

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

Monday evening, we had the final departmental budget hearing, this time with Electric and Public Works. Following the meeting, I worked with Director Del Grande to finalize the budget for the October 5th budget presentation where we will be presenting the budget as a whole. Much of my week was spent on items related to the continued work of the benefits committee which will wrap up on Friday of this week following a vote of all full-time employees. I participated in three conference calls with the Governor's COVID team, two with their enforcement arm and UD, and one with the presidents of UD, DSU, and Wesley where they discussed university operations to control the spread of COVID on campus and in the surrounding communities. On Tuesday I participated in a meeting of the Local Service Function Task Force where we continued working on the updated State code around the county tax credits for residents of municipalities. This was the first meeting since COVID, and it was held virtually. I also participated in a handful of training sessions by AWWA focused on utility operations in the COVID era and asset management.

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

Chief Communications Officer:

- Participated in three professional development webinars
- Working with PUBS and mailroom staff to create a process for identifying reasons behind returned mail marked as undeliverable
- Continuing to work with IT and WaveTec on queue management software implementation
- Working with Facilities on the installation of permanent incoming and outgoing mailboxes in the lobby
- Participated in a call with Gov. Carney, Mayor Clifton and other mayors and town managers
- Preparing for the upcoming TNP Executive Board meeting

City of Newark in the News:

Any student who hosts a large party will face immediate suspension, UD says:

https://www.newarkpostonline.com/news/any-student-who-hosts-a-large-party-will-face-immediate-suspension-ud-says/article_17b9d620-4f70-58f5-b614-bbfbe2652ad4.html

University of Delaware vows crackdown after largest single-day COVID-19 spike:

https://www.wdel.com/news/university-of-delaware-vows-crackdown-after-largest-single-day-covid-19-spike/article_db4e5b70-fab4-11ea-b489-4b2691555f61.html

Newark's Main Street gains a new burger spot: https://www.newarkpostonline.com/news/newark-s-main-street-gains-a-new-burger-spot/article_1c34af3f-7c03-51d0-9284-8e201ec49988.html

Carney: Many Newarkers very concerned as UD surpasses 200 coronavirus cases:

https://www.newarkpostonline.com/news/carney-many-newarkers-very-concerned-as-ud-surpasses-200-coronavirus-cases/article_f752487d-1864-5c4a-a415-bfb92540e5df.html

Newark offering outdoor screening of ‘John Lewis: Good Trouble’:

https://www.newarkpostonline.com/news/newark-offering-outdoor-screening-of-john-lewis-good-trouble/article_56caaaf2-9bb4-5a0a-92c3-2a0b01527cb7.html

Newark plans to keep al fresco dining along Main Street through the fall:

<https://6abc.com/business/newarks-successful-al-fresco-dining-extended-through-fall-/6524376/>

State health officials say Newark is an area of concern in coronavirus briefing:

<http://udreview.com/state-health-officials-say-newark-is-an-area-of-concern-in-coronavirus-briefing/>

Fitch affirms Newark, DE’s IDR and GOs at ‘AA+’; outlook revised to negative:

<https://www.fitchratings.com/research/us-public-finance/fitch-affirms-newark-de-idr-gos-at-aa-outlook-revised-to-negative-24-09-2020>

Lack of mask wearing on Main Street prompts concerns:

https://www.newarkpostonline.com/news/lack-of-mask-wearing-on-main-street-prompts-concerns/article_4b8d3646-2818-58f3-93c1-50263d7623c5.html

Communications Assistant/Welcome Center:

- Answer and direct all incoming calls to correct departments
- Working on the November newsletter
- Log Miss Utility tickets for Electric and PW&WR Departments
- Edit copy from various departments
- Add/change InformMe customer information
- Create and share content on Facebook and NextDoor
- Collecting photos for social media
- Completed the following webinars: Get a Handle on It, Eating on the Go, Hispanics and Communications and Eating Healthy During COVID Times

Creative Design/Web Content:

- Cleaned out all old requests from the Request Tracker on City website
- Posted emergency ordinance links and COVID Alert DE app to the City’s COVID-19 webpage
- Posted the final minutes of the March 10 Landscape Screening Committee meeting
- Posted the agenda and scheduled the September 10th Landscape Screening Committee meeting on the City calendar
- Scheduled weekly public meeting notification via InformMe
- Updated Parks and Recreation’s frequently asked questions on the City website
- Updated Budget Central with the PWR Water Division CIP presentation
- Updated NPD’s Success in Hiring Virtual Workshop flyer and social media graphic
- Updated Jerry Clifton’s biography on the City website

Chief Human Resources Officer:

This week CHRO Hardin spent a majority of her time working the on Benefits Committee correspondence and secret ballot process to fulfill a tie in votes for the proposed health benefits plan for 2021. The proposed plan design changes include slight increases in employee copays for a few of the services resulting in a decrease in premiums which benefits both the employee and the City. The voting began on Wednesday, September 23 in the afternoon and will end on Friday, September 25 at 3:00 p.m. The ballot process was facilitated by the HR team. Kudos to CPPO Martindale and HR Administrator Pacheco for jumping to help in a crunch. As of Thursday afternoon about 120 votes had been submitted. The rest of the week was spent preparing for FOP negotiations which will begin next week. On Saturday, September 19 CHRO Hardin, CPPO Martindale along with the Chief of Police and Deputy Chief Farrall, facilitated the promotional testing process for Master Corporal and/or Sergeant. This is the first part of the promotional process, the next step is oral interviews with an outside panel and finally the Chief's score. The scores are added up and averaged to create a rank for Master Corporal/Sergeant to be used for future promotions. The oral interviews will take place next week on Monday, Wednesday and Thursday. CHRO Hardin will be present at the interviews to oversee the process runs smoothly. CHRO Hardin spent the rest of the week responding to emails, phone calls, attending meetings and conference calls. I also spent time getting CPPO Martindale acquainted with the ACA Reporting and open enrollment, which is all coming up in the next month. CHRO spent time working on employee and labor relations. There was one Ordinance submitted to Council for first reading at the September 28 meeting. The Ordinance involves management vacation carryover for extreme cases with approval from the City Manager. We had the Administrative Professional I job posting closed last Friday, September 18, the Customer Service Representative I closes tomorrow, September 25. The Police Officer position closes on October 9.

Chief Purchasing & Personnel Officer:

CPPO Jeff Martindale completed multiple purchasing-related items this week: he posted addendum #1 for RFP 20-02 (Lobbying and Intergovernmental Consulting Services), which has a proposal deadline of 9/29; hosted the bid opening for Contract 20-06 (ADA Transition Plan), for which the City received 5 bids (only 4 were accepted as 1 bid was received after the 2:00 p.m. deadline); and worked with the Finance Department and Code Enforcement Division to consider ways to modify contractual insurance requirements. Moving forward, all bid waived contracts will require to go through the City's formal contract agreement process.

For HR, Mr. Martindale spent most of the week assisting CHRO Devan Hardin and City Manager Tom Coleman with Benefits Committee-related tasks. He also continued working on general ACA reporting tasks the City completes annually and submits to DVHT.

Mr. Martindale also continued to work with Seiberlich Trane as they make their way through the design (pre-installation) phase of the ESCO project.

Facilities Maintenance:

On top of general disinfecting and cleaning tasks, the Facilities Maintenance team relocated a soap dispenser in the Council Chamber restroom, painted the service window at the George Wilson Center, set up Council Chamber for police promotional testing over the weekend, repaired a faucet in the Alderman's Court men's bathroom, rehung a seat cover dispenser in the Alderman's Court

women's restroom, began painting cabinets in the Electric Director's office, and oversaw contractual work on the HVAC system in the Police Department and fencing repairs at the Maintenance Yard.

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 9/17/20 to 9/23/20. These sessions included arraignments, trials, capias returns and a contested parking appeal. Parking Ambassadors are handling parking appeals online.

Terri attended a remote manager's meeting on 9/17/20.

Training began this week for the new Customer Service Representative I position.

Activity or Project:

Court Sessions and Payments

Description:

From 9/17/20 to 9/23/20 Alderman's Court handled 25 arraignments, 41 trials and 13 capias returns. The court collected a total of 207 parking payments of which 187 were paid online and 20 were paid at court. The court also collected criminal/traffic payments of which 56 were paid online and 6 were paid at court for a total of 62 criminal/traffic payments.

Status:	Completed
Expected Completion:	09-23-2020
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:

Robert was in the office on September 17 for Court.

Renee participated in the management staff meeting on September 17.

Renee and Tara attended the quarterly Delaware Municipal Clerks Association meeting on September 17.

Renee participated in coronavirus-related calls for state and municipal stakeholders with Mayor Clifton, Deputy Mayor Horning and City Manager Coleman on September 17 and with Mayor Clifton, Deputy Mayor Horning and Chief Communications Officer Gravell on September 22.

Paul and Nichol staffed the Board of Adjustment meeting on September 17. The Board approved the requested rear yard setback variance to construct a screened in porch at 105 Red Pine Circle unanimously.

Danielle attended week 4 of the Delaware Municipal Clerks Institute hosted by UD IPA on September 18. Topics covered include land use and constitutional law and economic development. This is a three year program that provides 60 education credits toward the Certified Municipal Clerk designation.

Staff finalized and posted the agenda and packet for the September 28 Council meeting on September 21.

Paul and Renee staffed the September 21 Council meeting. Supplemental packet information for

item 3B (Public Works and Water Resources budget hearing) was sent to Council and posted on September 18. Follow up for the meeting was completed throughout the week.

Staff worked on implementation of the approved Boards and Commissions Diversity Initiative. Renee spent time scheduling nominees chosen by Mayor and Council for positions that have been closed and Nichol worked with several potential applicants for vacancies. All vacant and expiring boards and commissions appointments through September 2020 are posted to the website and applications have begun to be submitted. Information about opportunities to participate in the City's boards and commissions can be found on the City website here:
<https://newarkde.gov/113/Boards-Committees-Commissions>.

