



CITY OF NEWARK DELAWARE

Administrative Report

November 7, 2025

Items for Newsletters

1. Upcoming Events:

- a. 11/08 – Music on Main and UD Homecoming
- b. 11/22 - Turkey Trot
- c. 11/27 – Thanksgiving Day Breakfast
- d. 12/5 – Winterfest
- e. 12/6 – Snack with Santa & Santa's Secret Shoppe

We've partnered with Nic DeCaire of Fusion Promotions to launch three exciting community events this fall: Music on Main on October 4 and November 8, and Family Movie Night on October 17. More than 200 people attended the Family Movie Night, sponsored by DEMEC.

To further support these efforts, we've created a new social media page, Newark Live!, <https://www.facebook.com/newarklivede> which we're gradually filling with business-submitted content to boost visibility and drive more visitors to downtown.

2. **Leaf Collection – Citywide (Collections can be expected every 2 weeks):** Leaf collection continued this week and will continue through mid-December. Residents are reminded that 'leaving the leaves' by mulching or mowing them on your yard is best, but if they do rake them to the curb, they should be generally between the curb and sidewalk with no obstructions to collection. Do not park cars near the leaves as the equipment may not be able to pick them up close to vehicles. Leaves can also be mulched and put in the yard waste cart to guarantee collection each week. As we are deeper into the fall, collections are now heavier which slows progress so residents can expect collection about every 2 weeks with good weather. Our collection trucks are equipped with GPS and cameras and we review routes and collection times to ensure the most efficient collections.
3. **Electronic Speed Enforcement:** We were recently notified by the State's vendor, that we are required to use, that the go-live date for our speed cameras has been delayed, again. The anticipated go-live date has been moved from early November to February 9th, 2026. We requested an explanation from the vendor on what caused the latest delay but have not received it yet. Separately, we were advised by DelDOT that we will not need to transition appeals from JP Court to the Alderman's Court in the future. This is a positive development and will save us considerable time setting up the program a second time when citations would have transitioned to our court.
3. **South Chapel Street Closures Nov 24-Nov 28:** Please be advised that South Chapel Street will be closed between Continental Avenue and Delaware Avenue for utility improvements from Monday, November 24th through Friday, November 28th. No work is scheduled for Thursday, November 27th. The closure will be in effect daily from 8:00 a.m. to 4:00 p.m. While crews may need to work slightly beyond 4:00 p.m. depending on conditions, the roadway will reopen at the end of each workday. Access for emergency services will be maintained to the maximum extent practical throughout the duration of work.
4. **Water Main Break Season:** We have had an active start to 'Water Main Break Season' which is typically between October and April. Crews have made repairs on 4 breaks over the past 2 weeks. Notification is always made to those affected and restoration of the repair site is typically made soon after the repair is made. Residents are encouraged to report any observance of water coming out of

the ground where it is unusual. They can report it to the regular City line, 366.7000, during business hours or after hours to the Police Non-Emergency number, 366.7111.

5. **2025 Police Trading Card Contest:** The Newark Police Department, in partnership with the Newark Police Athletic League (PAL), is proud to announce the launch of the 2025 Trading Card Contest, beginning October 1, 2025.

Over the 8-week contest period, which concludes on November 23, 2025, participants will be challenged to collect the complete set of police cards, 100 in total. Community events will provide opportunities for contestants to meet officers face-to-face and obtain rare, hard-to-get cards, helping them complete their sets while fostering positive interactions between officers and community members.

Several events will also feature “Officers of the Day,” offering limited opportunities to collect exclusive cards available at specific appearances. We will post the events on the Newark Police Department’s social media platforms, and they will be listed on the Newark PAL’s website under the “Events” section <https://newarkdepal.org/upcoming-events/>. The contest encourages youth and families to engage with officers in a fun and interactive way, helping strengthen the bond between the police department and the community.

This program is about more than trading cards; it’s about building relationships. Every card represents an opportunity for our officers to connect with young people in a positive and meaningful way.

Contest Prizes

This year’s Grand Prize is a trip to Walt Disney World, valued at \$6,000.

