



CITY OF NEWARK DELAWARE

Below is the weekly report for the week ending today, March 21, 2025.

Items for Newsletters:

1. **County Tax Reassessment:** New Castle County put together a short video about the reassessment which can be found here: <https://www.youtube.com/watch?v=mhu1UvF5MRM>
2. **New Utility Bills** – The new utility bill format will go live on Monday, March 24. Notification of the change was sent to customers on utility bills, the City newsletter and City social media.
3. **City newsletter:** To sign up for the City's email newsletter, [click here](#).

Public Works and Water Resources

1. **Spring Break Construction:** There are several construction projects that will be underway during the UD Spring Break to take advantage of reduced traffic and pedestrian activity.
 - a. Our paving contractor will be working on punchlist items along East Park Place beginning Monday 3/24. Lane closures are necessary and detours or flaggers will be in place.
 - b. The water main contractor will continue paving on West Main, Dallam Road, and Briar Lane for restoration of the water main replacement.
 - c. Our contractor will be repairing a sewer line at 55 South Chapel (just south of New Street). There will be flaggers on site to direct traffic around the lane closure.
 - d. Our water main contractor will begin significant work on Kirkwood Highway near Possum Park Road. This work will take place over the next 6 weekends from Friday evening to Monday morning. Lane closures and delays can be expected.
 - e. UD contractors will be working along the Building X right of way along Delaware Avenue to complete the entrance work onto Delaware Avenue. This is expected to be day work only and have one lane closed for the duration of the work.
2. **Street Paving:** Notices were delivered to residents for paving work on Waterworks Lane to begin next week. Notice attached.

Planning and Development

1. **St. Patrick's Day Property Maintenance Update:** Property Maintenance and Fire Protection worked in coordination with NPD during the day on Saturday, March 15, 2025 performing occupancy checks on bars and restaurants as well as patrolling for party trash during the St. Patrick's Day festivities. No major violations were found during the day on Saturday and students coordinated clean-ups to prevent ticketing for trash on Sunday following the events. They were successful in cleaning up the party debris prior to the typical Sunday morning patrol. The team attributes the community walk and outreach on March 11, 2025, as a major factor in the students cleaning up.
2. **Meetings Attended by Land Use, Code Enforcement, and Parking**
 - a. Code Enforcement Manager and Code Enforcement Officer Dave Greenplate met with PWWR and representatives of 1115 S. College Rd. To discuss project scope and right of way improvements.
 - b. Deputy attended meeting with Jeff Martindale regarding Empowerment Center last Friday with Councilman Suchanec and Councilwomen Ford.

- c. Deputy, Planner Fortner, and Community Planner Dykes have attended the Affordable Housing Production Task Force

3. Land Use

- a. Building Permit Reviews: 10
- b. Deed Transfer Affidavits: 9
- c. Planning has prepared the Planning and Development Report for the proposed Major Subdivision by Site Plan Approval at 124 East Main Street (PR#24-06-01) to be presented to the Planning Commission at the April 1, 2025 meeting.
- d. SAC Letter have been sent for 603 Leahy Drive, Administrative Subdivision
- e. SAC Letter has been sent for 24 North Chapel Street, Major Subdivision, Comprehensive Development Plan Amendment with Rezoning

