TOWN MANAGER'S REPORT
AUGUST 2020

- **Financial Report YTD FY21**
  - Unrestricted General Funds Balance $7,540,525; Restricted Funds Balance $4,910,315
  - General Revenue $1,000,186; Budget $1,308,695; 76.43% of budget
  - General Expenses $245,030; Budget-Total Actual General Expense $746,494; Total General Expense with contingency $1,308,695; 18.72% budget
  - Restricted Revenue $492,845; Budget $812,373; 60.67% of budget
  - Transfer Tax Expenses $281,044; Budget $1,219,920; 23.04% of budget
  - Grants/Other Expenses $199; Budget $193,093; 0.10% of budget
  - Total Cash Assets $12,482,877; Total Cash Liabilities $154,160

- **Participated in the following meetings:**
  - August 6th - I had a conference call with the Secretary of DelDOT, Jen Cohan regarding the State pond across the street from the town hall. Ms. Cohan stated that she would love for the town to take over the maintenance of the pond and then we spoke about the State donating that parcel to the town that way the town would be responsible for the maintenance and not have to follow the State's protocol. She stated she would do some foot work.
  - August 7th - Attended the SCAT Steering Committee meeting via ZOOM with the Deputy Mayor.
  - August 7th - The Town Engineer, Andrew Lyons, and myself met with Tom Ford of Land Design to discuss a concept plan for a new subdivision on 50 acres of land on Substation Road which would consist of 135 single family homes. The concept plan is currently being reviewed by Andrew.
  - August 11th - I met with Mr. Matthews, the applicant for the Beach's Car Wash, to discuss the public hearing and procedures for his upcoming meeting.
  - August 11th - Attending Town Council Meeting.
  - August 12th - I had our new IT firm on site and had the laptop set up to work from home if necessary. He returned and also set up Matt and Lisa's home laptops as well.
  - August 14th - I had a meeting with Secretary Barb Ryer to discuss the path forward with the Charter Review Committee.
  - August 17th - I met with resident Linda Gevinson who is on the Social Committee for Bishop's Landing to discuss the rental for the Community Center.
  - August 17th - Telecon with Christopher Lord, Government Relations Rep from Mediacom to discuss cable agreement.
  - August 18th - Councilmember Pete Michel and I met with the owner of Sign-a-Rama to discuss the Town Hall sign, Evans Park sign, and Park Rules sign. Mr. Michel spoke with the company yesterday and hopefully we'll be receiving a concept of the signs next week.
  - August 19th - Town Engineer Andrew Lyons and I met with realtor John Timmons to discuss moving a current business to another location.
  - August 20th - Town Engineer Andrew Lyons and I met with resident Robin McLane to get her insight on street trees that should/should not be planted in developments.
  - August 24th - I attended a pre-con meeting with Andrew Lyons, Eric Evans, and Matt Jacobs of Sports Builders in regards to the pickleball courts at the park.
  - August 25th - I met with Morgan Helfrich, GMB, Andrew Lyons, GMB, Eric Evans, and Clay Carlson of Diamond State Engineering regarding the HVAC units in the Town Hall's newest addition. In short, the units keep cutting off and we've had Custom

Mechanical here on several occasions and they can't seem to find the issue. Morgan brought Mr. Carlson here to review the shop drawings as well as the units. After much conversation, we felt Mr. Carlson will be able to address the issue and he sent his team over to do an evaluation. I'll keep you informed of the outcome.

- **Mediacom Cable Franchise Agreement**
  The Town has been granted another extension on the renewal of the cable franchise agreement with Mediacom until January 1, 2021.

- **Planning and Zoning Commission (P&Z)**
  - The P&Z Commission will meet on Sept 10th to review the following applications:

    1. Preliminary site plan submitted by Adams-Kemp Associates on behalf of Beach Properties, Inc., for the Bethany Bay Town Shoppes located on Route 26, to construct a 5,167.5 square foot retail space comprised of 4 units.

