

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Patriot Day Ceremony:** Tuesday, September 11, 5:00 PM, Little League Field
- ✓ **Planning Commission:** Wednesday, September 12, 6:00 PM, First State Community Action Agency (308 North Railroad Avenue)
 1. Preliminary Site Plan – Georgetown Village Business Park (Restaurant & Retail)
- ✓ **Town Council Meeting:** Wednesday, September 12, 7:00 PM, Regular Meeting, First State Community Action Agency (308 North Railroad Avenue)

UPDATES FROM DEPARTMENTS ...

Finance

- As of September 7, the Town has collected:
 - \$920,570 (94%) of the July Utility Billing (\$908,945)
 - \$1,528,849 (97%) of the annual property tax billing (\$1,581,677)
- Attended the Annex & Town Hall Construction Progress Meeting on August 28 (Laura Givens, Jeff Ward)
- Meeting with Jeff Stout, Edmunds & Associates, regarding Building Permit Module and procedures (Jamie Craddock, Laura Givens, Jocelyn Godwin)
- On September 4, mailed 158 disconnect notices to properties that have not paid the July utility billing. Disconnect date is scheduled for September 18
- Real Estate Transfer Tax Summary (July 2018)

	August 2018		August 2017	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$27,292	\$96,220	\$16,648	\$102,501

Wastewater

- Lagoon depths: Large Lagoon is 3.25 feet and Small Lagoon is 3.25 feet
- Responded to sewer issue on King Street – ran jetter through clean out
- Sussex County assisted Wastewater Staff in cleaning out irrigation well for Pumps C, D, and E

Police

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

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Planning

- Board of Adjustment:
 - 502 North Bedford Street – Extension of Special Exemption – **Granted**
- Village of College Park – Request for Comp Plan Amendment submitted to PLUS – scheduled for September 26
- SUN Behavioral Health – CO inspection completed and passed
- Georgetown Storage – Building Permit issued for 12 buildings on August 30
- Village of Cinderberry – Building Permit issued for 30 Frankenberry on September 4
- Predevelopment Meeting scheduled:
 - 104 East Pine Street – September 11 – Office
- Building Permit Summary (August 2018)

Building Activity	August 2018	July 2018	August 2017
Permits Issued	23	31	25
Value of Improvements	\$943,487	\$643,733	\$334,390
Permit Revenue	\$5,156	\$3,694	\$2,127

Public Works

- Edging and curb painting has begun
- Posted utility shut off notices
- Completed readings of Large Meters

TOWN MANAGER'S UPDATE ...

