

TOWN MANAGER'S REPORT
FOR THE OCTOBER 13, 2015 TOWN COUNCIL MEETING

➤ **Halloween**

Trick or treat will be held on Friday, October 31st immediately following the Cops and Goblins Event from 5 pm to 8 pm. Residents who wish to participate in handing out treats for Halloween should turn their porch lights on during these hours.

➤ **Holiday in the Park**

The Holiday in the Park event will take place on Saturday, December 12th in Town Hall from 3:00pm until 5:00 pm. Santa will arrive by fire truck and Sunshine the Clown will be returning with balloons and a face painter. Hot chocolate and cookies will be served. The holiday tree will be lit at 5:00pm followed by caroling.

➤ **Replacement of Decking and Railings at Town Hall**

D. R. Contracting, LLC has provided the Town with a work schedule for the replacement of the decking and railings at Town Hall. Work will begin on Thursday, October 22nd and scheduled for completion on Monday, November 16th weather permitting. The work has been scheduled around Osher's classes which are normally held on Mondays and Wednesdays.

➤ **Comprehensive Land Use Plan**

A meeting was held on October 1st with the Town Administrative Official, Linda Raab, Senior Land Use Planner with IPA, University of Delaware and myself to discuss the maps for the Comprehensive Land Use Plan Review. The Plan will be reviewed by Planning and Zoning on October 15th. In accordance with Delaware Code, Title 22, Section 702 (e) the Town's plan must be reviewed for relevancy every five years. The last total rewrite was in 2010.

➤ **Avon Park Drainage Improvement Project**

Advertisements for sealed bids for the Avon Park Drainage Improvement Project were placed in local newspapers. Bid packets for the project were prepared by Kercher Engineering and were available for purchase on October 9th. A mandatory pre-bid meeting will be held on October 14th and sealed bids will be opened on October 27th. Council will be asked to award a contract for this work at the November meeting.

➤ **FY2015 ADA Curb Ramp Project**

Advertisements for sealed bids for the FY2015 ADA Curb Ramp Project were placed in local newspapers. Bid packets for the project were prepared by Kercher Engineering and available for purchase beginning September 23rd. A pre-bid meeting was held on September 29th. Council will be asked to award a contract for this work at October meeting.

➤ **Demolition of Old DPW Buildings – 6 Oakwood Avenue**

Kercher Engineer is working on the bid packet for the demolition of the old DPW buildings located at 6 Oakwood Avenue.

➤ **Other**

- Attended the DFIT Quarterly Meeting on September 17th.
- The new shade shelter was installed in John West Park on September 30th.
- Attended a seminar on Cash Management sponsored by Fulton Bank on October 6th.
- A meeting has been scheduled for October 15th with Diane Campanile, the new Director for HR Management with Lyons Insurance Company, to discuss revisions for the Personnel Manual.
- A holiday luncheon for staff is being planned for Friday, December 18th. This year the event will be held in the Clubhouse at Bear Trap Dunes.