

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Food Truck Tuesdays:** Tuesday, June 11, 11:00 AM, East Market Street
- ✓ **Town Council Meeting:** Wednesday, June 12, 7:00 PM, First State Community Action Agency (308 North Railroad Avenue)
- ✓ **Planning Commission Meeting:** Wednesday, June 19, 6:00 PM, First State Community Action Agency (308 North Railroad Avenue)
- ✓ **Town Council Meeting:** Wednesday, June 26, 7:00 PM, First State Community Action Agency (308 North Railroad Avenue)

UPDATES FROM DEPARTMENTS ...

Finance

- As of June 6, the Town has collected:
 - \$924,730 (94%) of the April Utility Billing (\$980,979)
 - \$1,338,237 (83%) of the annual property tax billing (\$1,616,317)
- Monthly Key Revenue Items Report (May 2019) – Copy Attached
- Received favorable audit reports from the State of Delaware, Department of Transportation, Office of the Secretary, Audit Section on Community Transportation Funds
- Real Estate Transfer Tax Summary (May 2019)

	May 2019		May 2018	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$16,487	\$16,487	\$17,344	\$17,344

Police

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

Wastewater

- Lagoon depths: Large Lagoon is 13.50 feet and Small Lagoon is 7.50 feet
- Farmer has cut all of the hay on the Town's field
- Calibrations on all flow meters completed
- Replaced 4" pipe in Zone 8 at Pettyjohn Woods

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Public Works

- Trimmed holly bushes and applied weed killer throughout The Circle
- Posted delinquent utility notices
- Hydrant flushing continues (no issues thus far)

Planning

- No Report this Week

Construction Coordinator

- The Oaks at Georgetown:
 - 10" water main on Shadow Oak Drive installation underway
- Park Avenue Relocation:
 - Provided answers and "as built" to project engineer
- Georgetown East Gateway
 - Reviewed and approved utility relocation plans
- 39 The Circle:
 - Painting is 90% complete
 - Electrical work is in process
 - HVAC nearing completion
- Burger King Road – Storm Water Pond:
 - SCD work on new outfall has started
- Miss Utility Locate Summary (copy attached)

TOWN MANAGER'S UPDATE ...

- Attended DFIT Quarterly Trustee Meeting
- Responded to numerous Freedom of Information requests
- Worked with staff to draft Notice Letter to owners of record for properties identified as meeting the new Vacant Structure criteria – 42 Notices were mailed (Gene Dvornick, Laura Givens, Mike Picarello)
- Reviewed and approved 2018 Consumer Confidence Report (Water) (Bill Bradley, Gene Dvornick, Laura Givens)
- Attended Sussex County Association of Towns Dinner Meeting – Presentation by Special Olympics of Delaware (Kristen Dabrowski, Gene Dvornick, Rebecca Johnson-Dennis, Bill West)
- Replied to Wilmington News Journal request for information on lodging in Georgetown

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- Provided information on Georgetown Sign Board requirements to another local municipality
- Attended Sussex County Association of Towns Steering Committee. Focus was 2019 Legislative issues – only 10 legislative days until the end of session (Kristen Dabrowski, Gene Dvornick, Bill West)
- 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***

