

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Memorial Day Service:** Sunday, May 26, 1:30 PM, The Circle
- ✓ **Town Offices Closed:** Monday, May 27, in observance of Memorial Day
- ✓ **Sussex County Association of Towns:** Wednesday, June 5, 6:00 PM, hosted by Ocean View
- ✓ **Sussex County Association of Towns Steering Committee:** Friday, June 7, 9:00 AM, Arena's at the Airport
- ✓ **Town Council Meeting:** Wednesday, June 12, 7:00 PM, First State Community Action Agency (308 North Railroad Avenue)

UPDATES FROM DEPARTMENTS ...

Finance

- As of May 24, the Town has collected:
 - \$879,951 (90%) of the April Utility Billing (\$980,979)
 - \$646,610 (40%) of the annual property tax billing (\$1,616,317)
- Monthly Key Revenue Items Report (April 2019) – Copy Attached
- Real Estate Transfer Tax Summary (April 2019)

	April 2019		April 2018	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$27,651	\$234,271	\$18,934	\$246,343

Police

- Weekly and Year to Date crime statistics (selected crimes) updated (copy attached)
- Code Enforcement Report – April 2019 (copy attached)
- Departmental Press Releases issued as warranted

Wastewater

- Lagoon depths: Large Lagoon is 13.50 feet and Small Lagoon is 4.00 feet
- Cleaned spray nozzles on Prettyman, Goslee, and Dale irrigation rigs at Baxter farms
- Preventive maintenance complete on all irrigation rigs at Baxter farms
- Repair to access road at Pettyjohn Woods complete

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Public Works

- Installed hanging plants and flags along East Market Street
- Hydrant flushing continues (no issues thus far)
- Placed two 25 MPH In-Street signs on Mulberry Street (traffic calming attempt)

Planning

- Isaacs Farm – Preliminary site plan & subdivision – comments received and forwarded to applicant
- Verizon Tower plans received for stamping on May 24
- North Georgetown Elementary – site plan submitted on May 20
- 673 North Bedford Street – final plans to engineer on May 22
- Building Permit Summary (April 2019)

Building Activity	April 2019	March 2019	April 2018
Permits Issued	25	25	21
Value of Improvements	\$899,527	\$9,404,794	\$181,501
Permit Revenue	\$2,140	\$47,415	\$1,265

Construction Coordinator

- No Report this Week

TOWN MANAGER'S UPDATE ...

- Addressed out of town water and sewer billing question (Gene Dvornick, Laura Givens)
- Met with rental property owner to explain licensing, inspection, and code enforcement (Jamie Craddock, Gene Dvornick, Laura Givens, Mike Picarello)
- Finalized and sent to printer the 2019 Memorial Day Program
- Met with concerned community representatives regarding the impact of Light Industrial Zoning on properties in Ward 1
- Attended Delaware Construction & Demolition (C&D) Recycling Stakeholder Meeting (Gene Dvornick, Mike Picarello)
- Participated in Delaware Litter Alliance Conference Call to review partnership requirements and planned press conference
- Joined staff for website posting training session (Jamie Craddock, Kristen Dabrowski, Gene Dvornick, Laura Givens, Jocelyn Godwin)
- Answered engineer question on property zoning and submission process

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- Provided bollard vendor, installation contractor, and spacing information to State Facilities personnel
- Received notification that Dunbarton Apartments was approved for \$490,971 in Housing Tax Credits
- Followed up on several Code Enforcement concerns

