

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, June 8th, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, June 15th, 6:00 PM, Town Hall
- ✓ **Delaware League of Local Governments:** Tuesday, June 21st, 5:30 PM, Duncan Center (Dover)
- ✓ **Town Council Meeting:** Wednesday, June 22nd, 7:00 PM, Regular Meeting, Town Hall

UPDATES FROM DEPARTMENTS ...

Finance

- As of June 3rd, 2016, the Town has collected \$806,332 (93%) of the April 2016 Utility Billing (\$868,608)
- On Wednesday, June 1st, 172 disconnect letters were mailed and posted to delinquent properties
- As of June 3rd, 2016, the Town has collected \$882,376 (57%) of the FY 2017 Property Tax Billing (\$1,533,832)
- FY 2016 Audit Field Work is scheduled to begin on June 7, 2016

Wastewater

- Lagoon depths: Large Lagoon is 11.25 feet and Small Lagoon is 6.25 feet
- Rebuilt two (2) solenoid valves and one (1) chlorine injector in the chlorine room
- Replaced most of the vacuum lines in the chlorine room
- Repaired four (4) air defuses in the Bio-lac

Public Works

- "Parklet" placed at Georgetown Billiards
- Planted trees at Wilson Park, North King Street Playground, and Georgetown Little League (see photo 1)
- Set up for Memorial Day Service and Thursday Concert in the Park

TOWN MANAGER'S WEEKLY REPORT



Police

- Significant Incident Reports and Press Releases distributed as prepared
- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)

Planning

- Downtown Development District Application submitted on May 31st
- Predevelopment Meetings:
 - 423 East Market Street (Retail/Grocery)
 - Arrow Safety Property (Industrial)
- Approved 66th Declaration for Village of Cinderberry, adding lots 155 & 156

TOWN MANAGER'S UPDATE ...

- Completed updates via eGrants for Program 1166 (Community Policing) – closed out with final report; Program 1274 (Victim Services) – completed quarterly report
- Delaware Forest Service provided auger to prepare areas for planting of trees in Wilson Park, North King Street Playground, and Georgetown Little League
- Addressed IRSD concerns over bollard placement at Georgetown Elementary & Middle School (Gene Dvornick, Jocelyn Godwin, Jeff Ward)
- Represented the Town at the Georgetown COC Economic Development Council lunch meeting and made a presentation on the Georgetown Downtown Development District (Gene Dvornick, Jocelyn Godwin)
- Discussed concerns with local commercial property owner, including safety, lighting, and occupancy (Gene Dvornick, Jocelyn Godwin)
- Attended Sussex County Association of Towns dinner meeting, speaker was Conxx – broadband provider (Gene Dvornick, Steve Hartstein, Bob Holston, Rebecca Johnson-Dennis, Chris Lecates, and Bill West)
- Reviewed State Historic Preservation Office (SHPO) requirement for 37 & 39 The Circle with USDA, Architect, and Town Staff – written response being prepared (Gene Dvornick, Laura Givens)
- Followed up with Delmarva Power regarding property maintenance
- Met with local residents regarding the placement of a monument to commemorate Sussex Countians who were killed during World War I
- Attended SCAT Steering Committee (Gene Dvornick, Bob Holston, and Bill West). Speaker was DFIT Program Administrator Terri DeSanto
- Participated in conference call regarding Smart Management for Small Water Systems (EPA program) (Gene Dvornick, Laura Givens)
- Addressed several code violations

