

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Legislative Session End:** Friday, June 30, 2017
- ✓ **Town Offices Closed:** Tuesday, July 4, in observation of Independence Day
- ✓ **Town Council Meeting:** Wednesday, July 12, 6:45 Public Hearing, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, July 19, 6:00 PM, Town Hall
- ✓ **Sussex County Association of Towns:** Summer Recess
- ✓ **Delaware League of Local Governments:** Summer Recess

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of June 30, the Town has collected \$896,158 (99%) of the April 2017 Utility Billing (\$905,762)
- As of June 30, the Town has collected \$1,455,529 (93%) of the FY 2018 Property Tax billing (\$1,556,860)
- Attended the Town Hall & Office Building Progress Meeting – USDA (Laura Givens, Jeff Ward)

### **Police**

- Departmental Press Releases issued as warranted

### **Wastewater**

- Lagoon depths: Large Lagoon is 12.00 feet and Small Lagoon is 6.75 feet
- Replaced booster pump on the irrigation rig on Goslee field
- Repaired 2 couplings on the drive shaft for Goslee field

### **Public Works**

- Installed additional “Children at Play” signs along North Race Street
- Continue to mow grass and spray for weeds
- Installed State flags (13 original colonies) around The Circle
- Installed holiday banners on The Circle

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## Planning

- The 2017 Downtown Development District Annual Report submitted on June 30
- The 2017 Comprehensive Plan Annual Report submitted on June 30
- C & C Real Estate granted a 30-day extension to wrap up rental inspections (three outstanding) on the acquired McCarthy properties

## TOWN MANAGER'S UPDATE ...

- Provide Code Enforcement information for inclusion in the July utility bill mailing
- Represented Town at Motion to Dismiss hearing (Federal Court)
- Met with local business owner and sign fabricator to review Sign Code and discuss alternatives (Gene Dvornick, Jocelyn Godwin)
- Answered questions from local realtor regarding the Arrow Safety property
- Met with property owner to discuss plans for their property and how best to comply with Town Code
- Participated in DFIT Trustee Conference Call regarding Third Party Administrator
- Met with investors inquiring about properties in the DDD suitable for potential restaurant locations (Gene Dvornick, Jocelyn Godwin)
- Answered questions on sign requirement calculations
- Responded to requests for use of Town equipment (as authorized by Town Council)
- Reviewed July utility billing "Take Note Newsletter"
- Drafted correspondence requesting permanent easement for emergency exit from Annex building
- Followed up on several Code Enforcement items



# TOWN MANAGER'S WEEKLY REPORT



## Town Hall & Annex



1<sup>st</sup> Floor Framing & Plumbing



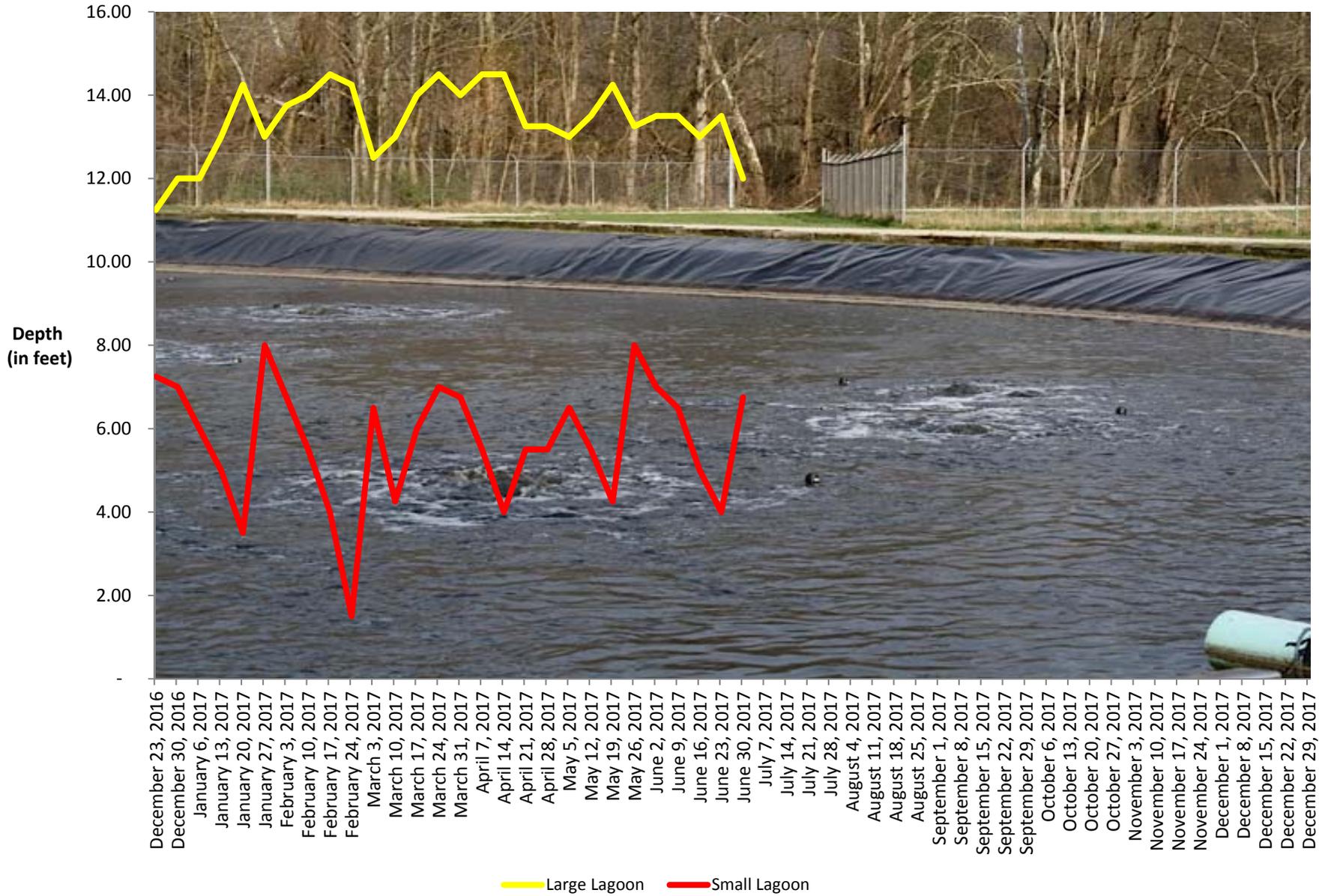
2<sup>nd</sup> Floor Plumbing & Electrical

