

## City Manager's Weekly Report

**Department:**

Administration - City Manager

**Notable Notes:**

City Manager:

On behalf of all city staff, I would like to express our condolences on the passing of Newark Councilwoman Sharon Hughes. Ms. Hughes was a committed public servant who was dedicated to making the City a better place for her constituents and neighbors. I personally enjoyed working with Ms. Hughes and will miss her humor and contributions to discussions about the future of the City.

Leaf collection begins on Monday, October 11. Leaves can be raked out at any time for collection as our trucks make their way around the City. This collection is for leaves only. Regular Yard Waste Collection will continue until the first week of December. More details can be found on the Public Works section of the City's website.

The first solar panels have begun being installed on the roof of the large warehouse at the Phillips Avenue maintenance yard this week. The panels are on the southern oriented roof and are likely visible from the South College Avenue bridge and, possibly the Hall Trail. Our contractor is working quickly, and we are looking forward to these panels coming online later this fall.

Finance Director Del Grande and I will be presenting the budget workshop to Council on Monday, October 4th. We spent considerable time over the last few weeks closing our budget gap to ensure a balanced proposal for Council to consider. I also attended a meeting of the City's pension committee, a site visit for the Curtis Paper Mill dam removal project, a grant award ceremony with Director Spadafino, a special Council meeting, and the first Board Retreat for The Newark Partnership.

We have a pair of vacancies in the Code Enforcement Division following the retirement of a code enforcement officer and the resignation of our fire marshal. We also anticipate a second retirement in early 2022 which would reduce our building inspector staffing by half if we aren't able to fill the positions in a timely manner, something that has been very challenging in the current hiring environment. I am working together with Planning Director Gray and Chief Human Resources Officer Hardin on an updated MOU with the State Fire Marshal's office and have reached out to our planning consultants to inquire about temporary contractual support to help bridge the gap. We will have a plan for Council consideration later this fall.

**Human Resources:**

CHRO Hardin spent the first part of the week preparing pension calculations for an upcoming retirement. We received a retirement notice from one of our management staff in Parks and Recreation. His last day will be October 8. She also prepared for the Pension Committee meeting which took place on Tuesday afternoon in Council Chamber. This meeting was open to the public. The committee spent a majority of the meeting catching up on old business and housekeeping items. The next meeting will take place on October 20 at 1:30 p.m. in Council Chamber. CHRO Hardin attended the first official meeting of the Diversity and Inclusion Commission virtually on Tuesday evening. The appointed members established Chair/Vice-Chair positions and CHRO Hardin provided the members with staff recommendations on tasks they could begin to take on. The meeting went very well; I look forward to working with them. On Friday CHRO Hardin will participate on the interview panel for Code Enforcement Officer. There are three applicants being interviewed. The rest of the week was spent assisting directors with personnel issues, employee and labor relations, meeting with employees to discuss retirement options and keeping up on emails and phone calls.

The HR team continues to receive applications for police officer 11 are approved to move forward for testing. The Maintenance I position in Parks and Recreation closed on Friday, September 24. There was a total of eight (8) applicants. We posted the Deputy Director of Planning and Development on Friday, September 24. This position will post for one month. We will also be posting for a Fire Protection Specialist next week on October 8. We continue to keep open posts for custodian, park maintenance, substitute community center attendants, before and after care counselors and gardeners. These positions will remain open until filled.

This week HR Administrator Marta Pacheco processed two on-the-job injuries with PMA and provided PMA wage information on an injured employee. She also printed Planner I applications received for Director Gray's review. Ms. Pacheco continues to print and respond to police officer applications as received either letting them know if they are incomplete or sending an invite to the written exam. Ms. Pacheco sent interview email confirmations for the Code Enforcement Officer position. Interviews are scheduled for Friday, October 1 both virtual and in-person. She also prepared personnel rosters for upcoming performance reviews for all departments. Annual Performance Reviews for 2020-2021 begin October 1. Additionally, she calculated and processed leave donations received for two employees in need of time. Ms. Pacheco hired new parks school age interns as well as Alderman's Court new Part-Time Secretary.

This week PT HR Coordinator Denyce Bradshaw held another Anti-Harassment Training at the maintenance yard. She continues updating the spreadsheet with the employees that have completed the anti-harassment training video. As employees complete the training, they receive a certificate which is placed in the employee's personnel file. Finally, she finished going over the sign-up sheet to make sure all the employees who are required to complete the training are listed. Ms. Bradshaw updated status report spreadsheet, making copies and filing in personnel files. She entered driver's license information for employees in Munis. She's filing all submitted COVID-19 vaccination cards in medical files as they are received from CPPO Jeff Martindale. Ms. Bradshaw processed retiree reimbursements and processed check request for employee ER visits. She also mails out employee birthday cards daily.