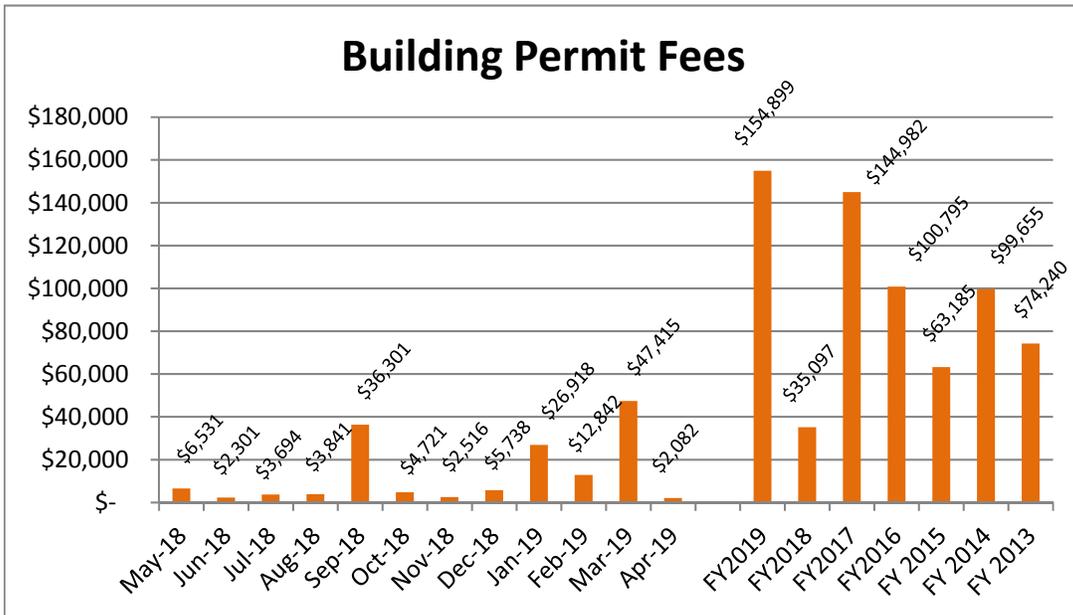
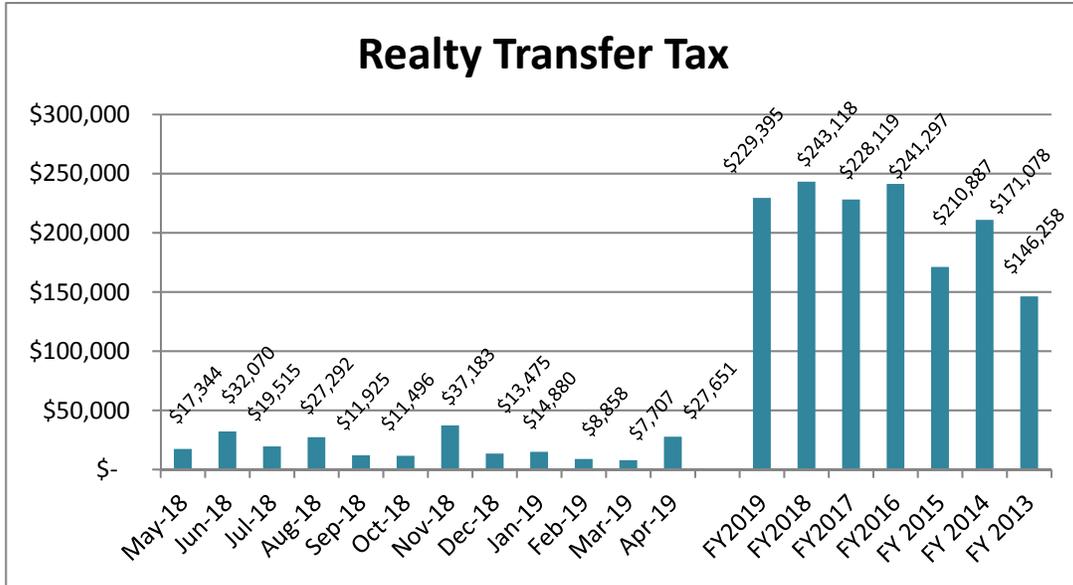


