

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

Monday evening, we held the final Council meeting prior to the election break. On Wednesday evening I attended Dave Sokola's community meeting at the Green Turtle to provide an update on things going on in Newark which was well attended. On Monday I met with staff and representatives from the FOP to discuss some ongoing vehicle fleet issues. I also attended the walk-out ceremony for Sgt. Szep. On Tuesday I attended a presentation by Tyler Technologies of their EnerGov software platform that we plan to use to replace Munis for permitting, plan review, and licensing. The software is very impressive and appears to do pretty much everything we need considerably better than Munis. I also continued my divisional meetings, this time with members of Fleet Maintenance on Tuesday and Wednesday. On Thursday and Friday, I spent time on an ADA accessibility complaint on Main Street and reviewed City and State code on fire protection requirements related to questions raised by the residents of Phillips Mill and work completed at The Rail Yard. Solicitor Bilodeau and I also worked on some potential code revisions that would let us better address issues with large parties in the college housing areas of town that have been requested by NPD.

The remainder of the week was spent on general administrative tasks and personnel items.

Human Resources:

HR Administrator Marta Pacheco:

- Distributed updated injury form to staff.
- Distributed April merit steps/longevity increases.
- Prepared and distributed letter of hire for new IT Lead Desktop Support Tech.
- Provided Communications with new hires and promotions for March for newsletter.
- Distributed interview packet to panel members for Accreditation Coordinator. Interviews will be held on Friday, April 8.
- Hired in Munis new Electric Groundhand employee who will be starting on Monday, April 4. In addition, two current city employees have been promoted to Electric Groundhand and will also start their new position on April 4.
- Scheduled interviews for Park Maintenance and Gardener seasonal positions in our Parks & Recreation Department. Interviews will take place on Wednesday, April 6 and Friday, April 8.
- On Friday we will be distributing two job postings for Part-Time Parking Ambassador (22-37) in the Parking Division and Maintenance I in the Parks & Recreation Department (22-38).

Most of CPPO Jeff Martindale's time this week was spent on the facilities/purchasing side of his responsibilities, so most of his report will be outlined further below. For HR, he onboarded new Full-Time Lead IT Desktop Support Ellie Vigliotta. Ellie has been with the City as a contractor since before the pandemic, so we are excited to have her on the permanent staff now.

There were two additional COVID cases this week, bringing the staff total to 149 since the start of the pandemic. We had 11 total cases since the start of February, which is a much better trend than the 78 we had among current staff in December and January. See vaxstats attached.

The HR Division continues to stay busy with recruitment efforts for both internal and external postings. The HR team continues to work with Newark Police Department on the current recruitment process. Ms. Hardin spent most of the week answering emails and working on personnel and labor relations matters. She also

attended meetings with department directors and employees as requested. Ms. Hardin continues to review employee evaluations mostly from the police department as they are completed. She also continues to work on pension sheets for employees. She attended Council meeting Monday evening to present a bill updating the job duties of the Bailiff. On Tuesday evening Ms. Hardin attended the Diversity and Inclusion Commission where she engaged in discussion on police recruitment and a potential parental leave policy for City employees. On Tuesday morning, the HR team participated in a 90 minute webinar regarding the best practices for employee handbooks. The HR is in the process of updating the manual and will be updating with recent Federal and State laws. Ms. Hardin met with employees inquiring about retirement benefits.

Purchasing/Facilities Maintenance:

Chief Purchasing & Personnel Officer:

For non-HR items, Jeff Martindale held a bid opening for Contract 22-05 (Municipal Building Atrium Structure Demolition). There were three bids in total, which ranged from approximately \$28,000 to \$139,000. Mr. Martindale and the City's engineering contractor for this project (JMT) will vet the bids and references for the bidders and make a determination on award thereafter.

He additionally met with the PW&WR staff to overview how to better set up working stations in Building #1 at the Field Operations Complex. Facilities Superintendent Joe Augustine will work with PW&WR moving forward on the physical modifications of the space to accommodate their needs.

Most importantly for this week, Mr. Martindale found an available Ford Transit Connect vehicle from Porter Ford, which staff was looking for the custodial team. While we were hopeful to find an EV for the custodial team's replacement vehicle (currently an E250), there was nothing in the size the team needed as an EV yet. Had we not found this vehicle now, we would have needed to wait until 2023 for this purchase. Transition from an E350 van to the Transit Connect will still provide a significant fuel savings, however.

Purchasing Assistant:

PA Cathy Trykowski processed 104 invoices and 28 purchase orders for the week ending 3/25. So far this week, she has processed 19 purchase orders and anticipates processing 85 invoices by the end of the week.

Facilities Maintenance:

The FM team completed the following for the week ending 4/1:

- Installed bottled water filling station in the court area.
- Met with two vendors at the train station to replace the condensing unit.
- Fabricated and installed a window in PUBs cubical.
- Repaired broken soap dispenser's 2nd City Hall.
- Unclogged toilet 2nd floor.
- Checked all air handlers for belt sizes to order to perform PMs.
- Unclogged sink 2nd floor PD.
- Repaired wall in Terri's office.
- Troubleshoot coffeemaker and ordered parts.
- Started cleaning City Hall's cooling tower.
- Continued cleaning up shop.
- Completed normal cleaning and disinfecting duties as needed.

Communications:

Chief Communications Officer:

- Supporting Chief Human Resources Officer with organizing the management retreat, identifying speakers and selecting topics for discussion.

- Continuing the planning of an April Alfresco as well as finalizing details with Parks and external stakeholders for a beer garden.
- Working with DelDOT and Parks Department to reschedule ribbon cutting for the Charles Emerson bridge.
- Planning Bring your Child to Work Day and Administrative Professionals Day in April.
- Various mailroom tasks and inventory.
- Continuing to work on new Hometown Heroes banner project.
- Assisting Fire Protection Specialist with the creation of multiple forms to be added to the web.
- Organized professional headshots for additional management members.

Communications Assistant:

- Answer and direct all incoming calls to correct departments.
- Log Miss Utility tickets for Electric and PW&WR Departments.
- Completing bank runs and COVID test drop-offs when needed.
- Managing Wellness Committee activities including the Healthy Weight Challenge.
- Planning Family Promise Mother's Day raffle fundraiser.
- Developed a Newark-specific guide to solar energy.
- Edit copy from various departments.
- Adding/changing InformMe customer information.
- Create and share content on Facebook and NextDoor.

