

Below is the weekly report for the week ending today, September 13, 2024.

Items for Newsletters:

1. **Boil Water Advisories and Notice:** With the amount of water work going on around the city, we are issuing more boil water advisories than usual. You will receive notice anytime there will be a boil water advisory and when it has been lifted. Notice is typically hand delivered or posted on your front door. Only those that receive notice are subject to the advisory. Residents can always call Public Works if there is any confusion while work is done near your home.
2. **Lead Service Line Identification Survey (Ongoing):** Our final \$1000 winner has been selected. While the free water initiative is complete, we still welcome any surveys to update our database. Newark Water customers are encouraged to complete the online survey at this link: <https://newarkde.gov/lead>. The data we collect will help complete a required inventory of service lines and reduce operating costs for the water utility.
3. **City newsletter:** To sign up for the City's email newsletter, [click here](#).

Administration

1. **Benefits Committee:** The City's benefits committee submitted potential health plan design changes as part of an effort to reduce benefit costs to their respective bargaining units this week. Unfortunately, the proposal resulted in a 3-3 tie, so we will hold a vote of all employees, as required by the committee's rules. The vote will be held this coming week.
2. **State PILOT Study Group:** Mayor Clifton and City Manager Coleman participated in the first meeting of the State's PILOT Funding Study Group that was established by SCR 167. Mr. Coleman gave an overview of Newark's justification for inclusion in future PILOT funding formulas. A copy of the presentation is attached.
3. **Prescription Opioid Settlement Distribution Commission Local Governments Committee:** Mayor Clifton and City Manager Coleman participated in a meeting of the Local Governments Committee of the Prescription Opioid Settlement Distribution Commission this week. Unfortunately, there were not enough members present to meet quorum requirements so the meeting will be rescheduled.

Purchasing/Facilities/Records:

1. **CFI Grant Update:** Last week, staff was informed that we did NOT receive Round 1b funding for the Charging and Fueling Infrastructure (CFI) grant from the Federal Highway Administration. With help from UD's Institute for Public Administration's Grant Assistance Program, Distribution Engineer Lucas Beidler and CPPO Jeff Martindale scrambled to submit for Round 2 funding, which closed 9/11. This grant application was submitted at 9:00 p.m. Wednesday for a total funding request of \$753,543.47.

2. **Weather Hoods on PD AHU:** Seiberlich Trane will be completing installation of weather hoods over air handler units (AHUs) on the PD roof 9/12. This is the penultimate piece of the Municipal Center building envelope improvement project, which has already included roof repairs/replacements and the overlay of metal siding on the cornice. This will weather-proof connections between the AHUs and building, which will keep water out of the Chief's Office and Chief's Office hallway. The final piece to complete is masonry repairs to brick siding around the building (not structural) to keep water out of the building completely.
3. **PD Sallyport Structural Repair Update:** Public Works delivered a 30-yard dumpster to the Municipal Center this week, which Facilities and PD staff are using to dispose of unneeded/outdated material in the undedicated space of the Police Department. This area needs to be cleared out completely prior to work commencing in early 2025.
4. **Records Procedural Changes:** CPPO Jeff Martindale continues to work with departments to find efficiencies in the records scanning process. Plans were put in place this week to expedite scanning of Court and Public Works records.

