

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Offices Closed:** Monday, January 21, in observation of Martin Luther King, Jr. Day
- ✓ **Town Council Meeting:** Wednesday, January 23, 6:45 PM, Public Hearing followed by Regular Meeting, First State Community Action Agency (308 North Railroad Avenue)
- ✓ **Delaware League of Local Governments:** Thursday, January 24, 5:30 PM (Duncan Center), Dover
- ✓ **Sussex County Association of Towns:** Wednesday, February 6, 6:00 PM, Hosted by Town of Georgetown (Legislative Night)
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, February 8, 9:00 AM, Arena's at the Airport

UPDATES FROM DEPARTMENTS ...

Finance

- As of January 18, the Town has collected:
 - \$269,932 (27%) of the January Utility Billing (\$996,152)
 - \$1,563,977 (99%) of the annual property tax billing (\$1,581,677)
- Monthly Key Revenue Items Report (December 2018) – Copy Attached
- November 2018 Budget vs. Actual Report attached – Copy Attached
- Real Estate Transfer Tax Summary (November 2018)

	December 2018		December 2017	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$13,475	\$175,175	\$26,586	\$174,574

Wastewater

- Lagoon depths: Large Lagoon is 15.75 feet and Small Lagoon is 4.50 feet
- Pulled both pumps at Stevenson lane pump station and removed debris
- Repaired drop on Prettyman irrigation rig at Baxter farms
- Put plastic on windows of the 3 bar screen station in anticipation of the cold

Planning

- No report this week

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Police

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

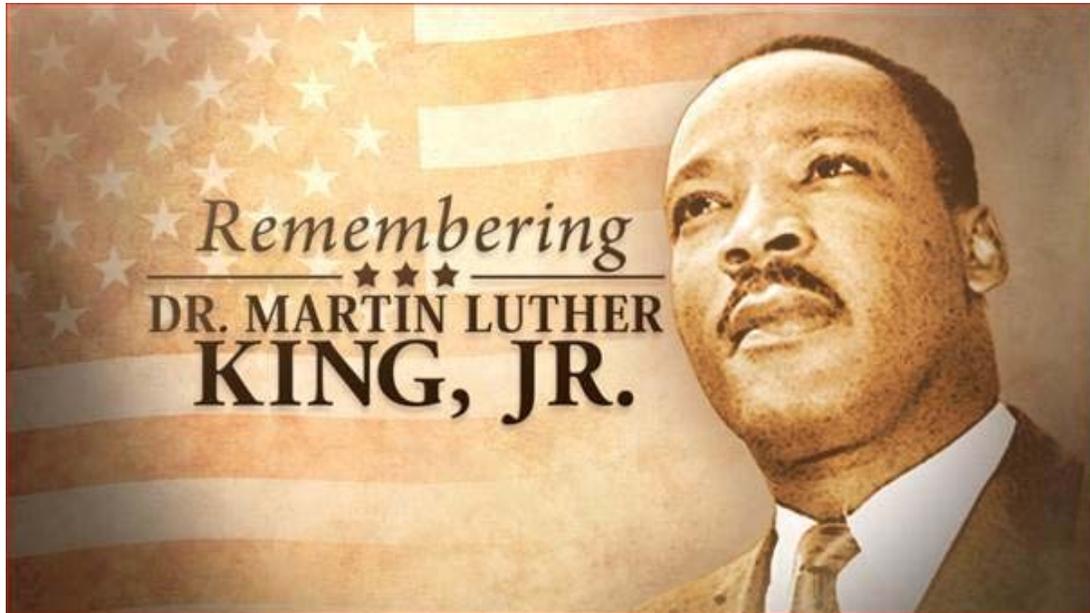
Public Works

- Snow removal during Winter Storm Gia went well (January 12/13)
- Lift repair in progress
- Electric at King Street Well in progress
- Preparation for potential winter weather (January 20/21)

TOWN MANAGER'S UPDATE ...

