

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

Director Del Grande and I presented the CIP budget to Planning Commission on Tuesday night. The budget was well received and passed 6-0. The next step in the budget process is the first budget hearing on November 2nd. Accordingly, much of this week was spent on the budget and preparing the presentation and budget message.

In addition to the budget, I attended the monthly DEMEC Board of Directors meeting on Tuesday. We also held a special meeting on Wednesday afternoon. We also continued work on the ongoing FOP collective bargaining negotiations which are going well so far. On Friday, we held an employee and family flu shot clinic at City Hall.

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

Communications:

Chief Communications Officer:

- Joined with TNP and restaurants owners to discuss ways to increase business after Main Street Alfresco ends. The likely outcome is a Winter Dinner Series, which is essentially a recurring Restaurant Week in December, January and February. There will also be efforts to increase business at retail establishments during Small Business Saturday.
- Helped facilitate the Biometric Screening in Council Chamber.
- Began the paid social media campaign to increase Recycle Coach downloads.
- Organizing staff blood drive with the Blood Bank of Delaware.
- Ordered mask compliance signs from Alpaca.

Newark to hold Halloween party, outdoor movie night:

https://www.newarkpostonline.com/news/newark-to-hold-halloween-party-outdoor-movie-night/article_22a50032-f385-57ad-a580-24e18b4347d5.html

Newark withdraws proposal for tax increase: https://www.newarkpostonline.com/news/newark-withdraws-proposal-for-tax-increase/article_7539c30b-377b-513d-93c2-64ec5b8e5295.html

City council renews contract for lobbyist: https://www.newarkpostonline.com/news/city-council-renews-contract-for-newark-s-lobbyist/article_fd1eb758-82de-5b3f-b017-0fc8f47352fc.html#tncms-source=infinity-scroll-summary-sticky-siderail-next

Socially distanced Halloween party delights Newark kids:

https://www.newarkpostonline.com/news/socially-distanced-halloween-party-delights-newark-kids/collection_c02ced08-e3fb-56ba-85cb-0ca915a8a99b.html#tncms-source=infinity-scroll-summary-sticky-siderail-next

New perspectives on Newark: <https://www.udel.edu/udaily/2020/october/public-art-inventory-biden-school-newark-marcia-scott-gis-map/>

Communications Assistant:

- Answer and direct all incoming calls to correct departments
- Working on the December newsletter
- Log Miss Utility tickets for Electric and PW&WR Departments
- Edit copy from various departments
- Assisting the CCO with updating and streamlining the info on the website
- Adding/changing InformMe customer information
- Create and share content on Facebook and NextDoor
- Participated in a call with the US Census Bureau
- Reviewing the website to identify outdated and/or irrelevant information for deletion or renewal

Chief Human Resources Officer:

CHRO Hardin participated in FOP union negotiations on Monday, October 19th along with City Manager Tom Coleman, CPPO Jeff Martindale and Finance Director Del Grande. The City is currently working on a proposal. The next negotiation meeting will take place on Monday, November 2. CHRO Hardin is working to finalize an MOU with FOP to allow for vacation carryover during the beginning of COVID-19 when vacations were suspended during the modified shift schedules. The CHRO and City Manager will be setting up meetings with both AFSCME unions to discuss the current agreement for their comp time accruals during the State of Emergency.

The HR team will be assisting NPD with their police recruitment test this Saturday. There are currently 47 applicants who are scheduled to take the written exam and physical assessment test. Those who pass both the written exam and physical test will continue to the next phase of the recruitment process. This round of applicants will create a list which will be used when vacancies become available.

HR Administrator Marta Pacheco mailed open enrollment documents to all retirees. Open enrollment begins Monday, November 2 and ends November 13 for healthcare only, other voluntary benefits will be due by November 30.

This week a majority of the interviews were scheduled for the Administrative Professional I (Planning) and Customer Service Representative I (PUBS) for the next few weeks. The positions will be filling recent vacancies to resignations. CPPO Martindale set up a webinar for employees to learn more about the City's HDHP (High Deductible Health Care Plan), so employees can learn more about a healthcare plan that allows employees to have a health savings account to put towards deductibles and copays pre-tax. The Public Works and Water Resources Supervisor posting was extended to November 13, 2020 to allow it to be posted with APWA (American Public Works Association).