**THE TOWN OF GEORGETOWN
PRESENTS**



FOOD TRUCK *tuesdays*

2ND TUESDAY OF THE MONTH

MAY - SEPTEMBER

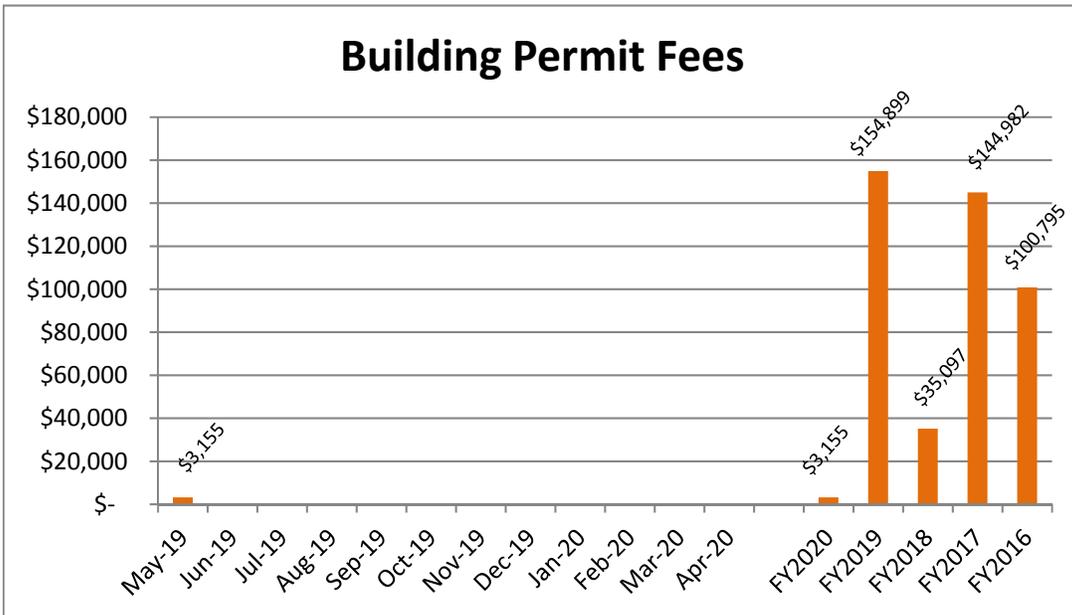
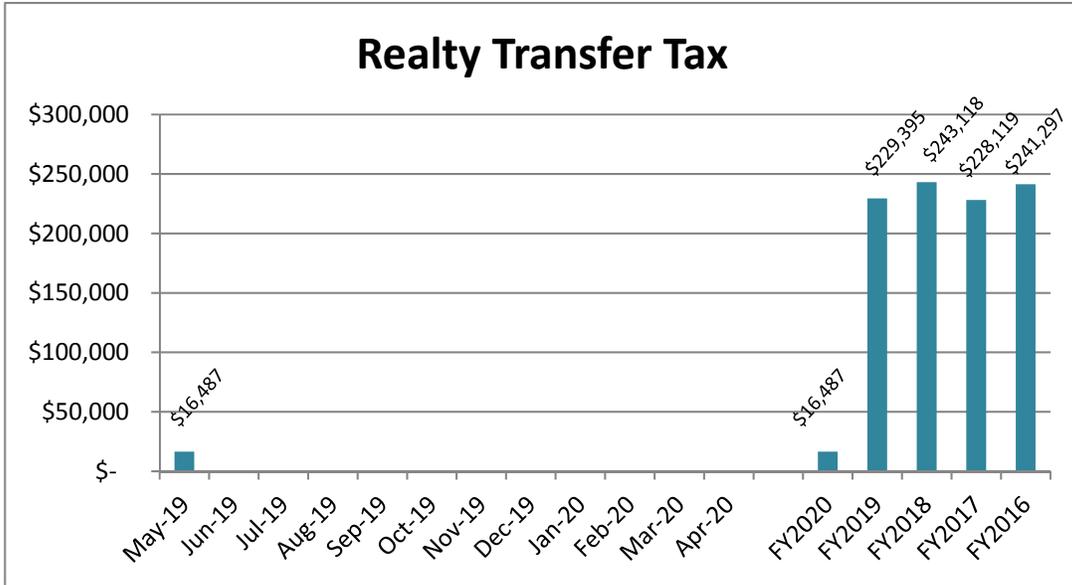
11AM - 2PM