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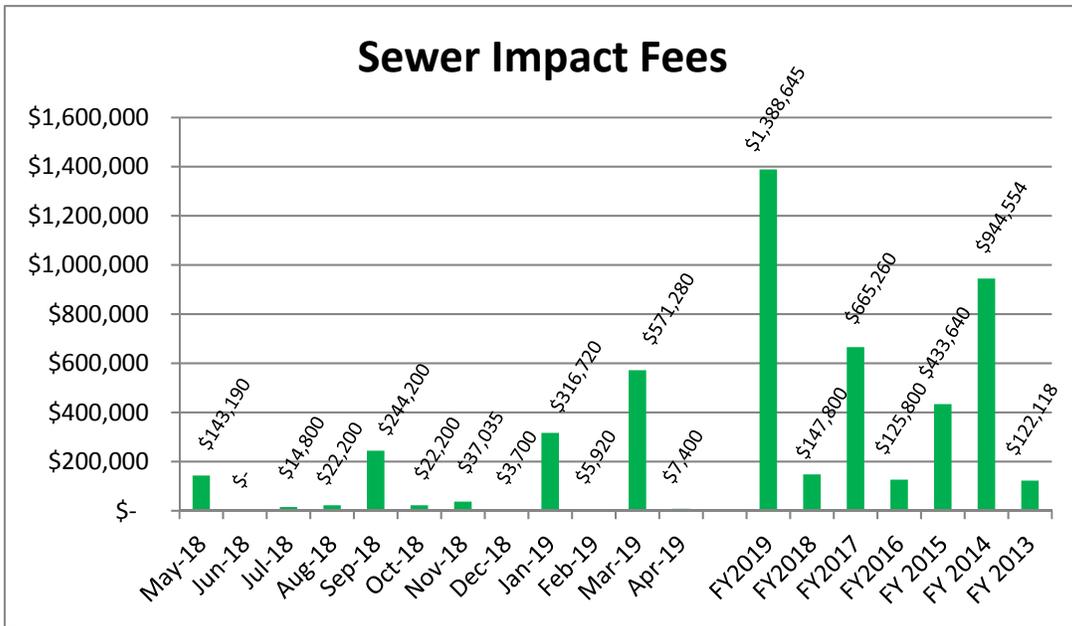
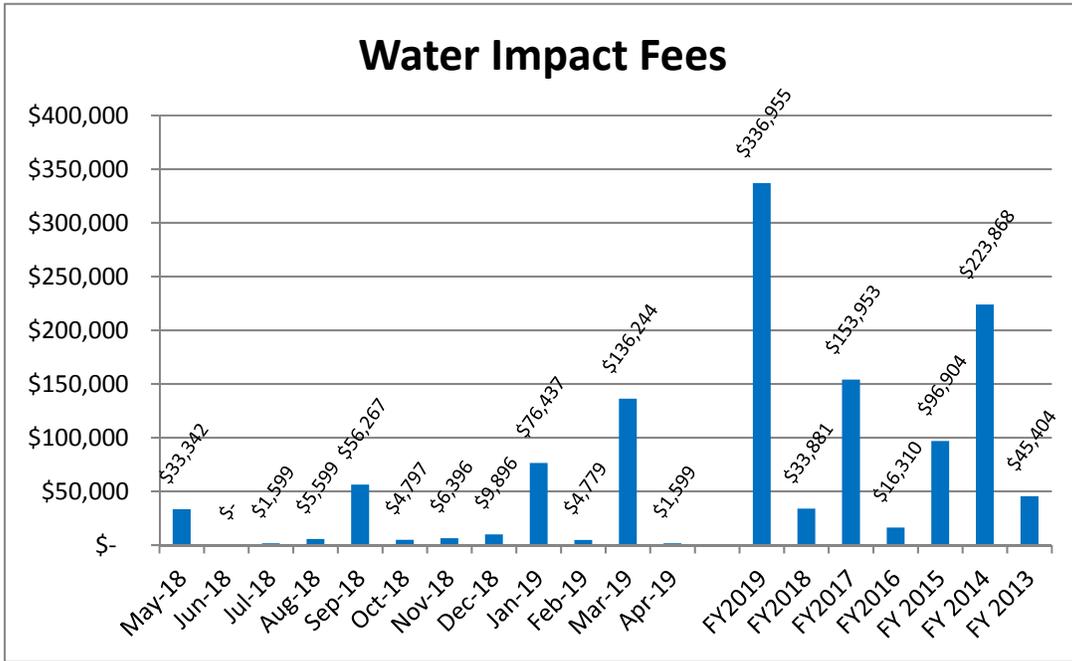


