

Mayor and Council,

Below is the weekly report for the week ending today, September 1, 2023. Please don't hesitate to contact me with any questions.

Items for Newsletters:

1. **Free Water for a Year initiative:** Newark Water customers are encouraged to complete the online survey at this link: <https://newarkde.gov/lead> to enter a sweepstakes for free water for a year, up to \$1000 value! The data collected will help complete a required inventory of service lines and reduce operating costs for the water utility. Please share with your newsletters and mailing lists.
2. **Academy Street Beer Garden:** The first Aetna HHL fundraiser beer garden is scheduled for September 7th on Academy Street with Hamilton's on Main as the restaurant partner.
3. **Window Unit Air Conditioner \$150 Super Rebate:** The City of Newark's Conservation Advisory Committee has partnered with the City's existing electric efficiency rebate vendor, Efficiency Smart, to offer a limited time, \$150 "Super Rebate" for qualifying window unit air conditioners. Qualifying purchasers who submit for the rebate will receive a check for \$50 from Efficiency Smart and a \$100 electric bill credit from the City. More information can be found on the attached flyer.
4. **Community Day:** Newark Community Day will be held at the University of Delaware Green on Sunday, September 17 from 11a.m – 4p.m. The Green provides a perfect outdoor venue for local musicians and demonstration groups. Community information, Fine Art and Homemade Craft vendors and a food court area highlight the event. A children's play area along with scare crow making is always a popular area for the family to enjoy. For more information about the event or to register as a vendor, please visit WWW.NEWARKDE.GOV/PLAY
5. **Fall Newark Tree and Plant Giveaway:** The Fall Edition of the Newark Tree and Plant Giveaway will be held on Saturday, September 23 from 8:00 a.m. – 12:00 p.m. at the City Municipal Building. Pre-registration is required. This event is for Newark residents only. Residents who received a tree or shrub during the spring event will not be eligible to receive a planting. Registration to receive a plant will begin on Tuesday, September 5. Registrants can register for a maximum of one plant per household on the first come first served basis, limited quantities are available. The attached flyer has all of the information about the event, plant species, etc. Please remember that the registration link will not be available until Tuesday, September 5. If you have questions about signing up or are having problems registering, please have them call the Parks and Recreation Office at 302-366-7000.
6. **City newsletter:** To sign up for the City's email newsletter, [click here](#).

Facilities and Purchasing

1. The parking lot repaving project is tentatively scheduled to start Monday, September 11. A Standard Operating Procedure will be shared with staff and Council prior to the start of work. The project will last for 2-3 months in total and will be split into three phases.
2. The Purchasing Division held presentations for three vendors who responded to RFP 23-03: Video Management System Replacement. Another three presentations are scheduled for Monday, September 18. Following all presentations, staff will bring a recommendation to Council for approval.
3. With Parks and Recreation, CPPO Jeff Martindale met with BikeNewark and DelDOT to discuss a grant DelDOT is passing to Newark (\$5,000) to assist BikeNewark with an information kiosk project. Newark will complete purchasing and installation; BikeNewark will receive the material and maintain it once installed.
4. Asbestos, lead paint, and chemical testing was conducted at the George Wilson Center and Historic Train Station, which is the first step in the restoration projects at both locations.

Police

1. On August 31st, Mayor Markham, City Manager Coleman, Chief Farrall and other members of Newark Police Department attended the Delaware State Police Training Academy graduation ceremony for police officers Anthony Cacciavillani, Kevin Conner and Avery Cook. NPD's three newest police officers will now begin an intensive 12-week field training program.

Parks and Recreation

1. Parks Staff prepared the Dickey Park Community Garden Ribbon Cutting event that was held last Friday.
2. Parks Staff have begun closing the Dickey and GWC pools for the season as well as loading up camp supplies from Rittenhouse Camp.
3. Tree work continues throughout the Christina Valley Stream and Rittenhouse Park trails.
4. Staff training was completed this week for the Before and After School Care Staff in preparation for the program beginning at West Park and Downes Elementary Schools on Tuesday.

Planning and Development (two weeks)

1. Land Use Division
 - a. The [Subdivision Advisory Committee comment letter](#) and a follow up [supplemental comment letter](#) were sent to the applicant for the 313 East Main Street (Newark Housing Authority) project on August 25 and August 31 respectively.

