

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

This Monday we held a regular council meeting. I spent a considerable amount of time preparing for the meeting on Monday. There were several follow-up items coming out of the meeting which I worked on throughout the week.

On Monday I met with Ross McGinn, Finance Director for Delaware City, Kash Srinivasan, Delaware City's consultant, and Jerry Kauffman of the UD Water Resources Agency to assist them in review and ranking of an RFP related to the potential sale or operating contract for their water utility.

On Tuesday Solicitor Bilodeau, City Secretary Bensley, and I met to discuss charter change items and plan out the path forward for bringing a resolution for the 3/11 council meeting. I also held a phone call with the project management team from DelDOT in charge of the I95/SR896 Interchange project who are working on a grant submission to the US Department of Transportation.

On Wednesday we held the February "WOW" employee recognition breakfast. Later in the day we held a meeting with representatives from DFIT and the FOP to discuss the DFIT Workers Compensation program and how we would migrate the FOP into the program. In the afternoon we held the first three of nine planned interviews for the HR and Labor Relations Manager position (previously Deputy City Manager). We have six more interviews scheduled for Monday the 4th.

Thursday, we had a regular staff meeting in the morning. Following the staff meeting I sat in on a progress update from JMT on the Rodney project. In the afternoon I met with Caitlin Olsen and Vincent Jackson from UD's Office of Student Conduct. I also had my monthly meeting with Councilwoman Wallace to discuss regular items. Finally, I prepared a testimonial for DelDOT in support of an award application they were making to the Delaware chapter of the American Society of Highway Engineers (ASHE) for the Cleveland Avenue Task Force (CATF) project.

On Friday morning I finalized the CATF letter, met briefly with Councilman Clifton, wrapped up the weekly report and began reviewing council recommendation memos for posting ahead of the 3/11 council meeting. Late on Friday I am scheduled to meet with Director Gray, Secretary Bensley, and Councilman Lawhorn to discuss logistics ahead of the special meeting on rental housing planned for later in March.

The remainder of the week was spent on personnel and general administrative tasks.

Activity or Project:
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| Expected Completion: | |
| Execution Status: | |

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

City Manager's Weekly Report

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| Department: Alderman's Court | |
| Notable Notes: Alderman's Court held three court sessions from 2/21/19 to 2/27/19. These sessions included arraignments, trials, capias returns, code violations and video hearings. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals. | |
| Activity or Project: Court Sessions | |
| Description: From 2/21/19 to 2/27/19 Alderman's Court handled 56 arraignments, 40 trials, 6 capias returns, 3 video hearings and 3 code violations. The court collected a total of 398 parking payments of which 253 were paid online and 145 were paid at court. The court also collected criminal/traffic payments which 158 were paid online and 66 were paid at court for a total of 224 payments. | |
| Status: | Completed |
| Expected Completion: | 02-28-2019 |
| Execution Status: | Completed |
| Activity or Project: | |
| Description: | |
| Status: | |
| Expected Completion: | |
| Execution Status: | |
| Activity or Project: | |
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| Expected Completion: |
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| Execution Status: |
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City Manager's Weekly Report

Department:

City Secretary and City Solicitor's Office

Notable Notes:

Paul was in the office on February 21 for Board of Adjustment, February 25 for Council, and February 26 and 27. Geena was in the office on February 21 for Court.

Renee met with Tara on February 21, Anita on February 21, Whitney on February 27 and Danielle on February 27 for one-on-one staff training to prepare for Renee's upcoming leave. Renee and Tara reviewed the weekly report process. Renee and Anita continued review of responsibilities to prepare for the election. Renee and Whitney reviewed Council packet follow up. Renee and Danielle covered ordinance drafting.

Paul, Whitney and Danielle staffed the February 21 Board of Adjustment meeting. The Board denied the requested variances for 38 and 40 Corbit Street unanimously.

Renee met with Mayor Sierer on February 22.

Paul, Renee, Tara and Whitney staffed the Council meeting on February 25. Follow up was completed by staff on February 26.

Paul and Renee met with Acting City Manager Coleman on February 26 to review the path forward for proposed charter changes in response to Council discussion on February 25.

Renee and Tara finalized the draft of the subdivision agreement for College Square and circulated it to staff for comments. The Comprehensive Plan amendment, major subdivision with site plan approval and special use permit is scheduled for first reading on February 25 and second reading and public hearing at the March 25 Council meeting.

Renee and Tara drafted the March 11 Council agenda and associated packet items.

Paul and Renee spent time on items related to the City Manager search.

Renee and Anita spent significant time preparing and getting the required signatures for 135 signature pages of closing documents for the state revolving loans for four referendum projects, which were submitted to bond counsel on February 27.

Work for the 2019 City elections continues. Council approved the polling places for the election at their February 25 meeting and Renee completed follow up related to this approval. Renee worked with the Election Board members regarding poll worker recruitment and corresponded with prospective poll workers who expressed interest. Renee updated the City website with polling place information. Information on 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:

* Began receiving relevant documents for a February 7 FOIA request from The Pelsa Company regarding 132, 136 and 140 East Main Street.