- Completed and submitted CY 2018 Annual Recycling Report
- Worked with Delaware League of Local Governments – Legislative Advocacy Committee in review of legislative items and prioritization
- Supplied updated Municipal Street Aid Chart to Delaware League
- Followed up with property owner on concerns with permitting process
- Attended Sandhill Fields Board Meeting and provided status updates as needed
- Continued work with Town Solicitor on Verizon Wireless Met with representatives of Habitat for Humanity regarding Strong Neighborhoods Housing Fund Application
- Addressed property owner concerns and questions regarding outside agency approval for their location
- Drafted and submitted for legal review, Resolution 2019-001 – Realignment of Love Lane
- Drafted and submitted for Staff review, 2019 Service Agreement Addendum with the Georgetown Chamber of Commerce
- Provided property history to potential investor
- Attended DFIT Quarterly Trustee Meeting – Meeting topics included updates on:
 - ✓ HB 360 – Workplace Harassment (149th GA)
 - ✓ Need for Professional Conduct Policies
- Attended Opportunity Zone Information Meeting (Gene Dvornick, Jocelyn Godwin)
- Followed up on several Code Enforcement concerns

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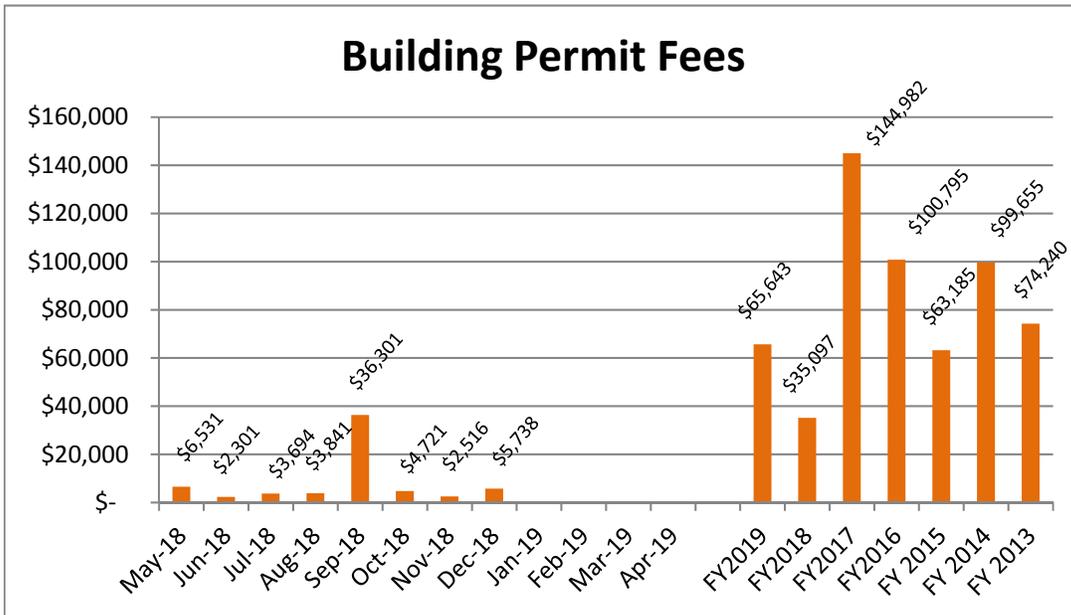
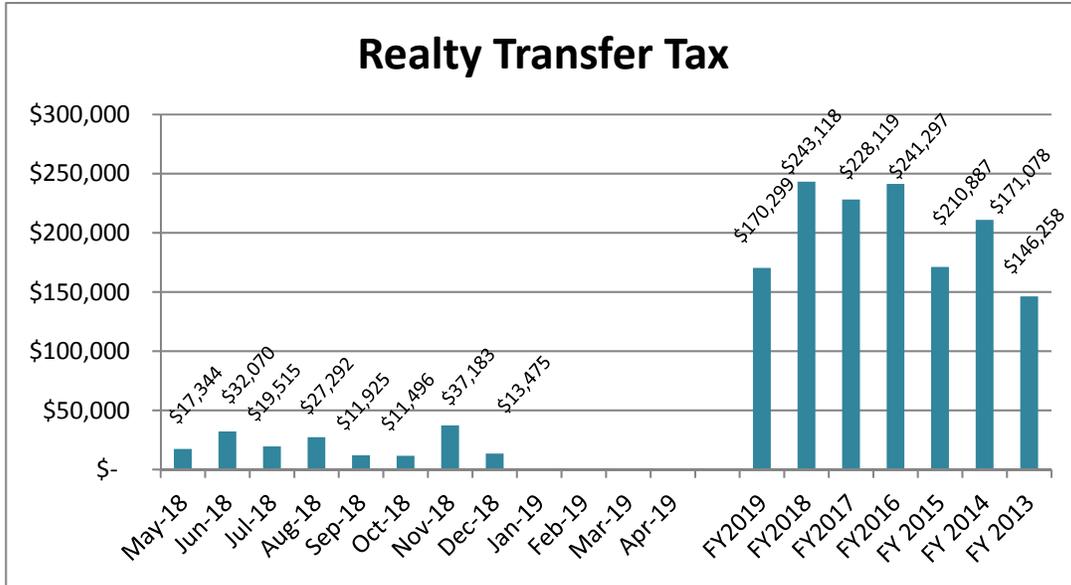


