

**City Manager's Weekly Report**

**Department:**

Administration - City Manager

**Notable Notes:**

As a reminder, City offices will be closed this coming Monday and Tuesday and again on Monday, December 31st and January 1st. Due to the short week, there will be no weekly report next week and it will be combined with the first week in January.

We had two more resignations this week. Communications Manager Bachman and our Network Administrator III will be leaving the first week in January. We will be working with them over the next week to prepare for their departure.

This week I met with Planning and Development Director Gray and Mayor Sierer to discuss the Newark Opportunity Zone and ideas for how to utilize the opportunity it presents to the most benefit of the City. We will be bringing ideas to Council for discussion in the new year.

On Wednesday, Acting PW&WR Director Filasky, Water Operations Superintendent, and I took to representatives from New Castle Municipal Services Commission on a facility tour of our treatment plants and our maintenance yard. We were provided a similar tour by MSC a few years back which was very beneficial to us and provided many ideas which we have since implemented here.

Acting PW&WR Director Filasky and I met with the DelDOT Safe Routes to School representative and their consultant to discuss the Downes SRTS project and ideas the City has to provide additional features to help slow traffic and achieve the overarching safety goals of the project. DelDOT is very excited and will be preparing information that we will bring to Council for discussion early in 2019.

The majority of the week was spent on year end related administrative and personnel related tasks.

Happy holidays!

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:****Description:****Status:****Expected Completion:****Execution Status:****City Manager's Weekly Report****Department:**

Administration - Deputy City Manager

**Notable Notes:**

On Monday, December 17, 2018 Tom Coleman and the HR Team hosted the monthly WOW breakfast. HR Manager Devan Hardin participated in Code Enforcement Manager interviews on Tuesday, December 18. The HR Team continues to work with finance to process payroll and personnel changes as we prepare to enter into 2019. During the week, Assistant to the City Manager Mark Brainard attended a meeting with Mark Farrall, Tom Coleman and Dave Del Grande regarding continuing services with our grant writing firm Millennium as we transition into 2019. Mr. Brainard also conducted a follow up call with Millennium regarding the continuation of their services into 2019. Mr. Brainard participated in a conference call with representatives from the vendor awarded for RFP 18-02 to ensure all necessary documentation is obtained prior to the execution of the RFP. He also worked with Parks & Recreation on finalizing a contract for tree services and with Public Works on finalizing contracts for the new Unicity Buses and demolition of properties adjacent to Lot #1.

**Activity or Project:****Description:****Status:****Expected Completion:****Execution Status:****Activity or Project:****Description:****Status:****Expected Completion:****Execution Status:****Activity or Project:****Description:****Status:****Expected Completion:****Execution Status:**

## City Manager's Weekly Report

**Department:**

City Secretary and City Solicitor's Office

**Notable Notes:**

Paul was in the office on December 17. Geena was in the office on December 13 for Court.

Renee participated in a conference call with Councilwoman Wallace on December 13.

Renee spent time working on personnel reviews and began meeting with Legislative Department staff to discuss 2018 personnel reviews on December 14.

Renee participated in the interview panel for the Code Enforcement Manager vacancy on December 18.

Renee attended the DNP Design Committee meeting on December 19 to discuss the draft legislation to create a Design Committee separate from the Downtown Newark Partnership. The bill dissolving the DNP and creating the Design Committee is tentatively scheduled for first reading on January 14 and second reading on February 11.

Renee worked with outside counsel on a subpoena request for a civil suit in which the City is not a party.

Renee completed requested follow up with the Office of the Alcoholic Beverage Control Commissioner regarding the 30 day suspension of Caffè Gelato's special use permit for alcohol service.

Tara spent time drafting the subdivision agreement for 209-225 Haines Street. The Comprehensive Development Plan amendment, rezoning and major subdivision for this project is scheduled for Council consideration at the January 14 Council meeting.

Tara spent time drafting direction sheets from past Council meetings.

Tara and Anita completed employee holiday luncheon follow up.

The first petition was submitted for the 2019 City election on December 19. As of the writing of this report, the petition had not yet been verified by the Election Board. Once their petitions are verified, all candidates for the 2019 election can be found on the City website here: <https://newarkde.gov/508/2019-City-Election-Information>.

Staff spent time on FOIA-related items this week. The following actions were taken on FOIA requests:

- \* Received clarification from the requestor and forwarded the information to staff for a November 19 FOIA request from Acer Associates regarding 540 South College Avenue.
- \* Corresponded with relevant officials regarding a December 3 FOIA request from Katie Gifford regarding Mayor's Corner/Mayor's event communications.
- \* Received, forwarded to staff and began receiving information regarding a December 13 FOIA request from Brian Frederick Funk, P.A. regarding 304 Capitol Trail.

- \* Received and corresponded with staff regarding a December 17 FOIA request from Spearhead Investigations regarding NPD reports.
- \* Spent time updating the FOIA log for the City.

Regarding minutes, staff time was spent on the December 6 Board of Adjustment (Whitney drafted) and December 10 Council (Whitney drafting) minutes. The October 30, November 12, November 26, December 4 and December 10 Council executive session and December 11 Conservation Advisory Commission minutes are currently in the queue.

Danielle fulfilled 14 discovery requests for upcoming Alderman's Court cases. 386 discovery requests have been filled so far for 2018. The court calendar for January 4 was received and the 14 cases were prepared for the Deputy City Solicitor. Three plea by mail agreements were processed this week.

The office received 6 new lien certificate requests last week, which were sent to Finance for processing. 2 lien certificates were completed and sent to the requestor. So far, 611 lien certificates have been processed for 2018.

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**Activity or Project:**

Digital Records Project

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**Description:**

Samantha facilitated TCM training for the various departments on December 19 as part of the Records Division Strategic Plan rollout.

Samantha sent requests for transfer to Archives for 1 box and requests for destruction for 2 boxes that have been scanned.

Samantha and Ana continued working on quality control review for documents already scanned or being directly imported into TCM. This project is critical to ensure that when public portals are opened, there is consistent titling and metadata so documents can be easily found by members of the public.

The scanned documents numbers for December 13-19 are below.

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<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	
<b>Execution Status:</b>	On Track

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**Activity or Project:**

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**Description:**

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<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

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**Activity or Project:**

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**Description:**

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<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

## City Manager's Weekly Report

### Department:

Community Relations

### Notable Notes:

Communications Manager Kelly Bachman formally submitted her resignation effective January 4, 2018. Both she and Megan are working over the next few weeks to ensure a smooth transition for the City in the coming year.

