City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

The majority of my time this week was spent preparing for the first referendum related townhall meeting scheduled for Monday, April 16th. We are preparing the presentation and exhibits to help provide residents with more information on the projects that are posed for inclusion.

I attended the annual DEMEC joint meeting with Delmarva Power as required by our interconnection agreement with Finance Director Del Grande and Electric Director Patel.

Planning Director Gray and I facilitated a meeting between the developers for 92 and 96 East Main Street in an effort to get them to coordinate their development efforts as there appeared to be some conflicts between what was being proposed for each site. The meeting appears to have been a success with representatives from both groups coming ready to talk and work together. I would like to thank Director Gray for her assistance in the meeting.

I have received an update on the status of the new pedestrian signal proposed for Delaware Avenue at the UD Green. DelDOT has advised us that it is currently scheduled to be installed on 4/20/18 and will be on flash until 4/23/18 when they will look to activate. DelDOT has been coordinating the process with UD Facilities and we will plan to have an officer stationed at the signal similar to what was done for the Main Street signal.

I met with our engineering consultant Dave Athey from AECOM this week to discuss how the City should prepare to be able to enforce our noise ordinance in regard to projects that are close to the limit or may result in court action. Following the meeting I am going to review options for training a staff member on how to place the microphone in a manner that will capture accurate results and I am looking into high quality equipment that can be rented to allow the City to perform a preliminary screening level review of noise complaints. It quickly became apparent that we will likely need to involve a third party in the analysis at a minimum for incidents that will result in enforcement action.

Deputy City Manager Haines announced his intention to leave the City effective mid-May for a position with another municipality. Mr. Haines has been a great asset to the City and his contributions will be missed. I will be working with Mr. Haines to wrap up several items that are currently underway and attempting to identify an internal candidate to step into the critical position in an acting role until we can determine the best way to refill the position. Having a vacancy at both the City Manager and Deputy City Manager concurrently is going to complicate the process.

I attended a meeting at the Newark High School with JMT and DelDOT who are working on the Delaware Avenue Cycle Track project. We reviewed the new concept proposed for the area around the High School with the principal and are going to incorporate feedback into the design. The new grade-separated design option is a considerable improvement over the original paint and bollard option and I thank DelDOT for their willingness to proceed with the new version.

Activity or Project:

Department:

Administration - Deputy City Manager

Notable Notes:

Administration/HR:

The entire HR team (Haines, Pacheco and Stewart), along with PUBs Manager Larissa Jones and IT Assistant Manager Daina Montgomery, attended the 2018 Young Conaway Labor Law Seminar on Thursday, April 12, 2018. This all day training event covered employee investigations, harassment, work comp claims and investigations and many other employer-related matters.

NBRI was selected as the third-party firm to facilitate the Council approved workplace climate survey; Mr. Haines coordinated the City's effort, with all pre-design materials review or approved by Acting Manager Coleman. Early-to-mid May is a target for completion.

Ms. Stewart coordinated numerous interviews for PWWR and IT on interns and/or vacant part-time and full-time positions.

Parking Division:

Parking Manager Marvin Howard and Parking Supervisor Courtney Mulvanity attended the April 11, 2018 Planning Commission Subcommittee on Parking. Staff had another training with T2 regarding the residential parking barcode program solution; portal page is near development completion for the deployment of the program. Mr. Howard and Mr. Mulvanity worked with PWWR on design options and costing of potential expansion of Lot 1.

Activity or Project:

Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
	City Manager's Weekly Report
Department:	
Alderman's Court	
Notable Notes:	
arraignments, trials, cap	hree court sessions from 4/5/18 to 4/12/18. These sessions included ias returns, video hearings and code violations. Parking officers were here day to handle any parking appeals.
The Bailiffs will have or	ne of their two mandatory weapons requalifications on 4/18/18.
Activity or Project:	
Court Sessions	
Description:	
video hearings and 1 coo 310 were paid online and	Alderman's Court handled 49 trials, 73 arraignments, 10 capias returns, 4 de violation. The court collected a total 0f 472 parking payments of which d 162 were paid at court. The court also collected criminal/traffic d 171 online payments and 78 paid in court for a total of 249 payments.
Status:	Completed
Expected Completion:	04-11-2018
Execution Status:	Completed
Activity or Project:	
Description:	