LOCAL FOOD TRUCKS

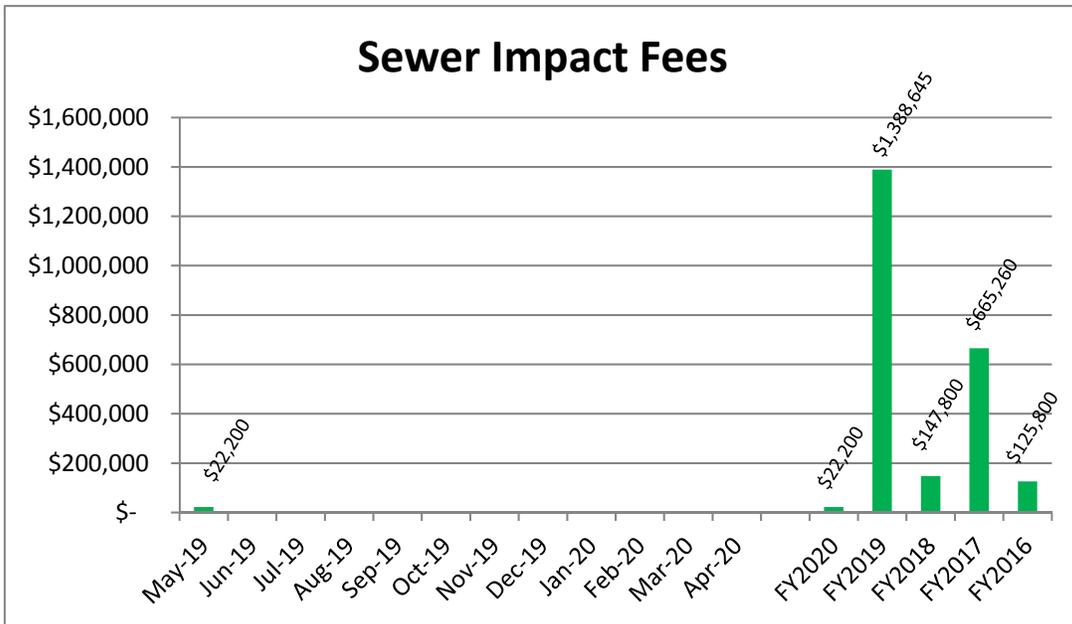
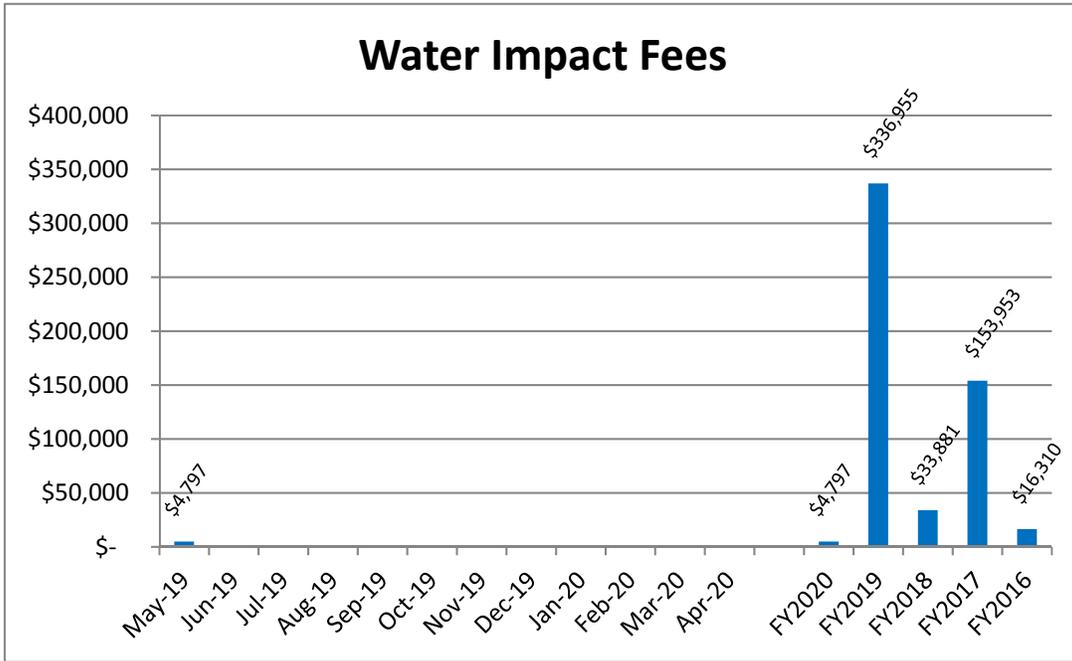
**ENJOY YOUR LUNCH BREAK IN OUR PICNIC
AREA SETUP ON CHERRY LANE!**