* Received, circulated to staff, determined there were no relevant documents, notified the requestor, completed and closed a February 25 FOIA request from SBA Communications regarding cell tower applications.

* Received, circulated to staff, determined there were no relevant documents, notified the requestor, completed and closed a February 25 FOIA request from Pennoni regarding 209, 213, 217, 221 and 225 Haines Street.

The March 5 Planning Commission agenda was posted and forwarded to Council.

Regarding minutes, staff time was spent on the February 12 Conservation Advisory Commission (Whitney drafted) and February 25 Council (Whitney drafting) minutes. The January 28 and February 25 Council executive session and February 21 Board of Adjustment minutes are currently in the queue.

Danielle fulfilled 10 discovery requests for upcoming Alderman's Court cases. 97 discovery requests have been filled so far this year. The court calendar for March 7 was received and the 12 cases were prepared for the Deputy City Solicitor. 10 court calendars with 174 associated cases have been prepared so far for 2019. No plea by mails were processed this week.

The office received 15 new lien certificate requests this week, which were sent to Finance for processing. 11 lien certificates were completed and sent to the requestor. 62 lien certificates have been processed for 2019. Tara and Anita spent time cross training Whitney and Danielle on the lien certificate process.

Activity or Project:

Digital Records Project

Description:

Samantha sent destruction requests to State Archives for of 3 boxes of files and 18 rolls of plans.

Samantha and Sandy worked on preparing several boxes of boards and commissions minutes for transfer to State Archives.

Records Division staff worked 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 Networks Program with the Christina School District has increased their work schedule with the City from one to two days per week to help with the processing of the increased volume of records being received from the departments as part of the strategic plan rollout. The students from the Copyworks Program do document preparation, such as removing staples, clips, etc., for the Records Division at no additional cost to the City.

The scanned documents numbers for February 21-27 are below.

Status:

In-Progress

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| Expected Completion: | |
| Execution Status: | On Track |
| Activity or Project: | |
| Description: | |
| Status: | |
| Expected Completion: | |
| Execution Status: | |
| Activity or Project: | |
| Description: | |
| Status: | |
| Expected Completion: | |
| Execution Status: | |

City Manager's Weekly Report

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| Department: | Electric Department |
| Notable Notes: | |
| <p>The line crews deenergized the feed and removed the transformer bank that fed the Rodney Dorms. The crews also installed poles at the STAR Campus which will be a semi-permanent feed to classroom trailers and labs while UD revamps WorriLOW Hall. The line crews also worked on the 12kV recloser project and fixed two poles and a transformer as the result of storm damage from the high winds.</p> <p>The electricians install new lights in the warehouse and the garage, worked with the concrete contractor pouring a transformer foundation at South Chapel Substation, worked on recloser communications, and fixed electrical problems at a parking lot booth.</p> <p>Engineering attended the 4th Annual DelDOT Utility Summit in Dover to go over procedural changes and updates on DelDOT projects. Engineering met with the Newark Charter School about a laydown area for the Elkton Road Project at the newly procured freezer plant in Interchange Industrial Park. Engineering also worked on a fault study for Bellevue Road and a load analysis and fuse study for the spur off Ogletown Road that feeds Wawa, KFC, and some of the College Square Shopping Center after adding a 300kVA transformer for the Enterprise Building.</p> | |
| 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:**

Finance Department

Notable Notes:

Staff has been working with our insurance broker, Willis Towers Watson, on renewing the City's insurance policies. Our plans are all effective April 1 of each year. Our 2019/2020 proposal will be on the 3/11 Council agenda for approval.

Payments and Utility Billing group was closed on February 27th for staff development.

Staff has been working on the 2019 Revenue Stabilization Adjustment (RSA) for the electric utility. The RSA, a component of the City's electric rate, must be reset effective March 15, 2019 to reflect the City's reduced cost of wholesale power, which is partially offset by the City's margin requirement and a 2018 over-collection. The RSA rate is adopted annually.

Activity or Project:

Finance Department Vacancies

Description:

Finance Assistant – (replacement of pending retirement) Job announcement closed on February 21. There were 52 applicants for the position. We are in the process of reviewing all of the applications and hope to begin scheduling interviews around the end of March.

IT Infrastructure Manager – (former IT Manager) Interviews are scheduled for March 8th. This position will lead IT's infrastructure team and will report directly to the Finance Director.

IT Network Administrator III – (position open due to resignation) Position will be reviewed after the IT Infrastructure Manager position is filled.

P/T Finance Assistant – Position vacated in January. Will review once the full-time Finance Assistant position is filled.

P/T Meter Reader – Approved by Council in the 2019 budget and is on hold.

P/T Customer Service Clerk I – Approved by Council in the 2019 budget and is on hold.