Web Content and Graphic Design:

- Denyce Bradshaw, HR Coordinator, has been added to Administration.
- Developed an online Impairment of Fire Protection Permit form.
- Developed an online Zoning Verification Request Form and Deed Transfer Affidavit Request Form.
- On the City's website, the staff directory has been updated.
- Posted to City website news section: Newark Electric Department Earns 2021 Safety Award of Excellence.
- Public meeting notices have been posted via InformMe.
- Replaced Dave Greenplate's contact info under Administration with Joe Augustine's.
- RequestTracker tickets were forwarded to the relevant department.
- Rich Gregg was removed as Parks Supervisor and replaced by Andrew Steward under the Parks Maintenance Division.
- The City website has been updated with Stephanie Petersen, Mary Ellen Gray, and Councilman Suchanec's headshots.
- The employment information from Parks and Recreation has been updated on Channel 22.
- The Food Vendor Checklist has been added to the City Forms and Applications website and the Fire Protection Specialist website.
- Updated the City Council Agendas and Minutes webpage.
- Updated the online form for Lien Certificate Letter requests to be sent to liencerts@newark.de.us.
- Updated the UDon't Need It? 2022 webpage: newarkde.gov/UDNI.
- We have added an educational video about the passport parking application to the Parking website. We have also added a link to the Passport Parking web application to the Parking website and the "How Do I... " megamenu.

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:	
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Activity or Project:	
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Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Alderman's Court

Notable Notes:

Alderman's Court held three court sessions from 3/24/22-3/30/22. These sessions included arraignments, trials, capias returns, video hearings and violation of probation hearing. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals in person.

Terri participated in a virtual manager's meeting on 3/24/22.

The court processed 23 PBJ's for traffic violations and 11 Plea by Mails for criminal violations.

Activity or Project:

Payments and Court Sessions

Description:

From 3/24/22-3/30/22 Alderman's Court handled 29 arraignments, 45 trials, 9 capias returns, 1 video hearing and 1 violation of probation hearing. The court collected a total of 424 parking payments of which 366 were paid online and 58 were paid at court. The court also collected criminal/traffic payments of which 173 were paid online and 37 were paid at court for a total of 210 criminal/traffic payments.

Status:	Completed
Expected Completion:	03-30-2022
Execution 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:

City Secretary and City Solicitor's Office

Notable Notes:

Bobby was in the office on March 24 for Alderman's Court.
Paul was in the office on March 28 for the Council meeting.

Staff worked on FOIA-related items this week with four(4) items closed. The following actions were taken on FOIA requests:

- o Provided a response and closed a March 7th FOIA request for a police report regarding self from a person in the public

- o Provided documents and closed a March 9th FOIA request for police department goals/objections/blank evaluation forms from James Spadola
- o Provided a document and closed a March 17th FOIA request for a list of addresses that received water disconnections between January 2022 through February 2022 from goforclose2021@gmail.com
- o Circulated to staff a March 23rd FOIA request for 329 and 331 Delaware Circle violations/lienable items/open permits from Brian Frederick Funk, P.A.
- o Provided a response and closed a March 24th FOIA request for Reapportionment Committee meeting minutes between 1961 through 2011, City Council District maps from Emily Simon
- o Circulated to staff a March 28th FOIA request for City footage and body worn camera involving an incident on Main Street from Michael McKenzie
- o Circulated to staff a March 30th FOIA request for 601 Ogletown Road regarding permits/records of UST/fires/grease traps/clarifiers/stormwater management reservoirs/spills/deed restrictions from AEI Consultants

Danielle experienced approximately six (6) hours of computer downtime due to ongoing issues. She continued to work on other items such as cross training, filing of older documents and assisting in organizing Mayor Clifton's retirement event during this downtime.

Regarding minutes, staff time was spent on the March 14 Council minutes, March Conservation Advisory Commission minutes, February Board of Adjustment minutes (Nichol drafting and editing). Additionally, Nichol transcribed a portion of the March 14 minutes verbatim at the request of City Solicitor Bilodeau.

Nichol composed ads (City Council meeting cancellations, ordinance approvals) for the Newark Post.

Nichol drafted the April Board of Adjustment agenda (34/36 Corbit Street) and started prepping the April agenda.

Nichol attended a Energov Teams meeting.

Nichol created the link for the Transportation Improvement District and Planning Commission.

Nichol sent several Municipal Code corrections to MuniCode.

Nichol posted website updates for the following:

3/7 minutes

3/14 minutes

April cancelled Council meetings

2/8 approved Conservation Advisory Commission minutes

Nichol proofed the Conservation Advisory Commission's 2021 Annual Report.

Staff posted several agendas for various boards and commissions.

Tara and Nichol staffed the March 28th Council meeting with Nichol prepping Council Chamber for the meeting.

Tara spent time working on items for future Council agendas for the month of April and beyond.

Tara worked to add modifications received from staff to the 132-138 East Main Street subdivision agreement. Additionally, the agreement was forwarded to Solicitor Bilodeau for his review.

Tara reviewed, coded, and processed Losco and Marconi's February legal bill.

Tara worked with several governmental entities to provide information on Mayor Clifton for various tributes.

Tara received a call from a resident expressing concern about the modifications to the ADA compliant sidewalk areas during the Green Mansion construction project and is working with staff to reach a satisfactory conclusion.

Tara staffed the Diversity and Inclusion meeting on Tuesday, March 29th for their first combination in person/hybrid meeting. Discussions included: NPD demographics data and Parental Leave Policy.

Tara continued to spend time onboarding with Mayor and Council in her new role and continues to train in her new role and continued to train Nichol Scheld in her new role of Legislative Coordinator/Deputy City Secretary as of March 14th.

Staff processed and posted numerous agendas for posting.

Staff continued to work with the Newark Post (Chesapeake Publications) to ensure that advertising deadlines are met and proofs are acceptable prior to publication with legal advertisements.

Tara attended the staff meeting on March 24th.

Tara continued working with internal and external staff to organize events for a retiring Council member.

Tara spent time to continue to modify the software for her new role and change of office space with additional time coordinating with IT to change over some internal processes in her new role from Renee from an IT software perspective.

Tara approved various permit reviews and invoices on MUNIS.

Tara worked with IT to continue tweaking the software and hardware for hybrid Council Chamber meetings.