**Purchasing/Facilities Maintenance:**

Chief Purchasing & Personnel Officer:

CPPO Jeff Martindale's week was dominated again by COVID-related items. Friday, 10/1 is the deadline for employees to submit their vaccination status to qualify for the City's vaccine incentive program. 10/1 is also the first day of the City's weekly testing requirement for unvaccinated employees in compliance with the Federal Government's COVID Plan, so there has been much discussion with staff and supervisors, planning for test distribution, and some needed policy revision.

As of 9/30, 230 City employees (79.58%) are fully vaccinated and 234 employees have at least one shot (80.97%), so we are nearing success with our 80% vaccination goal. Of those with at least one shot, 72% received the Moderna vaccine, 23% received Pfizer, and 5% received Johnson & Johnson. See updated vaxstats attached.

Besides COVID, Mr. Martindale participated in a panel related to municipal procurement and use of electric vehicles and charging stations for UD's Institute for Public Administration. Three other major accomplishments for sustainability in Newark:

1. The City's first electric vehicle charging stations were installed on 9/30 (NOT ONLINE YET).
2. Solar panels started going up on the warehouse at the field operations complex warehouse.
3. The citywide transition to streetlight LEDs began.

**Purchasing Assistant:**

Purchasing Assistant Cathy Trykowski was off the first half of this week. She processed 119 invoices, and 30 purchase orders for the week ending 9/10. So far this week, she has processed 10 purchase orders and anticipates processing 65 invoices by the end of the week.

FM Superintendent Dave Greenplate completed the following this week:

- Met with PW&WR about clogged drains in PD. Traced drains and came up with a plan. PW&WR will coordinate with Electric to use a high reach to access the roof drain. All work will be done from the exterior.
- Discussed method of anchoring the vending machine at the yard with the vendor. Fabricated clips for anchoring the machine.
- Set posts and anchor bolts for handrail at GWC. Laid out handrail.
- Set up Council Chambers for various meetings.
- Took care of loose faucet at Preston's playground.
- Coordinated minor roof repairs on PD and MB.
- Met with PUB Manager to come up with plan for modifying desk in PUBS area.

The rest of the FM team completed the following:

- Replaced ceiling tile in Finance area of 2nd floor.
- Anchored vending machine at the yard.
- Assembled desk chairs.
- Completed normal cleaning and disinfecting duties.

**Communications:**

**Chief Communications Officer:**

- Worked with TNP and Newark Arts Alliance to organize Arts at Alfresco during the October 13 Main Street Alfresco.
- Assisted the Environmental Coordinator with promoting the availability of rain barrels; worked with the County on their advertising and community newsletters.
- Various communication, both internal and external, related to the death of Councilwoman Hughes.
- Participated in the council/board and commission/staff FOIA and Ethics training.
- Various COVID-related tasks.
- Began drafting a release seeking public input on the reapportionment maps.

**Communications Assistant:**

- Answer and direct all incoming calls to correct departments.
- Log Miss Utility tickets for Electric and PW&WR Departments.
- Completed the November newsletter and October staff birthday list.
- Edit copy from various departments.
- Adding/changing InformMe customer information.
- Create and share content on Facebook and NextDoor.
- Reviewing the website to identify outdated and/or irrelevant information for deletion or renewal.
- Assisted mailroom staff with various tasks.

**Creative Designer and Web Specialist:**

- Created public comment form for Reapportionment Draft Maps.
- Removed mentions of former Fire Marshal from the City website.
- Routed all RequestTracker tickets to their respective departments.
- Scheduled public meeting notices via InformMe.
- Updated Budget Central with the Financial Workshop and updated ARPA project list.
- Updated Planning's website access to allow them to update their Employee Directory.

**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 9/23/21 - 9/29/21. These sessions included arraignments, trials, capias returns, video hearings, code violations and probation violation hearings. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals in person.

Terri attended a virtual managers' meeting on 9/23/21.

The bailiffs will have their second weapons requalification on 11/6/21.

The court processed 44 PBJ's for traffic violations and 9 Plea by Mails for criminal violations.

**Activity or Project:**

Payments and Court Sessions

**Description:**

From 9/23/21- 9/29/21 Alderman's Court handled 38 arraignments, 49 trials, 8 capias returns, 3 video hearings, 1 code violation and 1 probation violation. The court collected a total of 344 parking payments of which 271 were paid online and 73 were paid at court. The court also collected criminal/traffic payments of which 200 were paid online and 13 were paid at court for a total of 213 criminal/traffic payments.

