

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Memorial Day Service:** Sunday, May 28, 1:30 PM, The Circle
- ✓ **Town Offices Closed:** Monday, May 29, in observance of Memorial Day
- ✓ **Sussex County Association of Towns:** Wednesday, June 7, 6:00 PM, Rookery North, Hosted by City of Milford
- ✓ **Delaware League Local Government Day:** Thursday, June 8, 12:00 PM, Legislative Hall
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, June 9, 9:00 AM, Arena's at the Airport

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of May 25, the Town has collected \$837,807 (92%) of the April 2017 Utility Billing (\$905,762)
- As of May 25, the Town has collected \$754,434 (48%) of the FY 2018 Property Tax billing (\$1,556,860).
- Attended the Annex & Town Hall Construction Progress Meeting (Gene Dvornick, Laura Givens, Jocelyn Godwin, Jeff Ward)
- Site visit from representatives of the Delaware Archives regarding records management (Laura Givens, Jamie Craddock)
- Water and Sewer Rate Financial Viability Analysis through DHSS - phone conference with Kash Srinivasan (Laura Givens, Olga Holm)

### **Wastewater**

- Lagoon depths: Large Lagoon is 13.25 feet and Small Lagoon is 8.00 feet
- W G Malden calibrated all flow meters at the plant and pumping stations
- Flow meter at Del-Tech is up and running (see photo 1 and 2)

### **Public Works**

- Street sweeper out town-wide
- Parklet placement on North Race Street
- Flags installed along East Market Street
- Grass cutting ongoing

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## **Police**

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Departmental Press Releases issued as warranted

## **Planning**

- First Downtown Development District letter of completion issued for 131 East Market Street
- Xergy Conditional Use (310 North Race Street) denied by Town Council
- Telamon office (142 East Market Street) scheduled for C of O inspection on May 30

## TOWN MANAGER'S UPDATE ...

- Work on Annex Building – 37 The Circle continues (see attached photos)
- Made contact with Sussex County Department of Elections regarding use of State Voter Registration for Municipal elections
- Addressed property owner concerns over Crop Permit requirement
- Represented the Town at meeting with DeIDOT and Sussex Sport Center Foundation regarding project plan and traffic improvements to the Sand Hill Road/Airport Road/Lewes Georgetown Highway (US 9) intersection
- Met with representatives from Georgetown-Millsboro Rotary and Kiwanis Club to finalize program and Town support for 2017 Memorial Day Service
- Held Progress Meeting on Town Hall & Annex with contractor and USDA:
  - ✓ Elapsed days: 23; 6% of contract
  - ✓ Payment application #1 being submitted (covers through May 31)
  - ✓ Submittals are being made – selection meeting scheduled for May 30
  - ✓ Framing and window on 2<sup>nd</sup> floor anticipated to start in the next two weeks
  - ✓ Roof work is underway
- Met with property owner to discuss 101 Brittingham Lane – Temporary Building Permit issued and valid until August 31 (Gene Dvornick, Mike Picarello, Bill West)
- Issued Temporary Sign Permit for 16 Mile Brewery
- Completed revisions to Comcast Franchise Agreement – Approved at May 24 Town Council Meeting
- Prepared Supportive Housing Presentation for Mayor's meeting with SCOAR
- Submitted Charter Change to Senator Pettyjohn's office for drafting into a bill
- Town Hall Staff participated in Red Nose Day – May 25

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## Town Hall & Annex



1<sup>st</sup> Floor Prep



2<sup>nd</sup> Floor Framing

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**Photo 1 - New Meter Vault**