Staff Holiday Greeting: The video holiday greeting from Mayor Sierer, City Council and City staff was posted on December 21, with the announcement that City offices are closed on December 24 and 25. The video is also playing on Channel 22.

Year in Review Video: Megan is writing, recording and editing the Year in Review video with the department directors. The video highlights the progress of each department in 2018 and shows clips from many of the featured events and projects. The video will be released on December 28, along with the announcement that City offices are closed on December 31 and January 1.

Toys for Tots: Megan attended the Toys for Tots delivery with the Newark Police Department and Aetna Hose, Hook & Ladder on December 20. Photos and video from the event are posted on the Newark Police Department's social media channels.

Restaurant Week: Although the Downtown Newark Partnership will be sunset at the beginning of 2019, the City is still holding Restaurant Week. This year's Restaurant Week is Monday, January 21, through Sunday, January 27. The list of participating restaurants and their offers will be posted on the City's social media pages at the start of 2019.

#### Creative Design/Web Updates

- Designed a graphic for Unicity holiday schedule; a graphic for Christmas tree collection schedule; a graphic for no-charge holiday parking; a mockup for visitor parking signage; and a City of Newark street banner; and a Restaurant Week full-page ad.
- Built Senior Minor Home Repair Program webpage.
- Scheduled the Newark News Brief on TV22; and audio version of the Newark News Brief and public meeting notices.
- Updated Rodney Air Monitoring on the Rodney webpage; and CIP and General Operating Budget documents on Budget Central webpage.

#### Press Release/Media Inquiries

Public Notice: City of Newark to Offer Parking at No Charge Downtown During Select Dates:  
<https://bit.ly/2UZ3TXL>

### Activity or Project:

Media Room/Franchise Agreement Efforts

**Description:**

Work continues on the media room in the communications division. Most of the equipment ordered for the media room has now arrived. Megan will work with John Herring and Rich Burtell on the installation of the cameras in Council Chamber and cable connection from Council Chamber to the media room upstairs. The goal is to have the room completed prior to her departure.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	01-04-2019
<b>Execution Status:</b>	Behind Schedule

**Activity or Project:****Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

**Activity or Project:****Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

### City Manager's Weekly Report

**Department:**

Electric Department

**Notable Notes:**

The line crews energized the Food Lion at the Newark Shopping Center. The crews also continued working with the electricians installing conduits at South Well Field for the new substation transformer arriving soon.

The line crews finished working on the underground transition pole at RT4 and 72 and repaired a streetlight circuit on Bent Lane.

The electricians spent most of their time working on the substation modifications at South Well Field.

Engineering attended Munis training, worked on specifications for the transformer foundation and oil containment for the new transformer at South Well, and gathered recloser settings from the field for a new coordination study for Chemours.

**Activity or Project:****Description:**

<b>Status:</b>	
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<b>Expected Completion:</b>	
<b>Execution Status:</b>	
<b>Activity or Project:</b>	
<b>Description:</b>	
<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	
<b>Activity or Project:</b>	
<b>Description:</b>	
<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

### City Manager's Weekly Report

<b>Department:</b>	Finance Department
<b>Notable Notes:</b>	
<b>Activity or Project:</b>	Automatic Bill Payment/Leak Notification System – CustomerConnect
<b>Description:</b>	<p>We would like to remind all residents that monthly utility bills can be processed automatically via CustomerConnect. Did you know that CustomerConnect also has features that will alert you when your household exceeds certain consumption thresholds? This tool is helpful for finding water leaks, or unintended electric usage before it goes on for a prolonged period of time, saving you money. The notification thresholds can be set by the account holder on a monthly, weekly or daily limit. It's another way of keeping utility consumption to a minimum. The account holder can elect to be notified by email, text, and via notice to their web portal account.</p> <p>Newark utility customers also have the option to pay the City for utility services using CustomerConnect's "Budget Billing" option. This method of payment allows the account holder to pay a fixed amount each month on the date of their choosing when they sign up for this feature. The system determines your estimated annual utility bill and divides that amount by twelve months. On the December bill, there will be a true up for whatever balance that remains (either a credit or debit to the account) to settle the balance for the year.</p> <p>Please click on this link to set up your account today: <a href="https://newarkde.gov/pay">https://newarkde.gov/pay</a>. In order to keep costs to a minimum, the City urges CustomerConnect users to set up their accounts to debit their bank accounts vs a credit card in order to keep City costs to a minimum, as the City incurs credit card fees with every credit card transaction.</p>
<b>Status:</b>	Completed

<b>Expected Completion:</b>	12-31-2017
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<b>Execution Status:</b>	Completed
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**Activity or Project:**

2018 Audit

**Description:**

Staff began preparing for the 2018 audit. Clifton Larsen Allen, the City's auditors, will be on site the week of January 22, 2019 in order to conduct their initial fieldwork.

<b>Status:</b>	In-Progress
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<b>Expected Completion:</b>	06-30-2018
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<b>Execution Status:</b>	On Track
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**Activity or Project:**

Payment &amp; Utility Billing (PUB)

**Description:**

The group processed 4,052 utility payments and Munis transactions last week. The breakdown of the balance was as follows:

Manual payments (Check/Cash/etc.): 515

Web Payments: 1,831 via Customer Connect.

Lockbox: 938

Online Banking payments: 228

PUB import (single owner with multiple accounts): 5

IVR (via Phone – Paymentus): 322

Tyler Cashiering (tax bills and licensing (contractor, business, rental, etc.): 213

<b>Status:</b>	In-Progress
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<b>Expected Completion:</b>	12-31-2018
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<b>Execution Status:</b>	On Track
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### City Manager's Weekly Report

**Department:**

Information Technology Department

**Notable Notes:**

Two Infrastructure staff members attended the Tech Mentor Conference 12/1 - 12/7.

**Applications Team:**

The applications team closed 153 tickets over the past three weeks.

1. Customer Connect 5.13, still waiting on vendor for a fix to continue testing.
2. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
3. Coordinated and attended training with the PUB team and Harris on 12/10 and 12/17.
4. Coordinated and attended training with Planning and Code Enforcement on 12/3.
6. Coordinated and attended training with Finance team members for Payroll on 12/10 & 12/11.
7. Began setup of Munis General Billing for PWWR in TEST environment.
8. Created reports for users as requested.



**Infrastructure Team:**

The infrastructure team closed 144 tickets over the past three weeks.