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| Status: | In-Progress |
| Expected Completion: | 09-30-2019 |
| Execution Status: | On Track |

Activity or Project:

Automatic Bill Payment/Leak Notification System

Description:

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.

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.

Please click on this link to set up your account today: <https://newarkde.gov/pay>. 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.

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| Status: | Completed |
| Expected Completion: | 12-31-2017 |
| Execution Status: | Completed |

Activity or Project:

Council Initiatives

Description:

Credit Card Fees - in progress. We are awaiting the ability to upgrade our billing system to allow for the flexibility of the vendor adding service fees/convenience fees for credit card usage. Two critical upgrades need to occur, and it is estimated that this feature will not be available until the last quarter of the fiscal year.

Water/Sewer customer service charges - in progress.

Electric Rate Study - in progress. Staff and Council will be attending the "Basic Cost of Service: Concepts and Rate Planning" held by DEMEC on March 12th. Working to have a discussion with Council at the April 22nd meeting on the expectations of the rate study.

Water/Sewer rate increase as proposed in the 2019 Budget - held over. In progress.

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| Status: | In-Progress |
| Expected Completion: | 09-30-2019 |
| Execution Status: | On Track |

City Manager's Weekly Report

Department:

Information Technology Department

Notable Notes:

Held weekly progress meeting with IT team to discuss 2019 projects.
Infrastructure Manager interviews will be held on 3/8/19.

Applications Team:

Open Tickets from previous week - 93
Tickets Opened in the Last Week - 4
Tickets Closed in the Last Week - 24
Remaining Open Tickets – 73

1. Customer Connect 6 upgrade is tentatively scheduled for 7/1/19 in our TEST environment.
2. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
3. Coordinated and attended vendor led General Billing training.
4. Continued working on Munis General Billing for PWWR in TEST environment.
5. Conference call with Smartworks to introduce a new technical resource and discuss any needs the City may have.
6. Created reports for users as requested.

Infrastructure Team:

Open Tickets from previous week - 121
Tickets Opened in the Last Week - 25
Tickets Closed in the Last Week - 73
Remaining Open Tickets - 73

1. Identified equipment needed for VFW Internet connection, configured firewall rules.
2. Had a kick off meeting with Dell to discuss deployment services for new blade and compellent on 2/22.
3. Completed worksheet required to move forward with the deployment of blade and compellent.
4. Completed design phase and configured equipment for Wollaston Camera project. Waiting for Electric to install cameras.
5. Actively responded to and resolved Secureworks alerts.

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 5 of 12 vehicles. Cradlepoints have been installed in vehicles #909, #935, #926, #915, #923, #928, #925, #907, #934, #910, #905, #918, #939, #906, #930, #908, #911 & #936. We have six vehicles remaining.

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| Status: | In-Progress |
| Expected Completion: | 11-01-2018 |
| Execution Status: | Behind Schedule |

Activity or Project:

Sonicwall Firewall Replacement I1901

Description:

Approved Capital Improvement Project. Requested an updated quote from the vendor and will then enter a purchase requisition.

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| Status: | Started |
| Expected Completion: | 04-30-2019 |
| Execution Status: | On Track |

Activity or Project:

Description:

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| Status: | |
| Expected Completion: | |
| Execution Status: | |

City Manager's Weekly Report

Department:

Parks and Recreation Department

Notable Notes:

Director: Met with Paula about sustainability plan themes; met with White Clay Creek State Park Superintendent about upcoming events and collaboration on other projects; conducted Preston's Playground restroom design meeting to finalize plan; working on the bid specifications for the Preston's Playground restrooms; attended meeting for Rt. 896 street scape improvements along with Tom C., Public Works, DelDOT and the University of Delaware; conducted parks maintenance meeting to discuss upcoming projects and work orders.

Deputy Director: Continued to update information for the camp guide and worked on data entry forms for input into the recreation software program; conducted weekly staff meeting with recreation staff; worked with our intern Shannon on continuing to develop vision statements and goals and objectives; completed and submitted the 2020 Delaware Division of the Arts Grant; attended subcommittee meeting regarding one theme for the Newark Sustainability Plan; met with Joe and representative from White Clay Creek State Park to discuss upcoming events; completed

March PSA's; continued to process special event applications and issue permits once approved; reached out to Bernard staff to provide requirements on positions for After School Care; worked with Kyle and Shelby to update information on the Community Events page on the city website.

Recreation Supervisor of Athletics: Continues recruiting additional before and after care staff, scheduling and conducting interviews and onboarding new staff, orientation for additional new staff is set for 2/27, working with current staff to ensure training requirements and staff files are up to date prior to our annual inspection at Downes in March, CPR/First Aid class was held on Sunday with several new staff attending; wintry weather led to many cancellations and rescheduling of programs, working to get Rittenhouse Camp staff in place; working on field use permits for local organizations including Newark American Little League, Newark Charter School and UD Club Softball, calls for park rentals are starting to increase with spring just around the corner; covered the George Wilson Center on Friday morning for yoga.

