

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

This week I attended the International City Management Association (ICMA) Northeast Regional Conference in Boston. Prior to leaving for the conference, I attended a DFIT trustees meeting where we reviewed and approved Smyrna's request for membership and coverage for worker's compensation insurance. Devan Hardin, Jeff Martindale, and I met with CWA representatives to discuss a handful of items that we are working on. I reviewed and approved reimbursement requests for revolving loan fund projects out of Public Works and approved payment requests for the energy performance contract project with Trane. We have received a few noise waiver requests which I reviewed and approved as appropriate. We continued to prepare bond bill funding requests for projects in our capital plan. I also tracked status of a few bills working through Dover and began research into noise cameras as discussed at the most recent Council meeting. The remainder of the week was spent on general administrative and personnel items

Human Resources:

HR Administrator Marta Pacheco:

- Processed retiree April invoices.
- Processed several employee injuries with PMA.
- Continue to work on the 2022 Census of Government, Survey of Public Employment & Payroll. This is due on April 26, 2022.
- Scheduled interviews for Recreation Supervisor; emailed interview confirmation to applicants; emailed interview packet to panel members. These will be held on Monday, April 11.
- Scheduled interviews for Parks Superintendent; emailed interview confirmation to applicants; emailed interview packet to panel members. Interviews will be held on April 13 and April 19.
- Scheduled interviews for Code Enforcement Officer; emailed interview confirmation to applicants; emailed interview packet to panel members. Interviews are scheduled for April 12.
- Prepared noise waiver letter for University of Delaware's Jack Harlow concert scheduled for April 20.
- Prepared noise waiver letter for Whiting-Turner Contracting Company for work taking place the week of April 11 on Delaware Avenue.
- Continue reviewing and updating personnel manual with HR Team.
- Prepared and emailed letter of conditional hire for Part-Time Sidewalk Sweeper Operator/Laborer.
- Prepared random drug screen letters for CDL personnel for April.
- Updated and distributed March's personnel roster to staff.
- Sent email to 27 police officer applicants invited to take the written exam and participate in oral interviews on Saturday, April 9.
- Completed verbal verifications of employment.
- Processed leave donation for an employee on extended leave.
- Distributing the following job postings on Friday, April 8: Maintenance I in Public Works & Water Resources (one vacancy in Street Division; two vacancies in Sewer Division); Part-Time Bailiff.

The HR department continues to stay busy with recruitment efforts for both internal and external postings. The HR team will assist the Newark Police Department on Saturday, April 9 with the testing and interview process for police officer. Ms. Bradshaw and Ms. Hardin will be participating in the interview process after the test. More interviews may take place on Monday morning. Ms. Hardin continues to review employee evaluations from the police department as they are completed. She also continues to work on pension sheets for employees. 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. On Tuesday morning the HR team met to continue reviewing the personnel manual which is currently being updated. Next week Ms. Hardin and Mr. Martindale will be participating in interviews for Parks Superintendent and Recreation Supervisor. As of Friday, April 8 the HR team has posted 41 jobs and there are a few more coming up in the next few weeks.

Purchasing/Facilities Maintenance:

Chief Purchasing & Personnel Officer:

CPPO Jeff Martindale focused primarily on bond bill-related items this week. Specifically, along with the Communications Division, Mr. Martindale put supplemental photo information together for our requests to the State, which will help legislators visualize our requests as the projects are vetted. We currently have a \$14.6 million request in to the State for a group of facility and equipment projects; more information to come in the following weeks.

Additionally, the City was made aware of a funding possibility for the multi-agency training facility/gun range in the Cecil County Government FY23 Capital Improvement Program. There is \$2 million currently proposed for 2023 with \$2.75 million slated between 2024 and 2025. This was a pleasant surprise because we hadn't heard an update from Cecil County since the last time we met prior to the pandemic. Mr. Martindale will be meeting with Cecil County next week to discuss and get more information. CIP sheet for Cecil County (page 46): <https://www.ccgov.org/home/showpublisheddocument/45642/637844112467330000>.

Mr. Martindale also signed off on the Contract 22-04 (Water Main Restoration) and RFP 22-01 (PD Recruiting Services) agreements and issued notices to proceed. He is vetting proposals for Contract 22-05 (Atrium Entryway Structure Demolition) with JMT and is aiming to schedule the work for early to mid-May. There is one other contract and one RFP currently being finalized that will go out shortly.

The rest of Mr. Martindale's week was devoted to personnel or administrative items. There were no new COVID cases among staff this week.

Purchasing Assistant:

Ms. Trykowski processed 84 invoices and 33 purchase orders for the week ending 4/1. So far this week, she has processed 28 purchase orders and anticipates processing 85 invoices by the end of the week. Ms. Trykowski also completed and distributed contract agreements for Contract 22-04 and RFP 22-01.

Facilities Maintenance:

The FM team completed the following tasks for the week of 4/4:

- Replaced three (3) soap dispensers in City Hall.
- Cleaned both cooling towers.
- Repaired cooling water feed pipe.
- Worked with Trane on starting up the chillers.
- Cleaned up cooling tower area.
- Replaced broken a/c unit in Parks office with a used a/c unit.
- Installed access panel to work on garage door opener in Parks building.
- Troubleshoot door intermitting open and replaced switch.
- Attended safety training at the yard.
- Troubleshoot door in payment center.
- Continued cleaning up shop.
- Completed normal cleaning and disinfecting duties.

