

## City Manager's Weekly Report

**Department:**

Administration - City Manager

**Notable Notes:**

Monday night's council meeting included an initial revenues and expenditures overview and the first departmental budget presentations: Alderman's Court, Electric, and Parks and Recreation. We have several follow-up items coming out of the meeting to work on which we will be doing over the coming weeks. Next up are Legislation on 9/9, Administration and Public Works on 9/16, and finally Police, Planning, and Finance on 9/23.

Tuesday was the August DEMEC Board of Directors meeting which Director Del Grande and I attended. The biggest news coming out of the meeting is that we requested DEMEC hold a workshop meeting in October to discuss electric vehicles and the need to make changes to our wholesale rate structure to be able to accommodate and incentivize overnight EV charging via time of use rates. We are also going to kick off a new strategic planning session in April of 2020 as it has been five years since our last strategic plan was completed. Strategic planning is something I would like to discuss with Council about doing here in Newark as well.

Finance Director Del Grande and I had a kickoff meeting with representatives from Efficiency Smart and DEMEC who were holding their first meetings with Newark businesses to introduce them to the program. Expect to hear more soon as they spin up the program.

I held a regular meeting with Councilman Markham, Councilwoman Hughes, and Councilman Horning.

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

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

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

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

<b>Status:</b>	
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<b>Expected Completion:</b>	
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<b>Execution Status:</b>	
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## City Manager's Weekly Report

**Department:**

Administration - HR & Labor Relations Manager

**Notable Notes:**

During the week Assistant to the Manager Jeff Martindale completed recommendations to award RFP's 19-01 and 19-03 which will be reviewed by Council in the near future. Mr. Martindale also set interviews for two candidates from the UD's Institute for Public Administration to become Local Government Management Fellows with Newark for the 2019/2020 academic year. During the week he, along with Facilities Maintenance Superintendent Dave Greenplate, provided oversight for the start of the concrete deck and stair repairs on the Apple Road side of the Municipal Center. Mr. Martindale has also begun coordinating a fire safety course for City Staff in October with City Fire Marshall Dave Tynan.

On Monday, August 19, 2019 Human Capital Manager Devan Hardin conducted onboarding for new police recruit Jose Santos. Mr. Santos will be assigned to the Admin Unit of the Police Department until he begins the police academy in September. Also on Monday, the Employee Engagement and Wellness Committee met. The committee reviewed responses to an employee fitness center upgrade survey. In total 100 employee responses were received with many great suggestions for improvements. We will be utilizing a wellness grant from DVHT to purchase new cardio and other fitness equipment upgrades. The committee also discussed hosting another charity event similar to the Go Baby Go initiative held last year. On Tuesday, August 20, 2019 the WOW breakfast was held at the yard. Over 40 nominees were recognized for their outstanding contributions to the City. The event continues to grow and be a positive influence on staff.

**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:**

Alderman's Court

**Notable Notes:**

Alderman's Court held three court sessions from 8/15/19 to 8/21/19. These sessions included arraignments, trials, capias returns, video hearings, code violations and prisoners transported. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals.

**Activity or Project:**

Court Sessions

**Description:**

From 8/15/19 to 8/21/19 Alderman's Court handled 42 arraignments, 54 trials, 24 capias returns, 5 video hearings, 1 code violation and 3 prisoners transported. The court collected a total of 259 parking payments of which 199 were paid online and 60 were paid at court. The court also collected criminal/traffic payments of which 140 were paid online and 38 were paid at court for a total of 178 criminal/traffic payments.

<b>Status:</b>	Completed
<b>Expected Completion:</b>	08-21-2019
<b>Execution Status:</b>	Completed

**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:**

City Secretary and City Solicitor's Office

**Notable Notes:**

Paul was in the office on August 19 for Council. Geena was in the office on August 15 for Court.

Tara attended the management staff meeting on August 15 where the August 26 Council agenda was discussed.

Renee met with Councilwoman Hughes on August 15.

Staff finalized and posted the agenda and packet for the August 26 Council meeting on August 19.

Paul and Renee staffed the Council meeting on August 19. Follow up was completed by staff on August 20.

Renee attended a bid opening on August 20

Renee spent time finalizing items for the August 26 Council agenda, including two resolutions.

Renee drafted the agenda for the September 23 Council meeting.

Renee spent time working on items for the FY2020 Legislative Department budget presentation, which is scheduled for September 9.

Renee received comments from the developer, circulated them to staff and finalized the subdivision agreement for 511 Valley Road. Danielle completed the direct mail notices for the project. This minor subdivision with site plan approval is scheduled for public hearing at the August 26 Council meeting.

Renee completed the advertisements and worked on the resolution for the vacation of a portion of Washington

Street. Anita completed the direct mail notices. This street vacation is scheduled for public hearing at the September 9 Council meeting.

Anita completed the direct mail notices for 18 North Street. This minor subdivision is scheduled for public hearing at the September 9 Council meeting.

Renee, Tara and Anita worked on several research items for staff.

Renee spent time on several personnel related items.

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

- \* Provided additional information regarding a July 19 FOIA request for violations, liens, open permits for 106 Tanglewood Lane from Brian Frederick Funk.
- \* Continued research, worked with the City Solicitor on review and corresponded with the requestor on a July 23 FOIA request regarding court judgements and settlements in which the City was a party for the News Journal.
- \* Provided a response and closed a July 24 FOIA request for a list of properties with active code violations from Alliance Inspired Management.
- \* Sent estimate of administrative costs for an August 2 FOIA request for building permits/applications/approved plans/final inspections/periodic inspections/communications related to fire sprinklers at 1000 – 3000 Fountainview Circle from Mintzer Sarowitz Zeris Ledva & Meyers, LLP.
- \* Circulated to staff for review and sent estimate of administrative costs for an August 9 FOIA request for permits pertaining to 279 Peach Road from Aurelia Chaudhury.
- \* Provided a response and closed an August 14 FOIA request for the special events permit for 720 Academy Street for Albert Porach.
- \* Provided a response and closed an August 14 FOIA request for the Enabling Declaration for the West Chestnut Hill Office Condominium from William Geimeier.
- \* Circulated to staff for review an August 15 FOIA request for violation/lienable items/open permits pertaining to 40-42 Thompson Circle from Brian F. Funk, Esq.
- \* Circulated to staff for review an August 21 FOIA request for a 911 call from Nicholas Krayer.