**FIRST BLOCK OF EAST MARKET STREET
GEORGETOWN, DE**

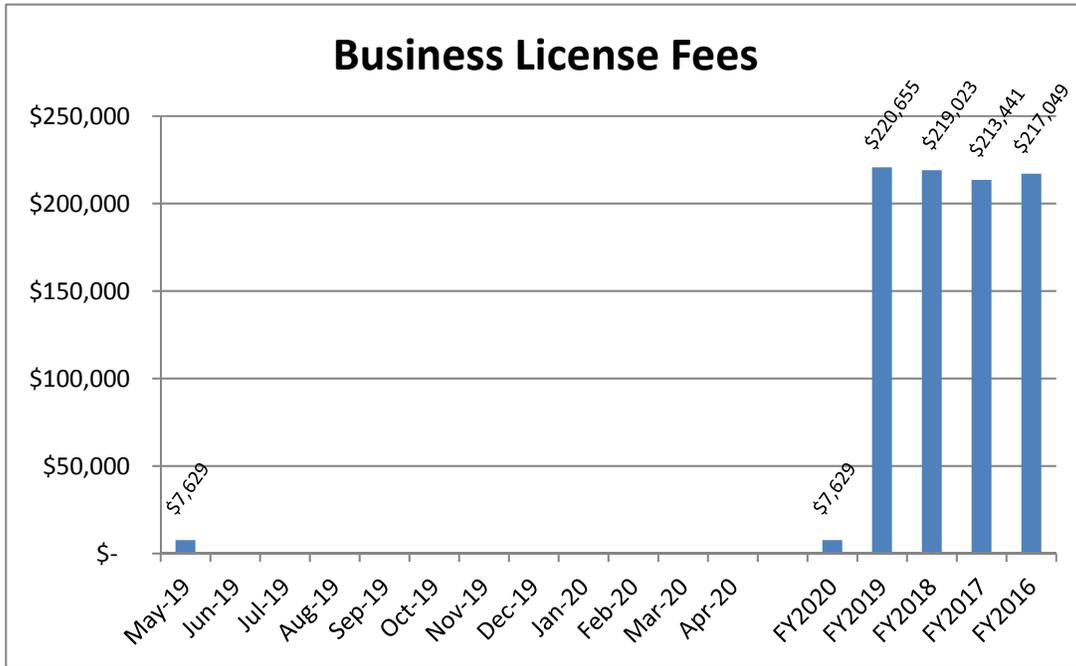
Key Revenue Items



Key Revenue Items

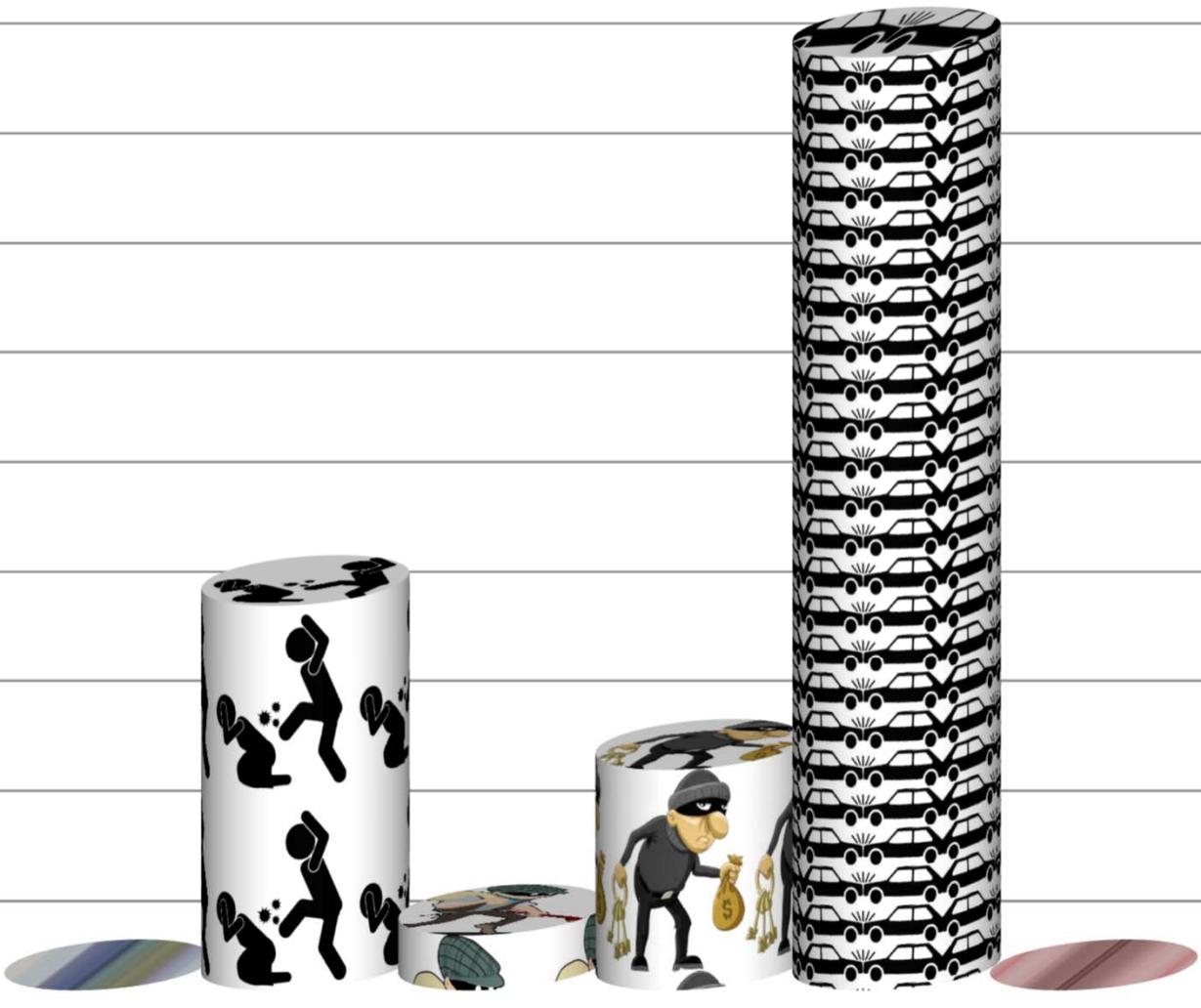


Key Revenue Items



June 5, 2019

18
16
14
12
10
8
6
4
2
0

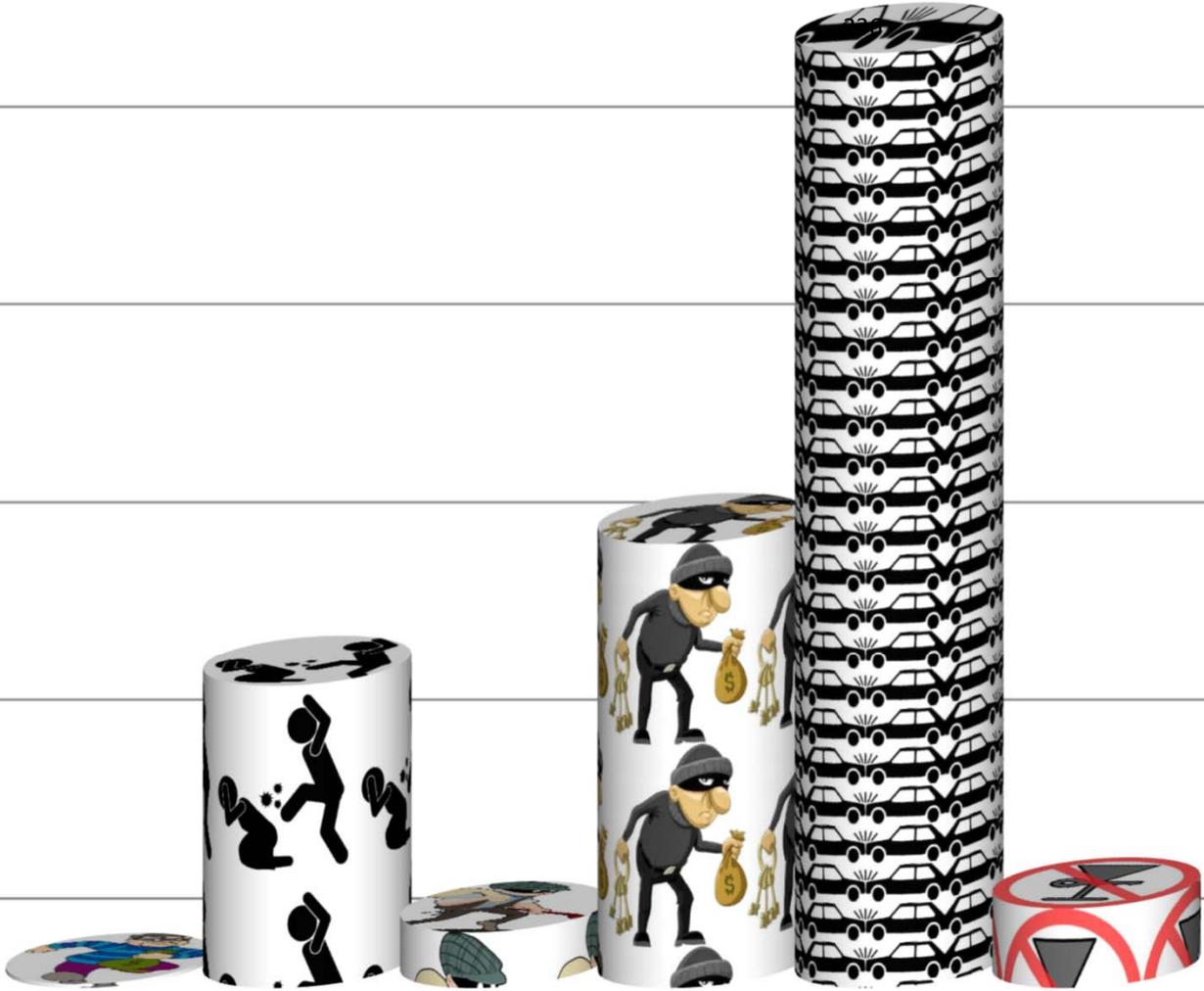


Weekly

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

June 5, 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	05/01/2019	05/31/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		81	81
Closed Cases	2	131	133
Open Cases at start of period	5	138	143
Open Cases at end of period	3	88	91

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
225-4 Advertising of Yard Sales		1	1
Accessory Structures		1	1
Addressing of buildings		2	2
Animals not allowed to be kept		3	3
Condition of premises.		1	1
Deposit and accumulation of grass clippings		3	3
Depositing garbage prohibited		5	5
Detrimental Objects		16	16
Grading and drainage		1	1
Habitual Offender Scope		1	1
Height limit of other vegetation		6	6
Height of Grass		43	43
Location; Hours (Yard Sales)		1	1
Maintenance (plumbing stack, waste & sewer lines)		1	1
Maintenance of trees and other vegetation.		3	3
Notice deemed effective for remainder of year.		41	41
Overcrowding		1	1
Parking - Certain other parking prohibited		2	2
Permit for construction required		4	4
Rental/Business License		5	5
Roofs		1	1