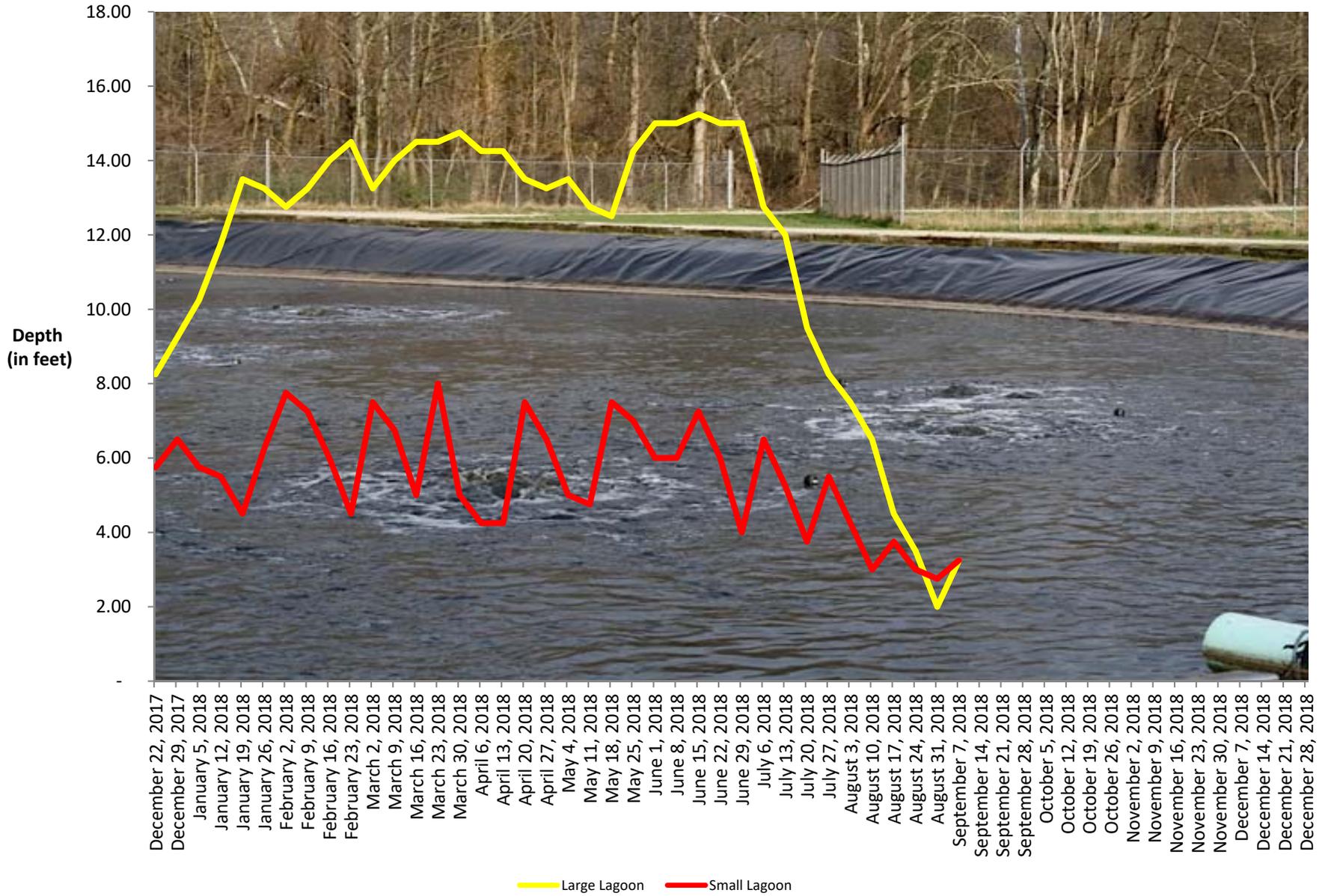
- Addressed local resident concerns over possible setback encroachment
- Followed up with Sussex Conservation District estimate for Burger King Road Storm Water Pond work
- Reviewed with Town Engineer sewer transmission alternatives for potential new business (Gene Dvornick, Eric Rust, Jeff Ward)
- Attended Sussex County Association of Towns monthly dinner – Presentation from University of Delaware on services offered to local governments (Gene Dvornick, Steve Hartstein, Bob Holston, Bill West)
- Finalized Public Works Agreement for the Oaks at Georgetown
- Handled concerns from local resident regarding nuisance animals
- Attended Sussex County Association of Towns Steering Committee – focus was on primary election results, impact or retirements on Delaware General Assembly, and 2019 meeting schedule (Gene Dvornick, Bob Holston)
- Followed up on several Code Enforcement concerns