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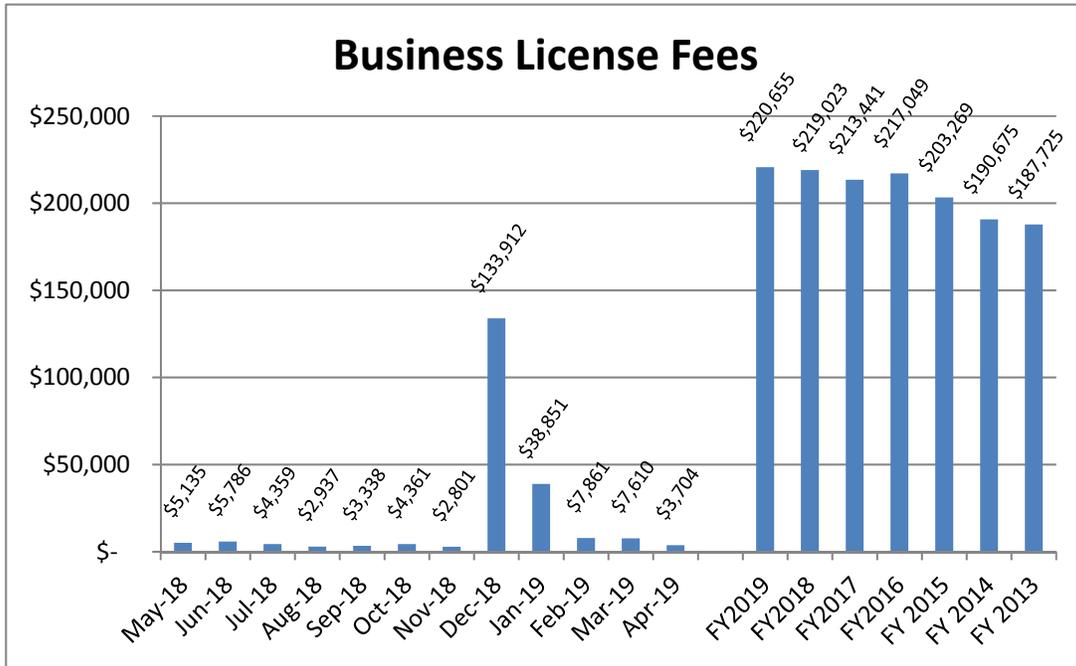
Key Revenue Items