Public Works and Water Resources

1. **Sewer Lining - McKees Lane at the Creek:** Insituform and their subcontractor have bypass in place and are making manhole and pipe repairs on the sewer main running under the creek. This work should be complete within 2 weeks.
2. **South Well Field Water Treatment Plant Tour;** We will be hosting the Delaware Chapter of the American Water Resources Association at our SWF WTP on Tuesday September 17. This group focuses on clean water and protecting our resources. Staff has been involved with this organization for nearly 2 decades and frequently attend and speak at their events.
3. **Water Main Replacement – Dallam Road, Lark Drive, Briar Lane:** Our contractor has moved back to Dallam Road to complete water service replacement and tie customers into the new main and the second crew has mobilized to Lark Drive and is making progress on the new water main install. Work has also begun on Briar Lane work from Dallam Road to Bent Lane. Notices have been issued to all customers that will be impacted by the planned improvements.
4. **Sanitary Sewer Cleaning and Inspection (Cool Run Interceptor):** Work is progressing well on the cleaning of our main sewer line beginning around the Newark Charter School and ending near 896 at the STAR Campus. Access agreements have been granted for this work, which involves large equipment to remove debris and camera equipment to inspect the clean pipe. Any defects identified will be added to a future repair contract.
5. **Street Improvement Program – Bent Lane, Chickory Way, Country Club Drive, and Cherry Hill Manor:** The concrete crew will be finishing up curb work on Chickory Way and

Bent Lane within the next week. They will then mobilize to Nathan Hale Court, Patrick Henry Court, (notice attached) and County Club Drive to begin curb work. Our contractor's paving crew will be unavailable until the end of October due to contractual obligations on DelDOT projects. Scotch Pine Road will be the first location to be milled once the crew mobilize back to Newark. Locations that have curbs replaced will be temporarily patched until the paving crew mobilizes back to the City for mill and overlay operations.

Planning and Development

1. Land Use

- a. Staff spent time preparing items for the September 23 Council meeting, including the following:
 - i. Major subdivision to construct a five-story mixed use building with retail and parking on the first floor fronting Haines Street and two- and three-bedroom apartments on the second through fifth floors at 141 East Main Street
 - ii. First reading for the Comprehensive Development Plan amendment and rezoning ordinances for the minor subdivision by site plan approval to construct three six-bedroom townhouse style apartments at 55 Benny Street. The second reading and public hearing is scheduled for October 14.
 - iii. Special use permit for a restaurant serving alcohol for the new Ugly Dumpling restaurant at 140 East Main Street
 - iv. Special use permit for a restaurant serving alcohol for the new Del Pez restaurant at 501 Grove Lane
 - v. Three Nuisance Abatement Plan cover memos for 396, 414, and 416 South College Avenue
- b. Staff worked to compile the review materials for the upcoming Community Development Block Grant and Revenue Sharing Grant cycles. The meetings for the Community Development/Revenue Sharing Advisory Committee to review the applications in advance of their award recommendations to Council have been scheduled for October 3, 10 and 24 at 7:00 p.m. in the Council Chamber and review materials are anticipated to go out on September 16.
- c. Staff spent time preparing the agendas for publication for Planning Commission meetings.
 - i. October 1
 1. Election of officers
 2. Comprehensive Development Plan amendment and major subdivision by site plan approval for 711 Barksdale Road to create fee simple lots for the existing Sutton Place townhome development
 3. Amendments to Chapter 27 and Chapter 32 to increase subdivision and zoning fees by 10% and to add re-review fees to Construction Improvement Plans and Lines and Grades Plans effective January 1, 2025
 4. Planning Commission 2024 annual report
 5. Planning Commission 2025 work plan
 - ii. October 15
 1. 2025-2029 Capital Improvement Plan
 2. UD Student Life presentation regarding student housing

- d. Planning staff will be attending Community Day on September 15 to collect information for the Newark Bicycle Plan 10-year update.

2. Code Enforcement

- a. Planning and Code Enforcement staff participated in on site training for the Tyler Enterprise Permitting and Licensing software implementation September 11 through 13. Code Enforcement will be closed to phone calls and walk-in customers on September 19 and 20 in order to test the 88 processes Code Enforcement has in the system to ensure all processes are working properly prior to the software launch set for October 1.
- b. Property Maintenance continues outreach with the start of the new semester. Staff will be attending Community Day to promote the benefit of rental inspections. The Division continues to respond to multiple complaints of rental units in disrepair resulting in violations, several of which will result in condemnations if repairs are not completed.
- c. Code Enforcement vacancies in process include the following:
 - i. The vacant Property Maintenance Inspector position interviews are scheduled for September 19.
 - ii. The vacant part time [Administrative Professional I](#) position is open for applications through October 4.