Regarding minutes, staff time was spent on the August 5 Council (Tara drafted; Renee edited - complete) and August 12 Council (Tara drafting) minutes. The August 13 Conservation Advisory Commission, August 19 Council and several sets of Council Executive Session minutes are currently in the queue.

Danielle fulfilled 6 discovery requests for upcoming Alderman's Court cases. 328 discovery requests have been filled so far this year. The court calendar for August 29 was received and the 18 cases were prepared for the Deputy City Solicitor. 33 court calendars with 594 associated cases have been prepared so far for 2019. One plea by mail was processed.

The office received 15 new lien certificate requests this week, which were sent to Finance for processing. 10 lien certificates were completed and sent to the requestor. 1,543 lien certificates have been processed for 2019.

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**Activity or Project:**

Digital Records Project

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**Description:**

Renee, Samantha and Sandy met on August 20 regarding a path forward for processing Administration records.

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 scanned documents numbers for August 15-20 are below.

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**Status:**

In-Progress

**Expected Completion:**

**Execution Status:**

On Track

**Activity or Project:**

Staff Recruitment

**Description:**

Four candidates for the Administrative Professional I vacancy have been scheduled for the second round skills assessment to be conducted on August 22. After the skills assessment has been completed, references will be reviewed for the finalist candidates.

The posting for the vacant part-time Secretary position closed on August 16. Renee is currently reviewing the 29 applications received.

**Status:**

In-Progress

**Expected Completion:**

**Execution Status:**

On Track

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**City Manager's Weekly Report**

**Department:**

Electric Department

**Notable Notes:**

The line crews have been working on Park Drive to transfer all the services to the new 12kV conductor. They also installed a new primary underground cable and transformer for 36 Benny Street project.

The electricians worked on moving one of the outlets to the UPS circuit so that there is no power interruption when the services are switched to the generator during the power outage. They also fixed some of the trail lights and helped IT to troubleshoot some issues with Tropos.

Engineering continued working on RP3 Application which is due by September 30th. They also continued gathering information for the rate study and in addition, had a meeting with UD to go over UD's South green utility upgrade project. This project will help the City to reduce some of the 4kV load.

**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:**

8/19 – Director Del Grande presented the 2020 Budget Overview to City Council and the 2019 June Financial Report. “Budget Central” has been established on our website, and any budget-related documents can be found using this link: <https://newarkde.gov/1007/Budget-Central>. The 2020 Overview, and the department presentations from the Electric Department, the Alderman Court and Parks/Recreation will be uploaded to this site shortly.

8/20 – Director Del Grande attended DEMEC’s Audit Committee meeting, followed by the monthly DEMEC directors’ meeting with City Manager Coleman.

8/21 – CM Coleman and Del Grande met with representatives from DEMEC and Efficiency Smart to discuss the Efficiency Smart program. Our Efficiency Smart reps met with Bing’s Bakery, Unique Impressions, National 5 & 10 Stores, and the St. Thomas Episcopal Church. You can learn a little bit more about the Efficiency Smart program by visiting our Newark website here: <https://www.energysmart.org/newark-delaware>

THE CITY IS CURRENTLY EXPERIENCING SOME TIMELINE ISSUES WITH OUR VENDOR, NORTHSTAR UTILITY SOLUTIONS, THAT ARE BEYOND OUR CONTROL. THE IMPLEMENTATION DATE WILL BE PUSHED OUT ONE TO TWO MORE WEEKS. AS OF THE AFTERNOON OF 8/22, WE ARE STILL WORKING ON THIS ISSUE WITH NORTHSTAR ON A PATH FORWARD. IN THE MEANTIME, WE WILL LEAVE THIS NOTICE HERE: The City will be launching a new utility payment portal on August 19. This portal will require all preauthorized payment customers to log in and enter their payment preference, as we are moving to the Paymentus platform. Utility bills going out between today and during the implementation period will contain the following message: “On August 19, our new and improved customer portal Customer Connect 6 will launch! Current Preauthorized Payment customers must re-register to continue to have payments debited from your account. Register today [www.newarkde.gov/payments](http://www.newarkde.gov/payments) and be placed in a drawing for one of ten \$50 gift cards. Registration must be completed by September 30 for the October 15 drawing.” In addition, letters are being mailed to all our Preauthorized Payment customers to help us migrate towards Customer Connect 6. We are also highlighting the change on our website and social media. This new portal provides security enhancements and user-friendly features from our current payment portal.

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:**

**Description:**

<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

**Department:**

Information Technology Department

**Notable Notes:**
**Applications Team:**

Open Tickets from Previous Week - 75  
 Tickets Opened in the Last Week - 46  
 Tickets Closed in the Last Week - 55  
 Remaining Open Tickets – 66

1. Worked with vendors to troubleshoot the receipt of meter data.
2. Re-tested processes related to the CC6 upgrade.
2. Worked on and resolved support tickets for end users.
3. Created reports for users as requested.

**Pending:**

1. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
2. Signed mCare 6 statement of work, will start implementation toward the end of Q3/beginning of Q4.
3. Import of employee images from badging system for Sharepoint Employee Directory is complete, will review and determine path forward.