City Manager's Weekly Report

Department:

Community Relations

Notable Notes:

City of Newark Joins Nextdoor: The City of Newark has officially joined social networking site Nextdoor. We join the Newark Police Department, New Castle County Government, Delaware State Police, and nearly 3,000 confirmed Newark residents, among others, on the site. We plan to utilize the platform as another opportunity to engage with residents and share information. What makes Nextdoor unique is that it is a private social media platform. In other words, as a government agency, we can't see what residents are posting on the site beyond comments they leave on posts we share or through direct messages. It also requires verification of residency for all its members, so there are no anonymous posts. Our first post was announcing election results and our second focused on the upcoming town hall forums on the proposed referendum as well as soliciting requests from civic associations that may be interested in a formal presentation for their members.

Newark Police Department Recruitment Video: Megan worked with members of the Newark Police Department to create a video to use as a recruitment tool to attract new police officers. The video can also be used for future recruitment campaigns. It is currently playing on the Newark Police Department's social media channels as well as the website and Channel 22. The video has already reached more than 5,500 people on Facebook alone. https://www.youtube.com/watch? v=KWXva8TAZHg&lc=z230hp0p0mubxdpqe04t1aokgvgadxl0dypxrvbszxzsrk0h00410

She is also working with NPD to create a video highlighting the physical agility test recruits must complete as part of the application process. The video features a current officer completing a 1.5 mile run, 300m shuttle run, sit-ups and pushups. The video will be released in the coming weeks to give applicants an idea of what to expect during the testing.

Newark News Brief: The 19th Newark News Brief was posted on Friday, April 13. The video features the City Council election results, the town hall forums on the potential referendum, and the Newark Police Department's recruitment seminar. The video can be seen on the City's social media pages, website and Channel 22.

Creative Design/Web Updates

• Designed Big Belly ad for UDNI 2018; Fabulous Fridays logo for DNP; NPD social media

graphics for recruitment video; and redesigned Public Works infrastructure graphs in illustrator

- Scheduled weekly public meeting notices; News Brief on TV22; PUBS closure InformMe for 4/11; and Election Day and Town Hall Forum notices to News Flash
- Updated Parks and Recreation webpage text; UDNI webpage for 2018; and NPD recruitment webpage with recruitment video

Press Releases/Media Inquiries

City of Newark Election Results: https://bit.ly/2qqYSJX

Activity or Project:

Communication Outreach: June Referendum

Description:

Staff time this week was focused on developing and finalizing materials for the upcoming town hall forum on Monday, April 16, as well as the coordination of other print materials to be ordered as part of the outreach efforts.

In-Progress
06-19-2018
On Track

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

A pole hit on route 72 in front of BJs early Friday morning caused considerable damage. A speeding Jeep broke a pole off at the ground and the tractor trailer coming from behind got tangled in wires and pulled the pole into the median. Two high voltage circuits were affected with some laying on the road energized with cars driving over them. No one, driver included, was injured. The crews were called out and isolated the damage and switched the circuits. The line crews replaced the pole and associated hardware.

The line crew started working on replacing the old spacer cable behind the old Rodney and

Dickinson dorms. Over the last few years the reliability on the cables has gone down.

The line crews also worked on the service to the new train station building near the STAR Campus and started preparations on the Preston's playground project.

The electricians are working on rerouting the service to the fuel pumps at the yard.

Engineering designed the services to 30 Benny Street and 155 South Chapel Street projects and came up with a cost for the developers. Engineering also attendant the CYME Gateway Factory Acceptance Test and attended a course on system coordination.

Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
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City Manager's Weekly Report

Department:

Finance Department

Notable Notes:

City of Newark's Payment and Utility Billing department was closed Wednesday, April 11, due to staff training.

The Summer rates for electric were effective April 1. All residential electric consumption will be billed on a tiered rate from April 1 through September 30. The change remains the same at 14.5 cents per kwh for the first 250 kwh consumed, but the next two tiers will change. Tier two includes consumption between 251 and 1000 kwh and will be 15.65 cents per kwh. Tier three includes all consumption over 1000 kwh, which will change to 17 cents per kwh. All tiers will go back to 14.5 cents on October 1st.

