

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, August 9, 7:00 PM, Regular Meeting, Town Hall
- ✓ **Planning Commission:** Wednesday, August 16, 5:00 PM, Town Hall
  1. Public Hearing
    - Definitions (§230-5)
    - Article XX Off-Street Parking and Loading (§230)
    - Signs Permitted in HD District (§230-173)
    - Signs (§230-135)
  2. Regular Meeting
    - Historic Review – 21 East Market Street (Signs)
    - Architectural Review – Shops of College Park (Hotel)
- ✓ **Town Council Meeting:** Wednesday, August 23, 6:30 PM, Public Hearing; 7:00 PM, Regular Meeting, Town Hall
- ✓ **Sussex County Association of Towns:** Summer Recess
- ✓ **Delaware League of Local Governments:** Summer Recess

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of August 4, the Town has collected \$608,627 (64%) of the July utility billing (\$944,635.58) – Due date is August 9
- As of August 4, the Town has collected \$ 1,472,437 (95.8%) of the FY 2018 Property Tax billing (\$1,556,860)
- Attended the Annex & Town Hall Construction Progress Meeting on July 23 (Laura Givens, Jocelyn Godwin, Jeff Ward)
- Met with representatives from Delaware Archives regarding records retention (Jamie Craddock, Kristen Dabrowski, Laura Givens, Jocelyn Godwin, Olga Holm)
- Real Estate Transfer Tax Summary (July 2017)

	July 2017		July 2016	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$18,674	\$85,852	\$11,699	\$60,968

### **Police**

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

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## Wastewater

- Lagoon depths: Large Lagoon is 7.00 feet and Small Lagoon is 7.25 feet
- Replaced 3 broken risers in the Town's spray field
- Pulled Pump 2 at Georgetown Plaza and Pump 1 at Stevenson Lane to remove debris
- Installed new starter on Pump 2 at the Georgetown Plaza

## Public Works

- Completed water tap for 37 The Circle
- Replaced mulch at King Street Playground
- Planting bed fence installed around the fountain (See Photo 1)
- Checked on drainage concern – Burton Street

## Planning

- Sussex Sports Complex – comments received on site plan and forwarded to applicant on July 31
- 411 North Bedford Street – Category II Site Plan submitted July 28 (Retail)
- 20601 DuPont Blvd – Category II Site Plan submitted on July 26 (NAPA)
- 401 College Park Lane Suite 6 – Tenant fit-out application (Great Clips Salon)
- Board of Adjustment:
  - Parking space size and drive width reduction (28 The Circle) – **Granted**
- Building Permit Summary (July 2017)

Building Activity	July 2017	June 2017	July 2016
Permits Issued	24	23	23
Value of Improvements	\$608,337	\$488,547	\$3,214,857
Permit Revenue	\$3,443	\$2,839	\$16,655

## TOWN MANAGER'S UPDATE ...

- Work on Annex Building – 37 The Circle continues (see attached photos)
- Final clean up and grading completed at 203 East North Street (See Photo 2)
- Reviewed DelDOT Right-of-Way Agreement for Parklet – Agenda Item on August 9
- Contacted Wm V. Sipple regarding the addition of a name on the World War II Memorial plaque (front of Sussex County Courthouse)
- Provided Updated financial budget detail for Domestic Violence Grant (Gene Dvornick, Chief Hughes)

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- Met with DeIDOT to discuss Georgetown-Lewes Rails to Trails and Rails with Trails – increased focus beginning late December 2017 and early January 2018 (Gene Dvornick, Jocelyn Godwin)
- Attended Sussex County Sports Complex Foundation Meeting – focus on site design, preliminary budget, and ongoing interest by other groups
- Updated eGrant budget detail for Police Cadet Program
- Reviewed, with Town Solicitor, Master Lease Agreement with Fulton Bank for vehicle leases
- Addressed out-of-town sewer request and alternatives with property owner
- Provided information on how the Town handles overnight emergency shelters for another municipality
- Followed up on several Code Enforcement items
- Started work on Sidewalk Maintenance and Repair Options presentation
- Received notification of selection by Engaging Local Government Leaders as one of the top 100 influencers in local government – 2017 Traeger List of Influencers