**Infrastructure Team:**

Open Tickets from Previous Week - 79  
 Tickets Opened in the Last Week - 67  
 Tickets Closed in the Last Week - 53  
 Remaining Open Tickets - 93

1. Set up a new Domain Controller in DR.
2. Aerohive network info has been sent to Dell for analysis.
3. Reset Tropos nodes that were not communicating greatly increasing network performance.
4. Repaired 6 gateways that were either not working at all or not working at full capacity.
5. Removed over 500 redundant sensors from PRTG.
6. New VOIP phone installed at Kershaw.
7. Updated cert for cityofnewarkde.us
8. The new PC for the roll call room has been installed.
9. Worked on various issues.
10. Actively responded to and resolved Secureworks alerts.

**Pending:**

1. The VRTX is scheduled to be moved to DR on 8/23.

2. Developing a RAG status map to be displayed in the IT area.
3. Building a replacement PC for the MVR system.
4. Interim FTR adjustments were successful but we are looking in to simplifying the installation and signal routing.

**Activity or Project:**

Honeywell EAMS/Connexo NetSense Upgrade

**Description:**

Upgrade Honeywell EnergyAxis Advanced Metering Software from 9.2 to Connexo NetSense 11.2

**Scope of Work:**

- Configure new servers - Completed
- Install new software - Pre-check completed, Infrastructure team made some required changes, waiting on vendor to re-check. Vendor performed a recheck and we are now working on scheduling training with staff.
- Migrate data from previous release to Connexo.
- Training - Scheduled for 4/4/19.
- Site Acceptance - Currently testing.
- Promote to production - Postponed date not yet determined.
- Decommission old production, build new test.

The integration is working successfully. Reviewed automation with the vendor, need to involve internal infrastructure team to open specific ports.

<b>Status:</b>	Near Completion
<b>Expected Completion:</b>	05-31-2019
<b>Execution Status:</b>	Behind Schedule

**Activity or Project:**

Customer Connect 6 Upgrade

**Description:**

Phase Activities

June 24 - Completed

- Project Kick Off
- Customer Preparation
- Completion of the Deployment and Configuration checklist by Newark

July 1 - Completed

- CustomerConnect Installation & Configuration
- CustomerConnect Product Review with Core Team
- Core Team Configuration

July 15 - Completed

- User Acceptance Testing & Issues Remediation

July 22 - Completed

- User Acceptance Testing & Issues Remediation
- CustomerConnect Administrator Training

July 29 - Waiting on vendor on issue remediation

- User Acceptance Testing & Issues Remediation
- CustomerConnect Product Review with CSRs

Aug 19 - New go live date is scheduled for September 16th.

- Go LIVE
- Post Go LIVE Support
- Transition to Support Services

<b>Status:</b>	Near Completion
<b>Expected Completion:</b>	08-23-2019
<b>Execution Status:</b>	Behind Schedule

**Activity or Project:**

Media Room

**Description:**

Resolve Desktop display issues - Complete  
 Register system - Complete  
 Configure Tricaster with a single camera- Complete  
 Add second camera - Complete  
 Configure Network Switch - Scheduled for next week.  
 Work with Electric to cable for audio and video over ethernet - Complete  
 Mount cameras - Complete  
 Connect to Channel 22 - Pending  
 Test - In progress  
 Train - Pending

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	09-13-2019
<b>Execution Status:</b>	On Track

**City Manager's Weekly Report****Department:**

Parks and Recreation Department

**Notable Notes:**

Director: attended Halloween Parade planning meeting with representatives from ADEL Construction, DelDOT, Ethan Robinson from Public Works, Lt. Aniunas from NPD, Joe, and Melinda to discuss the parade route and possibility to continue it on Main Street along with Trick or Treat Main Street this year due to construction; met with the Delaware Public Archives about historic marker placement for the New London Road area; worked on the 2020 general fund budget and CIP presentation for Council meeting; attended 896 Traffic Calming meeting with the University of Delaware Landscape Architecture Department to discuss design of traffic islands along 896 Athletic Complex and Star Campus area; met with Delaware State Parks about grant opportunities for replacing park signage; assisted with organization of the Parks on Draft Event at Olan Thomas Park, the event was well attended with an estimated 1,500 people attending over the four day period.

Deputy Director: continued to work with Camp REAL staff on items needed for final days of camp; continued to work on performances and demonstration groups for Community Day and confirm the schedules for each performance area, answered questions regarding Community Day from vendors, worked with Melinda on compiling information for vendor placement and updated vendor and performer letters, worked with UD and Christina School District regarding vendors and performers for Community Day; compiled updates and changes for program information for Fall Activity Guide and worked with Shelby on completion of Fall Activity Guide scheduled to go out August 19; attended Halloween Parade planning meeting with representatives from ADEL Construction, DelDOT, Ethan Robinson from Public Works, Lt. Aniunas from NPD, Joe, and Melinda to discuss the parade route and possibility to continue it on Main Street along with Trick or Treat Main Street this year due to construction, decision was made to have it on Main Street with some restrictions on lane width; met with Bob McCarney from Newark Natural Foods regarding adding the Farmers Market held normally on Sundays at their location to the Community Day vendor spots on Delaware Avenue as a new and unique addition to Community

Day; set up meeting with Newark Police and UD Police regarding the emergency plan for Community Day for Aug. 28; confirmed portable toilets for the Parks and Draft, PAL Party in the Park and Community Bike Ride events; reviewed budget items in preparation for presentation to Council with Joe; conducted weekly staff meeting with recreation staff; continued to process special event applications; continued to process and confirm financial assistance for applications received.