The City Manager's Office will once again be hosting the annual Biometrics Screening for employees enrolled in the DVHT healthcare plan October 23 and 26. Employees/retirees and covered spouses are eligible to participate in the \$150 incentive. Participants have their blood

drawn and measured. Results are provided on the spot and a more comprehensive report follows with the payment. We will also be hosting an employee flu clinic for those enrolled in the City healthcare plan. There is no cost for the vaccine under the insurance plan. This event will take place outdoors in the parking lot.

The remainder of the week was spent assisting with HR matters, responding to emails, attending meetings and taking phone calls. Looking ahead, the HR team will be holding a goal setting/brainstorming session in early December to discuss projects, prioritize and put together an action plan. There are also some forms, documents and policies that need to be updated and assessed. We will also begin an audit of the current job descriptions to put them in line with current City's polies and procedures.

Chief Purchasing & Personnel Officer:

On Tuesday, CPPO Martindale hosted a webinar for staff along with Strategic Insurance Partners (SIP) regarding pollution liability insurance requirements for contractors. The Purchasing Division is looking into updating insurance requirements for City contractors, which should be formalized soon.

Mr. Martindale additionally released Contract 20-10 (Corrugated Metal Piping) and Contract 20-09 (Sanitary Sewer Point Repair) for public bids, as well as an RFQ for bathroom installation at Preston's Playground. He also continued working on an Energy Savings Performance Contracting (ESPC) webpage to outline the City's current project.

Along with CCO Gravell, Mr. Martindale coordinated a flu clinic and biometrics screening for staff on Friday (day 2 of the biometrics screening will be on Monday, 10/26). Finally, he is preparing for staff's open enrollment, which begins November 2nd.

Facilities Maintenance:

The carpentry team installed laminate on the new counters in the Electric Director's office, helped set up the new Parking Office (relocated or hung new acrylic shields, relocated monitors and white boards, and installed various shelves and closet rods), replaced an urinal flange in the 2nd floor men's bathroom in City Hall, and installed a new toilet in the ladies' room in the George Wilson Center basement.

The custodial team completed a deep floor cleaning process in the George Wilson Center (completed each year after camps formally end) as well as continued their normal cleaning and disinfecting duties.

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 10/15/20 to 10/21/20. These sessions included arraignments, trials, capias returns and video hearings. Parking Ambassadors continue to handle parking appeals online.

Sarah Campanelli's last day is Friday, October 23, 2020 and Shannan Brady will begin full-time in court starting on November 2, 2020.

Terri participated in a remote manager's meeting on October 15, 2020.

Activity or Project:

Court Sessions and Payments

Description:

From 10/15/20 to 10/21/20 Alderman's Court handled 36 arraignments, 48 trials, 14 capias returns and 3 video hearings. The court collected a total of 331 parking payments of which 245 were paid online and 66 were paid in court. The court also collected criminal/traffic payments of which 50 were paid online and 11 were paid in court for a total of 61 criminal/traffic payments.

Status:

Completed

Expected Completion:

10-21-2020

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 was in the office on October 19 and Robert was in the office on October 15 for Court.

Renee participated in the management staff meeting on October 15.

Danielle attended the final week of the Delaware Municipal Clerks Institute hosted by UD IPA on October 16. Topics covered included human resources law. 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 October 26 Council meeting on October 19.

Paul and Renee staffed the October 19 Council meeting. Follow up for the meeting was completed throughout the week.

Renee participated in a coronavirus call for State stakeholders with Mayor Clifton and Chief Communications Officer Gravell on October 20.

Renee worked on items for upcoming Council meetings, including drafting the agenda for the November 2 Council meeting, working on items for the October 26 Council packet and scheduling items for upcoming Council agendas.

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

Tara drafted a proclamation for Extra Mile Day on November 1, 2020.

Tara reviewed several building permits and processed escrow and letter of credit releases.

