

# TOWN MANAGER'S WEEKLY REPORT



## UPCOMING MEETINGS & EVENTS ...

- ✓ **Town Council Meeting:** Wednesday, October 14, Executive Session – 2:00 PM, Regular Session – Immediately following, Electronic Meeting
- ✓ **Planning Commission:** Wednesday, October 21, 6:00 PM, Town Hall
  1. 113 Georgetown Properties (PAM Rehabilitation Hospital) – Preliminary Site Plan
- ✓ **Town Council Meeting:** Wednesday, October 28 – To Be Determined
- ✓ **Delaware League of Local Governments:** Cancelled until further notice

## UPDATES FROM DEPARTMENTS ...

### **Finance**

- As of October 9, the Town has collected:
  - \$1,628,387 (98%) of the annual property tax billing (\$1,674,899)
  - \$27,432 (3%) of the October quarterly utility billing (\$1,082,646)
    - ✓ Collections still in alignment with prior quarters
- Processed Accounts Payable, Accounts Receivable, and Payroll
- Monthly Key Revenue Items Report (September 2020) – copy attached
- Provided Tax and Utility Information for property settlements and stamped deeds
- Real Estate Transfer Tax Summary (September 2020)

	September 2020		September 2019	
	Month	Year To Date	Month	Year To Date
Transfer Tax Revenue	\$27,236	\$77,561	\$33,804	\$104,814

### **Wastewater**

- Lagoon depths: Large Lagoon is 8.50 feet and Small Lagoon is 2.50 feet
- Removed 4" elbow, and installed a blank flange, on the discharge piping, on pump 1 side at Gordy Street Pump Station (back of the plug valve had blown out)
- Met with Bearing construction to work on getting a quote for emergency repair of the piping at Gordy Street
- Dug up and replaced the riser on row 34 in the Town's Spray Field

### **Police**

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

# TOWN MANAGER'S WEEKLY REPORT

---



## **Planning**

- Project Updates:
  - Georgetown Self Storage/South Bedford Street – Second revision to site plan submitted on October 6
  - Marvel Museum/502 South Bedford Street – Phasing plan submitted on October 6
  - Revelation Brewery/413 South Bedford Street – Phasing plan submitted on October 9

## **Construction Coordinator**

- Lee Avenue
  - Restoration of a 20' x 50' area that had failed and deteriorated
- Georgetown East Gateway project
  - Reviewed shop drawing submittals
  - Attended progress meeting
  - Reviewed plans for outfall ditch that runs parallel with our water main
- Miss Utility Locate Summary (copy attached)

## **Public Works**

- Grass cutting and street sweeping ongoing
- Pot hole filling town-wide
- Cleaning of catch basins started

## TOWN MANAGER'S UPDATE ...

- Participated in a Zoom Meeting on the DelDOT Transportation Infrastructure Investment Fund (TIIF) Program (Gene Dvornick, Laura Givens)
- Met with local developer to discuss project status and ongoing issues with DelDOT (Gene Dvornick, Bill West)
- Participated in Governor's phone call with local governments (Counties & Municipalities) (Gene Dvornick, Bill West)
- Worked with Public Works and Wastewater Departments on after hours' notification (Bill Bradley, Gene Dvornick, Laura Givens, Eric Rust)
- Met with representatives of the Georgetown Little League, DelDOT, and Century Engineering to discuss connectivity to the Georgetown to Lewes Trail, Phase 8 (Penuel Barrett, Gene Dvornick, Laura Givens, Bill West)
- Supplied UD-IPA information on the Georgetown Parklet to assist in their "Living Lab" Project with the UD Landscape Architecture Program