4. Code Enforcement

- a. 340 Grove Lane – Turkiye Kebab House – Certificate of Occupancy.
- b. 601 New London Road – Additional cellular antennae and diesel generator - Certificate of Completion.
- c. Work on repairs to 77 New London Rd. have not begun. The permit is ready for issuance but has not been paid for. The applicant has submitted an additional permit for the addition of an accessible bathroom. Both permits are on hold until a decision on a required variance is approved by the Board of Adjustment, hearing scheduled for March 20, 2025. (3/21 update – BOA approved the variance)
- d. Fire Protection Specialist Adam Fahringer received and responded to a complaint of open burning in Coleman Park. Photos were taken and referred to Parks and Recreation.
- e. Fire Protection Specialists are working on several amendments to Chapter 14 to exempt fuel dispensing canopies from sprinkler requirements and other miscellaneous items.
- f. From February 21, 2025 to Present Casa Kahlo Mexican Grill and Bar has received 4 violations for blocking exits, overcrowding, and noise. These do not include all NPD actions at the location. In an attempt to abate future violations, Fire Protection Specialist Renee Hayes scheduled an on-site meeting with the owners on March 14, 2025, to go over what they can and cannot do related to life safety and to provide some best practices. The owners failed to show for this scheduled meeting. This has been rescheduled for March 19, 2025.

Parks and Recreation

1. Capital Projects:

- a. Dickey Park improvement – construction is on-going, progress meetings held monthly (approximately 60% project completion).
- b. George Read Park improvements – pre-construction meeting held, construction will begin March 25, notification has been sent to surrounding neighborhood
- c. Old Papermill Road Park – construction has started, monthly progress meetings are scheduled
- d. Olan Thomas/Kershaw Trail – met with Electric to discuss tree line area, additional meeting with Pennoni scheduled for March 28
- e. Folk Park potential project- Wills Group is willing to consider new potential projects that align with the community's wishes for Folk Park, staff are working with the Wills Group on a survey to send to District 3 constituents for what the best options might be for the possible grant, compiled information from the survey will be sent to the Council in April for decision/direction.

2. Maintenance/Operations:

- a. City Hall and traffic islands are starting to be mulched and will continue with mulching in the

- parks, sign beds, horticultural areas, etc.
- b. Spring Tree Giveaway is scheduled for May 10, additional information will be sent out prior to the event date for registration.
- c. Working on design for horticulture area around the flag poles at City Hall now that the electric work is completed.
- d. Inspections continue for trees down or trees needing attention along trails. Working with contractor and staff to complete necessary work.
- e. Received response from the property owner for the removal of 3 trees from 262 S. College after Council approved landscape waiver. Owner has proposed a new third option. Working on clarification of new proposal.
- f. Staff continue completing mandatory security awareness training
- g. Ballfield and soccer field preparations are completed for the start of both seasons.

3. Upcoming Events:

- a. April 12 – Annual Egg Hunt at Newark High School. Currently soliciting and accepting donations.
- b. April 12 – Spring Community Clean Up – over 100 volunteers registered for the annual event
- c. Memorial Day Parade – May 18 – initial save the date information was sent out, additional marketing will be sent out in April
- d. Spring Concert Series – Thursdays, 5/1- 6/12 - We are reviewing performers for the spring concert series and close to finalizing decisions.

4. Recreation Programming:

- a. Newark Charter and Newark American Little League have been able to start practicing outside on our fields and tennis courts with the mild and dry weather.
- b. Staff are working to prepare program information for our summer activities brochure which comes out at the end of April. With 2/3 of our Recreation Supervisors starting in the past six months we are reorganizing some program responsibilities to better match staff strengths.
- c. Tennis and pickleball lessons are getting started
- d. Our youth soccer league is scheduled to kick off practices this Saturday, 3/22 at Kells Park.
- e. Summer Camp Counselor and lifeguard hiring is ongoing
- f. Camp REAL is scheduled to take place all summer at Dickey Park, June 16-Aug. 8 from 9am-12pm. Registration is open.

- 5. Volunteers:** Volunteer Newsletter was sent out with information on upcoming opportunities including the Egg Hunt, Memorial Day Parade, Summer Camps and Adopt a Park.

Police

1. St Patrick's Day:

- a. On Saturday, March 15th, 24 NPD officers conducted a proactive detail to address various order maintenance issues associated with the St. Patrick's Day celebration. Seven UDPD officers, three officers from Delaware Alcohol and Tobacco Enforcement, and personnel from the City of Newark Code Enforcement Division supported the operation.
- b. During the detail, officers issued 14 daytime noise warnings, four noise/loud party violations, one public gathering ordinance violation, and two alcohol-related violations. Additionally, officers responded to a large crowd on Choate. After a period of time, officers successfully dispersed the gathering without incident.