Satellite Dish & Antennas		1	1
Scrap Tire Management - General		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		4	4
Violations and penalties (Licensing)		3	3
Violations and penalties (Outdoor Burning)		1	1
Window Treatments		1	1
Windows, Doors & Frames		2	2
Yard Waste		3	3
Totals		158	158



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	1	05/01/2019	05/31/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		16	16
Closed Cases		30	30
Open Cases at start of period	2	33	35
Open Cases at end of period	2	19	21

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Animals not allowed to be kept		1	1
Condition of premises.		1	1
Height limit of other vegetation		3	3
Height of Grass		10	10
Maintenance (plumbing stack, waste & sewer lines)		1	1
Maintenance of trees and other vegetation.		1	1
Notice deemed effective for remainder of year.		10	10
Permit for construction required		2	2
Rental/Business License		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		1	1
Totals		31	31



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	2	05/01/2019	05/31/2019

Case Activity:

	Dvornick, Gene	Picarello, Michael	Total
New Cases		25	25
Closed Cases	2	47	49
Open Cases at start of period	3	76	79
Open Cases at end of period	1	54	55

Violation Activity

New Violations Cited	Dvornick, Gene	Picarello, Michael	Total
Accessory Structures		1	1
Addressing of buildings		2	2
Animals not allowed to be kept		1	1
Deposit and accumulation of grass clippings		1	1
Depositing garbage prohibited		5	5
Detrimental Objects		10	10
Grading and drainage		1	1
Habitual Offender Scope		1	1
Height of Grass		12	12
Maintenance of trees and other vegetation.		1	1
Notice deemed effective for remainder of year.		11	11
Permit for construction required		1	1
Rental/Business License		1	1
Roofs		1	1
Scrap Tire Management - General		1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property		1	1
Violations and penalties (Licensing)		1	1
Windows, Doors & Frames		1	1
Totals		53	53



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	3	05/01/2019	05/31/2019

Case Activity:

	Picarello, Michael	Total
New Cases	20	20
Closed Cases	39	39
Open Cases at start of period	26	26
Open Cases at end of period	7	7

Violation Activity

New Violations Cited	Picarello, Michael	Total
225-4 Advertising of Yard Sales	1	1
Animals not allowed to be kept	1	1
Deposit and accumulation of grass clippings	2	2
Detrimental Objects	2	2
Height of Grass	11	11
Location; Hours (Yard Sales)	1	1
Notice deemed effective for remainder of year.	9	9
Overcrowding	1	1
Parking - Certain other parking prohibited	1	1
Permit for construction required	1	1
Rental/Business License	1	1
Violations and penalties (Licensing)	1	1
Violations and penalties (Outdoor Burning)	1	1
Totals	33	33