Communications:

Chief Communications Officer:

- Supporting Chief Human Resources Officer with organizing the management retreat, identifying speakers and selecting topics for discussion.
- Finalized Alfresco details and communicated information to Main Street businesses, DelDOT and other stakeholders.
- Met with internal and external partners about the May and June concert series and beer garden concept.
- 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.
- Continuing to work on new Hometown Heroes banner project.
- Assisting Fire Prevention Specialist with the creation of multiple forms to be added to the web.

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 and new walking challenge.
- Planning Family Promise Mother's Day raffle fundraiser.
- Edit copy from various departments.
- Adding/changing InformMe customer information.
- Create and share content on Facebook and NextDoor.

Web Content and Graphic Design:

- Created a flyer for the City of Newark's Bring Your Child to Work Day.
- Created a social media graphic for the Main Street Alfresco, happening on April 20th.
- Designed an educational flyer for the Planning Department's Deed Affidavit Request.
- Photos taken and edited of deficiencies for funding requests to the State of Delaware: Olan Thomas Warehouse, City Hall Parking Lot, Field Operations Complex, and Dickey Park/College Park neighborhood parking lots and roads.
- Prepared three bios for the Parks and Recreation Department and the Human Resource Division.
- Public meeting notices have been posted via InformMe.
- Redesigned the Planning and Development Department's menus on the website to match Renee's requested specifications.
- RequestTracker tickets were forwarded to the relevant department.
- The City Newsletter has been updated on the website: newarkde.gov/newsletter.
- UDNI schedule and postcard updated for 2022.
- Updated Steven Reeder's UDNI 2022 letter to landlords.

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: Alderman's Court held three court sessions from 3/31/22-4/6/22. These sessions included arraignments, trials, capias returns, video hearings, and a code violation. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals in person. Terri participated in a virtual manager's meeting on 3/31/22. The court processed 21 PBJ's for traffic violations and 6 Plea by Mails for criminal violations.

Activity or Project: Payments and Court Sessions	
Description: From 3/31/22-4/6/22 Alderman's Court handled 53 arraignments, 49 trials, 9 capias returns, 2 video hearings, and 1 code violation. The court collected a total 403 parking payments of which 359 were paid online and 44 were paid at court. The court also collected criminal/traffic payments of which 163 were paid online and 29 were paid at court for a total of 192 criminal/traffic payments.	
Status:	Completed
Expected Completion:	04-06-2022
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:

Notable Notes:

Paul was in the office on March 31 for Court and on April 5 for City business.

Danielle worked on FOIA-related items this week with seven (7) items closed. The following actions were taken on FOIA requests:

- o Provided a document and closed a March 17th FOIA request for a list of properties that received a code violation between January 2022 through February 2022 from goforclose2021@gmail.com
- o Provided a decline, response and closed a March 21st FOIA request for a police report from Xiaochi Zhou
- o Provided documents and closed a March 23rd FOIA request for 329 and 331 Delaware Circle pertaining to violations/lienable items/open permits from Brian Frederick Funk, P.A.
- o Provided a decline, response and closed a March 26th FOIA request for City video for a vehicle incident for self from Michael McKenzie
- o Provided a decline, response and closed a March 28th FOIA request for a police report from Wai Yip Chan
- o Provided a response and closed a March 31st FOIA request for properties outside of City limits from EnviroSure, Inc.
- o Provided a document and closed an April 4th FOIA request for properties which had water disconnections in them month of March from goforclose2021@gmail.com.

Regarding minutes, staff time was spent on the March 28th Council minutes, March 14th Conservation Advisory Commission and February 18th Board of Adjustment minutes (Nichol drafting and editing). Additionally, Nichol drafted and posted the April Conservation Advisory Commission and Board of Adjustment agendas.

Nichol and Tara composed the 132-138 E. Main Street ad (Nichol submitting and proofing), City Council meeting cancellation for the Newark Post.

Nichol drafted the April Board of Adjustment ad and proofed with the Newark Post.

Nichol prepped and mailed the April Board of Adjustment packets.

Nichol and Tara attended a FOIA Seminar hosted by Max Walton in conjunction with UD IPA.

Nichol prepped and mailed the 132-138 E. Main Street mailing.

Staff posted several agendas for various boards and commissions.

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 March legal bill.

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

Tara continued to monitor a citizen 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 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 30th.

Tara attended the quarterly DMCA meeting remotely.

Tara drafted recommendations from the Diversity & Inclusion Commission .

Tara addressed whether City staff can continue to notarize documents outside of City business due to insurance concerns.

Tara addressed staff comments regarding the draft 132-138 East Main Street agreement.

Tara proofed several proclamations and created one for a State Representative.

Tara proofed the April calendar.

Tara completed and reviewed timesheets for the pay period.

Tara prepared the Election Board meeting agenda for April 14th.

Tara addressed questions from Josh Shannon, Newark Post regarding the Boards and Commissions applications process.

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.

Danielle fulfilled 20 discovery requests for upcoming Court cases. 173 discovery requests have been filled in 2022. There are 37 outstanding discovery requests still in the queue. Thirteen case files were completed for the upcoming Alderman's Court on April 14th.

Danielle and Tara did some research on the Milford Run project with the Planning Department.