**Status:**

Completed

**Expected Completion:**

09-29-2021

**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 September 29 for the special Council meeting. Bobby was in the office on September 23 for Court.

Renee attended the management staff meeting on September 23.

Renee and Danielle attended the UD IPA Municipal Clerks Institute on September 24. This week's topics were transportation planning for municipalities (Danielle) and leadership and management through a diversity lens (Renee and Danielle). Danielle is in year two of the three year program and Renee is taking the courses rated as advanced towards her Master Municipal Clerk certification.

Staff posted the cancellation for the September 27 Council meeting on September 24.

Staff finalized and posted the September 29 special Council meeting agenda on September 24. An addendum was sent to Council and posted on September 25. A second addendum and the related packet items for the meeting were sent to Council and posted on September 28. Paul and Renee staffed the special Council meeting on September 29.

Staff finalized and posted the agenda and packet for the October 4 Council meeting on September 27.

Renee finalized and posted the agenda for the October 5 Election Board meeting on September 28.

Tara staffed the September 28 Diversity and Inclusion Commission meeting. The Commission elected a chair and vice-chair, discussed potential items on which to focus their attention, and decided to prioritize affordable housing as the first issue the Commission would like to address. Meetings will be held on the fourth Tuesday of each month at 7:00 p.m.

Renee met with a representative of Rank the Vote Delaware to discuss the potential for using ranked choice voting in municipal elections on September 29.

Renee staffed the September 29 Reapportionment Committee meeting. Prior to the meeting, Renee worked with Committee members to get their ideas and with the Department of Elections to turn those ideas into the first draft of maps to have initial scenarios for review at the meeting. Renee also completed an analysis of the maps for the Committee to find commonalities in the proposed drafts for a starting point for discussion. The meeting was a working session for the Committee and the Committee completed a final draft map for public comment and consideration. The Committee will be accepting written comments on the proposed draft maps through October 10 and will have an in-person public comment period at their next meeting on October 13.

Renee spent time working on items related to Council, including drafting the agenda for the October 11 Council meeting, rescheduling items from the cancelled September 27 Council meeting, drafting and finalizing packet items for the September 29 special Council meeting, and scheduling items for upcoming Council meetings. Council agenda items are currently being scheduled into 2022.

Renee spent time reviewing proposals as part of the review panel for RFP No. 21-05 and submitted her ranking sheet. This RFP is scheduled for Council hearing on October 18.

Renee worked extensively on the preparations for the District 2 special election, which Council has set for November 23. Solicitation of Candidates notices were submitted for publication and posted. A polling place has been secured and will be on the October 11 Council agenda for approval. The filing deadline for the special election is Monday, October 25 at 5:00 p.m. Nominating petitions can be picked up from the City Secretary's Office Monday through Friday from 8:30 a.m. to 5:00 p.m. or by emailing a request to [citysecretary@newark.de.us](mailto:citysecretary@newark.de.us).

Nichol worked with boards and commissions applicants regarding their interest in and application submissions for upcoming appointments and reappointments as well as follow up for Council approved appointees. All positions currently accepting applications can be found on the City's website here: <https://newarkde.gov/113/Boards-Committees-Commissions>.

Danielle processed items for recordation with the Recorder of Deeds office.

Tara completed several building permit reviews and contacted developers that had outstanding items.

Tara and Violet worked on research items for staff.

Renee spent time on personnel issues.

Tara spent time on several union items.

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

- \* Provided documents and closed a September 9 FOIA request for copies of applications/site plans for possible proposed cellular/communications/telecommunications/wireless towers from 07/21/20021 – 09/09/2021 from SBA Communications Corp.
- \* Provided documents and closed a September 9 FOIA request for copies of the contract/agreement with the firm receiving mail-in utility payments to include costs billed annually/periodic/processing fee per submission from Frank Tolomeo
- \* Circulated to staff a September 24 FOIA request for any variances/special permits/violations/COs/Condemnation/eminent domain pertaining to 650 Lehigh Road from Armada Analytics
- \* Provide a response and closed a September 27 FOIA request pertaining to 100 Christina Mill Drive for zoning/open violations/fire from LEED Green Associates
- \* Provided a response and closed a September 29 FOIA request for a property outside of City limits from John Weller
- \* Circulated to staff a September 29 FOIA request for violations/lienable items/open permits regarding 15 Patrick Henry Court from Brian Frederick Funk, P.A.