The First State Community Action Agency (FSCAA) was in the PUB office on April 5th providing counseling services to individuals having difficulties paying their utility bills. This is a weekly service that we provide to residents. Appointments can be made in advance by calling the PUB office directly at (302) 366-7000. Our goal is to educate our community on how they can save on their electric bill through changing their habits. Our FSCAA rep is also here to provide services to our residents, and provide an avenue for them to obtain other levels of assistance. www.firststatecaa.org.

Catholic Charities is now providing office hours at City Hall. Clients who previously had to travel to Wilmington for an appointment are now able to come directly to our office for assistance. Please contact the Payment and Utility Billing office for more information at 302-366-7000.

2017 Financial Audit - Our external auditors from Clifton Larsen Allen are in the office for the second straight week as part of their field work for the 2017 audit. Accounting staff has been spending a considerable amount of time providing the information required for their review.

On April 12th, Directors Patel and Del Grande attended the annual meeting between DEMEC and Delmarva. As required by our Interconnections and Mutual Operating Agreements with Delmarva, an administrative committee comprised of a representative from each municipality shall meet to communicate matters pertaining to or relating our agreement.

Activity or Project:

Automatic Bill Payment/Leak Detection System - CustomerConnect

Description:

We would like to remind all residents that monthly utility bills can be processed automatically via CustomerConnect. Newark utility customers also have the option to pay the City for utility services using CustomerConnect's "Budget Billing" option. This method of payment allows the account holder to pay a fixed amount each month on the date of their choosing when they sign up for this feature. The system determines your estimated annual utility bill and divides that amount by twelve months. On the December bill, there will be a true up for whatever balance that remains (either a credit or debit to the account) to settle the balance for the year.

Did you know that CustomerConnect also has features that will alert you when your household exceeds certain consumption thresholds? This tool is helpful for finding water leaks, or unintended electric usage before it goes on for a prolonged period of time, saving you money. The notification thresholds can be set by the account holder on a monthly, weekly or daily limit. It's another way of keeping utility consumption to a minimum. The account holder can elect to be notified by email, text, and via notice to their web portal account.

Status: In-Progress
Expected Completion: 12-31-2018
Execution Status: On Track

Activity or Project:

2019 Budget

Description:

Preliminary work has begun on the 2019 budget process. Finance is preparing a timeline for department directors and council. We will be providing Council with some options as to how they

would like to proceed with the departmental budget hearings that were held between July and September of last year.

Status: Started
Expected Completion: 12-31-2018
Execution Status: On Track

Activity or Project:

Payments & Utility Billing (PUB)

Description:

The group processed 5,996 utility payments and Munis transactions last week, 930 of which were imported automatically with our electronic processes and 4,954 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week. In addition, 1,711 manual payments were processed between utility payments, tax bills and licensing (contractor, business, rental, etc). PUB answered 658 calls out of 736 offered, reflecting an abandoned rate of 10%. The average speed to answer the phone was 4:03. The average call time was 3:27.

Status: In-Progress **Expected Completion:** 12-31-2018 **Execution Status:** On Track

City Manager's Weekly Report

Department:

Information Technology Department

Notable Notes:

- 1. Lead Desktop Support position interviews took place this week.
- 2. Extended discussion of security and network enhancements are continuing.
- a. Infrastructure team working on network address space issues for better IP address management.
 - b. Team discussion continue related to network and other system enhancements.
- 3. Extensive work performed on other projects as noted.

Project not shown below:

Reservoir Camera Project Started 07/31/2018 On Track

- 1. All items received.
- 2. Permit and practical install requirements under review.

Activity or Project:

Workstations System Refresh

Description:

In accordance with the Dell lease agreement, certain systems are marked for updating in Q1 2018. IT has met with the impacted departments for this project. Developing processes to make deployment more efficient including imaging, inventory, and placement still in progress. Systems have been ordered through Dell.