Recreation Supervisor of Athletics: camps held this week included Rittenhouse Rocks and Archery Camp also held at Rittenhouse Park; finalized details on fall programs and proofed the newsletter; continues recruiting and interviewing new staff for before and after school care, met with Nutrition Services staff at Christina School District to obtain daily snacks at after care; met with Rittenhouse Camp director for exit interview; helped with planning and setup for the Parks on Draft weekend at Olan Thomas Park; Intro to Pickleball was held on Thursday at the George Wilson Center tennis court

Coordinator of GWC and Volunteers: Camp GWC and Kid's Yoga & Mindfulness Camp were both held at the George Wilson Center during the week of August 12 - 16; the final week of Camp GWC had a "Crazy Competition Week" theme with a field trip to Mid County Lanes and Family Fun Center and a Minute to Win It Competition as a Friday Fun Treat with 60 Full Day Campers, 4 Half Day Campers, 16 Before Care Campers, 34 After Care Campers; 7 campers that attended the Kid's Mindfulness and Yoga Camp; confirmed busses for Camp GWC field trips for the week; stopped by the Camp GWC Mid County Lanes Field Trip to make a payment and take photos of the camp; confirmed items needed and sent information to registered campers for the Newark Volunteer Camp, the Abrakadabra Camp, and Stars on Stage Camp scheduled August 19 - 23, summer swim lessons finished up on August 14, all participants received certificates of completion; a Friday Full Moon Hike was held on August 16 with a total of 13 participants; continued to finalize Fall programs; continued to coordinate volunteers for the PAL Party in the Park that took place on August 17; continued to communicate and meet with potential renters of the George Wilson Center. The overall attendance at Dickey Park pool was 161 patrons including Camp REAL and Newark Day Nursery Summer Camps; the overall attendance at the George Wilson Center was 140 patrons (including Camp GWC campers that used the pool on Tuesday and Thursday). Dickey Park Pool operated on extended hours on Saturday, August 17 for the PAL Party in the Park.

Recreation Specialist: placed FunExpress Order for game prizes for Community Day, continued to enter vendors in spreadsheet, notified 2 vendors of 'no power', and political candidate of inability to meet wishes of presenting between demonstrations, emailed Vendor Packet to all 2018 Community Day commercial food vendors, as well as those from Family Fun Night, 4th of July, and additional master food truck listing, dropped off Fall Vendor Package at Army/Air Force and Navy/Marine recruiters, modified the NPD emergency plan template with the basics for Community Day, forwarded to Lt Aniunas and Dave Tynan for comment/review prior to meeting scheduled for 8/28, worked on assigning vendor spaces; tallied final week worth of Rittenhouse volunteers, purchased/delivered final snacks for Camp REAL and Camp GWC, sent verification of hours to 7 volunteers; completed swimming certificates (30) for Chrissy; submitted purchase order for movie rights for Outdoor Movie Night; attending planning/contingency/safety meetings for the Halloween Parade; reviewed/sent corrections for Fall Activity Guide prior to publication; continued to review/file incoming paperwork for Before and After Care program participants. Volunteer Hours: PAL Party in the Park – 3 volunteers/10.5 hours

Parks Superintendent assisted Parks Director and horticulture staff with set up for special event at Olan Thomas Park including helping with planting bed maintenance, along with Parks Director and Public Works Director/staff Civil Engineer attended meeting concerning the possibility of changing traffic flow patterns and installation of landscape plantings along 896 from Route 4 up to the bridge by agriculture school, helped to coordinate field staff while acting Parks Supervisor coordinated fence installation at the Reservoir, got quote from our turf management spray applicator to spray the Morning Glory coming up in newly seeded areas along Fairfield Crest trail connector, met with resident concerning tree issue, along with Parks Director /Deputy Director of Public Works and Public Works Inspector inspected work completed by contractor on Fairfield Crest/Pomeroy connector to determine how best to proceed with turf establishment issues and talked with our arborist contractor concerning starting work on DelDot's Elkton Road project.

Acting Parks Supervisor coordinated fence installation at Reservoir, assisted with assigning field staff daily and

helped staff as needed and began coordinating for several upcoming projects and special events.

Parks/horticulture staff continue mowing/bed maintenance operations, assisted loading materials/supplies for special event at Dickey Park for the police, completed fence installation at Reservoir, set up for special event at Olan Thomas, did interior bed maintenance at City Hall, blew off asphalt trail at Reservoir for race this weekend, watering of nursery stack at Parks Maintenance Facility, did trash removal throughout park system as needed, continued on work orders as assigned and continued park inspections

**Activity or Project:**

New Dickey Park Paly piece

**Description:**

We will be installing a new climbing play piece at Dickey Park that will compliment the existing play area very nicely. The play piece is designed for children ages 5-12 years of age.

<b>Status:</b>	Not Started
<b>Expected Completion:</b>	09-06-2019
<b>Execution Status:</b>	On Track

**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:**

Planning and Development Department

**Notable Notes:**

**Code Enforcement:**

Code Enforcement Officer Brian Daring met with representatives from Chemours to review Certificate of Completion and Certificate of Occupancy coordination dates. Certificate of Occupancy applications were submitted for seven townhouses at 36 Benny Street. A Temporary Certificate of Occupancy application was submitted for temporary press boxes and new seating at the Whitney Sports Complex, 625 South College Avenue. Footer/foundation work is progressing for the Life Science Building addition at 77 East Delaware Avenue.

Property Maintenance Inspector Ryan Straub attended a court proceeding regarding a vacant home at 212 West Main Street with a collapsed front porch and numerous maintenance violations; the property owner plead not guilty and a trial has been set for September 25. Property Maintenance Inspectors are working with Public Works to clean up alleyways, broken fences, and storage of refuse cans. Also completed this week: 65 inspections; 27 responses to complaints; and, 23 violations issued.