Danielle, Nichol, and Violet attended the CWA union luncheon on April 5th. Danielle was elected Secretary for CWA Local 1036.

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 finalized and distributed the April 2022 calendar and daily updated the board in the lobby that

provides meeting notifications.

Violet spent time cross training with City Secretary staff.

Violet printed the DELJIS docket.

Violet submitted purchase orders for staff and Council nameplates.

Violet processed 12 new lien certificate requests that were sent to Finance for processing. 13 lien certificates were completed and sent to the requestor. 159 certificates have been processed for 2022. Violet spent time reconciling and scanning lien certificates.

Activity or Project:

Digital Records

Description:

The Digital Records Management Coordinator will start on Wednesday, April 13th.

Status:

In-Progress

Expected Completion:

Execution Status:

On Track

Activity or Project:

Council Chamber Hybrid

Description:

The hybrid feature for all meetings in Council Chamber continue. There still remains some features to be added and some tweaks to the already existing system but progress continues.

Status:

In-Progress

Expected Completion:

Execution Status:

On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

The line crews continued installing the smart photocells on the streetlights. They also switched around circuits to deenergize a recently repaired underground cable so that a contractor could put in a light base at Suburban Plaza as part of the DelDOT project. Working with an electrician they installed a license plate reader camera.

The electricians were busy with tagging delinquent customers and meter disconnects. They worked on cameras in Lot 1, Madison Dr., and Dickey Park and repaired the kiln controller at the George Wilson Center.

Engineering met with UD and their designers about installing EV charging stations at a couple of sites in their parking lots. Engineering also met with DEMEC on the PJM registration and continued compiling info for the application. Engineering worked on an ATT fiber pole attachment application and performed a fault study for the Green Mansion.

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:

We have been experiencing some connectivity issues with the equipment that sends meter information to City Hall that is used to calculate the utility bills. This is in the White Chapel and Marrows Road areas of the City. If we do not get the issue fixed quickly, there is a possibility that these areas will receive estimated utility bills this month.

Payments and Utility Billing Group has been working with our customers helping them get their account

balances up to date. If you need 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.

Do you need assistance in paying the balance on your water and sewer bill? If so, please reach out to the State's Low Income Household Assistance Program (LIHWAP). Please complete the application to this program and let our staff in Payments and Utility Billing (PUB) know that you have applied for assistance. Here is the link to the application: <https://www.dhss.delaware.gov/dhss/dph/hsp/files/LIHWAPApplication.pdf>.

Staff met with the Newark Area Welfare Committee to discuss their programs and how they can best support our City of Newark residents.

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.

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).

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:

Department:

Information Technology Department

Notable Notes:**Applications Team:**

Open Support Tickets from Previous Week - 70

Open Project Tickets from Previous Week - 17

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

Tickets Opened in the Last Week - 45

Tickets Closed in the Last Week - 40

Remaining Open Support Tickets - 75

Remaining Open Project Tickets - 17

Remaining Tickets with Vendor R&D - 17

1. Imported multiple meter marriage files for Water Division.
2. Created new mail merge letters for PUB team in Northstar application.
3. Updated signatures on all mail merge letters for PUB team in Northstar application.
4. Completed FOIA request for City Secretary's Office.
5. Updated auditor role in Munis ERP for viewing of journal entry backup documentation.
6. Ran central property update and ownership report in Munis ERP.
7. Created, tested, and promoted to production additional service orders for Northstar credit control process.
8. Created knowledgebase documents for transfer of overpayments and over-short process for Munis ERP.
9. Worked on and resolved support tickets for end users.
10. 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.
4. Accounting testing Payment Manager functionality within Munis ERP.

Infrastructure Team:

Open Support Tickets from Previous Week - 131

Open Project Tickets from Previous Week - 45

Tickets Opened in the Last Two Weeks - 184

Tickets Closed in the Last Two Weeks - 194

Remaining Open Support Tickets - 121

Remaining Open Project Tickets - 45

1. Found faulty component in GK2's POE, bypassed for testing.
2. Successfully configured and tested a new radio for Gate Keeper 2's back haul.
3. Working with the vendor on outstanding items for the Council Chamber A/V upgrade.
4. Testing dial in capabilities in MS Teams.
5. Testing ELK for logging.
6. Reviewing the firewall configuration and cleaning up aged rules.
7. Workstation patching and maintenance.
8. Server patching and vulnerability remediation.
9. Worked on and resolved support tickets for end users.
10. Actively responded to and resolved Secureworks alerts.

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 tracking:

- 2 Racks - Received
- 4 PDUs - Received
- 3 VxRails - In transit, scheduled to be delivered on 4/11

Pending shipment with expected delivery dates:

- DD6900s - May 02, 2022
- R450s - April 18, 2022
- DP4400s - June 15, 2022
- CyberVault R750s - April 25, 2022
- N2200s - December 28, 2022
- S5232s - August 10, 2022
- S5224s - September 12, 2022

S3048s – July 20, 2022
S4128s – July 20, 2022

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 Paula and Felecia about the Community Clean Up and areas that need attention to include in the clean-up scheduling; prepared interview questions for the two vacant positions that we will be interviewing for next week; met with Mark Deshon from the bicycle Engineering Committee about additional sign location for the Newark Bikeway; reviewed several subdivision landscape plans for upcoming projects; working on upcoming Capital project items for 2022 including hard surface improvements and design work for Old Paper Mill Park; working on the organization of the Free Tree Giveaway pick up for those that registered; working on the organization of the reforestation day event with Tom Z. that is scheduled for Saturday, April 23; conducted parks maintenance meeting to discuss upcoming projects and work orders.

