

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **DelDOT Public Workshop –US 113 and SR 18/SR 404 Grade Separated Intersection:** Tuesday, February 27, 4:00 PM, Delaware Tech – Student Services Center Building – Dining Hall
- ✓ **Town Council Meeting:** Wednesday, February 28, 6:45 PM, Executive Session; 7:00 PM, Regular Meeting, Town Hall
- ✓ **Sussex County Association of Towns:** Wednesday, March 7, 6:00 PM, hosted by Laurel
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, March 9, 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- As of February 22, the Town has collected \$834,659 (92%) of the January utility billing (\$909,769.01)
- As of February 22, the Town has collected \$1,536,774 (99%) of the FY 2018 Property Tax billing (\$1,556,860)
- Attended the Village of Cinderberry Community Forum on February 20th (Gene Dvornick, Laura Givens)
- Working of FY19 Budget. Information returned to Finance Department from Department Heads.
- Submitted reimbursement request to DelDOT for the construction portion of the US 113 @ SR 404/SR 18 Intersection Improvements
- Completed the Delaware River Basin Commission annual water audit worksheet – Forwarded to Public Works Director for review prior to submitting

Police

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

Wastewater

- Lagoon depths: Large Lagoon is 14.50 feet and Small Lagoon is 4.50 feet
- Repaired 10 air diffusers in the Bio-Lac at the wastewater plant
- Pulled Pump 2 at Stevenson Lane Station and cleared blockage

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Public Works

- Backhoe seal rebuilt and piston seals replaced
- Street Sweeper has been out town wide
- Installed cold patch in pot holes
- Pump 3A at Del Tech replaced – electrical connection pending

Planning

- Predevelopment Meetings scheduled:
 - 404 Kimmey Street (Habitat Property Potentials, DDD)
 - 108 West North Street (Parking Expansion)
- Planning Commission:
 - 8 West Market Street – Storage Shed (Historic Review) – *Approved*
- Two Members signed up for UD IPA training
- Review of current zoning ordinance and submission of concerns to KCI

TOWN MANAGER'S UPDATE ...

- Work on Annex Building – 37 The Circle continues (see attached photos)
 - ✓ Cabinetry and counters installed
 - ✓ Bathroom fixtures installed
 - ✓ Carpeting installed
- Responded to resident concern of water standing near their water meter
- Met with downtown business owner, looking to relocate, to review approval process and steps for buildings within the Downtown Development District (Jamie Craddock, Gene Dvornick, Jocelyn Godwin)
- Met with property owner to discuss outstanding amounts owed the Town and developed a path forward for collection of past due amounts (Gene Dvornick, Michael Picarello)
- Represented the Town of Georgetown at Governor Carney's Downtown Development Funding announcement (Gene Dvornick, Bill West)
- Presented at Village of Cinderberry Community Forum – addressed resident concerns and followed up on several issues (Gene Dvornick, Laura Givens)
- Met with representatives of DART to discuss, on-site, the bathroom concerns at the Transit Hub and plans for improvements (including items such as shelter, curbing, seating, drainage, lighting, security cameras, and others)
- Attended Water Infrastructure Advisory Council (WIAC) Meeting
- Developed Electronic Message Sign Policy and Form for the Town
- Answered local media questions regarding DDD funding announcement

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- Reviewed 2018 Main Street Conference Sessions with Chamber of Commerce Director of Operations to prioritize topics to attend (Gene Dvornick, Jocelyn Godwin)
- Researched and drafted Ordinance for Window Coverings – future Town Council Agenda item
- Attended Delaware League of Local Governments Monthly Meeting. Presentation by Office of Management and Budget on State Budget Process (Operating and Bond)
- Prepared Award of Recognition for presentation to local employees for exemplary actions
- Followed up on several Code Enforcement concerns



