

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

Monday was Memorial Day. Unfortunately, we were unable to hold our regular Memorial Day event this year due to COVID-19, but we are hopeful we will be able to hold in next year. Our thoughts go out to all the service men and women who have chosen to serve and protect the USA. Due to Memorial Day, we held our Council meeting on Tuesday evening.

I held several meetings with staff from the Parking and Procurement teams, and our landlord's representative to discuss a potential modification to our parking office lease agreement. I also participated in a conference call with New Castle County on their Hero's Pay initiative (that was later voted down by NCC Council). On Wednesday, we participated in the weekly call with the Governor's office. We spent time this week working on plans to bring limited staff back to City Hall to restore limited walk-in window service in accordance with the Governor's Phase 1 reopening guidance. Stay tuned for more information but we are excited to be able to restore walk-in service. I also participated in a DEMA Public Assistance Applicant Briefing on COVID-19 for County and Local Governments. On Friday, Mayor Clifton, PW&WR Director Filasky, Stormwater Coordinator Dinsmore, and I participated in a call with DNREC Secretary Garvin and his staff to discuss the roll-out of our upcoming Phase 2 MS4 permit.

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

Chief Communications Officer:

- Live-streamed the Contract 20-02 bid opening.
- Working with TNP to help Newark businesses re-open on 6/1.
- Continue to promote different city and state-wide initiatives on social media: Planning workshop, park naming contest, Phase 1 re-opening, traffic and construction updates, 2020 census.
- Met with Soofa Signs, a company that provides solar-powered electronic message boards to share PSAs, emergency updates, various messages. If we move forward with a pilot, it will come at no cost to the City.
- Continue to work on partnership with Chesapeake Publishing/TNP/UD on the creation of a welcome magazine for students, businesses and new residents.

Beautifying Main Street: Newark business owners emerge from construction project, face greater challenges: <https://www.delawareonline.com/story/news/local/2020/05/26/newark-business-owners-emerge-construction-project-now-face-greater-challenge-coronavirus/5220390002/>

Newark council election rescheduled for July 28:

https://www.newarkpostonline.com/news/newark-council-election-rescheduled-for-july-28/article_95f977be-b226-5a9e-9431-8ed2747568e3.html

Virtual concert will celebrate reopening of restaurants:

<https://www.newarkpostonline.com/news/virtual-concert-will-celebrate-reopening-of->

[restaurants/article_6289bba4-fe56-5abd-80ae-60721562fcb5.html](https://www.newarkpostonline.com/news/amid-pandemic-landlords-plan-staggered-move-in-and-move-out/article_6289bba4-fe56-5abd-80ae-60721562fcb5.html)

Amid pandemic, landlords plan staggered move-in and move-out:

https://www.newarkpostonline.com/news/amid-pandemic-landlords-plan-staggered-move-in-and-move-out/article_ebb2f32c-0ae7-5bc3-ad5c-7e1b53e17045.html

Delaware restaurant owners prepare for reopening:

https://www.nbcphiladelphia.com/news/local/delaware-restaurant-owners-prepare-for-reopening/2411176/?_osource=SocialFlowTwt_PHBrand

Welcome Center/Communications Assistant:

- Answer and direct all incoming calls to correct departments
- Began July newsletter
- Log Miss Utility tickets for Electric and PWWR Departments
- Edit copy from various departments
- Adding/changing InformMe customer information
- Create and share content on Facebook and NextDoor
- Watched the webinars “Connecting During COVID-19: How Entertainment & Sports Organizations and the Media Are Staying Engaged” and “Decoding Gen Z: Actionable Insights For Public Relations and Communication Professionals”

Chief Human Resources Officer:

This week involved getting caught up on emails, paperwork and I continue to review employee evaluations that have been submitted by supervisors and directors. We are also preparing for a transition plan to bring staff back into the building so I have been a part of this process. I also spent a large amount of time working on union matters and training with Jeff Martindale on more HR functions. The Benefit Committee will be meeting next week to discuss plans and policies for the 2021 benefit year. We will also be opening up our City gyms on June 1st to employees with modifications in line with Governor mandates. I continue to spend my time working on more housekeeping items that have been hold.

Assistant to the City Manager/Acting Human Capital Manager:

Assistant to the City Manager Jeff Martindale spent most of the week following up on ongoing facilities projects and needs. Specifically, he met with PW&WR Field Superintendent Jason Winterling to review a list of departmental needs at the city maintenance yard, which was generated with the help of Pennoni Engineering Consultants in 2015. This list will be used to build upon Capital Improvement Project N1806 - Field Operations Complex (FOC) Master Plan. Mr. Martindale additionally reviewed invoices related to the Municipal Center’s HVAC operational and maintenance expenses between 2016 and 2020. This information will be shared with Seiberlich Trane as part of RFP 19-01 - Pre-Qualification and Selection of ESCO for Energy Savings Performance Contracting of HVAC Upgrades. Finally, Mr. Martindale met with PW&WR Deputy Director Ethan Robinson and Electric Director Bhadresh Patel to begin outlining next steps for installing electric vehicle charging stations in Municipal Lot #1 and the parking lot at City Hall. These charging stations were purchased with Council approval in February with

installation initially planned for this summer. He also submitted three EV charging station rebate applications to DNREC associated with these purchases.

Mr. Martindale also led the bid opening for Contract 20-03 (Rodney Complex – Park and Stormwater Facilities) at 2:00 p.m. on Tuesday, 5/26. He also coordinated a number of emails along with the rest of the City Manager’s Office pertaining to the reopening of some City services at City Hall and City gym facilities.