    2. Preliminary site plan submitted by Garth Enterprises on behalf of RIB Services for a rebuild of Dickens Parlour Theater. The application is to remove the existing theater and building a new theater in the same footprint.

Attached are the following reports:

1. Crime Mapping for July
2. Code & Building Department Report

Respectfully submitted,
Deborah Botchie
Town Manager

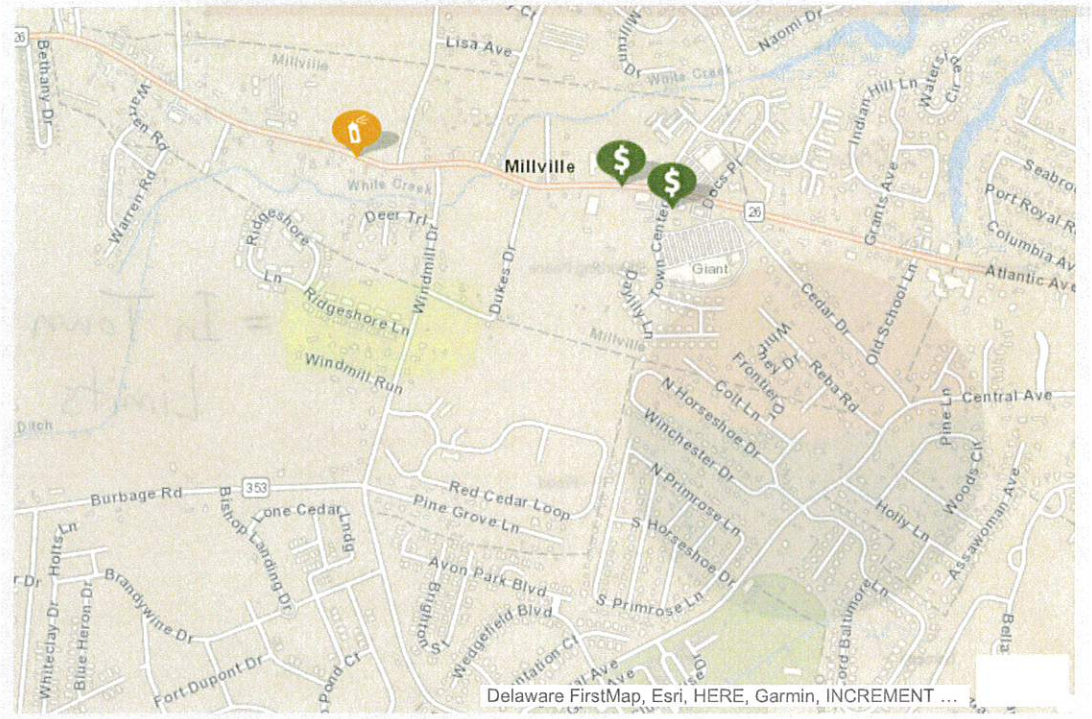
Print

CrimeMapping.com Map

Saturday, August 1, 2020 through **Monday, August 31, 2020**

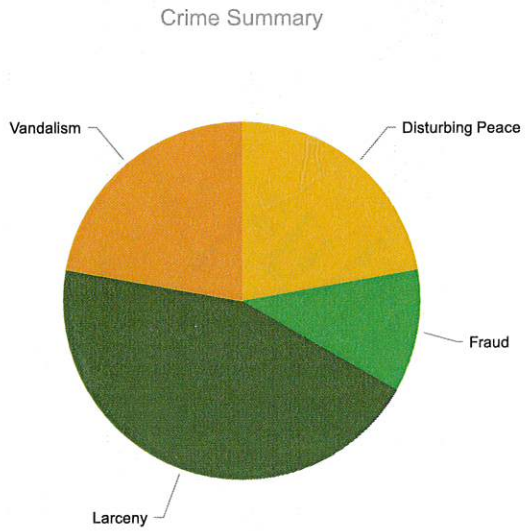
Showing crime types: Arson, Assault, Burglary, Disturbing the Peace, Drugs / Alcohol Violations, DUI, Fraud, Homicide, Motor Vehicle Theft, Robbery, Sex Crimes, Theft / Larceny, Vandalism, Vehicle Break-In / Theft, Weapons

☑ Show crime report ☑ Show crime chart



Grab the bottom/right borders to resize the map or the handle in the bottom right corner.