Network issues resulting from added systems to network, during imaging process, are being resolved.

Reviewed quote and lease agreement.

Found configuration details on lease agreement and reviewed changes with vendor.

Received new Lease agreement.

New lease agreement sent to City Solicitor for review.

All network locations have been identified and labeled.

The replacement system cross reference is 80% complete.

Status:	Started
Expected Completion:	06-30-2018
Execution Status:	Behind Schedule

Activity or Project:

PD Vehicle IT System Update

Description:

Approved Capital Funded Project.

Putting together Council presentation for permission to proceed.

Most of installation work on PD vehicles will be performed by vendor.

Status:	Started
Expected Completion:	07-31-2018
Execution Status:	On Track

Activity or Project:

PD PTZ Camera

Description:

This is a Grant Funded Project.

Ordering process completed.

Some parts have arrived.

Status:	Started
Expected Completion:	10-31-2018
Execution Status:	On Track

City Manager's Weekly Report

Department:

Parks and Recreation Department

Notable Notes:

Director: Met with Tim Filasky about a developer wanting easement agreement through Redd Park to connect to the New Castle County sewer line; working with the playground company and construction team for Preston's Playground; met with Newark American Little League and Newark Charter School about possible grant funding for Leroy Hill Park; continued organization of the Community Garden; reviewed several event permits and plan reviews; working with the Newark Evening Rotary to have a tree planting in one of Newark's parks; conducted parks maintenance meeting to discuss upcoming projects and work orders.

Deputy Director: Processed special event applications received through City departments and sent out approved permits for upcoming events; worked on setting up next Memorial Day Parade Committee meeting; worked with Allison and fitness instructors to complete new programming ideas for summer brochure; completed first draft of summer brochure consolidating all the programs from each supervisor; working on data entry forms of confirmed programs for input into recreation software and continued to update brochure information for Shelby; conducted weekly staff meetings; worked on VIP invitation letter that will be sent out for the Memorial Day Ceremony and Parade and contacted the Newark Community Band for their possible involvement in the ceremony; started to receive back contracts from bands for the Spring Concert Series and finalizing details for each performance; compiled sports equipment and arts and crafts bids for final selections.

Recreation Supervisor of Athletics: The most recent session of afterschool gymnastics concluded this week, a performance for the whole school at Downes Elementary was held on March 27; assisted Parks Superintendent with ballfield inspections at Handloff, Kells, Dickey, Fairfield, GWC, Lumbrook and Folk Parks, also assisted with inspection at Rittenhouse Park in preparation for summer camp; continues taking adult volleyball team payments; held adult softball team captains organizational meeting; continued planning for Rittenhouse Camp, held and set up additional staff interviews, mailed employment contracts to returning staff; completed before and after care staff schedule for April; met with Deputy Director regarding sports and arts & crafts supply bids; tennis lessons scheduled on Thursdays were able to start.

Coordinator of GWC and Volunteers: Continued finalizing information for summer programs and met with potential instructors for summer programs; continued finalized information for the upcoming Spring Break Camp scheduled for April 2 – 6 and sent information to parents; updated staff and activity schedule for the School's Out Day scheduled for March 30 which ran with a total of 9 participants; continued to finalize and meet with potential summer camp staff; attended a recreation staff meeting; finalized and sent information to participants for the Full Moon Hike scheduled for March 30; finalized and sent out the George Wilson Center attendants schedule for April; coordinated with the Recreation Specialist to send a Thank You email to all volunteers that assisted with the preparations and Annual Egg Hunt, a total of 64 volunteers devoted 185 hours assisting with Egg Hunt preparations throughout the week of March 19 - 23 and a total of 27 volunteers devoted 82 hours on Sunday, March 25 assisting with the Annual Egg Hunt event, overall 91 volunteers devoted 267 hours to help make the Egg Hunt possible; continued recruitment of volunteers for upcoming events including the Spring Community Clean Up and Earth Day Volunteer Day.