Fire Marshal Dave Tynan conducted daily plan reviews and site reviews on new and existing projects, including Chemours, BPI, Whitney Center, South Main Street and various other projects; scheduled special event inspections for home football games; responded to Caffé Gelato fire alarm activations; and, performed Move-In Weekend inspections to close out open permits and projects. Dave also continued his review of the Danneman hotel sketch plan; worked on Fire Code revisions; and, continued business license meetings and updates. Additionally, over 195 students were trained in fire extinguisher training, cooking safety, smoke house simulation, and UD Police operations at the UD 2019 Resident Life Fire Safety Evening; this is the third year the City Fire Marshal and UD Fire Marshal have partnered up along with UD Police, Aetna Hose Hook & Ladder, State Fire School, and State Fire Marshal's Office. From an emergency management perspective, Dave sent EOP update emails to department heads, with a rough draft submission due October 1; met with UD OEM; began work with New Castle County on the Continuity of Operations Plan, with surveys issued to department directors for staffing and inventory items; and, met with Parks and Recreation for EOP for an upcoming event. Dave also spent much needed time away with family at the Jersey shore and Little League World Series.

#### Parking:

Work continued on repairs to the Parking Attendant booth in Lot 4 as well as work on the right exit lane to keep it functional until the introduction of new equipment, needed as a result of the accident on August 3. Parking staff participated in two conference calls with Passport Pay-by-Mobile to discuss implementation and connection to the T2 Kiosks and credit card payments as well as the License Plate Recognition status call. BOSS software was installed on Parking staff computers with assistance from the IT Department in preparation for the data push to T2 Kiosks. Hardware and software training were completed for T2 Kiosks and License Plate Recognition. Final mapping and rates were provided to T2, Passport, ITS, and Genetec. Parking Manager Marvin Howard attended Traffic Committee meeting on August 20. Staff worked with Communications on a press release for parking and Finance for Merchant of Record credit card processing. Staff prepared for residential move-in for maintenance and permitting.

#### Planning/Land Use:

The Planning Commission is scheduled to meet on WEDNESDAY, September 4 at 7:00 p.m. in the Council Chambers. Items on the agenda include:

- Amendments to the Zoning Code relating to Chapter 27, Appendix IV, Section V. Enforcement and Penalties
- Discussion of Planning Commission 2020 Work Plan
- Update on the Transportation Improvement District Committee
- Update on the Rental Workgroup Committee

The Board of Adjustment meeting, originally scheduled for Thursday, August 15, was canceled.

The Green Building Code Work Group is scheduled to meet on Tuesday, August 27, 3:30-5:30 p.m. in the City Council Chamber.

The Rental Housing Workgroup meeting is scheduled for Wednesday, August 28, starting at 3:00 p.m. in the City Council Chamber.

The Community Development/Revenue Sharing Advisory Committee is scheduled to meet on August 27, September 5, and September 12. All meetings will start at 7:00 p.m. in the City Council Chamber. The Committee's recommendation will come to Council likely in October or November.

The next Steering Committee meeting for the Newark Community Sustainability Plan is set for September 17 at 4:00 p.m. at the WILMAPCO office in the Star Tower.

Planner Mike Fortner attended the Solvay Specialty Polymers Community Advisory Panel meeting on August 21.

The following was also completed:

- 10 Deed Transfer Affidavits
- 42 Building Permit Reviews
- 10 Certificates of Completion/Occupancy

#### 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.

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. The Planning and Development Department received revised plans on March 12, 2019. Staff comments were forwarded to the applicant on July 22, 2019.

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.

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 were sent to the applicant on August 17, 2018. The Planning and Development Department received revised plans on April 10, 2019. Staff comments were sent to the applicant on June 25, 2019. The project, originally scheduled for review by the Planning Commission at their June 4, 2019 meeting, has been rescheduled for the July 2, 2019 Planning Commission meeting. The July 2, 2019 Planning Commission meeting was cancelled due to lack of a quorum and has been rescheduled for July 30, 2019, at which time this project will be considered. The Commission recommended approval of the minor subdivision at their meeting on July 30, 2019. The project will now be placed on an upcoming City Council agenda.

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. SAC comments were sent to the applicant on April 3, 2019. The Planning and Development Department received revised plans on April 12, 2019. SAC comments were forwarded to the applicant on April 30, 2019. The proposed land-use project, scheduled to be reviewed and considered by the Planning Commission at their May 7, 2019 meeting, was withdrawn by the applicant and will be considered at a future Planning Commission meeting. On June 14, 2019, the Planning and Development Department received revised plans proposing one 3-story/9-unit apartment building, three 3-story/12-unit apartment buildings, and 46 3-story townhome-style apartments. The revised plans were distributed to the SAC for review on June 20, 2019. Staff comments were forwarded to the applicant on July 11, 2019. Revised plans were received by the Planning and Development Department on July 18, 2019, with staff comments forwarded to the applicant on July 23, 2019. This project is scheduled for consideration by the Planning Commission at their meeting on August 6, 2019. At their meeting on August 6, the Commission recommended approval of the Comprehensive Development Plan amendment and recommended not to approve the proposed major subdivision. The project will now be placed on an upcoming City Council agenda.

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, Briarcreek Lot 21, 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. Revised plans were received by the Planning and Development Department on February 28, 2019 and forwarded to the SAC for review on the same date. SAC comments were sent to the applicant on June 25, 2019. The project, originally scheduled for review by the Planning Commission at their June 4, 2019 meeting, has been rescheduled for the July 2, 2019 Planning Commission meeting. The July 2, 2019 Planning Commission meeting was cancelled due to lack of a quorum and has been rescheduled for July 30, 2019, at which time this project will be considered. The Commission recommended approval of the minor subdivision with site plan approval at their meeting on July 30, 2019. This project has been placed on City Council agenda for public hearing on August 26, 2019.

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.

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. A SAC meeting was held on March 11, 2019. SAC comments were forwarded to the applicant on June 10, 2019.

54 East Main Street, Parcel ID 1802000022 (PR#19-05-02): On May 31, 2019, the Planning and Development Department received a sketch plan for a mixed-use subdivision at 54 East Main Street proposing a restaurant on the ground floor, two apartment units on the second floor, and one apartment unit on the third floor. Plans were distributed to the Subdivision Advisory Committee (SAC) on June 26, 2019.