Code Enforcement

Code Enforcement Activity Report

Report Criteria:

Location Type	Location Field	Date From	To
Ward	4	05/01/2019	05/31/2019

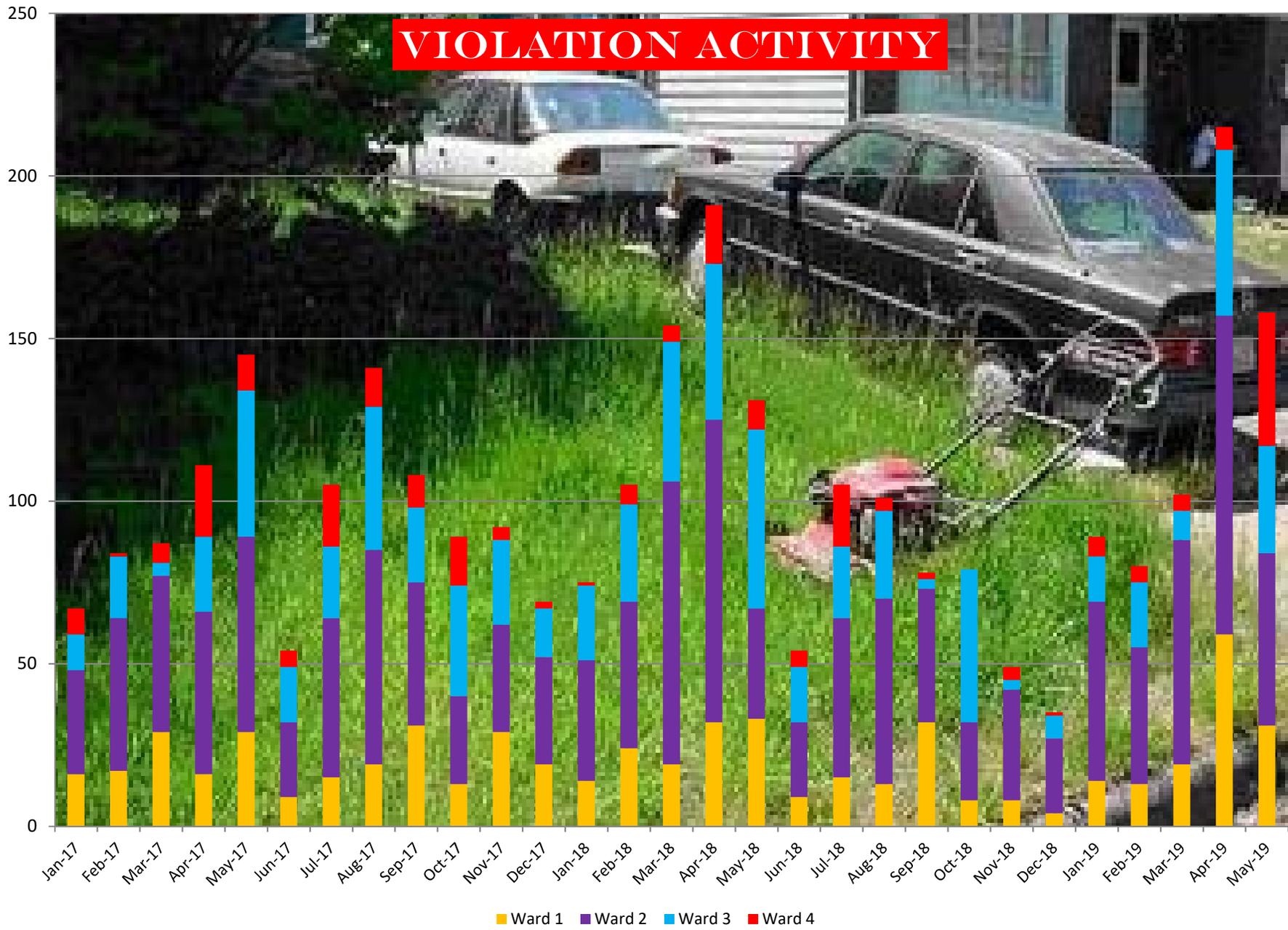
Case Activity:

	Picarello, Michael	Total
New Cases	20	20
Closed Cases	15	15
Open Cases at start of period	3	3
Open Cases at end of period	8	8

