

# Harrington Police Department

Monthly Report to  
Mayor & City Council

## “Making a Difference”

Norman R. Barlow - Chief of Police

Ruth K. Peterman – Police Resources Manager

Keith B. Shyers – Deputy Chief

E. Kenneth Brode – Lieutenant

Adam S. Gillespie – Sergeant

Joseph M. Perna – Sergeant

Bradford E. Reed – Corporal

Byron Stubbs – Corporal/ SRO

Richard Baker – Corporal

Shawn Jacobs – Patrolman

Carl Klotz - Patrolman

Pastor Guy Simpson - Chaplain

Pastor Ken Figgs - Chaplain

February 1<sup>st</sup> – 29<sup>th</sup>

Respectfully Submitted:

Norman R. Barlow  
Chief of Police

### February 2016 meetings and activities;

- 2/1 City Council Workshop
- 2/5 Open House (Carl handled this)
- 2/13 physical and written testing of new officers
- 2/17 oral boards for new officers
- 2/22 Chief's interviews
- 2/22 City Council Meeting

### HPD updates and happenings.

- We have hired 2 new officers. One starts the Delaware State Police Academy on 3/14/16 and will graduate in August 2016. The second is a certified officer who will begin work on 3/21.
- We have started the remodel and upgrade of our restrooms.
- Our annual awards ceremony will take place on Thursday 3/24
- Accreditation is still ongoing
- Carl is continuing our community policing efforts and is doing an outstanding job.

Harrington Police Department

FY16

	SEU Amount Written	FICA Amount Paid	SEU Hours Worked	SEU Amount Paid	Number of Tickets Written	VAC Funds Rec.	Other Fines Received	Combined Totals	Other Moneys Received
July	\$42,622.25	\$1,020.04	374	\$13,333.83	631	\$31,724.93	\$2,459.27	\$34,184.20	\$19,709.00
August	\$14,814.75	\$387.80	141	\$5,069.29	215	\$35,998.20	\$628.08	\$36,626.28	\$5,729.00
September	\$8,156.00	\$224.50	81	\$2,934.60	134	\$36,340.15	\$2,156.40	\$38,496.55	\$39,062.41
October	\$13,184.75	\$360.22	131	\$4,708.82	211	\$28,729.10	\$1,599.50	\$30,328.60	\$6,380.75
November	\$9,656.25	\$255.83	91	\$3,344.18	156	\$22,937.80	\$1,840.50	\$24,778.30	\$9,740.06
December	\$14,162.50	\$381.18	139	\$4,982.80	227	\$17,796.42	\$1,344.00	\$19,140.42	\$25,144.56
January	\$24,015.75	\$642.70	239	\$8,401.30	428	\$23,733.68	\$852.44	\$24,586.12	\$4,750.00
February	\$14,075.75	\$363.96	136	\$4,757.61	246	\$23,130.43	\$1,039.50	\$24,169.93	\$10,010.80
March									
April									
May									
June									
<b>TOTALS</b>	<b>\$140,688.00</b>	<b>\$3,636.23</b>	<b>1332</b>	<b>\$47,532.43</b>	<b>2248</b>	<b>\$220,390.71</b>	<b>\$11,919.69</b>	<b>\$232,310.40</b>	<b>\$120,526.58</b>

Breakdown of Other Moneys Received  
Feb-16

Reports \$225.00  
SLEAF \$9,785.80  
\$10,010.80

# Harrington Police Department Patrol Stats      FY 16

	Complaints Received	Criminal Arrest	On Duty Traffic Arrest	Traffic Warnings	DUI Arrest	Local Fugitives
July, 2015	287	112	537	129	8	9
August, 2015	220	35	388	86	6	15
September, 2015	250	23	279	57	2	5
October, 2015	276	45	276	88	1	17
November, 2015	320	44	372	87	1	16
December, 2015	286	50	315	141	1	13
January, 2016	355	37	443	157	4	30
February, 2016	272	26	306	100	1	6
March, 2016						
April, 2016						
May, 2016						
June, 2016						
<b>TOTALS</b>	<b>2266</b>	<b>372</b>	<b>2916</b>	<b>845</b>	<b>24</b>	<b>111</b>

News Releases  
February 2016

On February 5, 2016 the Harrington police Department arrested Jeffrey L. Timmons 58, of the 4700 Block of Andrews Lake Rd. in Frederica after police responded to a report of a domestic dispute in progress. While on patrol officers were dispatched to the Super 8 Motel in the Liberty Plaza Shopping Center for a report of a domestic dispute in progress. When officers arrived at the room they could hear a male and female yelling at each other. Both parties inside initially refused to unlock the door but finally did so allowing the officers to enter the room. Police contacted Mr. Timmons and a female inside the room and determined that both were intoxicated and both were involved in a verbal argument. During the course of the arguing witnesses in other rooms could hear the couple arguing and this prompted them to call police. A computer check revealed that Mr. Timmons had an active no-contact in place for a previous domestic incident and he was prohibited from have any contact with the female that was in the room with him. He was taken into custody and transported to the Harrington Police Department for processing. He was charged with Disorderly Conduct and Breach of Release and was arraigned at Justice of the Peace Court 3. He was then committed to the Sussex Correctional Institute in default of \$200 cash bond.

