information provided
 - 201 East Laurel (Change in Use) – May 17th
- Downtown Development District Application review continues
- Meeting with 16 Mile Brewery to discuss potential expansion – May 16th

TOWN MANAGER'S UPDATE ...

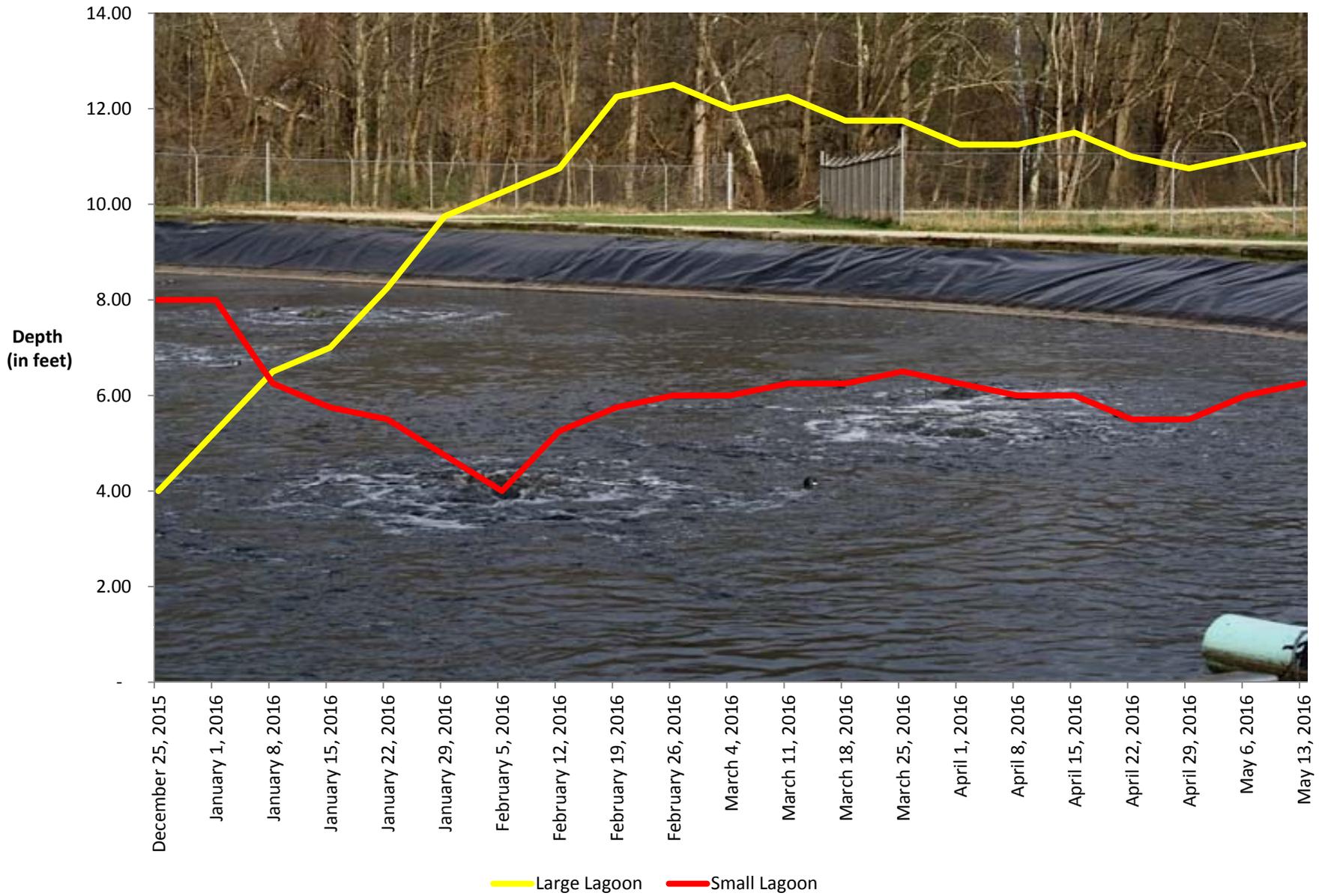
- Addressed resident concerns regarding road condition and drainage along Wagamon Avenue (Bill Bradley, Gene Dvornick, Bob Holston)
- Contacted DelDOT regarding traffic patterns along Route 113 for special events
- Had conference call with AECOM to review and revise Downtown Development District Application (Gene Dvornick, Jocelyn Godwin)
- Reviewed supporting housing concern with local property owner (Gene Dvornick, Bill West)
- Swearing in of Mayor West, Councilperson Lecates (Ward 3), and Councilperson Holston (Ward 4) was held on May 11th (see photos below)
- Responded to sewer service questions for the King Farm Industrial Park
- Attended City Management Association of Delaware (CMAD) quarterly meeting – Presentations by Dover and Seaford on the success of their Downtown Development Districts and sharing of key learning's
- Provided an interview for Technical.ly Delaware regarding our selection for Cool & Connected