Regarding minutes, staff time was spent on the September 14 Conservation Advisory Commission (Nichol drafting) and September 20 Council (Nichol drafted) minutes. Several Council executive sessions, September 28 Diversity and Inclusion Commission, September 29 special Council and September 29 Reapportionment Committee minutes are currently in the queue.

27 discovery requests for upcoming Court cases were fulfilled this week. 425 discovery requests have been filled so far for 2021. The court calendar for October 7 was completed and the 15 associated case files were compiled for the Deputy City Solicitor.

The office received 17 new lien certificate requests this week, which were sent to Finance for processing. 19 lien certificates were completed and sent to the requestor. 475 lien certificates have been processed for 2021.

**Activity or Project:**

Digital Records Project

**Description:**

The scanning numbers for September 23-29 are below.

**Status:**

In-Progress

**Expected Completion:**

**Execution Status:**

On Track

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**City Manager's Weekly Report**

**Department:**

Electric Department

**Notable Notes:**

A 53-year-old substation transformer on standby faulted internally early Tuesday morning causing an outage of the East Main Substation. It took two hours to identify and isolate before all the power was restored to 584 customers. The transformer is a 4kV unit that is not needed. There is enough 4kV capacity to support the little amount of University load that is still at that voltage. UD is changing all their services to 12kV and should be done in a couple of years. The unit will be tested to see if there is a minor problem and cost effective to repair, otherwise it will be sold for scrap.

The electricians started gathering material to install a heater in the Preston's playground bathroom, worked on a water truck inverter and a pottery pedal at the Wilson Center, and fixed the police sump pump.

The line crews worked at The Grove energizing switchgear and transformers. They had to shut down City Hall for transfer switch work and a shut down at the Galleria to tie in feeds for the EV chargers. They also pulled in cables at Cornwallis Square after a contractor bored in duct.

Engineering met with the automatic recloser engineer about communication issues. The best solution for reclosers that lose communication is either fiber or cellular modems. Engineering will have cellular installed in several locations where fiber is not practical or available at this time. Engineering also had a virtual meeting with IT and the smart meter technicians about issues with the meter data causing some load reports to be off.

**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:**

The Finance Department wishes to extend our deepest condolences to the Hughes family. The City is in a better place due to the dedication and inspiration of Councilwoman Hughes. We will truly miss the passion she brought to her position, and the unwavering voice she gave District 2 over the past few years.

Property tax bills were due on September 30th. About 60% of property tax bills are paid directly by the property owner in Newark. The tax rate has not changed from last year. Copies of the tax bills are mailed to all, regardless of whether your mortgage company pays the bill on your behalf or not. In years past, the accounting office would receive many requests for a paper copy. Tax bills can be paid online using this link for no additional fee: [www.newarkde.gov/payments](http://www.newarkde.gov/payments).

The Delaware State Housing Authority (DSHA) Delaware Housing Assistance Program (DEHAP) expanded the rental assistance program to assist customers with utility services. This program has requirements set by DEHAP and includes an application process that must be completed prior to receiving assistance. We have been asking repeatedly for when the homeowner assistance program will be available. To date, we still don't have a definite timeline. We have been told it is still a couple months out. To learn if you qualify for aid through DEHAP, follow these steps below:

- Visit [decovidhousinghelp.com](http://decovidhousinghelp.com) or call (888)363-8808.
- Provide all necessary information to complete and process your application for assistance.
- Upon learning the status of your application, contact the City of Newark to prevent disconnection. The City will validate the application and to note the account through the process to prevent service interruption for electric and/or water services.

Frequently asked questions regarding the program can be found at: <https://decovidhousinghelp.com/frequently-asked-questions/>. Please do not hesitate to contact our Payment and Utility Billing Division at (302) 366-7000 with any questions.

The budget hearings for all departments were completed. We are now preparing for the Financial Workshop for October 5th. The presentation, along with all other budget documentation, can be found on Budget Central: <https://newarkde.gov/1007/Budget-Central>.

**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:**

Information Technology Department

**Notable Notes:**

Applications Team:  
 Open Support Tickets from Previous Week - 61  
 Open Project Tickets from Previous Week - 15  
 Open Tickets with Vendor R&D from Previous Week - 15  
 Tickets Opened in the Last Week - 39  
 Tickets Closed in the Last Week - 32  
 Remaining Open Support Tickets - 69  
 Remaining Open Project Tickets - 15  
 Remaining Tickets with Vendor R&D - 14

1. Working with TylerForms to update URL on all invoices to reflect <https://newarkde.gov/payments>.

2. Working with TylerForms to create an informational only tax invoice for escrowed accounts to hopefully reduce confusion with tax bills.
3. Reviewed timeline for Northstar's Automation Platform project and relayed to internal stakeholders.
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. VSS registration guide on hold, will need to script a change to vendor contact types.
3. Waiting on vendor to configure EMV devices in production environment.
4. Harris was scheduled to configure OMR in Northstar on 9/28, waiting on update from PM.
5. Waiting on Pitney to schedule OMR hardware installation.

