



City Manager's Report October 2019

Construction Progress

There are a number of significant construction projects underway in Lewes. City staff have participated in progress meetings on these projects.

- Savannah Road Bridge – DeIDOT's project to rehabilitate the Savannah Road bridge has continued and is expected to go through mid-2020.
- Savannah Road Bicycle Safety Improvements – DeIDOT's project to improve bicycle safety on East Savannah Road between the bridge and American Legion Road was substantially completed by the end of October. A walk-through is scheduled for late November.

Land Development/Annexation Activities

Staff, along with the Planning Commission, continued to work on reviewing development projects and supporting other planning priorities during October.

- On October 16 and October 30, the Planning Commission continued review of the major subdivision application for Whites Pond Meadow. On October 16, DeIDOT staff attended the meeting to discuss results from the traffic studies and the Monroe Avenue/Freeman Highway intersection. Freeman Highway is owned and managed by DRBA, so DeIDOT's role regarding this access is advisory. Decisions on the Whites Pond Meadow major subdivision and minor subdivision applications were deferred to a special meeting on November 7.

Departmental Operations

- *Use of Margaret H. Rollins Community Center Meeting Room* – Three (3) organizations held a total of fourteen (14) meetings and events in the City's meeting room during the month of October.
- *Use of Net House* – Three (3) organizations held a total of seven (7) meetings and events in the Net House during the month of October.
- *Refuse Collection Totals for September*
 - Recycling – 32.96 tons
 - Regular Trash – 84.92 tons
 - Yard Waste – 34.55 tons
 - Beach Rake/Street Sweeping – 6.51 tons
- *New Business Licenses Issued* – 15
- *Building Permits Issued*
 - Residential Renovation – 30
 - New Home – 4
 - Demolition - 2
 - Commercial Renovation – 4
 - Sign – 1
 - Gas Main – 1
 - Dumpster – 1

Other Meetings and Activities

- The Traffic Safety Management Committee met on October 1.
- On October 6, the City hosted an information booth at Coast Day. Mayor Becker, Chatham Marsch, and I staffed the booth, focusing on outreach regarding the City's Mitigation Planning Team and emergency preparedness efforts.
- The City partnered with Sussex County Emergency Operations to produce a television commercial promoting Code Red and Smart 911. The commercial was filmed in October and will begin airing in November.
- On October 9, Mayor Becker and I met with the owners of Grain, who will be opening Grain on the Rocks in 2020. This meeting was initiated by the business owners to introduce themselves to the City.
- On October 11, I met with Randy Voith and Russ Tatman from the Lewes Junction Railroad and Bridge Association to discuss their status of forming their non-profit organization and locating rail cars to locate on the remaining track between the Lewes Public Library and the Margaret H. Rollins Community Center.
- On October 16, I participated in a meeting of coastal town managers to discuss setting priorities for the coming year for the Association of Coastal Towns.
- The Police Review Ad-Hoc Committee met twice during October, on October 8 and 28.
- The Police Department, with support of the Lewes Police Foundation, hosted a Use of Force Simulator on October 9. This allowed City leaders and members of the media to experience the split-second decision making that is often required by police officers in a situation involving use of force.
- On October 9, the Lewes Police Department hosted a fall meet and greet. These activities will be held twice per year, in the spring and in the fall.
- Mayor Becker, Pres Lee, Darrin Gordon, and I held a monthly conference call with Chesapeake Utilities to discuss expansion of natural gas in Lewes. Natural gas has been extended to Mariners Retreat, and they have received sufficient commitment to expand natural gas in the Reserves at Pilottown.

Training and Professional Development

- The City has continued its efforts to improve employee engagement. During the month of October, employees read the book *The Energy Bus* by Jon Gordon. After reading the book, employees met to discuss the book and how it we can use the book's message to improve the City organization. Keith Hunt, the State's first Diversity Officer attended one of the book discussions and will be coming back to Lewes in November to provide diversity and inclusion training for our staff.
- Christine Hoh and I attended the ICMA National Conference from October 19 through October 23 in Nashville.

Respectfully Submitted,



Ann Marie Townshend, AICP
City Manager