TOWN MANAGER'S WEEKLY REPORT



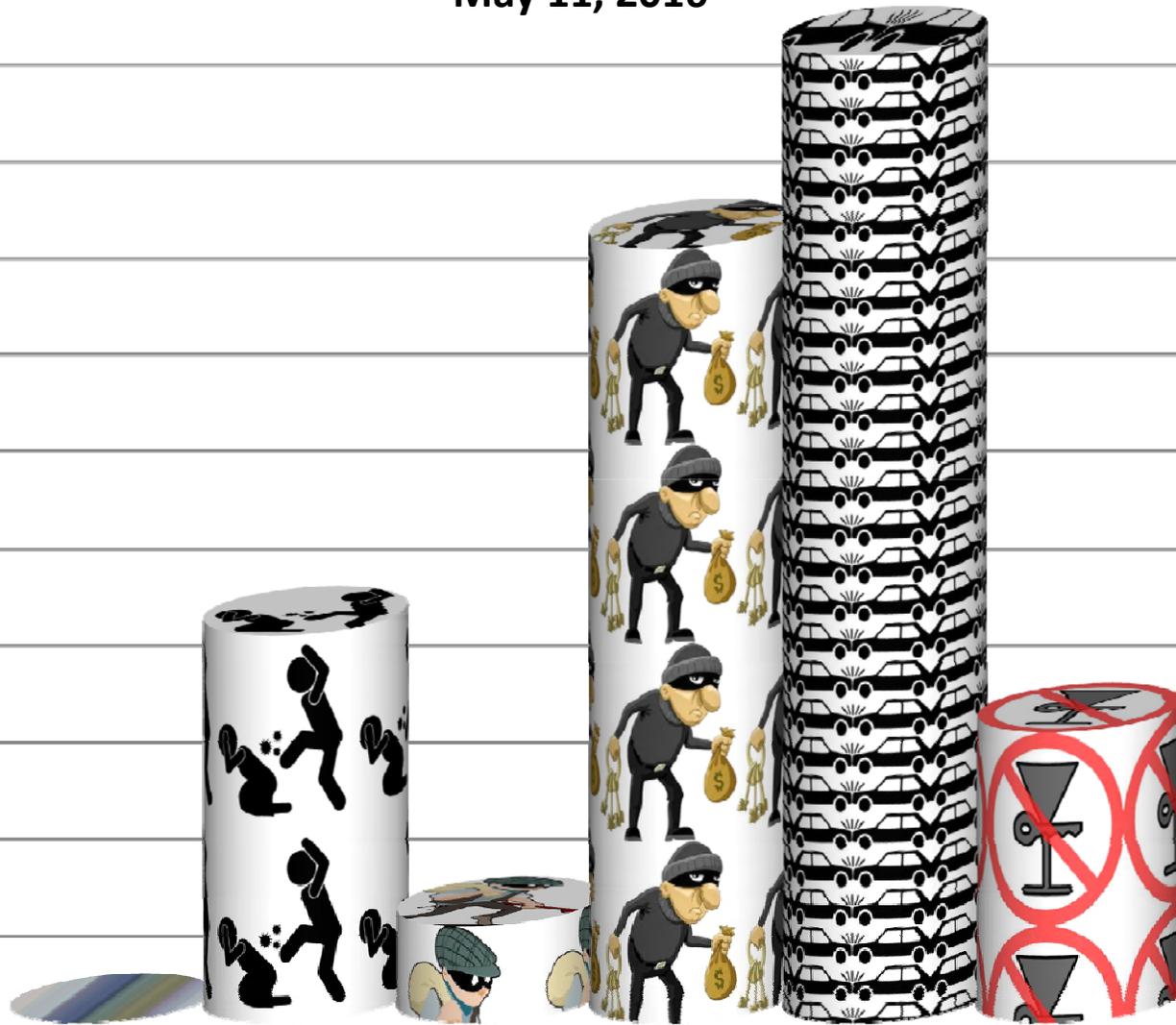
***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