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

- * Requested an update from staff pertaining to a September 25 FOIA request for 100/200/300/400 Interchange Boulevard for open building/fire code violations/COs from PZR
- * Requested an update from staff pertaining to a September 28 FOIA request for 47 Kent Way for copies of building permits/statement of costs since 2007 from John Morgan
- * Requested an update from staff pertaining to a September 29 FOIA request for 136 South Main

Street/Elkton Road pertaining to property file/zoning permit/building permit/open violation notices from Kevin Pope

* Provided a response and closed an October 2 FOIA request for homes who have not fully paid their assessments for alley resurfacing payments in Cherry Hill Manor from Cherry Hill Manor Maintenance Association

* Provided a response and closed an October 6 FOIA request for 257/102/108 East Main Street installation/removal of storage tanks and spills from Trident

* Circulated to staff an October 19 FOIA request for the number of employees having union dues/fees withheld, total number of employees covered by union collective bargaining in April/May/June of 2018/2019/2020

* Circulated to staff an October 19 FOIA request for violations/lienable items/open permits pertaining to 13 Tantallon Court from Brian Funk, PA

* Circulated to staff an October 20 FOIA request for open permits/violations/spills/info wells septic/fire/UST pertaining to 924 Barksdale Road between 1940 to present from Partner ESI

Regarding minutes, staff time was spent on the September 17 Board of Adjustment (Tara edited - complete), October 5 Council (Renee edited - complete), October 12 Council (Nichol drafted; Renee edited - complete), October 13 Conservation Advisory Commission (Nichol drafted), and October 19 Council (Nichol drafting) minutes. Several sets of Council Executive Session minutes and the July 30 Election Board minutes are currently in the queue.

12 discovery requests were fulfilled for upcoming Alderman's Court cases. 324 discovery requests have been filled so far for 2020. The October 29 court calendar was received and 17 case files were compiled for the Deputy City Solicitor. 28 court calendars with 374 associated cases have been processed in 2020. No pleas by mail were processed.

The office received 14 new lien certificate requests this week, which were sent to Finance for processing. 16 lien certificates were completed and sent to the requestor. 353 lien certificates have been processed for 2020.

Activity or Project:

Digital Records Project

Description:

Renee, Samantha and Sandy met with Finance Department staff on October 15 to discuss the steps needed to begin importing of documents that have been converted to electronic processes as part of COVID-19 workflow changes into TCM in advance of the FY2020 audit. It was agreed to import some test documents for Finance to review and then continue to import them once the test documents are reviewed and approved.

Samantha attended a virtual ARMA meeting on October 15.

Legislative and Records Division staff attended Tyler Content Manager continuing education training on October 20 hosted by Tyler Technologies. Thanks to IT Applications Manager Montgomery for facilitating.

As an update to the previously presented slowdown/timeout issues with TCM, the TCM upgrade that we are hopeful will fix these problems has been pushed back from the previously reported mid-October rollout to a time TBD due to some testing issues. Since Records Division staff has

been working with larger documents in recent weeks, these problems have become more pronounced causing a large drop in numbers scanned due to having to repeatedly process the same documents. Thanks to IT Applications Manager Montgomery for her continued assistance in addressing these issues.

Tara worked on preparing Legislative Department scanning for transfer to Ana on a temporary basis. The part-time position that would typically do this work is vacant and will remain unfunded in FY2021, so staff is working to realign responsibilities to ensure the work for that position stays current while the position is open.

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 October 15-21 are below.

Status:	In-Progress
Expected Completion:	
Execution Status:	On Track
Activity or Project:	
Recodification	
Description:	
Renee spent time finalizing proofs for submission to the recodification vendor.	
Status:	Near Completion
Expected Completion:	
Execution Status:	Behind Schedule
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

The line crews switched circuits and fixed several hot spots. The line crews also repaired secondary cable on Munro Road and installed more insulation on lines at the Fulton Bank for crane safety.

The electricians worked on the Police and City Hall roofs, preparing for a new roof and a solar

system. They reworked the lightning protection, removed conduits and wiring for Christmas outlets, and raised a large ham radio antenna that was in the way.

Engineering kept working on SCADA development and equipment revisions. Engineering also reviewed plans for Newark Charter School, 304 South Chapel Street, and 132 and 268 East Main Street projects.