1. Continued working on migrating network documentation into new software.
2. Continued working on computer relocation automation process.
3. Continued working on using the licensing section of helpdesk system for compliance and simplified reporting as well as updating the asset section of helpdesk system to track additional items such as monitors and locations.
4. Attended meeting with Communications staff regarding sound room project.
5. Continued imaging and deploying replacement DELJIS machines.
6. Continued developing a plan to upgrade older windows servers.
7. Worked on identifying errors in our Storage Array Network (SAN). Worked with vendor to replace a componet that failed.

**Activity or Project:**

Police Vehicle Technology Upgrades

**Description:**

Approved Capital Improvement Project.

New computers have been deployed to all vehicles. Most of the installation on these vehicles will be performed by vendor. Scheduling with the vendor has begun for console and cradlepoint installation.

New consoles have been installed in 4 of 12 vehicles. Cradlepoints have been installed in vehicles #909, #935, #926, #915, #923, #928, #925, #907, #934, #910, #905, #918, #939 & #906. We have 10 vehicles remaining.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	11-01-2018
<b>Execution Status:</b>	Behind Schedule

**Activity or Project:****Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

**Activity or Project:****Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

### City Manager's Weekly Report

**Department:**

## Parks and Recreation Department

**Notable Notes:**

Deputy Director: Completed end of year personnel evaluations and started feedback with staff; continued to update information for the winter/spring activity guide and completed data entry forms for input into the recreation software program; attended meeting with Joe and representatives from JMT regarding the redevelopment of the Rodney Complex, attended meeting with Joe and representatives from AECOM regarding the Newark Sustainability Plan; completed program with Shelby for dance recital; worked with instructors to confirm final information for winter/spring programs; continued to process special event applications and issue permits once approved.

Recreation Supervisor of Athletics: Continues working on program planning for winter/spring programs; repaired and fired Kiln at the George Wilson Center; visited the start of our elementary and junior basketball leagues at Downes Elementary and Newark High; working on fall program statistics; working on year-end report; preparing for a high volume of staff turnover in our before and after care programs in January.

Recreation Supervisor of Community Events: Worked on winter/spring programming, confirming dates and times with instructors.

Coordinator of GWC and Volunteers: Continued to work on program analysis forms; continued to finalize winter/spring program brochure information; sent additional facility requests to the Newark Senior Center and Aetna Fire Hall; updated the December schedule and finalized the January schedule for George Wilson Center attendants; completed George Wilson Center attendant evaluations; prepared for a George Wilson Center attendant staff meeting scheduled for December 17; continued to prepare for the upcoming Dance Recital scheduled for December 15; attended the Dance Rehearsal at the Aetna Fire Hall on December 13 in which dancers practiced for the show and had their pictures taken by Sports-N-More Photography; attended the Dance Recital on December 15 in which 120 people attended; posted photos from the Recital on Facebook and Instagram; dropped off Swim Lesson certificates and checked in on the final swim lesson at the Newark Senior Center, a total of 11 participants completed Beginner Swim, 10 completed Advanced Beginner Swim and 7 completed Intermediate Swim; assisted recreation leaders in final preparations for a Birthday Party Package held at the George Wilson Center on December 15.

Recreation Specialist: Reviewed weekly Foodbank Aftercare forms, updated before/after care forms, call list and distributed to sites; put January -June Community events on radio/news online calendars; completed swimming certificates; finished Thanksgiving Day Breakfast sponsor thank you letters; updated volleyball scores on website; worked on store room clean up going through about 12 boxes, making sure labeled correctly, and discarding empty/dried up fabric paint and glue; purchased supplies for after care clubs and pizzas for GWC birthday party; started brainstorming a list of volunteer organizations to invite to the Volunteer Fair in January.

Parks Superintendent: Continued working with Public Works on resolving issue along mill race with resident, met with Parking Division and Public Works representatives concerning sign installation/placement at several park areas including Reservoir site, reviewed proposed planting/tree preservation plans for development at UD dorm site and commented as needed, talked with garage and set up to go over both Kubota units prior to this upcoming winter,

completed gathering quotes for upcoming project at Folk Park tennis court to make court ADA accessible, ordered signage as needed for placement within the park system, after notification by the Delaware Invasive Species Council of 2019 grant award submitted additional requested information on the public outreach component of the grant for review by Parks Director and Communications Manager, started gathering quotes for upcoming 2019 purchases and continued working on swing issue for Preston's Playground.

Parks Supervisor: Met with equipment representative on possible purchase of new landscape tractor and dingo units and associated pricing, assigned field staff daily and assisted as needed, and continued on employee reviews.

Parks/Horticulture Staff: Completed installation of post and rail fence at Preston's Playground, continued on plant cut backs throughout park system, checked holiday tree and pots on Main Street, repaired footbridge on green trail in Redd Park, did interior bed maintenance at City Hall, installed base for statue placement in Atrium at City Hall, did trash removal throughout park system, did wood carpet installation at several park sites and continued on work orders as assigned.

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**Activity or Project:**

Winter/Spring Activity Guide

**Description:**

The Winter/Spring activity guide will be delivered to our email list of over 10,000 on December 28. Registration begins January 2 for residents and January 4 for non-residents. The activity guide will highlight hundreds of programs that will keep you and your family busy through the long winter months.

<b>Status:</b>	Started
<b>Expected Completion:</b>	12-28-2018
<b>Execution Status:</b>	On Track

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**Activity or Project:**

**Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

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**Activity or Project:**

**Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

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**City Manager's Weekly Report**

**Department:**

## Planning and Development Department

### Notable Notes:

#### Code Enforcement:

Code Enforcement Officer Brian Daring met with the contractor, architect, and engineer at the Super 8 Motel to assess the extent of the damage and code requirements for the repairs. Brian and Planning and Design Engineer Ethan Robinson met with UD staff and engineers for the Whitney Athletic Center demo phase.

#### Parking:

Parking Maintenance continued to work on meter repair as daylight is at a minimum with earlier sunsets and weather with our solar meters. Cold weather gear was distributed to Parking Ambassadors, including long sleeves, pants, and coats. Parking webpage updates were submitted to the City's Creative Designer/Web Specialist. ParkingSoft updates were applied to off-street parking lot equipment on December 17, after students had left, in order to reduce customer impact. Parking staff is researching a way to automatically cancel previous appeals when a parking citation payment is made online and a patron pleads guilty to the parking citation in question.