268 East Main Street, Parcel ID 1802100024 (PR#19-06-01): On June 10, 2019, a sketch plan was received by the Planning and Development Department for the property at 268 East Main Street. The plan proposes a 52-unit apartment building on the site of the current Super 8 Motel. Plans were distributed to the Subdivision Advisory Committee (SAC) on June 26, 2019.

1 North Twin Lakes Boulevard, Parcel ID 1805400022 (PR#19-06-02): The Planning and Development Department received plans for a major subdivision at 1 North Twin Lakes Boulevard on June 14, 2019. The plan proposes to replace the currently-approved 12-unit subdivision plan with a new 24-unit townhome-style apartment

subdivision plan.

118, 126, and 130 New London Road, Parcel IDs 1801300124, 1801300123, 1801300197 (PR#19-07-01): On July 3, 2019, the Planning and Development Department received plans for a Comprehensive Development Plan amendment, minor subdivision, and site plan approval for 118, 126, and 130 New London Road. The plan proposes to convert the three existing residential dwellings into townhome apartments by modifying the shell of the existing dwellings and adding two new townhome units between the existing dwellings.

436 Christina Mill Drive, Parcel ID 1803000130 (PR#19-07-02): The Planning and Development Department received an application for a special use permit for 436 Christina Mill Drive on July 10, 2019. The applicant is requesting approval for a part-time massage therapy business.

751 Paper Mill Road, Walton Farm Subdivision, Parcel ID 0804700003 (PR#19-08-01): On August 5, 2019, the Planning and Development Department received plans for an annexation, rezoning, and minor subdivision of 14.48+/- acres at 751 Paper Mill Road. The plans propose to divide one parcel into two parcels in order to construct one single-family home on the newly created parcel. Plans were distributed to the Subdivision Advisory Committee (SAC) on August 9, 2019 for departmental review.

734 Paper Mill Road and 5 and 11 Possum Hollow Road, Milford Run Subdivision, Parcel IDs 0804700033, 0804700031, 0804700039 (PR#19-08-02): On August 5, 2019, the Planning and Development Department received plans for an annexation, rezoning, Comprehensive Development Plan amendment, and major subdivision of the 4.75+/- acres at 5 Possum Hollow Road, 11 Possum Hollow Road, and 734 Paper Mill Road. The plan proposes annexation and rezoning to RD (single-family residential), demolition of the unoccupied dwellings on the properties, and creation of a 12-lot single-family residential subdivision. Plans were distributed to the Subdivision Advisory Committee (SAC) on August 9, 2019 for departmental review.

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**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

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**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

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**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

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**City Manager's Weekly Report**

**Department:**

Police Department

**Notable Notes:**

## Notable Notes:

- This was a very busy week for the police department. On August 18, 2019, officers responded to a report of gunshots fired at the Red Roof Inn. One person was found deceased at the scene and one person that had been shot during the incident a short time later checked in at the hospital emergency room. The investigation continues.
- The Newark Police Department has been proactive in the area of the hotels located just off the highway.
- On August 8, 2019, our Street Crimes Unit conducted a reverse prostitution sting. Within a few hours, officers received calls from approximately 60 different phone numbers with men looking to solicit a prostitute. Two men physically arrived at the location and were arrested and charged. One caller, when told the meeting would be in Newark, stated he would not come into Newark because the police were too effective.
- On August 12, 2019, a patrol officer initiated a contact with persons on the street. As a result of the contact, the officer conducted an investigation and arrested two females for prostitution at the Red Roof Inn. As Chief Tiernan has frequently stated, prostitution often involves human trafficking, and often results in additional crime such as robbery, theft, and assault.
- On August 20, 2019, Newark Officers responded to a report of a loud party at the Red Roof Inn. Responding officers found a large group of people being loud, consuming alcohol and smoking marijuana in a hotel room. Only one of the subjects was over 21 years-of-age. A loaded handgun with an obliterated serial number along with alcohol and marijuana was recovered. Two subjects were arrested and charged.
- This weekend is University of Delaware student move-in. As always, this coincides with a significant increase in calls for service and police activity. Our "Fall Crime Suppression" patrols have been put into effect.

## Patrol:

- On August 16, 2019, Cpl. Lawrence conducted a traffic stop on a vehicle. Upon stopping the vehicle and conducting the on-scene investigation, Cpl. Lawrence removed the subject from the vehicle and located approximately 18 bags of heroin and 2 grams of crack cocaine packaged for sale. The subject was transported to the HQ and warrants were obtained for possession with the intent to distribute crack cocaine/heroin.
- On August 10, 2019, Cpl. Lawrence and Cpl. Golden conducted a traffic stop on a vehicle for numerous traffic violations. During the traffic stop the odor of marijuana was detected emanating from the interior of the vehicle. Upon conducting a search of the vehicle, a loaded Glock 9mm handgun was located underneath the front passenger seat. The operator of the vehicle was arrested on firearm related charges.

## Criminal Investigations Division:

- Detectives and Street Crime Officers have been actively working the homicide investigation.

## Special Enforcement Unit:

- Special Operations Officers conducted a successful community outreach party in Dickey Park on Saturday. Mayor Clifton and Councilmembers Wallace and Hamilton attended to show their support of the department and the community.
- Special Operations Officers and the Traffic Unit will be conducting visible patrols with the arrival of the university students.
- Animal Control Officer Vickers was able to trap and relocate a groundhog, who had been living outside of city hall. Groundhogs can become aggressive around dogs.