# TOWN MANAGER'S WEEKLY REPORT

---



- Contacted Holophane regarding bollard lighting solutions suitable for use on multimodal trails
- Attended the annual Statewide FOIA Coordinator training webinar (Kristen Dabrowski, Gene Dvornick, Laura Givens)
- Provided neighboring municipality with Cost of Service Study information
- Drafted a press release for Trick-or-Treat 2020
- Attended Sussex County Association of Towns Steering Committee (Gene Dvornick, Bill West) – Discussion on:
  - ✓ Dinner Meetings
  - ✓ Potential legislative items for 151<sup>st</sup> General Assembly
  - ✓ Coronavirus Updates
- Issued Circle Use Permit for Burying of the Hatchet Event on November 5
- Signed and authorized Emergency Repair Quote for Gordy Street Pump Station
- Responded to local media questions regarding discolored water and Halloween 2020 in Georgetown
- Followed up on several code enforcement issues



TOWN MANAGER'S  
WEEKLY REPORT



# TOWN MANAGER'S WEEKLY REPORT

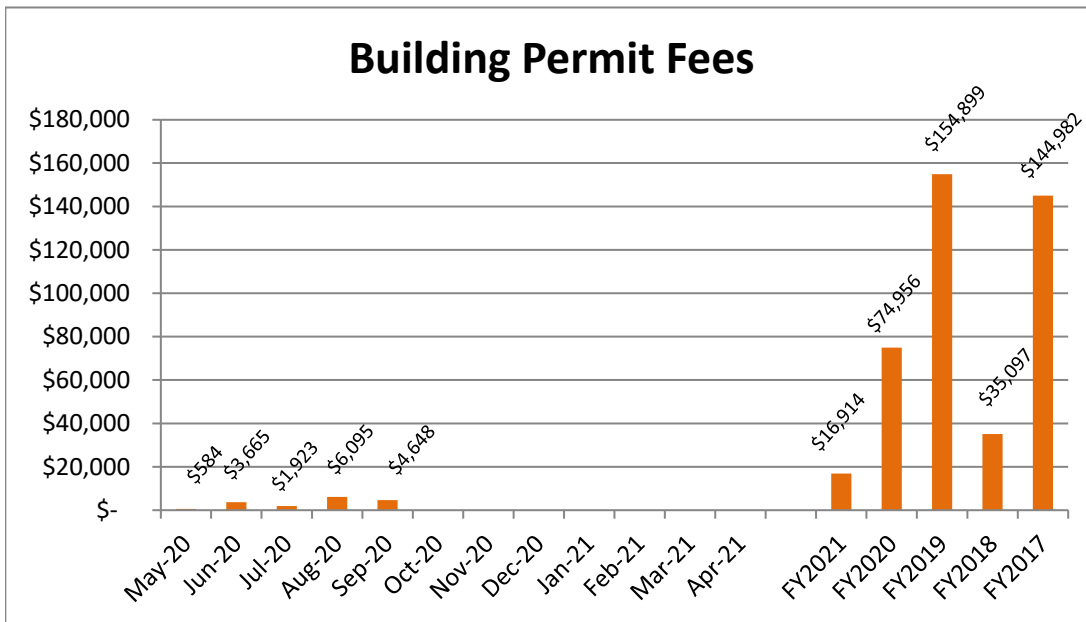
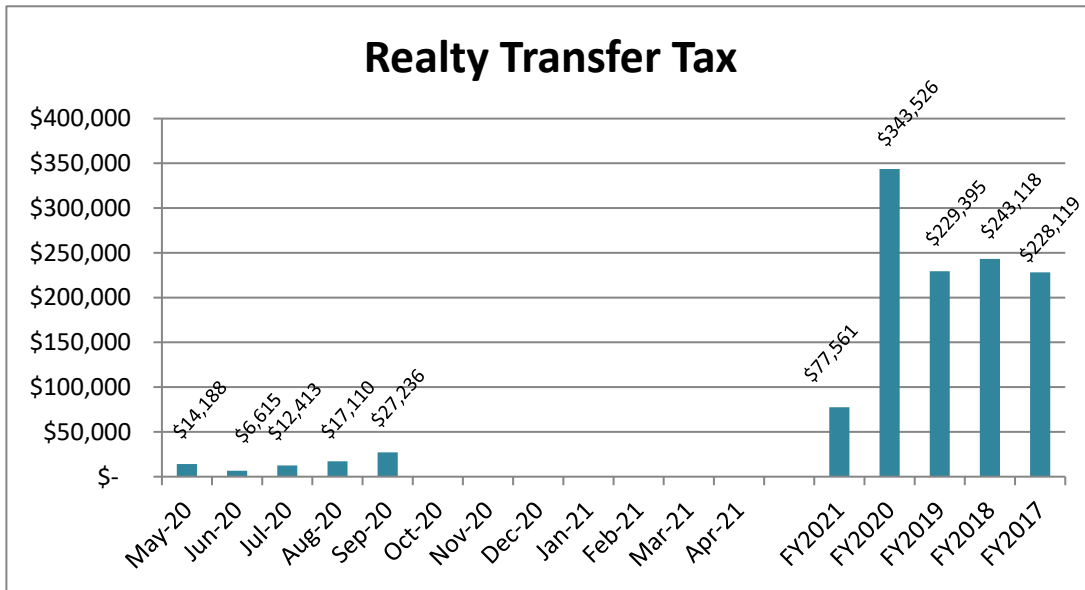
---