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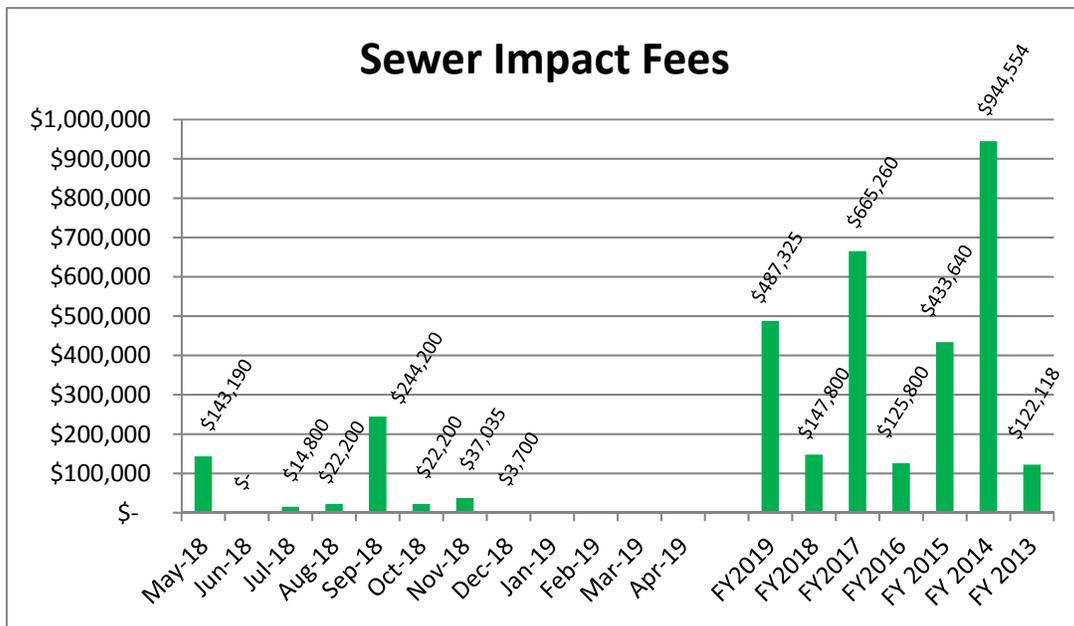
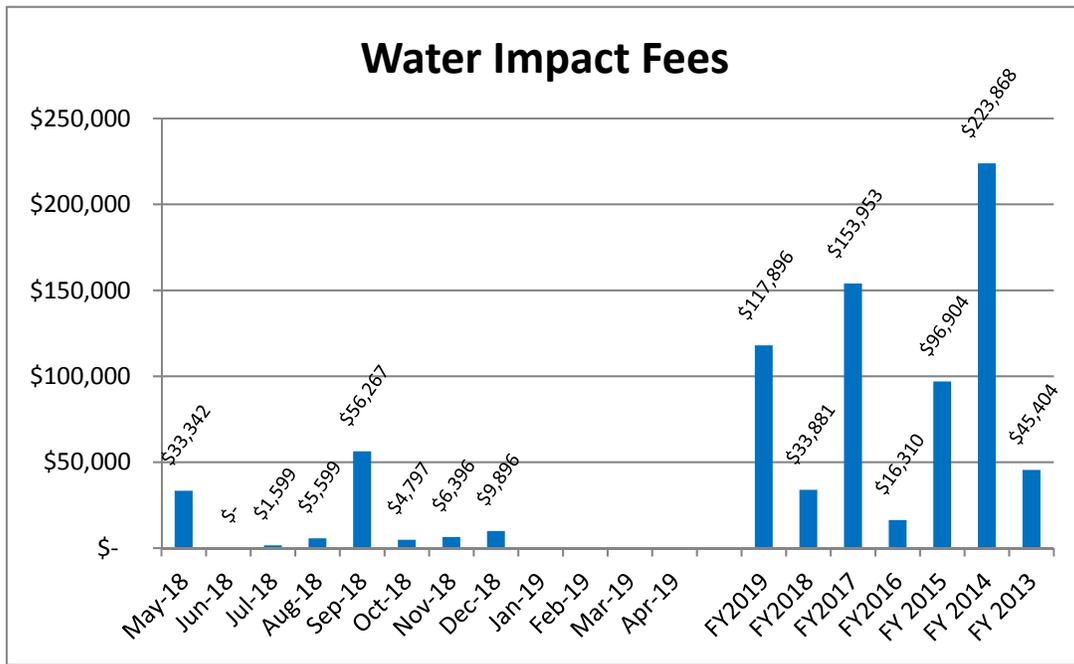