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:

Annual tax bills were due on September 30th. Tax payments can be paid online directly via: www.newarkde.gov/payments. Delinquent tax bills are being prepared to be mailed out. Those in arrears are encouraged to contact the Finance Department via: tax@newark.de.us to establish a payment arrangement.

The City continues to reach out to our utility customers to help those in need of a payment arrangement and 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. Residents and businesses may be eligible for financial assistance via the CARES Act if they have been impacted by Covid-19.

All obligations due to the City can be made online 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).

Vacant Customer Service Representative I - Staff is working with the Administration Department on setting up interviews the last week of October and the first week of November. This position is vacant in PUB due the transfer of one of our CSR's to the Alderman Court (to fill another vacancy). We will also have a second vacancy forthcoming in January due to a retirement.

City Manager Coleman and Director Del Grande presented the 2021-2025 CIP to the Planning Commission on Tuesday evening. The Planning Commission unanimously approved it 6-0, with one member absent. The presentation and CIP can be found on Budget Central: <https://newarkde.gov/1007/Budget-Central>.

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 Court
- o 09/21/2020: Budget Overview with Council for PW&WR and Electric
- o 10/05/2020: Budget Workshop with Council
- o 10/16/2020: Ad for the budget ran in the Newark Post
- 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 10/16: Call volume increased 4% from the previous week (476 vs. 457).

- Customer Calls/answered: 383/476
- Average call time: 4:26
- Longest hold: 11:58
- Payments processed: 3,119
- Pay by phone payments: 236
- Active Customer Connect Accounts: 8,040
- Customers signed up, not on pre-authorized payments: 5,433
- Budget Billing: 276
- Echeck/PAP Customers: 1,338 (includes budget billing)
- Credit Card PAP Customers: 1,269 (includes budget billing)

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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City Manager's Weekly Report

Department:

Information Technology Department

Notable Notes:

Applications Team:

Open Support Tickets from Previous Week - 49

Open Project Tickets from Previous Week - 16

Open Tickets with Vendor R&D from Previous Week - 43

Tickets Opened in the Last Two Weeks - 36

Tickets Closed in the Last Two Weeks - 36

Remaining Open Support Tickets - 47

Remaining Open Project Tickets - 16

Remaining Tickets with Vendor R&D - 45

1. Zoom meeting with Harris Smartworks to discuss Utilization Review on 10/16.
2. Attended GoToMeeting for Tax Training with Finance staff on 10/19.
3. Attended GoToMeeting for Tyler Content Manager Training with Legislative and Records staff on 10/20.
4. Worked on and resolved support tickets for end users.
5. Created reports for users as requested.

Pending:

1. POS Cashiering for Welcome Center is on hold, waiting for vendor fix.

2. Requested upgrade of Northstar TEST environment to latest version, waiting on installation date.
3. Upgrade of mCare TEST environment to latest version scheduled for 11/10.
4. Upgrade of Customer Connect TEST environment to the latest version scheduled for 11/10.
5. Scheduling of gatekeeper swap for firmware upgrade and troubleshooting of WAN issue.

Infrastructure Team:

Open Support Tickets from Previous Week - 85

Open Project Tickets from Previous Week - 18

Tickets Opened in the Last Two Weeks - 91

Tickets Closed in the Last Two Weeks - 83

Remaining Open Support Tickets - 92

Remaining Open Project Tickets - 19

1. Replaced failed switch providing connectivity to the mesh network.
2. Reacted to storage failure causing the Hyper-V environment to suffer an outage.
3. Attended Dell World virtual technical conference.
4. Working with Electric to provide access to the SCADA vendor.
5. Server patching and vulnerability remediation.
6. Continued WFH support.
7. Worked on and resolved support tickets for end users.
8. Actively responded to and resolved Secureworks alerts.

Pending:

1. Scheduling firmware upgrade for storage appliances.
2. Working with Polycom on a system that allow easier remote participation of onsite Council meetings.
3. Installing new Aerohive access points in the basement in City Hall.

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: Met with Paula, Rich and Tom Z. about career ladder testing for AFSCME members; met with New Castle Conservation District representatives, Tim and others about the White Clay Creek Dam #4 removal in 2021 and what the potential timelines would be possible; met with the recreation staff about upcoming events and activities; met with Chrissy and Paula about the Community Clean Up and volunteer areas; met with a resident about locating an area to install A Little Free Library at Leroy Hill Park; attended monthly progress meeting with Paula on Rodney Park and Stormwater Facility; conducted a parks maintenance meeting to discuss up coming work orders and projects.

