

TOWN MANAGER'S WEEKLY REPORT



UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, August 26, Regular Meeting – 1:45 PM, Executive Session, followed by Regular Meeting – Electronic Meeting
- ✓ **Town Offices Closed:** Monday, September 7, in observance of Labor Day
- ✓ **Town Council Meeting:** Wednesday, September 9, Regular Meeting – 7:00 PM, The Circle
- ✓ **Planning Commission:** Wednesday, September 16
- ✓ **Delaware League of Local Governments:** Cancelled until further notice
- ✓ **Sussex County Association of Towns:** Cancelled until further notice

UPDATES FROM DEPARTMENTS ...

Finance

- As of August 20, the Town has collected:
 - \$1,590,567 (95%) of the annual property tax billing (\$1,674,899)
 - \$869,732 (90%) of the July quarterly utility billing (\$971,701)
 - ✓ Collections still in alignment with prior quarters
- Processed Accounts Payable, Accounts Receivable, and Payroll
- Budget vs. Actual Report – July 2020 (see attached)
- Provided Tax and Utility Information to settlement lawyers

Wastewater

- Lagoon depths: Large Lagoon is 6.50 feet and Small Lagoon is 4.25 feet
- Southern States of Milford sprayed the Town's 80-acre field for weeds
- Put a new roof on the little shed at the wastewater plant
- Repaired a hole in the chlorine feed line

Public Works

- Additional Automatic hydrant flushing devices installed (total of seven (7) in use)
- Cleared trees at Public Works Yard
- Working with Construction Coordinator to get three (3) bids for Zoar Road water main repair

TOWN MANAGER'S WEEKLY REPORT



Police

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

Construction Coordinator

- Shipbuilders Village – Floodplain review and review of Town Engineer comments
- Certificate of Occupancy inspection:
 - DTCC Automotive Center – Temporary issued (DelDOT and Final CD's)
- Certificate of Occupancy re-inspection:
 - 673 North Bedford Street (Parker Group)
- Miss Utility Locate Summary (copy attached)

Planning

- Planning Commission:
 - JB Wagamon Professional Offices (4 and 6 East Laurel Street) – ***Approved***
- Projects:
 - Isaacs Farm final site plan resubmittal – August 18
 - Shipbuilder's Village (Smith Farm) – Concept Plan comments received on August 18, to applicant on August 20. Planning Commission item for September 19 meeting
 - Marvel Museum – Meeting to discuss revisions to approved site plan on August 21

TOWN MANAGER'S UPDATE ...

- Responded to property owner questions regarding replacement of a water line and timing for the work (Gene Dvornick, Jeff Ward)
- Met with representatives of the Historical Markers Program, Delaware Public Archives for placement of a Historical Marker recognizing Women's Suffrage
- Responded to Warranty Bond question regarding standard format and Town requirements from local developer
- Submitted potential dates for an electronic meeting with Sussex County Family Court consultants to review planning requirements, historic review, and project timeline
- Addressed signage questions relating to Sandhill Fields with their General Manager and outlined steps required for Board of Adjustment (Jamie Craddock, Gene Dvornick, Jocelyn Godwin)

TOWN MANAGER'S WEEKLY REPORT



- Met with Delaware Division of Small Business consultant to discuss downtown promotion, DDD activities, and other opportunities
- Participated in Water Infrastructure Advisory Council Meeting
- Submitted Resolution 2020-04 Authorizing the Amendment of the Town Charter regarding Section 3.3 (Notice of Solicitation of Candidates, Statement of Candidacy, and Compliance with Municipal Election Statutes) and Section 3.4 (Notice of Elections, Board of Elections, Election Officers, and Ties) to Senator Pettyjohn for legislative drafting and preparation for introduction in January 2021
- Participated in Return Day Committee Conference Call – event planning still in process. Final “go/no go” decision anticipated by September 16 (Gene Dvornick, Chief Hughes)
- Finalized drafting of Ordinance 2020-03 – Drainage onto Sidewalk
- Microsoft Teams Meeting held with site engineer and architect for PAM Rehabilitation Hospital to review proposed schedule with three phases: Early Foundation and Earth, Core-Shell, and Tenant Fit-out, to ensure construction starting by year-end 2020 (Jamie Craddock, Gene Dvornick, Jocelyn Godwin, Jeff Ward)
- Responded to US Census Bureau request to have a Mobile Questionnaire Assistance (MQA) site in Georgetown
- Follow up meeting with Water Department Staff regarding complaints of water discoloration (Kristen Dabrowski, Gene Dvornick, Rick Hudson, Bill West)
- Provided details on how to obtain demographic information for the Town of Georgetown in response to resident request
- Monthly Labor Review – July 2020 received (copy attached)
- Followed up on several code enforcement issues