3. Parking

- a. A portion of Lot #7 will be closed on September 19 for storage tank removal.
- b. Staff has completed its semiannual signage review and is working to order signage or make signs internally where appropriate. Additionally, maintenance staff have been working to repaint faded areas on Main Street.
- c. Staff worked to prepare a contract amendment for Council to change the merchant-of-record for credit card transactions for consideration at the September 23 Council meeting. This is following up on one of the revenue enhancement items on which Council provided direction to move forward at their August 19 meeting.
- d. Parking vacancies currently in process include the following:
 - i. Maurice Coleman has been promoted to fill the vacant evening Parking Coordinator position and will start in his new position effective September 18.
 - ii. This promotion creates a vacancy in the evening Parking Ambassador position, which will be posted in the near future.

Parks and Recreation

1. Capital Projects:

- a. Dickey Park improvement construction bids were received – scheduled for recommendation to award for Sep. 23 Council meeting
- b. Devon Park – playground is being installed this week
- c. George Read Park improvements: waiting on final rendering of changes to the design and additional cost for changes

- d. Old Papermill Road Park – received plans to review and meeting with JMT next week for final review/update prior to preparing ITB

2. Maintenance/Operations:

- a. Prepped areas for volunteer groups at Kells Park and Olan Thomas Park and supported set up for Patriot Day ceremony
- b. Getting quotes for removal of shelter from Main Street and vendors for pergola
- c. Met with representatives from the Planning Commission and Planning Department to discuss tree and landscape requirements
- d. Completed tree trimming for in front of City Hall in preparation for replacing the building sign
- e. Prepared for Community Day
- f. Continue preparations of ballfields for weekly use by the Newark America Little League, UD Club Softball, Special Olympics and youth soccer leagues and instructional programs for the fall

3. Events:

- a. Community Day is scheduled Sunday, 9/15. We have over 160 vendors, 10 groups from UD and 36 groups from Christina School District and 20 performances scheduled. The Newark Coop Farmers Market will also have 10 vendors attending and setting up an area.
- b. The Patriot Day ceremony was held on Wednesday, 9/11 at Olan Thomas Park.
- c. Fall Tree Giveaway scheduled for Oct. 12 – will be sending out registration information the end of September once tree selections are confirmed
- d. Fall Clean Up – scheduled for Oct. 12 from 9 – 11 a.m.

4. Recreation Programming:

- a. The new Recreation Supervisor, Nick Minnix, is scheduled to begin on Monday, September 16
- b. The George Wilson Center was used as a polling place on Primary Election Day – Tuesday, 9/10
- c. Many fall programs are starting in September including before/after care, tennis, pickleball, soccer, fitness classes, golf, archery, chess, ice skating, bird walking, fishing with first responders, pottery and more.

5. Volunteers/Adopt a Park/Trail:

- a. We had a great turnout with over 25 volunteers for the National Day of Service event held on Wednesday, Sep. 11 with groups from JP Morgan and Bank of America volunteering to assist in parks projects.

Electric Department

1. Outage Report:

- a. On 9/6, we had to take a five-hour outage to replace a broken pole at the corner of Dallam Road and Baylor, which impacted 29 customers. This was due to a vehicle accident.