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## Town Hall & Annex



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



2<sup>nd</sup> Floor Insulation & Sheetrock

# TOWN MANAGER'S WEEKLY REPORT



**Photo 1 - Planting Bed Fencing**



**Photo 2 - 203 East North Street**

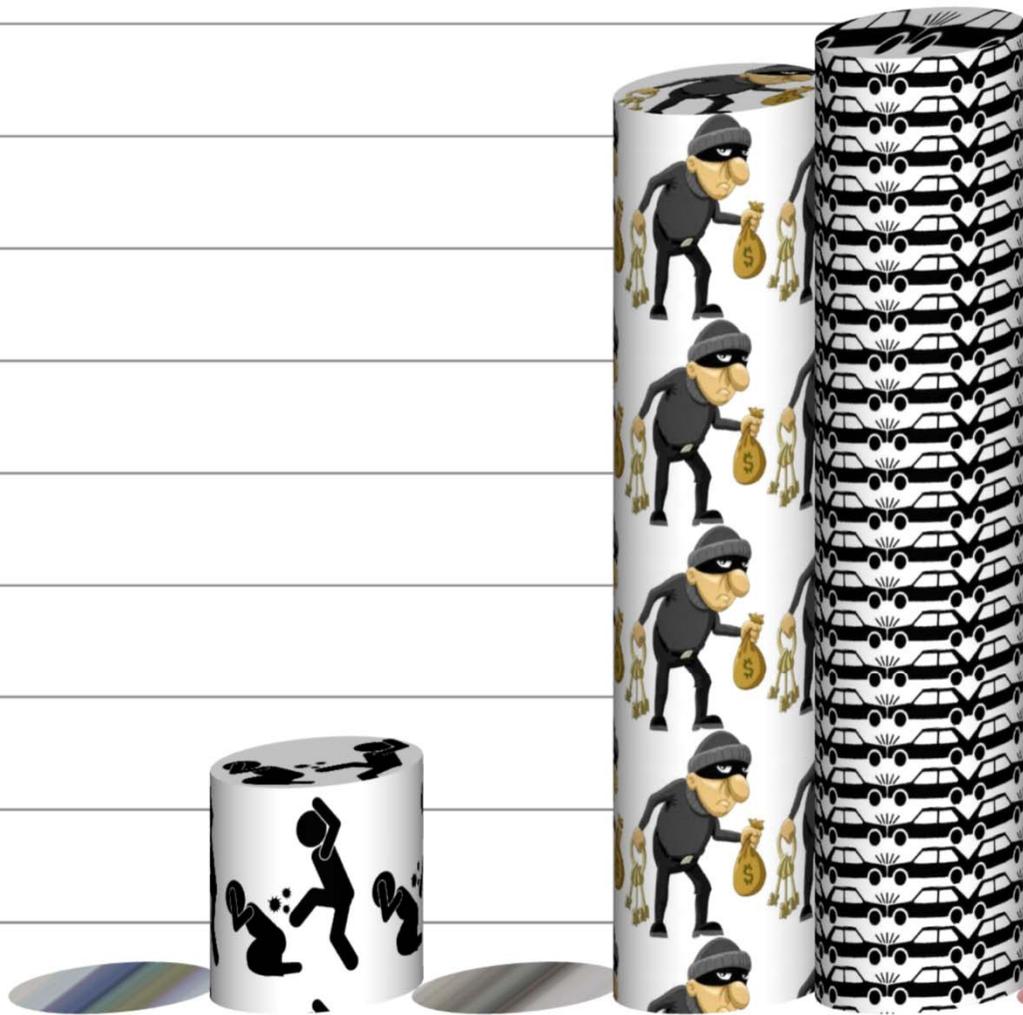
TOWN MANAGER'S  
WEEKLY REPORT



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

July 26, 2017

18  
16  
14  
12  
10  
8  
6  
4  
2  
0