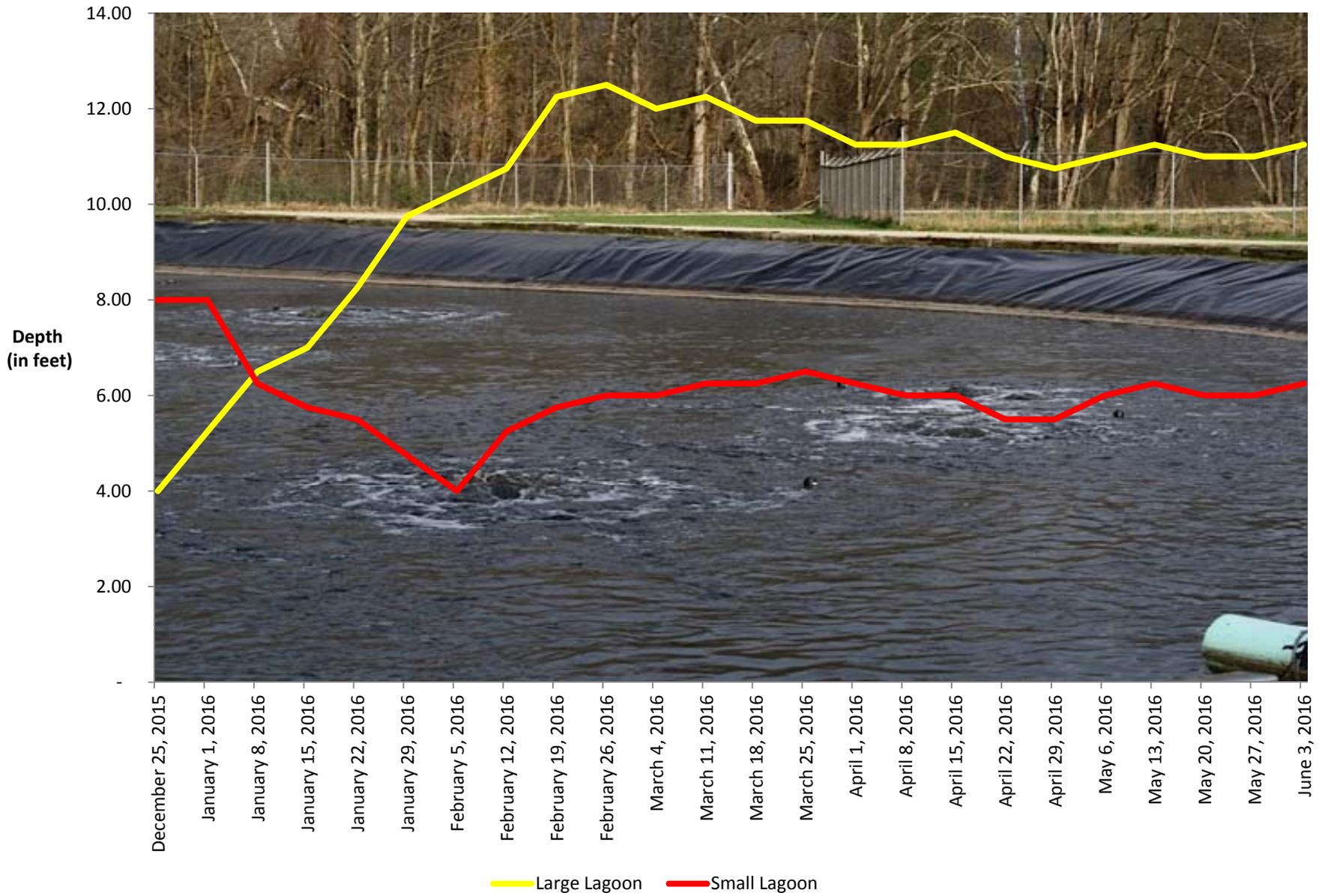
TOWN MANAGER'S WEEKLY REPORT



Photo 1 - New Trees in Wilson Park