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WEEKLY REPORT



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

# WWTF Lagoon Depths



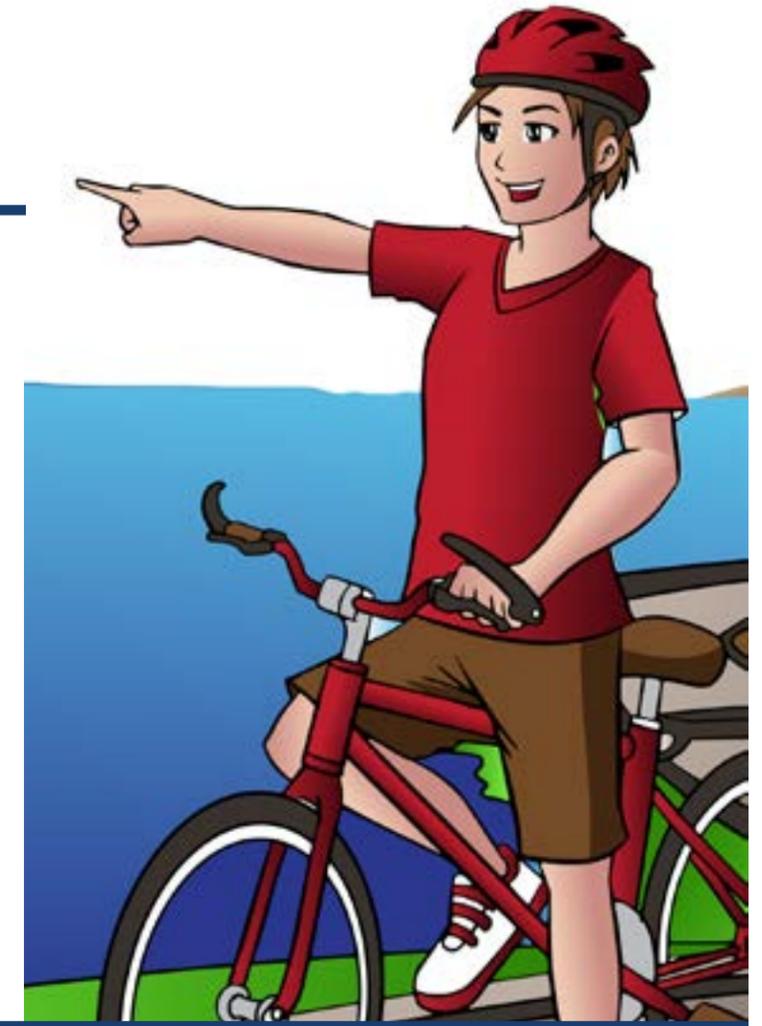
# Making Bicycling Better for Everyone



*A Statewide Policy Plan*

Delaware Department of Transportation and other partners are developing a policy-oriented master plan that will promote and enable safe, easy bicycling throughout the state.

Your input can help make bicycling more comfortable and more convenient!



[www.tinyurl.com/bikefriendlyde](http://www.tinyurl.com/bikefriendlyde)



- Take the [Survey](#)
- Use the [Wikimap](#)
- Get more info
- Submit comments
- Ask questions