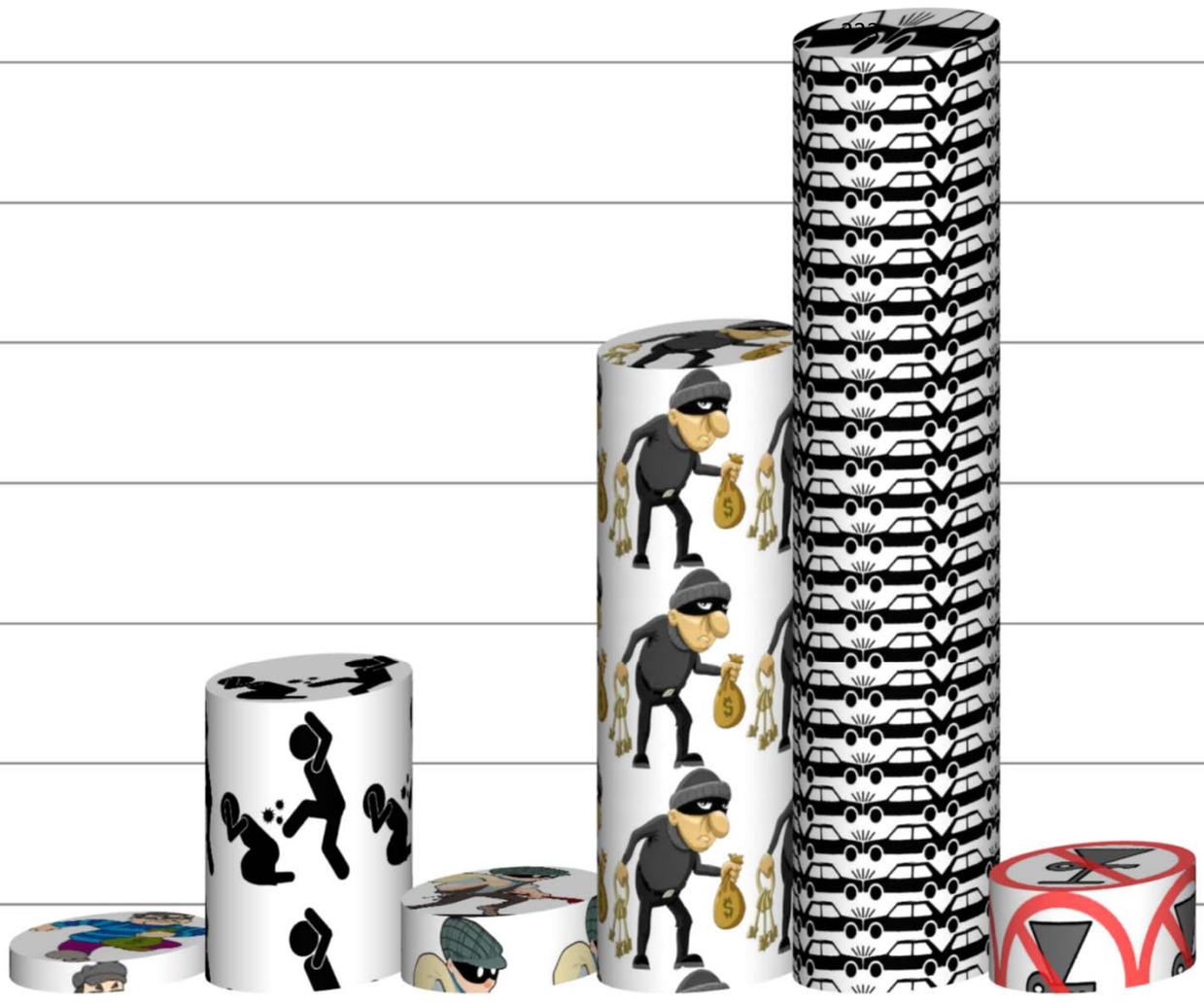


Weekly

Robbery Assault Buglary Thefts Collision DUI

July 26, 2017

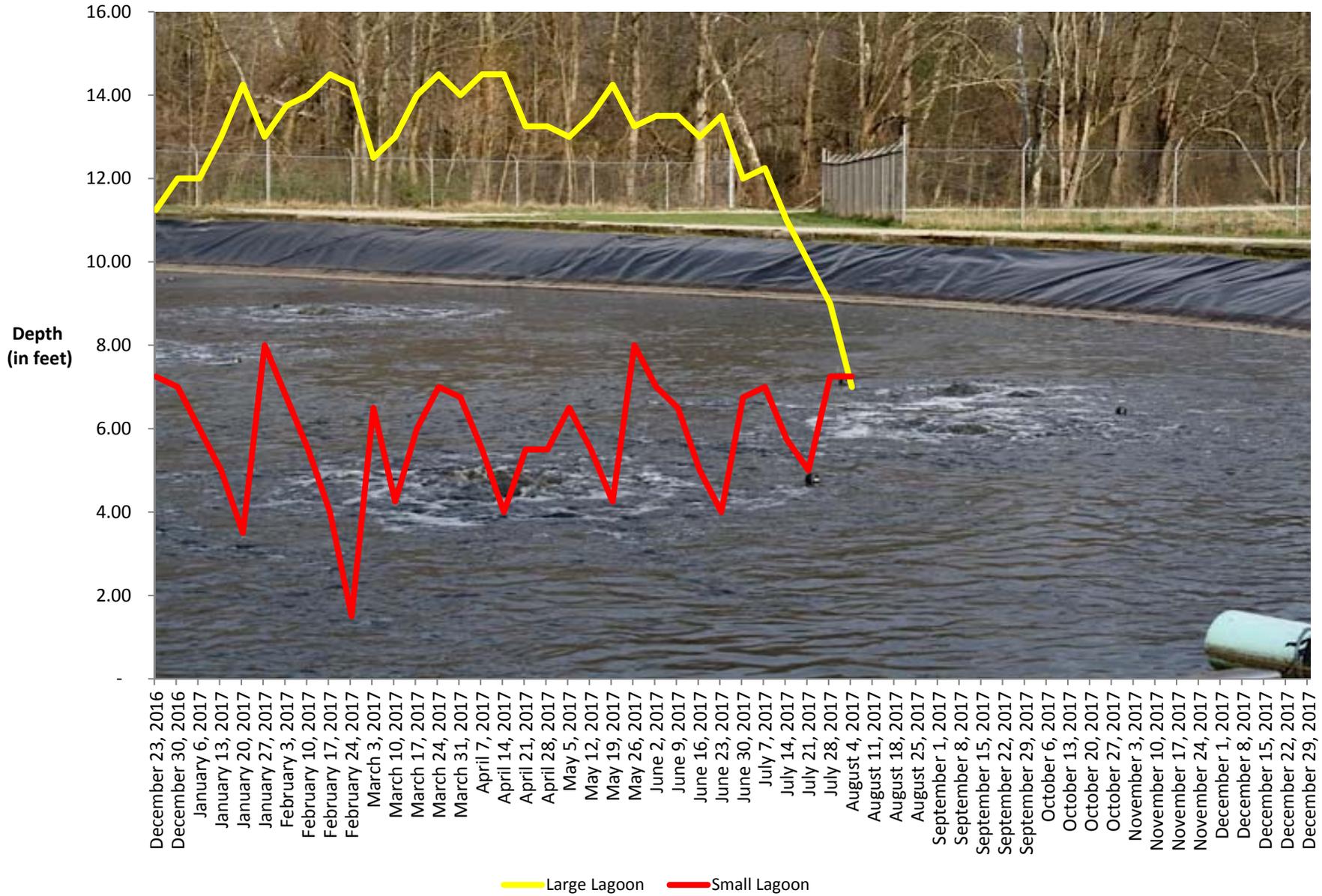
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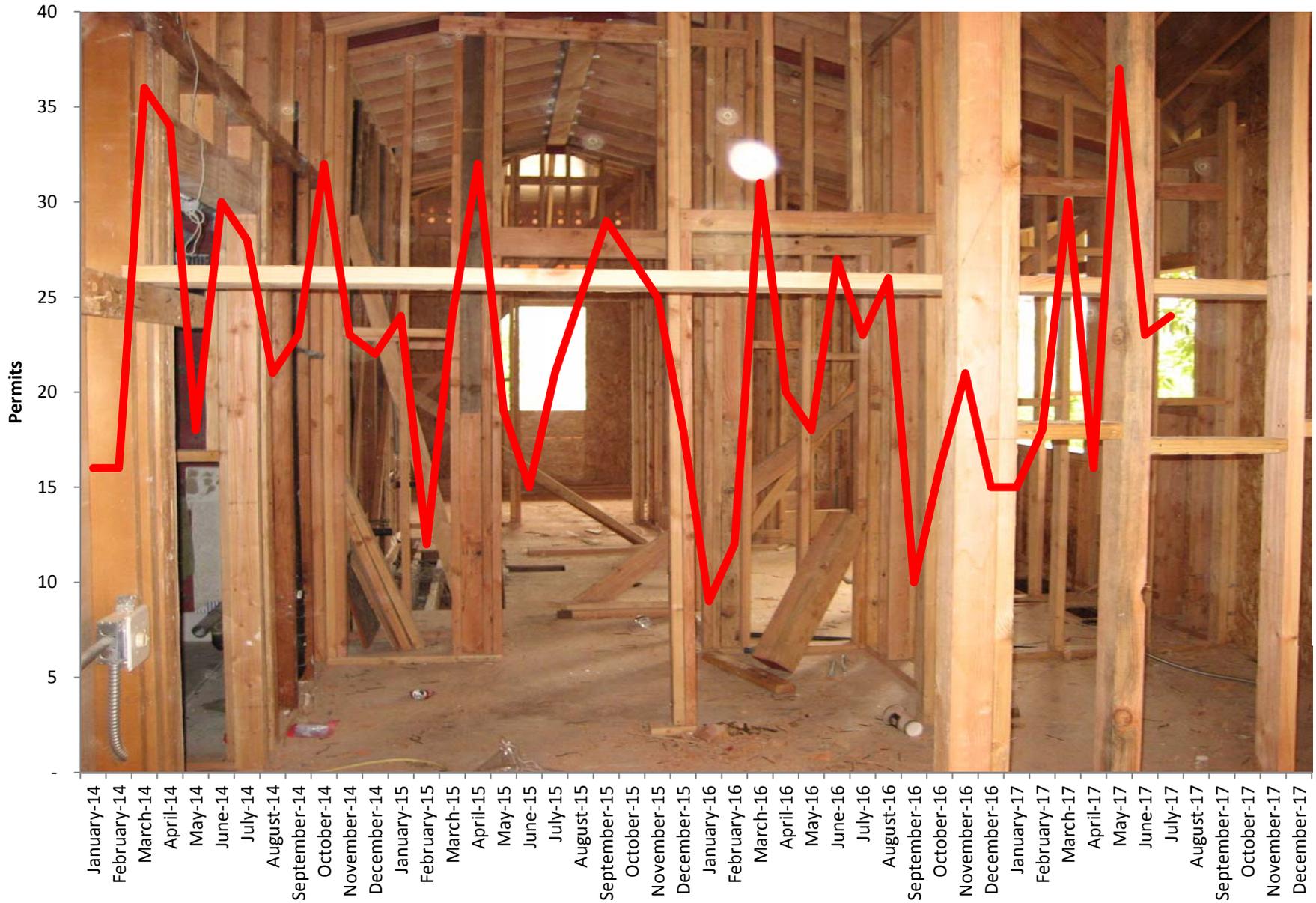
Year to Date