Additional prizes include:

Kalahari Resort-overnight stay

Great Wolf Lodge-overnight stay

Trek Bicycles

PlayStation 5

Nintendo Switch 2

And more exciting surprises!

How to Learn More

Complete contest rules and details can be found at:

newarkdepal.org/event/2025-newark-pd-trading-card

Community members are also encouraged to follow the Newark Police Department and Newark PAL on social media for “Officer of the Day” announcements, contest updates, and event highlights.

Special Thanks to Our Sponsors

This program would not be possible without the generous support of our local community partners. Newark Police Department, and Newark PAL want to extend their heartfelt thanks to:

The Friends of Fusion Foundation

Bing’s Bakery

Bloom Energy

Boulden Brothers

Deer Park Tavern

Do Big Things Collectibles

Fusco Management

Hockessin Gossip Girls

Home Grown Café

Klondike Kate’s

Lang Cares

Price Toyota

Grain Craft Bar + Kitchen
Jerry's Artarama
Fusion Racing
Captain Blue Hen Comics
Law Offices of Vance Funk
Newark Area Welfare Committee
Raising Cane's
Standard Distributing Company
NPD Retirees
Bing's Bake and Brew
Splash In
State Farm – David Rosengarten
Christine and Butch Smythe
Treemendous
Fusion Racing

Their commitment to Newark youth and families helps make this initiative a success year after year.



6. **Parking Survey:** The Parking Advisory Committee's downtown parking survey kicked off at Community Day on Sunday, September 21. The survey will run for 10 weeks and everyone who fills out the survey will be entered to win a weekly prize of \$50 of free parking downtown. The graphic below provides a QR code with a link to the survey. Materials have been provided to downtown

businesses and sent to Council to assist in promotion. Over 750 responses have been received so far.



5. **City newsletter:** To sign up for the City's email newsletter, [click here](#).

Public Works

1. **South Well Field WTP Generator:** Staff and field crews were on site for the start-up and training on the operation of the new generator at our South Well Field Water Treatment Plant. This generator will ensure the automatic switchover of power to the generator in the event of a utility side power outage. The generator is powered by natural gas, avoiding the need to continuously fill fuel tanks during extended outages. This task was completed as part of the larger PFAS project at the plant and funded by the State Revolving Fund.

Planning and Development

1. Land Use

- a. The Planning Commission meeting was held on November 4. Commissioners reviewed and recommended 5-0 for Council approval five items previously discussed at the October 20 Council meeting regarding updating items around permitted and special use permit issues.
- b. [Subdivision Advisory Committee letters issued over the last three weeks include:](#)
 - i. 40 Benny Street – first submission review letter sent on October 29
 - ii. 900 Ogletown Road – second submission review letter sent on October 29
 - iii. 1050 South College Avenue – third submission review letter sent on October 29; Planning Commission review of this application is on hold pending applicant availability
 - iv. 73 West Delaware Avenue – fourth submission review letter sent on October 31;

- this application tentatively is scheduled for the December 2 Planning Commission meeting
- v. 0 Milford Run – second submission review letter sent on November 6; this application tentatively is scheduled for the January 6 Planning Commission meeting
 - c. Plans approved and sent to the Recorder of Deeds for final recordation include:
 - i. 18 North Street and 158 North College Avenue – administrative subdivision approved November 5
 - ii. 124 East Main Street – major subdivision by site plan approval approved by Council on May 12 and plans approved for recordation November 5
 - d. Staff have been working to move forward with various projects using the consulting budget provided by Council for 2025. Statuses for those items are as follows:
 - i. Rental and business license audit
 - 1. Final review of data is underway with delivery to staff anticipated before the end of the month.
 - ii. Comprehensive Development Plan 10-year review
 - 1. The City's PublicInput portal has been launched. Residents, businesses, and other Newark stakeholders are encouraged to provide their input for the Comprehensive Development Plan and sign up to stay notified about opportunities to get involved with the process at <https://publicinput.com/newarkcompplan>. For those who do not have computer access, there is also a dial-in component to PublicInput where residents can provide comments by phone by calling 855-925-2801 and leaving a voice message with their feedback.
 - 2. The next meeting of the Comprehensive Development Plan VI Steering Committee is on Thursday, November 13. The agenda includes review of the Comprehensive Development Plans of similarly sized college towns for ideas, review of the Plan for Planning outlining the process for the creation of CDP VI, and review of the presentation materials for upcoming public events.
 - 3. A Comprehensive Development Plan drop-in workshop will be held on Wednesday, November 19 from 4:30 p.m. to 7:30 p.m. in the Council Chambers. Residents can stop by and offer their feedback on what they love about Newark and what they would like to see changed over the next 10 years. We will have interactive exhibits as well as staff on hand to take the feedback of the attendees. This is a self-paced feedback event, so folks can spend as little or as much time as they would like at the event. A flyer promoting the event is attached.
 - 4. Staff will have pop-up community outreach tables at the Newark Co-Op Farmers' Market, Turkey Trot, the Thanksgiving Day breakfast, Santa's Secret Shoppe/Snack with Santa, and the Winterfest Artisan Market. If you are having an event or you are a member of a civic group where you would like the Department to present on this topic, we would love to join you! Just email planning-dept@newark.de.us and we can get you on the schedule.
 - iii. Comprehensive fee review
 - 1. The consultant is finalizing questions for relevant staff for the fee analysis and anticipates moving forward with scheduling interviews this month.