Deputy Director: Prepared for with Felicia and held the Spring Community Clean up with 63 volunteers, sent final information for their clean up locations to those pre-registered, held meeting with Patrick regarding working the event; Sharon and Shelby picked up supplies to assist with the clean-up; continued to work with Felicia on camp field trips; interviewed two potential summer junior camp counselors; attended a Memorial Day parade planning meeting; continue to work with Steve Mesa on rental questions for the Wilson Center; continued to finalize information with instructors for summer programming for the Wilson Center to update the summer activity guide; reviewed applications for the George Wilson Center Coordinator position and Parks Superintendent position, met with Joe to determine interview list and update interview questions; continue to discuss with Jayme the possible beer garden in conjunction with the Spring Concert Series, met with NPD and decided to push the concert series back to start on May 12; continuing to work with Felicia on the Arbor Day tree planting at West Park Elementary School; worked with Kathy to add some participants off the wait list into the upcoming session of swim classes; worked with Sharon on the Fishing with First Responders event and coordinating with Eastern Marine for donated bait and with NPD for officers to come out to the event; worked with Sharon on contacting the TNP regarding possible movie night options; worked with Shelby on information to hand out for the pop up hiring event and updating the Earth Day Reforestation information on the website; 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: Continued preparing for the start of the youth soccer league, made team rosters and schedule, held referee interview, practices began 4/2; held before/after care staff orientation with

two new staff; held captains meetings via Zoom for adult softball and adult volleyball leagues which are scheduled to begin at the end of April; met with returning Rittenhouse staff member to discuss role for this summer; our free skateboarding clinic was held at Handloff Park, classes are scheduled to begin 4/13; submitted information for the summer brochure; continues working with staff to get files compliant for our license renewal at Downes

Recreation Supervisor of Community Events: Working on items for the Memorial Day Parade, prepared for and held our first in-person meeting for the planning of the Memorial Day Parade with eight (8) people in attendance; working on items for the Egg Hunt and Hunt@Home kits, separating and purchasing items needed for egg fillers, contacted local businesses about prize donations; sent reminders to gardeners that need to pick up their Community Garden keys; updated summer brochure information.

Recreation Specialist: Helped Sharon pick up items for the Egg Hunt stuffing and donations; slowly receiving service letters for the new before and after care employees for Tyler; interviewed another volunteer for camp, have two more this week and another one just signed up; updated timesheets for aftercare for Tyler; continued to help cover GWC for Stay Fit; helped Sharon finalize field trip information for the Camp REAL Director. Volunteer Hours: 63 volunteers worked a total of 189 hours for the Spring Community Clean Up; 4 missionary volunteers worked a total of 9 hours at Karpinski Park.

Parks Superintendent: Reviewed three (3) proposed planting plans and commented as needed, met with representatives of the community of Tavistock to discuss plant selections for street trees in that community, met with professor from UD and U.S. Forest representative concerning installing trees/shrubs in area at Old Paper Mill Road Park as part of both the city's reforestation effort and a joint study being conducted by UD and the Forest Service, coordinated with our weed control contractor for pre-emergence weed application at 896 leaf collection site, did Miss Utility mark outs at three (3) park areas, met with three (3) residents concerning tree related issues, assisted Recreation Supervisor with issues concerning Community Garden at Fairfield Park, researched pricing for upcoming tennis net purchase, continued coordinating for upcoming "Reforestation" event, assisted Code Enforcement with tree/Bamboo issues, started coordinating with Parks Supervisor on upcoming mulching operation at South Main Street island #2 and followed up with Delaware Department of Agriculture concerning review of possible CEU's for webinars our two Landscape Specialists and myself attended.

Parks Supervisor: Assigned field staff daily and assisted as needed, continued coordinating with recreation staff on several upcoming events, continued following up on purchases of new pick up/Ventrac unit purchase, met with Parks Superintendent on upcoming mulching operation on South Main Street island #2 and continued coordinating new park sign installation throughout park system.

Park/Horticulture staff: Continued on new park sign installations, moved storage boxes for Recreation Division, blew off play area at Hillside Park, removed letters from stone wall at Hillside Park, did tree work as assigned, did trash removal throughout park system, did interior bed maintenance at City Hall, continued mulching planting beds throughout park system, dragged/scarified all ballfields, delivered eggs to Wilson Center for stuffing by volunteers for upcoming Easter Egg Hunt event, lined out soccer field at Kells for league play, mowed Kells sport field area, did equipment maintenance on Kubota mowing unit/Ventrac unit, assisted recreation staff with Community Clean Up event, continued on work orders and picked up wood from Emerson Bridge construction and placed in storage for future use. Arborist contractor continued removal of several trees (many of them Ash) throughout park system. Volunteers assisted horticulture staff with mulching at several horticulture sites.