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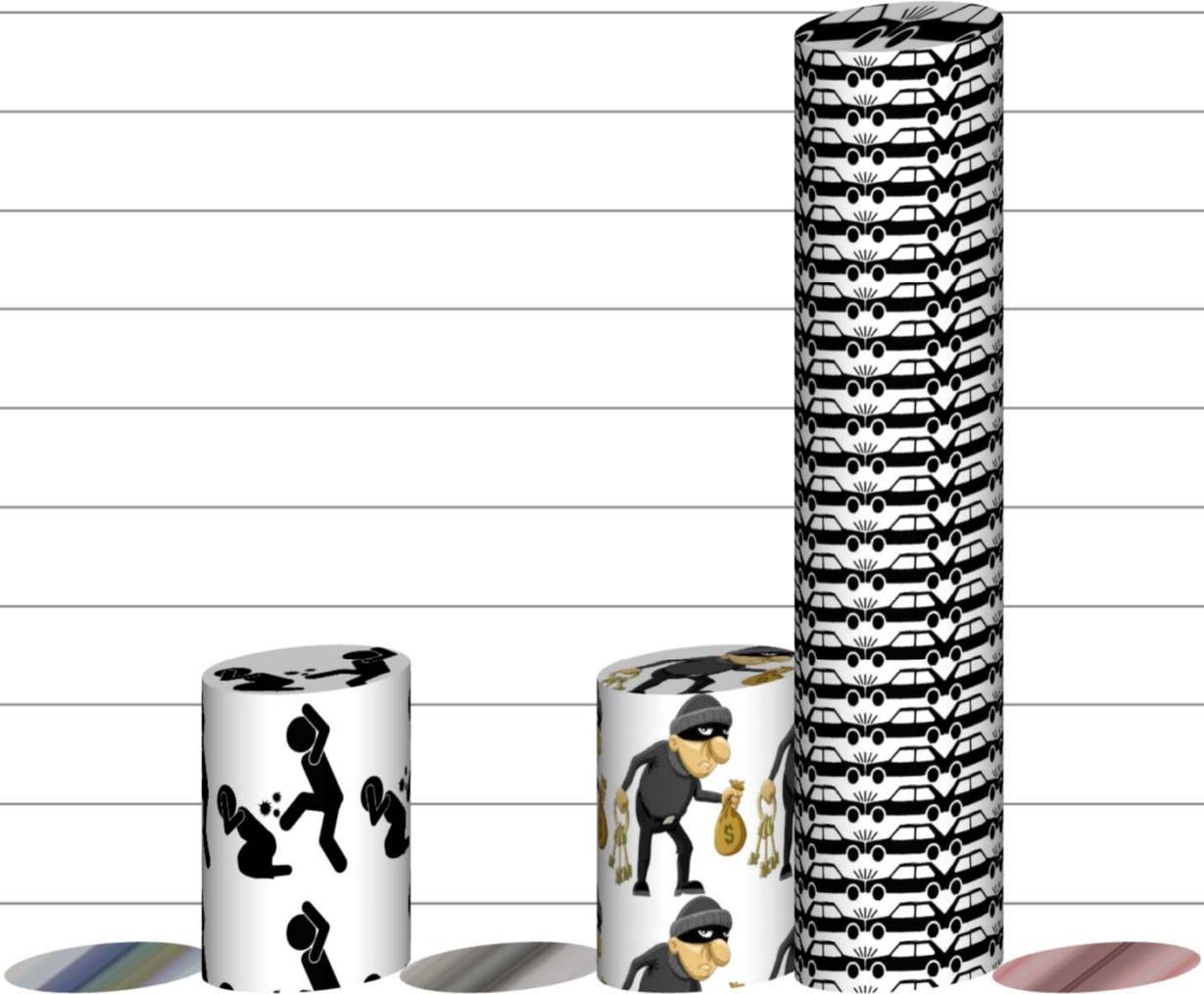
***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