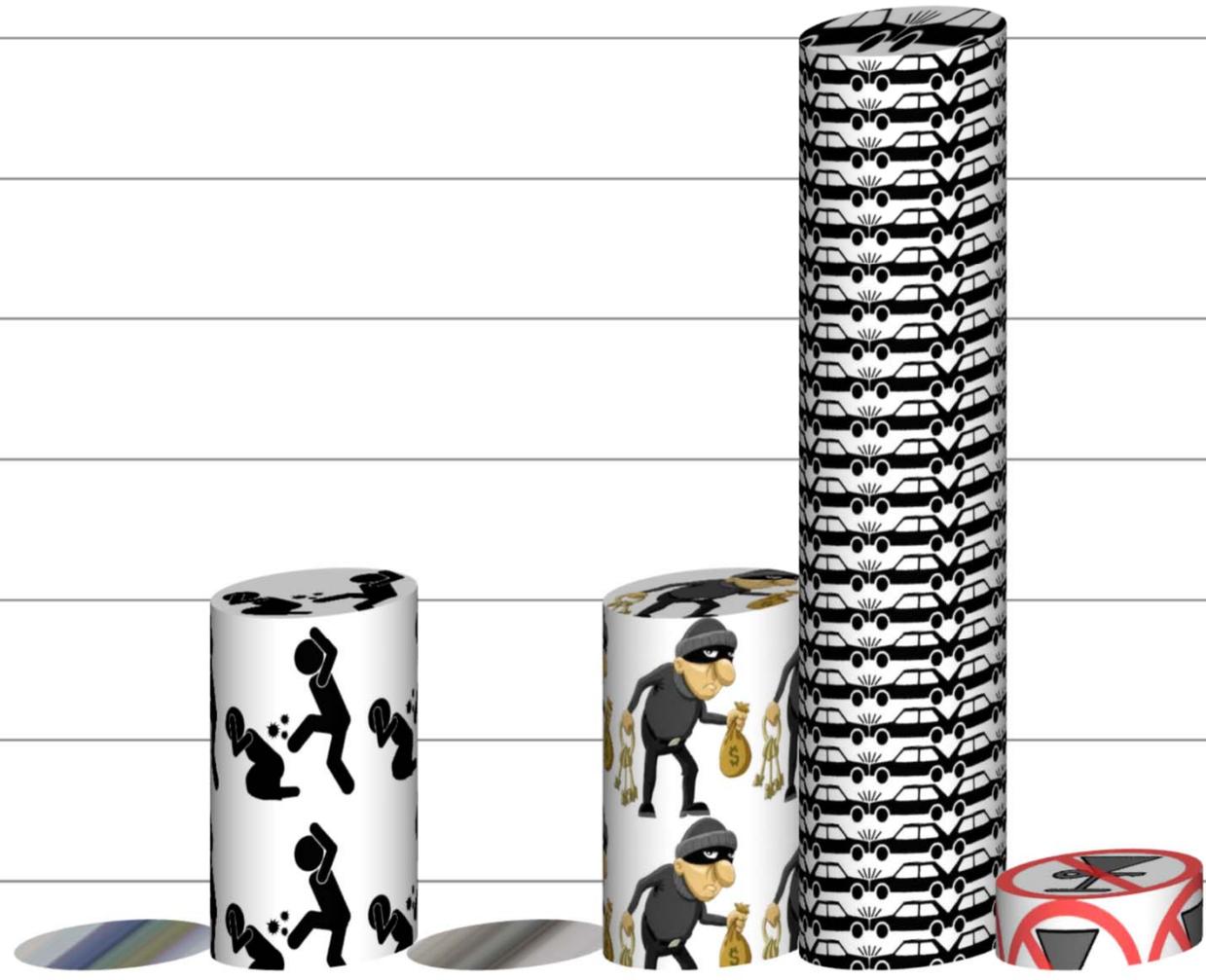
TOWN MANAGER'S
WEEKLY REPORT



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