No discovery requests for upcoming Court cases were fulfilled this week. 153 discovery requests have been filled in 2022. There are 35 outstanding discovery requests.

Violet processed 11 new lien certificate requests that were sent to Finance for processing. 14 lien certificates were completed and sent to the requestor. 158 certificates have been processed for 2022. Violet spent time reconciling and scanning lien certificates.

Violet spent time drafting the April 2022 agenda.

Violet spent time cross training with City Secretary staff.

Violet processed two Kace ticket requests.

Violet printed the DELJIS docket.

Violet prepared the name plates for the Diversity and Inclusion meeting on March 29th.

Activity or Project:

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Status:	
Expected Completion:	
Execution Status:	

Activity or Project:

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Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

The line crew finished the McKees solar expansion, terminating the primary cables and energizing the transformer needed for solar production.

The line superintendent and engineering met with DelDOT contractors about a primary feed encased in concrete that is under South College at Delaware Avenue and is conflicting with a proposed 36" storm water pipe.

The line crews continued installing the smart streetlight devices.

The electricians and engineering attended a five-hour code class needed for their licenses. The electricians worked in the police basement reconfiguring circuits so more lighting would be on the generator during emergency. This was sparked by the maintenance person working with flashlights on the sump pump during a power outage two weeks ago. The electricians also scouted out a way to put a permanent connection to the City's portable generator instead of having to open panels and directly connect to busbar.

Engineering met with vendors about transformers and lead times for a new substation slated for 2026. Engineering met with DEMEC and continued gathering information on the PJM registration.

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:

Finance Department

Notable Notes:

Due to a paper shortage, we will not be including return envelopes in the monthly utility invoices until we are able to order them again. It's expected that it will be about 6-8 weeks until we're able to include them again. We encourage all customers to opt for e-bills through Customer Connect via <https://payments.newarkde.gov/>.

2021 Financial Audit: Staff is working with the auditors from CliftonLarsenAllen as fieldwork is estimated to end on April 8.

Payments and Utility Billing Group has been working with our customers helping them get their account balances up to date. If you are in need of assistance, please reach out to PUB at 302-366-7000, option 2, to explore your options. We ask that you do not wait until your account falls into arrears, as the City has access to many programs which can provide aid to our residents.

Staff have been working towards securing the last portion of debt funding from the 2018 Referendum. These items include up to \$3 million in general fund projects (primarily parks, street paving).

March 31 - Director Del Grande attended Congresswoman Blunt-Rochester's meeting regarding the Federal government's Community Project Funding Program for Federal Fiscal Year 2023 (October 1, 2022).

Council approved the 2022 Revenue Stabilization Adjustment for the electric utility on March 7. Per Code, the RSA must be reset every March 15th to reflect the City's cost of providing electric service to its customers. The new rate effective March 15 will be $-\$.00293$ per kwh. Utility bills starting March 15 will reflect the new rate. This equates to a bill credit of \$2.93 for every 1,000-kwh used. More detail can be found here: <https://www.newarkde.gov/DocumentCenter/View/15746/3B>.

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:

Information Technology Department

Notable Notes:

Applications Team:

Open Support Tickets from Previous Week - 76

Open Project Tickets from Previous Week - 17

Open Tickets with Vendor R&D from Previous Week - 17

Tickets Opened in the Last Week - 23

Tickets Closed in the Last Week - 29

Remaining Open Support Tickets - 70

Remaining Open Project Tickets - 17

Remaining Tickets with Vendor R&D - 17

1. Created a custom report for Finance to show unpaid fees for building permits.
2. Updated customer bill code rates effective 4/1/22 in billing system.
3. Assisted Finance staff on process to pull historical data in billing system for audit.
4. Teams meeting with Harris Northstar to review outstanding support tickets on 3/24.
5. Attended DEMEC's Customer Service Working Group virtual meeting on Net Metering & Renewables on 3/28.
6. Attended Teams meeting with City staff and Tyler to demo EnerGov on 3/29.
7. Worked on and resolved support tickets for end users.
8. Created reports for users as requested.

Pending:

1. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
2. VSS registration guide on hold, will need to script a change to vendor contact types.
3. EMV devices returned, will re-test once they arrive back with updates.

Activity or Project:

Automation Platform (Applications Team)

Description:

Planning & Scoping: 9/13/21 - 10/29/21 (COMPLETED)

- Northstar internal kick-off meeting: 9/27 - 10/1

- Northstar & Newark project kick-off meeting: 10/26

Project Oversight: 10/1/21 - 1/31/22

- Northstar & Newark internal/external weekly status meetings

Process Design: 10/18/21 - 11/12/21 (COMPLETED)

- Northstar will perform pre-install tasks and VPN access check: 10/18-10/29

- Northstar & Newark external meeting to complete the required AP checklist: 10/27

- Northstar internal meeting to review AP checklist: 10/25 - 10/29

- Northstar to install AP core suite: 11/1 - 11/12

Development: 11/8/21 - 11/19/21 (COMPLETED)

- Northstar to configure/validate AP suite: 11/8 - 11/19

Test: 11/15/21 - 12/3/21 (IN PROGRESS)

- Northstar & Newark to hold AP configuration training session and UAT hand-off: 11/15 - 11/24
- Northstar to provide UAT support: 11/25 - 12/3
- Newark to perform UAT final remediation: 12/6 - 12/10

Operate: 12/13/21 - 12/24/21 (IN PROGRESS)

- Northstar to deploy AP suite: 12/13 - 12/17
- Northstar to provide post go-live support: 12/13 - 12/24
- Northstar internal meeting to discuss project closure: 12/20 - 12/24
- Transition to support: 1/31/22

Promoted 10 of 17 workflows to production, waiting on vendor for 4 of the remaining 7 workflows.

Status:	In-Progress
Expected Completion:	01-31-2022
Execution Status:	Behind Schedule

Activity or Project:

Data Center Upgrade (Infrastructure)

Description:

Equipment is starting to come in. We received two new racks and four power distribution units on February 17.

Networking gear is tentatively scheduled to arrive in August. I expect that date to be pulled forward.

The IT Infrastructure team will work to prepare the site in advance of the arrival of the equipment.