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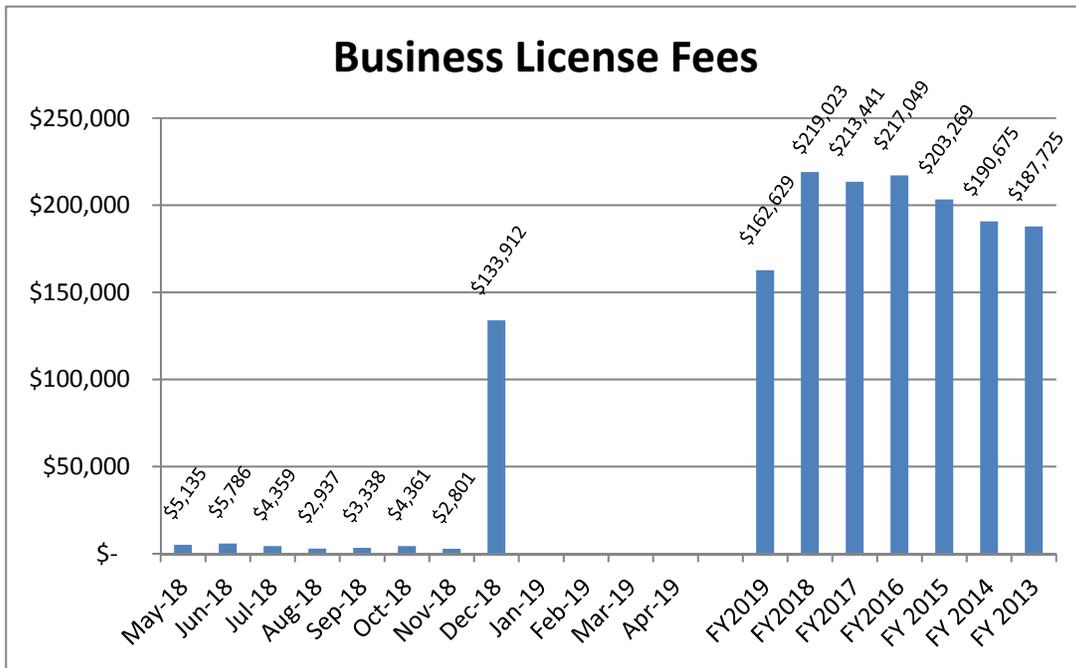
Key Revenue Items