2. SAC Requests: Completed our review and provided our comments to Planning for the following SAC requests:

- a. 136-160 South Main Street (PR#23-09-02)
- b. 261-263 South Chapel Street (PR#23-03-27)
- c. 509 Capitol Trail (PR#24-07-01)
- d. 55 W Cleveland Avenue (PR#23-12-02)

3. CIP and L&G Plan Reviews: Completed our plan review and provided our comments to PWWR for the following projects:

- a. 1115 S College Ave. (Wawa) (L&G Plan Review)
- b. 313 E Main St. - George Read Village (CIP Plan Review)

4. Capital Improvement Projects:

- a. **CIP E2303 - Underground Cable Replacement at Devon:** Installed 310 feet of new primary underground cable between transformer P34G11 and P35A11, requiring a three-hour outage for 16 customers on Alexandria Drive.
- b. **CIP E1807 - Relay Replacements at Kershaw Substation:** We have completed a review and provided our comments to S&L regarding the 30% engineering drawing submission for the new RTU at the Kershaw substation.

5. Other Items: We have submitted an application for the federal Charging and Fueling Infrastructure Grant (CFI). Last year, our application received positive feedback, but we were not awarded the grant. Based on the feedback, we have made changes to the application and resubmitted it this year. The application requests funding to install 11 chargers at 5 locations across the city. The locations are Lot 3, Lot 4, Phillips Park, George Wilson Center, and Curtis Mill Park.



PUBLIC WORKS & WATER RESOURCES
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.newarkde.gov

September 12, 2024

Notice To Residents of Nathan Hale Court & Patrick Henry Court

On Monday, September 16, 2024, Grassbusters Landscaping Co., Inc. is scheduled to begin curb replacement on your street as part of the annual Street Improvement Program, **weather permitting**. The curb replacement will be followed by the milling of the existing street surface and the installation of new asphalt pavement. **You will receive another notice prior to milling and paving the street.**

NO PARKING WILL BE PERMITTED ON THE STREET between the hours of 7 a.m. and 5 p.m., Monday thru Friday, until all the work on the street is completed. Vehicles that are parked on the street and block access during these working hours will be **towed at the owner's expense** because of the considerable delay and expense this situation can cause the contractor. Owners of towed vehicles must obtain a "Vehicle Release Form" from the Newark Police Department at 220 S. Main Street to retrieve their vehicle.

It will be necessary to close parking spaces for several days to pour and cure the concrete when curbs are replaced. The curbs to be replaced will be marked with white paint. The contractor has been instructed to notify residents before removing the curb at their parking space. **Affected residents should park their vehicles on adjacent streets, well away from the work area, until their driveway has been reopened for use.**

If you have any questions regarding the proposed work, please contact the Department of Public Works and Water Resources at (302) 366-7000.

Your patience and cooperation are greatly appreciated!

City of Newark Funding Request

September 13, 2024

STATE LAW FROM 1915 REGARDING EXEMPT PROPERTIES

9 Del. C. § 8105 Property owned by governmental, religious, educational or charitable agency.

Property belonging to this State, or the United States, or any county of this State, or owned by any municipality of this State and held for public use, or any church or religious society, and not held by way of investment, **or any college or school and used for educational or school purposes**, except as otherwise provided, **shall not be liable to taxation and assessment for public purposes by any county or other political subdivision of this State.**

Newark was .5 square miles in 1915
The Women's College was outside the City Limits at that time

Newark is now more than 9 sq. miles of which over 3 sq. miles is owned by the University of Delaware

No other municipality in the State is impacted as much as Newark from this carveout for educational purposes