Deputy Director: Attended monthly progress meeting with Joe on Rodney Park and Stormwater Facility; attended Zoom meeting with Tyler and the principals from West Park and Downes Elementary Schools to discuss the possibility of After Care at each site once the hybrid model is started for the district; attended career ladder meeting with personnel staff, union representatives, PW&WR staff, parking staff, Joe and myself; attended Employee Wellness and Engagement Committee meeting; spoke with Joe regarding the Winterfest activities and possible Al Fresco dining; continued to work with Sharon to finalize details for the upcoming Family Fun Activities, Newark Pawloozza and Hall Trail Holiday Hoopla; completed PSA for the Halloween Double Movie Feature and worked with Shelby to send out; continued to work with recreation staff on confirming workman's comp insurance with contractors; reminded recreation staff about ensuring all supplies for any programs or events need to be available including cleaning supplies, hand sanitizer, masks, signage for social distancing, hand washing, etc. and if they needed any more of these supplies to let me know so we can ensure we are providing all that we need to; reviewed statistics folder and sent reminder to staff to complete those that have not been filled in yet; held weekly staff meeting; completed minutes from the PAL Board meeting and sent to members; worked with Melinda and Shelby to update the event information on the parks and recreation section of the website; worked with Shelby on completing signage for upcoming Fall Family Fun and Halloween Party; worked with Shelby to complete the pre-roll for the upcoming Halloween movie night; sent information on the parent and staff handbooks to Tyler and Melinda to update for our Before and After Care information; sent expense breakdown for the John Lewis movie to the TNP for reimbursement; sent flyer for Halloween double movie feature to previous movie registrants; worked with Civic Rec on issues with sending out email notifications to participants, they are working on a fix; worked with Chrissy to finalize details for the upcoming Thanksgiving Day Thankful for You Drive Thru event; coordinated with Chrissy and Rich on volunteer date for missionaries and the work for the week at Douglas D. Alley; worked with Shelby on weekly Eblast information.

Recreation Supervisor of Athletics: Planning for winter/spring programs, met with Deputy Director to go over plans and ideas; met with the principals at Downes and West Park via Zoom to discuss plans for before and after care, working through ideas related to the Christina Hybrid

return to school plan; made preparations for the basic archery class which began 10/19; reviewing youth basketball survey results, any program offerings are contingent on building access; worked to obtain insurance certificates from contracted program instructors.

Recreation Supervisor of Community Events: Finalized story of Mischief and Calamity's Halloween Adventure for the start of the Scavenger Hunt; created a map for the Hall Trail Holiday Hoopla and started the schedule, reached out to a local business for cookie and drink donations and contacted previous performers; finalizing winter/spring programs; created a piling list for the Fall Fun Activities.

Coordinator of GWC and Volunteers: Coordinated volunteers for the Fall Community Clean Up and upcoming events; continued finalizing information for upcoming programs and events including the Halloween Party at the George Wilson Center and Thankful For You Drive Thru; coordinated with a last minute funeral rental at the George Wilson Center; continued to communicate with a Girl Scout who will be installing a Dog Waste Receptacle in Stafford Park for a Silver Award; attended weekly staff meeting; continued working on summer statistics and winter/spring 2021 programming; continued meeting with potential and current renters to finalize rentals and payments. The Main Hall and kitchen were rented on October 15 from 12:30 – 4:30 for a funeral with an overall attendance of 80; rented on Saturday, October 17 from 3 – 9 p.m. for a Baby Shower with an overall attendance 25 and on Sunday, October 18 from 3 – 7 p.m. for a Baby Shower with an overall attendance of 60 people. Volunteer Hours: group of 4 volunteered a total of 20 hours on Friday, October 16 prepping for the Fall Community Clean Up and special park maintenance at the George Wilson Center; 90 volunteers devoted over 170 hours removing over 75 bags of litter in the following areas for the Fall Community Clean Up: George Read Park, Cherry Hill Manor, White Chapel Park, Folk Memorial Park, McKees Lane, Elkton Road/South Main Street, James Hall Trail, Christina Parkway, Handloff Park, Rittenhouse Park, Kells and Lewis Park, Newark Reservoir, Diamond State Industrial area, Rt. 896 and more.