Parking Supervisor Courtney Mulvanity, along with Planning Director Mary Ellen Gray and Planner Thomas Fruehstorfer, participated in a follow up meeting to the Subdivision Advisory Committee (SAC) meeting for the Green Mansion Hotel on December 13 to discuss the impact of the proposed plans by Lang Development on the Parking Division. Training was completed for PT Parking Ambassador Michael Eggert. Management continued their focus on performance reviews, with a goal to be completed by December 30.

#### Planning/Land Use:

The Planning Commission is scheduled to meet on Wednesday, January 2, 2019. The agenda includes discussion of Focus Areas and discussion of potential additional use in RM and RA zoning districts.

Planner Mike Fortner is working on Focus Areas, to include text amendments to the Comprehensive Development Plan V land-use section to be reviewed by Planning Commission at their January 2 meeting; participated with consultant AECOM to interview department directors and DEMEC staff on December 13 regarding existing sustainability practices, as well as future goals for development of the Newark Community Sustainability Plan; participated in a statewide focus group on December 17 for a study in conjunction with the UD Institute for Public Administration (IPA) on coordinating state policies on health; and, attended the WILMAPCO Technical Advisory Committee meeting and Bike Newark meeting on December 20.

Planner Tom Fruehstorfer represented Newark at the WILMAPCO PAC meeting on December 17 and attended the Planning Commission Green Building Code Work Group meeting on December 18 to discuss a potential update of the City's Building Code requirements with new sustainability considerations.

The following was also completed this week:

- 10 Deed Transfer Affidavits

- 42 Building Permit Reviews

Land Use Projects Currently Under Review:

1119 South College Avenue, Parcel 1804600026 (PR#16-06-01): On June 6, 2016, the Planning and Development Department received a sketch plan review for the proposed redevelopment of the property at 1119 South College Avenue, the present location of the Red Roof Inn. The application and plans for the proposed major subdivision and special use permit were received on November 20, 2016. Revised plans were received February 8, 2017. The proposal calls for demolition of the existing structure at the site and construction of a 4-story hotel and convenience store with gas pumps, with associated parking. Staff comments were sent to the applicant on March 9, 2017.

0 Independence Way, Village of Chestnut Hill, Parcel ID 1100900078 (PR#16-06-02): The Planning and Development Department received plans for an annexation, rezoning, and major subdivision of the property located at 0 Independence Way on June 30, 2016. The plans call for a 45-unit townhouse community at the site. Plans were reviewed by the Subdivision Advisory Committee (SAC) at an October 13, 2017 meeting. SAC comments were sent to the applicant on October 27, 2017.

65 South Chapel Street, Continental Court Apartments, Parcel ID 1802000209 (PR#17-04-03): The Planning and Development Department received a sketch plan review for the proposed redevelopment of the property at 65 South Chapel Street on April 19, 2017. The proposal calls for the demolition of the existing apartment building and construction of a 74-unit, 5-story high-rise apartment building at the site. The sketch plan has been pulled by the applicant, who plans to submit a revised plan in the future.

0 Paper Mill Road, Parcel ID 0805200012 (PR#17-11-01): On November 7, 2017, the Planning and Development Department received plans for the annexation, rezoning from NCC-SR New Castle County zoning to RS (single family residential) City of Newark zoning, and major subdivision with site plan approval for the property located at 0 Paper Mill Road. The proposal includes the creation of 18 new lots for construction of single family homes. Plans were distributed to the Subdivision Advisory Committee (SAC) on November 7, 2017. A SAC meeting was held on December 6, 2017. SAC comments were sent to the applicant on December 14, 2017. Revised plans were submitted on April 2, 2018 and distributed to the Subdivision Advisory Committee for review. A SAC meeting was held May 29, 2018 to discuss the plans with City operating departments. Staff comments were sent to the applicant on June 1, 2018. Revised plans were received by the Planning and Development Department on August 17, 2018. SAC comments were sent to the applicant on August 28, 2018. At their meeting on September 4, 2018, the Planning Commission recommended approval of the annexation, rezoning, and major subdivision with site plan approval. The project will be placed on an upcoming available City Council agenda.

67-69 New London Avenue, Parcel ID 1801900262 (PR#17-11-02): The Planning and Development Department received plans for a minor subdivision for the property located at 67-69 New London Avenue on November 15, 2017. The proposal includes the demolition of the existing building on the site and the construction of two townhouses. Plans were distributed to the Subdivision Advisory Committee (SAC) on November 15, 2017. A SAC meeting was held February 14, 2018. SAC comments were sent to the applicant on March 12, 2018. Revised plans were received by the Planning and Development Department on May 18, 2018 and distributed for

SAC review. Revised plans were received by the Planning and Development Department on June 7, 2018. On August 16, the applicant appeared before the Board of Adjustment. The Board heard the applicant's appeal for a variance regarding the Planning Department's definition of dwelling, multi-family per Section 32-4(a)(40) for the property at 67-69 New London Road, which was denied. The Board also denied the appeal regarding the interpretation of Section 32-11(b)(1) regarding the conversion of a one-family dwelling unit for two or more families. The Board voted to table discussion of the remaining area variances at this time. The Planning and Development Department received revised plans on August 29, 2018.

46 Welsh Tract Road, Parcel IDs 1100900033, 1100900059 (PR#17-11-03): On November 16, 2017, the Planning and Development Department received a sketch plan for the annexation, rezoning from S (Suburban) New Castle County zoning to RR (Town Houses) City of Newark zoning, and major subdivision, with possible site plan approval, of two parcels totaling 2.15 acres to construct 22 townhomes. Plans were distributed to the Subdivision Advisory Committee (SAC) on November 21, 2017. A SAC meeting was held on December 14, 2017. Staff comments were sent to the applicant on December 29, 2017.

419 and 421 Paper Mill Road, Parcel IDs 0805200010, 0805200011 (PR#17-11-04): Sketch plans for the annexation and rezoning of two existing single-family homes were received by the Planning and Development Department on November 21, 2017. The plan proposes annexation and rezoning from SR (Suburban Reserve) New Castle County zoning to RH (One Family Detached Residential) City of Newark zoning, in conjunction with the adjacent proposed subdivision of 0 Paper Mill Road, to tie into the public water and sanitary sewer. Submission of plans for 419 and 421 Paper Mill Road will likely be contingent on approval of the 0 Paper Mill Road subdivision, as the plan proposes the discharge of sewage using the 0 Paper Mill Road infrastructure. Plans were distributed to the Subdivision Advisory Committee on November 21, 2017.