Renee worked on items for upcoming Council meetings, including drafting the agenda for the October 5 Council meeting and working on packet items for the September 28 Council meeting and scheduling items for upcoming Council agendas.

Renee, Tara, and Danielle spent time researching items for Council and staff.

Tara spent time working on union-related items.

Tara reviewed several building permits.

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

- * Circulated to staff a September 19 FOIA request asking for information pertaining to any connections between the City and a number of public libraries in Maryland and any information from those agencies/public governmental buildings pertaining to Michael Ayele from Michael Ayele
- * Provided a response and closed a September 21 FOIA request for 711 East Chestnut Hill Road, outside of City limits from Eric Stone
- * Provided a response and closed a September 21 FOIA request for a property outside of City limits from Safeguard Properties
- * Circulated to staff a September 21 FOIA request for open and closed permits/violations/fire/spills pertaining to 0 Elkton Road from Partner ESI
- * Circulated to staff a September 22 FOIA request for policies/rules/regulations pertaining to media relations and staff's use of social media rules from Adrianna Merinbo
- * Circulated to and corresponded with staff regarding a September 22 FOIA request for any arrest records/police reports/fingerprint files/mugshots/expungement pertaining to Joseph Robinette Biden, Jr. between 1961 to 1971 from Nick Ballas

Regarding minutes, staff time was spent on the January 6 Council Executive Session (Renee drafted - complete), January 13 Council Executive Session (Renee drafted - complete), September 8 Council (Renee edited - complete), September 14 Council (Nichol drafted; Renee edited - complete) and September 21 Council (Danielle drafting) minutes. Several sets of Council Executive Session minutes, the July 30 Election Board, September 15 Conservation Advisory Commission and September 17 Board of Adjustment minutes are currently in the queue.

6 discovery requests were fulfilled for upcoming Alderman's Court cases. 274 discovery requests have been filled so far for 2020. The October 2 court calendar was received and 13 case files were compiled for the Deputy City Solicitor. 24 court calendars with 326 associated cases have been

processed in 2020. One plea by mail was processed.

The office received 7 new lien certificate requests this week, which were sent to Finance for processing. 12 lien certificates were completed and sent to the requestor. 298 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 document numbers for September 17-23 are below.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Recodification

Description:

Renee and Danielle met to discuss edits still needed for the current set of recodification proofs. Danielle continued working on corrections and updates based on recently passed ordinances.

Status:

In-Progress

Expected Completion:

12-14-2020

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 checked phase rotation for the new feeds for the Morris Library area. The crews also fixed hot spots found on 34kV at Kershaw and various spots around the City.

The electricians assisted the meter technician performing a lot of turn offs and turn ons for Finance. The electricians also had to replace the nitrogen tank on T3 and look for leaks after an

early morning alarm and worked at the George Wilson Center on electric problems.

Engineering met virtually with IT to go over some issues with the smart meter reports. Engineering worked with the recloser engineers to fix issues with the system as some commands are not working. Engineering also walked all of East Main Street with a contractor to go over a DelDOT fiber optic installation to all the traffic signals. The work is to start Monday.

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:

City annual tax bills are available online to view and pay. Tax bills were also mailed to every address this year, regardless of whether the property owners' tax bill is paid by their mortgage company or not. Every bill had a letter on the reverse side of the bill to explain the reason some taxpayers were seeing a bill for the first time. Tax payments can be paid online directly via: www.newarkde.gov/payments.

You can also view your tax bills by clicking on this link:

<https://selfserve.cityofnewarkde.us/mss/citizens/RealEstate/Default.aspx?mode=new>.

The City is working hard to reach out to our utility customers to help those in need of a payment arrangement to advise them of their options. If you are behind on your utility bills and need a payment arrangement, please contact the Payments and Utility Billing Division by calling 302-366-7000, option 2. Interest and penalties have been added back to the utility accounts effective July 1, 2020.

All obligations due to the City can be made online by clicking on this link, and then selecting the type of payment you choose to make. Contactless bill payment options:

- Make payments online by visiting <https://payments.newarkde.gov>. This landing page will guide you to the correct site to pay a bill issued by the City of Newark.
- Utility bills can also be paid 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. We strongly advise our customers to utilize our web portal and use Customer Connect to make a payment.
- Drop your utility bill check or money order into the dropbox at City Hall.
- Pay via kiosk at City Hall. There are two (one located in the lobby and the other located inside the Alderman's Court).

We have prepared two resolutions and a memo for Council seeking approval to lease two pieces of equipment, versus paying cash for them outright, as has been the previous practice. The resolutions and necessary budget adjustment will be on the September 28 agenda. The movement to leasing vehicles will help the City retain cash, and perhaps move us to a structured replacement program, which will lower maintenance costs, down time, and provide a higher resale value to our fleet. <https://newarkde.gov/DocumentCenter/View/14185/5A>.

Time was spent this week working with Fitch Ratings and the reaffirmation of our bond rating. Newark was reaffirmed at AA+, but was placed on a “negative outlook” due to the impact of Coronavirus. The main concern was the use of the City’s reserves to fund budgetary shortfalls in 2020, and potentially in 2021. Here is a link to the review.