February 21, 2018

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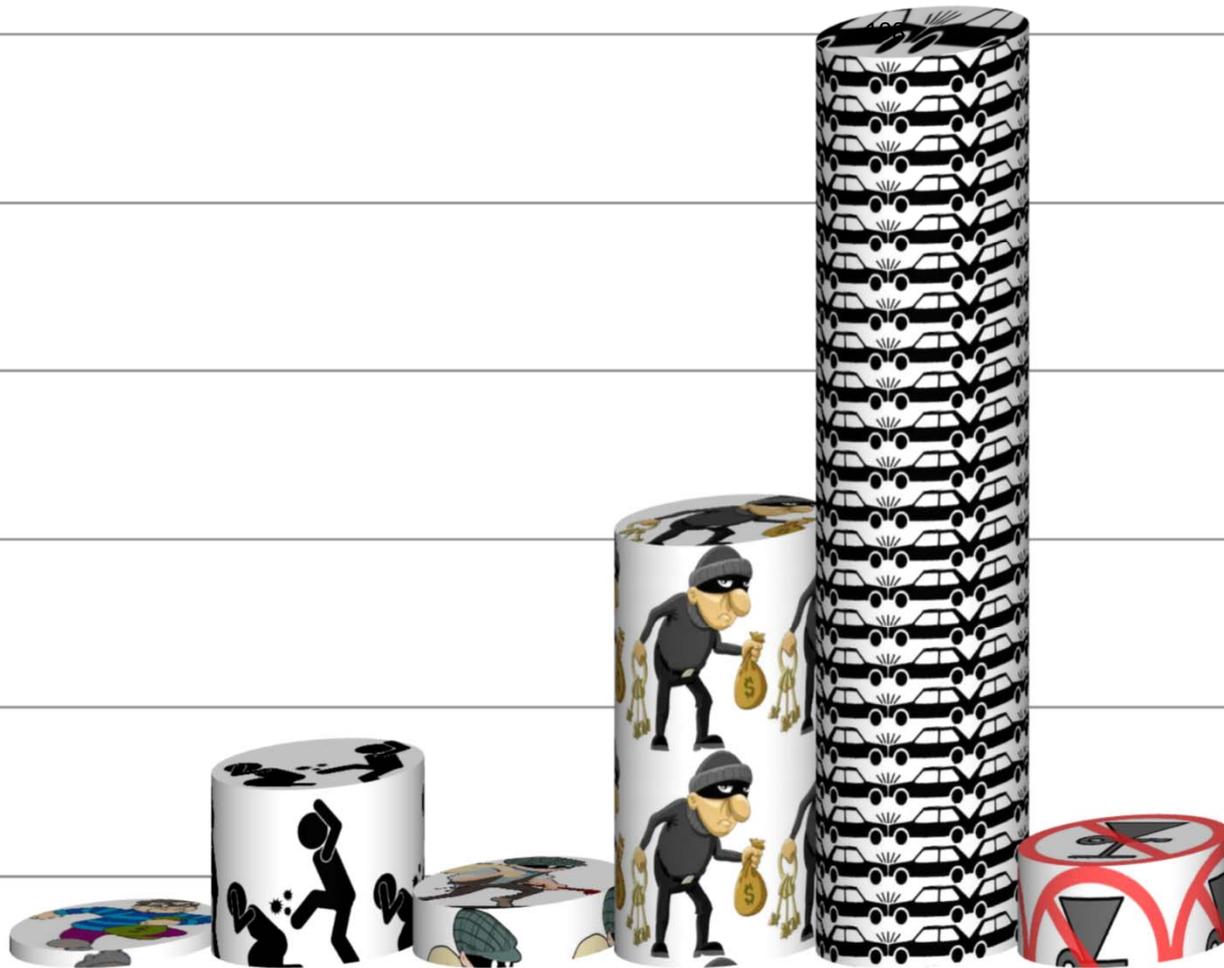