TOWN MANAGER'S WEEKLY REPORT



TOWN MANAGER'S WEEKLY REPORT



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

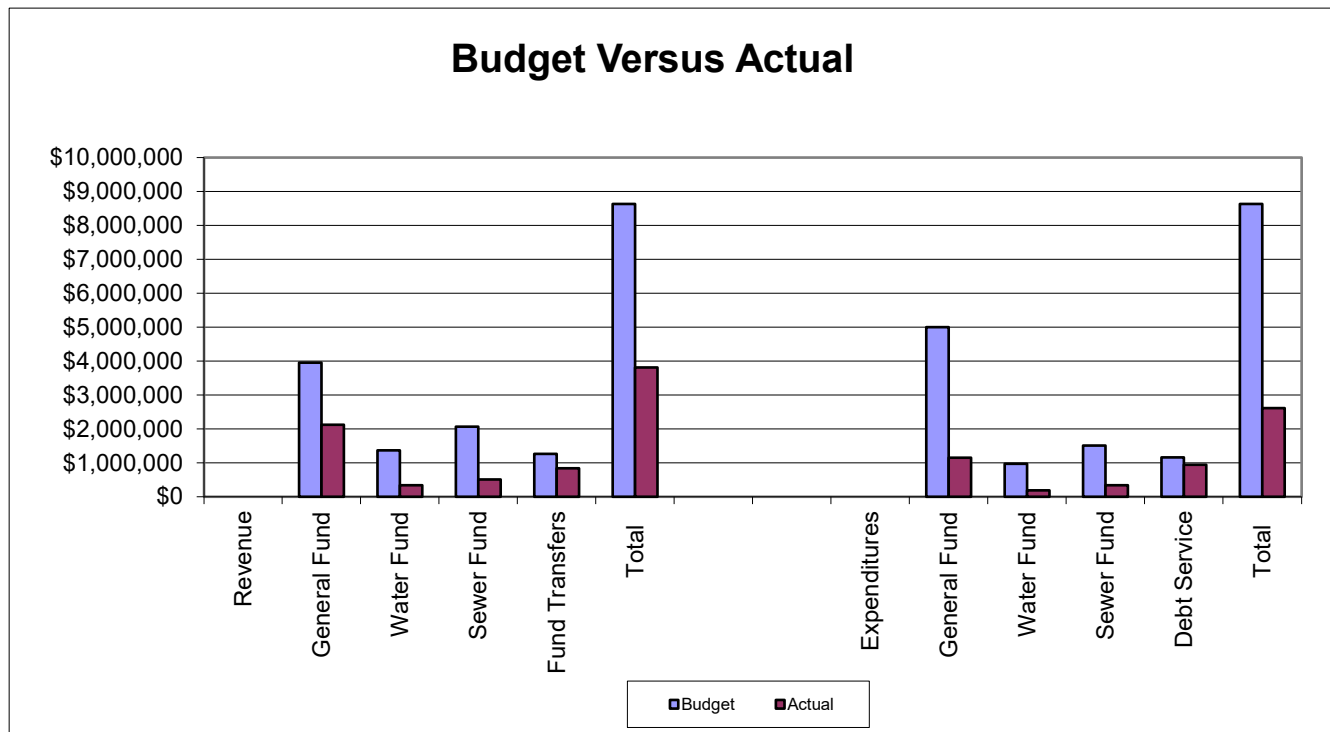
In an effort to better inform Council, employees and the public about current Town activities and issues, the Town Manager issues the Town Manager's Weekly Report with highlights from department activities for the current week. The report is published online and distributed every Friday. If you have comments, questions or suggestions regarding the Town Manager's Weekly Report, please contact Town Manager.