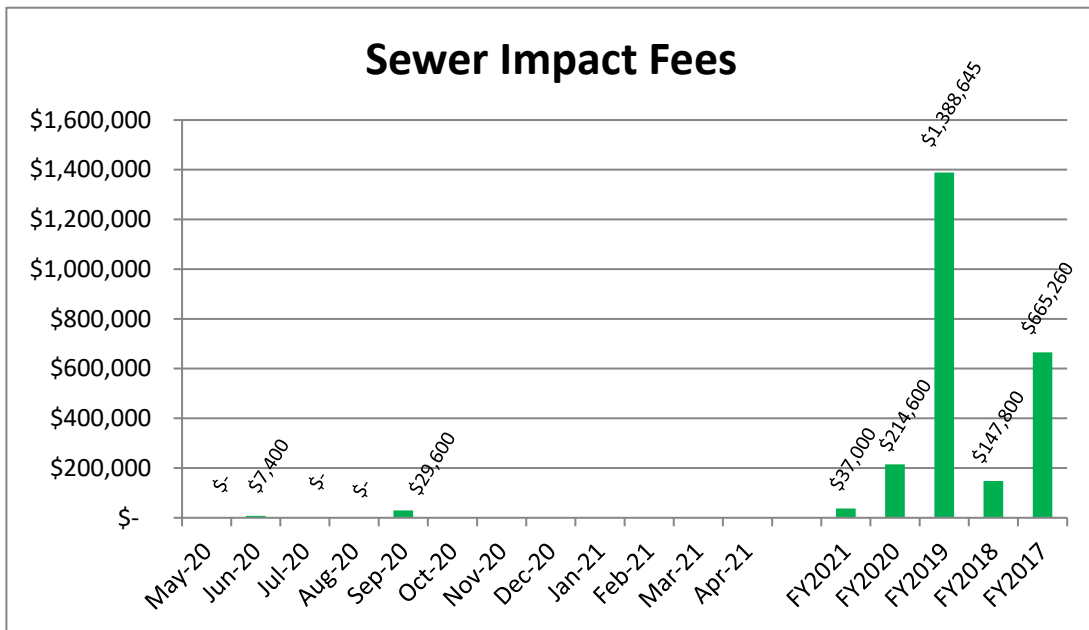
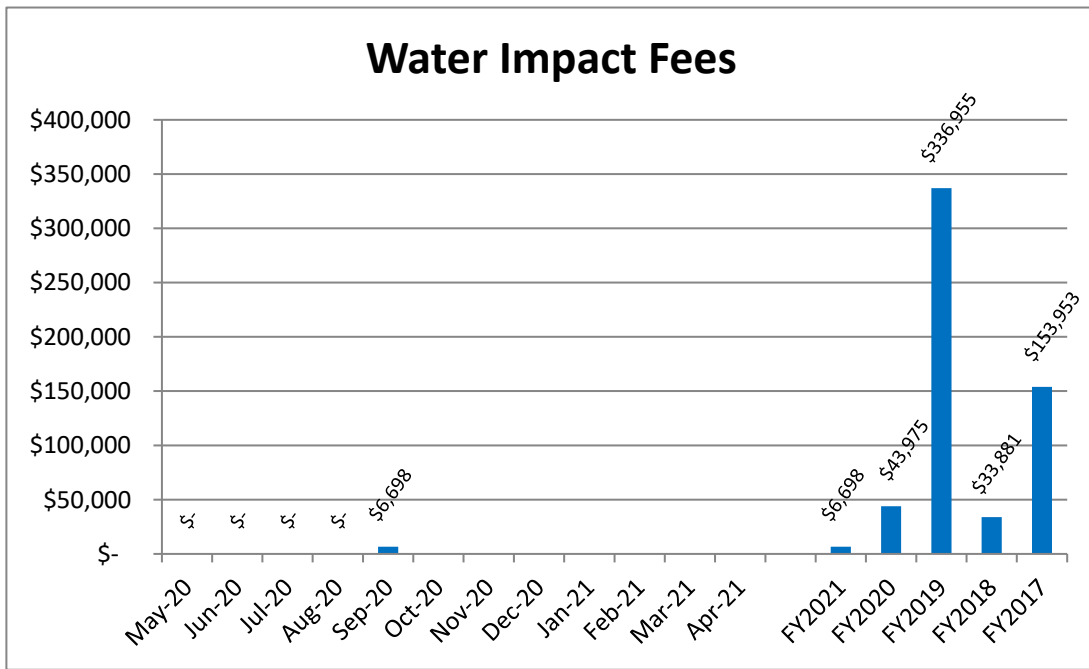
***THIS REPORT AND ANY ATTACHMENTS ARE ONLY BEING SENT  
ELECTRONICALLY UNLESS OTHERWISE REQUESTED***