Weekly

👊 Robbery 🗡️ Assault 🏪 Buglary 🚗 Thefts 🚗 Collision 🚗 DUI

February 21, 2018

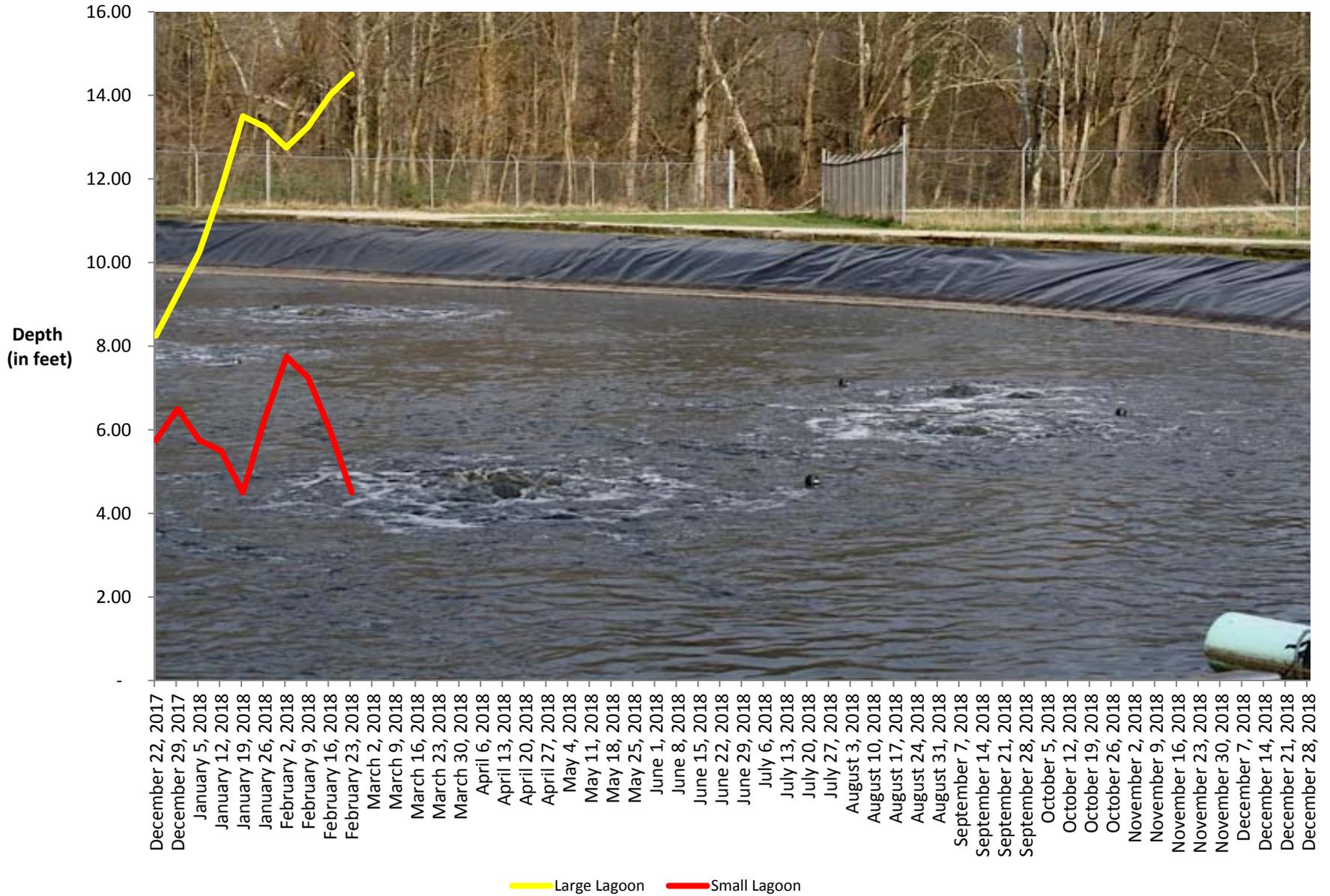
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Year to Date