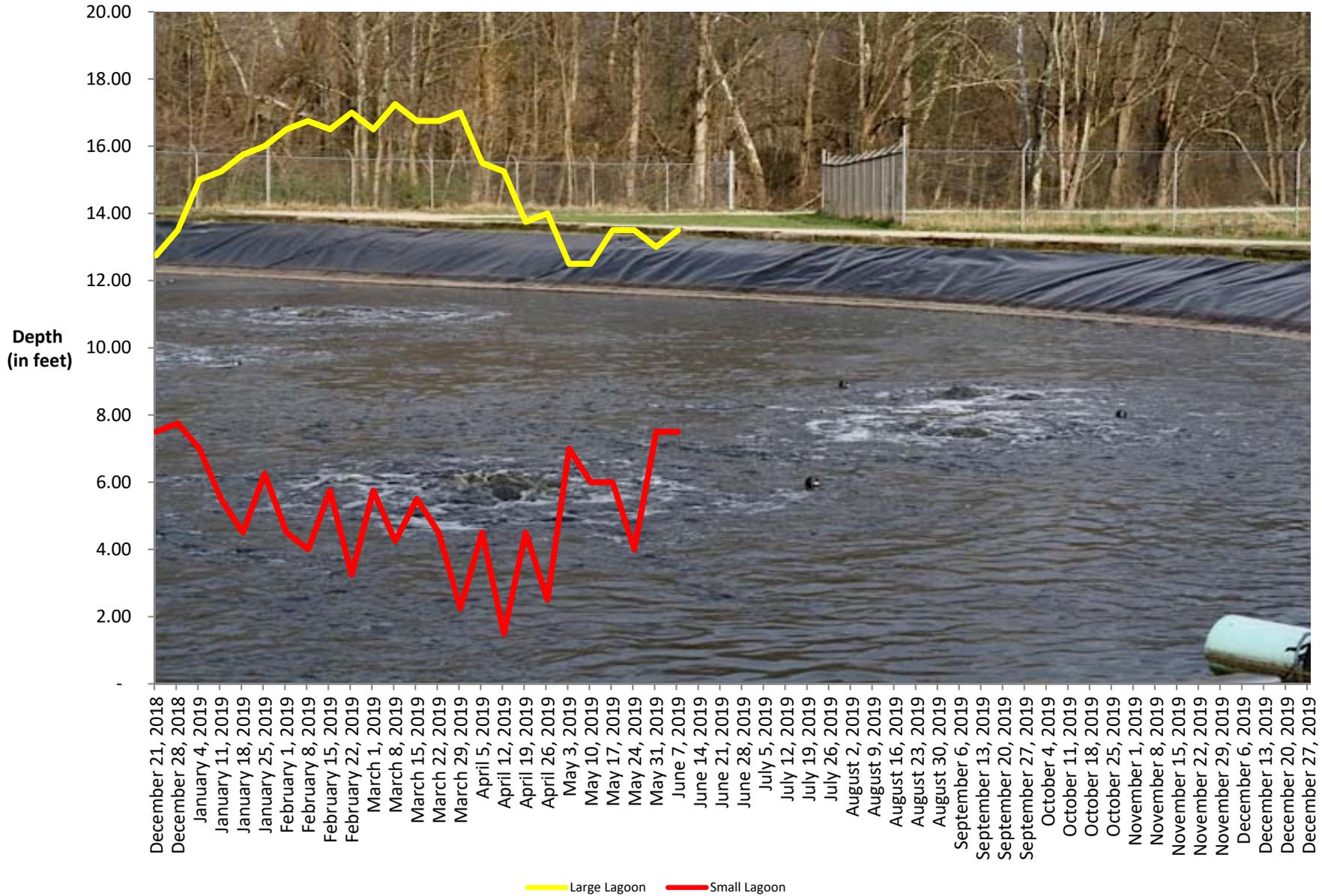
Violation Activity

New Violations Cited	Picarello, Michael	Total
Detrimental Objects	4	4
Height limit of other vegetation	3	3
Height of Grass	10	10
Maintenance of trees and other vegetation.	1	1
Notice deemed effective for remainder of year.	11	11
Parking - Certain other parking prohibited	1	1
Rental/Business License	2	2
Satellite Dish & Antennas	1	1
Vehicles wrecked, dismantled, inoperable or unregistered on private property	2	2
Violations and penalties (Licensing)	1	1
Window Treatments	1	1
Windows, Doors & Frames	1	1
Yard Waste	3	3
Totals	41	41

VIOLATION ACTIVITY



WWTF Lagoon Depths



Miss Utility Locate Tickets