On 2-12-16 the Harrington Police Department arrested Brooke S. Pendry 25, of the 7600 Block of Park Brown Rd. in Harrington after police investigate a hit and run accident that occurred on February 1<sup>st</sup>. On 2-1-16 while on patrol police were called to the parking lot of WT Chipman Middle School for a report of a property damage accident with no injuries. When police arrived they contacted one of the parties involved and determined that the second party involved in the accident had fled the scene. Police determined that vehicle that was still on scene was hit by the suspect's vehicle and the suspect's vehicle then fled. During the course of the investigation police along with the subject who got struck during the accident were able to identify the suspect, identified as Ms. Pendry, through her facebook page and police also located the vehicle involved in the accident. Police made contact with Ms. Pendry who later turned herself into the Harrington Police Department. She was processed and charged with Leaving the scene of a property collision accident, failure to provide information at a collision scene resulting in property damage, following a motor vehicle too closely and inattentive driving. She was arraigned via video phone at Justice of the Peace Court 2 and was released on \$800 unsecured bond.

On 2-7-16 the Harrington Police Department arrested Markedrean J. Guy 36, of the 200 Block of Webbs Lane in Dover after police respond to a report of a domestic dispute. While on patrol police were summoned to a residence in the 200 Block of Commerce St. for a report of a domestic dispute. When police arrived they contacted the adult female victim who reported that Mr. Guy was inside her residence when she arrived home and another altercation occurred and Mr. Guy assaulted the victim. Mr. Guy then theft again prior to police arriving. Police also learned that Mr. Guy and the victim were in Milford earlier in the evening and were involved in a physical altercation. After the altercation the victim left and then began receiving numerous text messages from Mr. Guy. The victim also received pictures from Mr. Gusy that showed Mr. Guy inside the victim's residence damaging property causing the victim to return to the residence. Police searched the area but were unable to locate Mr. Guy. Officers obtained warrants for him. Mr. Guy was later contacted on his cell phone by police and he turned himself into the Harrington Police Department. He was processed and charged with Burglary Second Degree, Harassment, Offensive Touching and Endangering the Welfare of a child. He was arraigned via video phone at Justice of the Peace Court 7 and was released on \$7,050 unsecured bond.

On 2-15-16 the Harrington Police Department arrested Mary C. Brown 54, of the 100 Block of Coleman St. in Harrington after police respond to a report of a domestic dispute in progress. While on patrol police

responded to the address on Coleman St. for a report of a domestic dispute. When police arrived they contacted the victim who reported to police that the victim and Ms. Brown were inside the residence when both began involved in a verbal argument. During the argument Ms. Brown grabbed the victim around the neck. Ms. Brown also pulled down her pants and exposed her buttocks to the victim and made a derogatory comment to the victim. This also occurred in front of juveniles that were inside the residence. Ms. Brown, who was intoxicated was taken into custody and transported to the Harrington Police Department for processing. She was charged with Offensive Touching and Indecent Exposure First Degree. She was arraigned via video phone at Justice of the Peace Court 2 and was committed to the Sussex Correctional Institute in default of \$1,000 secured bond.

On February 20, 2016, the Harrington Police Department arrested Franklin D Sanders, 53, in connection with a robbery of the WSFS Bank in the first block of Commerce Street, Harrington. Officers were alerted of a "hold up alarm" at the bank and were on scene within a matter of seconds. They attained a description of the suspect from the tellers and began searching the area with the assistance of officers from the Felton Police Department, Delaware State Police, and the Greenwood Police Department. Mr. Sanders was taken into custody without incident on Farmington Road 13 minutes after units were first notified of the incident.

Mr. Sanders was charged with Robbery 1<sup>st</sup> Degree (B Felony) and Theft Over \$1500 (G Felony). He was arraigned via video phone at Justice of the Peace Court 7 in Dover and Committed to SCI in lieu of \$51,000 secured bond. In addition, he had an outstanding capias from Justice of the Peace Court 3 in Georgetown and given a \$100 cash bond.

On 2-17-16 the Harrington Police Department arrested Mark Diehl 33, of the 600 Block of South Street in Townsend after police investigate a vehicle theft. On February 10<sup>th</sup> police responded to the Walgreens located in the 17000 Block of South Dupont Hwy. for a vehicle theft. When police arrived they contacted the victim who reported to police that the victim parked his vehicle and went inside the store and left the vehicle running. When the victim came back outside the vehicle was missing. Police were able to review surveillance footage and police observed a subject walk across the parking lot and then enter into the vehicle and flee. On 2-17-16 Delaware State Police located the vehicle in the Townsend area near Mr. Diehl's residence. Police were able to contact Mr. Diehl at his residence and take him into custody. Police were then able to identify Mr. Diehl as the suspect who stole the vehicle. He was transported to the Harrington Police Department for processing. He was charged with one count of Theft of a Motor vehicle. He was arraigned via video phone at Justice of the Peace Court 2 and was released on \$1,000 unsecured bond.