Recreation Supervisor of Community Events: Prepared for and held a Newark Memorial Day Parade meeting, plans are moving forward for speakers, promotion, and distribution of applications; continuing to finalize summer camp plans; received bids for fireworks, sound and signs; prepared Community Garden list for clean outs by Parks Department staff and volunteers.

Coordinator of GWC and Volunteers: Checked in with School's Out staff for Monday, February 18; continued finalizing Summer Camp information; finalized PSAs for March; took photos of the Theater Program for brochures and advertising; followed up on a pottery supply order scheduled to arrive at the George Wilson Center; coordinated and finalized details for the UD volunteer group scheduled to assist with two projects on Saturday, February 23 – Fairfield Park Community Garden Bed Maintenance and Landscaping at Olan Thomas Park; had a phone conversation with a new potential volunteer partner for events from Good Neighbors Home Repair; coordinated and met with a volunteer on Friday, February 22 who assisted with setting up the George Wilson Center main hall for theater; continued meeting with and communicating with potential renters for the George Wilson Center.

Recreation Specialist: Reviewed Aftercare Food Bank Forms and sent in; entered all the volunteer emails/information from the Volunteer Fair; verified business names were entered for 2019 events in Max Galaxy for Kathy; reviewed/commented on the intern Shannon's Environmental Stewardship vision sheet; prepared for and attended Astra Zeneca Camp Fair on Friday; prepared for and supervised a UD volunteer group on Saturday, 2/23 who did Juniper cutbacks at Olan Thomas Park and community garden cleanup/prep, signed in volunteers at both locations, gave instructions/answered questions, signed out volunteers at both locations, project status, collected tools/supplies. Volunteer Hours: 28 volunteers, 93 hours

Parks Superintendent: Continued assisting CAC with 2019 Urban Tree Grant application through State Forestry, along with Parks Director attended meeting concerning restroom construction at Preston's Playground, did a two-year landscape warranty inspection and met with site manager concerning many issues, continued working on Parks Department 2019 Urban Tree Grant application through State Forestry, sat in on webinar on Tree Species and Cultivars for Urban Forests in the Northeast through Penn State, on Tuesday, February 19, assigned field staff work orders as Parks Supervisor was off and met with arborist contractor concerning tree pruning at one site and removal of four creek blockages in the Valley Stream area.

Parks Supervisor: Coordinated all snow/ice control operations throughout park system,

coordinated drop off of materials/supplies for this weekend's volunteer event with the University at Fairfield and Olan Thomas Parks, assigned field staff daily and assisted as needed.

Parks/Horticulture Staff: Did snow/ice removal throughout park system, loaded soil into roll off dumpster and delivered to community garden site at Fairfield Park for volunteer event, dropped off chipper box at Olan Thomas Park for volunteers to cut back of Junipers in upper bed area, did trash removal throughout park system, removed three trail blockages in Valley Stream area, did interior bed maintenance at City Hall, continued on cutbacks at several horticulture sites, washed off salt residue on several truck/snow removal units and did equipment maintenance on Ventrac prior to storm hitting area.

Activity or Project:

Newark Summer Camp and Program Fair

Description:

The Newark Summer Camp and Program Fair will be held on March 9 from 9:30 a.m. – noon at Puglisi Orchestra Hall at the Roselle Center for the Arts. It is hosted by Newark Parks and Recreation Department and the UD Community Music School. We have 20 vendors registered to participate featuring their camps along with ones through Newark Parks and Recreation.

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| Status: | Not Started |
| Expected Completion: | 02-09-2019 |
| Execution Status: | On Track |

Activity or Project:

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| Status: | |
| Expected Completion: | |
| Execution Status: | |

Activity or Project:

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| Expected Completion: | |
| Execution Status: | |

City Manager's Weekly Report

Department:

Planning and Development Department

Notable Notes:

Code Enforcement:

Fairfield Shopping Center exterior renovations are complete, as well as the Food Lion tenant fit-out. The Food Lion opened to the public at 8:00 a.m. on Wednesday, February 27.

Parking:

Countdown signage in Lot 1 has been switched off due to damage to a sensor caused during inclement weather. A new sensor has been ordered and the expectation is that the signs will be operational in one week. Staff continued working with T2 Solutions on multi-space pricing comparisons and possible station placement. The Parking Division is currently looking at multiple residential district statistics to better shape residential policies to ensure permit-holders have ample parking in zone.

Customer Service Representative Carol Massa and Parking Supervisor Court Mulvanity attended the Munis General Billing End User Training Class on February 22. Annual Revenue 2018 for Lot 3 was provided to the Planning and Development Department and the City Manager's Office. The PT Parking Ambassador schedule for March 2019 was completed. Planning Commission packets were delivered to the commissioners on February 26.

