

Below is the weekly report for the two weeks ending today, June 21, 2024.

#### Items for Newsletters:

1. **Summer Parking Rates:** Reduced parking went into effect on June 16 and will remain until August 15. During this time, on-street parking will be \$1.25/hour and off-street parking will be \$1.00/hour.
2. **DeIDOT Road Patching – Christina Parkway:** DeIDOT will be completing extensive patching along Christina Parkway from South College Avenue to Elkton Road starting June 24 and lasting at least 2 months, but potentially longer depending on the amount of concrete base repair needed. This patching will be a temporary fix to address a section of road that we receive numerous calls about during the winter months for deterioration and potholes. This section of road is currently in the design phase of a slated full reconstruction in the next few years and some of these temporary repairs will be completed with the larger project in mind, extending the timeline further than a typical patch contract.
3. **Delaware Avenue Right Lane Reconstruction and Delmarva Power Gas Main Replacement**  
**\*New Date Monday June 24\*:** The Delaware Avenue Right Lane Reconstruction project is scheduled to begin **Monday, June 24<sup>th</sup>** and involves the full reconstruction of the right lane of Delaware Avenue. There are two segments of Delaware Ave scheduled to be reconstructed due to premature failure of the subbase and flexible pavement section. The first segment scheduled for reconstruction is between South Main Street and South College Avenue. The second segment extends from Academy Street to South Chapel Street. DeIDOT's contractor will begin the first segment while Delmarva Power completes gas improvements in the second segment. Once Delmarva improvements are complete, DeIDOT's contractor will follow behind them to complete final road restoration between Academy Street and South Chapel Street.
4. **City newsletter:** To sign up for the City's email newsletter, [click here](#).

#### Public Works and Water Resources

1. **Water Main Replacement – Hanover Place, Tyre Avenue, and Dallam Road:** Our contractor, Mumford and Miller, continues work on Hanover Place with the final tie in and restorations expected within the next week. Any service disruptions and advisories will be communicated directly with the affected residents. Work had also begun along Tyre Avenue to take advantage of the reduced traffic while students are gone for the summer. Lane closures will be necessary, and detours will be signed accordingly. They will move to Dallam Road after completing Hanover Place. Residents have been notified of the work and will be notified of any service disruptions as the project moves forward.
2. **Sanitary Sewer Rehabilitation – Main Street:** Insituform will continue to clean and inspect the sewer along Main Street (East of Chapel) and McKees Lane. The Main Street work is being completed at night to limit the impact on businesses and traffic. The lining of the pipes will take

place as a separate mobilization within the next 2 weeks. All residents and businesses have been notified of service disruptions.

3. **Water Tank Painting – Arbour Park and Louviers Tanks:** The City's contractor, World Wide Industries has completed the painting of this tank and we expect the tank to be back online and operational by the end of next week. Following the completion of Arbour Park, they will move to the Louviers Water Tank for internal repairs and modifications at that location with a tentative date of July 1.
4. **Free Water for a Year initiative:** There is 1 more chance to win \$1000 worth of free water for anyone who completes a survey before the end of June 2024. 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 we collect will help complete a required inventory of service lines and reduce operating costs for the water utility.
5. **Christianstead Bridge Repairs:** A contractor working on replacing the deck boards at the bridge over the Christina River arrived at the jobsite 2 weeks ago after the rainfall to find a large tree had damaged the bridge and the sewer line under the bridge. Our engineering consultant performed a complete inspection and provided recommendations for repair. The repairs are generally minor and will be completed by the same contractor that was repairing the deck boards. This issue highlights the need to remove cut trees from the floodplain and continue to perform routine inspections and maintenance on our pedestrian bridges.

## Planning and Development

1. **Land Use:**
  - a. The Board of Adjustment met on June 20 and took the following actions:
    - i. Tabled until September the appeal of the First Presbyterian Church at 292 West Main Street for a proposed Ground Sign for a variance of 5 inches in height and 32.75 square feet in maximum area.
  - b. Staff received the following development plan submission:
    - i. Special use permit for an indoor pickleball facility at [301 Grove Lane](#) on June 6.
    - ii. Administrative subdivision for [174 East Main Street](#) on June 20 to consolidate adjust lot lines to match existing markers (second submission).
    - iii. Minor subdivision and special use permit for [1050 South College Avenue](#) on June 20 to construct a 5,915 square foot Wawa convenience store (first submission).
  - c. Staff issued the following Subdivision Advisory Committee comment letters:
    - i. Administrative subdivision for [125 and 127 Sandy Drive](#) on June 14.
    - ii. Major subdivision for [141 East Main Street](#) on June 18.
  - d. Staff completed and submitted packet materials for the following projects for Council consideration. The following plans have been scheduled:
    - i. [643 Creek View Road](#) minor subdivision by site plan approval – June 24
    - ii. [750 Library Avenue](#) rezoning and special use permit – July 8
    - iii. [50 and 54 Corbit Street](#) Comprehensive Plan amendment, rezoning and minor subdivision by site plan approval – July 8
    - iv. [30 South Chapel Street](#) Comprehensive Plan amendment, rezoning and major subdivision – July 22