On 2-20-16 the Harrington Police Department arrested Jeremiah C. Brown 18, of Diamond Court Apartments after an officer smelled marijuana while purchasing a drink. While on patrol an officer was at the Valero located on South DuPont Hwy. standing in line to purchase a drink. Mr. Brown was standing in line in front of the officer. While standing behind Mr. Brown in line, the officer smelled an odor of marijuana coming from Mr. Brown. The officer then contacted Mr. Brown and began questioning him the odor of marijuana got stronger. Police then conducted a search of Mr. Brown's clothing and located a small amount of marijuana and drug paraphernalia. He was taken into custody and transported to the Harrington Police Department for processing. Mr. Brown was issued Criminal Summons for Subsequent Offense of possession of Marijuana and possession of drug paraphernalia. He was released pending a future court appearance.

On 2-24-16 at 1:40 am police the Harrington Police Department arrested two people after police stop a vehicle for having expired registration. While on patrol officers stopped a vehicle and contacted the driver Daryl Robinson 19, of the 4200 Block of South State St. in Camden and passenger Angelo C. Loreface 46, of the first block of Lott Court in Felton. While conducting computer checks police

determined that Ms. Robinson and Mr. Lorefice both had active capias. Both were taken into custody without incident. Police then conducted a vehicle search and while searching the vehicle police located drug paraphernalia and 10 bags of Heroin. Both were then transported to the Harrington Police Department for processing. Ms. Robison was charged with possession of drug paraphernalia, expired tags and no proof of insurance in possession. Mr. Lorefice was charged with Possession of Drug Paraphernalia and possess or consume a controlled substance. Both were arraigned at Justice of the Peace Court 7 for the capias and drug charges. Ms. Robinson was committed to the Sussex Correctional Institute in default of \$5,000 secured bond and Mr. Lorefice was committed to the Sussex Correctional Institute in default of \$750 secured bond.

On 2-26-16 the Harrington Police Department arrested Tawanda Trotter 24, of the 400 Block of Arnold Ct. in Dover after police find drugs during a traffic stop. While on patrol on South DuPont Hwy. police stopped a vehicle for a traffic violation. Police contacted the driver and the passenger of the vehicle, who police identified as Ms. Trotter. While speaking to the driver and Ms. Trotter, police smelled an odor of marijuana coming from the vehicle and police the conducted a vehicle search. While searching the vehicle police located over 15 grams of Marijuana and drug paraphernalia. Police also seized over \$2,000 in suspected drug money. Police were also able to determine that the drugs and money in the vehicle belonged to Ms. Trotter. The driver of the vehicle was issued traffic summons and released with no criminal charges. Ms. Trotter was transported back to the Harrington Police Department for processing. Ms. Trotter was issued criminal summons for possession of marijuana with an aggravating factor and possession of drug paraphernalia. Ms. Trotter was then released pending a future court appearance.

On 2-28-16 the Harrington Police Department arrested Richard E. Rosengrant 48, of the 1000 Block of Artis Dr. for DUI and related charges. While on patrol at approximately 1:00 am police stopped a vehicle on south dupont hwy. due to the vehicle having expired tags. Police stopped the vehicle and contacted the driver, identified as Mr. Rosengrant and police immediately smelled an odor of alcohol coming from the vehicle. Police administered standard field sobriety tests and then took Mr. Rosengrant into custody. He was transported to the Harrington Police Department and processed. He was charged with Driving under the influence of alcohol, expired tags, no registration in possession and no valid insurance. He was released pending a future court appearance.



## Monthly Report for February 2016

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### **City Hall/Finance:**

- Staff disconnected 60 water/sewer accounts for non-payment.
- Refinanced four high interest loans and refinanced those loans through the Clean Water State Revolving Loan Fund on February 26, 2016. This saved the City approximately \$900,000.  
 Thanks to Kelly Blanchies and Dean Gary for all their efforts in this project!
- Researched a traffic mirror for Representative Outten's office.
- Researched Chesapeake Utility Franchise Agreements with other municipalities.
- Signed a Memorandum of Understanding to continue using the State Retail Supply Contract for Electricity.
- The Mayor and City Manager met with Senator Carper and his staff to discuss the City of Harrington. Senator Carper has agreed to assist us with some economic development issues.
- Met with representatives from Messick Mobile Homes on February 24, 2016.
- Harrington's loan request was approved by the Delaware Water Infrastructure Advisory Council on February 17, 2016. This is one step in the grant, loan, principle forgiveness package being worked on by the DNREC and USDA. Once the package is complete, it will be brought to Council for review.
- Drafted ordinance language to remove escrow payments for R1 and R2 houses.
- Began working on 2017 Capital Plan and Budget.
- Assisted Delaware's Rock and Roll Hall of Fame. Check out the link for a great article about Blue Hen Records of Harrington, Delaware. <http://www.delawarerockandrollhalloffame.com/blue-hen-records.html>
- Began working on revising and updating the COH Employees Handbook.
- City Manager attended Planning 102 Land Use Law and Regulation.
- City Manager served jury duty from February 8 – February 19, 2016.
- City Manager attended the Legislative Advocacy Committee meeting on February 17, 2016.
- City Manager and City Solicitor met with Chesapeake Utilities to discuss a new franchise agreement on February 22, 2016.
- City Manager and Accountant met with representatives from the area food bank to discuss lease renewal on February 23, 2016.