Infrastructure Team:

Open Support Tickets from Previous Week - 99

Open Project Tickets from Previous Week - 33

Tickets Opened in the Last Week - 98

Tickets Closed in the Last Week - 88

Remaining Open Support Tickets - 106

Remaining Open Project Tickets - 36

1. Scheduled meeting with Advantec.
2. Planning MFA implementation for ADFS.
3. Modifying ticket closure procedure.
4. Equipment for Council Chamber A/V upgrades continues to be delivered.
5. Rescheduled the Council Chamber A/V upgrade for the week of 10/11.
6. Working with Verizon on their fiber conversion project.
7. Workstation patching and maintenance.
8. Server patching and vulnerability remediation.
9. Worked on and resolved support tickets for end users.
10. Actively responded to and resolved Secureworks alerts.

**Activity or Project:**

Automation Platform (Applications Team)

**Description:**

Planning & Scoping: 9/13/21 - 10/29/21

- Northstar internal kick-off meeting: 9/27 - 10/1

- Northstar & Newark project kick-off meeting: 10/25-10/29 (tentative)

Project Oversight: 10/1/21 - 1/31/22

- Northstar & Newark internal/external weekly status meetings

Process Design: 10/18/21 - 11/12/21

- Northstar will perform pre-install tasks and VPN access check: 10/18-10/29

- Northstar & Newark external meeting to complete the required AP checklist: 10/25 - 10/29

- Northstar internal meeting to review AP checklist: 10/25 - 10/29

- Northstar to install AP core suite: 11/1 - 11/12

Development: 11/8/21 - 11/19/21

- Northstar to configure/validate AP suite: 11/8 - 11/19

Test: 11/15/21 - 12/3/21

- Northstar & Newark to hold AP configuration training session and UAT hand-off: 11/15 - 11/19

- Northstar to provide UAT support: 11/22 - 12/3

- Newark to perform UAT final remediation: 12/6 - 12/10

Operate: 12/13/21 - 12/24/21

- Northstar to deploy AP suite: 12/13 - 12/17

- Northstar to provide post go-live support: 12/13 - 12/24

- Northstar internal meeting to discuss project closure: 12/20 - 12/24

- Transition to support: 1/31/22

<b>Status:</b>	Not Started
<b>Expected Completion:</b>	01-31-2022
<b>Execution Status:</b>	On Track

**Activity or Project:**

**Description:**

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

### City Manager's Weekly Report

**Department:**

Parks and Recreation Department

**Notable Notes:**

Director: Attended the NAACP meeting about history display at the George Wilson Center; organized information for meeting about the Christina Valley Stream area and tree mitigation for Councilman Suchanec; along with Paula, met with Jeff about COVID policy for part-time employees; completed the anti-harassment training; conducted parks maintenance meeting to discuss upcoming projects and work orders; reviewed landscaping for potential new subdivision plans; met with Dave and Tom C. about the Parks and Recreation 2022 budget and CIP request; prepared for Delaware Forestry and DNREC presentation on Newark's Tree Mitigation and Preservation ordinance, met with Paula about upcoming recreational programs and events.

Deputy Director: Met with Chrissy and Melinda regarding the volunteer program and use of the new cell phone and iPad for the volunteer events; conducted interviews with Chrissy and Jeff for the GWC sub attendant position; completed October PSA's, sent event information to Jenny for the monthly newsletter; researched and prepared information for our department retreat with the recreation staff; continued to work with IT staff regarding internet/Wi-Fi capabilities at the local elementary schools where we offer before and after school care programs to support upgraded equipment; sent reminders to staff regarding piling lists for upcoming events and needing them early; worked with Shelby to create posters for businesses on Main Street regarding upcoming events and signs needed for the Harvest Festival; confirmed dates with Tom Z. and Chrissy for a volunteer group from Mallard Financial; worked with Sharon to reach out to previous participants from the Halloween Parade to register for the upcoming event and worked with NPD on permit with DeDOT; worked with Shelby and Chrissy to send out volunteer newsletter for upcoming events; continued to work on Child Care Stabilization Grant items including researching prices on two new programs to offer at the aftercare sites, and for additional outdoor equipment and supply needs; continued to finalize information, vendors and activities with Melinda for the upcoming Harvest Festival and cancelation of the Parks on Draft; worked on memo for Council for the Childcare Stabilization grant; worked with the sign contractor on park signage design approval; continued to process background checks for new employees; processed special event application received and continued to work with various departments regarding additional applications requested for upcoming events; continued to work with Melinda, Chrissy and Tom regarding the mission group volunteers; worked with Shelby on weekly Eblast.