Key Revenue Items



Key Revenue Items

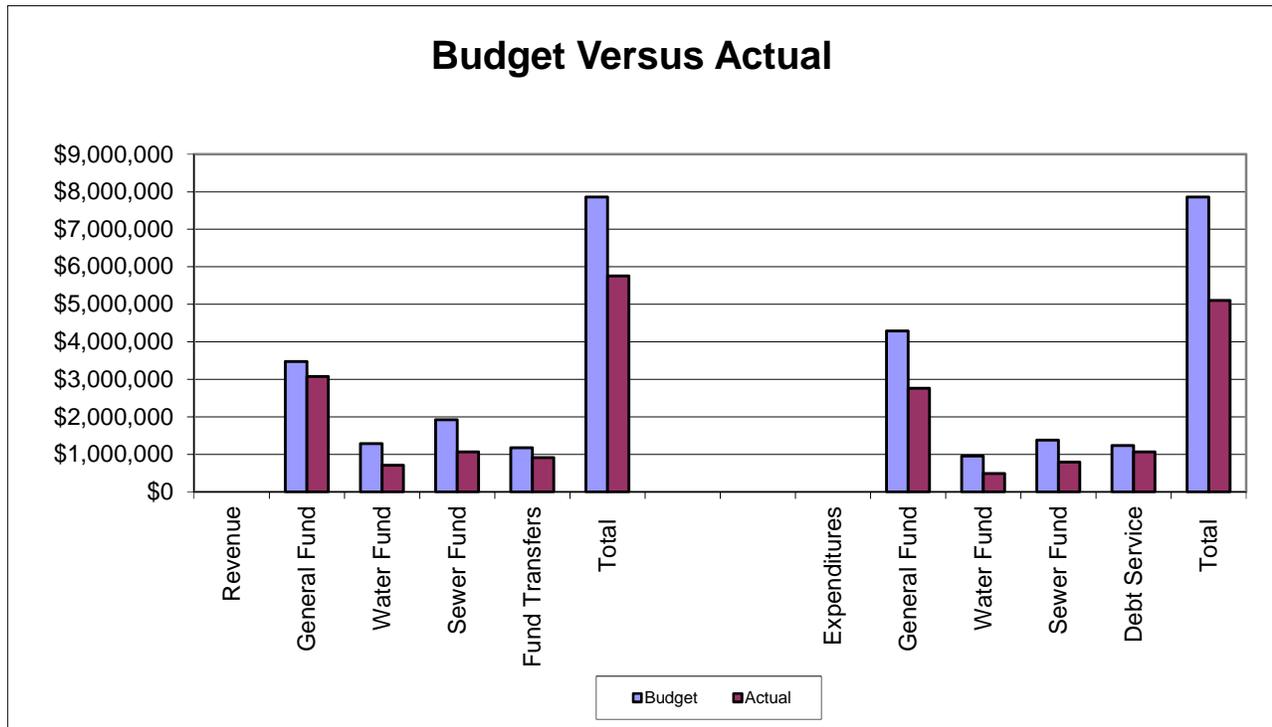


**Town of Georgetown
Budget Versus Actual (Operating)
As of November 30, 2018**

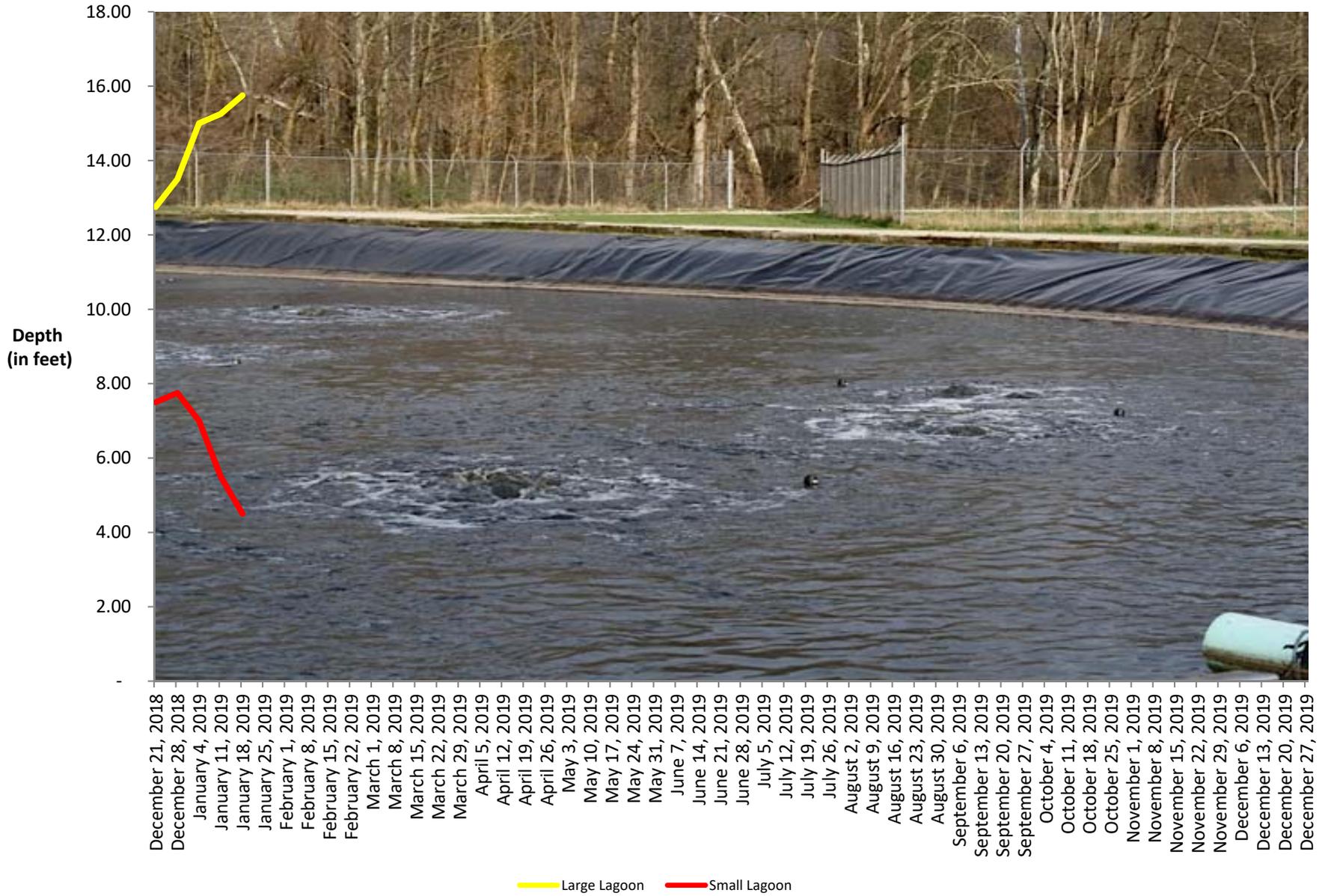
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>0.58% Percent of Budget</u>
<u>Revenue</u>				
General Fund	\$3,473,247	\$3,075,588	\$397,659	89%
Water Fund	\$1,288,500	\$710,672	\$577,828	55%
Sewer Fund	\$1,923,500	\$1,066,265	\$857,235	55%
Fund Transfers	\$1,177,721	\$907,606	\$270,115	77%
Total	<u>\$7,862,968</u>	<u>\$5,760,131</u>	<u>\$2,102,837</u>	<u>73%</u>

<u>Expenditures</u>				
General Fund	\$4,290,418	\$2,765,049	\$1,525,369	64%
Water Fund	\$957,494	\$490,108	\$467,386	51%
Sewer Fund	\$1,379,817	\$789,540	\$590,277	57%
Debt Service	\$1,235,239	\$1,061,405	\$173,834	86%
Total	<u>\$7,862,968</u>	<u>\$5,106,102</u>	<u>\$2,756,866</u>	<u>65%</u>

* Line item detail available upon request.