**Photo 2 - New Flow Meter**

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**Photo 3 - Red Nose Day**

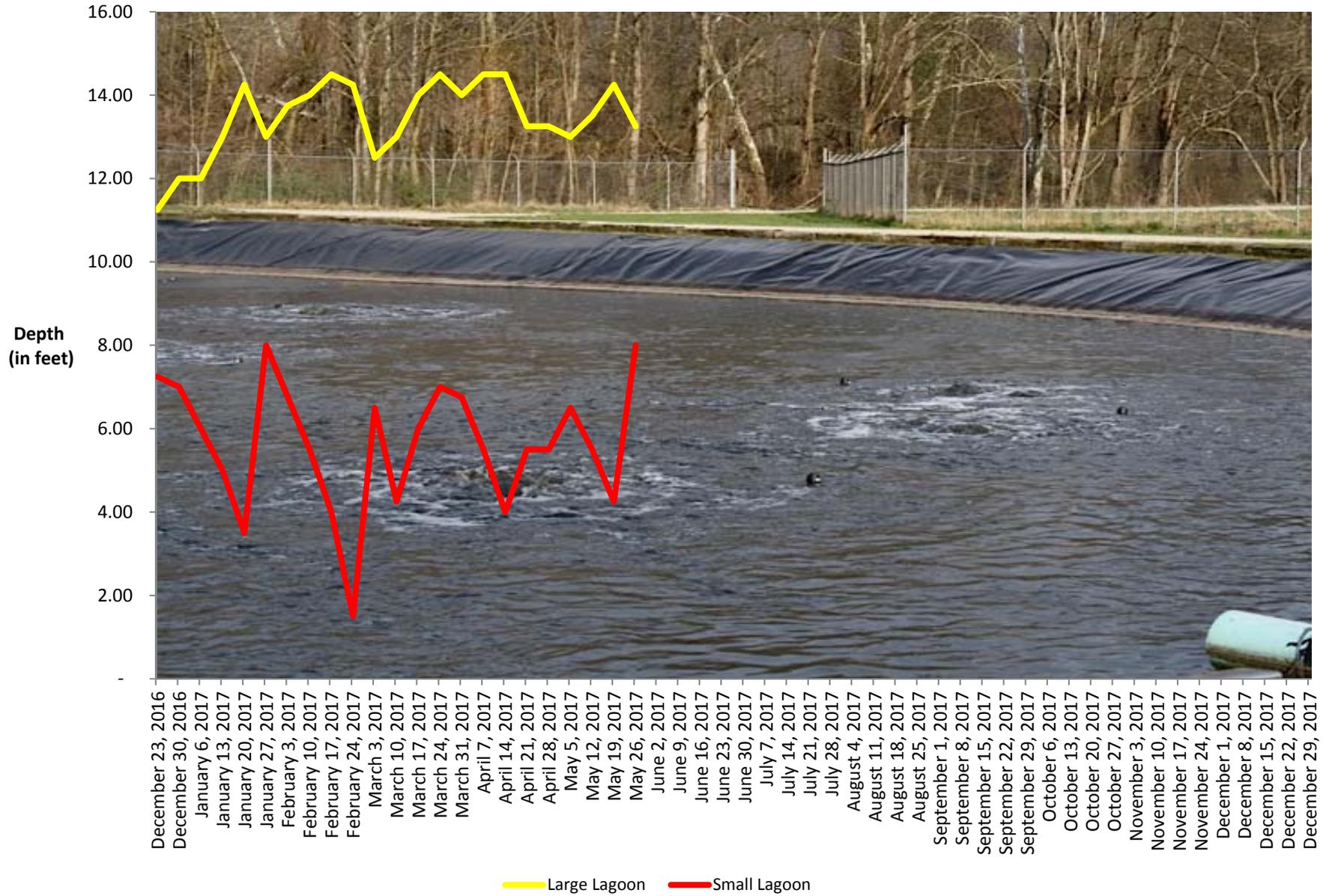


TOWN MANAGER'S  
WEEKLY REPORT

