



CITY OF NEWARK DELAWARE

Below is the administrative report for the week ending March 28, 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>. The deadline to submit an appeal is 3/31/25.
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. **Water Infrastructure Advisory Committee:** Director Filasky attended the virtual Water Infrastructure Advisory Committee (WIAC) meeting on Wednesday March 26. The WIAC administers the State Revolving Funds for Drinking Water and Clean Water, which we have used to fund many projects over the past several years. Funding was approved for the Curtis WTP PFAS project and the continuation of the Sanitary Sewer Study and Repair program. While there is concern for the long term funding of the grants due to the uncertainty of federal grants, the program is stable and is ready to continue providing low cost loans for important infrastructure projects.

Purchasing/Facilities/Records:

1. **Emergency Management Plan:** City staff began one-on-one meetings with representatives of The Olson Group this week to begin substantial conversations related to the City's Emergency Operations Plan (EOP) update. Olson will collect responses given into action items for tailoring a Newark-specific EOP.
2. **Underground Storage Tanks:** Facilities staff is slated for a triennial underground fuel storage tank (UST) inspection by DNREC next week. Given an imminent replacement of the UST with an above-ground unit at City Hall and the need to replace the two UST units at the Field Operations Complex with above-ground units next year due to unit age, this will hopefully be the last of these in-depth inspections at our facilities.
3. **Vehicle Replacement Costs:** Purchasing closed a public auction via www.municibid.com Thursday, 3/27 for a 2007 street sweeper unit. The unit was sold for \$30,100. Purchasing placed this same unit up for bid late last year and it did not reach the \$5,000 threshold required to sell. This could be coincidental or indicative of market changes due to recently proposed or implemented tariffs, which are likely to increase vehicle costs by 20+%. Staff will monitor this closely this year as variable vehicle costs may force us to revise our vehicle disposal and maintenance schedules for the foreseeable future.

Parks and Recreation

1. Capital Projects:

- a. Dickey Park – construction is on-going, progress meetings held monthly (currently at approximately 66% project completion).
- b. George Read Park improvements – pre-construction meeting held, tree protection has been installed, monthly progress meetings are scheduled
- 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 project ideas 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 for decision/direction.

2. Maintenance/Operations:

- a. Continued to mulch parks, traffic islands, sign beds, horticultural areas, etc.
- b. Working to complete spreading wood carpet and cleaning out weeds at the Fairfield Community Garden.
- c. Inspections continue for trees down or tree work needing attention along trails. Our contractor has been on site starting to work on identified areas.
- d. 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 which will likely have to come back to Council for direction.
- e. Staff continue completing mandatory security awareness training.
- f. Working on finalizing details for Arbor Day at Fairfield Park and the Weed War volunteer events. Possibly adding another volunteer event to help with planting of new plants for horticulture areas if additional volunteers are available from the Weed War.

3. Upcoming Events:

- a. April 12 – Annual Egg Hunt at Newark High School. Currently, we are soliciting and accepting donations for baskets.
- b. April 12 – Spring Community Clean Up – over 200 registered
- c. Spring Tree Giveaway – tentatively scheduled for May 10. Additional marketing will be sent out prior to registration opening.
- d. Memorial Day Parade – May 18 – ceremony starting at 1:30 with parade following at 2 p.m.
- e. Spring Concert Series – Thursdays, 5/1-6/12 - working on finalizing the performer schedule.

4. Recreation Programming:

- a. Summer program brochure preparation is ongoing
- b. Youth Soccer League 2025 Spring season is underway with practices having taken place on Sat., March 22. Each of the four teams has midweek practices and games on Saturdays.
- c. Summer Camp and lifeguard recruitment is ongoing
- d. Community Gardens at both sites – Fairfield and Dickey are nearly full. A total of 9 plots are open across both gardens.
- e. George Wilson Center
 - i. For the week of 3/17, we had 9 long-term rental events, as well as 1 short-term rental event.
 - ii. We also hosted the Friends of School Hill Association Women's History Month Luncheon

5. **Staff Development:** We held our quarterly department wide event on 3/26/25. Office staff worked alongside field staff to remove weeds and spread wood carpet in the areas between the garden plots in the Fairfield community garden. This was followed by lunch where they learned what is involved in the maintenance and operations of the community gardens.