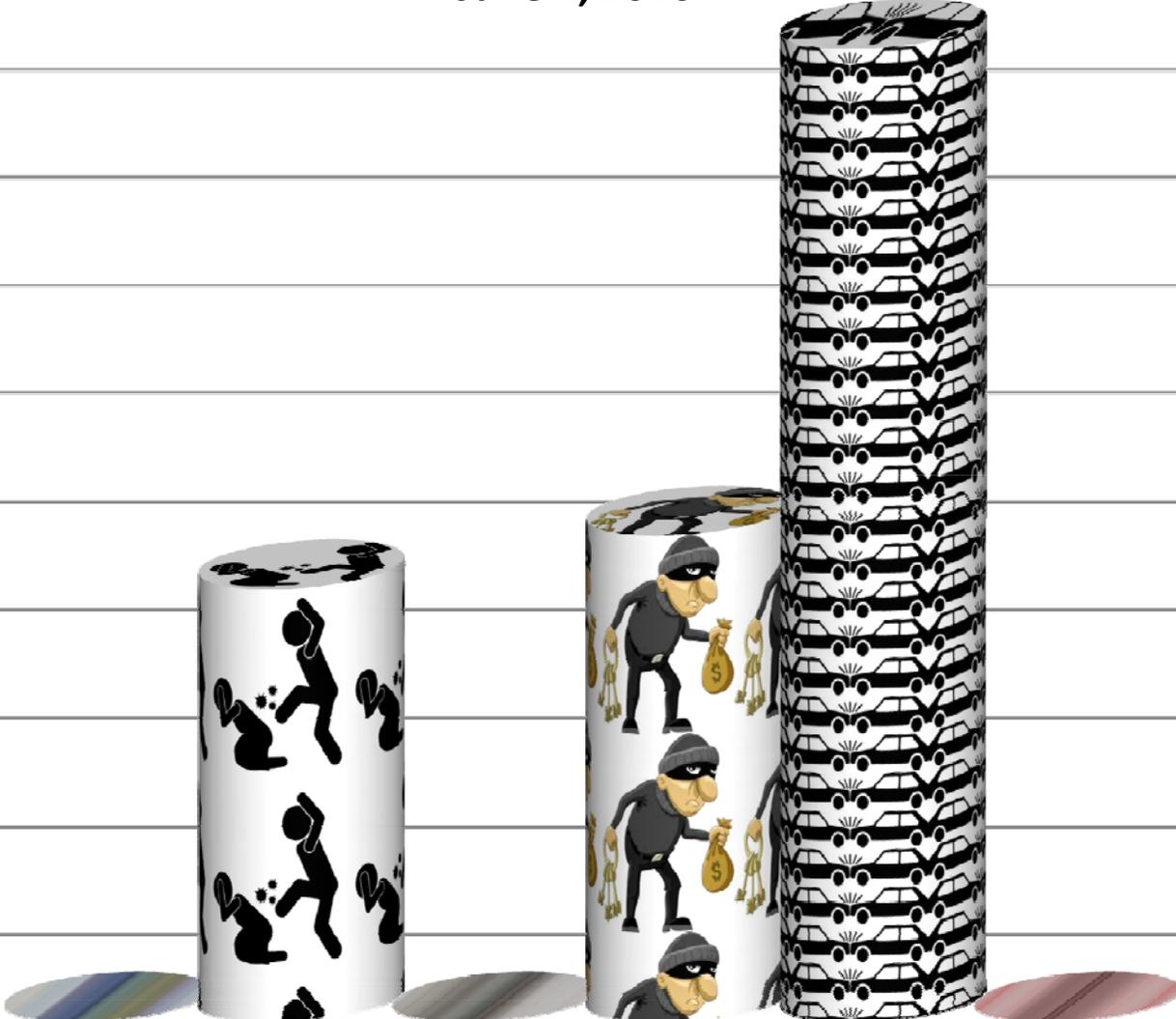
***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