Town of Georgetown
Budget Versus Actual (Operating)
As of July 31, 2020

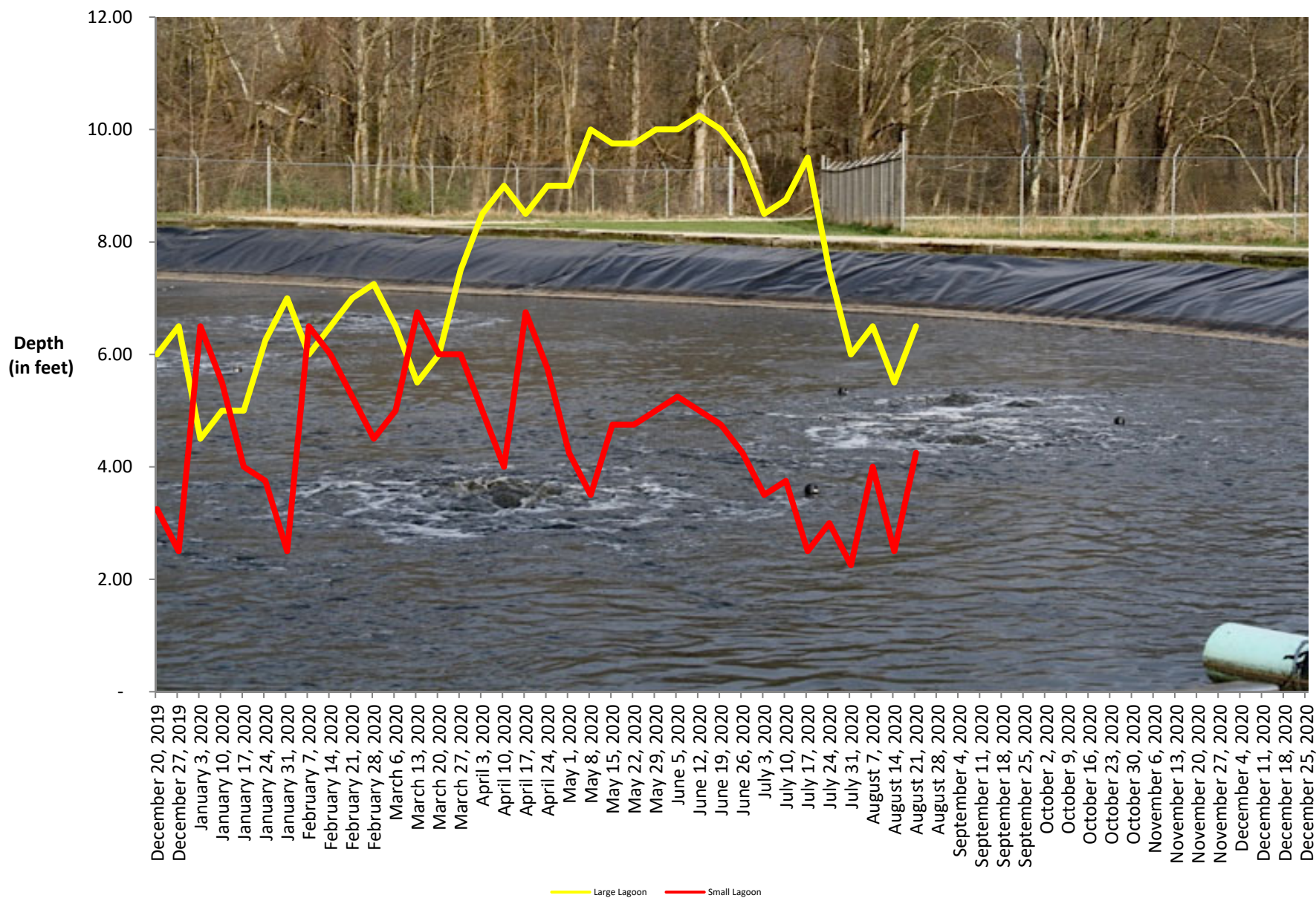
<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>25% Percent of Budget</u>
General Fund	\$ 3,947,003	\$ 2,124,007	\$1,822,996	54%
Water Fund	\$ 1,363,500	\$ 337,561	\$1,025,939	25%
Sewer Fund	\$ 2,058,500	\$ 506,080	\$1,552,420	25%
Fund Transfers	\$ 1,256,516	\$ 838,711	\$417,805	67%
Total	<u>\$8,625,519</u>	<u>\$3,806,360</u>	<u>\$4,819,159</u>	<u>44%</u>