WWTF Lagoon Depths



May 11, 2016

10
9
8
7
6
5
4
3
2
1
0

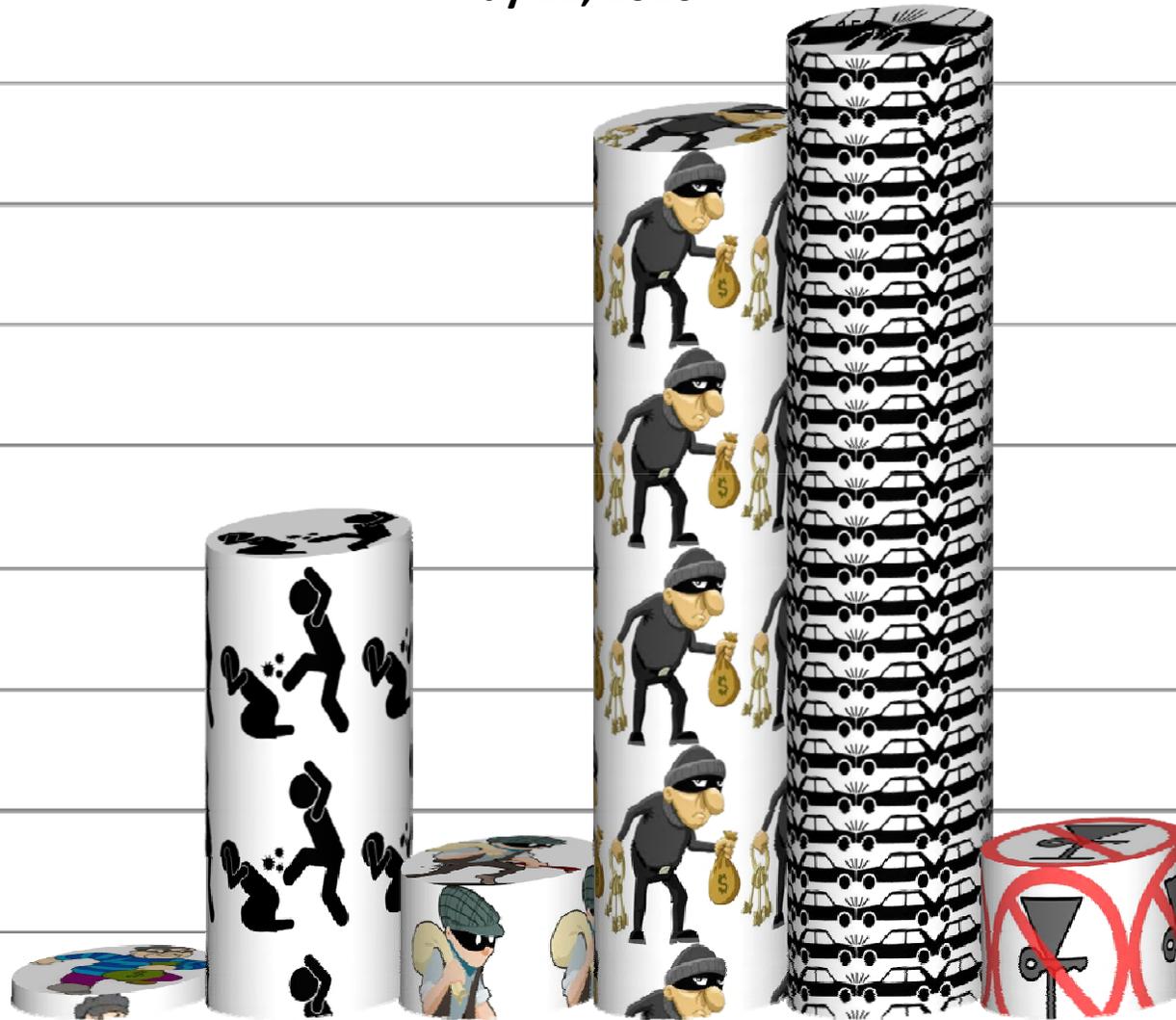


Weekly

Robbery Assault Buglary Thefts Collision DUI

May 11, 2016

160
140
120
100
80
60
40
20
0



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	04/01/2016	04/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
New Cases		140	140
Closed Cases		111	111
Open Cases at start of period	1	89	90
Open Cases at end of period	1	118	119

