



November 2019 Town Manger's Report

Economic Outlook

The Town collected \$4,224.16 in building permit fees during the month of November. There were two (2) building permits issued for new construction.

The Town received a check from the Recorder of Deeds in the amount of \$22,245 for realty transfer taxes (RTT) collected on our behalf during October. This amount will be set aside for future debt payments or capital projects.

Harassment Training

The Town held a training session for all employees and Commissioners on November 5th. Representatives from the Town's insurance company discussed the topic of "Preventing and Addressing Discriminatory Harassment in the Workplace".

FY20 Operating Budget

Began drafting department worksheets for the budget amendment process. The amendment presentations to the Commissioners will begin with the December workshop.

Cook Street Repaving Project

The Town issued the notice to proceed to George & Lynch. We were able to get additional funding from our legislators to complete the project. We are very thankful for Senator Pettyjohn and Representative Vanderwende for their continued support of Bridgeville.

Capstone Homes

Capstone Homes will hold a ground-breaking ceremony on December 6th in Heritage Shores.

Security Improvements at Town Hall

Delmarva Veteran Builders submitted the low and responsive bid for the first phase of improvements, to consist of door and payment window replacements. An on-site meeting was conducted and we hope to start this project in early 2020.

Balsamo & Norino Properties, LLC Annexation

The annexation was successful. The plan was signed by all parties and is to be recorded with the County. Notification letters were sent to the Office of State Planning and to Sussex County. 7-Eleven has already turned in a preliminary development plan that will be on the 12/17 Planning & Zoning Commission agenda.

Code Enforcement

There were nine (9) contacts made for code violations, with five (5) formal notices of violations sent to property owners along with two (2) fines. There were six (6) building permits issued during the month of November. Four (4) Zoning Certificates were reviewed and issued.

Town Hall Outdoor Lighting

Fancy Cutz provided an on-site tutorial on changing and adjusting the outdoor lighting colors at town hall.

Employment Anniversary's Upcoming in January

- N/a

Upcoming Events

- December 4th @ 6:00 P.M.- SCAT Meeting- Rehoboth
- December 9th @ 7:00 P.M.- Commission Meeting
- December 12th @ 12:00 P.M.- Commission & Employee Luncheon
- December 17th @ 6:00 P.M.- Planning & Zoning Meeting
- December 30th @ 5:00 P.M.- Commission Workshop

Regular daily activities and duties were completed throughout the month, and weekly department meetings were held. Also attended necessary quarterly and monthly meetings pertaining to SCAT, DLLG and CMAD.

Respectfully Submitted,



Jesse Savage
Town Manager