Activity or Project:

Earth Day Reforestation Event

Description:

Join us for Earth Day Reforestation on Saturday, April 23 to help plant native trees and shrubs to provide scenic beauty, enhance wildlife habitat, fight invasive species and improve water quality. The reforestation

areas will spread in various locations throughout our parks and open space areas. Volunteer registration is being taken for two time slots 9 a.m. -12 p.m. and 1 – 4 p.m. To register as a volunteer, please visit our website at www.newarkde.gov/play.

Status:	Not Started
Expected Completion:	04-23-2022
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

Projects

*I continued to work on the Charrette/revisions to BB and RA zoning districts projects. I reviewed and responded to applicable emails and reviewed and commented on a draft outline of the Charrette report that will be presented to Council in the May/June timeframe for Council input and direction.

*I continued to work on the Downtown Parking Strategy project. This work included collating and analyzing Council comments on the Downtown Parking Strategy in order to put together an implementation workplan to present to Council in the May/June timeframe as well as discussing parking fee options with Parking Manager Marvin Howard.

*Worked with Chief Communications Officer and Fire Protection Specialist on Alfresco night scheduled to be held on April 20, 2022.

Items of interest

*Worked on personnel management issues including revising job descriptions and personnel evaluations.

*Continued with plan review of ongoing projects.

*Spent a good part of Friday catching up on emails from taking a vacation day on Thursday, March 31, 2022.

*Additionally, Deputy Director Bensley reviewed and provided comments for the SAC letter for 1119 South College Avenue, the SAC response for 10 and 16 Benny Street and the 132-138 East Main Street Council packet memo and report which are scheduled for the April 25 Council meeting. She also spent time working with staff to prepare for the April 5 Planning Commission meeting and worked with relevant staff members to continue the review of the Planning and Development website and relevant subpages for needed updates. Deputy Director Bensley began work on a development plan intake checklist to help streamline the development review process by ensuring that applications submitted are administratively complete prior to being entered into the review queue for the departments.

Land Use

Building Permits Processed: 25

Deed Transfer Affidavits: 12

Projects

*Hilton Hotel, 1119 S College Avenue – Planner Fruehstorfer completed plan reviews for the major subdivision and created the SAC letter with department review comments, which was reviewed by Deputy Director Bensley and was sent to the applicant. This proposed major subdivision and special use permit for a hotel includes a six-story building with ground floor parking and 126 hotel suites.

*The Grove, Building I – Planner Fruehstorfer worked on the review of the subdivision amendment and special use permit request for a restaurant with a drive through in Building “I” of The Grove. Pending reviews from other departments are needed to finish the report.

*10 and 16 Benny Street – Planner Fruehstorfer reviewed the March 21, 2022 submission, drafted the final SAC letter, which was reviewed by Deputy Director Bensley, and started developing the Planning and Development Report for the major subdivision application. This plan tentatively is scheduled for the May 3, 2022 Planning Commission meeting pending the receipt of a final site plan addressing the remaining SAC comments for the project. The proposed Comprehensive Plan amendment, rezoning and major subdivision by site plan approval includes seven seven-bedroom townhouse apartment units.

*244 Kells Avenue – Planner Fruehstorfer completed a preliminary review of the proposed administrative subdivision and distributed the plans to the City operating departments for review. The proposed administrative subdivision changes the lot line to run parallel to the adjacent City-owned drainage ditch.

*532 Old Barksdale Road – Planner Fruehstorfer worked on the review of 532 Old Barksdale Road. Pending reviews from other departments are needed to generate the Subdivision Advisory Committee letter. The proposed Comprehensive Development Plan amendment, rezoning, major subdivision and special use permit includes a five-story building with ground floor parking and 54 two-bedroom units on the second through fifth floors.

Meetings Attended by Land Use, Code Enforcement, and Parking

*Planning Director Gray met with Code Enforcement Manager Stephanie Petersen to discuss Code Division issues.

*Management staff meeting on March 31.

*Planning Commission hybrid meeting training on March 31.

*Meeting with City Manager Coleman, Finance Director Del Grande, Chief Purchasing and Personnel Officer Martindale, Deputy Director Bensley, and Code Enforcement Manager Petersen regarding potential contractual building inspection help for the Code Enforcement Division on April 1.

*Land Use team meetings on April 1, 4 and 6.

*Meeting with Parking staff on April 4 to continue conversation regarding changes to the rate structure, amounts, and capabilities of the Passport platform to give a grace period. Development of 1st option regarding rate structure that addresses most needs addressed by City Council. Parking subsequently scheduled a meeting with Kaila Reed of T2 Systems to discuss changes to the rate structure, amounts, and capabilities of the T2 platform to give a grace period. The meeting is scheduled for April 7.

*Director Gray and staff prepared for and attended the April 5 Planning Commission meeting 7268 (newarkde.gov) where the second draft of the Comprehensive Development Plan V 2.0 per the 5-year review was presented and discussed. This effort is being led by Planner Mike Fortner. This second draft was well received by the Planning Commission which had some minor tweaks and revisions and voted 7-0 to recommend approval to Council. It is anticipated that the review and adoption of the Comprehensive Development Plan V 2.0 update will be on a June Council agenda.

*Communication Workers of America (CWA) meeting for union members held on April 5 attended by several CWA employees from each division.

*American Federation of State, County and Municipal Employees (AFSCME) meeting for union members held on April 6 attended by Parking maintenance staff.

*Director Gray attended and participated in her first Wellness Committee meeting as a manager representative.