Status:	Started
Expected Completion:	12-31-2022
Execution Status:	On Track

Activity or Project:

Description:

Status:	
Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Parks and Recreation Department

Notable Notes:

Director: Met with a family about a memorial bench placement in one of our parks; reviewed applications for two full-time position vacancies; met with New Castle County Park Planner about trail connectivity between the County and Newark; worked on specifications and cost of new mowing units with Andrew Steward; conducted parks maintenance meeting to discuss upcoming work orders and projects; worked on updating the hourly pay rates for part-time Parks and Recreation staff; met with Tom Z. about hard surface improvement schedule and additional contracted work scheduling; met with Paula and Tim about Old Paper Mill Park potential layout of potential amenities.

Deputy Director: Interviewed two potential summer camp counselors and one lifeguard; attended the Christina River Clean up meeting; completed April PSA's and worked with Shelby to send out; met with Jill

and Tyler regarding the Childcare Stabilization Grant; met with Joe and Tim Filasky regarding Old Paper Mill Park; worked with Shelby on all the items needed for the camp fair and helped with set up and worked the Summer Camp and Program Fair with Tyler and Sharon; met with Sharon for her bi-weekly meetings; met with Felicia to go over assignments for groups for the Spring Clean Up and worked with Jason Winterling on the disposal of items after the event; ordered staff shirts for new George Wilson Center attendants and ordered hiring banner for upcoming pop up event; continue to work with Steve Mesa on rental questions for the Wilson Center; calculated payroll percentage increase for the suggested hourly wage increase for summer camp counselors; worked with Sharon and Jill to update the insurance certificate for the upcoming Egg Hunt at White Clay Creek State Park; sent notes to recreation staff regarding the weekly staff meeting; worked with instructors for summer programming for the Wilson Center to update the summer activity guide; worked with the portable toilet contractor to increase the amount of cleanings at Handloff and Hillside Parks and to relocate the unit scheduled for Downes to McVey Elementary; continue to work with Felicia to research alternative places for camp field trips; continued to review applicants for summer jobs and pass along to recreation staff; continued to process background checks for new employees; processed special event application received and continued to work with various departments regarding additional applications requested for upcoming events and processing permits; continued to process financial assistance paperwork; continued to work with Cameron and Stew regarding the mission group volunteers; worked with Shelby on weekly Eblast and volunteer Eblast.

Recreation Supervisor of Athletics: Prepared for and worked the summer camp fair; held meeting with volunteer youth soccer coaches via Zoom, practices are scheduled to begin 4/2; continues preparing for the start of adult softball and volleyball leagues in April, scheduled captains meetings this week; continues reviewing applications, recruiting and planning for Rittenhouse summer camp staff; reviewed sports equipment bid and working on purchase orders; completed the before and after care staff schedule for April, continues working with staff to get files compliant for our license renewal at Downes; met with Deputy Director and Assistant Finance Director regarding stabilization grant funds, continues working to get funds spent and verified.

Recreation Supervisor of Community Events: Prepared for and held the 2022 Summer Camp and Program Fair with approximately 40 families in attendance, sent volunteer and vendor emails, gathered and loaded supplies; working on items for the Memorial Day Parade, sent a reminder to committee about our upcoming meeting; working on items for the Egg Hunt and Hunt@Home kits, received supply order; updated and sent Community Garden information to new gardeners, prepared for and held Newark Community Garden Kickoff and Meet and Greet with 8 new gardeners picking up keys and a few returning gardeners coming to work on their plots.

Recreation Specialist: Started making calls to prospective summer field trips for Camp GWC, obtained scheduling, pricing, and payment options to replace current field trips that are not confirmed; opened the GWC on Tuesday, 3/22, for Stay Fit; purchased snacks at Shop Rite for the Summer Camp Fair held on 3/26/22; dropped off new Camp Guides at the Reservoir and certificates to the Senior Center for the swim classes and picked up gift certificates from Rita's for the camp fair; followed up with certain volunteers for the Egg Hunt Prep to see what days or times they could work; worked with Paula to designate sites to the current volunteers for the Spring Community Clean Up taking place on 4/2/22. Volunteer Hours: 2 volunteers worked a total of 8 hours at the Summer Camp Fair on 3/26/22, 6 missionary volunteers worked a total of 16 hours at Folk Park.

Park Superintendent: Inspected two park/open space areas and developed work orders as needed, continued working on upcoming reforestation event, assisted with upcoming Christina River/City Clean Up event, sat in on two webinars covering Integrated Vegetation Management and Ecology and Management of Wood Boring Insects, met with representative from White Clay Creek State Park to assist with fencing issue along the Pomeroy Trail on state park side, contacted head of HOA of Jenney's Run concerning a tree related issue, along with Parks Supervisor reviewed several applications for upcoming seasonal employment, followed up with arborist contractor concerning scheduling upcoming tree work and put UD Student Biology Club in contact with Head of CAC to assist with invasive removal at Phillips Park.

Park Supervisor: Assigned field staff daily and assisted as needed, continued working with vendor on possible upcoming purchase of new mowing equipment, continued coordinating with Recreation Division on upcoming special events and oversaw clean-up of several areas at Parks Maintenance Facility.

Parks/Horticulture Staff: Hung new basketball backboards at Wilson Center, did interior bed maintenance at City Hall, dragged/scarified all ballfields, completed ballfield punch list for start of season, continued on work orders as assigned, continued mulching with volunteers at Folk Park, did tree/shrub pruning as assigned, did trash removal throughout park system, blew off play area at Hillside Park and Hall Trail for upcoming race, did equipment maintenance on Kubota mowing unit/Ventrac unit, applied insecticide to selected roses as needed, applied weed control to several horticulture areas continued on park sign installation throughout park system and cleaned up several areas at Parks Maintenance Facility. Volunteers assisted horticulture staff mulching at Folk Park.

Activity or Project:

Newark's Annual Egg Hunt

Description:

Newark's Annual Egg Hunt will be held at White Clay Creek State Park's Carpenter Area on Saturday, April 9 beginning at 10:00 a.m. All Children should bring a basket or bag to collect their goodies. STATE PARK FEES WILL BE IN AFFECT. The rain date will be Sunday, April 10 beginning at 2:00. Please call the Leisure Time Hotline at 302-366-7147 if the weather is questionable the day of the hunt.

Hunt Schedule:

Walking – 2 year old	10:00 a.m.
3 & 4 years	10:00 a.m.
5 & 6 years	10:30 a.m.
7-9 years	10:30 a.m.