<u>Expenditures</u>				
General Fund	\$4,992,109	\$1,147,866	\$3,844,243	23%
Water Fund	\$971,646	\$190,038	\$781,608	20%
Sewer Fund	\$1,506,868	\$336,288	\$1,170,580	22%
Debt Service	\$1,154,896	\$937,023	\$217,873	81%
Total	<u>\$8,625,519</u>	<u>\$2,611,216</u>	<u>\$6,014,303</u>	<u>30%</u>

* Line item detail available upon request.

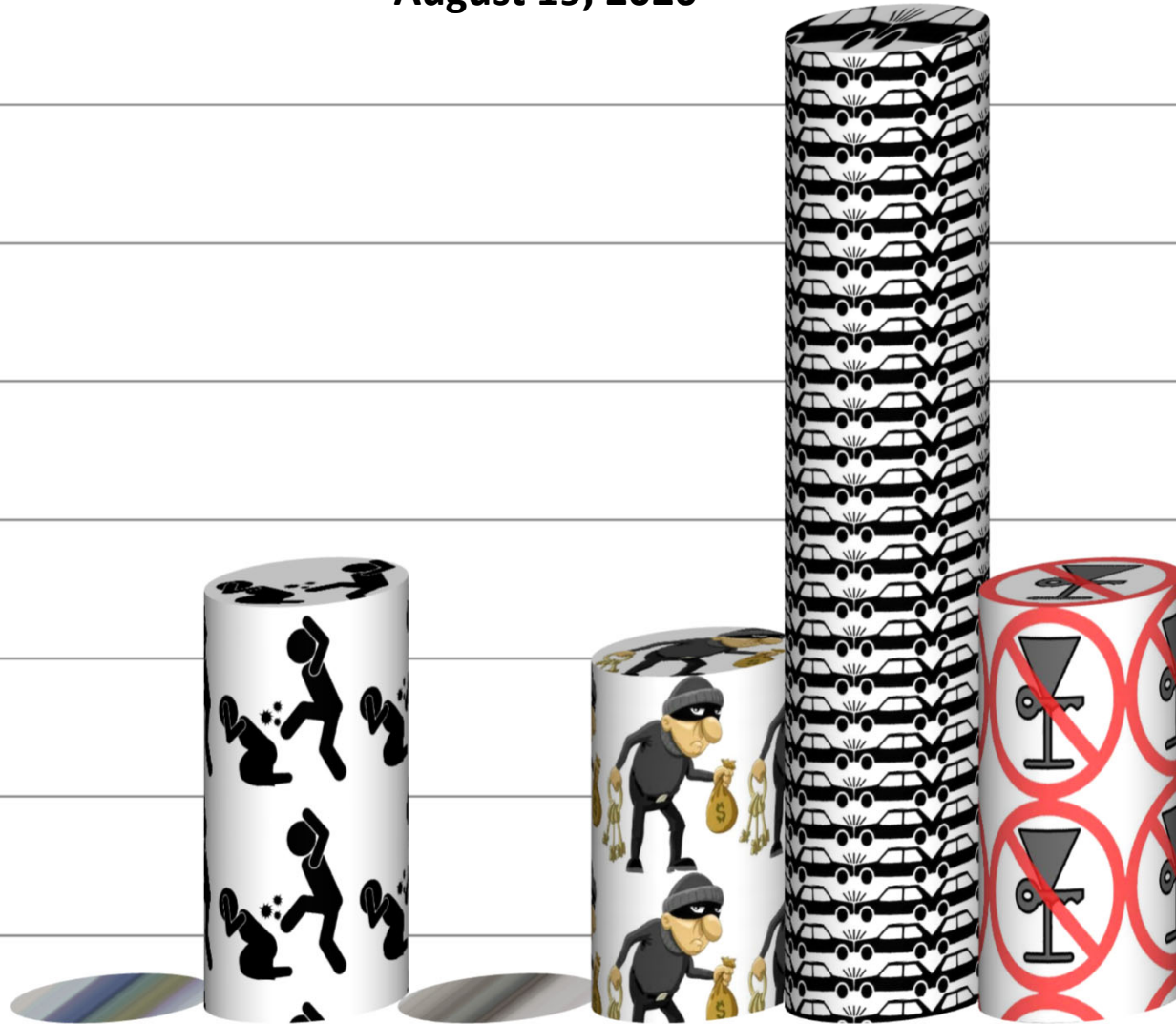


WWTF Lagoon Depths



August 19, 2020

14
12
10
8
6
4
2
0

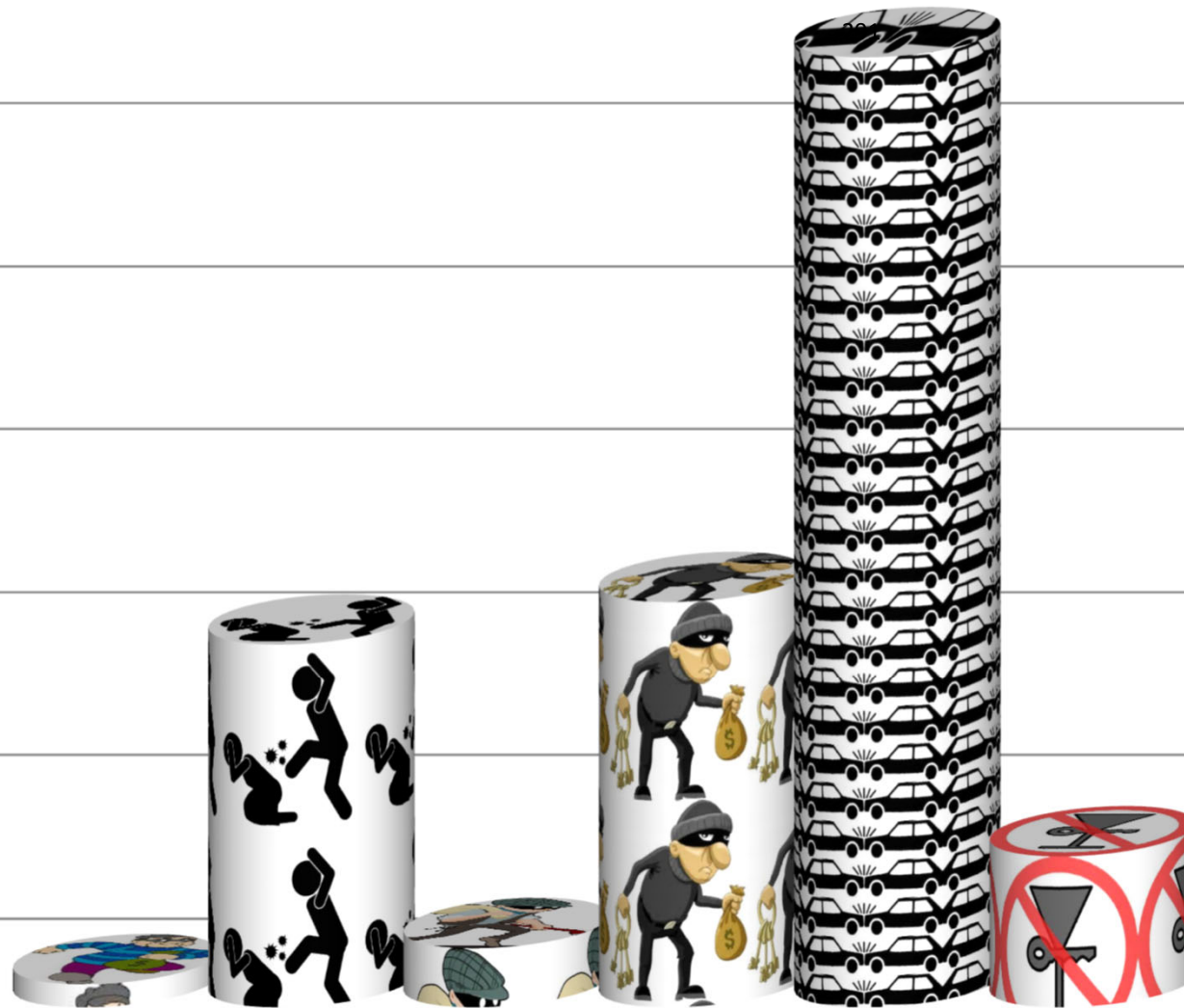


Weekly

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

August 19, 2020

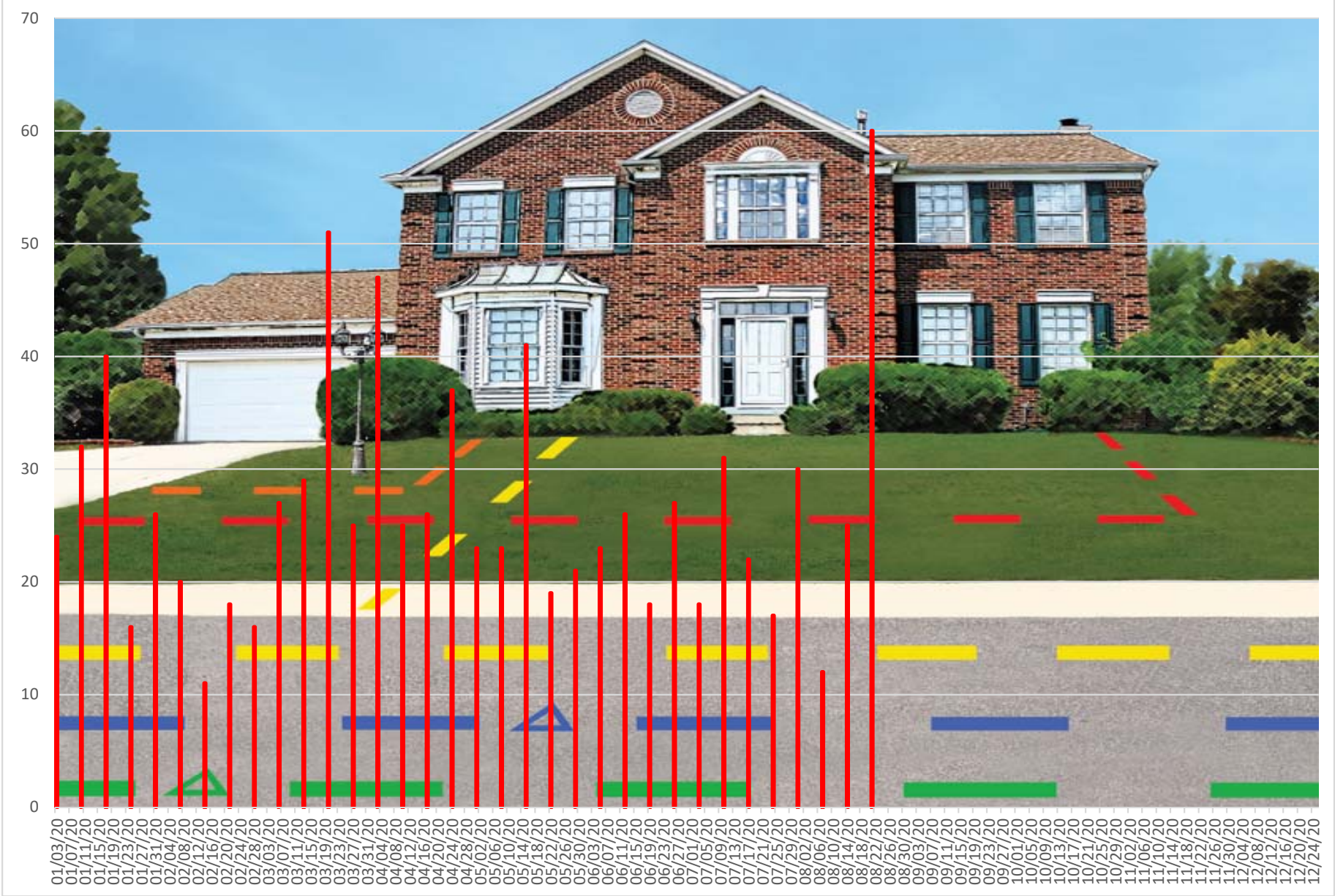
300
250
200
150