1501 Casho Mill Road, Parcel ID 1803000127 (PR#17-11-05): On November 23, 2017, the Planning and Development Department received a sketch plan submission for a Comprehensive Development Plan amendment and major subdivision for the property located at 1501 Cash Mill Road. The proposal includes demolition of the existing office building at the site and construction of a new three-story structure with 23,526 square feet of office and retail on the first floor and 60 apartments on the second and third floors. Plans were distributed to the Subdivision Advisory Committee on November 29, 2017. A SAC meeting was held on December 18, 2017. Staff comments were sent to the applicant on January 18, 2018.

924 Barksdale Road, Parcel ID 1802400155 (PR#17-11-06): A sketch plan for the rezoning and major subdivision of 924 Barksdale Road was received by the Planning and Development Department on November 30, 2017. The plan proposes rezoning the property from BL (Limited Business) to AC (Adult Community) zoning to construct a 112-unit assisted living and memory care facility. On May 9, 2018, the Planning and Development Department received an application and revised plans for a Comprehensive Development Plan amendment, rezoning, and major subdivision at 924 Barksdale Road. The sketch plan was distributed to the Subdivision Advisory Committee (SAC) on December 1, 2017. Staff comments were sent to the applicant on February 15, 2018. Revised plans were distributed for SAC review on May 9, 2018. A SAC meeting was held on May 23, 2018 to discuss the plans with City operating departments. A SAC letter with staff comments was sent to the applicant on June 12, 2018. Revised plans were received by the Planning and Development Department on October 31, 2018 and distributed to the SAC for review

on November 1, 2018.

515 Capitol Trail, Charlotte's Way, Parcel IDs 1801000004, 1801000005 (PR#18-02-01): The Planning and Development Department received a sketch plan for the rezoning and major subdivision of 515 Capitol Trail, to be known as Charlotte's Way, on February 15, 2018. The plan proposes the rezoning of the property from RS to RR, demolition of the existing single-family home on the site, and construction of ten townhomes. Applications and plans for the rezoning and major subdivision with site plan approval of this property were received by the Planning and Development Department on September 26, 2018. The sketch plan was distributed to the Subdivision Advisory Committee (SAC) on February 16, 2018. SAC comments were sent to the applicant on April 20, 2018. Plans received on September 26, 2018 were forwarded to the SAC for review on September 26. A SAC meeting was held on October 19, 2018 to discuss the plans with City operating departments.

1364 Marrows Road and 701 Ogletown Road, Martin Honda, Parcel ID 1802100215 (PR#16-01-03): On March 23, 2018, the Planning and Development Department received plans for an amendment to the major subdivision plan for the property at 1364 Marrows Road and 701 Ogletown Road. The plan proposes the reconfiguration of the automobile/vehicle repair facility shown on the Annexation, Rezoning, Major Subdivision and Special Use Permit plan of Martin Honda approved by City Council at their December 12, 2016 meeting, to include the elimination of one building and one two-story parking deck, reducing the overall gross floor area from 65,786 square feet to 52,080 square feet. Plans have been distributed for Subdivision Advisory Committee (SAC) review. SAC comments were forwarded to the applicant on May 18, 2018. Revised plans were received by the Planning and Development Department on August 16, 2018. SAC comments were forwarded to the applicant on October 12, 2018.

209-225 Haines Street, Parcel IDs 1802600107, 1802600108, 1802600217, 1802600109, 1802600212 (PR#18-05-02): On May 10, 2018, the Planning and Development Department received plans for a Comprehensive Development Plan amendment, rezoning, and major subdivision with site plan approval for the property at 209-225 Haines Street. The plan proposes demolition of the existing buildings on the site and construction of a high-rise apartment with 24 units – 12 three-bedroom and 12 two-bedroom apartments – with 22 garage parking spaces on the first floor. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on May 11, 2018. A SAC meeting was held on June 14, 2018. SAC comments were sent to the applicant on July 26, 2018. Revised plans were received by the Planning and Development Department on September 7, 2018, with SAC comments forwarded to the applicant on September 24, 2018. The project was reviewed by the Planning Commission at their meeting on October 2, 2018, at which time the Planning Commission, at the applicant's request, tabled the proposal until the next regularly scheduled Commission meeting on November 6, 2018. At their meeting on November 6, 2018, the Planning Commission recommended approval of the Comprehensive Development Plan amendment (7-0), rezoning (4-3), and major subdivision with site plan approval (4-3). The project will be placed on an upcoming City Council agenda.

62 North Chapel Street, Parcel ID 1801400215 (PR#18-05-03): Plans for the rezoning and major subdivision with site plan approval of 62 North Chapel Street were received by the Planning and Development Department on May 10, 2018. The plan proposes the demolition of the existing office building on the site and construction of a mixed-use building with 300 square feet of office space and 30 garage parking spaces on the first floor, and 18 two-bedroom apartments on the two floors above. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on

May 11, 2018. A SAC meeting was held on June 14, 2018. SAC comments were sent to the applicant on October 1, 2018. Revised plans were received by the Planning and Development Department on November 8, 2018. SAC comments were sent to the applicant on November 27, 2018. At their meeting on December 4, 2018, the Planning Commission recommended approval of the rezoning (5-2) and major subdivision with site plan approval (4-3). The project will be placed on an upcoming City Council agenda.

100, 115, 121 College Square, Parcel IDs 1802100196, 1802100199, 1802100172 (PR#18-05-04): On May 22, 2018, the Planning and Development Department received a sketch plan for a major subdivision for the redevelopment of a portion of the College Square shopping center, to include a mixed-use complex with retail and residential space. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on May 22, 2018. Revised sketch plans were received by the Planning and Development Department on June 6, 2018. SAC comments were sent to the applicant on August 27, 2018. Revised plans were received by the Planning and Development Department on October 11, 2018. A SAC meeting was held on November 5, 2018. SAC comments will be forwarded to the applicant in the near future.

18 North Street, White Clay Vista, Parcel ID 1801400025 (PR#18-06-03): On June 22, 2018, the Planning and Development Department received plans for a minor subdivision at 18 North Street. The plan proposes to replace the one-story apartment building at the site with four 3-story townhouse style apartments similar to the existing units at the rear of the property. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on June 22, 2018. A SAC meeting was held on August 16, 2018. Staff comments will be sent to the applicant in the near future.