Planning/Land Use:

The Planning Commission is scheduled to meet on Tuesday, March 5. Items on the agenda include:

- Review and consideration of a major subdivision, special use permit, and parking waiver for 92 and 96 East Main Street, also known as the Green Mansion;
- Review and consideration of a Comprehensive Development Plan amendment, rezoning, and major subdivision with site plan approval for 20-22 Benny Street;
- Review and consideration of potential changes to Planning Commission Rules of Procedure; and
- An update on Focus Areas.

The Green Building Code Work Group met on February 26 to continue discussion of the City's energy conservation and efficiency standards. Items on the agenda included review and selection of the concepts list for residential projects. The group is scheduled to meet next on Tuesday, March 26.

The next Steering Committee meeting for the Newark Community Sustainability Plan is set for Monday, March 18 in the City Council Chamber.

Planner Tom Fruehstorfer represented Newark at the WILMAPCO PAC meeting on February 25. Tom also attended the first meeting of the Landscape Screening and Treatment Ordinance Review Committee on February 26.

The following was also completed this week:

- 6 Deed Transfer Affidavits
- 28 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.

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. Revised plans were received by the Planning and Development Department on January 29, 2019. At its meeting on February 5, 2019, the Planning Commission recommended approval of the Comprehensive Development Plan amendment (7-0), rezoning (7-0), and major subdivision (7-0). The project has been placed on City Council agendas for February 25, 2019 (first reading) and March 25, 2019 (second reading and public hearing).

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. SAC comments were forwarded to the applicant on January 9, 2019.

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. On January 9, 2019, the Planning and Development Department received revised plans and forwarded them to the SAC for review. SAC comments were forwarded to the applicant on February 21, 2019.

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 has been placed on City Council agendas for January 14, 2019 (first reading) and February 11, 2019 (second reading and public hearing). The February 11, 2019 City Council meeting was cancelled due to inclement weather, therefore second reading and public hearing for this project in in the process of being rescheduled.

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 were forwarded to the applicant on December 21, 2018. On January 9, 2019, the Planning and Development Department received revised plans and forwarded them to the SAC for review. SAC comments were forwarded to the applicant on January 29, 2019. At its meeting on February 5, 2019, the Planning Commission recommended approval of the Comprehensive Development Plan amendment (7-0), major subdivision with site plan approval (7-0), and special use permit (7-0). The project will be placed on an upcoming City Council agenda. The project has been placed on City Council agendas for February 25, 2019 (first reading) and March 25, 2019

(second reading and public hearing).

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 was held on 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.

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 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 were forwarded to the applicant on December 27, 2018. Revised plans were received by the Planning and Development Department on January 23, 2019 and forwarded to the SAC for review. SAC comments were forwarded to the applicant on February 22, 2019. Revised plans were received by the Planning and Development Department on February 25, 2019. The project is scheduled for review and consideration by the Planning Commission at their March 5, 2019 meeting.

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 were forwarded to the applicant on January 17, 2019.

20-22 Benny Street, Mara's 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 was held on January 3, 2019. SAC comments were forwarded to the applicant on January 25, 2019. SAC comments were forwarded to the applicant on February 20, 2019. Revised plans were received by the Planning and Development Department on February 25, 2019. The project is scheduled for review and consideration by the Planning Commission at their March 5, 2019 meeting.

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 804/808 South College Avenue as a used car lot, with 810 South College Avenue to be used for overflow parking and storage. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on December 11, 2018. At their meeting on February 25, 2019, City Council denied the special use permit request for a used car lot with accessory parking.

34 and 38 Corbit Street, Parcel IDs 1801300087, 1801300088 (PR#18-12-02): Plans for a Comprehensive Development Plan amendment and minor subdivision of 34 and 38 Corbit Street were received by the Planning and Development Department on December 27, 2018. The plans propose the demolition of the existing structure at 38 Corbit Street and elimination of the existing driveway servicing that parcel, subdivision of the lot into two lots, construction of a semi-detached dwelling for purposes of a student rental, and construction of a parking lot encompassing the rear yards of both 34 and 38 Corbit Street.

287 East Main Street, Fulton Bank, Parcel ID 1802100068 (PR#19-01-01): Plans for a Comprehensive Development Plan amendment, rezoning, major subdivision with site plan

approval, and special use permit for the property at 287 East Main Street, location of the Newark branch of Fulton Bank, were received by the Planning and Development Department on January 7, 2019. The plan proposes demolition of the existing structure at the site, rezoning of the parcel from BL (business limited) to BB (central business district), and construction of a four-story mixed-use building with first floor retail space, a portion of which will be used by Fulton Bank, parking areas with a drive-through, and 42 residential units on the second, third and fourth floors. A special use permit is required for residential units in the BB zoning district. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on January 7, 2019.