100
50
0



Year to Date

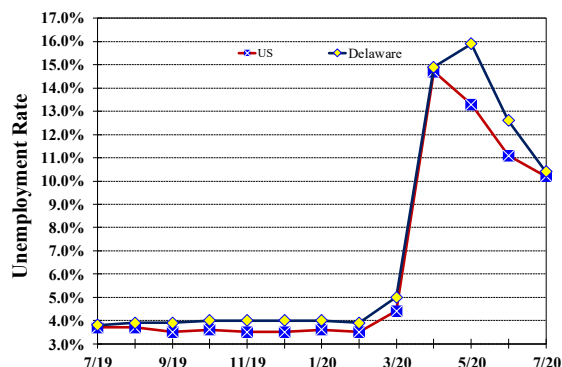
*Robbery *Assault *Buglary *Thefts *Collision *DUI

Miss Utility Locate Tickets



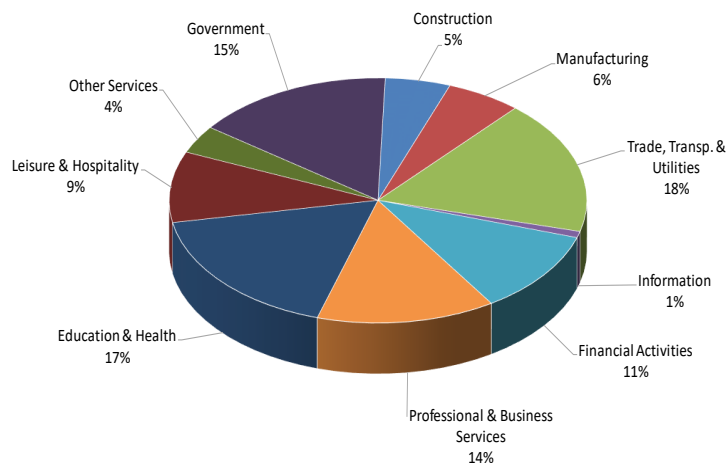
Unemployment Rate

Delaware and US July 2019 - July 2020



Percent Distribution of Delaware Nonfarm Employment

July 2020



Delaware Civilian Labor Force

Delaware Residents

	July 2020	June 2020	July 2019
Civilian Labor Force	505,900	486,700	487,600
Employed	453,300	425,200	469,000
Unemployed	52,600	61,500	18,600
Unemployment Rate %	10.4	12.6	3.8
US Unemployment Rate %	10.2	11.1	3.7