**Activity or Project:**

N/A

**Description:**

N/A

**Status:**

Completed

**Expected Completion:**

08-22-2019

**Execution Status:**

Completed

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

<b>Expected Completion:</b>	
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<b>Execution Status:</b>	
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<b>Activity or Project:</b>	
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<b>Description:</b>	
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<b>Status:</b>	
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<b>Expected Completion:</b>	
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<b>Execution Status:</b>	
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### City Manager's Weekly Report

<b>Department:</b>	
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Public Works and Water Resources Department

<b>Notable Notes:</b>	
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DelDOT street patching in various areas of the City is nearly complete and they intend to work this week and next week at night to try to finish up the areas that are influenced by the students returning to campus.

This is the last week for our 2019 Summer Intern Program. We had another productive year and we wish them well in the upcoming school year.

UD contractor Whiting Turner plans to close Academy Street from Lovett to Delaware Ave in order to bring in heavy equipment for an ongoing project. UD and Aetna have worked together to schedule this closure and we will continue to update all parties as we move closer to the planned dates of Sept. 23-27.

Students will be returning to campus this weekend and our staff is prepared for any refuse issues that may arise with the influx of students. We typically see the amount of refuse on the sidewalks kept to a minimum, however, we see this as an opportunity to educate the students on the trash and recycling programs here in Newark. We will be passing out flyers and information tags on Saturday and Sunday.

<b>Activity or Project:</b>	
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Annual Water Main Flushing

<b>Description:</b>	
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Our annual water main flushing program has been successfully completed over the last two weeks. This program helps us to provide clean water to our customers by flushing the sediment buildup from the pipes by temporarily raising the velocity of the water in the pipes and flushing the accumulated sediment out of a fire hydrant. We perform the work overnight in order to minimize the amount of discolored water calls we receive. This year, we were able to complete the entire city using our GIS database to track and guide crews during the process.

<b>Status:</b>	Completed
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<b>Expected Completion:</b>	08-23-2019
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<b>Execution Status:</b>	Completed
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<b>Activity or Project:</b>	
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Rodney Stormwater Pond and Park

<b>Description:</b>	
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On Wednesday, August 21, staff and our consultant, JMT, held a public information session on the Rodney Stormwater Pond and Park Project. Roughly 20 residents attended to hear about the upcoming demolition and final plan preparation. We are still accepting comments on the plans and welcome any feedback. Presentation materials are available on the Rodney page of the City website. Demolition is slated to begin on the Tuesday after Labor Day with preliminary work to begin on Monday August 26.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	11-30-2019
<b>Execution Status:</b>	On Track

**Activity or Project:**

West Park Place Gas Main Work

**Description:**

Delmarva Power's contractor, Guardian Construction has mobilized to West Park to begin the gas main improvements. Project extents are generally from Orchard Road to just west of Beverly Road. Exhibit is attached for reference. They will be installing a 4" plastic gas main on the north side of West Park Place using the open trench installation method. Public Works will be inspecting all road work within the right of way including maintenance of traffic (MOT) setups. As of right now the plan is to perform the work using a moving single lane closure on Park Place. We will evaluate traffic impacts throughout the project and if necessary move to a lane closure with a detour of the west bound lane if volumes increase to the point where flaggers cannot keep up.

This project will include the mill and overlay of the north side of West Park Place in the immediate project area once the gas main installation is complete. Public Works has requested a proposal from Guardian Construction to mill and overlay the south side of the road. Our hope is that there would be substantial savings if we can piggyback off the Delmarva project.

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	10-15-2019
<b>Execution Status:</b>	On Track

Digital Records Project New Documents Created – August 15-21

Name	# of Documents	# of Pages	Types
Samantha	463	3,306	NPD Files/Court Documents/Destruction Notices
Sandy	1,025	2,518	Timesheets/Payroll Reports/NPD Files
Fred	85	2,338	PWWR Permits/Court Documents
Debbie	106	8,141	PUBS Daily Cash Receipts
Ana (PT)	326	2,163	NPD Files/Court Documents
Anita (PT)	33	278	Miscellaneous Current Files
Total	2,038	18,744	

Monthly Year-Over-Year New Document Page Totals

Month	2018	2019	Change +/-
January	45,288	51,476	+6,188
February	20,852	23,706	+2,854
March	25,727	32,064	+6,337
April	32,595	36,965	+4,370
May	40,272	62,286	+22,014
June	17,662	69,471	+51,809
July	23,131	45,789	+22,658
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	13,926	-58,287
March	52,137	42,064	-10,073
April	53,599	55,965	+2,366
May	49,087	286,052	+236,965
June	30,590	79,209	+48,619
July	30,099	48,442	+18,343
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  
Weekly Traffic Report  
08/11/19-08/17/19



TRAFFIC SUMMONSES	2018 YTD	2019 YTD	THIS WEEK 2018	THIS WEEK 2019
Moving/Non-Moving	7284	7681	150	206
DUI	123	128	0	2
<b>TOTAL</b>	<b>7407</b>	<b>7809</b>	<b>150</b>	<b>208</b>

\*Included in the total collision numbers

TRAFFIC COLLISIONS				
<b>Fatal</b>	0	2	0	0
Personal Injury	132	140	6	2
Property Damage <b>(Reportable)</b>	725	681	13	25
*Hit & Run	159	117	4	3
*Private Property	202	168	3	6
<b>TOTAL</b>	<b>857</b>	<b>823</b>	<b>19</b>	<b>27</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.