<https://www.fitchratings.com/research/us-public-finance/fitch-affirms-newark-de-idr-gos-at-aa-outlook-revised-to-negative-24-09-2020>.

Accounting staff expended their time this week on processing payroll, working on the 2021 Budget, and handling the day-to-day operations of the office.

Activity or Project:

2021 Budget

Description:

Timeline:

- o 08/17/2020: Budget overview
- o 08/31/2020: Budget Overview with Council for Parks and Planning
- o 09/08/2020: Budget Overview with Council for Administration, Finance and Police
- o 09/14/2020: Budget Overview with Council for Legislative and Alderman's Court
- o 09/21/2020: Budget Overview with Council for PW&WR and Electric
- o 10/05/2020: Budget Workshop with Council
- o 10/20/2020: Planning Commission review of CIP
- o 11/02/2020: Budget Hearing #1

All documents can be found on Budget Central: <https://newarkde.gov/1007/Budget-Central>.

Status:	In-Progress
Expected Completion:	11-30-2020
Execution Status:	On Track

Activity or Project:

Payments & Utility Billing

Description:

Stats for the week ending of 9/18: Call volume increased 18% from the previous week (540 vs. 442), due to customers working to get their electric bills current. Call volume continues to consist of electric customers seeking to become current on their outstanding balances.

- Customer Calls/answered: 479/540
- Average call time: 4:06
- Longest hold: 4:03
- Payments processed: 4,303
- Pay by phone payments: 239
- Active Customer Connect Accounts: 7,821
- Customers signed up, not on pre-authorized payments: 5,230
- Budget Billing: 268
- Echeck/PAP Customers: 1,328 (includes budget billing)
- Credit Card PAP Customers: 1,263 (includes budget billing)

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

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

Information Technology Department

Notable Notes:

Applications Team:

Open Support Tickets from Previous Week - 61

Open Project Tickets from Previous Week - 16

Open Tickets with Vendor R&D from Previous Week - 21

Tickets Opened in the Last Week - 61

Tickets Closed in the Last Week - 49

Remaining Open Support Tickets - 72

Remaining Open Project Tickets - 16

Remaining Tickets with Vendor R&D - 22

1. Meeting with PUB team to discuss Ebill vs. Printed Bill settings within Northstar on 9/18.
2. Attended CAFR training with Finance team on 9/21.
3. Attended Northstar Boot Camp training with PUB team on 9/22.
4. Conference call with Tyler Technologies to perform an audit of our account and services on

9/22.

5. Call with Electric staff to discuss revisions of two custom reports within Compass on 9/24.
6. Meeting with Director Del Grande and Infrastructure Manager Reazor to discuss self hosted vs. hosted solution for Tyler on 9/24.
7. Meeting to review Northstar's Automated Platform scheduled for 9/25.
8. Upgrade of Route Manager/Installer application for Water Division scheduled for 9/25.
9. Continued working on preparing user acceptance testing documents and timeline for the upgraded Northstar TEST environment.
10. Worked on and resolved support tickets for end users.
11. Created reports for users as requested.

Pending:

1. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.
2. Waiting on date confirmation from PUB Manager for User Acceptance Testing and Live upgrade for Northstar.

Infrastructure Team:

Open Support Tickets from Previous Week - 81

Open Project Tickets from Previous Week - 25

Tickets Opened in the Last Week - 72

Tickets Closed in the Last Week - 71

Remaining Open Support Tickets - 84

Remaining Open Project Tickets - 23

Infrastructure

1. Continuing to troubleshoot GK issues.
2. Most of the team attended various MS Ignite sessions.
3. Server patching and vulnerability remediation.
4. Worked with UD to schedule MPLS cutover.
5. Worked to resolve access issues with the queue management interface.
6. Updated tablets to bring them in to compliance.
7. Produced monthly phone usage reports.
8. Continued WFH support.
9. Worked on and resolved support tickets for end users.
10. Actively responded to and resolved Secureworks alerts.

Pending:

1. Complete data cabling for the new parking office.

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:**

Parks and Recreation Department

Notable Notes:

Director: Completed the COVID-19 effects report for the City Manager; reviewed several landscape plans for future subdivisions and attended the Subdivision Advisory Committee meeting with the Planning Department; met with DelDOT representatives and Whitman, Requardt & Associates about the White Clay Creek Bridge plans and utility permits and inspection items needed for the project; worked on the Landscape Screening and Treatment Ordinance Review Committee agenda and preparation for the meeting; worked on outdoor movie logistics with Sharon and Paula; conducted parks maintenance meeting to discuss upcoming work orders and projects.