321 Hillside Road, Parcel ID 1801900222 (PR#18-06-04): On June 26, 2018, the Planning and Development Department received a sketch plan for the property at 321 Hillside Road, the site of the now-closed University of Delaware Dickinson dormitory. The plan proposes the demolition of the existing buildings at the site and construction of two 15-unit apartment buildings and 65 townhomes. An application for the major subdivision with site plan approval was received by the Planning and Development Department on December 6, 2018, along with revised plans proposing the demolition of the existing structures at the site, subdivision of the parcel into two lots, one of which will be maintained as open space, and construction of 189 two-bedroom apartment units. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on June 27, 2018. A revised sketch plan was received by the Planning and Development Department on July 17, 2018. A SAC meeting was held on August 13, 2018. SAC comments were sent to the applicant on October 11, 2018. The Planning and Development Department received revised plans, along with the major subdivision with site plan approval application, on December 6, 2018. The revised plans were distributed to the SAC for review on December 10, 2018 and a SAC meeting has been scheduled for January 4, 2019.

1105 Elkton Road, Royal Farms, Parcel ID 1100400013 (PR#18-07-01): A sketch plan was received by the Planning and Development Department on July 20, 2018 for the property located at 1105 Elkton Road. The plan proposes an annexation, rezoning, and minor subdivision to demolish the existing buildings at the site and construct a Royal Farms gas station, car wash, and convenience store. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on July 23, 2018. A SAC meeting was held on August 27, 2018. SAC comments were forwarded to the applicant on October 22, 2018.



105-83 New London Road and 36-42 & 41 Wilson Street, Campus Walk II, Parcel IDs 1801300106, 1801300107, 1801300108, 1801300109, 1801300196, 1801300110, 1801300111, 1801300112, 1801300113, 1801900157, 1801900156, 1801300161, 1801300086, 1801300085, 1801300198, 1801900143 (PR#18-08-01): On August 9, 2018, the Planning and Development Department received plans for the property located at 105-83 New London Road and 36-42 & 41 Wilson Street. The plan, to be known as Campus Walk II, proposes a Comprehensive Development Plan amendment and major subdivision with site plan approval to demolish the existing structures located at 83-105 New London Road and 41 Wilson Street, relocate the existing structure at 87 New London Road to 41 Wilson Street and repurpose it as a 4-person student rental, and construct 28 garden apartments on the parcels fronting on New London Road, with vehicular access via the original Campus Walk accessway. The parcels located at 36-42 Wilson Street are incorporated into the land use proposal for the purpose of relocating lot lines and are not being redeveloped as part of the plan. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on August 9, 2018, and a SAC meeting was held on September 5, 2018. SAC comments were forwarded to the applicant on September 21, 2018. Revised plans were received by the Planning and Development Department on October 9, 2018. SAC comments were forwarded to the applicant on October 30, 2018. The project was reviewed and considered by the Planning Commission at their November 6, 2018 meeting, at which time they recommended approval of the Comprehensive Development Plan amendment (6-1) and major subdivision with site plan approval (4-3). The project will be placed on an upcoming City Council agenda.

511 Valley Road, Parcel ID 1801700079 (PR#18-09-01): Plans for a minor subdivision with site plan approval for 511 Valley Road were received by the Planning and Development Department on September 7, 2018. The plan proposes the demolition of the existing single-family structure on the site and construction of a semi-detached structure that will replicate the existing architecture of the Briarcreek subdivision. Plans were distributed to the Subdivision Advisory Committee for review on September 10, 2018 and a SAC meeting was held on October 1, 2018. SAC comments were sent to the applicant on December 6, 2018.

92 & 96 East Main Street, Green Mansion, Parcel IDs 1802000033 & 1802000034 (PR#18-10-01): On October 5, 2018, the Planning and Development Department received plans for a major subdivision and special use permit for the property located at 92 & 96 East Main Street. The plans propose to extinguish the interior common parcel lines to combine the parcels into one parcel, the demolition of 92 East Main Street, and the preservation and rehabilitation of 96 East Main Street (often referred to as the Green Mansion) to construct a mixed-use building including a 7-story, 147-room hotel and 19,500 square feet of office space with associated parking, amenities and accessory uses. The special use permit is required for a hotel in the BB zoning district. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on October 8, 2018. A SAC meeting was held on November 6, 2018. SAC comments will be forwarded to the applicant in the near future.

132-138 East Main Street, Parcel IDs 1802000126 & 1802000127 (PR#18-10-02): On October 8, 2018, the Planning and Development Department received a rough concept sketch plan for the property at 132-138 East Main Street. The sketch plan proposes a major subdivision for the demolition of the existing structures at the site and construction of a 4-story structure with retail on the ground level and 12 apartments on the 2nd, 3rd, and 4th floors on the front of the lot. The rear of the lot is proposed to have parking on the first two floors with an 88-room hotel on the 3rd, 4th, and 5th floors, and a roof deck on top. Plans were distributed to the Subdivision Advisory

Committee (SAC) for review on October 9, 2018. A SAC meeting is scheduled for November 7, 2018. SAC comments will be forwarded to the applicant in the near future.

20-22 Benny Street, Maras Landing, Parcel IDs 1802600125 & 1802600126 (PR#18-11-01): On November 8, 2018, the Planning and Development Department received plans for a Comprehensive Development Plan amendment, rezoning, and major subdivision with site plan approval for the property at 20-22 Benny Street. The plan proposes demolition of the existing structures on the site and construction of 9 garden apartments consisting of variations in width and bedroom count. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on November 8, 2018. A SAC meeting has been scheduled for January 3, 2019.

804-810 South College Avenue, Parcel IDs 1804400122, 1804400121 (PR#18-12-01): On December 4, 2018, the Planning and Development Department received plans for a special use permit for the property at 804-810 South College Avenue. The plan proposes utilization of 810 South College Avenue as an extended/overflow area for the storage, parking, rental and sale of vehicles and equipment in scope of the currently operating 896 Shell Fuel and Service facility at 804-808 South College Avenue. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on December 11, 2018.

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**Activity or Project:**

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**Description:**

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**Status:**

**Expected Completion:**

**Execution Status:**

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**Activity or Project:**

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**Description:**

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**Status:**

**Expected Completion:**

**Execution Status:**

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**Activity or Project:**

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**Description:**

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**Status:**

**Expected Completion:**

**Execution Status:**

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**City Manager's Weekly Report**

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**Department:**

Police Department

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**Notable Notes:**

Auxiliary Services Division:

- On December 19th members of the Newark Police Department and the City Solicitor's

Office participated in another conference call related to the development of the police department's body worn camera project. A proposed draft policy was submitted for Bureau of Justice Assistance review and possible approval.