Recreation Supervisor of Athletics: Continues recruiting and hiring new staff for before/after care, continues researching items for the stabilization grant opportunity; completed anti-harassment training online; elementary soccer games began on Saturday, 9/25, scheduled pictures for 10/1; Parks on Draft was canceled this week due to the restaurant partner pulling out; another pickleball session was held this week, we have had a good response to classes this fall.

Recreation Supervisor of Community Events: Updated write up for the Fall Scavenger Hunt; canceled the fall concert and working with performers for future events; reached out to previous Halloween Parade participants, received an additional six registrants; sent emails to fitness participants on upcoming classes.

Coordinator of GWC and Volunteers: Finalized items needed for programs that began the week of September 20; Jazz & Hip Hop began on September 22 with a full roster; pottery classes began on September 23 with a total of six participants registered; a Community Drum Circle Introduction for Kids and Adults was held on September 23 with a total of 13 participants registered, of which nine attended; Swim Lessons were scheduled to begin on Saturday, September 25 but postponed due to low registration and short staffing; finalized items for a No School! Day of Play program; updated and sent the George Wilson Center Attendant October schedule to staff; conducted GWC Attendant interviews with HR and the Deputy Director; provided an orientation to GWC Attendants on pottery kiln loading/unloading/firing as pottery programs are beginning; reminded staff and the Newark Senior Center about the CPR/First Aid class that took place on September 26; sent a verification of employment for a past employee; sent statistics report to the Deputy Director; attended a NAACP virtual meeting on September 23; sent a verification of volunteer hours email to a Community Service volunteer; continued communicating and outreach for other upcoming volunteer groups and organizations; sent information on Adopt-a-Park to an organization interested in adopting; spoke with the Recreation Specialist and Deputy Director about the new phone and iPad to be used for volunteer management; attended an anti-harassment training on Wednesday, September 22; coordinated the missionaries for upcoming volunteer projects; continued to speak with scheduled renters about confirming/rescheduling and/or canceling their events; continued to speak with and meet potential renters for future events. GWC Rentals: The Main Hall and kitchen were rented on September 25 from 12 p.m. – 7 p.m. for a Baby Shower with an overall attendance of 60; the Main Hall was rented on September 26 from 2 – 7 p.m. for a Bridal Shower with an overall attendance of 40; the Main Hall was rented on September 26 from 8 – 10:30 p.m. for an Art Show with an overall attendance of 30. Attendants and the GWC Coordinator began preparing for rental reservations to begin occurring on Friday, October 1 for the 2022 calendar year.

Recreation Specialist: Posted Weekly Roundup on Facebook; continued to receive paperwork and complete children's files for Before and After School Care, continued to send service letter requests for employees, started working on new tri-fold for West Park, updated and printed new sign in sheets and tracking forms for Downes; entered National Day of Service and missionary volunteers into spreadsheet; contacted Newark Natural Foods regarding the Harvest Festival and they are donating 100 small painting pumpkins, reached out to Aetna representatives regarding support with trucks, emailed numerous food trucks about availability, submitted purchase requisitions for inflatable games. Volunteer Hours: 2

missionary volunteers devoted 6.5 hours mulching Apple and Winslow and planting new flowers at Preston's Playground.

Parks Superintendent: Inspected the Christina Valley Stream area and developed work order, continued on "Tree City USA" and "Growth Award" applications, followed up on several work orders, met with several residents concerning tree and creek issues, picked up plant material to install in planter at Preston's Playground, reviewed landscape installation on Main Street for start of two-year surety and started on development of planting list for each horticulture area and in park sign bed areas.

Park Supervisor: Assigned field staff daily and assisted as needed, worked with garage on switching out dump beds and continued entering labor on Munis.

Parks and Horticulture Staff: Continue mowing and bed maintenance operations, did trash removal throughout park system, raised all four basketball backboards at Fairfield Park to proper rim height after over lay to courts, dragged/scarified ballfield at Folk Park for scheduled event, did interior bed maintenance at City Hall, did equipment maintenance on landscape tractor/both Jacobsen mowing units/Ventrac/chain saws/both walk behind mowing units/all string line trimmers and blowers, did tree work at several park sites, watered all newly installed plant materials in pots at City Hall and Wilson Center and continued on work orders as assigned. Volunteers assisted mulching two bed areas and installing seasonal plant materials in pot at Preston's Playground.