Deputy Director: Attended progress meeting for the Rodney Park and Stormwater facility with Joe; working with Police Department on the status of National Night Out that was rescheduled from August to October; submitted COVID recreational impact items to Joe; continued to work with Melinda on sponsorship and event information in Civic Rec to match the letter sent out through the TNP for upcoming fall and holiday events; worked on securing inflatable screens and movie rights for upcoming outdoor movies scheduled; worked with the TNP representatives on specifics for the John Lewis movie and post movie discussion, worked with Shelby to create marketing for this event; confirmed unemployment information on temporary, part-time employees with Marta; worked on several months of invoices from portable toilet company that were delayed in being sent to us; worked with Wilson Center attendants while Chrissy was on vacation to cover rental schedule and change staff schedule due to cancelations; checked out Newark Charter High School for a locations for the outdoor movies with Joe and Sharon, worked with Newark Charter School administrative staff to complete a Memorandum of Understanding for use of their outdoor fields for the movie nights; worked with Shelby to create an Eblast to the vendor and sponsor email list regarding sponsorship opportunities for the upcoming fall and holiday season events; compiled personnel costs for summer camps to provide to recreation staff for their summer statistics; reviewed and confirmed monthly credit card statements for Finance; continued to work with Shelby and Melinda on the revised listing of fall and holiday season events to update in Civic Rec, on the website, create Facebook event pages and create marketing material; continued to work with Melinda and Sharon on the end of year report for the Delaware Division of the Arts grant; worked with Melinda and Shelby to post information for the weekly Eblast on

upcoming programs and website and social media calendar of events; reminded staff about upcoming due dates for statistics and October PSA's; submitted information to Mike Fortner for the completion of Camp R.E.A.L. at Dickey Park and the transfer of CDBG funds.

Recreation Supervisor of Athletics: Continues trying to secure a restaurant partner for Parks on Draft Fall edition; we have not had much interest in our childcare site while students are in remote learning and are not starting the site at West Park Elementary on 9/21, we will continue to plan for a return to before and after school care; Youth soccer including Tiny Tots and Little Kickers began on Saturday at Handloff Park; ordered t-shirts for soccer participants; skate board classes began on Wednesday at Handoff Park; several new sessions of tennis lessons have started over the last week; completed summer program statistics.

Recreation Supervisor of Community Events: Completed staff evaluations for two of Camp REAL's staff; worked on statistics for summer programs; fitness programs began, both in person and virtually; working on fall programs and activity details; sent the request for this year's Christmas tree for the Academy Building Lawn.

Coordinator of GWC and Volunteers: Updated the GWC Attendant staff schedule; rescheduled the GWC staff meeting for Wednesday, September 23; continued to search for potential swim instructors and lifeguards for the Saturday morning swim lessons, posted the job opportunity on Indeed and held phone interviews with two potential candidates; communicated to Department of Elections officials to coordinate the delivery for voting machines and to prepare for election day on Tuesday, September 15; second Saturday stroll held September 12 with 40 people in attendance and coverage in the Newark Post; sent timesheet adjustments to the administrative staff; worked with the IT Division to resolve issues with the lap top; prepared for upcoming programs including GOJU, dance classes, theater classes, Abrakadoodle, and stroller program; continued to communicate with potential volunteers; the coordinator was out of the office the week of September 14 for vacation. The main hall and kitchen were rented on September 12 from 11:30 a.m. – 6:30 p.m. for a baby shower with an overall attendance of 50 people; the main hall and kitchen were rented on September 13 from 3 – 8 p.m. for a baby shower with an overall attendance of 50 people; the main hall was rented by the Department of Elections on Tuesday, September 15 from 6 a.m. – 10 p.m. with an overall attendance of 1,242 throughout the day; the main hall was rented on Saturday, September 19 from 2 – 8 p.m. for a 5th birthday party with an overall attendance of 40; the main hall was rented on Sunday, September 20 from 3 – 7 p.m. for a 1st birthday with an overall attendance of 40 people.

Recreation Specialist: Created Facebook Post of activities starting over the next two weeks; assisted with coverage of the Wilson Center during the day while Chrissy was on vacation; updated vendor information to match letter sent to TNP and updated Halloween Double Feature to be two separate events in Civic Rec; tried to finalize Camp GWC volunteer information and realized missing the sign-in sheets from the last week, sent out one verification of hours to one volunteer.

Parks Supervisor: Completed the trash and mowing cycle throughout park system; completed weed control in park and horticulture areas; completed rut repairs for the Electric Department after they completed service; watered new fall plantings at Olan Thomas Park.

Activity or Project:

Fall Community Clean Up

Description:

Fall Community Clean Up will take place on Saturday, October 17 from 9:00-11:00 a.m. Grab your family, friends, coworkers and help keep Newark beautiful. All COVID-19 safety requirements will be in place for the clean-up. Interested in volunteering? Visit our web page at www.newarkde.gov/play for more information or to register your group.

Status:	Not Started
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Expected Completion:	10-17-2020
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Execution Status:	On Track
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Activity or Project:**Description:**

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

Status:	
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Expected Completion:	
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Execution Status:	
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City Manager's Weekly Report

Department:

Planning and Development Department

Notable Notes:**PARKING:**

Parking staff assisted in the set-up of the City's Alfresco event through event programming, signage, and blockades. Those most affected by the event were notified by email. New programming was input into Passport to better convey the no-parking message on Main Street. Parking Ambassadors and staff in the Parking Office provided free masks to the public upon request. The majority of the residential and municipal parking passes were distributed to new and returning residents. The organization and digitization phase have begun. Enforcement is back to handling residential parking. Staff continued handling residential and municipal permitting for returning students. Packets were delivered to City Council. Staff responded to a complaint in Devon Park.