### **Planning/Code Enforcement:**

- Downtown Development Task Force held the Love Your Downtown Event on February 5, 2016. Eight downtown businesses participated. It was considered a successful event.
- The Downtown Survey was closed on February 19, 2016 and the results will be presented to the Task Force in March.



## Monthly Report for February 2016

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- Contracted with Envirotech from Milton to test 17-19 Commerce Street for asbestos. Envirotech will also be handling the bidding/specification process for asbestos abatement.
- Preparing an RFP for the demolition of 17-19 Commerce Street.
- Received a Board of Adjustment application from Richie Sapp regarding Harrington Meadows. That meeting is scheduled for April 21, 2016.
- Conducted a pre-development meeting for a public storage facility at old Harrington Retail Center site.
- Attended the PLUS Review for the revised re-zonings associated with the City's Comprehensive Plan and Rezoning. A letter with the board's comments should be coming in March.
- Responded to questions regarding parcel 6-09-17016-01-8300-00001 on Weiner Avenue for use as a school bus terminal.
- Designed a board of adjustment application.
- Researched rooming houses as they pertain to our Code.

### Public Works:

- We are continuing the application process for the CWSRF loan application. We are also working on USDA applications for the same projects.

### Library:

- Continuing due diligence work on proposed library site. We met with DelDot and Kent Conservation District on February 2, 2016. We are awaiting the engineering recommendations.

### Parks and Recreation:

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### Ongoing Projects

#### 1. Inflow and Infiltration

- Meeting with USDA is scheduled August 22, 2013 to discuss financing options.
- Meeting with USDA and RVB on December 16, 2013. Environmental Report and Preliminary Engineering Report requested.
- Council has provided approval for RVB to prepare the Environmental Report and Preliminary Engineering Report at the February 3, 2014 Council meeting.



## Monthly Report for February 2016

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- Reports to be submitted by mid-April 2014.
- USDA has reported that their funding for next year will not be able to provide refinancing of USDA loans. Our loans will not be able to be refinanced through USDA.
- Awaiting a loan and grant offer from USDA for approximately \$1.1 million.
- Loan and grant offer was received from USDA for \$520,000 loan and \$580,000 grant.
- Project went out to bid 1/31/15
- Bid awarded to Tri-State Grouting on March 2, 2015.
- Contract documents are being reviewed - April 2015.
- Pre-construction meeting is scheduled for June 18, 2015.
- Work began on July 13, 2015.
- Work continues. One serious line collapse was found in Hanley Street. This will need to be repaired by digging up the street.
- We have reached an agreement with Burris to reroute trucks on August 20 and 21<sup>st</sup> so that the Reese Avenue area can be videoed and repaired.
- Three sites have been found that require excavation work in order to repair. Two sites are on Hanley Street and one site is on West Liberty.

### 2. Library Needs Assessment

- Request for proposal issued 2013.
- Four RFPs were received.
- Next step is to narrow the list and set up presentations.
- Meeting is scheduled for June 12, 2013.
- Presentations will be held on July 13, 2013.
- Recommendation to Council will be made on July 15, 2013 to Council.
- 1<sup>st</sup> meeting held with Becker Morgan Group.
- Needs Assessment Committee is being formulated.
- Scope of work received – Cost estimate is \$45,800.
- Requests for information have been reviewed and are being compiled.
- Library review was conducted on October 17, 2013.
- Public input meetings are being scheduled for February 24 and 25, 2014.
- Next steps will be discussed at the August 18, 2014 workshop.
- Three sites are being reviewed for selection by the City Planner, Becker Morgan Engineering and the Realtor. Findings will be presented at the November meeting.
- The Site Selection Committee narrowed the properties to two in February 2015. These properties were reviewed by the Planner and Becker Morgan Engineering. The results will be presented to Site Selection Committee in April 2015 for action.
- The engineers and planner presented their rankings to the Library Site Selection Committee on April 13, 2015.
- Council appointed the Mayor, City Solicitor and City Manager on May 18, 2015, to negotiate procurement of a site.
- Procurement committee met for the first time on August 19, 2015.
- Due diligence work is being performed on the site by Becker Morgan.
- Met with DeIDOT and Kent Conservation District on February 2, 2016.