2. Code Enforcement

- a. Nuisance violations for 85 West Park Place and 41 North Chapel Street were upheld in Alderman's Court. Fines are required to be paid within 30 days, or they become eligible to be placed as liens on the properties.
- b. Property Maintenance responded to a complaint at 1119 South Chapel Street. A full inspection by Property Maintenance and Fire Protection is being scheduled for the near future.
- c. The Property Maintenance team joined UDPD in a canvassing event including North Chapel

Street, Center Street, New Street, and Choate Street. to speak with residents prior to Halloween weekend.

- d. The Fire Protection Specialists along with the Lead Property Maintenance Inspector performed bar checks over the Halloween weekend. All bars and restaurants maintained their allowable occupant loads without incident with the only citation being issued to Deer Park Tavern for storing combustible materials in a stairwell.
- e. On November 1, Property Maintenance issued five notices of violation and nine citations related to parties Halloween on Saturday night making it by far the busiest weekend so far this school year.

3. Parking

- a. People continue to provide their feedback via the City's parking survey. Over 900 individuals have responded so far with three and a half weeks to go. Over 90 individuals have also submitted interest in being members of the Parking Advisory Committee as part of the survey. Staff will be forwarding those people the boards and commissions application so Council can have their information to consider for the remaining three vacancies on the committee.
- b. The Parking Advisory Committee met on October 28. Members provided a recommendation for Council for a winter off-season parking incentive structure, reviewed parking occupancy data, discussed parking wayfinding signage and reviewed the mid-survey results update for the downtown parking survey.
- c. Staff met with the vendor for installation of the new license plate reader on the vehicle purchased for the division in 2025. It is anticipated that installation will be scheduled and completed before the end of the year.

Parks and Recreation

1. Projects

- a. Elkton Road Landscaping – planting of new trees at Coleman Park is completed. Seeding of grass, installation of gates and signage is underway.
- b. Old Paper Mill Road Park – grand opening scheduled for Monday Nov. 10 at 10:30 a.m.
- c. Holiday tree display – two trees will be displayed, one in front of City Hall (20' tree) and one for Winterfest on Academy Building Lawn (12' tree) that will then be relocated after the event
- d. GWC Renovation Project – bid package sent out, bid opening on Nov. 18
 - i. Pre-bid meeting held with many contractors in attendance.

2. Parks Maintenance

- a. Repairs to footbridges in Redd Park almost complete
- b. Leaf mulching and rough-cut mowing taking place throughout parks and cutbacks on landscaping islands
- c. Holiday trees will be picked up Nov. 24, decoration will then begin

3. Events:

- a. Upcoming Events:
 - i. 11/22 - Turkey Trot – we have close to 200 runners signed up so far and we are excited to have sponsorship from United Cocoa Processor (UCP)
 - ii. 11/27 - Thanksgiving Day Breakfast
 - iii. 12/5 - Winterfest and Artisan Market – 10 vendors are registered for the Artisan Market
 - iv. 12/6 -Snack with Santa and Santa's Secret Shoppe
- b. Recreation Programming:
 - i. There was enough demand to add a second Adult Volleyball Clinic this season. It opened for registration toward the end of last week, and by the start of the class on Mon., Nov. 3, all 15 spots were full. Our instructors Ken and Karen Cranker are doing great work with these volleyball programs!