The move to the new Parking Office has started. The Parking Office will be closed one day to the public (date to be determined) while internet connectivity is established and secured in the new location and furniture is being moved from one office to the other. Staff organized digital and physical files in anticipation of move. Staff reviewed and supplied the digital transformation list for priorities to T2 upon meeting with the T2 Permit Team. The goal is to make permitting faster and safer in times of COVID-19. Staff completed a review of citations for residential and started

designing a sticker to apply to those citations. A discussion was had regarding trial permits through the License Plate Recognition system. Timekeeping and coding, financial documents, and invoicing were completed through September 20. Regular COVID-19 meeting continued with the Planning and Parking teams. Staff continued to monitor the front desk, Teams, Outlook, emails, phone lines, radios, texts, and CivicPlus.

PLANNING/LAND-USE:

The Planning Commission is scheduled to meet remotely via GoToMeeting on Tuesday, October 6, 2020 at 7:00 p.m. Members of the public may join the meeting by computer, tablet or smartphone using the link <https://global.gotomeeting.com/join/954224813>. Members of the public can also dial in by phone using Phone Number +1 (872) 240-3212 and Access Code 954-224-813.

Items on the agenda include:

- Election of Officers
- Review and consideration of the Planning Commission 2021 Work Plan, including the Plan for Planning for the five-year review of Comprehensive Development Plan V
- Update on the formation of the Steering Committee for the five-year review of the Comprehensive Development Plan V
- Review and consideration of Planning Commission 2020 Annual Report
- Review and consideration of an ordinance to amend Comprehensive Development Plan V to add Planning Area 7 to the Future Land-Use Map

On September 17, Planner Mike Fortner attended the WILMAPCO Technical Advisory Committee meeting and co-presented a presentation on the planning process for the Newark Transportation Improvement District (TID). Also on September 17, Mike attended the Board of Adjustment (BOA) meeting. The BOA unanimously approved a variance on a rear yard setback for a property on Red Pine Circle that had a skewed rear lot line for the homeowner to build a covered deck. On September 18, Planner Mike Fortner attended a meeting with the Newark Housing Authority and their development firm to discuss a preliminary plan to redevelop the Main Street/Delaware Circle site.

The following was also completed this week:

- 15 Deed Transfer Affidavits
- 15 Building Permit Reviews

LAND-USE PROJECTS CURRENTLY UNDER REVIEW:

1119 South College Avenue, Parcel 1804600026 (PR#16-06-01): On June 6, 2016, the Planning and Development Department received a sketch plan review for the proposed redevelopment of the property at 1119 South College Avenue, the present location of the Red Roof Inn. The application and plans for the proposed major subdivision and special use permit were received on November 20, 2016. Revised plans were received February 8, 2017. The proposal calls for demolition of the existing structure at the site and construction of a 4-story hotel and convenience store with gas pumps, with associated parking. Staff comments were sent to the applicant on March 9, 2017. 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. The project was discussed with City operating departments at a SAC meeting held on June 17, 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. The Planning and Development Department received revised plans on August 13, 2020 and distributed them to the SAC on the same day for departmental review.

94 East Main Street (formerly 92 & 96 East Main Street), Green Mansion, Parcel IDs 1802000033, 1802000034 (PR#18-10-01): The Planning and Development Department received revised plans for 94 East Main Street, formerly identified as 92 and 96 East Main Street, on September 10, 2020. The plan supersedes, in part, the record major subdivision plan for the Green Mansion, recorded September 30, 2019 in the Office of the Recorder of Deeds. The applicant is requesting a modification to the existing subdivision agreement to substitute a 144-room hotel and 20,000 square feet of office space for a 104-room hotel and a 48-unit residential building. They also are also requesting a 39-car parking waiver primarily for the residential portion of the project. Plans were distributed to the Subdivision Advisory Committee (SAC) for review on September 16, 2020.

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 was withdrawn from the June 2, 2020 Planning Commission agenda and will be reviewed at a future meeting. The Planning and Development Department received revised plans on June 12, 2020. The project was discussed with City operating departments at a SAC meeting held on June 17, 2020. Revised plans were received by the Planning and Development Department on September 4, 2020. Revised plans were received by the Planning and Development Department on September 15, 2020.

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. The project was discussed with City operating departments at a SAC meeting held on June 17, 2020. Staff comments were forwarded to the applicant on July 15, 2020. Revised plans were received on August 6, 2020 and distributed to the SAC on August 7, 2020 for departmental review. Staff comments were forwarded to the applicant on September 3, 2020.

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. The project is pending potential future discussion of Planning Area 7. The project was discussed with City operating departments at a SAC meeting held on June 17, 2020. A virtual community meeting regarding a proposed amendment to Comp Plan V to add Planning Area 7 to its Growth and Annexation plan is scheduled for September 24, 2020.