#### Criminal Investigations Division:

- On December 17th, at approximately 3:00 p.m., officers from the Street Crimes Unit conducted a prostitution investigation at the Super 8 Motel, 268 E. Main Street. Officers began the investigation after discovering an online prostitution advertisement. Officers subsequently arrested a 29-year-old female from Northeast, MD for prostitution, conspiracy, and resisting arrest. A 38-year-old male from Baltimore, MD, who was an acquaintance of the female, was arrested for promoting prostitution and conspiracy. The female was found to have outstanding bench warrants from Maryland and she was ordered held in Baylor Women's Correctional Institution awaiting extradition. The male was released on a criminal summons.

#### Administration Division:

- M/Cpl. Potocki completed teaching a 40-hour Basic Crime Scene Investigation class with Sgt. Maiura last week. The class was attended by officers from the Newark Police Department as well as other Delaware agencies.
- The Newark Police Department will be conducting the annual Toys for Tots distribution on Thursday, December 20, 2018.

#### Patrol Division:

- On Friday, December 14th, at 1740 hours, A Platoon officers responded to a vehicle collision on Christina Parkway. Upon arrival it was discovered that a 2010 Subaru Forester struck the rear of a 2011 Nissan Versa, which in turn struck the rear of a 2016 Dodge Ram. The Forester overturned, trapping the driver in the vehicle. The driver of the Forester was extricated from the vehicle by Aetna Hose, Hook & Ladder Company of Newark. The driver of the Forester and the driver of the Versa were each transported to an area hospital. The roadway was closed for about one hour for investigation and clean-up.
- On Saturday, December 15th, at approximately 2026 hours Officer Maiura responded to Manuel Street for a report of a disabled vehicle with a flat tire. Upon arrival, contact was made with the driver of a black Honda CR-V. He stated he never learned how to change a tire but had all of the tools in his vehicle along with a spare. Officer Maiura assisted the driver as he changed his tire.
- On Monday, December 17th, at approximately 0850 hours, Officer O'Donnell was dispatched to Wells Fargo Bank (622 S. College Avenue) for a report of a suspicious package. Upon arrival, contact was made with the manager of the bank who advised that when he arrived at work this morning he located a brown package at the side employee entrance. He further relayed that the Bank was not expecting a package and packages are always dropped off at the front entrance not the employees' entrance. Sgt. Buglio and P/O O'Donnell cleared the employees from the parking lot and secured the area. Sgt. Buglio requested a K9 bomb dog to check the package. UDPD K9 Sgt. McCloskey responded to the location. UDPD's K9 Officer searched the area and checked the package. The K9 Officer advised that his dog did not respond to the package. The package was opened and was found to contain food items inside the package. It is unknown who delivered the box to the address.

#### Special Operations Unit:

- Following completion of the K9 training program with the Delaware State Police, K9 Luto and Officer Spencer have begun patrol duties. The team will now be assigned to K9 Handler, Cpl.

Adam Stevens for field training in their new role. The Special Operations Unit continues their retail theft operation and the unit will participate in the Toys for Tots program on Thursday, December 20th.

**Activity or Project:**

N/A

**Description:**

N/A

**Status:**

Completed

**Expected Completion:**

**Execution Status:**

Completed

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

### City Manager's Weekly Report

**Department:**

Public Works and Water Resources Department

**Notable Notes:**

Merry Christmas and Happy Holidays from the PW&WR staff. We held our annual Christmas pot luck luncheon on Monday, December 17th. Everyone brought delicious food to share and many had lunch for the rest of the week on the leftovers.

Our water and wastewater crews completed a repair on an exposed sewer main near the White Clay Creek just before the heavy rains last weekend and set us up for long-term correction at this vulnerable area. Working with DelDOT and a private contractor, we were able to correct the problem that caused the washout and take steps to prevent it from happening again.

Sewer lining work on Main Street CCTV started this week and we anticipate two weeks of this prep work before the lining will begin in late January. Lane closures over night will be necessary in all phases of the work with one lane remaining open.

Staff met with representatives of the Municipal Services Corporation of the City of New Castle for a tour of our facilities. MSC provides water and electric services to the City of New Castle. They

are a great bunch to share information about various operational procedures and industry standards.

**Activity or Project:**

Rodney Project - Environmental Remediation

**Description:**

The environmental remediation contract is progressing well. The attached table shows the tasks completed and the air monitoring associated with the daily activities. This table is updated daily on the Rodney webpage on the City Website.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	03-31-2019
<b>Execution Status:</b>	On Track

**Activity or Project:**

Curtis Water Treatment Plant Upgrades

**Description:**

The exterior walls and roof are complete and the doors and windows on the outside walls are being installed along with stairs to access the relocated office. The office is framed out and floor will be installed within the next week. We are progressing on schedule and anticipate completion of the project at the end of February. The plant remains in operation and we have not had the need to shut down the plant or purchase water for the duration of the project.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	02-28-2019
<b>Execution Status:</b>	On Track

**Activity or Project:**

**Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

Digital Records Project New Documents Created – December 13-19

Name	# of Documents	# of Pages	Types
Samantha	192	1,196	Court Documents
Sandy	262	3,936	Daily Cash Reports/Personnel Documents/Court Documents
Fred	3	605	Building Plans/PWWR Development Files
Debbie	163	4,916	PUBS Daily Cash Receipts/Court Documents
Ana (PT)	212	1,311	Court Documents
Anita (PT)	77	220	Miscellaneous Current Files
Total	909	12,184	

Digital Records Project Documents Modified\* – December 13-19

Name	# of Documents	# of Pages	Types
Samantha	244	1,356	Building Permits
Sandy	262	3,936	Daily Cash Reports/Personnel Documents/Court Documents
Fred	8	866	Building Plans/PWWR Development Files
Debbie	163	4,916	PUBS Daily Cash Receipts/Court Documents
Ana (PT)	233	1,407	Court Documents
Anita (PT)	78	230	Miscellaneous Current Files
Total	988	12,711	

Monthly Year-Over-Year New Document Page Totals

Month	2017	2018	Change +/-
January	45,159	45,288	+129
February	28,898	20,852	-8,046
March	32,952	25,727	-7,225
April	31,188	32,595	+1,407
May	18,988	40,272	+21,284
June	15,578	17,662	+2,084
July	26,106	23,131	-2,975
August	22,939	30,880	+7,941
September	29,779	38,612	+8,833
October	31,314	48,801	+17,487
November	36,662	43,574	+6,912
December	32,295		
Totals	352,488		

Monthly Year-Over-Year Modified Document Page Totals\*

Month	2017	2018	Change +/-
January	0	49,088	+49,088
February	0	72,213	+72,213
March	0	52,137	+52,137
April**	175,492	53,599	-121,893
May	14,718	49,087	+34,369
June	14,906	30,590	+15,684
July	28,804	30,099	+1,295
August	18,646	41,820	+23,174
September	19,716	43,957	+24,241
October	23,730	62,239	+38,509
November	27,776	46,455	+18,679
December	29,452		
Totals	353,240		

\*Includes documents created in other departments, but sent to the Digital Records Division to be scanned as well as ongoing quality control updates.