Robbery Assault Buglary Thefts Collision DUI

WWTF Lagoon Depths





EXIT





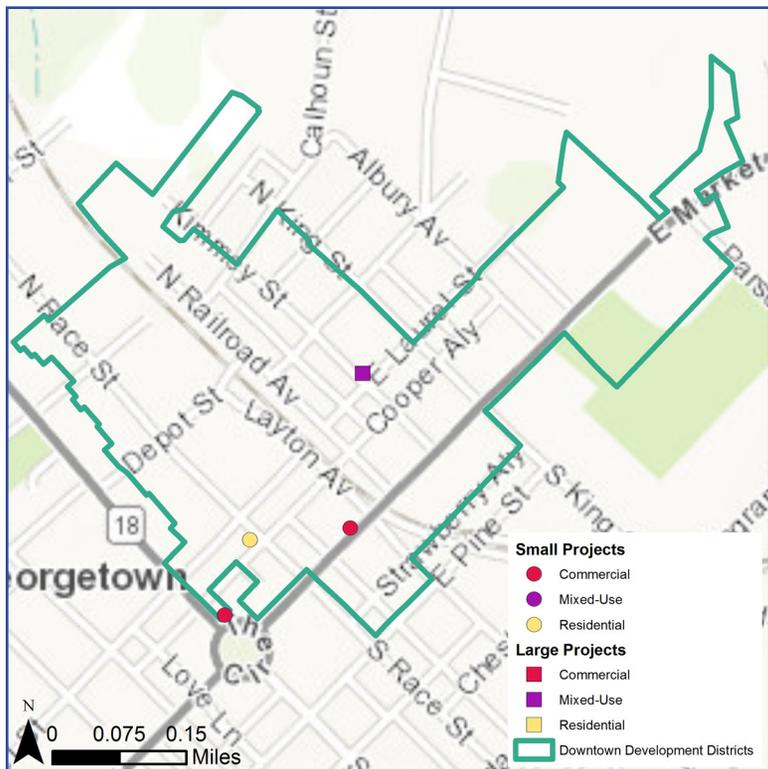
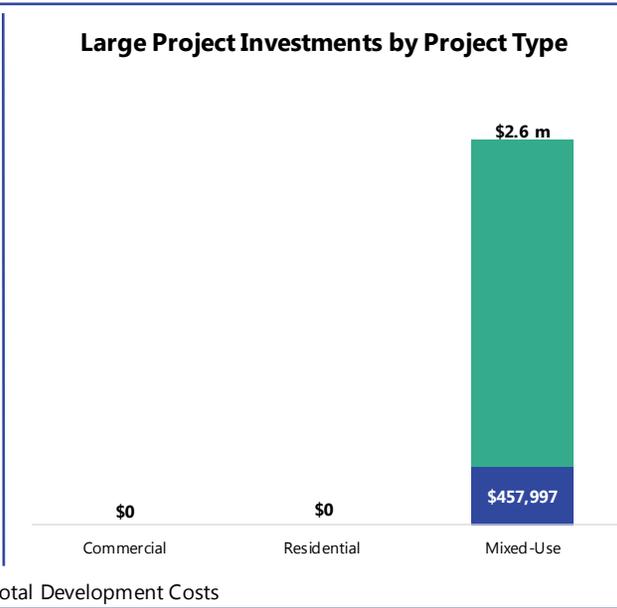
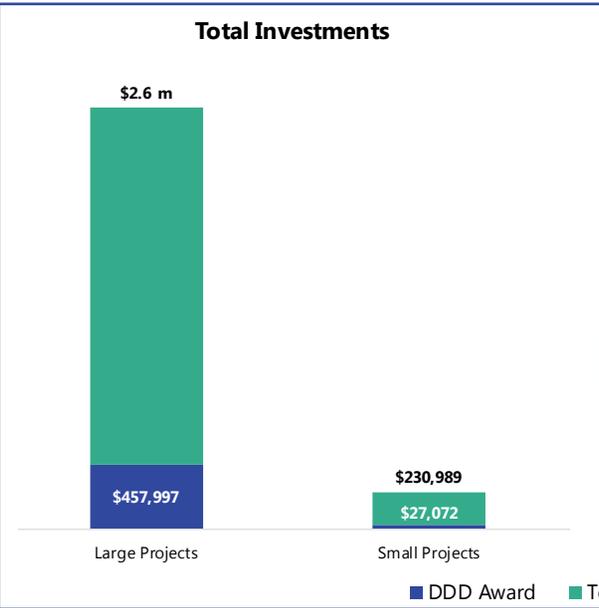
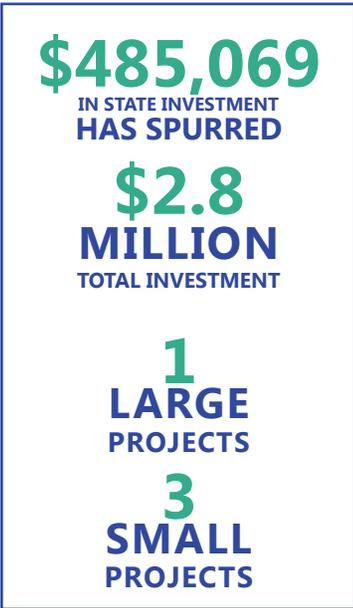




GEORGETOWN DOWNTOWN DEVELOPMENT DISTRICT



Georgetown's Downtown Development District, designated in 2016, encompasses 84 acres. The district includes the two main business corridors, East Market Street and North Race Street. The designated district includes the area of greatest need just off of the Circle, which is considered the hub of the town.



H.P. Layton Partnership

Small Project
FY 2017

Rehabilitation including a new roof and exterior painting, as well as a new ceiling inside.

Greenlea, LLC

Small Project
FY 2018

Fitting out five existing offices on the second floor and minor exterior renovation.

Sussex County Habitat for Humanity

Small Project
FY 2017

Rehabilitation of a single-family home.

Jaelen, LLC

Large Project Round 6

Rehabilitation and expansion of a mixed-use building including a laundry facility, coffee shop, and beauty salon.