**Activity or Project:**

Newark Awarded Delmarva Power Sustainability Grant

**Description:**

Newark Parks and Recreation has been selected as one the Delmarva Power Sustainability Grant Award winners. The grant award is for \$10,000 for reforestation efforts of the City of Newark park land and open space areas.

<b>Status:</b>	Not Started
<b>Expected Completion:</b>	11-30-2022
<b>Execution Status:</b>	On Track

**Activity or Project:**

**Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

**Activity or Project:**

**Description:**

<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

**City Manager's Weekly Report**

**Department:**

Planning and Development Department

**Notable Notes:**

Code Enforcement:

- 227 W Park - TCO issued.
- 1364 Marrows Road - Honda Service - Trim out.
- 122 New London - Plumbing will start in two weeks.
- 128 New London - Rough plumbing complete.
- 321 Hillside
  - o 400 Building 6 Units - TCO issued
  - o 300 Building 10 Units - TCO issued
  - o 200 Building 10 Units - TCO issued
  - o 100 Building 10 Units - TCO issued
  - o 800 Building 10 Units - TCO issued
- 18 Country Club (Fairfield Apartments Fire) - No progress.
- Green Mansion - Footings on hotel started.
- Thorn Flats/Lehigh Flats - Buildings 91, 101, 111, 131, and 141finals in progress, building 121 rough inspections in progress, Lehigh Flats all building renovations completed.
- Newark Charter School - Loop Road base course paved parking and site work progressing, Junior High building - permit issued for footing, foundation and structural steel, footings completed, structural steel erection in progress, underground plumbing in progress.
  - o Commons building completed, TCO issued, exterior sitework completion in progress.
- Newark Senior Living - Underground plumbing, footings and building slab completed, sitework in progress, framing, exterior insulation panels, plumbing and electrical rough in progress. Marketing and sales trailer permit approved.
- 321 Hillside Road/The Rail Yard - Site work progressing, paving completed, temporary occupancy for all dwelling units issued, occupancy not issued for amenity space and leasing office not approved. Safety protocols placed in effect to limit construction areas and provide safety for

new residents.

- UD Green Utility Projects - Steam and condensate work complete, Green electric feeder work complete, final inspections in progress, as-built submittals and approvals in process - Electric feeder project for Drake Hall, Brown Lab and Future Building work in progress.
- Rodney Stormwater Park Project - Site work progressing including site lighting and sidewalks, retaining wall and fishing dock construction completed, final site work in progress, recreational equipment construction nearly complete.
- Fintech, Star Campus - Window and exterior finish installation has started. Interior drywall in core areas. Elevator installation ongoing.
- College Square Apartment Buildings - Building 1, phase A, all floors approved for drywall. Phase B floors 3 and 4 ready for drywall.
- 45 E Main Street, CVS - TCC issued. Material lift installation in progress.
- Evan Hall, UD - Approval for occupancy of rooms 127, 129 and adjacent corridor and vestibules approved. Additional work progressing.
- Drake Lab Addition - Installation of footers, grade beams and pile caps has started.
- Green Turtle - Plans submitted for new location.

#### Meetings Attended

- Subdivision Advisory Committee.
- Meeting with the State of Delaware Fire Marshal's Office.
- Meeting with Property Maintenance Inspectors.
- Meeting with design team for University Lab Project re: sustainability requirements.
- Meeting with UD Fire Marshal re: campus fire protection inspections.

#### Property Maintenance

Citations: 3

Notices: 1

Inspections: 5

Complaints: 4

#### Items of Interest for Property Maintenance

- Issued Court Summons for overcrowding at 238 Cheltenham.

#### Parking:

- Staff monitored front desk, Microsoft Teams, Outlook, emails, phone lines, radios, texts, and CivicPlus.
- Produced regular daily and monthly financial documentation for Finance Department and invoices for Purchasing. Produced audit report for Passport parking charges and T2 credit report.
- Continued handling residential and municipal permitting for residents. Decreased demand for municipal and residential parking passes as students settle into the Fall 2021 UD Semester.
- Continued handling online and in-person parking appeals. Current wait time for a parking appeal under three business days unless further action needs to be taken. Increase in online appeals as higher parking volume has resulting in an increase in parking citations.
- Held Alfresco Main Street on Wednesday, 9/29. Parking staff put out signage and pushed programming to inform patrons of the closure on Main Street for the dining event. Staff also assisted in removal of any vehicles that ignored tow notices and used cones to block off entrances and exits off of Main Street. Provided parking spaces for businesses affected by event.
- Several employees attended the CVS flu vaccine clinic on Friday, September 24th.
- Made several fixes with Passport parking to ensure T2 Kiosk transactions were showing up in the Opsman Enforcement application, decreasing chances of negative hits on unpaid parking vehicles.
- Completed October 2021 Parking Ambassador scheduling and prepared for Main Street Mile via police orders.
- Integrated Technological Solutions came to Newark, DE on Wednesday, September 29th to look at three kiosks: two were having printer issues and the other won't load kiosk software.
- Provided 2021 Parking Accomplishments to Finance with director approval.