Status:	Not Started
Expected Completion:	04-09-2022
Execution Status:	On Track

Activity or Project:**Description:**

Status:	
Expected Completion:	
Execution Status:	

Activity or Project:**Description:**

Status:	
Expected Completion:	
Execution Status:	

City Manager's Weekly Report**Department:**

Planning and Development Department

Notable Notes:

Planning Director's Report

*I spent the entire day on Friday, March 25, on the Charrette preparing for and participating in the final session where we presented the major findings from the Charrette week and the proposed major tenets for code revisions to the BB (central business district) and RA (multi-family high rise) zoning districts from 3:00 – 4:30 p.m. for public input and feedback. By way of background this virtual event started with a walking tour on the morning of Monday, March 21 to be followed by a series of public engagement activities including open houses where the discussion is less structured to maximize the exchange of ideas and more formal presentations as the team develops design and code language options for feedback. In between these events, we worked last week with the design team to evolve and develop the options for design and code language options for public feedback. All of the public sessions including the final session on Friday, March 25, were recorded. These recordings and further information including the meeting links can be found at our website: <https://newarkde.gov/1218/Newark-Charrette-Planning-our-downtown-t>. The next steps for this effort is for the Charrette team to compile a report that will include design, use, and code language framework to present to Council in the near future for additional public input and direction from Council. From there, draft Code language will be crafted based on Council direction for presentation to the Planning Commission and Council for public feedback and Council direction. Based on public feedback and Council direction on the draft code language, final code language will be crafted for presentation to the Planning Commission and Council for public feedback and Council adoption.

*A fair bit of time was spent this week on catching up on emails from the Charrette week.

*Continuing to work on issues and next steps related to bringing a consultant on board who provides services related to Code Enforcement since we are currently short one Code Enforcement Officer due to a retirement. The intent is to have consultant assistance given the continued high level of development activity while we seek to fill this position with a full-time person.

*I prepared for and attended the March 28 Council meeting (7255 (newarkde.gov)) where the planning related agenda items included: Comprehensive Plan V Amendment to add the revitalization of the George Reed Village project to Chapter 5, Housing and Community Development; Text amendment to Chapter 32 of the Code to allow microbreweries and craft distillers by a special use permit; and a request for a special use permit to operate a microbrewery with a tasting room and open-air seating at Wooden Wheels located at 208 Louviers Drive. All three requests were approved by Council.

*Reviewed the April 5 Planning Commission packet where the main agenda item is the review and consideration of the final draft of the Comprehensive Development Plan V 2.0 per the 5-year review.

*Continued to work on the transition to the EnerGov database management software system. I and a number of the Directors and staff of the Planning and Development, Parks and Recreation, Electric, Finance, IT, Public Works and Water Resources Departments as well as Tom Coleman, met virtually with the EnerGov team on March 29, to get another demonstration of the system where a number of questions about the system were answered, and to begin discussion on the statement of work and budget. In addition, staff is continuing to fine tune their respective workflows and tasks that will be utilized by the EnerGov software. We are waiting to hear back from EnerGov for some potential future meeting dates to continue this discussion.

*I, Parking Manager Marvin Howard and Parking Supervisor Courtney Mulvanity participated in a meeting with the State College, PA Planning and Community Development Director at his request to compare notes on parking management and zoning requirements for parking. As it turns out State College, PA is going through a similar endeavor to Newark regarding revising and updating their parking management and zoning requirements for parking. It was a helpful exchange of ideas.

*I participated in a meeting with land use staff with the owner and his engineer to discuss the development of 515 Capitol Trail on March 28.

*Worked with the Code Enforcement, Parking, and Land Use Division Managers on their respective division's related issues.

*Deputy Director Bensley worked with staff to finalize the April Planning Commission packet, which was completed and posted on March 29, reviewed and provided comments for the SAC letters for 25 North Chapel Street and 65 South Chapel Street and permit denial letters for 142 Timberline Drive and 34-36 Corbit Street, and worked on reviewing the Planning and Development website and relevant subpages for needed updates.

Land Use

*Building Permits Processed: 13

*Deed Transfer Affidavits: 5

*On March 29, a SAC letter with department review comments was sent to the applicant of a rezoning, major subdivision by site plan approval, special use permit, and parking waiver for 25 North Chapel Street. The plan reviewed includes a four-story building with ground floor parking and 21 two-bedroom apartment units on floors two to four.

*On March 29, a SAC letter with department review comments was sent to the applicant of a rezoning and major subdivision by site plan approval plan for 65 South Chapel Street. The plan reviewed includes a six-story building with internal parking and 189 apartment units. The plan includes 27 two-bedroom apartments, 71 three-bedroom apartments, and 91 four-bedroom apartments.

Meetings (Attended by Land Use, Code Enforcement, and Parking)

*Management staff meeting on March 24.

*Land Use Team meeting on March 28.

*TNP Economic Enhancement Subcommittee meeting on March 30.

*Subdivision Advisory Committee meeting on March 30.

*Parking met on March 30 with several Passport representatives to discuss changes to the rate structure, amounts and capabilities of the passport platform to give a grace period and/or build a permitting program that would allow City residents a smaller price.

Code Enforcement

Projects

*The Grove – Building 2 underwent final hydro test. The Fire Safety check had the property correct two exterior fire safety issues and an email was sent to the property owner regarding the exterior and interior violations of fire safety. Jersey Mike's plan review was approved.

*397 Orchard Road – Sprinkler acceptance test completed and passed.

*Thorn Flats/Lehigh Flats - All building renovations completed; minor corrections needed to close façade permits.

*Newark Charter School - Loop Road base course paved parking and site work progressing, Junior High building - rough inspections in progress, some areas approved to close in - permit submitted for concession building. Commons building completed, TCO issued, final exterior sitework completion and as built-in progress.

*Newark Senior Living - Underground plumbing, footings and building slab completed, sitework in progress, framing, exterior finishes, plumbing, HVAC, and electrical rough in progress. Insulation approved in 1st and 2nd floor residence areas, Marketing and Sales trailer inspected and approved for use. The model units are nearing completion and unit showings are being scheduled by the marketing team. A safety plan has been submitted.

*321 Hillside Road/The Rail Yard - Site work corrections in progress, temporary occupancy for all dwelling units and amenity space. Safety protocols eased due to limited construction activities. Inspections of incomplete site work items and corrections in progress.

*Drake Hall Addition - Framing in progress, rough utility work is in process.