## Monthly Report for February 2016

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### 3. Delaware State Fair Contract/Case

- Max Walton approved to handle legal matters due to the conflict of interest with Schmittinger and Rodriquez.
- Fair's attorney has requested mediation to resolve issues and the City agrees.
  - i. Jeffrey Young, an attorney, has been selected as the mediator.
  - ii. Mediation was December 11, 2013. Fair requested a continuance.
  - iii. Fair did not make follow-up call on January 11, 2014 as discussed. They have asked for more time.
  - iv. Fair's best counter offer requested by January 22, 2014. No offer was provided.
  - v. Max Walton will be addressing this issue in an executive session with Council.
  - vi. Counter offer received from DSF February 28, 2014. Have not reviewed with Max Walton at this time.
  - vii. Counter offer from DSF indicated their desire to become a sewer district and pay Harrington for wheeling charges. City has declined this offer though our attorney's office on April 14, 2014. Letters included for your reference.
  - viii. Second mediation held on June 3, 2014. The City is seeking a quote for a cost of service study. Some progress was made at the mediation.
  - ix. Mediation June 3, 2013. Mediation is postponed while the City conducts a cost of service study for DSF.
  - x. Received the cost of service study form Burns and McDonnell and will work on adjusting rates accordingly.
  - xi. The City has ended the mediation with Delaware State Fair and is seeking judicial means to resolve the issue as of October 28, 2014.
  - xii. Filed suit against the DSF October 2014
  - xiii. DSF served with lawsuit on December 1, 2014.
  - xiv. Received DSF's answer and counterclaim on December 16, 2014.
  - xv. Received DSF's opposition to Harrington's Motion for Judgment on January 21, 2015.
  - xvi. Judgment on Pleadings occurred on March 27, 2015 at 11am. The judge reserved his opinion on the case. We should be hearing from the judge in a few months regarding his decision.
  - xvii. No decision has been made at this time – April 2015.
  - xviii. No decision has been made at this time – May 31, 2015
  - xix. The judge ruled that we must go through the discovery process on June 22, 2015. Max Walton will brief Council regarding this decision and how to proceed on August 3, 2015.
  - xx. The Court has set a trial date of October 31, 2016.
  - xxi. *We have received an offer to settle the law suit from DSF and our reviewing it. October 2015*
  - xxii. *Reviewed the current status of the case with Max Walton on January 14, 2016.*

### 4. Lagoon Closing

- Worked to set up a meeting with the DNREC Environmental Control Site Investigation and Restoration Section. Meeting is scheduled for February 9, 2015.



## Monthly Report for February 2016

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- No information has been received as of February 28, 2015.
- No information has been received as of March 31, 2015.
- No information has been received from DNREC as of April 30, 2015.
- No information has been received from DNREC as of May 31, 2015.
- Received a list of questions from the Voluntary Cleanup Program on June 15, 2015. We are working to address those questions for the Program staff.
- We are trying to get a meeting with the SIRS to verify the sampling requirements as of December 14, 2015.

### Notes from the Manager

I want to make you all aware of the issues outlined by the Legislative Advocacy Committee of the DLLG. As you may remember, I am a member. **These items have not been presented to the League board and no official stand has been taken. I am sending the information so that it may be discussed by Harrington. Please contact me directly to discuss these issues.**

The Committee has identified one key position:

- The committee is strongly opposed to the creation of any additional unfunded mandates at the same time municipal revenues are being reduced.

Legislative Priorities:

1. Realty Transfer Tax
  - Preservation of existing split between State and Municipals
2. Tax Intercept
  - Delinquent Municipal property taxes
3. HB 200 – Accessible Parking (attached)
  - Recommend continued compliance with Federal ADA guidelines
  - Municipalities already following and complying with law(see attached Newark comments)
4. Accommodations Tax
  - Modify Title 22 to allow taxation
  - Willing to have a cap on percent
  - Meeting with hotel lobbyist to learn of concerns/opposition on January 14, 2016
5. Municipal Street Aid and Community Transportation Funding
  - Maintain levels with no reductions
  - change)
6. Others:
  - Gas Tax
    - Job creation
    - Infrastructure improvement
    - Stable MSA and CTF funding

Range: First to Last  
 Issue Date Range: 02/01/16 to 02/29/16      Expiration Date Range: First to 06/30/16      Open: Y  
 Application Date Range: 02/01/16 to 02/29/16      Use Type Range: First to Last      Hold: Y  
 Building Code Range: First to Last      Contractor Range: First to Last      Completed: Y  
 Work Type Range: First to Last      User Code Range: First to Last      Denied: Y  
 Customer Range: First to Last      Inc Permits With Permit No: Yes      Inc Permits With Certificate: Yes  
 Waived Fee Status to Include: None: Y      All: Y      User Selected: Y  
 Activity Date Range: First to 03/16/16      Activity Type Range: First to Last  
 Activity Status to Include: Open: Y      Approved: Y      Denied: Y      'SENT LETTER': Y      Open With No Date: Y

App Id: 1603 Prop Loc: 224-226 WEINER AVE.  
 Issue Date: 02/01/16      Alt Cost 1: 150,000.00      Alt Cost 2: 0.00      Alt Cost 3: 0.00  
 Alt Cost 4: 0.00      Alt Cost 5: 0.00      Const Type:      Work Type: BUILDING