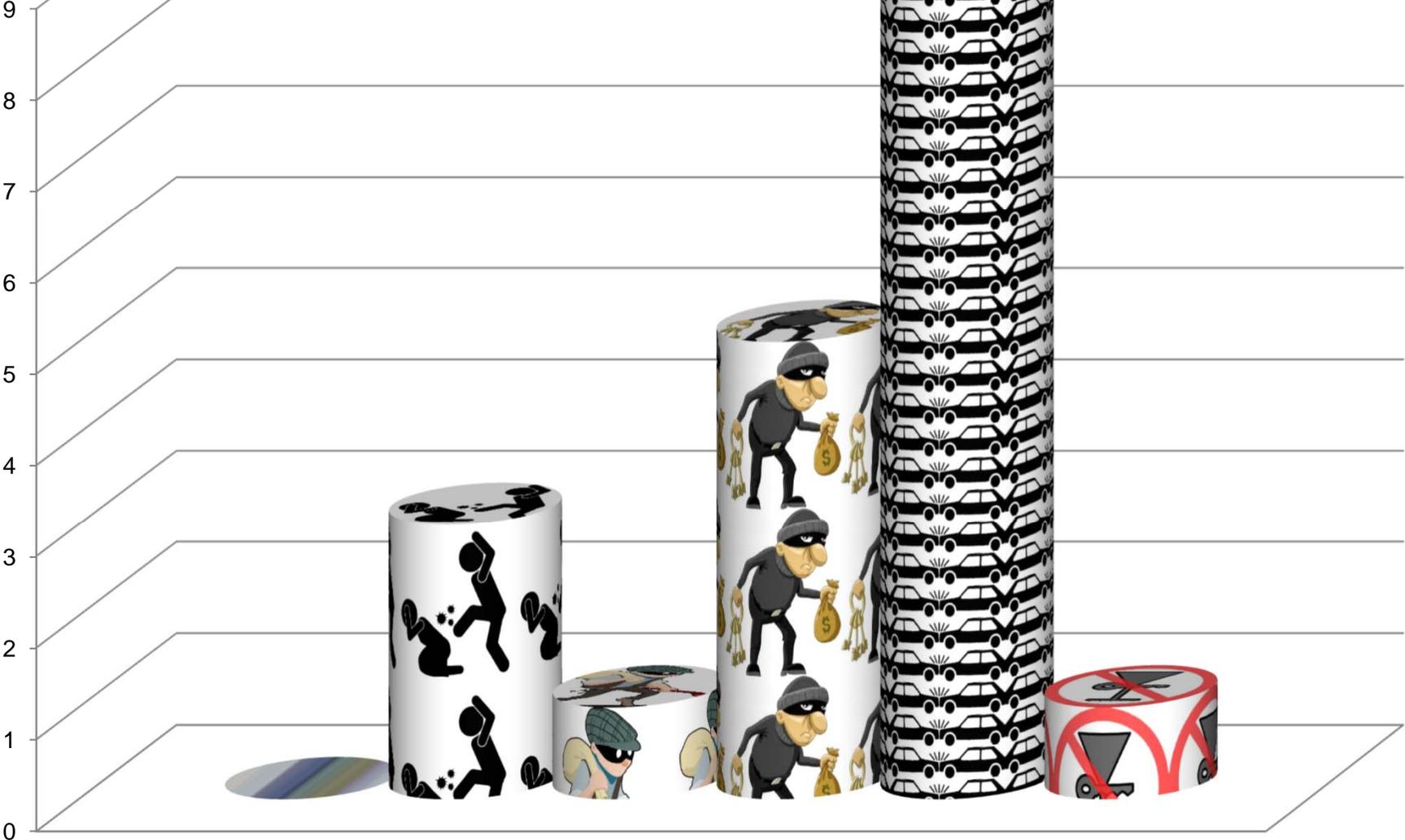


*THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT  
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# WWTF Lagoon Depths