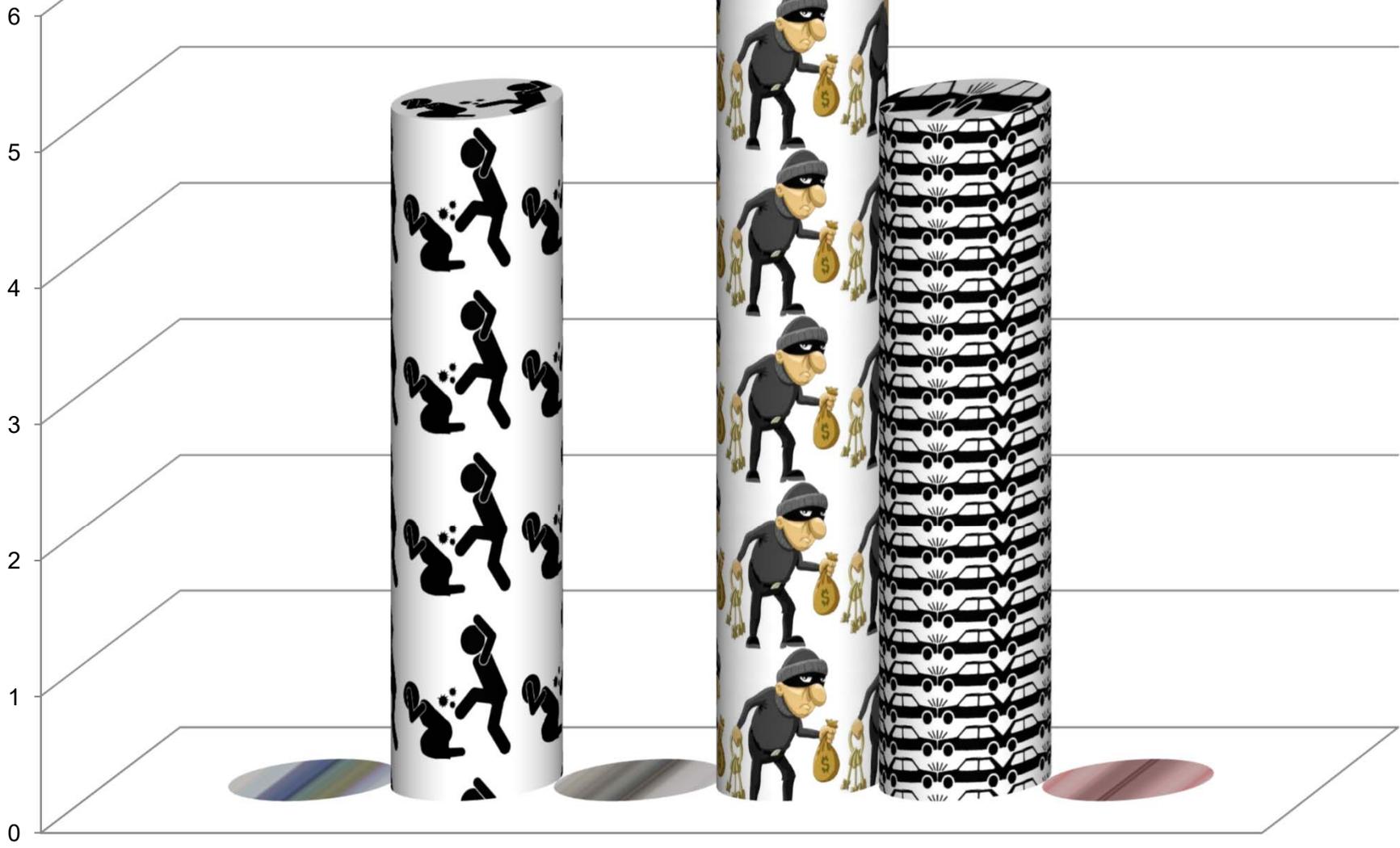
Key Revenue Items



Key Revenue Items



May 22, 2019

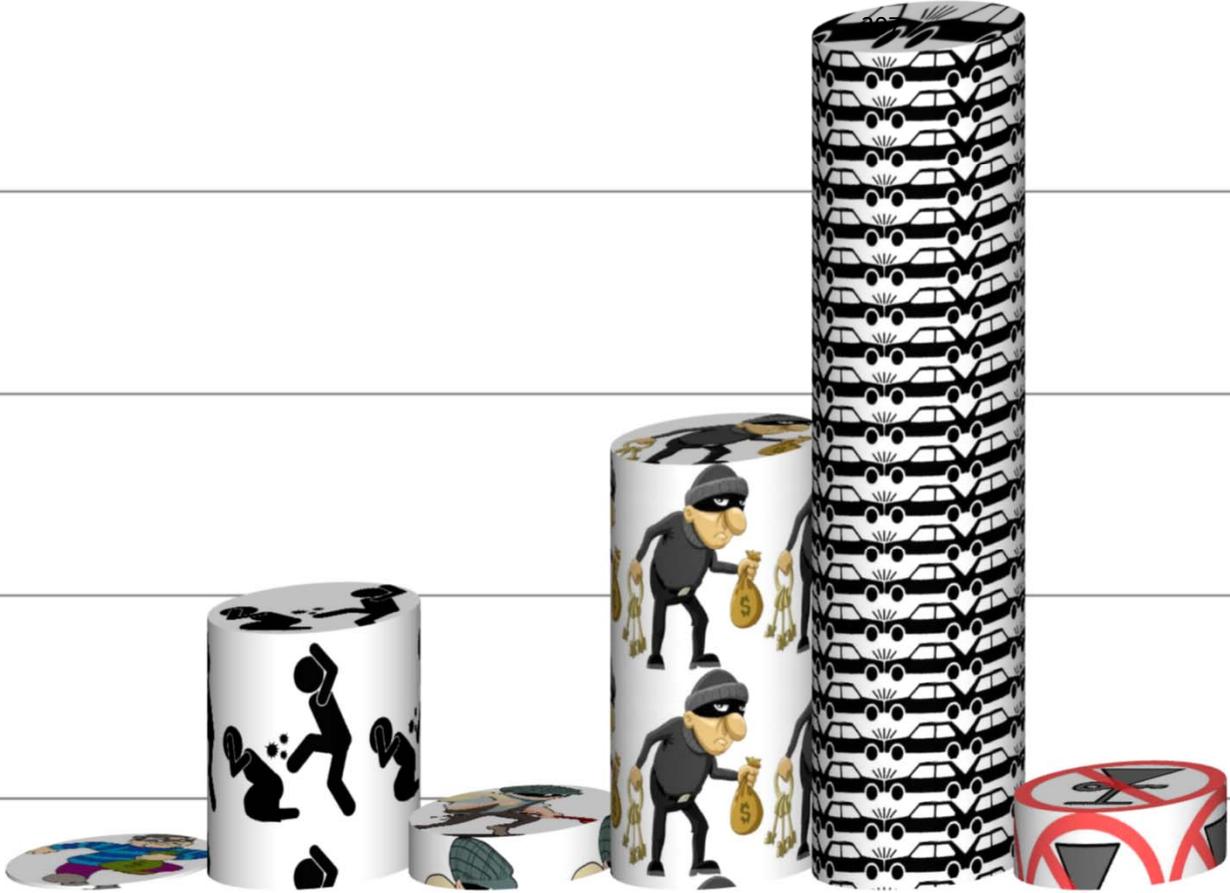


Weekly

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

May 22, 2019

250
200
150
100
50
0



Year to Date

Robbery Assault Buglary Thefts Collision DUI



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	All	04/01/2019	04/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases	3	104	107
Closed Cases		45	45
Open Cases at start of period	2	79	81
Open Cases at end of period	5	138	143

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Accessory Structures		1	1
Accumulation (Scrap Tires)		3	3
Addressing of buildings		1	1
Certificate of occupancy and compliance		1	1
Condemnation		2	2
Condition of premises.		1	1
Deposit and accumulation of grass clippings		2	2
Depositing garbage prohibited		8	8
Detrimental Objects		11	11
Dumpsters Temporary Use for Construction Purposes		1	1
Exterior Structures		3	3
Growth of weeds		1	1
Habitual Offender - Rental dwelling units		1	1
Height of Grass		36	36
Indoor Furniture/Outside		1	1
Maintenance of trees and other vegetation.		3	3
Notice deemed effective for remainder of year.		36	36
Parking and occupancy of trailers		1	1
Parking Area Standards		1	1
Rental/Business License		46	46
Scrap Tire Management - General		2	2
Sign regulations for all districts.		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		3	3
Violations and penalties (Licensing)		47	47
Violations and penalties (Zoning)		1	1
Violations and penalties. (Grass, Bushes, Trees, Vegetation)		1	1
Totals		215	215



Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	1	04/01/2019	04/30/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases	1	27	28
Closed Cases		5	5
Open Cases at start of period	1	11	12
Open Cases at end of period	2	33	35

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Condemnation		1	1
Depositing garbage prohibited		2	2
Height of Grass		12	12
Maintenance of trees and other vegetation.		2	2
Notice deemed effective for remainder of year.		12	12
Parking Area Standards		1	1
Rental/Business License		14	14