1089 Elkton Road, Newark Charter School, Parcel ID 1100400022 (PR#19-02-01): On February 1, 2019, the Planning and Development Department received plans for the annexation and rezoning of 1089 Elkton Road, for Newark Charter School. The plan proposes the annexation of approximately 7.40 acres into the City and rezoning from I – UDC (Industrial) New Castle County zoning to RH (one family detached residential) City zoning, to use the existing building for educational purposes. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on February 4, 2019.

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:

Police Department

Notable Notes:

Patrol:

- On Friday, 2/22/19, at 0204 hours, M/Cpl. Saunders conducted a motor vehicle stop (31-19-7214) on a black 2018 Dodge Challenger for a speeding violation. During the stop, M/Cpl. Saunders detected an odor of marijuana emanating from within the vehicle. Incident to a search,

Cpl. Saunders located a Ruger LCP .380 semiautomatic handgun in the trunk and a zip lock baggie containing 7.3 gross grams of marijuana. As a result of this vehicle stop, the defendant was issued a civil summons for possession of a personal use quantity of marijuana, a speeding summons and he was criminally arrested for possession of a firearm by a person prohibited.

Special Enforcement Division:

- During the week the Traffic Unit will focus enforcement efforts on numerous locations throughout the city including Delaware Avenue in front of Newark High School and Old Cooches Bridge Road. The unit will also address a morning complaint of traffic gridlock in the area of Elkton Road and McIntire Drive. The unit also continues to work on follow up from the traffic fatality on Woodlawn Avenue.
- The Special Operations Unit will focus on proactive patrols and order maintenance enforcement in the downtown business district and student rental areas. The unit will also conduct “Cops in Shops” operations at various liquor stores.
- Sgt. D’Elia met on February 27, 2019 with the UD Office of Student Conduct regarding the Unruly Gathering ordinance.

Auxiliary Services Division:

- Two (2) Special Law Enforcement Assistance Fund (SLEAF) applications were completed and submitted for consideration in March 2019. The applications support training opportunities and new training software.

Criminal Investigations Division:

- On February 18, 2019, Victim Services Coordinator Melissa Pennachi presented to University of Delaware Sexual Offense Support (S.O.S.) Advocates about human trafficking. S.O.S. has yearly training for new advocates across a variety of topics, this was the first year they had a class on trafficking. She was invited to present about human trafficking in terms of what it is, data available, advice for working with human trafficking survivors, and local resources available.
- On February 20, 2019, officers from the Street Crimes Unit arrested a 27-year-old female from Wilmington for prostitution at a local hotel following an investigation. Officers began their investigation after observing an escort advertisement on a website. Undercover officers subsequently made an agreement to meet the female for prostitution purposes and arrested her without incident. The female was issued a summons and released.
- On February 22, 2019, Newark Police detectives arrested a 26-year-old male from New Castle for Burglary 3rd Degree, Theft \$1,500 or Greater, and Conspiracy 2nd in reference to a theft from a construction site. The victim reported that nine rolls of different types of wire were stolen from a building under construction in the 100 block of South Main Street on 12/20/18. Detectives arrested the male through the use of physical evidence, witness statements and surveillance footage. The male was later released on \$7,000 unsecured bond.
- On February 26, 2019, Victim Services Coordinator Melissa Pennachi spoke as part of a panel for the Domestic Violence Policy and Prevention class at the University of Delaware. She discussed her role at the police department, specifically working with domestic violence victims and highlighted the Victims’ Rights Task Force and how victim services across the state (system and non-profit based) work collaboratively to best serve victims.

Administration Division:

- Lt. Rubin gave a presentation to Salesianum High School students on police interaction and the 4th Amendment.

- Lt. Rubin and Sgt. Bryda attended a county-wide Public Information Officers (PIO) meeting where PIOs from the school districts had an opportunity to network with police PIOs.

Activity or Project:

N/A

Description:

N/A

| | |
|-----------------------------|------------|
| Status: | Completed |
| Expected Completion: | 02-28-2019 |
| 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:

Acting Director Filasky along with Acting Deputy Director Robinson, Field Operations Superintendent Winterling and Electric Director Patel attended the Annual DelDOT Utility Summit, which brings together utility operators in the State of Delaware to discuss current challenges and how DelDOT is helping manage these challenges within the state right of way.

Staff met with the Newark Housing Authority and representatives from the Alder Creek property manager Ingerman to discuss a potential opening in the fence along the Alder Creek neighborhood to allow easier access to the new crosswalk currently being installed on Cleveland Avenue near McKees Lane.

PW&WR staff met with DelDOT and UD representatives to discuss potential upgrades in the streetscape along South College Avenue, generally from Park Place in the north to the intersection with Route 4 in the south. This is a long-term plan with intermediate steps to help make this stretch of road more adaptable to the type of development and the anticipated traffic over the next 20 years.