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		02/01/16			Approved

Comment: Approved by D. Naples

App Id: 1604 Prop Loc: 260 DELAWARE AVE.  
 Issue Date: 02/01/16      Alt Cost 1: 15,000.00      Alt Cost 2: 0.00      Alt Cost 3: 0.00  
 Alt Cost 4: 0.00      Alt Cost 5: 0.00      Const Type:      Work Type:

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		02/01/16			Approved

App Id: 1605 Prop Loc: 102 THIRD STREET - LOT  
 Issue Date: 02/24/16      Alt Cost 1: 85,000.00      Alt Cost 2: 0.00      Alt Cost 3: 0.00  
 Alt Cost 4: 0.00      Alt Cost 5: 0.00      Const Type:      Work Type: BUILDING

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		02/24/16			Approved

App Id: 1606 Prop Loc: 4 MECHANIC STREET  
 Issue Date: 02/19/16      Alt Cost 1: 10,605.00      Alt Cost 2: 0.00      Alt Cost 3: 0.00  
 Alt Cost 4: 0.00      Alt Cost 5: 0.00      Const Type:      Work Type: INTERIOR RENOVA

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
BUILDING	PLAN RW		02/19/16			Approved

Comment: Approved by D. Naples

App Id: 1607 Prop Loc: 303 SECOND AVENUE  
 Issue Date: 02/19/16      Alt Cost 1: 1,000.00      Alt Cost 2: 0.00      Alt Cost 3: 0.00  
 Alt Cost 4: 0.00      Alt Cost 5: 0.00      Const Type:      Work Type: DRIVE WAY

Activities:

Building Code	Type	Inspector	Date	Start Time	End Time	Status
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BUILDING	PLAN RVW	02/19/16	Approved
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App Id: 1608 Prop Loc: 1000 MIDWAY DRIVE

Issue Date: 02/23/16	Alt Cost 1: 4,950.00	Alt Cost 2: 0.00	Alt Cost 3: 0.00
Alt Cost 4: 0.00	Alt Cost 5: 0.00	Const Type:	Work Type: SIGN

Activities:

<u>Building Code</u>	<u>Type</u>	<u>Inspector</u>	<u>Date</u>	<u>Start Time</u>	<u>End Time</u>	<u>Status</u>
BUILDING	PLAN RVW		02/23/16			Approved

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Range: First to Last  
 Violation Date Range: 02/01/16 to 02/29/16 Use Type Range: First to Last Open: Y  
 Ordinance Id Range: First to Last User Code Range: First to Last Completed: Y  
 Customer Range: First to Last Inc Violations With Waived Fines: Yes Denied: Y  
 Activity Date Range: First to 03/16/16 Activity Type Range: First to Last  
 Activity Status to Include: Open: Y Approved: Y Denied: Y 'SENT LETTER': Y Open With No Date: Y

Violation Id: V6-00101 Map/Parcel: 179.08-01-52.00-000 Prop Loc: 2A East Milby

Description: remove unlicensed vehicle from property or obtain proper registration.

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		02/02/16			

Comment: Aband Vehicle on Property Warning.pdf

Violation Id: V6-00102 Map/Parcel: 170.20-01-71.00-000 Prop Loc: 113 DORMAN STREET

Description: snow

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		02/04/16			

Comment: Aband Vehicle on Property Warning.pdf

Violation Id: V6-00103 Map/Parcel: 180.00-02-14.37-053 Prop Loc: 82 CENTRAL PARK DR

Description: unlicensed vehicle

Activities:

Ordinance Id	Type	Inspector	Date	Start Time	End Time	Status
	SENT LETTER		02/09/16			

Comment: Aband Vehicle on Property Warning.pdf

Violation Id: V6-00104 Map/Parcel: 170.20-03-72.00-000 Prop Loc: 112 FLEMING STREET

Description: pigeons are occupying the common stairways.

Spoke with property manager. They are aware of the issue and are taking necessary steps to keep birds out and they will clean up the mess made by them.

Violation Id: V6-00105 Map/Parcel: 170.15-02-06.00-000 Prop Loc: 224-226 COMMERCE ST.

Description: trash accumulation in rear yard.

Violation Id: V6-00106 Map/Parcel: 179.08-02-36.00-000 Prop Loc: 224-226 COMMERCE ST.

Description: trash accumulation in rear yard.

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Property is a rental and was just inspected. Trash will be mentioned in letter for inspection.