Property Maintenance

*Complaints: 16

*Violations: 8

*Citations: 15

*Inspections: 49

Items of Interest Code Enforcement and Property Maintenance

*Property Maintenance requested cleanup for 1100 Interchange Blvd., and 45 Corbit Street relating to trash violations.

*Property Maintenance continued Chapter 17 revisions.

- *Property Maintenance hand delivered a final notice to secure 349 East Main Street and post property.
- *The Fire Protection Specialist wrote a letter for Planning regarding fire/life safety when it comes to distillery and related businesses.
- *Inspection and citation issued for 276 East Main Street, Unit 107. The property did not pass inspection for a business license and failed to obey condemnation letter.

Parking

Projects

- *Continued work towards protection of municipal assets in off-street parking lots. As new technology and equipment have been put in our lots, an effort has been made to protect these assets from vehicle collision. Worked with Public Works and Electric to ensure this new technology stays up and running through bollards and signage. Provided map to PW&WR for sites that needed work so that Miss Utility could ensure that the city gets the green light for digging. Miss Utility was out at the sites on Tuesday, March 29.
- *Continued work on the Parking Division's new matrix cutter for off-street parking lot signage creation. Staff are currently working with and learning the software. In-house sign creation will drastically reduce the cost of signage through the city and should speed up how quickly signs can be replaced when they go missing or are damaged. Some networking will need to be done to connect the computers with the digital printers. Staff plans on moving one computer station into the conference room where the printer and T2 test kiosks are. Also did research on vinyl options for the plotter so the City can get the best price on signage.
- *Continued digitization of old RPP records and will be a long-term project as there are years' worth of inherited residential records to be put in City SharePoint.
- *January and February 2022 financial audit. Staff will work with Finance to complete for two months of audit and next week we will provide justification for March for a complete review of Q1 2022.

Items of Interest

- *Produced regular daily and monthly financial documentation for Finance Department and invoices for Purchasing.
- *Continued handling residential and municipal permitting for residents.
- *Continued handling online and in-person parking appeals. Currently under three (3) business days response time on appeals unless waiting on customer response.
- *Payment for training for Flagger Certification for Parking Ambassadors. Will allow for all Parking Ambassadors to flag on DelDOT streets and construction zones as the Delaware Avenue project continues. Currently, Parking Maintenance is handling flagging duties. Some Parking Ambassadors have begun their 4-hour training.
- *P/T PA Nicholas Schiano completed state mandated anti-harassment training. Completion of Parking Ambassador training and ordering of uniform and shoes.
- *Completion of the P/T Parking Ambassador monthly schedule for April 2022.
- *Signed agreements with Main Street Commons, LLC for Lot #1 annex extension (entrances and exit).
- *Had an issue where Lot #1 and Lot #4 T2 kiosks stopped communicating on Thursday, March 24. Staff restarted kiosks and everything reconnected except Lot #1 and a ticket was put in with T2 customer support. Connection reestablished on Saturday night.
- *Received permission from Council to allow for free parking on April 16 for Holy Saturday, as Good Friday and Easter are complimentary per Code.
- *Blocked off spaces for CDA Engineering Inc. for drilling pilot holes for a future project.
- *Processing and payment of Lot #4 bi-directional sensors quote.

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:**

Police Department

Notable Notes:

This week, Deputy Chiefs Farrall and Feeney, along with Accreditation Manager Brandon Walker and Communications Supervisor Brian Cannon attended the annual CALEA Conference to accept the CALEA recertification for the police department and Newark's first CALEA certification for our communications and dispatch center. Currently, the Newark Police Department is one of two police departments in the state to have both the police department and communications center CALEA certified. Great work was done by Brandon and Brian in achieving this intensive process. Of course, the certifications would not have been possible without the excellent work of our police officers and communication center staff.

Patrol Division:

- On Saturday, March 26th, 2022, Officer Saitis and PFC Maiura attended the Special Olympics Awards Ceremony at the Bob Carpenter Center to assist other law enforcement agencies in handing out awards to the athletes as part of youth/community outreach.
- On Saturday, March 26th, 2022, at approximately 0007 hours, officers responded to a fight at the Deer Park Tavern, located at 108 West Main Street. Upon arrival, the primary aggressor was quickly identified. When officers attempted to take him into custody, the male pulled away from officers. He was quickly detained and issued a criminal summons for Disorderly Conduct and Resisting Arrest.
- On Wednesday, March 30th, 2022 at approximately 0043 hours, an officer conducted a traffic stop on a green Toyota Camry. Upon contacting the operator, the male was found to be wanted for active capiases, as well as warrants issued by the New Castle County Police Department for Assault 2nd and by the Delaware State Police for Leaving the Scene of an Accident. During the arrest, a small amount of marijuana was located within the vehicle. The male was turned over to the custody of the New Castle County Police Department for arraignment on their active warrant.

Criminal Investigations Division:

- On March 28th, 2022, detectives presented testimony to a New Castle County Grand Jury in reference to a shooting investigation that occurred on June 8th, 2021 in the unit block of Ethan Allen Court. The Grand Jury returned an indictment against Desmond Elliott charging him with the following offenses: Murder 1st Degree, Possession of a Firearm During the Commission of a Felony, Possession of a Firearm by a Person Prohibited (2 counts) and Receiving a Stolen Firearm. Elliott has remained incarcerated in a Delaware prison since his initial arrest in June 2021.

Special Enforcement Division:

- During the week, the Traffic Unit is conducting a speed survey in the area of Sypherd Drive and

Cheltenham Road. The survey will be used to determine if traffic enforcement is necessary at that location. Also, during the week, one traffic officer is attending the NHTSA Child Seat Restraint Certification course in Dover. This certification allows officers to assist members of the public with proper installation of infant and child safety seats. The unit will conduct traffic enforcement activities throughout the city including West Chestnut Hill Road, Paper Mill Road, Capitol Trail, and South College Avenue.

- The Special Operations Unit will conduct proactive patrols throughout the city including the business district and 896 hotel corridor. They will also be conducting Cops in Shops at various liquor stores and bars. On Wednesday afternoon (weather permitting), the unit will conduct a PAL Pop-up event at Alder Creek. On Saturday, the unit will be working with the Newark Chapter of the NAACP and St. John's Church on New London Road at a food give away.
- On Thursday, March 31st and Saturday, April 2nd, members of the department will attend the funerals for the two PSP Troopers killed by a drunk driver.