Robbery Assault Buglary Thefts Collision DUI

# WWTF Lagoon Depths

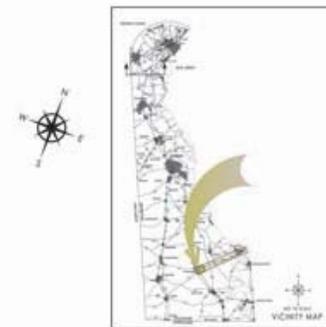


# Building Permit Activity



# Georgetown to Lewes Rails-To-Trails/Rails-With-Trails Study

## Phase II GEORGETOWN: Georgetown to Park Avenue



AVERAGE USER TRAVELING SPEEDS & CORRIDOR TRAVEL TIMES		
[Study Corridor Distance = 2.5 miles, Rails with Trails] (THIS SHEET)		
	Bicycle- 13.1 miles per hour/	approx. 11 min.
	Jogging- 7.0 miles per hour/	approx. 21 min.
	Walking- 3.1 miles per hour/	approx. 48 min.
	Wheel Chair-2.4 miles per hour/	approx. 1 hr. 3 min.

LEGEND	
	RTT/RWT STUDY CORRIDOR ALIGNMENT (NORTH OF TRACKS)
	RTT/RWT STUDY CORRIDOR ALIGNMENT (SOUTH OF TRACKS)
	PROPERTY AND RIGHT OF WAY LINES
	WATERS OF THE U.S.
	100 YEAR FLOODPLAIN
	WETLANDS (FIELD IDENTIFIED)
	STATE PARK
	EXISTING MULTIUSE TRAIL
	PROPOSED MULTIUSE TRAIL
	TRAILHEAD
	RAILROAD CROSSING
	TRAIL CROSSES OVER TRACE
	POTENTIAL UTILITY CONFLICT
	POTENTIAL STRUCTURE COST
	PROPOSED DEVELOPMENTS

SCALE: 1 inch = 400 feet      Aerial Image Date: 2007