Recreation Specialist: Created fillable PDF Spring Concert Series contracts and sent them out to all confirmed performers; updated after school care Soccer Shots information and sent out flyers for Downes and West Park Place elementary school participants; reached out to fitness instructors to get fall schedules; reached out to previous participants and organizations for the Memorial Day

Ceremony to check on availability; uploaded data from registration software from participants who signed up for Memorial Day Parade into spreadsheet for eventual parade script information; sent rosters to fitness instructor; dropped flyers and brochures off at the Library; scheduled interviews for summer camp volunteers.

Parks Superintendent: Inspected six park areas and developed work orders as needed, along with HR Manager and Parks Supervisor conducted interviews for three seasonal position openings, oversaw lifting and replanting of several trees at Newark Methodist Church that were planted too deep by contractor, organized new park/open space/horticulture area inspection forms, along with Parks Supervisor attended meeting with recreation staff on upcoming Earth Day event, met with representative of Delaware Audubon Society to lay out areas for additional herbaceous plantings, and started attending Native Plants course at Longwood Gardens paid by a scholarship awarded through Delaware Recreation and Parks Society.

Parks Supervisor: Along with Parks Superintendent and HR Manager conducted job interviews for seasonal openings in Parks Department, assigned field staff daily and assisted as needed, and attended meeting with recreation staff on upcoming Earth Day event.

Parks/Horticulture: Staff did tree pruning removal/removal at several park/valley stream locations, did interior bed maintenance at City Hall, planted seasonal color in pots and mowed turf at Train Station for weekend event, completed grading/seeding of swale at Karpinski Park, continued picking up branches throughout park areas, started on ballfield punch list for upcoming season, did trash removal throughout park system including placing extra trash cans at Kershaw Park and in Rittenhouse Park for opening of trout season, completed turf repair/reseeding at City Hall and several other park sites from damage caused by snow removal operations, and did equipment maintenance on ballfield conditioner unit.

Activity or Project:

Summer Activity Guide

Description:

Q 4

The Summer Activity Guide will be available online at www.newarkde.gov/play and delivered to our mailing list on Monday, April 23. The Activity Guide will have hundreds of programs to choose from including activities for summer and fall.

Status:	Not Started
Expected Completion:	04-23-2018
Execution Status:	On Track
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	

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City Manager's Weekly Report

Department:

Police Department

Notable Notes:

On Sunday, April 8, 2018 at approximately 9:30 p.m. the Newark Police responded to the KFC located at 1365 Marrows Road for a report of an armed robbery of the business. As the robbery was being broadcast over police radio, a University of Delaware police officer who was in the area, heard the call and observed a subject sprinting on foot away from the area of the KFC. The University officer drove and caught up to the subject and then engaged in a foot pursuit, apprehending the subject near Marrows Road and Wyoming Road. The subject taken into custody was identified as Tiwain Canty a 24-year-old male from Wilmington.

Newark officers responding to the KFC learned from an employee that a male suspect entered wearing a ski mask and gloves, displayed a small handgun and demanded money. An undisclosed amount of money was then stolen, after which the suspect fled from the store on foot. Officers conducting a search of the area where the foot pursuit and apprehension took place, were able to locate items linking Canty to the robbery. Tiwain Canty was charged with:

- Robbery 1st Degree
- Possession of a Firearm During the Commission of a Felony
- Possession of a Firearm by a Person Prohibited (2 counts)
- Aggravated Menacing
- Wearing a Disguise During the Commission of a Felony
- Resisting Arrest
- Hindering Investigation of a Felony

Canty was arraigned through Justice of the Peace Court #2 and issued \$3,100 secured bond.

On April 9th, Newark Police investigated an incident involving a suspicious package outside of the Planned Parenthood building on Delaware Avenue. The Delaware State Police bomb unit responded to the scene and found the package to be ordinary mail.