Administration Division:

- On Monday, March 28th, 2022, NPD hosted a "walk-out" ceremony for Sgt. Michael Szep. The walk-out ceremony honors Sgt. Szep's retirement after 24 years of service to the citizens of Newark. Sgt. Szep began his career with the Cecil County Sheriff's Office in 1992 and became a Newark Police Officer in February of 1998.
- On Tuesday, March 29th, 2022, Deputy Chief Feeney, Lt. Rubin, and M/Cpl. Smith attended the City of Newark's Diversity and Inclusion Commission meeting to discuss NPD's ongoing efforts to increase diversity among its ranks.

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:

Public Works and Water Resources Department

Notable Notes:

Street crews evaluated an 'on demand' concrete truck this week. This innovative truck mixes the concrete components onsite rather than getting the ready mix from the plant and running against the clock to get the material to several locations. This also allows up to pay for only the material we actually use. We intend to

utilize this service when applicable. It may be most helpful when we do overnight repairs on DelDOT roads when we pay a large fee just to open up a concrete plant for the night.

Staff is working with The Newark Partnership on Traffic Signal Cabinet Artwork. We had done research on this several years ago and since DelDOT maintains all of the cabinets in Newark, they have created a template and agreement for these installations. Dover has successfully painted a few dozen of these boxes with community minded artwork around the City.

Staff participated in a demonstration of the Energov program for permitting and plan review. The program appears to fit the needs of several departments and will increase efficiency.

Activity or Project:

Laird Tract Well Production Project

Description:

We intend to mobilize to the Laird Tract wells beginning the week of April 4. The purpose of this mobilization is to install a temporary well pump in order to perform testing and sampling on the well. This sampling and testing will provide the expected production and necessary treatment to bring the wells back into service. We expect the work to be completed by the end of April. Necessary notifications have been given to neighboring properties and there will be at least one 24-hour test at each site, so some overnight noise can be expected.

Status:	Started
Expected Completion:	12-31-2022
Execution Status:	On Track

Activity or Project:

Sanitary Sewer Pipe Lining

Description:

Our contractor, Insituform, will be completing the sewer lining project by April 8. They will be in the Timber Creek and Fawn Drive area and all affected properties have been notified.

Status:	Near Completion
Expected Completion:	04-30-2022
Execution Status:	On Track

Activity or Project:

Storm Sewer Pipe Lining

Description:

Our contractor, IPR, will be completing the storm sewer lining within the next week. The remaining work areas are Karpinski Park, Newark Reservoir, and the pond outfall in the Woods at Louviers. All affected residents have been notified.

Status:	Near Completion
Expected Completion:	04-30-2022
Execution Status:	On Track

CITY OF NEWARK STAFF VACCINATION & COVID-19 CASES STATISTICS (updated as of 12:00 p.m. on March 31, 2022)

DEPT	VAXXED	BOOSTED*	TOTAL	% VAXXED	% BOOSTED*
ADMIN	20	12	20	100.00%	60.00%
ELECTRIC	19	5	20	95.00%	25.00%
FINANCE & IT	18	10	22	81.82%	45.45%
JUDIC & LEGIS	18	11	19	94.74%	57.89%
PARKS	84	39	89	94.38%	43.82%
PLAN, CODE, & PARKING	32	10	37	86.49%	27.03%
POLICE	70	19	88	79.55%	21.59%
PWWR	44	12	57	77.19%	21.05%
TOTAL	305	118	352	86.65%	33.52%

LABOR GROUP	VAXXED	BOOSTED*	TOTAL	% VAXXED	% BOOSTED*
AFSCME 1670	39	11	46	84.78%	23.91%
AFSCME 3919	19	6	24	79.17%	25.00%
CWA	92	44	106	86.79%	41.51%
FOP	48	11	64	75.00%	17.19%
MGMT	33	21	34	97.06%	61.76%
TEMP/SEAS/NON-UNION	74	25	78	94.87%	32.05%
TOTAL	305	118	352	86.65%	33.52%

WORK TYPE	VAXXED	BOOSTED*	TOTAL	% VAXXED	% BOOSTED*
OFFICE STAFF	178	83	193	92.23%	43.01%
FIELD STAFF	127	35	159	79.87%	22.01%
TOTAL	305	118	352	86.65%	33.52%

EMP. STATUS	VAXXED	BOOSTED*	TOTAL	% VAXXED	% BOOSTED*
FULL-TIME	200	82	239	83.68%	34.31%
PART-TIME	31	11	35	88.57%	31.43%
TEMP/SEAS/NON-UNION	74	25	78	94.87%	32.05%
TOTAL	305	118	352	86.65%	33.52%

*As reported so far; actual figures may be higher.

VACCINE TYPE	TOTAL (Regular)	TOTAL (Temp & seasonal)	%
MODERNA	165	29	63.61%
PFIZER	54	41	31.15%
JOHNSON & JOHNSON	12	4	5.25%
TOTAL	231	74	100.00%

Lists include all regular, temporary, and seasonal employees (City Council not included).

DEFINITIONS:

Vaccinated with boosted immunity: Any person who (1) received both shots of the Moderna or Pfizer vaccine within the last 6 months, (2) received the single shot of the Johnson & Johnson vaccine within the last 2 months, or (3) received their booster shot following initial vaccination and completed the two-week waiting period following the booster.

Vaccinated with limited immunity: Any person who received both shots of the Moderna or Pfizer vaccine over 6 months ago or received the single shot of the Johnson & Johnson vaccine over 2 months ago, and has not yet received their booster shot.