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## **February 2016 Activities Report for Kelly Blanchies, Clerk of Council**

### **Meetings Attended:**

- February 1, 2016 City Council Workshop
- February 17, 2016 Town Hall Meeting
- February 22, 2015 City Council Meeting
- February 23, 2016 Departmental Meeting

### **Projects:**

- Referendum to refinance debt
  - o Prepared, signed, sealed, and returned loan documents

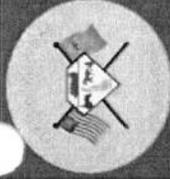
### **Ordinances & Resolutions:**

- Prepared Resolutions 16-R-03, 16-R-04, 16-R-05, and 16-R-06
- Prepared Ordinances 16-01, 16-02, and 16-03

### **Tasks:**

- Prepared minutes for:
  - o January 4, 2016 City Council Workshop
- Prepared and posted agendas for:
  - o February 16, 2016 City Council Meeting (and cancellation)
  - o February 17, 2016 Town Hall Meeting
  - o February 22, 2016 City Council Meeting
- Prepared and posted packets for:
  - o February 16, 2016 City Council Meeting
- Updated messages on electronic sign
  - o Added messages: African American History Month, Go Red Month, FFA Week, March meetings, St. Patrick's Day, Easter, offices close March 25, kindergarten registration
  - o Deleted messages: snow storm, town hall meeting, February meetings, Presidents' Day, office closed February 15, Valentine's Day, snowstorm
- Updated website
  - o Added posts: African American History Month, Go Red Month, forecasted snow, FFA week, kindergarten registration
  - o Added adopted minutes, ordinances, resolutions, proclamations
  - o Deleted posts: snow removal waiver, help with snow removal, trash collection delayed, thanks for cooperation, forecasted snow, HPD employment, DNREC clean up
- Closed the cash register 3 days a week

# LOVE YOUR DOWNTOWN – SENIOR CENTER OUTREACH

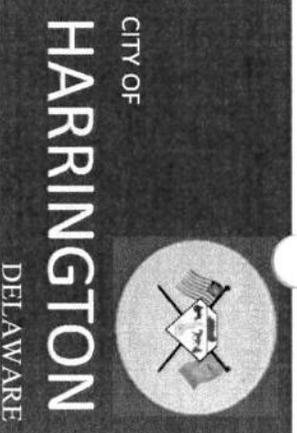


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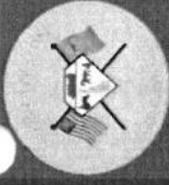
**KCI TECHNOLOGIES**  
KCI ENGINEERS | PLANNERS | SCIENTISTS | CONSTRUCTION MANAGERS

# SURVEY RESULTS



- TOTAL RESPONSES – 88
  - 40% - Harrington Residents
  - 25% - Visitors
  - 15% - Harrington Property Owners
  - 14% - Harrington Employee (within the downtown area)
  - 7% - Harrington Business Owners
- Shopping Frequencies (Q2):
  - Downtown Harrington – once every few months (31%)
  - Route 13 Corridor – 2-4 times a week (40%)
  - Milford – once a week (27%)
  - Seaford – never (45%)
  - Dover/Camden – once a week (28%)
- Write-ins include: beaches, Greenwood, Georgetown, Middletown, Easton, Salisbury, Newark, and Baltimore

# SURVEY RESULTS



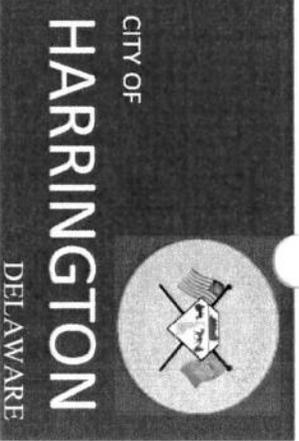
CITY OF

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- Places/Stores Visited in Harrington (Q3):
  - Post Office or Bank – 75%
  - Retail – 51%
  - Restaurant – 40%
  - City – 22%
  - Service – 17%
  - Other – 14%
  - Freedom Park – 9%
  - Farmers' Market – 8%
- Times Visited (Q4):
  - M-F, before 5 (53%)
  - M-F, 11-2 (19%)
  - M-F, after 5 (12%)
  - S-S, before 5 (11%)
  - S-S, after 5 (7%)

# SURVEY RESULTS



- Event Attendance (Q5):
  - Heritage Day (84%)
  - Christmas Parade (75%)
  - Police National Night Out (38%)
  - Tree Lighting Ceremony (35%)
  - Other (8%)
    - Movies
    - Library Functions
    - Church

# SURVEY RESULTS



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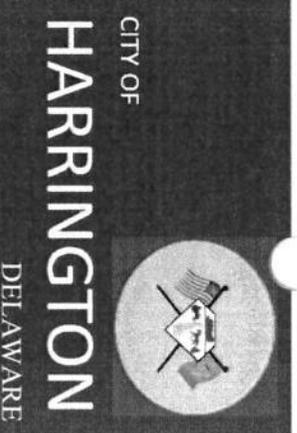
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## ■ What attracts you to a shopping/business area (Q7)?