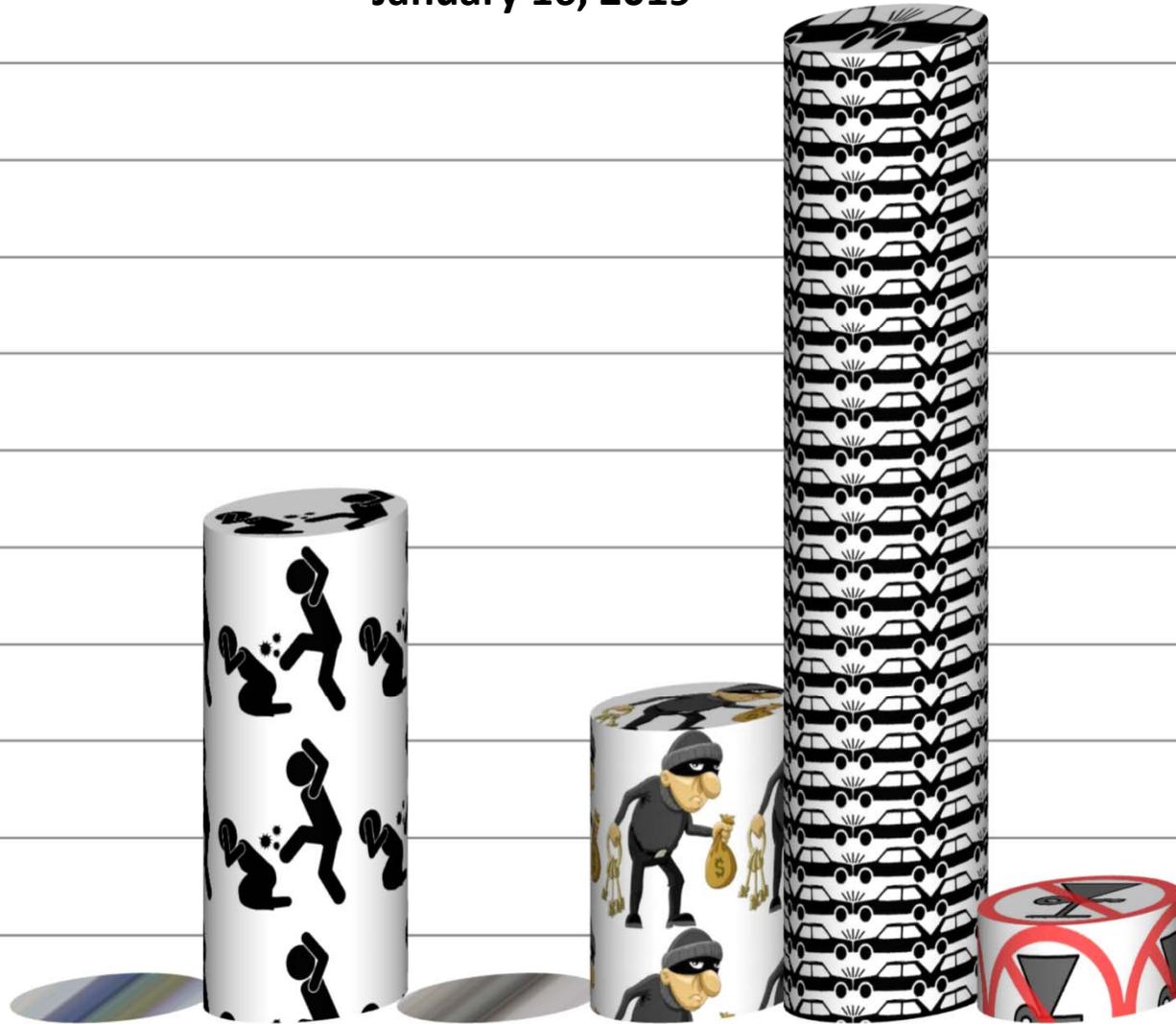


WWTF Lagoon Depths



January 16, 2019

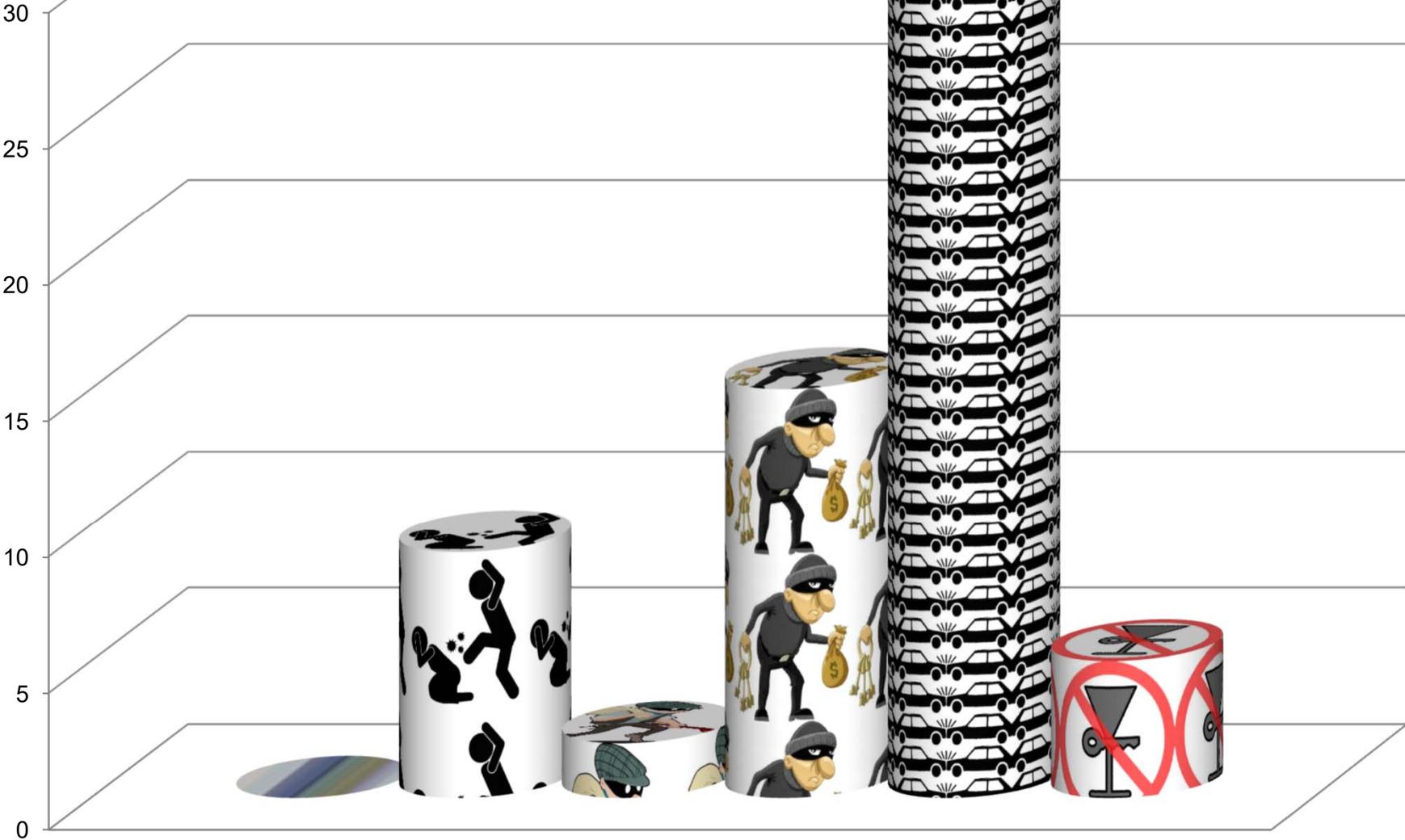
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Weekly

Robbery Assault Buglary Thefts Collision DUI

January 16, 2019



Year to Date

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