Activity or Project:

N/A

Description:

N/A

Status:CompletedExpected Completion:04-12-2018Execution Status:Completed

Activity or Project:

Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
	City Manager's Weekly Report
Department:	
Public Works and Water	r Resources Department
Notable Notes:	
the area. The pipes in the life and reduce inflow and Our pothole patcher is experience.	er, will be mobilizing near Ray Street next week to line the sewer mains in is area were identified in our inspection report to be lined to extend service and infiltration of ground water. Expected to be deployed throughout the City next week. Please encourage also be email to acoyle@newark.de.us
Activity or Project: 2017 Street Paving Cont	tract
able to be completed between up this week and the East Mill Station. This is the milling and paving of	Contract will ramp up for the spring season to complete work that was not fore the weather turned cold in 2017. Bridgeview Court curb work will he contractor will move on to complete curb work on Delrem Drive and nitial work will be curb work only and another notice will be given when operations will commence. The notice given to residents is also emailed to Andrea Coyle-Sistek at acoyle@newark.de.us if you are not receiving these
Status:	In-Progress
Expected Completion:	06-30-2018
Execution Status:	Behind Schedule
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	

]		

NEWARK POLICE DEPARTMENT

WEEK 04/01/18-04/07/18	IN	INVESTIGATIONS CRIMINAL CHARGES				RGES
	2017	2018	THIS	2017	2018	THIS
	TO	TO	WEEK	TO	TO	WEEK
	DATE	<u>DATE</u>	<u>2018</u>	<u>DATE</u>	<u>DATE</u>	<u>2018</u>
PART I OFFENSES						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	1	0	0	1	0	0
Rape	1	3	1	0	1	0
Unlaw. Sexual Contact	2	1	0	0	1	0
Robbery	7	6	0	2	13	0
- Commercial Robberies	5	1	0	1	0	0
- Robberies with Known Suspects	0	1	0	0	2	0
- Attempted Robberies	0	0	0	0	0	0
- Other Robberies	2	4	0	1	11	0
Assault/Aggravated	7	6	0	14	6	0
Burglary	13	15	0	2	3	0
- Commercial Burglaries	5	7	0	0	0	0
- Residential Burglaries	8	7	0	2	3	0
- Other Burglaries	0	1	0	0	0	0
Theft	141	133	10	54	43	2
Theft/Auto	19	14	0	2	2	0
Arson	1	0	0	0	0	0
All Other	30	28	5	14	14	0
TOTAL PART I	222	206	16	89	83	2
PART II OFFENSES						
Other Assaults	77	72	5	39	59	4
Rec. Stolen Property	1	0	0	2	3	1
Criminal Michief	63	58	3	12	13	1
Weapons	7	2	0	11	8	0
Other Sex Offenses	0	0	0	0	0	0
Alcohol	26	86	9	61	103	7
Drugs	46	25	3	48	35	1
Noise/Disorderly Premise	216	219	14	65	100	5
Disorderly Conduct	43	38	3	25	26	3
Trespass	46	46	2	18	12	1
All Other	124	102	6	112	97	13
TOTAL PART II	649	648	45	393	456	36
MICCELL ANEOLIC:						
MISCELLANEOUS:	100	E 4	7	0	0	0
Alarm	120	54 405	7	0	0	0
Animal Control	105 71	105	9	2	1	0
Recovered Property		66	2	0	0	0
Service	10615	10557	799	0	0	0
Suspicious Per/Veh	164	122	15	0	0	0
TOTAL MISC.	11075	10904	832	2	1	0
	THIS	2017	THIS	2018		

TO

DATE 13,791

WEEK 2017

978

TOTAL CALLS

WEEK

2018 1,049 TO

DATE 13,605



Newark Police Department Weekly Traffic Report 04/01/18-04/07/18



TRAFFIC SUMMONSES	2017 YTD	2018 YTD	THIS WEEK 2017	THIS WEEK 2018
Moving/Non-Moving	2578	3201	121	325
DUI	43	45	3	4
TOTAL	2621	3246	124	329

TRAFFIC COLLISIONS						
Fatal	0	0	0	0		
Personal Injury	69	54	8	1		
Property Damage (Reportable)	289	302	24	22		
*Hit & Run	71	64	6	2		
*Private Property	65	74	7	3		
TOTAL	358	356	32	23		

*Included in the total collision numbers

Note: Typically, the YTD numbers are generated by adding the current week statistics to the YTD statistics from the previous reporting period. Periodically, the numbers for this report will be generated from the beginning of the year to capture data that may have otherwise been omitted due to a processing delay or other administrative anomaly, more accurately updating the year-to-date totals.