Activity or Project:

Curtis Water Treatment Plant Upgrades

Description:

Major upgrades to the Curtis Water Treatment Plant, including an alternative disinfection process and facility improvements, are nearly complete, with a semi-final walkthrough scheduled for the week of March 4th. We would like to invite Council to tour the facility when it is complete. We can schedule them at your convenience starting the week of March 25th. Please reach out to Acting Director Filasky if you would like to set up a visit.

| | |
|----------------|-----------------|
| Status: | Near Completion |
|----------------|-----------------|

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|-----------------------------|------------|
| Expected Completion: | 03-31-2019 |
|-----------------------------|------------|

| | |
|--------------------------|----------|
| Execution Status: | On Track |
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Activity or Project:

Main Street Paving Project (DeIDOT)

Description:

The DeIDOT Main Street Paving project is slated to begin on or about April 1, 2019. DeIDOT has been meeting with stakeholders along Main Street in order to prepare everyone for upcoming work and inform them of the anticipated schedule and phasing. Staff recently met with DeIDOT and several area legislators in order to explain the current plans and establish the communication channels between DeIDOT, the contractor, the City, and DeIDOT's consultant. Public workshops are scheduled for the general public on March 4th from 4-7 p.m. in Council Chamber and a business specific workshop on March 5th from 10 a.m.- Noon, also in Council Chamber. Please do not hesitate to reach out to PW&WR staff if you have any questions or if you receive any questions from your district.

| | |
|----------------|---------|
| Status: | Started |
|----------------|---------|

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|-----------------------------|------------|
| Expected Completion: | 07-31-2020 |
|-----------------------------|------------|

| | |
|--------------------------|----------|
| Execution Status: | On Track |
|--------------------------|----------|

Activity or Project:

Rodney Park and Stormwater Project

Description:

PW&WR and Parks staff met with our consultant, JMT, to review preliminary plans for the park and stormwater pond features at the Rodney site. The presentation was well received and we are very pleased with the options presented. Environmental remediation work continues at the site and should be complete by the end of March. Unfortunately, we did have several instances of theft of piping and other materials over the past few weeks. Newark Police continue investigating the crimes and have arrested several suspects. Site security for the time between major construction will be addressed as the environmental work finishes up. The fence will be secured and the windows boarded up to deter people and critters from entering the area.

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|----------------|-------------|
| Status: | In-Progress |
|----------------|-------------|

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|-----------------------------|------------|
| Expected Completion: | 07-31-2020 |
|-----------------------------|------------|

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|--------------------------|----------|
| Execution Status: | On Track |
|--------------------------|----------|

Digital Records Project New Documents Created – February 21-27

| Name | # of Documents | # of Pages | Types |
|------------|----------------|------------|---|
| Samantha | 1 | 5 | Building Plans |
| Sandy | 608 | 852 | Timesheet/Payroll Reports/Court Documents/Personnel Documents |
| Fred | 89 | 493 | Building Plans/Court Documents |
| Debbie | 450 | 3,053 | Court Documents/Daily Cash Receipts |
| Ana (PT) | 282 | 1,459 | Court Documents |
| Anita (PT) | 36 | 201 | Miscellaneous Current Files |
| Total | 2,005 | 6,063 | |

Digital Records Project Documents Modified* – February 21-27

| Name | # of Documents | # of Pages | Types |
|------------|----------------|------------|---|
| Samantha | 539 | 3,294 | Minutes/Building Permits |
| Sandy | 608 | 852 | Timesheet/Payroll Reports/Court Documents/Personnel Documents |
| Fred | 94 | 558 | Building Plans/Court Documents |
| Debbie | 522 | 3,799 | Court Documents/Daily Cash Receipts |
| Ana (PT) | 384 | 2,782 | Agendas/Minutes/Court Documents/Board of Adjustment Files |
| Anita (PT) | 36 | 201 | Miscellaneous Current Files |
| Total | 2,183 | 11,486 | |

Monthly Year-Over-Year New Document Page Totals

| Month | 2018 | 2019 | Change +/- |
|-----------|---------|--------|------------|
| January | 45,288 | 51,476 | +6,188 |
| February | 20,852 | | |
| March | 25,727 | | |
| April | 32,595 | | |
| May | 40,272 | | |
| June | 17,662 | | |
| July | 23,131 | | |
| August | 30,880 | | |
| September | 38,612 | | |
| October | 48,801 | | |
| November | 43,574 | | |
| December | 37,262 | | |
| Totals | 404,696 | | |

Monthly Year-Over-Year Modified Document Page Totals*

| Month | 2018 | 2019 | Change +/- |
|-----------|---------|--------|------------|
| January | 49,088 | 64,516 | +15,428 |
| February | 72,213 | | |
| March | 52,137 | | |
| April | 53,599 | | |
| May | 49,087 | | |
| June | 30,590 | | |
| July | 30,099 | | |
| August | 41,820 | | |
| September | 43,957 | | |
| October | 62,239 | | |
| November | 46,455 | | |
| December | 39,846 | | |
| Totals | 571,130 | | |

