

# The City of Lewes



## City Manager's Report November 2017

### Annexation Discussions

The Annexation Regulation Ad Hoc Committee continued to meet during November and finalized its report to City Council. Staff also participated in meetings with parties interested in annexation.

The appointed Annexation Committee and associated subcommittees met throughout November to discuss annexation of the Donovan Smith Mobile Home Park community. The committee and staff will continue working evaluating this annexation proposal.

### Lewes Little League Field Lighting

Lewes Little League had requested Community Transportation Funds to support the installation of new field lighting on the main field at the Little League Park. On November 6, 2017, Mayor Becker and I met with Senator Lopez and representatives from the Lewes Little League to discuss the project. Senator Lopez has committed funds to the project. We are working with the Lewes Board of Public Works to gain assistance with digging holes to place the poles, which will save money on the project. We will solicit bids in January so that the project can be completed before the beginning of the spring season.

### Construction Projects

Progress meetings were held on the various construction projects in which the City of Lewes is involved. Work is expected to begin in late December on the improvements to the Highland Acres Tax Ditch. Work will also begin soon on the infrastructure work for Mariners Retreat.

Construction on the Beach 1 Restroom is underway and progressing well.

### Savannah Road Improvements

On November 30, 2017, Councilpersons Beaufait and Reardon, Tom West and I met with DelDOT regarding the improvements to Savannah Road between the canal and American Legion Road. DelDOT has provided us with a contract to proceed with the design work, and the meeting was to clarify some of the questions regarding the project design. The project is being managed through DelDOT's Bicycle and Pedestrian program. The agreed-upon cross section includes a 5-foot bike lane on the commercial side of the road, two 10-foot travel lanes, and an 8-10-foot bike lane on the marsh side of the road.

### Other Meetings and Activities

On November 1, 2017, Tom West and I attended the annual meeting of the Delaware Chapter of the American Planning Association, which included ethics and law training. At this meeting Mike Mahaffie was recognized as the year's Outstanding Appointed Official for his work with the Lewes Planning Commission.

On November 2, 2017, at the meeting of the City Managers Association of Delaware, Karen Brittingham was in attendance to discuss the various municipal agreements that DelDOT has with municipalities, some dating back 70 years or more. DelDOT is in the process of cataloguing and mapping these agreements with the goal of developing a standard agreement to replace the many existing agreements.

On November 9, 2017, Councilpersons Reardon and Morgan, Mayor Becker and I attended the Institute for Local Government Leaders. The theme for the day's presentation was economic development. There was also a presentation about the State's budget outlook.

On November 17, 2017, the Association of Coastal Towns met in Lewes. This meeting was followed by a meeting between City staff, Councilperson Morgan, Mayor Becker, and representatives of Sussex County to discuss the proposed Lewes Transportation Improvement District (TID).

On November 20, 2017, Mayor Becker and I met with Libby Owen and Mark Chura to review outstanding items related to the Margaret H. Rollins Community Center. Following this meeting, Mark Chura and I reviewed the pro rata costs of the project that the City owes to the Lewes Historical Society. These costs are in line with prior estimates.

On November 21, 2017, Tom West and I met with Nicole Minni from the University of Delaware's Institute for Public Administration to discuss opportunities for collaboration on developing a Geographic Information System (GIS) for the City of Lewes. Discussion included creation and printing of static maps, as well as the development of interactive applications that staff could use on their desktops.

On November 27, 2017, several staff members and members of City Council attended the Resilient and Sustainable Community Summit.

On November 30, 2017, Tom West, Councilperson Reardon, Councilperson Beaufait and I met with staff from DelDOT and DNREC regarding the potential trail connection from Cape Henlopen State Park to American Legion Road. DNREC is working on the design for a segment that will follow the rail bed from the park entrance to Freeman Highway. We discussed with them the possibility of further extending this to the end of American Legion Road.

Respectfully Submitted,



Ann Marie Townshend, AICP  
City Manager