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Friendly customer service	58%	33%	7%	1%	0%
Quality of products & services	49%	36%	10%	4%	1%
Price	37%	46%	13%	3%	1%
Variety of products & services	46%	36%	11%	4%	3%
Look & feel of area	34%	48%	12%	4%	1%
Pedestrian safety/convenience	39%	40%	13%	4%	4%
Convenient parking	42%	36%	14%	4%	3%
Convenient location	31%	46%	17%	4%	1%
Nearby places to eat	31%	39%	23%	6%	1%
Independent > chains	36%	29%	29%	6%	0%
One-stop shopping	21%	42%	20%	12%	5%
Shopping after 5pm	19%	33%	36%	7%	4%

# SURVEY RESULTS



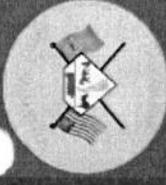
- Do you feel safe (Q8):
  - Daytime? **100% said YES!!**
  - Nighttime? 61% said yes. Reasons for those who said no:
    - Drugs (5)
    - Too many young kids/teenagers present (4)
    - Loitering adults (3)
    - Poor lighting (3)
    - Housing in disrepair (2)
    - Violence (2)
    - No visible police presence (2)
    - Thru-traffic (1)
    - Crime (1)
    - People walking in street (1)
    - Vacant houses/squatters (1)

# SURVEY RESULTS

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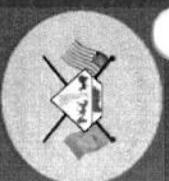
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- Major Advantages (Q9):
  - Friendly local service – 64%
  - Supporting local businesses – 63%
  - Convenient location – 58%
  - Lack of traffic/crowds – 41%
  - Within walking distance – 34%
  - Small town/historic character – 34%
  - Know local employees – 33%
  - Easy to find parking – 32%
  - Fair prices – 26%
  - Events at Freedom Park – 22%
  - Selection of goods/services – 11%

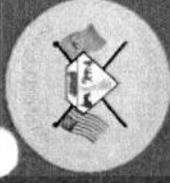
# SURVEY RESULTS

- Major Disadvantages (Q10):
  - Lack of variety of goods/services – 82%
  - Limited hours – 39%
  - Poor appearance – 36%
  - Difficult/inconvenient to park/walk – 24%
  - Traffic – 10%
  - High prices – 7%
  - Inconvenient location – 4%
  - Poor customer service – 0%
  - Write-ins: train, condition of roads, crime, lack of bistro/coffee shop



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# SURVEY RESULTS



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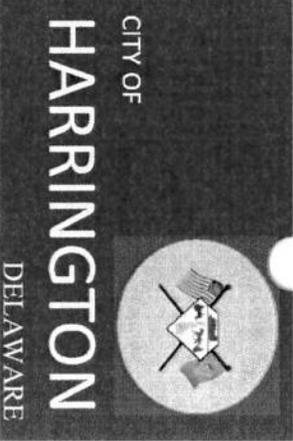
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## ■ Future Scenarios (Q11):

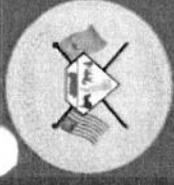
	Very Appealing	Somewhat Appealing	Not Appealing
Community Center	69%	21%	4%
Green Space	54%	41%	3%
Professional	45%	28%	19%
Destination Niche Retail	44%	35%	10%
Neighborhood Retail	43%	39%	9%
Residential Mix	40%	43%	13%
Regional Retail Center	27%	43%	19%

# SURVEY RESULTS



- What businesses would you like to see in the downtown (Q12)?
  - Personal service – 59%
  - Public and civic – 54%
  - Commercial retail – 51%
  - Specialty retail – 39%
  - Professional office – 31%
  - Youth programs – 30%
  - Convenience store – 20%
  - Temporary – 16%
  - Institutional – 14%

# SURVEY RESULTS



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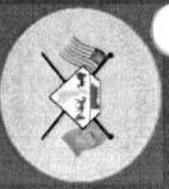
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- What restaurants would you like to see in the downtown (Q13)?
  - Locally-owned restaurants – 68%
  - Coffee shop – 61%
  - Deli/sandwich – 51%
  - Specialty food – 48%
  - Breakfast/lunch dining – 46%
  - Evening dining – 45%
  - Tavern and grill – 35%
  - Grocery store – 23%
  - Chain restaurants – 23%
  - Fast food/take out – 10%

# SURVEY RESULTS

- What types of arts/cultural events & activities are best suited for the downtown (Q14)?
  - Food festival – 67%
  - Seasonal/holiday festival – 67%
  - Kid-friendly/family-friendly event – 59%
  - Outdoor concert – 52%
  - Antique festival – 48%
  - Cultural/heritage festival – 41%
  - “First Friday” – 41%



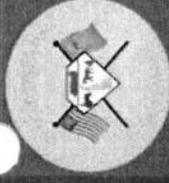
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# SURVEY RESULTS

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## ■ What changes would help improve the downtown area (Q15)?

- Greater variety of stores – 80%
- Improved appearance – 54%
- Attractive outdoor dining areas – 45%
- Improved parking – 36%
- Creative storefronts & signage – 35%
- Additional promotion & advertising – 32%
- Greater variety of merchandise – 29%
- Greater feeling of safety – 28%
- Greater selection of merchandise – 28%
- Better atmosphere – 26%
- Expanded store hours – 25%
- Additional outdoor seating – 20%
- More competitive pricing – 12%
- Better quality of merchandise – 9%
- Less traffic congestion – 7%
- Improved customer service – 3%