- b. The [Subdivision Advisory Committee comment letter](#) was sent to the applicant for the 25 North Chapel Street project on August 25.
- c. An application for a [rezoning, minor subdivision, and special use permits for an automobile refueling station and work in the floodplain](#) was submitted for 1110 South College Avenue to construct a convenience store, gas station and car wash on August 23.
- d. An application for a [major subdivision](#) was submitted for 141 East Main Street to construct a five story mixed use building with retail and parking on the first floor and 39 3-bedroom apartments on the second through fifth floors on August 29.
- e. The [agenda and packet for the September 5 Planning Commission](#) were completed and posted. The agenda includes a kickoff discussion for the 2024 Newark Bicycle Plan update and consideration of amendments to Chapter 27 to formalize addressing standards for buildings in Newark.
- f. The deadline to file for the 2024 Community Development Block Grant and Revenue Sharing awards was August 23. Applications are being processed and the Community Development/Revenue Sharing Advisory Committee is scheduled to meet to begin reviewing applications on September 25.

2. Code Enforcement

- a. Staff received the initial permit application for the reconstruction work at building 3000 at Fountainview on August 24, which is currently under review.
- b. The first charges were filed and a court summons was issued for the nuisance property ordinance against the owners of 17 Hillside Road, which has accrued 14 points. Five other properties have met the 8-point threshold and staff will be proceeding with charges against those properties. 15 other properties have between 5 and 7 points and have been issued warning letters. Two of those properties have filed Nuisance Abatement Plans, the first of which is 87 Kells Avenue, which is scheduled for Council consideration on September 11. As noted in the original staff presentation, an update will be provided for Council the evening of the hearing as to whether any additional points have been accrued since the NAP was filed.
- c. The demolition permit for 134 East Main Street was approved and demolition has begun.
- d. An offer was extended and accepted for the new Fire Protection Specialist position with a tentative start date of September 18 pending a background check.

3. Parking

- a. Four part-time parking ambassadors left their employment with the City of Newark this week out of 15 total. This position has a rolling open job posting, so applicants were able to be chosen quickly from the pool to be scheduled for interviews the week of September 4. Staff are hopeful that these will not be long-term vacancies and that the Division will be fully staffed again shortly.
- b. Parking permit season is in full swing with 100 residential permits and 35 guest permits issued for the Residential Parking Permit Program in the last two weeks.
- c. Staff will be working with the Parking Advisory Committee members on another attempt to schedule a kickoff meeting and will be targeting October dates in hopes of getting a meeting on the books before conflicts related to the holidays begin.

Finance

1. The accounting staff have been working with the department's individual budget hearing presentations. On 9/11 Public Works, the Alderman Court, and the City Secretary will present their recommendations to Council. Links to the presentations can be found on Budget Central: www.newarkde.gov/budget. These three presentations will not be posted on Budget Central until 9/5 due to the Holiday.
2. Staff have been working on the June Monthly Report. Utility volume sales continue to fall below budget expectations due to the overall mild temperatures this year. Water and Sewer customer charges are helping the City meet its revenue requirements in their respective funds.
3. Staff are reviewing the current budget requests/projections for 2024, and making recommendations/adjustments in preparation for the September 25 Financial Workshop with Council.

Communications

1. Distributed a press release announcing the Parks & Places award to 4,923 registered recipients. The release has a 41% open rate (about average).
2. The city newsletter, which had previously been mailed with utility bills, will now be sent via Constant Contact so we can begin tracking the open rate, link clicks, unsubscribes, and other data. It is scheduled for distribution on 9/1 to approximately 5,000 people. To sign up for the newsletter, [click here](#).
3. Working with UD and Parks & Rec to organize the annual Patriot Day event. This year, it will occur on the Central Green at 8am. Speaking points have been written and sent to Mayor Markham.
4. Continuing to work with Hamilton's on Main to plan for the next eight-week beer garden fundraiser series. Additionally, coordinating with UD and other city departments on staffing and operational needs.
 - a. Arranged for Tim Furlong of NBC10 to attend the 9/7 event and interview Councilwoman Ford, AHHL President Dan Seador, and the owners of Hamilton's. The goal is to bring people to the area as well as ask for donations.
5. To inform residents of the Labor Day refuse changes, the division sent notices via AskNewarkDE, InformMe, and social media (Twitter, Instagram, Facebook, NextDoor).
6. Following an event with the federal delegation, Mayor Markham requested individual meetings with Senator Chris Coons and Chris Coes of Secretary Buttigieg's office. Invitations have been sent to their offices and we are looking for convenient dates.
7. Arranged for Congresswoman Lisa Blunt-Rochester to visit Newark and speak with Mayor Markham regarding ongoing projects.