Recreation Specialist: Posted upcoming programs/activities on Facebook; helped with location assignments for the different families/groups/individuals for the Fall Community Clean Up and helped Chrissy setup/work/tear down event; updated events on the City Calendar and on Parks and Recreation tab of the City website; reviewed the information on child care and what we can use to update our parent/guardian and staff manuals; did some organization/purging in the store room.

Parks Supervisor: Completed the mowing cycle for turf areas; trim crew worked throughout park system; safety surfacing was installed at Douglas D. Alley Park under the play features; chain saws and split boom heads were sharpened; the George Wilson Center Parking lot leaves were blown off; completed trash pick-up throughout park system; cleaned up damaged tree at Douglas D. Alley Park.

Activity or Project:

Rittenhouse Park Wayfinding Signage

Description:

Rittenhouse Park Wayfinding Signage will be installed this winter by volunteers and the Mason Dixon Trail Club. The signage will help trail and park users to navigate the park and trail system making for a better experience for park visitors.

Status:

Not Started

Expected Completion:	12-18-2020
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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:

Code Enforcement

Front desk

Code Phone Calls: 92

Other: 54

Walk-Up: 40

- 211 S. Main St.: Roofing and exterior wall finishes are being installed and the interior framing is ongoing.
 - UD Perkins Dining: Final walk through scheduled for first week of November.
 - UD Whitney: Final for Temporary Certificate of Completion and Certificate of Occupancies scheduled.
 - UD Worrilow Hall: Final inspections being completed by floor.
 - Fintech, Star Campus: Three (3) masonry shafts being constructed.
 - College Square: Site work applications submitted for processing.
 - 45 E. Main St.: Final inspections have been completed.
 - UD Library Annex, Wyoming Rd.: Preliminary walk through completed.
 - 30 S. Chapel St. (Burger King Site): Permit for demolition approved. Mansard demo started.
 - 287 E. Main St.: Demolition permit submitted for existing building.
 - 304 S. Chapel St.: Permit application and plans ready for submission and processing.
 - 321 Hillside Rd. (The Rail Yard Townhomes): Footings completed on buildings 200/300/400.
- Foundation walls completed in building 400.
- 94 & 96 E. Cleveland Ave.: Drywall has been approved.
 - 401 Bellevue Blvd. (SAFSTOR): Footings and underground plumbing have started.

Parking

- Continued meetings regarding COVID-19 with Planning, Parking and Enforcement teams. Facilities hung “shields” around desks in new office for further COVID protection.
- Continued to monitor front desk, Teams, Outlook, emails, phone lines, radios, texts, and CivicPlus.
- Continued to produce financial documentation for Finance Department and producing invoices for Purchasing and Payroll.
- Continued handling residential and municipal permitting for residents.
- Parking Ambassadors picked up and delivered packets to City Council.
- Helped to setup City’s Alfresco event through event programming, signage, and blockades. Emailed those most affected by event and provided financial after. Programming input into Passport to better convey no parking message on Main Street. Additional information given regarding extension of event into November and December.
- Parking Ambassadors and Parking Office providing free masks to the public upon requests. 44 masks given out/accepted by those on the street. Parking Office is also giving out free masks to those who need them. Compliance seems to be increasing, although many are choosing to not wear the masks around their mouth while outside, but visibly have it around the neck or on the ear.
- T2 training regarding continued learning with digital transformation for all permits within the Parking Division. Further work on T2 “priority items” and testing within the sandbox environment.
- Subdivision Advisory Committee meeting regarding multiple properties and work with several parties regarding parking at those properties. Multiple meetings regarding 132-136 East Main Street.
- Discussion with Lily Williams of Passport Parking on changes to Sunday rates to allow for payment before 1 p.m.
- Provided Planning with Lot 4 Net Value of Parking Spaces.
- Discussion on Small Business Saturday and possibility of no charge for parking on that day. Provided cost regarding cost of giving free parking for the event.
- Worked with Alderman’s Court to create a new user and a new register for said user to accept payments.
- Provided Main Street Alfresco financial information to Finance and City Manager’s Office.
- Continued maintenance work within new office and caught-up on maintenance in the field that went incomplete during move. Currently caught up with maintenance projects.
- Creation/cutting/bagging of parking validations.