All representations on this map are distributed and transmitted "AS IS" without warranties of any kind, either express or implied including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. In no event shall CrimeMapping.COM become liable to users of these data for any loss or damages, consequential or otherwise, including but not limited to time, money, goodwill, arising from the use, operation or modification of the data. The visual presentation of data is being provided strictly as a courtesy, not as an obligation to its users.



= In Town Limits

Crime Report

Type	Description	Incident #	Location	Agency	Date
	DAMAGE/PRIVATE PROPERTY		35300 BLOCK W ATLANTIC AVE	Delaware State Police	8/21/2020 7:50 AM
	LARCENY/FROM BUILDING		38000 BLOCK W ATLANTIC AVE	Delaware State Police	8/19/2020 7:29 PM
	DAMAGE/PRIVATE PROPERTY		37900 BLOCK GREENWICH LA	Delaware State Police	8/17/2020 5:24 PM
	LARCENY/FROM BUILDING		38000 BLOCK TOWN CENTER DR	Delaware State Police	8/17/2020 11:10 AM
	HARASSING COMMUNICATION/PHONE/WIRE/MAIL ONLY		38800 BLOCK CEDAR WAXWING LA	Delaware State Police	8/14/2020 10:44 AM
	LARCENY/FROM BUILDING		34900 BLOCK ATLANTIC AVE	Delaware State Police	8/12/2020 8:57 PM
	FRAUD BY WIRE		36300 BLOCK TEE BOX BLVD	Delaware State Police	8/6/2020 1:26 PM
	LARCENY/SHOPLIFTING		34900 BLOCK E ATLANTIC AVE	Delaware State Police	8/2/2020 5:58 PM

Type	Description	Incident #	Location	Agency	Date
	HARASSING COMMUNICATION/PHONE/WIRE/MAIL ONLY		34700 BLOCK E ATLANTIC AVE	Delaware State Police	8/2/2020 2:58 PM

Code & Building Department
Monthly Report for August 2020

BUILDING PERMITS

Total BP Issued: 30

- Single Family Homes 7
- Townhouse Units 3
- Minor 19
- Commercial 0
- Signs 1

Certificates of Occupancy/Completion Issued: 29

Total Revenue	**$**	**62,749.50**
BP SFH	$	41,327.50
BP SFTH	$	17,850.00
BP Commercial	$	0
BP Minor	$	3,072.00
Sign Permits	$	500.00
BP Violations	$	0

DEVELOPMENT ACTIVITY

BISHOP'S LANDING:
BL2: Work continues. Everyone is back to work. Infrastructure continues. The houses are going up in 1B, 1C & 1D (1A & 1B is done, 1C only has 2 townhouse buildings left)
COVENTRY: Awaiting Developer to request Bonds back.
MBTS Sea Star Village: Home construction continues, I think all Lots have been permitted except maybe a cottage or 2.
MBTS PHASE 8: Dirt being moved around. Pad sites being prepared. Culverts are still about 4 weeks out before they can start on the crossings.
PARKSIDE: Phase 1 infrastructure in except electric. Proof roll conducted and bad spots identified. Curb should be going in 1st part of Sept with blacktop to follow. My guess building permits will be requested end of Sept or 1st of Oct.
SEA EDGE: Permits issued for their model product.
SOUTHERN LANDING: Infrastructure beginning. Permit issued for 2 model
TOWN PARK: Pickle Ball Courts started. Some minor touch up needs to be done but the park is CO'd and the Town has control of it now. Design for pavilion completed and working on pricing out. Investigating sprinklers and costs.

CODE ENFORCEMENT: VIOLATIONS

TOTAL VIOLATIONS: $ 0