Source: Delaware Dept. of Labor in cooperation with the US Dept. of Labor, Bureau of Labor Statistics.

Area Unemployment Rates (%)

	July 2020	June 2020	July 2019
New Castle County	10.9	13.0	4.1
Wilmington	16.5	18.9	6.1
Newark	8.8	9.5	4.4
Kent County	11.5	14.0	4.9
Dover	15.6	18.4	6.4
Sussex County	9.1	11.6	3.5

Note: Area rates are not seasonally adjusted.

Source: Delaware Dept. of Labor in cooperation with the US Dept. of Labor, Bureau of Labor Statistics.

Hours & Earnings

All Employee (Total Private)

	July 2020	June 2020	July 2019
Weekly Earnings	\$911.30	\$930.41	\$887.45
Weekly Hours	32.5	32.9	33.3
Hourly Earnings	\$28.04	\$28.28	\$26.65

Delaware Labor Force Trends

Delaware's seasonally adjusted unemployment rate in July 2020 was 10.4%, down from 12.6% in June 2020. There were 52,600 unemployed Delawareans in July 2020 compared to 18,600 in July 2019. The US unemployment rate was 10.2% in July 2020, down from 11.1% in June 2020. In July 2019, the US unemployment rate was 3.7%, while Delaware's rate was 3.8%.

In July 2020, seasonally adjusted nonfarm employment was 422,100, up from 414,800 in June 2020. Since July 2019, Delaware's total nonfarm jobs have decreased by a net loss of 43,100, a decline of 9.2%. Nationally, jobs during that period declined 7.7%.