WWTF Lagoon Depths



September 5, 2018

20
18
16
14
12
10
8
6
4
2
0

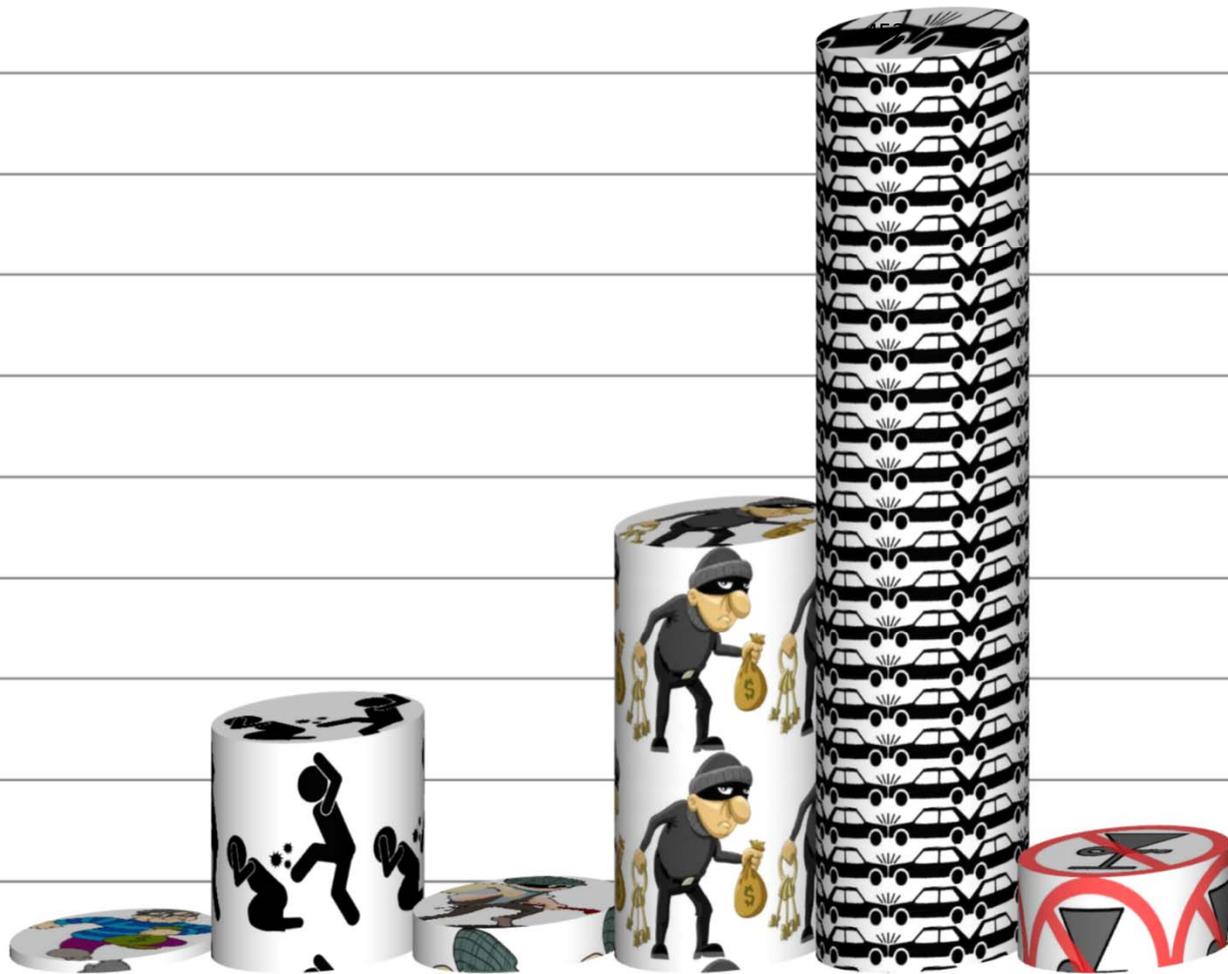


Weekly

▣ Robbery ▣ Assault ▣ Buglary ▣ Thefts ▣ Collision ▣ DUI

September 5, 2018

500
450
400
350
300
250
200
150
100
50
0



Year to Date

■ Robbery ■ Assault ■ Buglary ■ Thefts ■ Collision ■ DUI

Building Permit Activity