WWTF Lagoon Depths



June 1, 2016

18
16
14
12
10
8
6
4
2
0

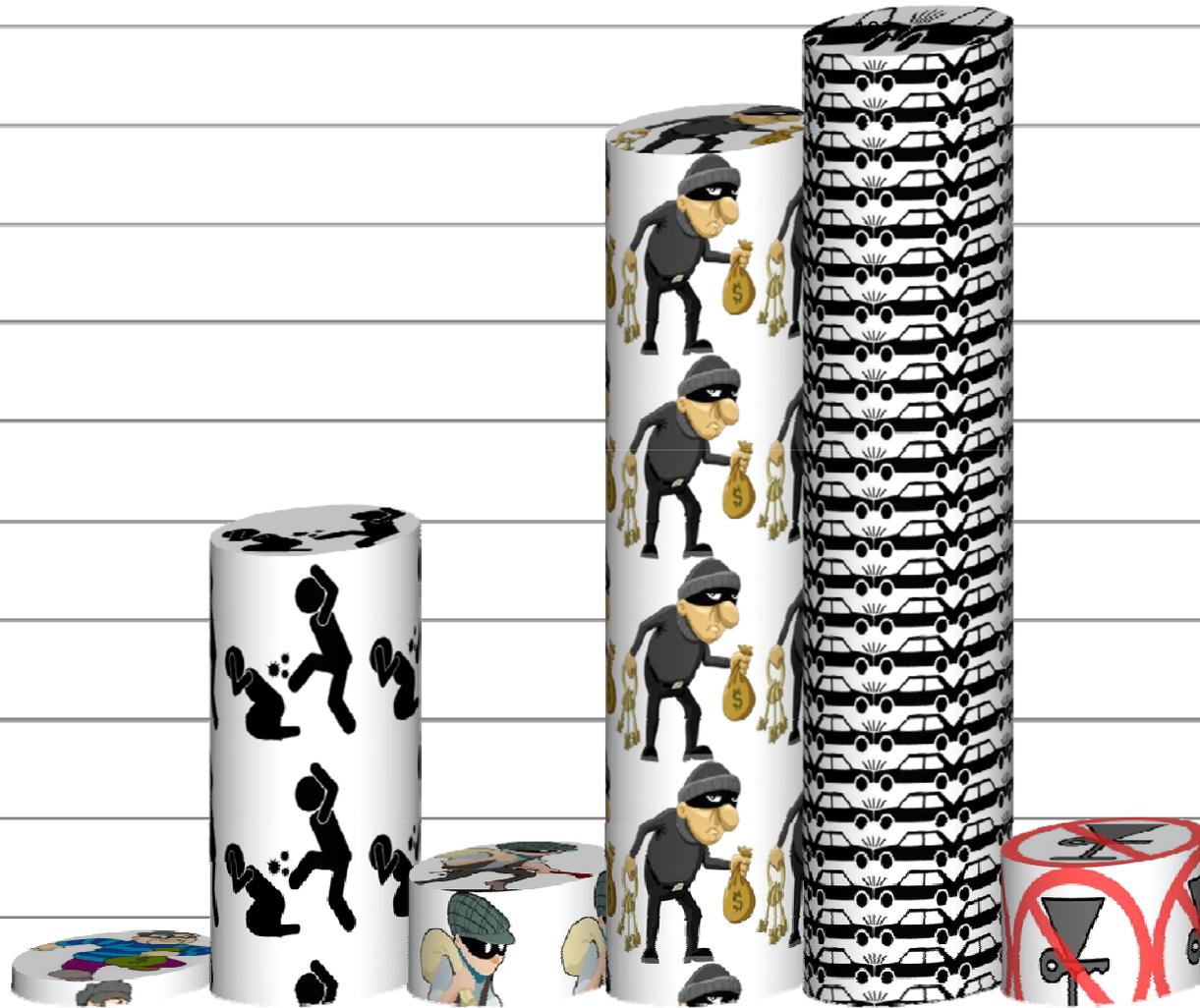


Weekly

Robbery Assault Buglary Thefts Collision DUI

June 1, 2016

200
180
160
140
120
100
80
60
40
20
0



Year to Date

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

GEORGETOWN DOWNTOWN DEVELOPMENT DISTRICT



Georgetown
Chamber of
Commerce
Economic
Development
Committee

June 1, 2016

DOWNTOWN DEVELOPMENT DISTRICT ACT



- State enacted in 2014 by the General Assembly in order to:
 - Spur private capital investment in commercial business districts and other neighborhoods;
 - Stimulate job growth and improve the commercial vitality of such districts and neighborhoods;
 - Help build a stable community of long term residents by improving housing opportunities; and
 - Assist local governments in strengthening neighborhoods while harnessing the attraction that vibrant downtowns hold for talented people, innovative small businesses and residents from all walks of life.

DOWNTOWN DEVELOPMENT DISTRICT ACT



- Program Highlights:
 - Approved 1 to 3 Districts this year
 - Limited amount of Districts to 15 at one time
 - 10 Year District designation (potential for 2-five year extensions)
 - Offset 20% of capital construction costs for private developers
 - District must include a traditional mixed-use downtown area

DOWNTOWN DEVELOPMENT DISTRICT ACT



- 2014 Application Round
 - 9 Submissions (8 municipalities, 1 county)
 - 3 Received Designation:
 - Wilmington
 - Dover
 - Seaford
- Impact
 - \$9.7 million in program grants is leveraging more than \$160 million in private investment