Facilities Maintenance:

The Facilities Maintenance team continued their cleaning routines and investigation into leaks in the men’s locker room in PD. They also picked up the now unneeded window air conditioning units at the George Wilson Center (the Seiberlich Trane team is wrapping up the new HVAC installation next week), created plexiglass barriers for the Code Enforcement Customer Service Representatives at City Hall, and began placing tape on the floor of City Hall’s first floor in anticipation of customers returning in June (this will help visitors socially distance as they wait for assistance).

Local Government Management Fellow:

Today (5/29) marks the last day the City’s Local Government Management Fellow John Steponick will be working with the City. He is graduating from the University of Delaware with his master’s degree and will be moving to Austin, Texas to begin his professional career. We wish him the absolute best in all his future endeavors!

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 remained closed to the public from 5/21/20 to 5/27/20. Staff continued to answer phones, process payments, PBJ's, and pleas in absentia. All June court dates have been rescheduled. Court is planning to reopen to the public the week of June 29th.

Parking Ambassadors have been handling all parking appeals online.

The bailiffs are scheduled for their first requalifications, 5/28/20.

Activity or Project:

Payments

Description:

Alderman's Court collected a total of 32 parking payments of which 28 were paid online and 4 were paid by mail. Court also collected criminal/traffic payments of which 72 were paid online and 5 were paid by mail for a total of 77 criminal/traffic payments.

Status:

Completed

Expected Completion:

05-28-2020

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:**

City Secretary and City Solicitor's Office

Notable Notes:

Paul worked remotely this week.

Renee participated in the remote management staff meeting on May 21.

Tara and Nichol staffed the Board of Adjustment meeting on May 21. The Board approved the

requested rear yard setback variance for 20 Nathan Hale Court by a 5-0 vote.

Staff finalized and posted the June 1 Council packet on May 22. Packets were delivered to Council members on May 27. Details on how to access the Council meeting via the GoToMeeting platform can be found on the City website here: <https://newarkde.gov/ArchiveCenter/ViewFile/Item/6542>.

Renee participated in a conference call with the City lobbyists on May 22 regarding HB175, the current vote by mail legislation in the State Legislature.

Paul and Renee staffed the May 26 Council meeting. Follow up was completed by staff throughout the week.

Renee participated in a coronavirus-related conference call with County stakeholders on May 26 and State stakeholders on May 27 with Mayor Clifton, Deputy Mayor Markham and City Manager Coleman.

Renee took part in a bid opening on May 26.

Renee spent time scheduling items for upcoming Council agendas.

Renee drafted the June 8 Council agenda.

Tara completed the direct mailing for the Planning Area 7 Comprehensive Plan amendment. This amendment adding a new Planning Area northeast of the existing City limits made up of 38 properties is scheduled for public hearing and consideration at the June 8 Council meeting.

Renee drafted the subdivision agreement, circulated it to staff for comments, received comments back and forwarded the agreement to the City Solicitor for review and Tara completed the direct mailing for the Comprehensive Plan amendment, annexation, rezoning and major subdivision for Milford Run located at 734 Paper Mill Road and 5 and 11 Possum Hollow Road. This 10 lot single-family home subdivision is scheduled for public hearing and consideration at the June 8 Council meeting.

Extensive time was spent working on the rescheduled 2020 Council elections for Districts 3 and 5. Council approved the rescheduling of the election for Tuesday, July 28 and the polling places for District 3 and 5. Renee, Tara and Nichol spent time working on absentee ballot mailing preparations for those who have already submitted completed absentee ballot affidavits, which are expected to go out by June 1. Renee received the updated voter registration list, coded 431 newly registered voters and submitted the list to be updated to the Department of Elections. Renee also updated the website with the new election information. Staff is also starting to see an uptick in calls and emails with questions regarding the various state elections that are approaching. All updated information regarding the 2020 City Council election can be found on the City website here: <https://newarkde.gov/508/2020-City-Election-Information>.

Renee and Tara worked to research items for staff.

Tara spent time working on union-related items.

Tara reviewed several building permits for approval.

Danielle spent time processing items for the Recorder of Deeds office.

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

- * Provided an administrative estimate for a May 15 FOIA request pertaining to a request for the list of entries to rename Rodney Park from the Newark Post.
- * Provided a response and closed a May 19 FOIA request for invoices and cost of purchases pertaining to dog waste bags provided to the public from Zerowaste USA
- * Circulated to staff a May 22 FOIA request for floor plans/COs/construction plans/permits pertaining the Green Turtle located at 250 South Main Street from Patterson Woods
- * Circulated to staff a May 26 FOIA request for a contract for parking RFP awarded to Passport including all pricing and fees from Parkmobile

Regarding minutes, staff time was spent on the May 11 Council (Renee edited - complete), May 12 Conservation Advisory Commission (Danielle drafting), May 18 Council (Nichol drafted) and May 26 Council (Nichol drafting) minutes. Several sets of Council Executive Session minutes and the May 21 Board of Adjustment minutes are currently in the queue.

No discovery requests were fulfilled for upcoming Alderman's Court cases. 185 discovery requests have been filled so far for 2020. There was no court calendar since Alderman's Court is not in session. 11 court calendars with 184 associated cases have been processed in 2020. There were no pleas by mail.

The office received 4 new lien certificate requests this week, which were sent to Finance for processing. 2 lien certificates were completed and sent to the requestor. 129 lien certificates have been processed for 2020.

Activity or Project:

Digital Records Project

Description:

Samantha and Ana 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 May 21-27 are below.

Status:	In-Progress
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****Department:**

Electric Department

Notable Notes:

A testing company that was hired to make sure the Sandy Brae transformer that had a bad breaker and saw a large fault two weeks ago gave the all clear. The transformer has been energized and load will be put back on it shortly.