NEWARK POLICE DEPARTMENT

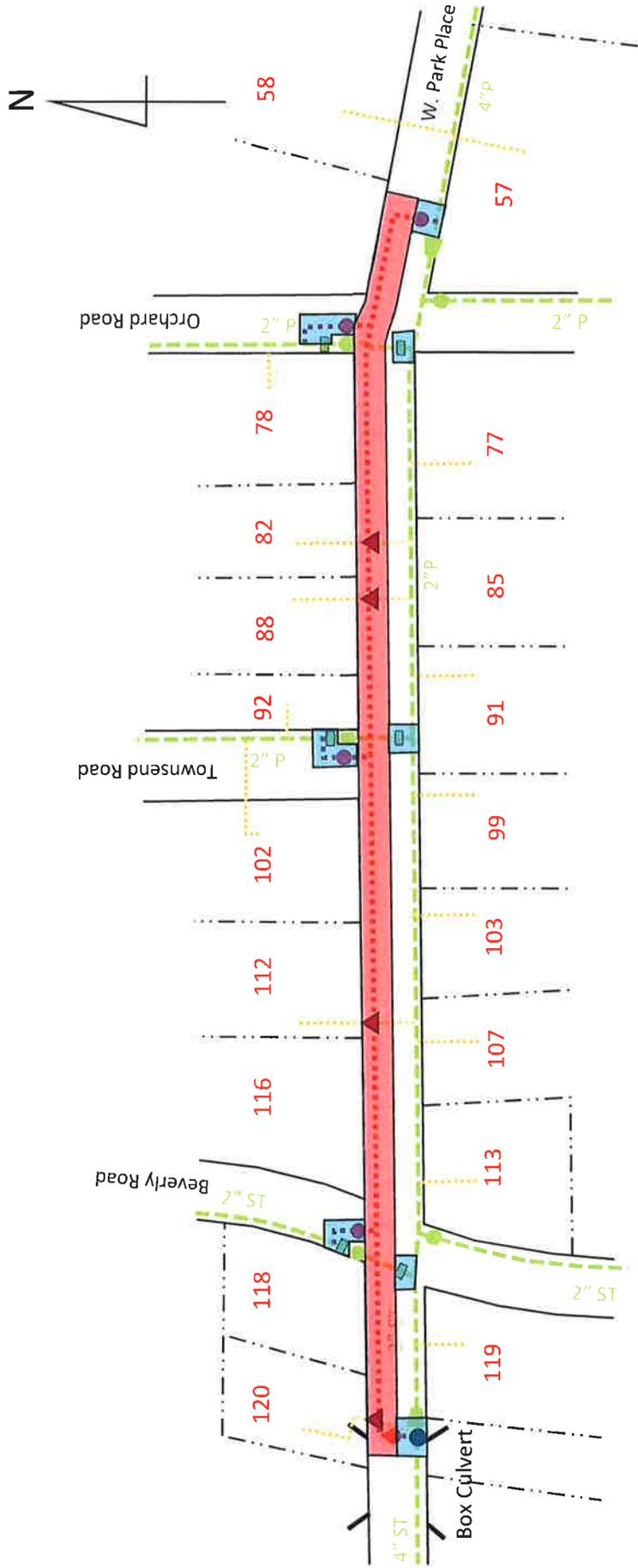
WEEK 08/11/19-08/17/19

INVESTIGATIONS

CRIMINAL CHARGES

	2018 TO DATE	2019 TO DATE	THIS WEEK 2019	2018 TO DATE	2019 TO DATE	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	1	0	0	0	0
Rape	8	5	0	2	11	9
Unlaw. Sexual Contact	4	2	0	5	0	0
Robbery	16	12	2	23	10	0
- Commercial Robberies	7	7	0	8	8	0
- Robberies with Known Suspects	1	1	1	2	1	0
- Attempted Robberies	0	0	0	1	0	0
- Other Robberies	8	4	1	12	1	0
Assault/Aggravated	15	18	1	24	16	0
Burglary	28	43	1	7	85	0
- Commercial Burglaries	9	5	0	0	8	0
- Residential Burglaries	17	28	0	5	50	0
- Other Burglaries	2	10	1	2	27	0
Theft	334	337	6	101	269	2
Theft/Auto	31	28	0	5	5	0
Arson	0	0	0	0	0	0
All Other	63	74	4	52	86	2
<b>TOTAL PART I</b>	<b>499</b>	<b>520</b>	<b>14</b>	<b>219</b>	<b>482</b>	<b>13</b>
<u>PART II OFFENSES</u>						
Other Assaults	169	175	5	123	104	1
Rec. Stolen Property	0	0	0	11	9	0
Criminal Mischief	101	91	3	98	75	1
Weapons	7	16	1	27	48	0
Other Sex Offenses	0	0	0	0	7	7
Alcohol	124	75	1	182	123	1
Drugs	87	130	9	140	197	10
Noise/Disorderly Premise	406	379	6	160	124	2
Disorderly Conduct	84	98	4	60	76	1
Trespass	141	158	6	48	67	1
All Other	259	222	10	202	266	2
<b>TOTAL PART II</b>	<b>1378</b>	<b>1344</b>	<b>45</b>	<b>1051</b>	<b>1096</b>	<b>26</b>
<u>MISCELLANEOUS:</u>						
Alarm	125	107	5	0	0	0
Animal Control	317	379	10	2	2	0
Recovered Property	180	142	3	0	0	0
Service	25621	21986	639	0	0	0
Suspicious Per/Veh	310	296	7	0	0	0
<b>TOTAL MISC.</b>	<b>26553</b>	<b>22910</b>	<b>664</b>	<b>2</b>	<b>2</b>	<b>0</b>

	THIS WEEK <u>2018</u>	2018 TO <u>DATE</u>	THIS WEEK <u>2019</u>	2019 TO <u>DATE</u>
TOTAL CALLS	841	32,812	879	28,708



## Proposed Gas Main Layout

Scale: None

**Legend**

- ⋯ Proposed poly gas main
- Existing gas main
- ⋯ Existing gas services
- ▲ Gas service tie-over location
- Existing gas main valves
- Proposed gas main valves
- ▭ Cut & cap location (main)
- P Existing Polyethylene Pipe
- ST Existing Steel Pipe

- ▭ Roto Mill & Repave ½ Park Place Area
- ▭ Disturbed Trench Patch Per City of Newark Restoration Detail

W. Park Place Newark  
**Proposed 4" Poly Gas Main**  
 Pavement Proposal Map