

The City of Lees



City Manager's Report October 2017

Annexation Discussions

The Annexation Regulation Ad Hoc Committee met on September 22, 2017, continuing to review possible zoning districts to be assigned to lands proposed for annexation. At that meeting, Element Design staff provided feedback on the draft zoning districts being considered for newly annexed areas. Tom West has continued to work with Deputy Mayor Beaufait and Councilperson Reardon to make changes to the draft zoning districts to encourage annexation and quality land design.

Review of Personnel Policy and Positions

We have sent the City's Personnel Policy to Scott Wilcox, DFIT's attorney to be reviewed for consistency with current laws. Once he has reviewed the policy, he will offer a discounted hourly rate to DFIT members for making changes to the policy. Staff will also be working on a review of those aspects that are not law specific and make some recommendations for updates. We have reviewed city positions to determine which positions should be classified as exempt and non-exempt under the Fair Labor Standards Act. We will be updating each job description to indicate whether the position is exempt or non-exempt.

Implementation of Property Review Committee Recommendations

The Streets Review Committee met on September 11, 2017 to make a recommendation regarding the decommissioning and abandonment of paper streets for which Council determined should be zoned Open Space. Once Council acts on the recommendation of the Streets Review Committee, we will proceed with the consolidation plat and rezoning of the subject land to Open Space. We have also begun to prepare for the sale of lots on Texas and Tennessee Avenues. GMB has been authorized to provide the survey work on both projects.

Savannah Road TAP Project

There was no significant change on the status of the Savannah Road TAP project during September. Staff continued to correspond with DelDOT regarding the City's preferred cross section. The project should be moving to design in the near future.

Beach 1 Restroom Upgrades

A preconstruction meeting on the Beach 1 Restroom renovations was held on September 21, 2017. Renovations are planned to commence on October 9, 2017.

Trash and Recycling

Due to the challenges that the City has experienced with the reliability of the recycling services, the City has begun the process of transitioning from contracting with a private provider to providing the service in-house with City staff. This change is expected to take place this fall. To ensure success with this transition, we are planning training for the City Streets Department staff and the public to better understand what is accepted under the single stream recycling program. In the coming months, we will continue to evaluate our overall trash service, and any proposed changes will be presented during the development of the FY 2019 budget.

Based on a suggestion from a Lewes resident, the City held a free bulk pick-up day on September 13, 2017. Two additional free bulk pick-up days were held in April.

Lewes Community Meeting Room at the Margaret H. Rollins Community Center

The Lewes Community Meeting Room at the Margaret H. Rollins Community Center is now available for use and has been used for several meetings and events during the month of September. There is currently no PA system in the room, and we are awaiting cost estimates on a PA system. We have also solicited prices for signage for the exterior of the building outside the meeting room, which will include a board for posting meeting agendas.

Canalfront Park Marina Dredging

The City is still awaiting permits for the dredging of the Canalfront Park Marina. The Canalfront Park Marina Committee met on September 26, 2017.

Other Meetings and Activities

DNREC has begun dredging the area of the Overfalls so that the ship can be moved to be taken to New Jersey for repairs. Dredging will begin in September or October and will go through December.

Charlie O'Donnell and I drove around to assess and prioritize streets scheduled for maintenance. The updated prioritization was presented to the Capital Projects Committee on September 28, 2017.

GMB was engaged to begin work on the reconstruction of Beach 2 Parking Lot.

A preconstruction meeting was held on September 13, 2017, for the Mariner's Retreat development, formerly Highland Heights. Construction is expected to begin in early October.

On September 29, 2017, Mayor Becker, Alison Kirk and I met with representatives from Art in Bloom to discuss funding for the Silent Sentinels that will be placed at the trailhead.

Respectfully Submitted,



Ann Marie Townshend, AICP

City Manager