*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.*

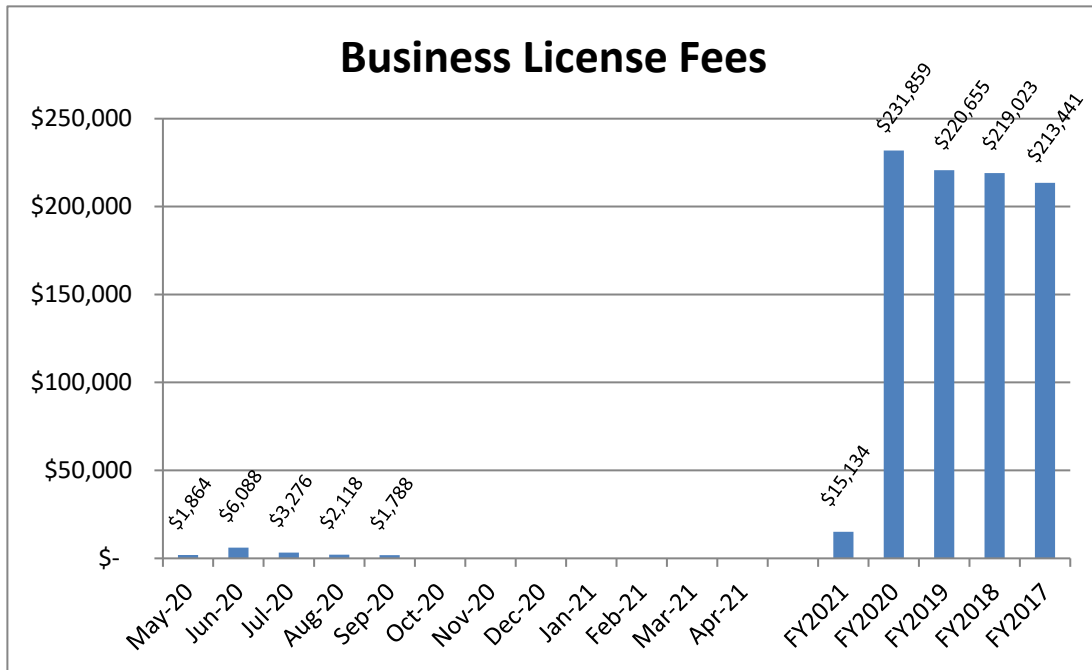
## Key Revenue Items



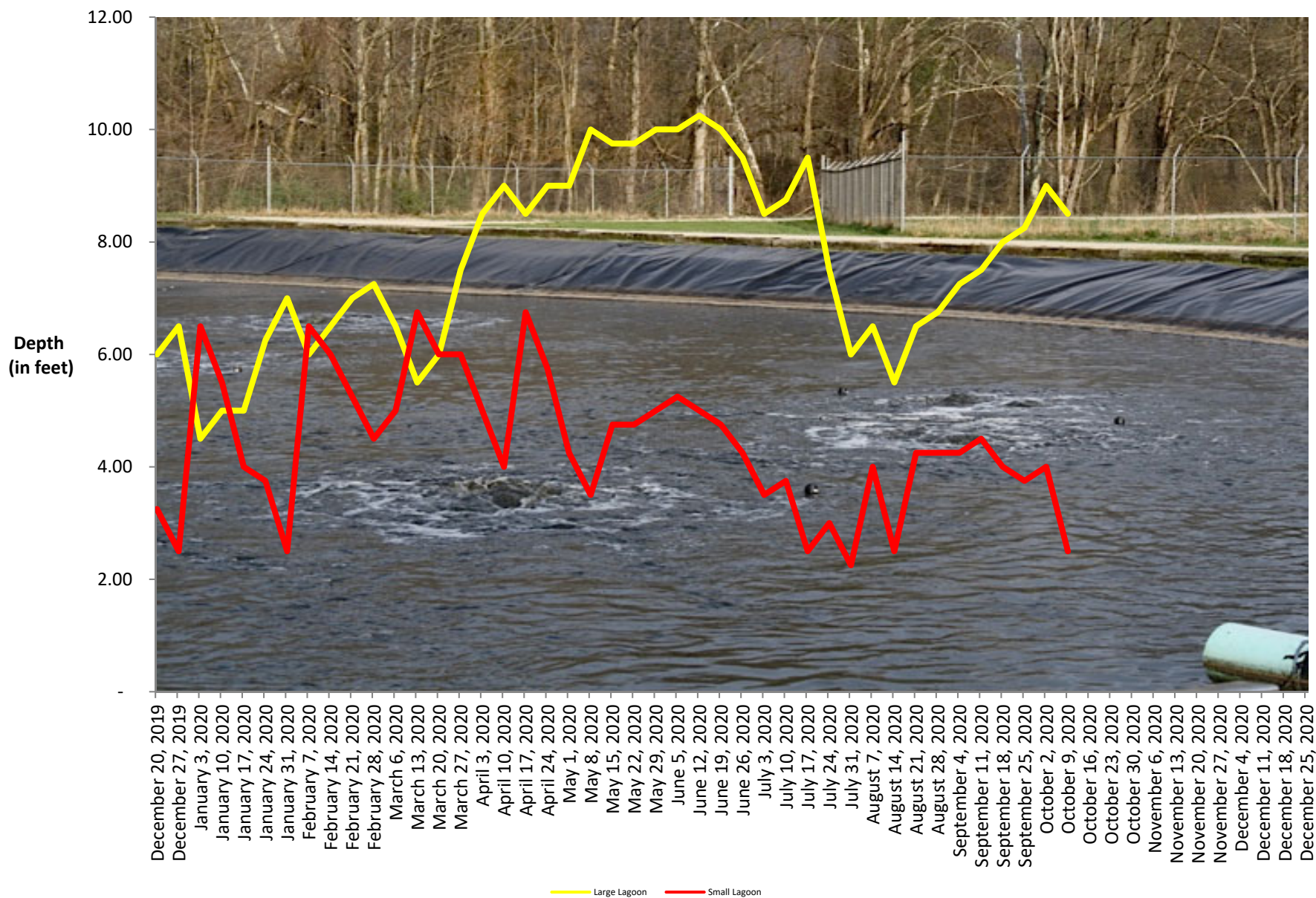
