



City Manager's Report November 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 – DelDOT's project to rehabilitate the Savannah Road bridge has continued and is expected to go through mid-2020.
- The Lewes Board of Public Works has an active project to repair the outfall at the wastewater treatment plant.
- The City and GMB held a meeting with property owners on Coleman Avenue to discuss plans for the rehabilitation of Coleman Avenue which is scheduled for spring 2020.

Land Development/Annexation Activities

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

- On November 7, the Planning Commission and City Council received training on land development review from Max Walton of Connolly Gallagher law firm.
- On November 14, the Planning Commission met to review the Fishers Cove minor and major subdivision applications. They took action to reject the major subdivision application and deferred action on the related minor subdivision application.
- On November 20, the Planning Commission held a second water workshop, where they had an expert panel to provide feedback on a draft buffer ordinance developed by members of the Commission and to discuss the Sussex County buffer workgroup.

Dune Fencing

On November 13, DNREC held a public meeting to answer questions about their plans to install dune fencing along the toe of the dune along Lewes Beach. Meeting attendees shared a number of concerns about the installation of the fencing. At the conclusion of the meeting, DNREC officials agreed to re-evaluate the plans and work with the City to address the concerns of Lewes residents and homeowners. On November 25, Mayor Becker, Councilperson Reardon, and I attended a meeting with DNREC officials on Lewes Beach to discuss changes in their plans for fencing. They had staked out areas where the fence will be installed, and they shared that they will use a post and rope fence rather than the standard sand fence. They will also allow openings where property owners have paths across the dunes. They also discussed areas where boats could be stored with the adjusted plan for fencing. Work on fence installations should begin in December.

Departmental Operations

- *Use of Margaret H. Rollins Community Center Meeting Room* – Four (4) organizations held a total of sixteen (16) meetings and events in the City’s meeting room during the month of November.
- *Use of Net House* – Six (36) organizations held a total of seven (7) meetings and events in the Net House during the month of November.
- *Refuse Collection Totals for November*
 - Recycling – 32.97 tons
 - Regular Trash – 102.64 tons
 - Yard Waste – 26.39 tons
 - Beach Rake/Street Sweeping – 6.85 tons
- *New Business Licenses Issued* – 8
- *Building Permits Issued*
 - Residential Renovation – 29
 - New Home – 3
 - Demolition - 2
 - Commercial Renovation – 2
 - Dumpster – 1
 - Accessory Structure – 1
 - Solar – 3
 - Street Break – 2

Other Meetings and Activities

- On November 1, the Mitigation Planning Team met. On November 18, the City held a public workshop to share with the public the City’s plans for phragmites management. Chatham Marsch presented the City’s plan and took questions from attendees.
- On November 1, Mayor Becker, Alison Kirk, and Ellen Lorraine McCabe met with Matt Carter about Quest’s interest in doing a beach concession at Roosevelt Inlet. A request will come to Mayor and City Council in early 2020.
- Mayor Becker, Preston Lee, Austin Callaman, and I participated in our monthly call with Chesapeake Utilities to discuss their progress in expanding natural gas service in Lewes. Natural gas will be expanded to the Reserves at Pilottown in the near future.
- The Association of Coastal Towns met on November 5.
- On November 6, four staff from the Streets Department participated in the Snow Plow Rodeo organized by the DFIT Safety Committee. They competed with plow drivers from other Delaware municipalities and won four out of the six prizes.
- On November 7, the newly formed Lewes Employee Safety Committee held its first meeting. They reviewed draft policies and discussed the purpose and priorities of the Committee. One of the first training sessions they will hold will be an active shooter training for City and BPW staff in January 2020.
- On November 12, Mayor and City Council held a meeting with DeIDOT Representatives to discuss the removal of the swing bridge and whether there is a location in the City where it can be preserved.

- On November 13, Mayor and City Council held a Capital Projects meeting. A follow-up meeting is scheduled for December 10.
- Mayor Becker and I met with Jim Abbott and Libby Owen regarding the potential of adding public restrooms to the City's meeting room in the Rollins Center.
- On November 26, Alison Kirk hosted a meeting to review concepts for the resurfacing of the tennis court at Canalfront Park. Based on the discussion at the meeting, the preferred concept will be presented to Mayor and City Council at the Capital Project meeting and to the Parks and Recreation Commission meeting in December.
- On behalf of the Lewes Little League, I finalized bid specifications for new little league field lighting and completed an invitation to bid. Bids for the field lighting are due on December 19.

Training and Professional Development

- On November 15, several members of City staff, Planning Commission, and Mayor Becker attended the RASCL summit.
- On November 20, Christine Hoh and I attended the City Management Association of Delaware meeting.
- On November 22, City staff participated in Diversity and Inclusion training. Keith Hunt, the State of Delaware's Diversity and Inclusion Officer performed the training.

Respectfully Submitted,



Ann Marie Townshend, AICP
City Manager