- *Code Enforcement met with IT and Finance Department over the A/R reports.
- *Lead Code Enforcement Officer Tim Poole attended the East Campus Utility Project planning and permit coordination meeting.
- *Code Enforcement Manager Stephanie Petersen, Fire Inspection Specialist Todd Reese and Lead Code Enforcement Officer Tim Poole attended a meeting on the upcoming Newark Alfresco Night Event with NPD.
- *Fire Inspection Specialist Todd Reese attended the NPD roll call introduction.

Code Enforcement

Projects

- *Thorn Flats/Lehigh Flats – Waiting for handrails to be installed in order to close the façade permit.
- *Newark Charter School – Curbs have been installed at the front of the building. Most of the ceilings on the first floor are approved to be closed in. Partial sidewalk poured in rear of building and soils stockpile has been removed.
- *Newark Charter Concession Stand – Reviewed submitted plans, requested revised plans as information submitted was missing and using the wrong code.
- *Newark Senior Living – In the rear of the building, site work is progressing. The model units' final finishes are in progress.
- *321 Hillside Road/The Rail Yard – Additional site work is in progress for completion. Paving work is being performed this week. Completed inspections of fire lanes and fire hydrant painting.
- *Green Mansion – Currently pouring floors.
- *UD Drake Hall Addition – The exterior framing is complete. Duct test has been completed. Lead Code Enforcement Officer Tim Poole met with the UD McKinley/Drake Hall team on fire lane access.
- *UD McKinley Building X: Reviewed and completed comments on the lines and grades.
- *STAR Campus (Fintech) – Completed inspections for ceiling tiles and trim.
- *Newark Early Learning and UD Child Development Center: Completed fire safety inspections.
- *The Grove Phase G – Completed the first floor close in, second and third floor inspections.
- *The Grove Unit 310 (Jersey Mike's) – The duct exhaust plans have been approved.
- *Milford Run – Completed comments on the initial plan review.
- *276 East Main Street (Wang's Grocery) – Completed fire safety inspections of the entire building with other inspectors.
- *122 & 128 New London Road: Fire Inspection Specialist Todd Reese, completed the sprinkler inspections on both properties. Each location passed. Code Enforcement Officer Brian Sargeni issued Certificate of Occupancies for each location.
- *700 Ogletown Road (84 Lumber) – Fire Inspection Specialist Todd Reese reviewed submitted plans, requested revised plans as information submitted was missing fire caulking and ceiling height and using the wrong code. Code Enforcement Officer Brian Sargeni is continuing inspections on the HVAC work.
- *Evergreen Development – Conducted fire flow tests with Aetna for planned pump replacement project.
- *Phillips Mill Condos – Handled several requests from various parties and city staff on the fire sprinkler issue.
- *212 Mia Drive – Fire Inspection Specialist Todd Reese and Code Enforcement Officer Ryan Straub assisted the Delaware State Fire Marshal's Office on gathering information, ensuring the property was secure, and the sprinklers were back in service. This fire is believed to be arson.
- *Uncle John's BBQ - Completed fire safety inspection on a food truck.

Property Maintenance

- *Complaints: 29
- *Violations: 22
- *Citations: 23
- *Inspections: 44

Items of Interest

- *Inspection of Market East Complex with Fire Protection Specialist Todd Reese on 03/31/2022.

*Lori's Hands – In contact with Jayna regarding upcoming yard maintenance needs and referrals for any elderly and/or disabled residents in need of assistance.

Parking Statistics

*Residential Permits Distributed: 12
*Municipal Lot Permits Distributed: 7
*Citations Issued: 581

Projects

*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 and I.T. tickets have been submitted for the work. Staff plans on moving one computer station into the conference room where the printer and T2 test kiosks are.

*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.

*Staff began individualized American Traffic Safety Services Association (ATSSA) online trainings to get certified as traffic flaggers on a State of Delaware operated road and in construction zones. Goal is that all Parking Ambassadors can assist in regular traffic flagging duties to get patrons out of Lot #1 during times of high traffic plus construction.

Items of Interest

*Continued handling online and in-person parking appeals. Currently under three (3) business days response time on appeals unless waiting on customer response.

*Provided Finance with a new Passport Justification sheet that shows detail figures from individual days to help with reconciliation.

*Notification to staff of new Alfresco event on April 20 and Academy Street Beer Gardens on Thursdays from May 5th to June 9th.

*Preparation and payment for reserved spaces on Kent Way for April 26. Street will be reserved for event at the Biden Institute.

*Investigation into several chargebacks initiated by a cardholder who thought their card information was stolen. Found that the card was not being used and that the charges were legitimate charges. Still working with bank to have funds replaced.

*Blocked spaces for Parks and Recreation so that they could have a booth in Lot #1 to see if they can get any student help moving forward, as there have been several job postings in the past month.

*Worked with GIS Coordinator Jay Hodny on updating parking occupancy numbers from the Lots #1 and #4 countdown signs so that they display appropriately on the GIS map. May have to update API strings to ensure numbers display correctly.

*Updated on Holy Saturday, April 16 parking will be complimentary on that day in addition to Good Friday, April 15 and Easter Sunday, April 17.