The crews installed line hose and switched of the 34kV circuit in front of the Park N Shop for the crane needed for new construction. The crews also cleaned up storm damage caused by trees on Radcliffe Drive and replaced a backyard pole on Old Casho Mill Road.

The electricians found a cracked battery in one of the Phillips Avenue Substation while doing spill prevention inspections. The transformer's load was switched out until new batteries arrive. The electricians also helped with the transformer testing at Sandy Brae.

Engineering worked on pricing and design for SAFStor on Bellevue Road. Engineering also worked on the design for serving the new Charter School where the freezer plant once stood at the Interchange Industrial Park.

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:

Effective June 1, the revenue stabilization credit for the City's electric utility will be set to \$0.0000. Previously, the rate was set at -\$0.01206 per kWh. This adjustment will prevent the need to recover an additional \$2.5 million through electric rates beginning on March 15, 2021.

<https://newarkde.gov/DocumentCenter/View/13683/2B>

All payments can be made online by clicking on this link, and then selecting the type of payment you choose to make. Payments can be made 24/7. <https://newarkde.gov/payments>.

All payments due to the City will not carry additional interest or penalty through June 15 unless modified by the Governor. If you are having difficulty in making a payment, please contact Payments and Utility Billing (PaymentsandUtilityBilling@newark.de.us) in order to work out an arrangement. Utility disconnects have been suspended through June 15 while we are under a state of emergency, unless modified by the Governor. Please have your account information available.

While City Hall is closed to the public, we are still accepting payments (check, money orders) via the dropbox in the lobby. Utility payments are processed the next working day. We strongly advise our customers to utilize our web portal and use Customer Connect to make a payment. Customers register via Customer Connect (<https://payments.newarkde.gov/>). In addition, utility payments can be made by phone by calling (302) 366-7000. There is no fee for paying by credit or debit card, although we do ask our customers to please pay by ACH (bank draft) if possible.

The Payment and Utility Billing division (PUB) processed 526 move-in and 636 move-out service orders since May 1.

5/26 - Attended City Council meeting.

5/26 - Met with CM Coleman, Jeff Martindale and members from Sieberlich/Trane regarding HVAC improvements to City infrastructures.

Pending meetings:

5/29 - DEMA Cares Act

5/29 - County with municipalities regarding the CARES Act

Activity or Project:

Coronavirus Information

Description:

The State of Delaware was awarded \$1.25 billion from the US Congress in April 2020. Of this amount, New Castle County requested for a direct allocation of \$322.8 million, with the balance of \$927.2 million staying with the state. The City of Newark is working directly with the County for financial support of our corona-related expenses. The County has allocated \$5 million to the

municipalities, with Newark receiving \$1,150,000.

Recent County Council actions did not approve the Hero's Pay that was recommended by the County Executive. County Council cited that the reason was due to the fact that bonus payments were not considered an approved expense under the CARES Act. The State AG's office also made the same determination in their document dated May 7, 2020.

Status:	In-Progress
Expected Completion:	12-30-2020
Execution Status:	On Track

Activity or Project:

Accounting

Description:

- Munis upgrade continues with testing.
- Audit fieldwork began remotely on Monday, March 23 – continue to complete pending auditor requests as well as additional requests and work on CAFR
- Completed Utility Tax report for State
- Reviewed new permit applications
- Processed new lien certificates
- Processed and invoiced open WO's in conjunction with the Electric Department
- Continued the EFT Vendor project
- Completed AP invoice entry
- Worked on Munis and Harris balancing
- April bank reconciliations
- Team worked on finalizing April month end work

Status:	In-Progress
Expected Completion:	12-31-2020
Execution Status:	On Track

Activity or Project:

Payments & Utility Billing

Description:

Aside from normal customer business, PUB staff has been working on:

- Internal cross-training.
- SOP updates.
- Testing of the forthcoming Customer Connect 6 upgrade.
- Updating Stormwater database process.

Stats for the week ending of 5/22: Call volume was up 27% (535 vs. 421) from the previous week due to the student move-in/move-out period.

- Customer Calls/answered: 501/535. All but one member of PUBs is working from home.
- Service level: 88.2% Service levels are high with staff working remotely, plus there were 114 more calls than the previous week.
- Average call time: 4:03
- Longest hold: 1:59
- Payments processed: 4,034

- Pay by phone payments: 269
- Active Customer Connect Accounts: 6,567
- Customers signed up, not on pre-authorized payments: 4,186
- Budget Billing: 263
- Echeck/PAP Customers: 1,209 (includes budget billing)
- Credit Card PAP Customers: 1,172 (includes budget billing)

Status:	In-Progress
Expected Completion:	12-31-2020
Execution Status:	On Track

City Manager's Weekly Report

Department:

Information Technology Department

Notable Notes:

Applications Team:

Open Tickets from Previous Week - 58

Tickets Opened in the Last Week - 41

Tickets Closed in the Last Week - 19

Remaining Open Tickets – 80

1. Attended Webex with Harris Northstar "Offering Flexible Payment Arrangements to Manage COVID-19 Financial Impacts" on 5/21.
2. Held Tyler Munis 2019.1 upgrade kick off meeting on 5/21.
3. Skype meeting with Harris mCare to discuss some testing questions on 5/22.
4. Began Tyler Munis 2019.1 UAT.
5. Continued resolving incoming tickets for CC6 UAT.
6. Continued working with Planning on adjusting online payments for permitting.
7. Worked on and resolved support tickets for end users.
8. Created reports for users as requested.

