

**CITY OF NEWARK
DELAWARE
COUNCIL MEETING AGENDA**

August 11, 2025 – 5:30 P.M.

Per the hybrid meeting provisions as provided in 29 Del. C. §10006A, City Council will be meeting in person with remote access via Microsoft Teams at the following link: <https://newarkde.gov/publicmeetings>

New to Microsoft Teams? Click on the link above and click on “Continue in this Browser” to enter the meeting.

There may be a vote on each and every agenda item set forth herein.

EXECUTIVE SESSION

- A. Executive Session pursuant to 29 Del. C. §10004 (b)(4) for the purpose of strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to pending or potential litigation, but only when an open meeting would have an adverse effect on the litigation position of the public body
- B. Executive Session pursuant to 29 Del. C. §10004 (b)(9) for the purpose of discussion of personnel matters in which the names, competency and abilities of individual employees are discussed.

(Executive Session to conclude at 7:00 p.m. with Council meeting to resume immediately after. Council may continue Executive Session after the conclusion of the agenda of the regular business meeting.)

RETURN TO PUBLIC SESSION

SILENT MEDITATION & PLEDGE OF ALLEGIANCE

***1 PUBLIC PRESENTATION: (15-minute limit):** None

2. ITEMS NOT ON PUBLISHED AGENDA:

- A. Elected Officials who represent City of Newark residents or utility customers (5 minutes)
- B. University
 - (1) Administration (5 minutes per speaker) (5 minutes)
 - (2) Student Body Representative(s) (5 minutes per speaker)
- C. City Manager (2 minutes)
- D. Council Members (5 minutes)
- E. Public (3 minutes per speaker)

PUBLIC COMMENT – Public comment is a time for individuals to speak before Council on items related to City business. Individuals are limited to three minutes each in public comment for items regarding city business not on the published agenda. Individuals are also limited to three minutes per agenda topic for items on the published agenda that are open to public comment with the exception of public presentations which shall have one minute each for public comment. Individuals wishing to make public comment in either category should sign in on the list provided at the entrance of the Council chamber prior to the start of the meeting. At the appropriate time, individuals who have signed up for public comment will be called forward to the podium by the chair of the meeting to speak. Thereafter other members of the public may request to be recognized by the chair. Individuals should approach the podium, state their name and information about their residence (address or council district and/or non-City of Newark residents), and commence with their comments. Please be sure to speak into the microphone so your comments are recorded. Once you have completed your comments, please be seated. Please be courteous to those who are speaking during public comment by refraining from commenting from the audience while others are speaking. Council may or may not answer questions during public comment. Public comments may also be submitted on the items on the agenda via email to council@newark.de.us by 5:00 p.m. Any public comments submitted by email or that are written will be added to the record but not necessarily read into the record.

3. APPROVAL OF CONSENT AGENDA: (1 minute)

- A. [Receipt of the July 15, 2025 Parking Advisory Committee Meeting Minutes](#)
- B. [Receipt of the June 2025 Alderman’s Report](#)
- C. [Approval of the July 14, 2025 Council Meeting Minutes](#)
- D. [Approval of the July 21, 2025 Council Meeting Minutes](#)
- E. [Approval of the July 28, 2025 Council Meeting Minutes](#)

CONSENT AGENDA – The Consent Agenda is comprised of proposed ordinances on for First Reading and those items that are considered routine and non-controversial and will be acted upon by a single vote of the Council. There shall be no separate discussion of proposed ordinances on for First Reading. For the remaining items, there will be no separate discussion unless a member of Council requests, in which event the matter shall be removed from the Consent Agenda and considered a separate item at that Council Meeting.

- *4. **APPOINTMENTS TO BOARDS, COMMITTEES AND COMMISSIONS:** (5 minutes)
- A. [Reappointment of Robert Gifford to the District 3 Position on the Parking Advisory Committee for a Term to Expire on October 15, 2026](#)
- *5. **ITEMS NOT FINISHED AT PREVIOUS MEETING:** None
- *6. **SPECIAL DEPARTMENTAL REPORTS:**
- A. [Annual Comprehensive Financial Report \(ACFR\) For the Fiscal Year Ending December 31, 2024](#) – Finance Director Jill Hollander/CLA (30 minutes)
- B. [Parking Advisory Committee Near-Term Recommendations and Request for Council Feedback](#) – Planning and Development Director Renee Bensley (45 minutes)
- C. **Resolution 25-__:** [A Resolution to Set the Tax Rate for Colleges and Universities Within the City of Newark for the Fall 2025 Semester at \\$50 Per Full or Part Time Undergraduate or Postgraduate Student](#) – City Manager Tom Coleman (30 minutes)
- *7. **FINANCIAL STATEMENT:** None
- *8. **RECOMMENDATIONS ON CONTRACTS & BIDS OVER CONSENT AGENDA LIMIT:**
- A. [Recommendation to Approve a Budget Amendment and Waive the Bid Process in Accordance with the Code of the City of Newark for the Purchase of a Pickup Truck and two \(2\) Forklifts based on Utilizing State of Delaware Contracts for CIP EEQSF](#) – Electric Director Bhadresh Patel (10 minutes)
- *9. **ORDINANCES FOR SECOND READING & PUBLIC HEARING:**
- A. **Bill 25-20 –** [An Ordinance Amending the Comprehensive Development Plan by Changing the Designation of Property Located at 118, 120, 126 & 129 Lovett Avenue \(See Item 10A\)](#) – Planning and Development Director Renee Bensley (45 minutes for 9A & 10A combined)
- *10. **RECOMMENDATIONS FROM THE PLANNING COMMISSION AND/OR PLANNING & DEVELOPMENT DEPARTMENT:**
- A. [Request by Delaware Ave, LLC for the Major Subdivision by Site Plan Approval of approximately 0.81+/- acres at 118, 120, 126 and 129 Lovett Avenue to Demolish the Two Existing Single-Family Houses and the Vacant Church Building and Construct Three 4-Unit sets of Seven-Bedroom Townhouse-Style Apartments for a Total of 12 Units \(Agreement & Resolution Attached\) \(See Item 9A\)](#) – Planning and Development Director Renee Bensley
- B. [Request of QB Friendship BBQ, Inc. on behalf of Friendship BBQ for a Special Use Permit to Allow a Restaurant with Alcoholic Beverages for Consumption on the Premises at Friendship BBQ Located at 230 East Main Street, Unit 205](#) – Planning and Development Director Renee Bensley (15 minutes)
- C. [Request of Founding Brothers, LLC for a Special Use Permit to Allow a Restaurant with Alcoholic Beverages for Consumption on the Premises at Founding Brothers – Nashville Style Restaurant Located at 168 East Main Street](#) – Planning and Development Director Renee Bensley (15 minutes)

***OPEN FOR PUBLIC COMMENT** – The above agenda is intended to be followed, but is subject to changes, deletions, additions, and modifications, as permitted under the Freedom of Information Act of the State of Delaware. The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 Del. C. Section 10004 (e)(2). Copies may be obtained at the City Secretary's Office, 220 South Main Street, or online at www.newarkde.gov.

Agenda Posted – August 4, 2025

Attest:

Sworn by:

Deputy City Secretary

Notary Public

(Seal)