May 24, 2017

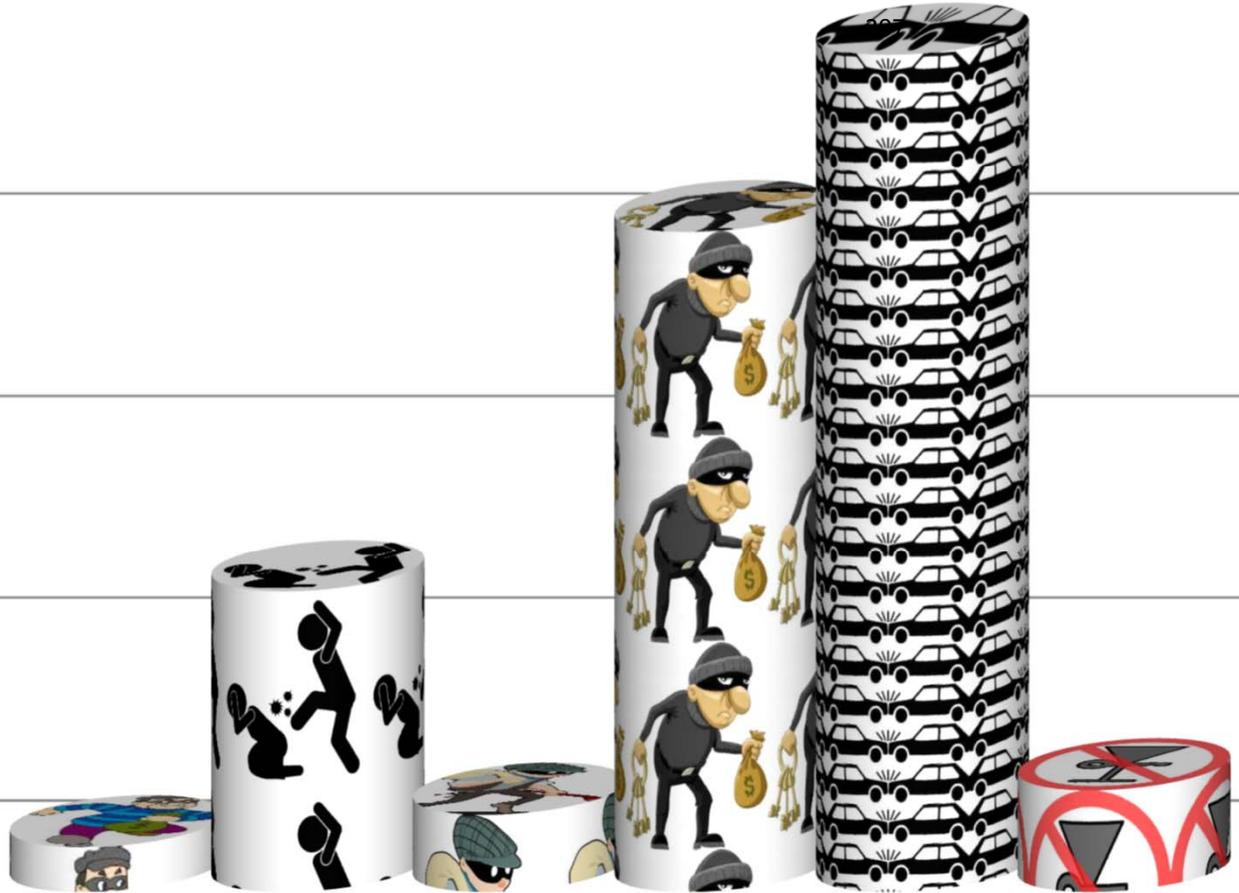


Weekly

Robbery Assault Buglary Thefts Collision DUI

May 24, 2017

250  
200  
150  
100  
50  
0



Year to Date

Robbery Assault Buglary Thefts Collision DUI



# Supportive Housing Considerations

Sussex County Association of Realtors  
May 24, 2017

# Goals

- Ensure integration into the community
- Avoid clustering
- Placement with access to services
- Compatibility with Neighborhood

# Ensure Legal Compliance

- Federal
  - Fair Housing Act
- State
  - Delaware Fair Housing Act (Del. C. Title 6)
  - Municipal Zoning Regulations (Del. C. Title 22)
- Town
  - Housing Standards (Chapter 116)
  - Zoning Code (Chapter 230)

# Siting Considerations

- Access to public transportation
- Available employment opportunities
- Neighborhood amenities
- Community-based services
- Day care options
- Public schools and related programs
- Security

# Town of Georgetown Requirements

- Rental Inspection Required
  - Standard Inspection (all rentals)
  - 3<sup>rd</sup> Party Vendor – AECOM
  - Inspection List available from Town Hall
- Occupancy is established by Town Code
  - Chapter 116 – Housing Standards, § 116-69
  - Calculated during inspection
- Registration Requirement
  - Property Owner
  - Facility Operator
  - Type of Supportive Housing

# How You Can Help

- Avoid Clustering of Supportive Housing
- Encourage Buyers to Research existing services
- Know what the Program expectations are – Match location with expectations
- Ask for Information



# *Georgetown*

WELL ROUNDED.



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May 24, 2017