Vehicles wrecked, dismantled, inoperable or unregistered on private property		1	1
Violations and penalties (Licensing)		14	14
Totals		59	59



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	2	04/01/2019	04/30/2019

Case Activity:

	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
New Cases	2	46	48
Closed Cases		22	22
Open Cases at start of period	1	52	53
Open Cases at end of period	3	76	79

Violation Activity

<i>New Violations Cited</i>	<i>Dvornick, Gene</i>	<i>Picarello, Michael</i>	<i>Total</i>
Accumulation (Scrap Tires)		1	1
Condemnation		1	1
Condition of premises.		1	1
Deposit and accumulation of grass clippings		2	2
Depositing garbage prohibited		3	3
Detrimental Objects		6	6
Exterior Structures		1	1
Height of Grass		15	15
Indoor Furniture/Outside		1	1
Maintenance of trees and other vegetation.		1	1
Notice deemed effective for remainder of year.		15	15
Rental/Business License		23	23
Scrap Tire Management - General		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		1	1
Violations and penalties (Licensing)		25	25
Violations and penalties (Zoning)		1	1
Totals		98	98



Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	3	04/01/2019	04/30/2019

Case Activity:

	Picarello, Michael	Total
New Cases	28	28
Closed Cases	14	14
Open Cases at start of period	12	12
Open Cases at end of period	26	26

Violation Activity

New Violations Cited	Picarello, Michael	Total
Accessory Structures	1	1
Accumulation (Scrap Tires)	2	2
Addressing of buildings	1	1
Certificate of occupancy and compliance	1	1
Depositing garbage prohibited	3	3
Detrimental Objects	5	5
Dumpsters Temporary Use for Construction Purposes	1	1
Exterior Structures	2	2
Habitual Offender - Rental dwelling units	1	1
Height of Grass	7	7
Notice deemed effective for remainder of year.	7	7
Parking and occupancy of trailers	1	1
Rental/Business License	8	8
Scrap Tire Management - General	1	1
Sign regulations for all districts.	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	1	1
Violations and penalties (Licensing)	7	7
Violations and penalties. (Grass, Bushes, Trees, Vegetation)	1	1
Totals	51	51