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

NEWARK POLICE DEPARTMENT

WEEK 02/17/19-02/23/19

INVESTIGATIONS

CRIMINAL CHARGES

| | 2018 TO <u>DATE</u> | 2019 TO <u>DATE</u> | THIS WEEK 2019 | 2018 TO <u>DATE</u> | 2019 TO <u>DATE</u> | THIS WEEK 2019 |
|---------------------------------|---------------------------|---------------------------|----------------------|---------------------------|---------------------------|----------------------|
| <u>PART I OFFENSES</u> | | | | | | |
| a)Murder/Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| b)Attempt | 0 | 0 | 0 | 0 | 0 | 0 |
| Kidnap | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 1 | 2 | 1 | 1 | 0 | 0 |
| Unlaw. Sexual Contact | 0 | 1 | 0 | 0 | 0 | 0 |
| Robbery | 6 | 3 | 0 | 13 | 4 | 0 |
| - Commercial Robberies | 1 | 1 | 0 | 0 | 3 | 0 |
| - Robberies with Known Suspects | 1 | 0 | 0 | 2 | 0 | 0 |
| - Attempted Robberies | 0 | 0 | 0 | 0 | 0 | 0 |
| - Other Robberies | 4 | 2 | 0 | 11 | 1 | 0 |
| Assault/Aggravated | 4 | 5 | 1 | 5 | 5 | 0 |
| Burglary | 10 | 19 | 2 | 2 | 4 | 0 |
| - Commercial Burglaries | 5 | 1 | 0 | 0 | 0 | 0 |
| - Residential Burglaries | 5 | 16 | 1 | 2 | 3 | 0 |
| - Other Burglaries | 0 | 2 | 1 | 0 | 1 | 0 |
| Theft | 71 | 79 | 8 | 18 | 51 | 1 |
| Theft/Auto | 8 | 8 | 2 | 1 | 3 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 |
| All Other | 16 | 19 | 2 | 12 | 12 | 0 |
| TOTAL PART I | 116 | 136 | 16 | 52 | 79 | 1 |
| <u>PART II OFFENSES</u> | | | | | | |
| Other Assaults | 43 | 40 | 5 | 25 | 17 | 2 |
| Rec. Stolen Property | 0 | 0 | 0 | 0 | 3 | 0 |
| Criminal Michief | 47 | 10 | 0 | 9 | 11 | 0 |
| Weapons | 1 | 3 | 1 | 4 | 10 | 1 |
| Other Sex Offenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Alcohol | 19 | 10 | 3 | 28 | 22 | 5 |
| Drugs | 17 | 33 | 4 | 20 | 40 | 5 |
| Noise/Disorderly Premise | 116 | 86 | 14 | 50 | 26 | 2 |
| Disorderly Conduct | 24 | 20 | 1 | 14 | 14 | 0 |
| Trespass | 23 | 37 | 7 | 2 | 20 | 4 |
| All Other | 68 | 50 | 8 | 48 | 58 | 3 |
| TOTAL PART II | 358 | 289 | 43 | 200 | 221 | 22 |
| <u>MISCELLANEOUS:</u> | | | | | | |
| Alarm | 27 | 17 | 2 | 0 | 0 | 0 |
| Animal Control | 42 | 65 | 8 | 1 | 1 | 0 |
| Recovered Property | 36 | 26 | 5 | 0 | 0 | 0 |
| Service | 5874 | 5298 | 643 | 0 | 0 | 0 |
| Suspicious Per/Veh | 64 | 59 | 10 | 0 | 0 | 0 |
| TOTAL MISC. | 6043 | 5465 | 668 | 1 | 1 | 0 |

| | | | | |
|-------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| | THIS WEEK <u>2018</u> | 2018 TO <u>DATE</u> | THIS WEEK <u>2019</u> | 2019 TO <u>DATE</u> |
| TOTAL CALLS | 1,057 | 7,441 | 852 | 6,829 |



**Newark Police Department
Weekly Traffic Report
02/17/19-02/23/19**



| TRAFFIC SUMMONSES | 2018 YTD | 2019 YTD | THIS WEEK 2018 | THIS WEEK 2019 |
|-------------------|-------------|-------------|----------------|----------------|
| Moving/Non-Moving | 1687 | 1467 | 294 | 197 |
| DUI | 25 | 29 | 3 | 2 |
| TOTAL | 1712 | 1496 | 297 | 199 |

*Included in the total collision numbers

| TRAFFIC COLLISIONS | | | | |
|--|------------|------------|-----------|-----------|
| Fatal | 0 | 1 | 0 | 0 |
| Personal Injury | 37 | 32 | 5 | 4 |
| Property Damage (Reportable) | 166 | 165 | 24 | 24 |
| *Hit & Run | 45 | 37 | 7 | 4 |
| *Private Property | 47 | 34 | 8 | 8 |
| TOTAL | 203 | 198 | 29 | 28 |

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.