Pending:

1. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
2. Waiting for Electric staff to test the work order kits and templates before promoting to LIVE.
3. Waiting on delivery date for new kiosk.

Infrastructure Team:

Open Tickets from Previous Week - 128

Tickets Opened in the Last Week - 39

Tickets Closed in the Last Week - 31

Remaining Open Tickets - 136

1. A team member is out now on paternity leave earlier than expected. Transitioning duties to other members.
2. Updating infrastructure maps of the building to include the new access points.
3. Prepared for the reopening of the building.

4. Published the new knowledge base section on the intranet.
5. Corrected group policies to support the new RADIUS server.
6. Worked on and resolved support tickets for end users.
7. Actively responded to and resolved Secureworks alerts.

Pending:

1. Scheduling AeroHive expansion with Electric.
2. Building infrastructure for new Electric SCADA.

Activity or Project:

mCare 6 Project (Applications Team)

Description:

mCare 6 is our real time mobile workforce management system for all utility related service orders.

****REVISED GO LIVE DATE****

Phase 1 Kick Off (Definition & Planning)

2/28/20 - Completed

Phase 2 Software Installation

3/9/20 - 3/13/20 - Completed

Phase 3 Remote End User Training and Configuration

(Updated to Remote vs. Onsite)

4/6/20-4/24/20 - Completed

Phase 4 End User Acceptance Testing

4/28/20-5/22/20 - In Progress

*Will upgrade CIS and mCare next week to fix a testing issue found

Phase 5 Go Live

7/20/20-7/24/20 - Scheduled

Status:	In-Progress
Expected Completion:	07-20-2020
Execution Status:	On Track

Activity or Project:

Munis 2019.1 Upgrade (Applications Team)

Description:

Phase 1 Software Upgrade TEST Environment
Completed

Phase 2 Kick Off (Definition & Planning)

5/21/20 - Completed

Phase 3 End User Acceptance Testing

5/26/20-6/05/20 - In Progress

Phase 4 Vendor Issue Remediation
6/08/20 - 6/19/20 - Scheduled

Phase 5 End User Acceptance Re-Testing of Identified Issues
6/22/20-6/26/20 - Scheduled

Phase 6 City Led HUB Training
6/29/20-7/9/20 - Scheduled

Phase 7 Go Live
7/11/20 - Scheduled

Status:	In-Progress
Expected Completion:	07-11-2020
Execution Status:	On Track

Activity or Project:

Description:

Status:	
Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Parks and Recreation Department

Notable Notes:

Director: Reviewed two Main Street subdivision projects and attended online meeting about the projects with the Planning Department; met with the Finance Department about project funding for the Reservoir restroom and upcoming grant applications; met with Paula about camp logistics, staff background checks and pool regulations as part of new health regulations and the Governor's Phase 1 opening restrictions; met with Paula and Paul B. about the updated waiver forms for Parks and Recreation programs to include COVID-19 waiver information; submitted two Outdoor Recreation Parks and Trail grants; with recreation personnel throughout the state (New Castle County, Kent County, Dover, Wilmington, and State park staff) to discuss what is happening with their programming, procedures; conducted park maintenance meeting with Rich and Tom Z. to discuss work orders and essential work to be completed.

Deputy Director: Attended activities training as part of the new recreation registration software with Civic Rec; conducted meeting with recreation personnel throughout the state (New Castle County, Kent County, Dover, Wilmington, and State park staff) to discuss what is happening with their programming, procedures, etc.; attended discussion with Joe, Dave Del Grande and Jill regarding the restroom project; completed another ORPT grant submission with Joe; participated in discussion with Joe and Chrissy regarding the possibility of opening the two community pools and sent forth suggested recommendations to Joe and City Manager; discussed liability waiver changes with Paul Bilodeau and Joe for summer camps and programming moving forward with

COVID language included, worked on updating all waivers for summer camps, programs, adult sports, fitness and volunteers; worked with state criminal history office regarding background checks for summer camp staff including contracted and volunteers and sent guidelines to recreation supervisors to start getting staff checked, continued to submit Child Protection registry forms as received from staff; worked with Joe and Shelby on additional directional signs for the reservoir and Folk Park and ordered; worked with Kathy on compiling information for the budget preparation including breakdown of resident vs. non-resident registration, staff discounts, and the cost formula used in programming; sent results to the recreation staff of parent survey regarding feeling towards summer camps to look at how we establish procedures to open camps; reminded staff to complete individual camp plans for new safety precautions and procedures; continued to discuss several ongoing items with Joe including June programs, before and after camp care, determination of camps, camp transportation, outdoor movie night, parks on draft and the spring concert series; discussed with Joe and Chrissy the GWC rates and increase for 2021; completed fund transfer for the James Hall Scholarship for 2019; participated in discussion regarding Phase 1 reopening of City Hall operations; continue to listen to trainings/webinars regarding changes to summer camps including update from the American Camp Association who is completing a field guide for camp organizations to use based on the CDC recommendations for camp operations; worked with Shelby on the parks maintenance video, flyer update for Camp REAL and the weekly Eblast; continued to send applications received for summer camp staff to recreation staff; worked with recreation staff to determine status of programs scheduled for first two weeks in June; conducted weekly staff meeting; continued to contact applicants for special event permits to refund those scheduled during stay-at-home mandates and review events for June to see if still scheduled; attended conference calls with City management and with parks and recreation staff.

Recreation Supervisor of Athletics: Recruiting summer camp staff, held interview, working to get background checks for current staff, canceled basketball camps and adjusted football and soccer camp plans due to Christina facilities being unavailable this summer; made arrangements for Recreation Specialist to clean out before and after care items from Downes and West Park Elementary Schools; continuing to work on Civic Rec software, entering facility and program information; attend webinars regarding summer camps and COVID-19 concerns.