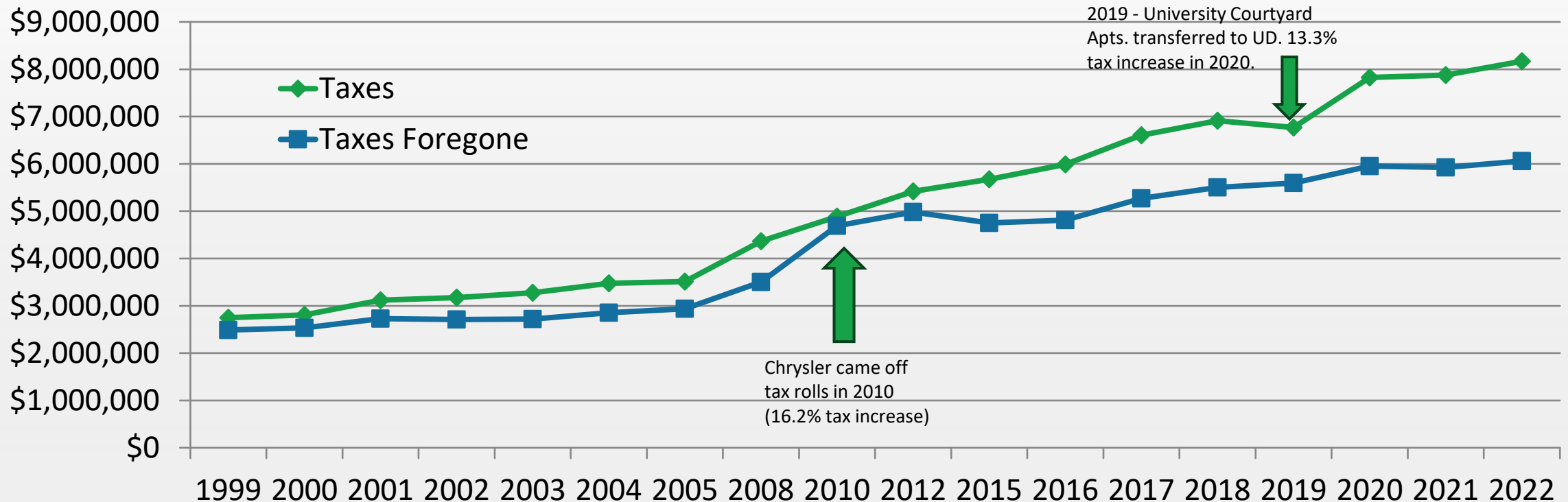
CITY OF NEWARK OVERVIEW

- \$9.3M - 2024 Anticipated property tax revenue
 - 31% tax rate increase over last five years
 - Raised taxes in four of the last five years
- \$7.0M – Total foregone property tax each year
 - 42.4% of City's total assessed value
 - Largest percentage of exempt properties owned by the State or State entity
 - \$5.7M – Annual lost property tax from UD properties (at least 34.5% of City's total assessed value)
 - Many UD buildings have not been assessed by NCC

CITY OF NEWARK ANNUAL BUDGET SHORTFALLS

- Over the last three years, Newark's initial annual budget shortfall was between \$6.2 and \$6.8M.
- General fund (non-utility) shortfall is most challenging
 - Police Cost Specifically
- Previous budgets were balanced by doing more with less:
 - Reducing non-police employee count
 - Efficiency improvements
 - Tax and fee increases
 - Creation of a stormwater utility

PROPERTY TAXES VS. FORGONE TAXES



Minimum of \$5.7 million in foregone taxes per year (2024 value) from UD
 STAR - Chrysler Tax Assessment \$67.9M in 2009
 Current Tax Assessment for STAR is \$27.7M
 Equal to an annual tax loss of \$423K in today's dollars

CITY OF NEWARK LAST RESORT GENERAL FUND COST-CUTTING MEASURES

- Public Safety
 - Reduce size of police force by approximately 10-15%
 - Transition primary responsibilities of 911 Center to New Castle County
 - Transition animal control to New Castle County
- Eliminate local contribution to annual road paving for 2025
- End refuse collection or charge a fee for the service
- Reduce planning/inspection staff at the expense of new construction approval timelines
- Scale back or eliminate recreation programming

WHAT IS NEWARK LOOKING FOR?

- A consistent, predictable revenue source to replace foregone taxes
- Doesn't hurt Newark's housing affordability
 - Per DSHA, despite rapid apartment construction, average rent in Newark is 50% higher than the next highest town
 - This despite approving 2233 apartment units since 2010 (6886 beds)
- Does not hurt economic activity in Newark and the State
- Ideally a PILOT payment to cover the tax loss from State Law

Questions