Planning/Land Use

- 7 Deed Transfer Affidavits
- Building Permit Reviews
- Certificate of Completion/Occupancy
- Planner Mike Fortner has been developing a list of lists of members for the Steering Committee to the Comprehensive Development Plan’s Review.
- Mike Fortner completed the delivery of application materials to the members of the Community Development/Revenue Sharing Advisory Committee. The Advisory Committee is

scheduled to meet via Skype on October 28th at 7 p.m.

Land Use Projects Currently Under Review (updates in bold italics)

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

- On Thursday, Chief Tiernan spoke, via Zoom, to the Newark Morning Rotary Club. The Chief spoke about the perception of crime in Newark and the actual significant decrease in crime in Newark over the past decade. Chief Tiernan also spoke about Newark's use of body cameras, de-escalation training, crisis intervention programs, as well as other programs and policies.

Auxiliary Services Division:

- Beginning October 22nd, the Newark Police Records window will be open to the public from 8:30 a.m.-5:00 p.m. Also, on this date, the prescription disposal drop box will begin to be accessible to the public.

Administration Division:

- Members from the Administration Unit will be conducting police applicant testing on Saturday, October 24th.

Criminal Investigations Division:

- Detectives are investigating two attempted robberies, and possibly a third, that occurred on October 17, 2020. In the first incident, which occurred in the 200 block of East Delaware Avenue at approximately 7:00 p.m., two females were seated in a vehicle in a parking lot. Two young black males approached the vehicle and demanded their personal property. No property was turned over and the suspects fled to a dark colored pick-up truck. Shortly thereafter, a male was confronted while walking on East Delaware Avenue near Haines Street. The two suspects, described as young black males, ordered the victim to turn over personal property while implying they were armed with a weapon. No weapon was observed. The victim refused to turn over his property and the suspects fled to a dark colored pick-up truck. A third victim reported that she was chased on foot by a young black male suspect who had been driving a dark colored pick-up truck in the area of South Chapel Street and Lovett Avenue. There was no attempt to take her property. The pick-up truck fled the area. Anyone with information regarding these incidents should contact Sgt. Micolucci at gmicolucci@newark.de.us or 302-366-7111.

Patrol:

- On Thursday, October 16, 2020, while conducting speed enforcement on Capitol Trail, P/O Santos conducted a traffic stop on a vehicle for speeding which stopped in the parking lot of McDonald's on East Main Street. As the officer contacted the driver, he noted the distinct odor of marijuana coming from within the vehicle. During the stop the driver, identified as Cameron Noel, became argumentative, exited his car and locked it. Officers were able to gain access to the vehicle and 100 grams of marijuana was located in the center console. As the officers discovered the marijuana, the suspect fled on foot away from officers.

The vehicle was towed to NPD and a search warrant was obtained. On Tuesday, October 20, 2020, Noel turned himself into the Newark Police Department and was charged with possession with intent to distribute marijuana, resisting arrest, possession of marijuana other than personal use, possession of drug paraphernalia (civil) and speeding.

Activity or Project:

N/A

Description:

N/A

Status:

Completed

Expected Completion:

10-21-2020

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:

Leaf Collection continues around the City as the temperatures begin to fall over night. Wet leaves this week has slowed us down some, but we are still making the complete round of the City each week. Leaves should be raked to the curb, not in the street or sidewalk, for collection.

Rarely do we get a chance to showcase our water treatment plant work while it is under

construction, so I invite members of Council to set up a meeting with PW&WR staff to view the great efforts of our staff and contractor to get this project completed. Please reach out if you would like to schedule a site visit at your convenience.

Winter weather preparations continue with spreader repairs, pump tests on the brine systems, and safety reviews for plow operators.