Recreation Supervisor of Community Events: Working on staff paperwork and changes to procedures for Camp REAL and Safe Kids Camp; attended activities training for Civic Rec registration software; attended the recreation staff meeting; continued to brainstorm 4th of July ideas; canceled remaining Spring Concert musician scheduled; working with fitness and adult dance instructors for alternative ways of conducting class or rescheduling.

Coordinator of GWC and Volunteers: Participated in a Civic Rec training on May 18, a pool discussion with Directors on May 20; and a weekly staff meeting on May 21; conducted a Zoom interview for a potential Lifeguard and Swim Instructor; completed a reference check for the applicant; continued to work on summer staff paperwork; attended two webinars on summer planning and aquatics; continued to communicate with participants registered for upcoming programs that are affected by changes; continued to plan with instructors on changing/planning programs; continued to work with summer staff on finalizing plans for summer camp procedures; continued to communicate with George Wilson Center renters pertaining to holding, rescheduling or canceling rentals due to COVID-19; updated the cancellation report as needed; continued to work on Civic Rec configuration especially with George Wilson Center facilities; sent proposed rental price changes to directors.

Recreation Specialist: Completed end of year clean out at both before and after school care sites, removed old snacks, medications, binders, paperwork and took all the crates and met Tom at Olan Thomas to store them; reviewed the ACA/YMCA Camp Guidance issued last week, substantially updated our procedures manual with new information, actually putting notes into written guidance, beginning to develop documents for staff and parents to use as a health pre-screen; attended Civic Rec training session; continued to update Facebook Posts including Where's June series, and posted about May being Lyme Disease Month.

Parks Superintendent: Inspected nine park areas and developed work orders as needed, met with resident concerning tree issue, met with Parks Director/arborist contractor/Head Engineer at Rodney site to do tree evaluation for pruning and class 3 trimming, notified Stormwater Coordinator of possible issue at site in Curtis Mill Park, assigned field staff daily and assisted as needed, assisted Code Enforcement with tree issue, ordered additional "flow thru" decking material for deck repair on footbridges within Redd Park and reviewed two proposed development plans including going out to both sites on Main Street.

Parks/Horticulture Staff: Continue mowing throughout park system, removed debris off pool cover at Dickey, did trash removal throughout park system, did tree removal at stormwater basin in Woods at Louviers, did interior bed maintenance at City Hall, did equipment maintenance to all mowing units including walk behind mowers/cleaned air filters as needed in all blowers and stringline trimmers, checked/cleaned catch basin tops and inlets throughout parks system, watered new plant material at City Hall as needed and brought back pots from City Hall to Parks Maintenance Facility for future seasonal color planting.

Activity or Project:

Parks on Draft

Description:

The Parks on Draft scheduled for June 11-14 with Home Grown Café at Handloff Park has been postponed with the hopes of rescheduling to a later date this summer. The remainder of this summer's Parks on Draft are on as scheduled at this time. The schedule is as follows, July 9-12 at Olan Thomas Park hosted by Klondike Kate's and August 6-9 at Kells Park hosted by Grain Craft Bar and Kitchen.

Status:	Not Started
Expected Completion:	08-09-2020
Execution Status:	Behind Schedule

Activity or Project:

Description:

Status:	
Expected Completion:	
Execution Status:	

Activity or Project:

Description:

Status:	
----------------	--

Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Planning and Development Department

Notable Notes:

Parking:

Parking staff worked with landlords to ensure they had parking spaces to lay temporary dumpsters for student move-out. Staff worked with Passport Parking to set up final app parking zones to ensure they are ready for the restart of paid parking. A zoning parking map was also created to help ensure there are open parking spaces available in front of stores. Programming and software installation continued for the new T2 Luke Cosmo parking kiosks. IPS meter removal, audit, and resale prep also continued. Full-time Parking Ambassadors returned to full duty on May 27 in preparation for Phase 1 of the Governor's Emergency Declaration. Parking maintenance staff, currently on loan to Parks and Recreation, is scheduled to return on June 1. Staff is experiencing an increase in residential parking permit applications and time devoted towards streamlining the process.

Staff participated in a Planning and Development Department meeting to discuss COVID-19 policies, procedures, and updates. The manager meeting was cancelled due to the Memorial Day holiday. Staff attended executive session to discuss possible leasing options for the Parking Division. A parking discussion was held with Planning staff regarding the land-use project at 132-138 East Main Street. Staff continued monitoring phones, email, CivicPlus, Microsoft Teams, and Skype for customer service and internal correspondence.

Planning/Land Use:

The Planning Commission

is scheduled to meet remotely via GoToMeeting on Tuesday, June 2, 2020 at 7:00 p.m. The meeting will be available for viewing via computer, tablet, or smartphone by using the following link – <https://global.gotomeeting.com/join/378337581>. The public can also dial in by phone using the number +1 (669) 224-3412 and access code 378-337-581. Public comments may be submitted on the items on the agenda via email to planning-dept@newark.de.us by 6:00 p.m. on June 2. The land use proposal for 132-138 East Main Street was withdrawn from the June 2 agenda. Items on the agenda now include:

- Review and consideration of an ordinance to amend Chapter 32 Appendix XXV – Landscape Screening and Treatment.
- Review and consideration of Planning Commission Rules of Procedure Bylaws.
- Discussion of topics for Planning Commission training.