\*\*Entire database was modified in April 2017.

NEWARK POLICE DEPARTMENT

WEEK 12/09/18-12/15/18

INVESTIGATIONS

CRIMINAL CHARGES

	2017 TO <u>DATE</u>	2018 TO <u>DATE</u>	THIS WEEK 2018	2017 TO <u>DATE</u>	2018 TO <u>DATE</u>	THIS WEEK 2018
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	1	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	1	1	0	2	0	0
Rape	7	14	0	0	4	0
Unlaw. Sexual Contact	12	6	0	2	6	0
Robbery	31	18	0	17	26	1
- Commercial Robberies	11	8	0	4	9	0
- Robberies with Known Suspects	1	1	0	0	3	1
- Attempted Robberies	2	0	0	5	1	0
- Other Robberies	17	9	0	8	13	0
Assault/Aggravated	25	19	0	21	28	0
Burglary	49	44	1	15	17	0
- Commercial Burglaries	10	12	0	3	2	0
- Residential Burglaries	30	28	1	11	13	0
- Other Burglaries	9	4	0	1	2	0
Theft	548	569	12	208	230	9
Theft/Auto	46	49	0	5	6	0
Arson	1	0	0	0	0	0
All Other	101	104	4	76	100	2
<b>TOTAL PART I</b>	<b>822</b>	<b>824</b>	<b>17</b>	<b>346</b>	<b>417</b>	<b>12</b>
<u>PART II OFFENSES</u>						
Other Assaults	291	243	2	131	175	5
Rec. Stolen Property	2	1	0	18	18	0
Criminal Michief	193	143	0	54	116	3
Weapons	20	12	0	33	37	0
Other Sex Offenses	0	0	0	0	0	0
Alcohol	144	213	0	261	411	1
Drugs	144	144	1	167	192	4
Noise/Disorderly Premise	802	767	8	304	360	5
Disorderly Conduct	154	156	2	151	98	0
Trespass	208	225	7	112	69	2
All Other	415	371	8	361	345	5
<b>TOTAL PART II</b>	<b>2373</b>	<b>2275</b>	<b>28</b>	<b>1592</b>	<b>1821</b>	<b>25</b>
<u>MISCELLANEOUS:</u>						
Alarm	278	158	0	0	0	0
Animal Control	460	467	7	5	2	0
Recovered Property	310	267	3	0	0	0
Service	35805	37702	581	0	0	0
Suspicious Per/Veh	597	478	13	0	0	0
<b>TOTAL MISC.</b>	<b>37450</b>	<b>39072</b>	<b>604</b>	<b>5</b>	<b>2</b>	<b>0</b>

	THIS WEEK <u>2017</u>	2017 TO <u>DATE</u>	THIS WEEK <u>2018</u>	2018 TO <u>DATE</u>
TOTAL CALLS	876	46,263	741	48,858



**Newark Police Department  
Weekly Traffic Report  
12/09/18-12/15/18**



TRAFFIC SUMMONSES	2017 YTD	2018 YTD	THIS WEEK 2017	THIS WEEK 2018
Moving/Non-Moving	8727	9834	127	112
DUI	164	185	1	2
<b>TOTAL</b>	<b>8891</b>	<b>10019</b>	<b>128</b>	<b>114</b>

\*Included in the total collision numbers

TRAFFIC COLLISIONS				
<b>Fatal</b>	1	1	0	0
Personal Injury	247	228	4	2
Property Damage <b>(Reportable)</b>	1128	1109	38	21
*Hit & Run	237	235	4	5
*Private Property	244	277	9	7
<b>TOTAL</b>	<b>1376</b>	<b>1338</b>	<b>42</b>	<b>23</b>

Note: Typically, the YTD numbers are generated by adding the current week statistics to the YTD statistics from the previous reporting period. Periodically, the numbers for this report will be generated from the beginning of the year to capture data that may have otherwise been omitted due to a processing delay or other administrative anomaly, more accurately updating the year-to-date totals.



Date	Abatement Areas	Samples Completed (#)	Results (f/cc)*	Action Level (f/cc)	Asbestos Test Results **
Monday December 10, 2018	No Abatement Work Performed	N/A	N/A	N/A	N/A
Tuesday December 11, 2018	Powerhouse Interior, Powerhouse Roof and Dining Hall Roof	10	<0.007	0.01	N/A
Wednesday December 12, 2018	Powerhouse Interior, Powerhouse Roof and Dining Hall Roof	12	<0.006	0.01	N/A
Thursday December 13, 2018	Powerhouse Interior, Powerhouse Roof and Dining Hall Roof	12	<0.006	0.01	N/A
Friday December 14, 2018	Powerhouse Interior, Powerhouse Roof and Dining Hall Roof	11	<0.005	0.01	N/A
Monday December 17, 2018	Powerhouse Roof and 3 <sup>rd</sup> Floor in Dorm A	13	<0.005	0.01	N/A
Tuesday December 18, 2018	Dorm A and Dining Hall Roof	14	<0.007	0.01	N/A
Wednesday December 19, 2018	Dorm A and Dining Hall Roof	14	<0.023	0.01	None Detected

\*Air Monitoring Results are measured in fibers per cubic centimeter. If a test result is greater than 0.010 fibers per cubic centimeter the Contractor will immediately stop work and perform corrective action measures to mitigate the airborne fibers.

\*\* The air monitoring tests for ALL airborne fibers not just asbestos fibers. Should a test exceed 0.010 fibers per cubic centimeter the test sample will be submitted to a lab for an asbestos fiber count determination.