Code Enforcement Activity Report

Report Criteria:

<i>Location Type</i>	<i>Location Field</i>	<i>Date From</i>	<i>To</i>
Ward	4	04/01/2019	04/30/2019

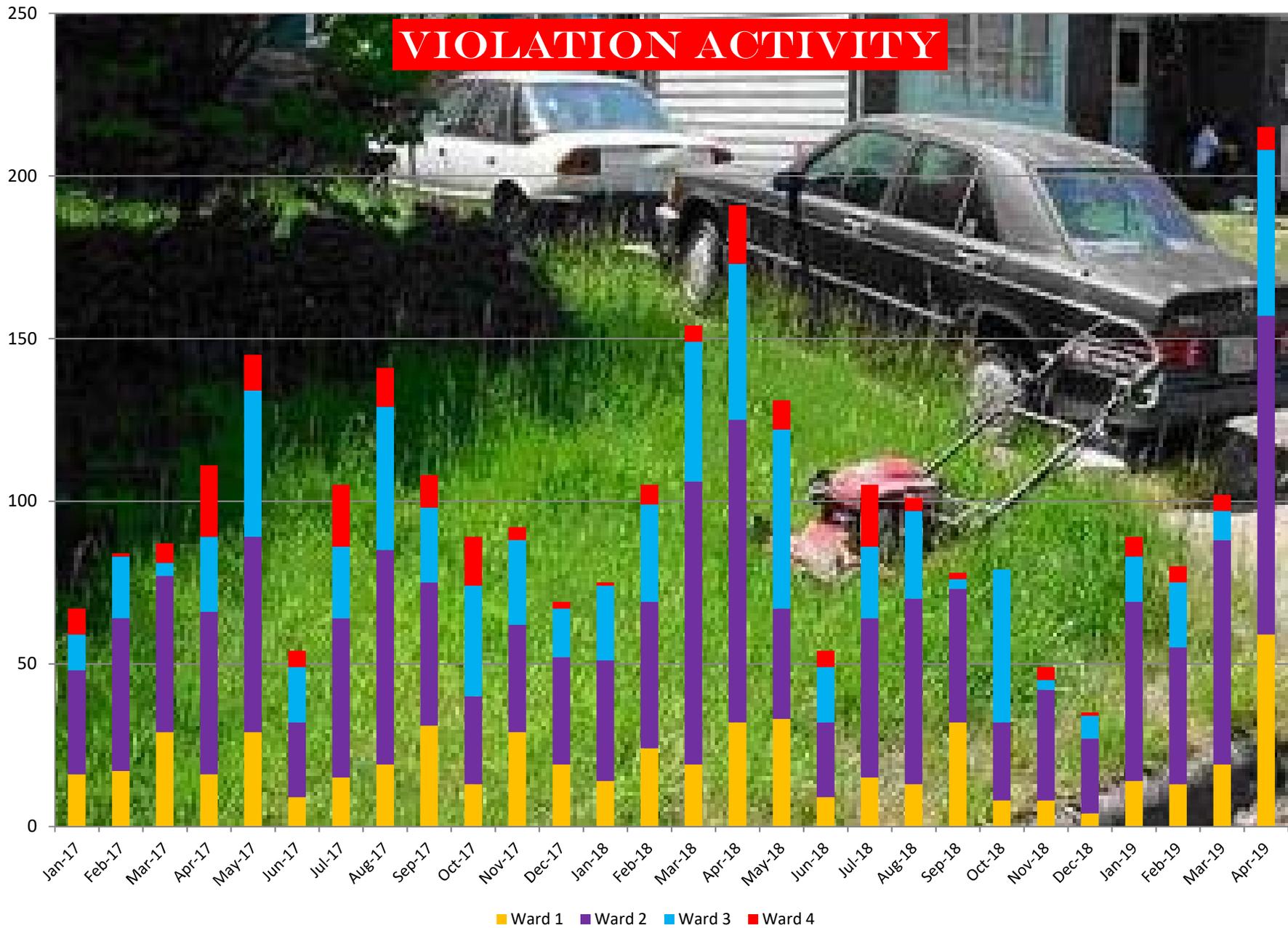
Case Activity:

	<i>Picarello, Michael</i>	<i>Total</i>
New Cases	3	3
Closed Cases	4	4
Open Cases at start of period	4	4
Open Cases at end of period	3	3