GEORGETOWN DOWNTOWN DEVELOPMENT DISTRICT PLAN



- The District Plan identifies
 - Needs
 - Challenges and opportunities within the downtown area
 - Establishes a shared vision and goals for the downtown, and
 - Recommends development strategies and incentives to achieve this vision

TASK FORCE MEMBERS



- | | |
|--|--|
| ■ Melody Booker-Wilkins, Sussex County | ■ Pat Ryan, Local Business Owner |
| ■ Linda Dennis, Property Owner | ■ Harrison Saunders, Local Business Owner |
| ■ Karen Duffield, Chamber of Commerce | ■ Gary Tonge, Planning Commission |
| ■ Gene Dvornick, Town of Georgetown | ■ Michael Vasilikos, Georgetown Square |
| ■ Greg Fisher, Georgetown Square | ■ Chris Washington, Property Owner |
| ■ Kevin Gilmore, Habitat for Humanity | ■ Bruce Wright, First State Community Action Agency |
| ■ Jocelyn Godwin, Town of Georgetown | ■ George Bendler, Kyle Gulbranson and Amy Mendelson, AECOM |
| ■ Carolyn Green, Property Owner | |
| ■ Mary Haller, Property Owner | |
| ■ John Rishko, Rental Property Owner | |

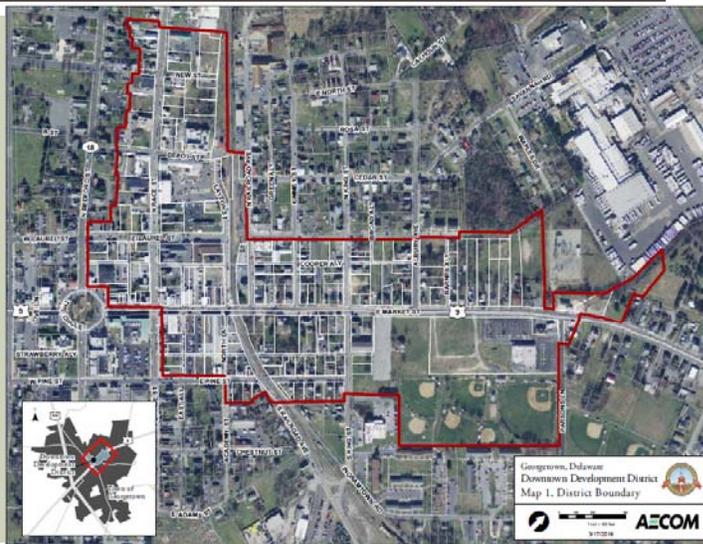
PLANNING PROCESS



Task Force Role

- Selected to represent the many interests of the Town
- 6 Task Force Meetings: Kick-Off, Visioning, Goals & Strategies, Incentives, Draft Plan Review, Finalizing Incentives
- Homework Assignments: SWOT Analysis, Goals, Objectives & Strategies Worksheet, and Incentives

DISTRICT BOUNDARY



GEORGETOWN DOWNTOWN DEVELOPMENT DISTRICT PLAN



- **Key Findings**
 - **Crime**
 - Within a 2 year period there were over 500 incidents reported (vandalism, larceny, assaults and drug violations)
 - **High Rental Rate**
 - 40% of properties within the District are rentals
 - **Numerous Vacancies**
 - 14% of properties within the proposed District are vacant.
 - **Redevelopment Opportunities**
 - 32 entirely vacant parcels totaling 10 acres and 13 parcels with infill potential totaling almost 7 acres.
 - **Numerous Code Enforcement Violations**
 - Over a 2 year period there were 2,202 code violation cases (condition of premise, parking and vehicle violations, detrimental objects and maintenance of trees, grass and other vegetation)

GOALS AND OBJECTIVES



- **Vibrant and thriving downtown**
- **Concentration Areas:**
 - Housing
 - Economic and retail development
 - Land use, zoning and development potential
 - Natural resources
 - Connectivity
 - Gateways, streetscapes and public spaces
- **Focus on:**
 - Promote additional housing that is affordable to the average Georgetown household, particularly recognizing the needs of various types of households
 - Reinforce the downtown's position as the governmental, commercial and cultural center in the County
 - Work on the perception that there is no space or land available for new development or a new tenant
 - Encourage appropriate reuse of older buildings, particularly including rehabilitation of historically or architecturally significant buildings
 - Promote an active, healthy and vibrant downtown through high connectivity, pedestrian-oriented design, and public gathering spaces
 - Reinforce community identity with attractive gateways at the downtown's edge