- ii. Cocoa & Constellations – We expect over 100 people for this event at the Reservoir on Fri, 11/21. These events have been very popular every time we have offered them.
- c. George Wilson Center:
 - i. For the week of Oct 27, we had our homeschool classes, yoga classes, stay fit, goju, dance, pottery, and theater. We had 3 long-term rental groups, and 3 short-term rental groups.

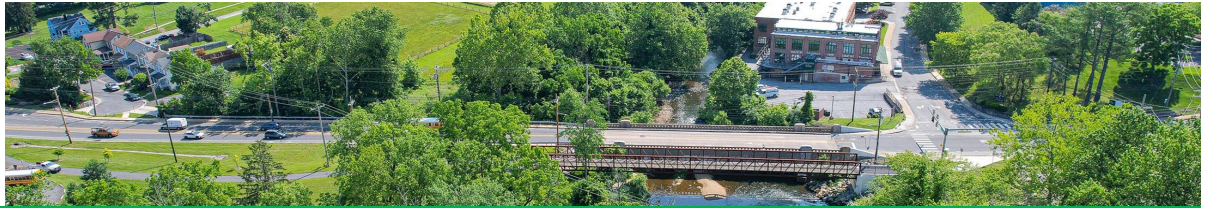
Electric

1. Capital Improvement Projects:

- a. E1810 - Lighting Arrestor Replacement - In October, we replaced 21 lighting arrestors on our 12kV distribution system. To date, we have replaced the lighting arrestors on 211 poles, totaling 633 lighting arrestors. We still have 244 poles remaining.

2. Other Items:

- a. This week, our team completed the review of 12 proposals for RFP No. 25-02, the Co-located Solar and Energy Storage Feasibility Study. The contract was recommended to be awarded to ICF Resources following a detailed evaluation process.
- b. We scheduled outages on 34kV circuits 3402, 3405, and 3404 to address identified hotspot issues and ensure reliable system performance.
- c. Our team also participated in the American Municipal Power (AMP) Virtual Safety Meeting, which focused on Winter Driving Safety Training, reaffirming our ongoing commitment to workplace safety.
- d. We received eight proposals for BID No. 25-09 - Furnishing Labor and Equipment for Electric Line Tree Trimming. We are currently reviewing these proposals.



The City of Newark Planning Commission Presents: Comprehensive Development Plan VI

“Drop-In” Public Workshop



Topics Include:

- Land Use & Development
- Economic Development
- Growth & Annexation
- Parks and Open Space
- Public Utilities
- Transportation
- Housing
- Environmental Quality
- Sustainability
- Infrastructure

For more information,
contact: Mike Fortner at:
(302) 366-7000 ex 2041
mfortner@newark.de.us

WHEN

**Wednesday,
November 19, 2025**
Drop-In Between
4:30 P.M. to 7:30 P.M.

LOCATION

**City Council Chamber
Newark Municipal Building
220 South Main Street
Newark, DE 19711**

What would you like to see for Newark’s future?

Drop in anytime between 4:30 P.M. and 7:30 P.M. to share your thoughts about Newark’s present and path forward! The City is updating its Comprehensive Development Plan, and we want your input. Explore interactive exhibits, vote on what matters most to you, or chat with City staff and neighbors about your vision for Newark. Your input will help shape the plan that guides how our community evolves, improves, and thrives over the next decade.



Can’t make the workshop? We still want your feedback!

Sign up for Newark PublicInput. This online platform is designed to keep you connected and engaged in the planning process. You no longer need to wait for public meetings. You can participate anytime with any device.

No computer? No problem! To provide public comments via PublicInput by phone, call (855) 925-2801 and leave a voicemail with your feedback.

Please use the QR
Code or weblink to
visit the project
website to learn
more and submit
feedback.



publicinput.com/newarkcompplan