8. Began creating a FAQ sheet for the “free water for a year” giveaway associated with our search for lead water lines. This will help residents understand the purpose of the survey and alleviate fears of government overreach.
9. Worked with RAD Fertility to “Turn the Town Teal” for the month of September. This month is Ovarian Cancer Awareness Month and the teal ribbons on Main Street will help bring awareness of the signs and symptoms. Local businesses were provided literature to hand out to their customers.

Electric

1. We've installed new Snowflex mounting brackets (to allow for the installation of new holiday snowflakes) on South Main Street from Delaware Ave to West Park Place. We've also ordered the electrical materials, but they have a two-week lead time. Once we receive these materials, we can finish the installation work.
2. Unfortunately, there was an issue with a contractor doing demo work for the 134 East Main Street project. They tore down the secondary aerial wires behind Chipotle in City parking lot 4 on Monday which we now must repair at their expense.
3. Due to development project activity, we had to pause the Spacer Cable replacement project work. However, we've caught up with all the development work and are now focusing on the Spacer Cable replacement project. We're working on scheduling an outage to the 700 Barksdale, 750 Barksdale, and 800 Barksdale buildings. This outage is necessary to spread the existing spacer cable.
4. Engineering met with representatives from Lang development to review the demo work and electric disconnects proposed for the 532 Old Barksdale Road project.
5. The Engineering team has completed the design and cost estimate and ordered the required major materials, which have longer lead times, such as transformers and meters, for several new development projects, including 1501 Casho Mill Road, 132-138 East Main St (Danneman), and Milford Run.
6. Lastly, engineering staff met with S&L to discuss the updated pole line design for the new substation project. UD and 1743 Holding have approved the proposed easement drawings for this pole line. City solicitor Paul Bilodeau is working with UD and the 1743 Holding team to prepare all the necessary easement documents.



GET \$150 BACK ON THE PURCHASE OF A WINDOW AIR CONDITIONER!*

Buy an Energy Star certified window air conditioner and get:

- A \$100 utility bill credit through the City of Newark's new "Super Rebate" program
- A \$50 rebate from Efficiency Smart



Replacing an older window air conditioner with a new, Energy Star certified model will also save you money on your electric bill!

How it Works:

1. Purchase an Energy Star certified window air conditioner
2. Visit www.energysmart.org/newark-delaware, select Home Energy Rebates, and submit the required rebate information
3. Efficiency Smart will coordinate with the City of Newark
4. Efficiency Smart will mail you a check for \$50 and the City of Newark will apply a \$100 credit directly to your utility bill!



Conservation
Advisory
Commission



Would you like to earn even more cash? You can get paid to recycle your old window air conditioning unit through Efficiency Smart's Appliance Recycling Rewards program. Visit efficiencysmart.org/newark-delaware and select Appliance Recycling Rewards to learn more.

Questions? Contact Efficiency Smart at 877-889-377.

* Only electric customers of the City of Newark are eligible. Limit of two \$100 utility bill credits per household through Newark Super Rebate program. Combined rebates cannot exceed the purchase price of the air conditioning unit.



City of Newark Parks & Recreation

Fall Tree & Plant Giveaway

Saturday, Sep. 23, 2023 • 8 a.m. - 12 p.m.

Registration
Opens Sep. 5th.

Pre-Registration
is Required.

Limited Quantities.

Fall Plant Offerings

Eastern Red Cedar (15)
Oregon Grape (10)
Southern Magnolia (10)
Eastern White Pine (10)
White Spruce (10)
North Pole Arborvitae (15)
Alleghany Viburnum (10)
Great Rhododendron (10)
Northern Bayberry (10)

The Newark 2023 Fall Tree & Shrub Giveaway will be held on Saturday, September 23 from 8 a.m. - 12 p.m. at the City of Newark Municipal Building, 220 South Main Street.

- This event is only for Newark residents. **Residents who received a tree or shrub from the Spring event will not be eligible.**
- Residents can register for a maximum of one plant per household.
- Registration is complete once you receive an email receipt.
- Registrants will be assigned a specific time to pick up their plant during the hours of the event at a later date.

The plant giveaway online registration is **first come, first serve**. This event will be hosted rain or shine. All plants must be picked up at the designated time on September 23rd.

The goal of the tree and plant giveaway is to promote a healthier environment, wildlife habitat, and improve the appearance of the built environment.

**SPONSORED BY THE CONSERVATION
ADVISORY COMMITTEE**

For more information and to register visit www.newarkde.gov/play.

For questions on how to register, call [302-366-7000](tel:302-366-7000).