CURRENT INCENTIVES



Incentive	In effect since	Geographic Area
Realty Transfer Tax Exemption – 1 st Time Homebuyer	August 2004	Town Wide
Facade, Sign and Awning Improvement Grant	May 2015 (Renewed Annually)	East Market Street Corridor
<i>Phased Payment of Impact Fees</i>	<i>October 2010 (Sunset)</i>	<i>Targeted Commercial Areas</i>
<i>Suspension of Emergency Services and Georgetown Recreation, Education and Arts Trust</i>	<i>October 2010 (Sunset)</i>	<i>Targeted Commercial Areas</i>
<i>Property Tax Phase in over five (5) years</i>	<i>October 2010 (Sunset)</i>	<i>Targeted Commercial Areas</i>
<i>Expedited Planning Process Review</i>	<i>October 2010 (Sunset)</i>	<i>Targeted Commercial Areas</i>

PROPOSED INCENTIVES



Incentive	In effect since	Geographic Area
Ten (10) year property tax increase phase in (on improvements)	Within 90 days of designation	DDD Designated Area
Impact Fee (Water & Sewer) Reduction: Commercial Structure – 20% Mixed Use – 35% 1 initial EDU; Add'l EDU's calculated at end of first 12 months in operation	Within 90 days of designation	DDD Designated Area
Business License Fee Waiver (5 years) – New Businesses	Within 90 days of designation	DDD Designated Area
Accelerated Development Review Process (Administrative Approval)	Within 90 days of designation	DDD Designated Area
Building Permit Fee Reduction (Sliding Scale 15% to 75%)	Within 90 days of designation	DDD Designated Area
Emergency Services and Georgetown Recreation, Education and Arts Trust Reduction (50%)	Within 90 days of designation	DDD Designated Area

RENOVATION



- \$150,000 Cost
- Commercial Structure
- 1 EDU Required

Item	No Designation
Building Permit Fee	\$ 771.00
Property Tax	760.80
Impact Fee	8,999.00
Business License	78.00
Emg Svcs & GREAT Fee	1,500.00
Total	\$ 12,108.80

RENOVATION



Item	No Designation	DDD Designation	% Reduction	Incentive Value
Building Permit Fee	\$ 771.00	\$ 655.35	15%	\$ 115.65
Property Tax	760.80	76.08	90%	684.72
Impact Fee	8,999.00	7,199.20	20%	1,799.80
Business License	78.00	---	100%	78.00
Emg Svcs & GREAT Fee	1,500.00	750.00	50%	750.00
Total	\$ 12,108.80	\$ 8,680.63		\$ 3,428.17

Percentage of Savings: 28%

NEW CONSTRUCTION



- \$1,500,000 Cost
- Mixed Use
 - Commercial & Residential
- 2 EDU's Required

Item	No Designation
Building Permit Fee	\$ 7,521.00
Property Tax	7,608.00
Impact Fee	17,998.00
Business License	78.00
Emg Svcs & GREAT Fee	15,000.00
Total	\$ 48,205.00

NEW CONSTRUCTION



Item	No Designation	DDD Designation	% Reduction	Incentive Value
Building Permit Fee	\$ 7,521.00	\$ 5,264.70	30%	\$ 2,256.30
Property Tax	7,608.00	760.80	90%	6,847.20
Impact Fee	17,998.00	11,698.70	35%	6,299.30
Business License	78.00	---	100%	78.00
Emg Svcs & GREAT Fee	15,000.00	7,500.00	50%	7,500.00
Total	\$ 48,205.00	\$ 25,224.20		\$ 22,980.80

Percentage of Savings: 48%

2016 OPPORTUNITY



- Governor Markell announced new round of applications on March 16, 2016
- Application submittal due on or before June 1, 2016
- Evaluation Criteria
 - 50% Need and Impact
 - 30% Quality of District Plan
 - 20% Local Incentives
- Contents of the Downtown Development District Plan is summarized into the Application

