

The City of Lewes



City Manager's Report May 2017

Comprehensive Plan Certification

As City Council is aware, certification of the Lewes 2015 Comprehensive Plan has been delayed due to the Delaware State Housing Authority's concerns about the absence of a clear strategy for affordable housing. Staff has continued to work on this, and draft language was presented to City Council at a special meeting on May 25, 2017. In addition to the changes relating to housing, Tom West has been working on changes to some of the maps associated with the plan.

FEMA Community Assistance Visit

Staff from FEMA and DNREC visited Lewes and met with staff from the Building Department to follow up on items from the visit in April 2017 and to review elevation certificates associated with building permits. Staff provided the requested documentation, and FEMA followed up with a written report, which includes a list of property for which follow-up action or documentation is required by the City.

Renovations to the Margaret H. Rollins Community Center

Following City Council's approval of a budget for the renovations at the Margaret H. Rollins Center in May, staff has been continuing to work closely with the Lewes Historical Society and Mark Chura to move forward with exterior maintenance issues and interior renovations to the City's meeting room. Additionally, the Use Committee met to discuss layout of the exhibit space shared by Lewes non-profits. The Use Committee members, along with staff, are working to prepare the meeting room space.

Grant Applications

Staff prepared and submitted the following grant applications:

1. Delaware Sustainability Planning Grant – An application was submitted to develop a sustainability plan using an interactive web platform. This grant was discussed at the Planning Commission, Finance Committee, and Mitigation Planning Team meetings. If successful in obtaining the grant, we would hire a consultant to complete most of the work, and we would build on the existing work that the City has done.
2. Delaware Land and Water Conservation Trust Fund – Three pre-applications were submitted for the following projects:
 - a. American Legion Road Overlook – This would qualify for the trail grant and would be accepted as a portion of our match to the TAP project. The estimated cost of the overlook and associated parking is \$50,000. I submitted a request for \$25,000.
 - b. Beach #2 Parking Lot – We submitted a park grant request in the amount of \$86,000 for the Beach 2 parking lot.
 - c. George H.P. Smith Park Playground – The City received a \$4,000 donation to replace the playground at George H.P. Smith Park. We removed some equipment recently, and the remainder of the playground equipment is very dated. I submitted a request for \$20,000, based on estimates that new playground equipment would cost approximately \$40,000.

Sussex County Comprehensive Plan Update

Tom West has continued to monitor the process to update the Sussex County Comprehensive Plan. On May 16, 2017, staff and elected officials attended a public workshop on the Comprehensive Plan held at Beacon Middle School. Staff looks forward to meeting with planning staff from Sussex County to determine how best to work together on the unincorporated areas between Lewes and Route 1.

Transportation Improvement District (TID)

Staff and elected officials met with Sussex County to discuss the proposed Henlopen and Lewes Transportation Improvement Districts. Based on this meeting, it is clear that there are many details to be worked out related to how the TID's would proceed. To date, DelDOT has not responded to questions and concerns provided to them following the presentation to the Lewes Mayor and City Council on April 10th.

Savannah Road TAP Project

Staff and members of Council continued to work on alternatives to the concept plan proposed by DelDOT for the Savannah Road TAP project. Alternatives were discussed with Mayor and City Council at a special meeting on May 25, 2017. Based on Council's action, members of Council and staff will work with DelDOT to address the details of the design. A meeting is scheduled with DelDOT for June 19th.

Other Activities

ArcGIS Software - The City proceeded with the purchase of ArcGIS software. Tom West has used the software to make changes to maps for the Comprehensive Plan. He will also use the software to develop tools to be used by staff.

Abbott Park – In January, emergency responders had trouble locating a residence in Abbott Park where there had been a 911 call for a medical emergency. City staff worked with Sussex County addressing to assign “Abbott Park Drive” as the street name and to provide addresses to each residence associated with this new street name. The Streets Department installed a sign designating the new roadway.

Chesapeake Utilities – On May 16, 2017, Chesapeake Utilities held a meeting with Devries Circle, Drake Knoll, Pilottown Park, and Pilottown Reserve to discuss extension of natural gas service into these neighborhoods.

Respectfully Submitted,



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City Manager