Activity or Project:

Sanitary Sewer Cleaning and CCTV Inspections

Description:

The City's contractor, TFE Resources, will be working with our sewer crews and JMT Engineering to clear and inspect several miles of our sanitary sewer mains over the next two months. The cleaning will generally take place on our trunk lines along the Christina Valley Stream from Elkton Road, North through West Branch. The results of these inspections will determine the need for repairs or rehabilitation on the system in future capital projects. This work is part of our 2018 Capital Referendum funding. Notifications will go out through the City's InformMe system, flyers in the immediate area, and direct resident contact for any property access.

Status:	Started
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Expected Completion:	12-31-2020
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Execution Status:	On Track
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Activity or Project:

Laird Tract Well Field Restoration - SRF Approval

Description:

The Water Infrastructure Advisory Council (WIAC) approved the funding for the Laird Tract Well Field Restoration at their meeting on October 21. This project will revive the water production wells in the northern part of our City to supplement our surface water intake and provide additional resiliency in times of drought. The project is slated for exploration and design in 2021 and construction in 2022. The nearly \$2 million cost is funded through the state revolving loan fund at 2% interest for 20 years, partially offset by potential grants for planning and design. This project is part of our 2018 Capital Referendum funding.

Status:	Started
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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 – October 15-21

Name	# of Documents	# of Pages	Types
Samantha	131	908	Code Enforcement plan transfers; Working remotely on modifications
Sandy	524	1,385	Munis Daily Cash Reports/Time sheets
Fred	741	751	Work order attachments
Ana (PT)	35	256	Legislative Department current files; Working remotely on modifications
Total	1,431	3,300	

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	11,907	-48,422
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 10/11/20-10/17/20

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	0	11	3	0
Unlaw. Sexual Contact	3	5	0	0	5	0
Robbery	14	19	3	10	24	0
- Commercial Robberies	7	2	0	8	0	0
- Robberies with Known Suspects	1	2	0	1	1	0
- Attempted Robberies	0	0	0	0	0	0
- Other Robberies	6	15	3	1	23	0
Assault/Aggravated	22	16	1	19	13	0
Burglary	60	33	2	101	79	6
- Commercial Burglaries	7	9	0	8	42	0
- Residential Burglaries	41	19	1	57	17	2
- Other Burglaries	12	5	1	36	20	4
Theft	454	410	14	308	128	6
Theft/Auto	37	55	3	10	16	0
Arson	0	0	0	0	0	0
All Other	92	144	5	95	80	2
TOTAL PART I	690	690	28	554	351	14
<u>PART II OFFENSES</u>						
Other Assaults	228	225	4	135	162	8
Rec. Stolen Property	1	2	0	15	8	1
Criminal Michief	120	100	2	88	46	2
Weapons	20	11	0	58	37	0
Other Sex Offenses	0	0	0	7	0	0
Alcohol	168	34	0	305	33	0
Drugs	172	48	3	267	76	1
Noise/Disorderly Premise	542	487	18	212	167	4
Ordinance Violation	0	44	7	0	18	5
Disorderly Conduct	138	127	3	108	59	1
Trespass	195	253	7	79	40	6
All Other	288	215	5	349	210	1
TOTAL PART II	1872	1546	49	1623	856	29
<u>MISCELLANEOUS:</u>						
Alarm	137	129	2	0	0	0
Animal Control	505	391	4	5	20	0
Recovered Property	186	153	4	0	0	0
Service	27622	22951	400	0	0	0
Suspicious Per/Veh	368	360	19	0	0	0
TOTAL MISC.	28818	23984	429	5	20	0

	THIS WEEK <u>2019</u>	2019 TO <u>DATE</u>	THIS WEEK <u>2020</u>	2020 TO <u>DATE</u>
TOTAL CALLS	822	36,609	577	28,538



**Newark Police Department
Weekly Traffic Report
10/11/20-10/17/20**



TRAFFIC SUMMONSES	2019 YTD	2020 YTD	THIS WEEK 2019	THIS WEEK 2020
Moving/Non-Moving	9894	3345	160	60
DUI	183	72	4	0
TOTAL	10077	3417	164	60

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	2	0	0	0
Personal Injury	206	111	10	4
Property Damage (Reportable)	966	549	28	18
*Hit & Run	227	126	10	6
*Private Property	246	124	11	3
TOTAL	1174	660	38	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.