- c. Notably, there were no reported assaults or significant property damage throughout the detail.

Finance

1. **Audit** – Staff are currently working on preparing for the final fieldwork stage of the City’s annual financial statement audit. The audit team from CLA will commence fieldwork on March 31.
2. **Insurance Renewal** – Director Hollander finalized the insurance renewal for the period year beginning April 1, 2025, and will present the recommendation to Council on Monday, March 24.
3. **New Utility Bills** – The new utility bill format will go live on Monday, March 24. Notification of the change was sent to customers on utility bills, the City newsletter and City social media.
4. **Deputy Finance Director Vacancy** – Resumes from eighteen applicants were received for the Deputy Finance Director position. Resumes are currently being reviewed, and interviews are anticipated to begin the first week of April.

Electric

1. **SAC Requests:** Completed our review and provided our comments to Planning for 124 East Main Street
2. **CIP and L&G Plan Reviews:** Completed our plan review and provided our comments to PWWR for the following projects:
 - a. STAR Site - 502 S College Avenue - L&G Submission
 - b. 141 E Main Street - CIP Submission
3. **Capital Improvement Projects CIP E0503 - SCADA, Automatic Switching and OMS:** The System Architecture Overview for the Outage Management System (OMS) has been finalized, marking a significant milestone in our project timeline. We have also successfully achieved 50% of the database and graphics setup. Additionally, we have completed the import of data from the Customer Information System (CIS). This integration is crucial as it enables us to have accurate and up-to-date customer information at our fingertips, helping us to respond more efficiently during outages.

Currently, our team is concentrating on configuring the Advanced Metering Infrastructure (AMI) interface. This interface will play a vital role in real-time data collection and management, providing us with the insights needed to enhance our operational effectiveness.

As part of our ongoing collaboration efforts, we will hold a kick-off meeting today with our Interactive Voice Response (IVR) vendor. This meeting aims to align our goals and expectations for the IVR system, which will improve customer communication and service during outages.

4. **Other Items:**
 - a. We have successfully installed two new 12kV reclosers, which significantly enhance the reliability of our electrical distribution system.
 - b. We replaced a pole along Route 72 near BJ’s Wholesale Club. This essential maintenance required a planned outage at the South Chapel Substation, allowing us to carry out the work safely and efficiently.

- c. Our engineering team has completed an updated ten-year load forecast. This analysis has been submitted to Delmarva Power as part of our application for a new interconnection, positioning us to meet future energy demands effectively.



PUBLIC WORKS & WATER RESOURCES
CITY OF NEWARK

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

March 20, 2025

Notice To Residents of Waterworks Lane

On Monday, March 24, 2025, Grassbusters Landscaping Co, Inc. is scheduled to begin milling the existing pavement surface on your street as part of the annual Street Improvement Program, **weather permitting**.

The milling operation will be followed by the installation of the top layer of asphalt pavement.

No parking will be permitted on the street between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday until the final paving on your street is completed. Vehicles that are parked on the street during these hours will be towed at the owner's expense due to the considerable cost and delay this could cause the contractor. Owners of towed vehicles must obtain a "Vehicle Release Form" from the Newark Police Department at 220 South Main Street to retrieve their vehicle.

Your driveway will be available for parking, however you may experience a delay in accessing your driveway until the work is completed. If you would like to avoid any minor delays, parking is encouraged on adjacent streets, **well away from the work area**.

Please note that on regularly scheduled refuse, yard waste, and recycling collection days, your carts must be placed at the curb after 6 p.m. the evening before to accommodate an earlier collection.

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

Your patience and cooperation is greatly appreciated!