POSITIVE CASES	UNVAXXED - PD	UNVAXXED - Muni.	UNVAXXED - Temp./Seas./Non-Union	VAXXED - PD	VAXXED - Muni.	VAXXED - Temp./Seas./Non-Union	% UNVAXXED	# OF PRESUMPTIVE POS. CASES W/ NO TEST RESULT
3/1/20 - 12/10/2	6	11	0	--	--	--	100.00%	--
12/11/20 - 3/19/	8	7	1	--	--	--	100.00%	--
3/19/21 - 11/30/	6	8	1	3	3	4	60.00%	--
12/1/21 - Presen	11	13	0	22	35	10	26.37%	0
TOTAL	31	39	2	25	38	14	48.32%	0

*Vaccines not available to anyone
 **Vaccines available to first responders only
 ***Vaccines available to all City staff
 ****Omicron variant in circulation

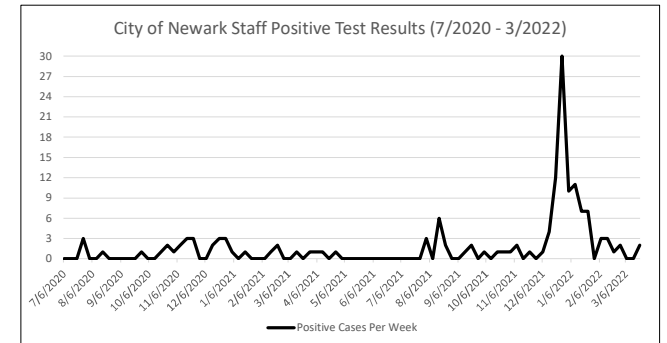
% OF CURRENT UNVAXXED STAFF W/ COVID CASE		# OF CONFIRMED BOOSTED CURRENT	10 employees
32 of 47 employees	68.09%		
% OF VAXXED STAFF W/ COVID CASE AFTER VACCINATION			
69 of 306 employees	22.55%		

DEPARTMENT	% OF CURRENT STAFF W/ POS. TEST RESULT
ADMINISTRATION	50.00%
ELECTRIC	40.00%
FINANCE & IT	40.91%
JUDIC & LEGIS	31.11%
PARKS	16.85%
PLAN, CODE, & PARKING	43.24%
POLICE	51.14%
PWWR	40.35%
TOTAL	36.65%

LABOR GROUPS	% OF CURRENT STAFF W/ POS. TEST RESULT
1670	47.83%
3919	41.67%
CWA	34.91%
FOP	53.13%
MGMT	32.35%
OTHER	19.23%
TOTAL	36.65%

December 2021 & January 2022 Data (Current Staff Data Only)			
	Total Cases	Total in Group	% of Total Group
Unvaxxed	21	47	44.68%
Vaxxed	57	306	18.63%
	Unvaxxed	Vaxxed	Total Cases
First Case	15	53	68
Second Case	6	3	9
Third Case	0	1	1

February & March 2022 Data			
	Total Cases	Total in Group	% of Total Group
Unvaxxed	3	47	6.38%
Vaxxed	8	306	2.61%
	Unvaxxed	Vaxxed	Total Cases
First Case	2	8	10
Second Case	1	0	1
Third Case	0	0	0



Digital Records Project New Documents Created – March 24 - March 30

Name	# of Documents	# of Pages	Types
Sandy	361	1151	Routing forms for 2 boxes of Admin. Files, conversion of 3/20 timesheets to pdf files and entry into TMC, PUBS postal records, PUBS daily cash receipts, City Mgr. Admin. Records correction
Fred	106	106	Tickets
Ana (PT)	442	289	Modified admin docs and Parks & Rec inspection reports, Scanned court complaints and summons
Violet (PT)	24	78	Current Legislative Department documents
Total	933	1,624	

Monthly Year-Over-Year New Document Page Totals

Month	2021	2022	Change +/-
January	30,925	4,463	-26,462
February	26,037	5,144	-20,893
March	28,447	14,250	-14,197
April	29,039		
May	27,920		
June	40,008		
July	55,073		
August	34,755		
September	20,018		
October	14,521		
November	12,738		
December	14,998		
Totals	334,479		

NEWARK POLICE DEPARTMENT

WEEK 03/20/22-03/26/22

INVESTIGATIONS

CRIMINAL CHARGES

	2021 TO <u>DATE</u>	2022 TO <u>DATE</u>	THIS WEEK <u>2022</u>	2021 TO <u>DATE</u>	2022 TO <u>DATE</u>	THIS WEEK <u>2022</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	0	1	0	0	2	0
Rape	1	6	1	1	0	0
Unlaw. Sexual Contact	1	2	0	0	1	0
Robbery	3	4	0	2	6	1
- Commercial Robberies	0	0	0	0	1	0
- Robberies with Known Suspects	2	0	0	2	0	0
- Attempted Robberies	0	1	0	0	1	0
- Other Robberies	1	3	0	0	4	1
Assault/Aggravated	1	3	0	3	9	0
Burglary	8	14	0	2	4	0
- Commercial Burglaries	0	3	0	0	0	0
- Residential Burglaries	7	6	0	2	3	0
- Other Burglaries	1	5	0	0	1	0
Theft	168	224	11	29	35	5
Theft/Auto	22	16	2	2	2	0
Arson	0	0	0	0	0	0
All Other	2	6	0	10	15	2
TOTAL PART I	206	276	14	49	74	8
<u>PART II OFFENSES</u>						
Other Assaults	48	89	6	9	33	3
Rec. Stolen Property	0	0	0	4	0	0
Criminal Mischief	42	47	5	6	16	1
Weapons	1	3	0	1	26	1
Other Sex Offenses	0	4	1	0	0	0
Alcohol	17	49	1	10	77	10
Drugs	32	36	3	24	31	5
Noise/Disorderly Premise	152	112	8	68	26	2
Ordinance Violation	76	0	0	4	0	0
Disorderly Conduct	90	81	8	26	25	2
Trespass	77	76	4	24	16	0
All Other	89	156	9	50	43	8
TOTAL PART II	624	653	45	226	293	32
<u>MISCELLANEOUS:</u>						
Alarm	96	173	11	0	0	0
Animal Control	93	80	10	2	0	0
Recovered Property	36	30	4	0	0	0
Service	7949	7210	624	0	0	0
Suspicious Per/Veh	112	82	7	0	0	0
TOTAL MISC.	8286	7575	656	2	0	0

	THIS WEEK <u>2021</u>	2021 TO <u>DATE</u>	THIS WEEK <u>2022</u>	2022 TO <u>DATE</u>
TOTAL CALLS	887	10,076	841	9,451



**Newark Police Department
Weekly Traffic Report**



03/20/22-03/26/22

TRAFFIC SUMMONSES	2021 YTD	2022 YTD	THIS WEEK 2021	THIS WEEK 2022
Moving/Non-Moving	2839	3032	286	259
DUI	39	36	5	2
TOTAL	2878	3068	291	261

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	0	1	0	0
Personal Injury	32	46	3	4
Property Damage (Reportable)	207	221	27	18
*Hit & Run	48	44	6	2
*Private Property	46	42	7	2
TOTAL	239	268	30	22

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.