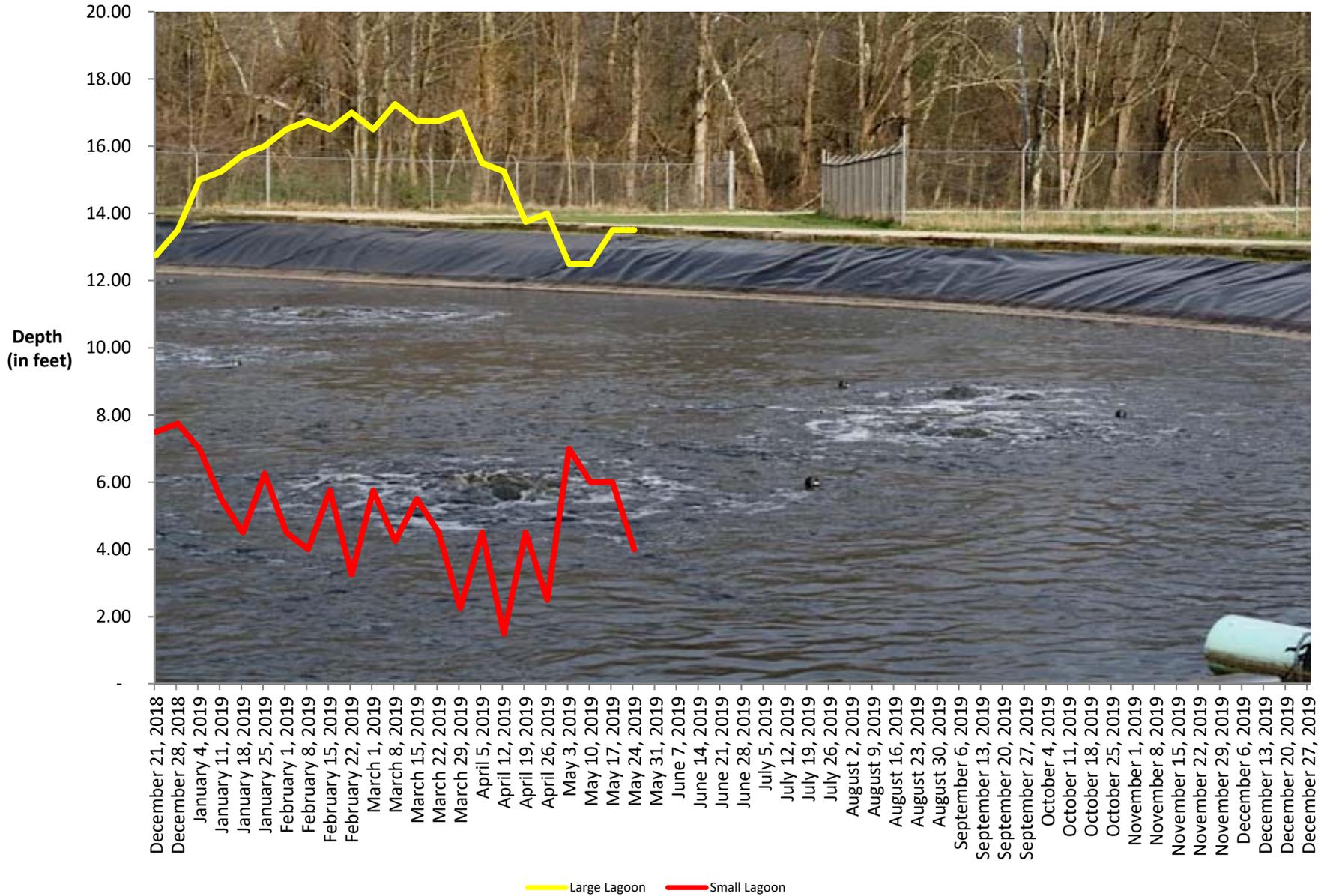
Violation Activity

<i>New Violations Cited</i>	<i>Picarello, Michael</i>	<i>Total</i>
Growth of weeds	1	1
Height of Grass	2	2
Notice deemed effective for remainder of year.	2	2
Rental/Business License	1	1
Violations and penalties (Licensing)	1	1
Totals	7	7

VIOLATION ACTIVITY



WWTF Lagoon Depths



Building Permit Activity