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:

Recently, Newark's Animal Control Officer Donna Vickers, responded to a report of a cat that had been struck by a vehicle and crawled into a drainage pipe. Despite cold temperatures, standing water, mud, and cobwebs, ACO Vickers crawled into the pipe to rescue the cat and take it for medical treatment. Pictures of Donna crawling out of the muddy pipe have been posted on the Newark Police Department Facebook page. Over the years, NPD, has received numerous phone calls, emails, and letters, thanking ACO Vickers for going above and beyond in her service to the greater Newark area.

Patrol Division:

- On Wednesday, March 30th, 2022, at approximately 0958 hours, an officer conducted a traffic stop on a silver Hyundai Venue in the area of Elkton Road and Otts Chapel Road. During the traffic stop, marijuana and a loaded concealed handgun were located. The operator was immediately taken into custody and was charged with Possession of a Deadly Weapon Who Possesses a Controlled Substance, Carrying a Concealed Deadly Weapon, Possession of Marijuana (Civil), and Failure to Wear a Seat Belt.
- On Sunday, April 3rd, 2022, at approximately 2257 hours, Newark Police officers responded to a report of a pedestrian struck by a BB from a moving vehicle. Arriving officers contacted a female victim who reported that she was walking in the unit block of East Main Street when a vehicle drove by. The victim observed two males lean out of the vehicle and fire what were believed to be multiple BBs at her. She was struck once in the leg but did not require medical treatment. Based upon the victim's statements and area surveillance video, the vehicle was identified. Officers went to the registered address of the vehicle and contacted the male driver. A weapon was located, which was determined to be a splatter ball gun. A splatter ball gun shoots small gel water pellets. Warrants are pending.
- On Monday, April 4th, 2022, at approximately 1817 hours, officers responded to the 100 block of West Shetland Court for the report of two subjects arguing in the front yard. Upon the arrival of officers, a male was detained. It was quickly learned through investigation that an argument between adult cousins escalated to the point where one cousin slashed the leg of the victim with a box cutter style knife. The detained male was positively identified as the suspect, arrested and transported to the Newark Police Department. The suspect was charged with felony Assault 2nd and Possession of Deadly Weapon During the Commission of a Felony. He was arraigned through Justice of the Peace Court #2 and turned over to the Howard R. Young Correctional Facility in lieu of \$35,000 secured bond.

Administration Division:

- On Friday, April 1st, 2022, NPD appeared before the Commission on Accreditation for Law Enforcement Agencies to answer questions related to our 9th re-accreditation process. Deputy Chief Feeney, Deputy Chief Farrall, Cpl. Walker, and Mr. Cannon represented NPD at the hearing. Ultimately, NPD was

awarded its 9th consecutive law enforcement accreditation and 1st Communications Center accreditation.

- On Saturday, April 9th, NPD will host a police officer entrance exam. Anyone interested in future testing can apply at: <https://cityofnewarkdeemployees.munisselfservice.com//EmploymentOpportunities/JobDetail.aspx?req=2022&sreq=19&form=POL&desc=POLICE%20OFFICER>.

Special Enforcement Division:

- During the week, the Special Operations Unit will work on planning several upcoming community engagement events including an event at Captain Blue Hen Comics and several senior crime prevention programs involving the Newark Senior Center, the Newark Housing Authority, Newark Manor Nursing Home, and Paramount Senior Living. Beginning this week and for the remainder of the spring, the Unit will be participating in the Girls on the Run program at Downes Elementary School where they will engage with students and staff and will be running with the students during the program on Tuesdays and Thursdays. On Wednesday, the Unit will participate in a reading program with students at West Park Elementary School. On Friday, the Unit will conduct Fishing with First Responders at Curtis Mill Park and on Saturday they will be assisting Parks and Recreation with an Easter Egg Hunt at White Clay Creek State Park and with a second Easter Egg Hunt in coordination with Alder Creek Management at the Alder Creek community. Also, on Saturday, the Special Operations Unit will assist with an NPD police applicant testing event. Throughout the week, the Unit will also conduct proactive patrols in the business district and student rental areas and will conduct alcohol compliance checks at liquor stores and bars within the community.
- On Monday, the Traffic Unit assisted with traffic flow at a food distribution event at the St. Thomas More Oratory on Lovett Avenue. On Tuesday, traffic officers met with the University of Delaware to discuss upcoming graduation events on May 28th. Throughout the week, the Traffic Unit will conduct traffic enforcement activities at various locations throughout the community.

Criminal Investigations Division:

- April is Sexual Assault Awareness Month. The national SAAM theme this year is “Building Safe Online Spaces Together”. We know that issues of cyber bullying, online harassment, sexual abuse, and exploitation have grown exponentially in recent years as more people have access to the digital world, and we have experienced two years of isolation due to the pandemic. The National Sexual Violence Resource Center urges us to “practice digital consent, intervene when we see harmful content and behaviors, and promote online communities that value safety and respect”. More information about preventing online harassment can be found on NSVRC's website at <https://www.nsvrc.org/>.
- Locally, Governor Carney is recognizing April as Sexual Assault Awareness Month by signing a proclamation on Tuesday, April 5th. The SAAM Day of Action is also on April 5th. Teal is the color of sexual assault prevention and a way to raise awareness and show support for survivors of sexual harassment and abuse.
- For local resources, please visit: <https://www.ywcade.org/what-we-do/sarc/>. The YWCA Sexual Assault Response Center (SARC) runs the 24/7 hotline in this area: (800) 773-8570. RAINN runs the national hotline and chat feature and has beneficial information on their site: <https://www.rainn.org/>.