- e. The vacant Community Planner I position closed on June 14. 12 candidates applied and 5 were selected for interviews. 2 of those candidates had already accepted other positions. The 3 remaining candidates are scheduled for interviews on June 27. It is the goal to get a new employee hired prior to the beginning this year's Community Development/Revenue Sharing grant cycle.

**2. Code Enforcement:**

- a. Code Enforcement Officers and the Fire Protection Specialist have closed out 1,008 of the approximately 5,000 legacy permits in Munis in advance of the launch of our new software. This is in addition to the current 772 permits filed as of June 20 in 2024 and while being short a Code Enforcement Officer since April.
- b. Work continues on the Tyler Enterprise Permitting and Licensing configuration process. Staff submitted all requests for custom forms this week, which have a 12-to-20-week lead time for completion. Once the Tyler Forms division evaluates the requests and provides the timeline for completion, the final implementation schedule including the public roll out will be finalized. The project is on track to be launched by the end of 2024.
- c. Three properties will be issued nuisance property warning letters this week.
- d. The vacant Code Enforcement Officer position was [posted](#) on May 31 and is open for applications until June 28.

**3. Parking:**

- a. Reduced parking rates went into effect on June 16 and will remain until August 15. During this time, on-street parking will be \$1.25/hour and off-street parking will be \$1.00/hour.
- b. The crane for the project located at 132-136 East Main Street has been delivered and will remain through construction. The property owner will be responsible for paying for Lot #4 and on-street parking spaces that are obstructed during the construction period.
- c. The countdown sign for Lot #4 on Main Street was hit by a vehicle and damaged beyond repair. NPD was able to find the vehicle responsible and the cost of replacement will be billed to their insurance company.
- d. Parking vacancies currently in process include the following:
  - i. The second Parking Coordinator position that was approved in the FY2024 budget with an August 1 start date was [posted](#) on May 24 and will remain open for applications until June 21. There is an agenda item on the [June 24 Council meeting](#) with an update on the progress made with the first Parking Coordinator hired as requested by Council.
  - ii. One vacancy for part-time Parking Ambassador is still open, so 9 applicants have been submitted to HR to schedule interviews for July 11. The [posting](#) is open until filled.

**Purchasing/Facilities Maintenance**

- 1. **VFW Parking Lot:** The VFW lot is paved and striped. Minor work will continue over the next week or so, but the project is nearing completion.
- 2. **Municipal Center Cornice Repairs:** Staff will complete a final walkthrough with Seiberlich Trane and HK Griffith on Friday, 6/21 before final acceptance and payment.

3. **Vehicle purchases on state contract:** CPPO Jeff Martindale has been in touch with Delaware OMB regarding their contract extension for various vehicles with dealers. OMB aims to extend the contract as opposed to rebidding. Unfortunately, the substantial discounts government agencies have seen through this contract in the past are all but gone in the post-COVID world. Some dealers only offer 1% or \$1 off MSRP for vehicles.

## **Parks and Recreation**

1. **Community Pools:** George Wilson and Dickey pools opened on 6/15. Evening swim scheduled for 6/22 at the George Wilson Center pool from 5 – 7 p.m.
2. **Adopt a Park:** 4 volunteers with the Newark Morning Rotary spend a total of 4 hours cleaning the Newark Reservoir on Saturday, 6/15
3. **Arborist:** We received 8 requests for tree inspections from residents this week.
4. **Recreation Programming:** staff continue to stay busy with camp preparations – Camp GWC and Rittenhouse Rocks began 6/10. Rittenhouse session I and Camp REAL began 6/17. Rittenhouse and Camp GWC are at full capacity. We continue to conduct volunteer interviews and secure volunteers to work summer camps. Staff continue to work on getting summer staff background checks, contract agreements, field trip purchase orders and other items submitted. Working continues on program planning for the fall.
5. **Parks Maintenance:** Received little free library from TNP to install at Lumbrook Park. Crews are watering the islands and horticulture sites. Our two large mowers are still out of order and at the shop for repairs. We have completed 9 mowing cycles and 7 trim cycles to date since starting in April.