Planning and Development Director Mary Ellen Gray continued regular COVID-19 update meetings with management, Planning Department, and internally with Parking, Land Use and Code Enforcement Divisions to keep staff updated and to troubleshoot and resolve issues related to working from the field and remotely as well as being responsive to the COVID-19 pandemic and related issues including the updates to the Governor's Emergency Declarations. This week's

activities included reviewing Phase I reopening Order by the Governor and working with staff on implementation, reviewing the State application requirements and applications for restaurants to expand outdoor seating and, working with staff on a reopening the office plan. Director Gray participated in on-site meetings to begin to work out details on what it would take to re-establish walk-in service under the Phase I guidelines.

Director Gray worked on June 1, 2020 Council packet documents including the Agricultural Use Discussion and Direction to staff – <https://newarkde.gov/DocumentCenter/View/13755/2B>.

Director Gray participated in the virtual American Planning Association (APA) Delegate Assembly whereby the policy document “Hazard Mitigation Policy Guide” was adopted. One of the chapters that was added was dealing with pandemics. The next step for this policy document is to be reviewed and adopted by the APA Board where it will be available to be distributed to members and policymakers for guidance on this topic. The next topic area the Delegate Assembly is working on is Climate Change.

Director Gray prepared for and participated in the May 26, 2020 Council meeting. The Planning related item on the agenda was the Special Use Permit for Monster Mode Athletics for a Commercial Indoor Recreation Facility located at 111 Sandy Drive. This application was unanimously approved by Council – <https://newarkde.gov/DocumentCenter/View/13738/8A>.

Director Gray worked on Unicity and related issues including budget review, requirements for Unicity buses in a COVID-19 world, worked with staff on potential revised routes, and participated in a zoom meeting demonstration on a retrofit system that would protect the driver and be compliant with the CDC guidelines. This system was the best of all of the systems that we have reviewed thus far, and the price was competitive. We are moving forward with having this system installed. The cost of installation will be covered under the CARES COVID CDBG funding. Given that bus organizations throughout the country are seeking to put in these types of systems, the installation timeline is unknown at this point but this system needs to be in place before Unicity can start running again.

Also this week, Director Gray worked with staff on the June 2, 2020 Planning Commission related issues - <https://newarkde.gov/ArchiveCenter/ViewFile/Item/6544> ; worked on land use applicants, plan review and related issues; worked on administrative and managerial related issues; and worked on enforcement related issues as well as on Phase I guidelines with the Code Enforcement team.

On May 26, Planner Mike Fortner presented the report for the special use permit application for Monster Mode Athletics, a commercial indoor recreation use at 111 Sandy Drive. Council unanimously approved the application. On May 21, Mike attended the Board of Adjustment meeting for the 3-foot variance of the side yard for a shed at the property at 20 Nathan Hale Court. The variance was granted by a unanimous vote. Also on May 21, Mike attended the WILMAPCO Technical Advisory Committee meeting and the BikeNewark meeting. Both meetings were held online.

The City of Newark is receiving additional CDBG funds under the CDBG Cares Act approved by Congress. These funds can be used to provide temporary housing, assist in preventing homelessness, and provide services that address physical health needs of residents. Staff will work with New Castle County and local non-profit service providers to develop a strategy for

serving Newark residents.

The following was also completed this week:

- 7 Deed Transfer Affidavits

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. The Board of Adjustment granted variances regarding area regulations and area requirements on June 21, 2018.

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.

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.

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 9, 2018. The Planning and Development Department received revised plans on March 12, 2019. Staff comments were forwarded to the applicant on July 22, 2019. The Planning and Development Department received revised plans on November 13, 2019. Staff comments were forwarded to the applicant on May 15, 2020.

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. Revised plans were received by the Planning and Development Department on May 1, 2019. Staff comments were forwarded to the applicant on August 23, 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.

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. Plans were received by the Planning and Development Department, along with applications for a major subdivision and special use permit, on September 3, 2019. Plans were distributed to the SAC for review on September 3, 2019. A SAC meeting was held on October 16, 2019. The Planning and Development Department received revised plans on December 20, 2019. The revised plans propose a five-story mixed-use building with two commercial tenants, apartments, and associated parking. A SAC meeting was held on January 15, 2020. Staff comments were forwarded to the applicant on April 15, 2020. The Planning and Development Department received revised plans on May 1, 2020. The project has been scheduled for review and consideration by the Planning Commission at their June 2, 2020 meeting. The project with withdrawn from the June 2, 2020 Planning Commission agenda and will be reviewed at a future meeting.

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. Revised plans were received on April 14, 2020 and distributed to SAC for review. The revised plans call for a major subdivision with site plan approval, special use permit, Comprehensive Development Plan

amendment, and rezoning for a mixed-use building with commercial space that includes a restaurant and parking on the first floor and four floors of apartments targeted to student housing consisting of 56 two-bedroom units.

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. A SAC meeting took place on September 24, 2019. The project will be reviewed and considered by the Planning Commission at a future Commission meeting.

734 Paper Mill Road and 5 and 11 Possum Hollow Road, Milford Run Subdivision, Parcel IDs 0804700033, 0804700031, 080470039 (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. A SAC meeting took place on September 24, 2019. Staff comments were sent to the applicant's representative on November 1, 2019. The Planning and Development Department received revised plans on November 11, 2019. Staff comments were forwarded to the applicant on January 3, 2020. The project is scheduled to be reviewed and considered by the Planning Commission at their meeting on February 4, 2020. At their meeting on February 4, 2020, the Planning Commission recommended approval of the annexation (5-0), Comprehensive Development Plan amendment (5-0), rezoning (5-0) and major subdivision (4-1). The project will be placed on an upcoming City Council agenda.