## Key Revenue Items



## Key Revenue Items

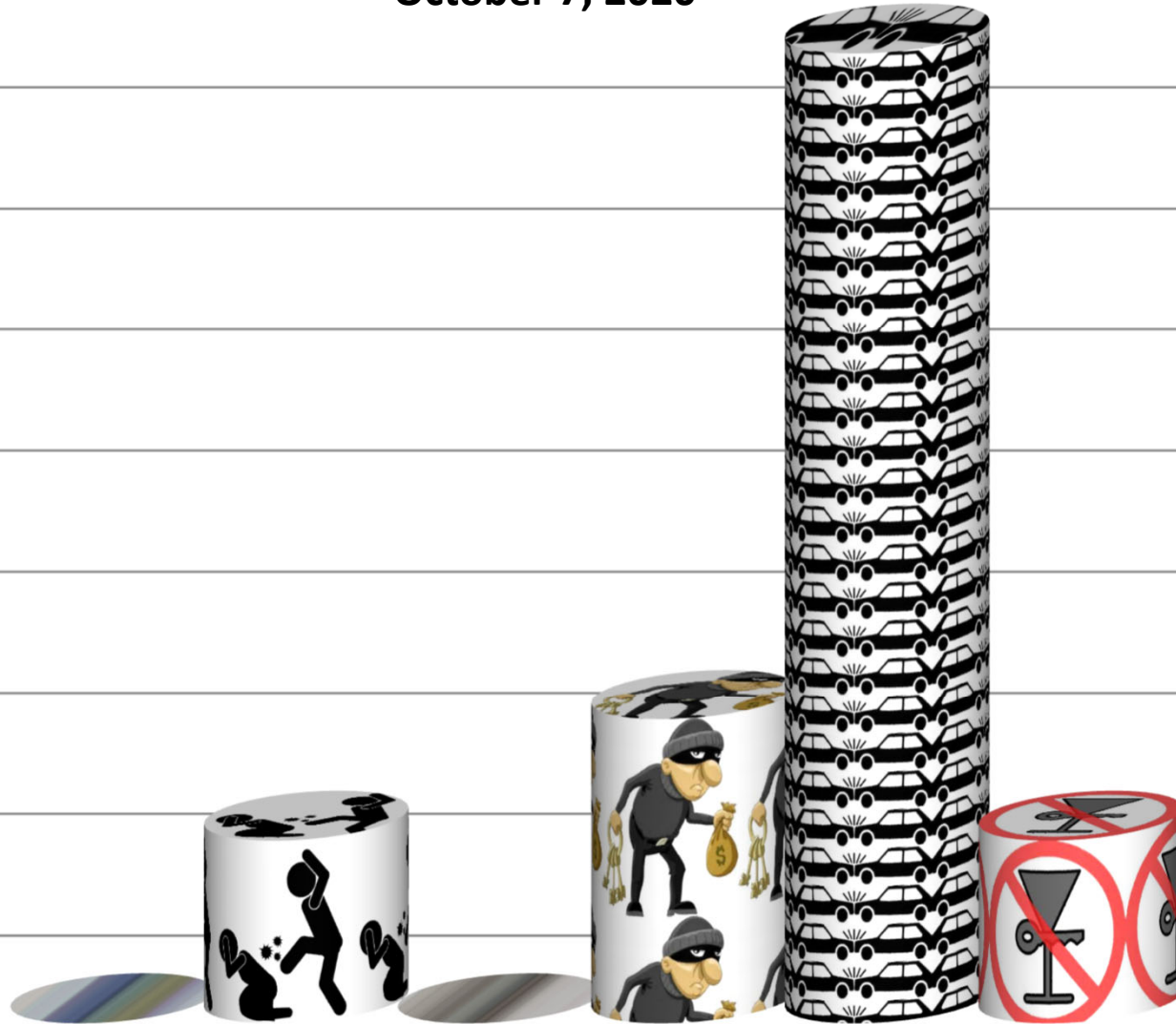


## WWTF Lagoon Depths



October 7, 2020

16  
14  