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:

DelDOT Updates:

As part of the Delaware Avenue construction, **Tyre Avenue from Delaware Circle to Main Street will be closed beginning at 6 p.m. on Friday April 8 through the weekend, opening at 5 a.m. on Monday, April 11**. Detours will be in place and local service will be permitted.

On or about April 14, the contractor intends to switch to Phase 2 of Delaware Avenue. This will be similar to the current setup, only switched to the south side of the road. Detours and lane closures will be signed or flagged.

Cleveland Avenue work continues with water adjustments nearly complete. Delmarva will follow with their adjustments to service lines crossing the road. DelDOT will then follow with storm sewer installation. We expect the final paving to take place in early fall.

April 7, 2022 Rainfall: We experienced an intense rain storm in the morning hours of 4/7. We saw about 1.5" in less than an hour and continued throughout the day for a 24 hour total of around 2.5". Crews worked to clear any blockages and any major concerns were addressed quickly to keep the roads clear. Intense storms can cause surface flooding and overwhelm the drainage systems, but most recede just as fast. Intense storms like these also help us identify maintenance and rehabilitation targets within the system.

Director Filasky spoke with the student section of the American Water Resources Association (AWRA) about Newark's drinking water system. These students have an interest in water quality and treatment methods and Newark's system is a good example of multiple sources and variety of treatment options.

Sanitary sewer lining project is complete. Post installation inspection and restoration are nearly complete. Staff is working on the inspections and evaluations for the next round of rehabilitation. The areas are determined through a combination of internal and contracted inspections.

Activity or Project:

Laird Tract Well Production Project

Description:

Work has started on the evaluation of the wells within the Laird Tract Well Field restoration. Our contractor, AC Schultes, has visited all of the wells and installed temporary pumps in order to verify pumping rates and water quality. Initial pumping so far has indicated the wells remain viable for long-term production. Work will continue over the next few weeks before we can make a decision on the overall viability of the wells.

Status:	In-Progress
Expected Completion:	06-30-2022
Execution Status:	On Track

Activity or Project:

Water Main Replacement - Citywide

Description:

The recently approved water main replacement project will be getting underway within the next few weeks. Staff will be holding a pre-construction meeting with the contractor to set the schedule for the project. One of the first streets to be addressed is East Park Place. This will likely require a shutdown and detour of the road; therefore, we expect to be able to schedule that area after the students leave in June. A tentative schedule will be sent out after the pre-construction meeting.

Status:

Started

Expected Completion:

12-31-2022

Execution Status:

On Track

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

Digital Records Project New Documents Created – March 31 – April 6

Name	# of Documents	# of Pages	Types
Sandy	115	5128	City Manager Administrative Files, PUBS Daily Cash Receipts, PUBS Postal Records, Administrative Files Corrections
Fred	68	351	Tickets
Ana (PT)	93	528	Modified admin(added parcel numbers, divided a 209 page doc into 35 separate docs), removed 39 duplicate pages. Re-ordered 269 pages of Board of Adjustment docs; removed 59 duplicate pages. Scanned court complaints and summons
Violet (PT)	11	17	Current Legislative Department documents
Total	287	6,024	

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 03/27/22-04/02/22

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	7	1	1	0	0
Unlaw. Sexual Contact	1	2	0	0	1	0
Robbery	4	4	0	2	6	0
- 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	2	3	0	0	4	0
Assault/Aggravated	1	3	0	3	10	1
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	182	237	13	30	39	4
Theft/Auto	23	16	0	2	3	1
Arson	0	0	0	0	0	0
All Other	2	6	0	10	16	1
TOTAL PART I	222	290	14	50	81	7
<u>PART II OFFENSES</u>						
Other Assaults	54	93	4	12	34	1
Rec. Stolen Property	0	0	0	4	0	0
Criminal Mischief	50	49	2	6	19	3
Weapons	1	5	2	1	30	4
Other Sex Offenses	0	4	0	0	0	0
Alcohol	19	49	0	11	77	0
Drugs	34	41	5	24	39	8
Noise/Disorderly Premise	171	119	7	72	26	0
Ordinance Violation	80	0	0	6	0	0
Disorderly Conduct	97	84	3	28	25	0
Trespass	79	82	6	24	19	3
All Other	92	164	8	51	46	3
TOTAL PART II	677	690	37	239	315	22
<u>MISCELLANEOUS:</u>						
Alarm	107	184	11	0	0	0
Animal Control	101	88	8	2	0	0
Recovered Property	38	32	2	0	0	0
Service	8592	7873	663	0	0	0
Suspicious Per/Veh	120	91	9	0	0	0
TOTAL MISC.	8958	8268	693	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	834	10,910	873	10,324



**Newark Police Department
Weekly Traffic Report**



03/27/22-04/02/22

TRAFFIC SUMMONSES	2021 YTD	2022 YTD	THIS WEEK 2021	THIS WEEK 2022
Moving/Non-Moving	3027	3320	188	288
DUI	39	39	0	3
TOTAL	3066	3359	188	291

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	0	1	0	0
Personal Injury	35	47	3	1
Property Damage (Reportable)	228	231	21	10
*Hit & Run	51	45	3	1
*Private Property	52	42	6	0
TOTAL	263	279	24	11

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.