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 has been placed on the June 8, 2020 City Council agenda for second reading and public hearing. The project is pending potential future discussion of Planning Area 7. The project was discussed with City operating departments at a SAC meeting held on June 17, 2020. A virtual community meeting regarding a proposed amendment to Comp Plan V to add Planning Area 7 to its Growth and Annexation plan is scheduled for September 24, 2020.

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.

124 East Main Street, Parcel ID 1802000125 (PR#20-04-02): The Planning and Development

Department received a sketch plan on April 30, 2020 for the redevelopment of 124 East Main Street, known as Center Square and the current location of Walgreens, Homegrown, 14 residential dwelling units, and 33 parking spaces. The plan proposes two floors of commercial space, conversion of the 14 existing units into 58 new residential units on the upper four floors of the building, and an increase of 200 additional parking spaces. Staff comments were forwarded to the applicant on September 17, 2020.

550 South College Avenue, Parcel ID 1803900002 (PR#20-05-01): The Planning and Development Department received an application for an administrative subdivision at 550 South College Avenue, STAR Campus, on May 5, 2020. The applicant is requesting the administrative subdivision to subdivide one parcel into two parcels for leasing purposes for mixed office and commercial use. Letters were mailed to adjacent property owners notifying them of the requested administrative subdivision on August 21, 2020. No objections have been received from adjacent property owners.

141, 143, 145 East Main Street and 19 Haines Street, Parcel IDs 1802000188, 1802000189 (PR#20-07-03)” On July 30, 2020, the Planning and Development Department received an application for a major subdivision with site plan approval for 141, 143, and 145 East Main Street and 19 Haines Street. The plans propose the demolition of the existing building at 19 Haines Street and 143 East Main Street, keeping the structures at 141 and 145 East Main Street, and construction of a new six-story mixed-use building with 17,540 square feet of commercial retail space, 60 two-bedroom apartments, and a four-story parking garage. Plans were distributed to the Subdivision Advisory Committee (SAC) for departmental review on July 31, 2020.

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:

Criminal Division:

- On September 18, 2020, detectives assisted in the execution of the arrest of John Sarmousakis, who had an arrest warrant from the Ocean City (Maryland) Police Department for robbery, assault and other offenses. Sarmousakis was arrested at his residence on Lynley Lane without incident. Sarmousakis appeared before Justice of the Peace Court #2 by videophone and was ordered to be held without bail pending extradition to Maryland. He was turned over to the custody of the Howard R. Young Correctional Institution.
- On September 24, 2020, members of the Criminal Investigation Division, Admin Unit, Patrol Division and Special Enforcement Division attended the grand opening and ribbon cutting ceremony at Sean's House, located at 136 West Main Street. Sean's House is a support center for high school and college students struggling with depression or other mental health issues.

Administration Unit:

- During the week the Admin Unit worked to disseminate social media messaging for Rail Safety Week. The messaging includes a video created in partnership with UD EMS, Amtrak Police and the University of Delaware Police. The unit also worked to finalize a virtual Success in Hiring Workshop to be held next week.

Patrol Division:

- On September 19, 2020 at approximately 1546 hours, an officer was flagged down on North Chapel Street, north of East Main Street, by a female who was yelling that her vehicle was stuck in the middle of the roadway. Through investigation it was determined that the reporting person and her boyfriend had an argument inside of her vehicle while stopped in traffic at the listed location. During the argument her boyfriend, who was the front passenger, removed the keys to the vehicle while it was running and exited the vehicle leaving it blocking the roadway. When the victim tried to grab the keys from the suspect, he pushed her and threw the keys on the roof of an adjacent business. The boyfriend was located a short distance away and was arrested for offensive touching and disorderly conduct.
- On September 22, 2020, patrol officers responded to a report of a male who was pointing a gun at other people on the basketball court of Phillips Park. The suspect was taken into custody and three handguns were recovered.
- On September 22, 2020, officers from the Patrol Division initiated a traffic stop on a vehicle in the parking lot of a hotel on South College Avenue. During the stop, the driver was found wanted for three violations of probation on weapons offenses. He was also found in possession of property stolen from a vehicle in NCCPD jurisdiction. The driver was also found in possession of marijuana. He was arrested for the marijuana possession and turned over to NCCPD for further investigation.

Activity or Project:

N/A

Description:

N/A

Status:

Completed

Expected Completion:

09-24-2020

Execution Status:	Completed
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Activity or Project:

Description:

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

Description:

Status:	
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Expected Completion:	
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Execution Status:	
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City Manager's Weekly Report

Department:

Public Works and Water Resources Department

Notable Notes:

CSX Railroad Company will be replacing and performing general maintenance on their railroad crossing on West Main Street between Hillside Road and South Main Street. The work will require full closure of the road and will begin at 5 a.m. on Sunday, September 27, 2020 until 5 a.m. on Wednesday, September 30, 2020, pending weather. Detour signage will be posted for motorists and advanced signage has been out for a little over a week. Access to the one-way section of New London Road will be from West Main Street.

Bulk Refuse collection has been expanded to address the backlog created by COVID related staffing. Residents can call Public Works to schedule up to four (4) items for collection free of charge.