12  
10  
8  
6  
4  
2  
0

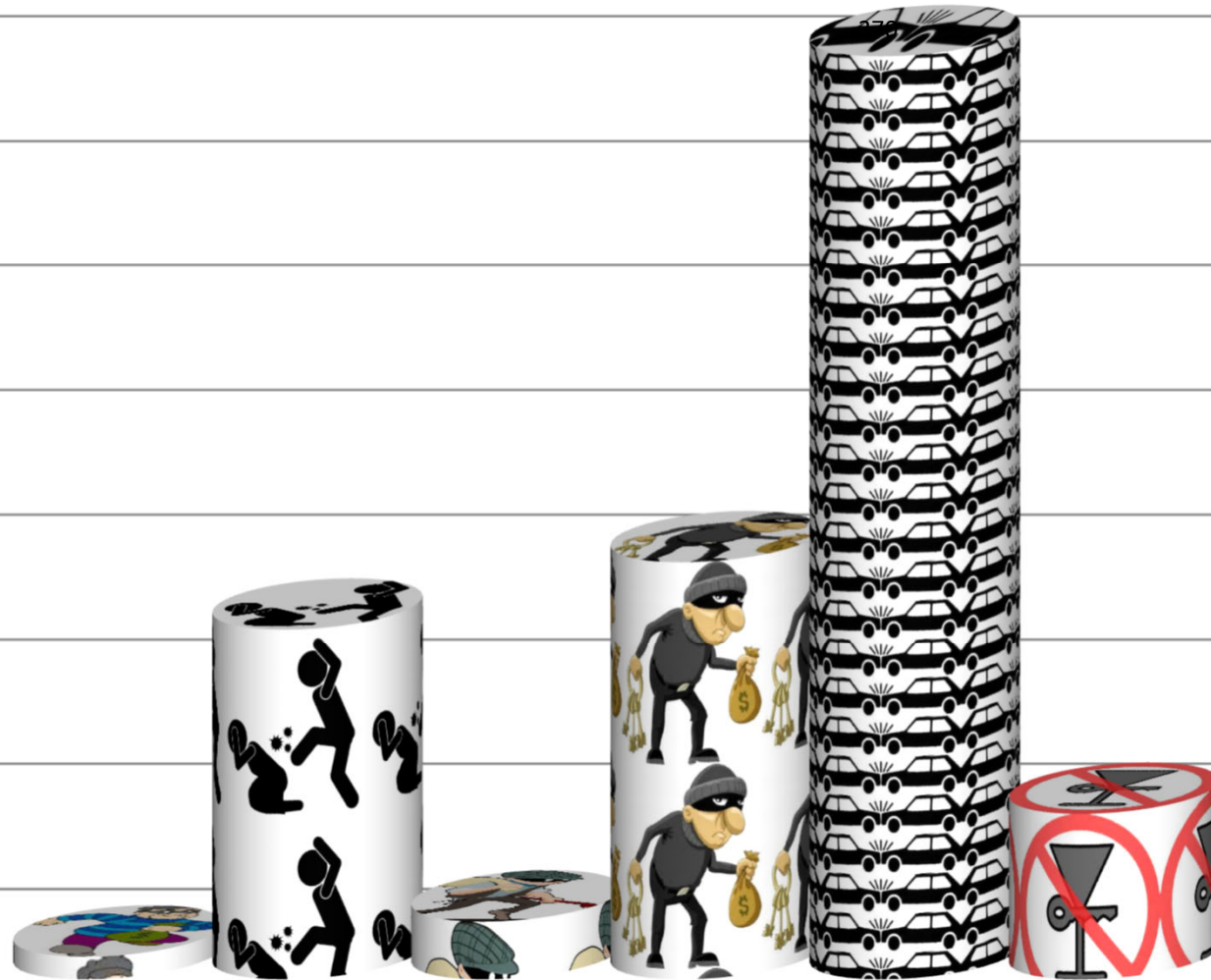


Weekly

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

October 7, 2020

400  
350  
300  
250  
200  
150  
100  
50  
0



Year to Date

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

Miss Utility Locate Tickets