Delaware Nonfarm Employment

Jobs at Delaware Locations
Seasonally Adjusted (in 000s)

INDUSTRY GROUP	July 2020	June 2020	Over the Month Change	Over the Year Change†
TOTAL NONAG. EMP.	422.1	414.8	7.3	-43.1
CONSTRUCTION	21.3	21.0	0.3	-1.3
MANUFACTURING	24.6	24.6	0.0	-2.5
Durable Goods	8.7	8.8	-0.1	-1.1
Nondurable Goods	15.9	15.8	0.1	-1.4
TRADE, TRANSP., & UTIL.	74.6	74.3	0.3	-5.2
Wholesale Trade	9.7	10.1	-0.4	-1.5
Retail Trade	49.0	48.0	1.0	-1.9
Transp. & Utilities	15.9	16.2	-0.3	-1.8
INFORMATION *	3.5	3.5	0.0	-0.4
FINANCIAL ACTIVITIES	46.2	46.2	0.0	-1.5
PROF. & BUS. SERVICES	58.3	58.4	-0.1	-5.5
EDUCATION & HEALTH	73.4	72.0	1.4	-7.5
LEISURE & HOSPITALITY	39.5	35.2	4.3	-14.2
OTHER SERVICES	15.6	15.1	0.5	-2.9
GOVERNMENT	65.1	64.5	0.6	-2.1
Federal Government	5.9	5.8	0.1	0.2
State Government	32.3	31.7	0.6	-1.1
Local Government	26.9	27.0	-0.1	-1.2

* Industries are not seasonally adjusted.

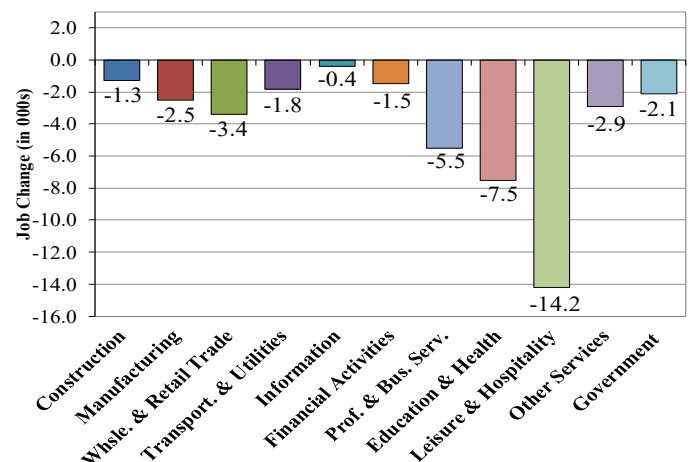
† Annual changes are not seasonally adjusted.

Details may not add up due to rounding and seasonal adjustment.

Source: US Department of Labor, Bureau of Labor Statistics.

Delaware Over-the-Year Job Change

July 2019—July 2020



Consumer Price Index

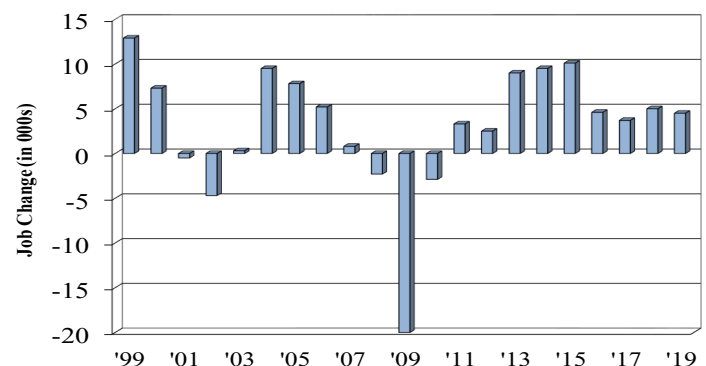
All Urban Consumers

	Percent Change to July 2020 from:		
	July 2019	May 2020	June 2020
US City Average	1.0	1.1	0.5
Phila.-Camden-Wilm.*	NA	NA	NA

* Data are published on a bi-monthly basis.

Delaware Annual Net Job Change

Annual Average 1999—2019



Office of Occupational and Labor Market Information

For data questions, contact Tom Dougherty (302) 761-8062

<https://lmi.delawareworks.com>