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
225-7 Violations and penalties (Yard Sales)		1	1
Accessory Structures		7	7
Accumulation (Scrap Tires)		1	1
Animals not allowed to be kept		1	1
Detrimental Objects		44	44
Exterior Structures		15	15
Exterior Surfaces		4	4
Exterior Walls		3	3
Growth of weeds		1	1
Height of Grass		22	22
Holiday Lighting		4	4
Indoor Furniture/Outside		2	2
Insect & Rat Control		1	1
Insect and rat harborage		3	3
Maintenance of trees and other vegetation.		14	14
Noise - Keeping of noisy dogs and cats		1	1
Noise - Loud Noise Prohibited		3	3
Overcrowding		5	5
Owners and custodians responsible for disposal of dog feces		1	1
Parking - Certain other parking prohibited		6	6
Permit for construction required		1	1

Railings-Exit Facilities	1	1
Rental/Business License	6	6
Running at large prohibited.	2	2
Sign regulations for all districts.	1	1
Trash, Collection	70	70
Vehicles abandoned on public property	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	21	21
Yard Waste	4	4
Totals	246	246



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	1	04/01/2016	04/30/2016

Case Activity:

	<i>Hume, David</i>	<i>Total</i>
New Cases	30	30
Closed Cases	17	17
Open Cases at start of period	14	14
Open Cases at end of period	27	27

Violation Activity

<i>New Violations Cited</i>	<i>Hume, David</i>	<i>Total</i>
Accessory Structures	1	1
Animals not allowed to be kept	1	1
Detrimental Objects	11	11
Exterior Structures	3	3
Exterior Walls	1	1
Height of Grass	6	6
Insect & Rat Control	1	1
Insect and rat harborage	1	1
Maintenance of trees and other vegetation.	4	4
Noise - Loud Noise Prohibited	1	1
Overcrowding	2	2
Owners and custodians responsible for disposal of dog feces	1	1
Parking - Certain other parking prohibited	1	1
Permit for construction required	1	1
Rental/Business License	1	1
Running at large prohibited.	1	1
Trash, Collection	9	9
Vehicles wrecked, dismantled, inoperable or unregistered on private property	6	6
Totals	52	52



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	2	04/01/2016	04/30/2016

Case Activity:

	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
New Cases		76	76
Closed Cases		50	50
Open Cases at start of period	1	43	44
Open Cases at end of period	1	69	70

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Hume, David</i>	<i>Total</i>
Accessory Structures		6	6
Accumulation (Scrap Tires)		1	1
Detrimental Objects		22	22
Exterior Structures		10	10
Exterior Surfaces		3	3
Exterior Walls		1	1
Height of Grass		11	11
Holiday Lighting		4	4
Insect and rat harborage		2	2
Maintenance of trees and other vegetation.		9	9
Overcrowding		2	2
Parking - Certain other parking prohibited		2	2
Railings-Exit Facilities		1	1
Rental/Business License		2	2
Running at large prohibited.		1	1
Sign regulations for all districts.		1	1
Trash, Collection		44	44
Vehicles abandoned on public property		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		12	12
Yard Waste		3	3
Totals		138	138



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	3	04/01/2016	04/30/2016

Case Activity:

	<i>Hume, David</i>	<i>Total</i>
New Cases	27	27
Closed Cases	40	40
Open Cases at start of period	28	28
Open Cases at end of period	15	15

Violation Activity

<i>New Violations Cited</i>	<i>Hume, David</i>	<i>Total</i>
Detrimental Objects	8	8
Exterior Structures	1	1
Exterior Surfaces	1	1
Exterior Walls	1	1
Growth of weeds	1	1
Height of Grass	4	4
Indoor Furniture/Outside	1	1
Noise - Keeping of noisy dogs and cats	1	1
Noise - Loud Noise Prohibited	1	1
Overcrowding	1	1
Parking - Certain other parking prohibited	1	1
Rental/Business License	2	2
Trash, Collection	17	17
Vehicles wrecked, dismantled, inoperable or unregistered on private property	2	2
Totals	42	42



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	4	04/01/2016	04/30/2016

Case Activity:

	<i>Hume, David</i>	<i>Total</i>
New Cases	7	7
Closed Cases	4	4
Open Cases at start of period	4	4
Open Cases at end of period	7	7

Violation Activity

<i>New Violations Cited</i>	<i>Hume, David</i>	<i>Total</i>
225-7 Violations and penalties (Yard Sales)	1	1
Detrimental Objects	3	3
Exterior Structures	1	1
Height of Grass	1	1
Indoor Furniture/Outside	1	1
Maintenance of trees and other vegetation.	1	1
Noise - Loud Noise Prohibited	1	1
Parking - Certain other parking prohibited	2	2
Rental/Business License	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	1	1
Yard Waste	1	1
Totals	14	14

VIOLATION ACTIVITY