532 and 540 Old Barksdale Road, Parcel IDs 1802500134, 1802500135, 1802500347 (PR#19-10-01): The Planning and Development Department received plans for an administrative subdivision at 532 and 540 Old Barksdale Road on October 8, 2019. The applicant is requesting the administrative subdivision to combine three parcels into one parcel, with ownership of the proposed one parcel being retained by the applicant. Letters were mailed to adjacent property owners notifying them of the requested administrative subdivision on October 11, 2019. No objections have been received from adjacent property owners.

1089, 1091, and 0 Elkton Road and 2001 Patriot Way, Parcel IDs 1100400022, 1803800032, 1803800033, 1803800046 (PR#19-10-04): On October 25, 2019, the Planning and Development Department received plans for the administrative subdivision of 1089 Elkton Road, 1091 Elkton Road, 0 Elkton Road, and 2001 Patriot Way. The plan proposes to combine the tax parcels via an administrative subdivision with ownership to be retained by Newark Charter School. Plans were distributed to the Subdivision Advisory Committee (SAC) on October 25, 2019. Letters were mailed to adjacent property owners notifying them of the requested administrative subdivision on February 13, 2020. No objections have been received from adjacent property owners.

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 May 27th, at approximately 1:30 a.m., a female driver was involved in a hit and run crash when she struck another vehicle on Library Avenue near Ogletown Road. The driver fled the scene onto McKees Lane where she ran a stop sign and struck a second vehicle on Cleveland Avenue. That crash disabled her vehicle preventing further flight. Responding officers determined that the driver was driving under the influence. She was transported back to NPD headquarters where she was charged with DUI and related traffic offenses from the two collisions.
- On Wednesday, May 20th, at approximately 2:11 a.m., an officer on patrol observed a vehicle parked in the rear parking lot of a business located in the 600 block of Ogletown Road. On further investigation the officer found a female driver sleeping in the vehicle and upon contact she appeared under the influence of an unknown substance. Drug paraphernalia was observed in the vehicle and during a search a small amount of marijuana and a revolver were located within the vehicle. The driver was also found to be wanted by the Delaware State Police for Shoplifting, Conspiracy and Unauthorized Use of a Motor Vehicle. She was arraigned on the outstanding warrants and charged by Newark PD with Carrying a Concealed Deadly Weapon, Possession of Drug Paraphernalia and Possession of Marijuana. She was released on unsecured bail following her arraignment.

Auxiliary Services Division:

- On May 26th, the Department of Justice advised the Bureau of Justice Assistance, Coronavirus Emergency Supplemental Funding (CESF) Program application was approved and awarded. The CESF supports the preparation, prevention, and response to COVID-19.

Administration Division:

- On Tuesday, May 26th, M/Cpl. Smith participated in a Zoom career fair event with Temple University students where he gave a presentation on NPD.

Activity or Project:

N/A

Description:

N/A

Status:	Completed
Expected Completion:	05-28-2020
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:

Road Closures - CSX is currently planning to begin work on the crossings at North College and West Main/New London which will require a road closure for a week in each location. The work is scheduled to begin on June 15. Detour plans have been submitted and are under review. Signage should be installed 10 days in advance of the work.

Road Closures - UD plans to close the southbound lanes of South College between Delaware Avenue and Amstel Avenue for utility work in the area. The closure would be from June 1 - August 18. Detours will be in place and the northbound lanes will remain open.

Bids for the Rodney Park and Pond construction were opened on Tuesday. We are currently reviewing the bids and anticipate bringing a recommendation for award to Council on June 22.

The UDNI Student Move Out program is open this weekend due to the expected heavy move out during what would have been graduation weekend. We are about halfway through the extended time period and have seen steady traffic over the last two weeks. We believe this is a result of well executed move out plans by the landlords. It will remain open until June 11. More details at our

website:

<https://newarkde.gov/836/UDont-Need-It-Student-Move-Out-Program>.

Municipal Parking Lot #1 reconstruction will begin on Monday, June 1. The concrete and base repairs will be completed along with the light poles and associated electric work. Paving of the lot will follow. We expect the work to take two weeks with good weather.

Activity or Project:

Main Street Improvements

Description:

We are in the final few weeks for Main Street. Major paving work was completed May 28.

The following schedule is weather dependent:

Saturday, May 30: Temporary striping (center line) and parking slot layout. The current lane closure will switch from a left lane closure to a right lane closure on Saturday afternoon.

June 1 through June 5: Right lane closure for installation of crosswalks, bike symbols, stop bars, etc. Miscellaneous punch list work.

Monday, June 8: Lane closure switches from right lane to left lane.

June 8 through June 12: Left lane closure for installation of crosswalks, bike symbols, stop bars, parking slots, etc. Miscellaneous punch list work.

Any punch list work remaining after June 12 will be done with short-term, localized daytime lane closure.

Status:	Near Completion
Expected Completion:	06-15-2020
Execution Status:	On Track

Activity or Project:

Public Workshop - DelDOT/NCC Robscott Manor Stream Restoration

Description:

DelDOT and New Castle County are planning a stream restoration which includes a small portion of City parcels, but could have a major impact on a flood prone area in the Yorkshire/Bellevue Road area. The preliminary plans and link to a virtual workshop can be found at the address below. The virtual workshop flyer is attached. Newark wrote a letter of support for the project grant funding and plans to incorporate downstream improvements in our portion of the stream.
<https://deldot.gov/projects/index.shtml?dc=details&projectNumber=T202080204>

Status:	Started
Expected Completion:	06-26-2020
Execution Status:	

Activity or Project:

Description:

Status:	
Expected Completion:	

Execution Status:

Digital Records Project New Documents Created – May 21-27

Name	# of Documents	# of Pages	Types
Samantha	0	0	Working remotely on modifications
Sandy	40	6,357	Administration Correspondence Files
Fred	44	1,211	PWWR Traffic Committee Files/PWWR Contracts
Ana (PT)	0	0	Working remotely on modifications
Total	84	7,568	

Monthly Year-Over-Year New Document Page Totals

Month	2019	2020	Change +/-
January	51,476	16,760	-34,760
February	23,706	27,129	+3,423
March	32,064	43,248	+11,184
April	36,965	50,610	+13,645
May	62,286		
June	69,471		
July	45,789		
August	64,117		
September	60,329		
October	52,886		
November	19,198		
December	20,589		
Totals	549,981		

Monthly Year-Over-Year Modified Document Page Totals*

Month	2019	2020	Change +/-
January	64,516		
February	13,926		
March	42,064		
April	55,965		
May	286,052		
June	79,209		
July	48,442		
August	75,080		
September	68,636		
October	67,741		
November	55,390		
December**	1,268,569		
Totals	2,125,590		

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

**Documents found with incorrect metadata from the Laserfiche/TCM migration as well as documents that were found not to have been properly OCR'd were reprocessed in December 2019.

NEWARK POLICE DEPARTMENT

WEEK 05/17/20-05/23/20

INVESTIGATIONS

CRIMINAL CHARGES

	2019 TO DATE	2020 TO DATE	THIS WEEK 2020	2019 TO DATE	2020 TO DATE	THIS WEEK 2020
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	0	4	0	0	1	0
Rape	4	1	0	1	2	0
Unlaw. Sexual Contact	2	2	0	0	0	0
Robbery	5	7	1	5	24	16
- Commercial Robberies	3	1	0	4	0	0
- Robberies with Known Suspects	0	2	0	0	1	0
- Attempted Robberies	0	0	0	0	0	0
- Other Robberies	2	4	1	1	23	16
Assault/Aggravated	14	8	1	12	6	1
Burglary	33	11	0	58	57	14
- Commercial Burglaries	3	1	0	0	41	0
- Residential Burglaries	24	9	0	44	10	8
- Other Burglaries	6	1	0	14	6	6
Theft	195	177	9	182	85	6
Theft/Auto	19	26	1	4	4	0
Arson	0	0	0	0	0	0
All Other	50	68	0	62	48	5
TOTAL PART I	322	304	12	324	227	42
<u>PART II OFFENSES</u>						
Other Assaults	117	105	6	61	95	17
Rec. Stolen Property	0	0	0	4	4	1
Criminal Michief	52	45	4	31	31	0
Weapons	11	7	1	35	15	1
Other Sex Offenses	0	0	0	0	0	0
Alcohol	64	22	0	99	22	0
Drugs	80	23	0	121	29	1
Noise/Disorderly Premise	302	226	16	120	94	8
Disorderly Conduct	67	52	1	56	40	0
Trespass	99	110	6	43	25	0
All Other	146	98	7	172	103	6
TOTAL PART II	938	688	41	742	458	34
<u>MISCELLANEOUS:</u>						
Alarm	55	55	1	0	0	0
Animal Control	228	179	6	1	20	0
Recovered Property	91	81	1	0	0	0
Service	14074	12761	575	0	0	0
Suspicious Per/Veh	200	182	8	0	0	0
TOTAL MISC.	14648	13258	591	1	20	0

	THIS WEEK 2019	2019 TO DATE	THIS WEEK 2020	2020 TO DATE
TOTAL CALLS	857	18,492	663	15,608



**Newark Police Department
Weekly Traffic Report
05/17/20-05/23/20**



TRAFFIC SUMMONSES	2019 YTD	2020 YTD	THIS WEEK 2019	THIS WEEK 2020
Moving/Non-Moving	5523	2357	281	11
DUI	89	31	8	0
TOTAL	5612	2388	289	11

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	1	0	0	0
Personal Injury	102	52	9	0
Property Damage (Reportable)	506	274	35	7
*Hit & Run	103	58	8	4
*Private Property	130	54	10	2
TOTAL	609	326	44	7

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.



Delaware Department of Transportation
Jennifer Cohan
Secretary

Robscott Manor Park Stream Restoration

Virtual Public Workshop

through June 26th, 2020

<https://deldot.gov/projects/index.shtml?dc=details&projectNumber=T202080204>

To access the above site, visit deldot.gov/projects/ and enter "Robscott Manor" in the DeIDOT Projects Portal search bar. Reference the "Project Info" and "Stay Informed" project pages.



The Delaware Department of Transportation (DelDOT) would like to invite residents from Robscott Manor, Catalina Gardens, and Yorkshire Woods, and all other interested parties, to a Virtual Workshop (VW) regarding the restoration of the stream within the Robscott Manor Park between Sanford Drive and Edjil Drive. The project is being designed and constructed in conjunction with New Castle County (NCC) to comply with the Christina River Water Quality Improvement Plan as required by DelDOT and NCC's joint Phase I MS4 permit. The purpose of the VW is to provide residents with project information and an opportunity to provide comments. The VW can be accessed from the project webpage's "Stay Informed" tab.

Interested persons are invited to express their views in writing, giving reasons for support of, or opposition to, the proposed changes. Comments can be made online through the VW, can be mailed to DelDOT Community Relations P.O. Box 778, Dover, DE 19903, or sent via email to dotpr@delaware.gov. They should be received by June 26, 2020.

The workshop is accessible to persons having disabilities. Persons who require auxiliary aids and services such as qualified interpreters are requested to contact DelDOT by phone or mail one week in advance.

For further information contact DelDOT Community Relations at 1-800-652-5600 or 302-760-2080, or write to the above address.

PUBLIC NOTICE