Staff met with representatives of STAR Campus to discuss the water service territory on the campus. Suez Water and the City both provide water for portions of the campus and the proposed layout does not follow exactly along the same lines as the Chrysler facility. Further discussion is necessary to decide the water provider for individual parcels on the site.

Staff met with New Castle County Public Works regarding several parcels outside City limits that the City could potentially serve with sanitary sewer, including new analysis performed by NCC for Covered Bridge Farms. PW&WR and NCC will be reaching out to Covered Bridge Farms to follow up on the County's findings.

UD has informed us that Southbound South College at Delaware Avenue reopening has been delayed by Delmarva utility relocation. It is now tentatively scheduled for the first week of October.

Activity or Project:

Rodney - Park and Pond Construction

Description:

The contractor is completing final grading on several portions of the pond side slopes. Topsoil and seeding will be completed over the next few weeks in order to get good growth before winter sets in. The weir wall near the pond inlet was constructed over the last week. As stormwater enters the pond, the wall will allow for solids and debris to drop out prior to entering the larger pond area. This will allow for regular maintenance to keep the debris out of the system and reduce the time between major cleanings.

Status:	In-Progress
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Expected Completion:	03-31-2021
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Execution Status:	On Track
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Activity or Project:

South Well Field Treatment Plant Upgrades

Description:

The contractor has begun construction on the above-ground storage tank for the project. Over the next few weeks, the tank will go vertical in sections. The building walls are near completion and trusses will be in place over the next week.

Status:	In-Progress
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Expected Completion:	12-31-2020
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Execution Status:	On Track
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Activity or Project:**Description:**

Status:	
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Expected Completion:	
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Execution Status:	
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Digital Records Project New Documents Created – September 17-23

Name	# of Documents	# of Pages	Types
Samantha	95	390	PWWR plot plan transfers; Working remotely on modifications
Sandy	135	1,694	Parks and Recreation termination files
Fred	500	549	Work order attachments
Ana (PT)	0	0	Working remotely on modifications
Total	730	2,633	

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	36,576	-25,710
June	69,471	38,161	-31,310
July	45,789	28,310	-17,479
August	64,117	27,646	-36,471
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 09/13/20-09/19/20

INVESTIGATIONS

CRIMINAL CHARGES

	2019 TO <u>DATE</u>	2020 TO <u>DATE</u>	THIS WEEK <u>2020</u>	2019 TO <u>DATE</u>	2020 TO <u>DATE</u>	THIS WEEK <u>2020</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	1	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	1	5	0	0	3	0
Rape	6	3	1	11	3	0
Unlaw. Sexual Contact	3	4	0	0	4	1
Robbery	12	14	0	10	24	0
- Commercial Robberies	7	1	0	8	0	0
- Robberies with Known Suspects	1	2	0	1	1	0
- Attempted Robberies	0	0	0	0	0	0
- Other Robberies	4	11	0	1	23	0
Assault/Aggravated	19	14	0	17	13	0
Burglary	51	29	0	96	73	0
- Commercial Burglaries	5	8	0	8	42	0
- Residential Burglaries	35	17	0	54	15	0
- Other Burglaries	11	4	0	34	16	0
Theft	402	339	13	300	122	0
Theft/Auto	31	49	2	8	16	1
Arson	0	0	0	0	0	0
All Other	83	126	4	91	78	0
TOTAL PART I	609	583	20	533	336	2
<u>PART II OFFENSES</u>						
Other Assaults	200	204	3	122	153	4
Rec. Stolen Property	1	1	0	11	7	0
Criminal Michief	106	88	6	82	43	1
Weapons	18	10	0	52	34	0
Other Sex Offenses	0	0	0	7	0	0
Alcohol	155	33	5	281	30	0
Drugs	157	39	0	236	70	0
Noise/Disorderly Premise	491	415	28	188	145	9
Ordinance Violation	0	12	12	0	11	5
Disorderly Conduct	121	112	9	98	57	1
Trespass	186	224	15	77	33	1
All Other	258	197	3	330	198	1
TOTAL PART II	1693	1335	81	1484	781	22
<u>MISCELLANEOUS:</u>						
Alarm	118	119	6	0	0	0
Animal Control	455	351	10	2	20	0
Recovered Property	169	140	8	0	0	0
Service	25196	21233	443	0	0	0
Suspicious Per/Veh	339	311	13	0	0	0
TOTAL MISC.	26277	22154	480	2	20	0

	THIS WEEK <u>2019</u>	2019 TO <u>DATE</u>	THIS WEEK <u>2020</u>	2020 TO <u>DATE</u>
TOTAL CALLS	955	33,273	630	26,124



**Newark Police Department
Weekly Traffic Report
09/13/20-09/19/20**



TRAFFIC SUMMONSES	2019 YTD	2020 YTD	THIS WEEK 2019	THIS WEEK 2020
Moving/Non-Moving	8970	3128	249	35
DUI	170	68	6	1
TOTAL	9140	3196	255	36

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	2	0	0	0
Personal Injury	182	98	3	3
Property Damage (Reportable)	850	488	26	19
*Hit & Run	191	112	7	5
*Private Property	217	108	2	9
TOTAL	1034	586	29	22

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.