#### Land Use/Planning:

- Deed Transfer Affidavits: 7
- Building Permit Reviews: 26
- Certificates of Completion/Occupancy: 0

- The Proposals for the Request for Proposals for the Charrette and revisions to the BB (Central Business District) and RA (Multi-Family-High Rise) zoning district have been received and are currently being assessed by the review team.
- Applications for the Temporary Community Planner and Planner positions have been received and are currently being assessed by the review team.
- The Deputy Planning and Development Director position has been advertised with a closing date of October 22, 2021.
- On Monday, September 27, Planner Mike Fortner delivered the application packets to the committee members of the Community Development/Revenue Sharing Advisory Committee. Their first meeting to review the applications is set for October 7 at p.m. The meeting will be held virtually.

#### Activity or Project:

##### Description:

Status:

Expected Completion:

Execution Status:

#### Activity or Project:

<b>Description:</b>	
<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	
<b>Activity or Project:</b>	
<b>Description:</b>	
<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	
<b>City Manager's Weekly Report</b>	
<b>Department:</b>	
Police Department	
<b>Notable Notes:</b>	
<p>On behalf of the Newark Police Department, Chief Tiernan wishes to express our condolences on the passing of Newark Councilwoman Sharon Hughes. Ms. Hughes was a supporter of the city and the police department and always had kind words to say about our police officers and civilian employees. She will be missed.</p> <p>The following email was sent to the police department this week:          "I am writing this letter in an attempt, to have the officers and civilians recognized for their outstanding teamwork in locating, interviewing, and interrogating an individual that was targeting women and their purses.          On September 25, 2021 I was in the area of 50 E. Main St., Newark Delaware. I was accompanied by my wife, daughter, and parents-in law. My daughter is a nursing student at the University, and we were there to celebrate her birthday. At or about 1400 hour a suspect targeted my wife and her purse. The suspect approached my wife a very quick pace while riding a bicycle on the sidewalk. The suspect used a substantial amount of force in attempt to get my wife's purse. My wife lost her balance and was almost pulled to the ground because of the force used. I called 911 to report the incident. The dispatcher asked the pertinent questions needed for a quick response, lookout, direction of travel, etc. A few minutes elapsed and the patrol officers had already located someone that matched the description given. My family responded for a show-up and a positive identification was made. The suspect was transported to the police station and detectives were summonsed to assist with the incident. From what I understand the suspect waived his Miranda rights and gave a confession and wanted to apologize to my wife. I want to thank your department and especially those involved with this incident. The department operated smoothly and efficiently. My family was impressed with the department response and professionalism, especially during these trying times."</p>	
<b>Patrol Division:</b>	
<ul style="list-style-type: none"> <li>On 09/24/2021, at approximately 2309 hours, officers were conducting uniformed patrol on East Main Street when a vehicle was observed momentarily stopping for a solid red light on Academy Street at East Main Street. This vehicle then proceeded through the intersection on a solid red light and made a right turn onto East Main Street, against the flow of traffic. At that time, a vehicle stop was initiated; however, the vehicle failed to stop. The vehicle then struck a parked car on East Main Street, stopping in the area of Haines Street. Through investigation, the driver was found to be driving under the influence of alcohol. In addition to DUI, the driver was charged with Failing to Stop on Command along with six other traffic offenses. The driver was also found to be wanted on a Violation of Probation issued by Superior Court. The driver was arraigned through Justice of the Peace Court #11 and was turned over to the custody of Howard R. Young Correctional in default of secured bond.</li> </ul>	
<b>Special Enforcement Division:</b>	
<ul style="list-style-type: none"> <li>On Wednesday, September 29th, the Traffic Unit and SOU will conduct Distracted Driving Enforcement Operation, with focus in the area of W. Main Street and S. Main Street at the Trabant Center and Elkton Road. On Thursday, September 30th, the speed box on Corbit Street will be turned to the opposite direction. On Friday, October 1st, the Traffic Unit will assist in the funeral escort of Councilwoman Sharon Hughes. The Traffic Unit will focus on the most recent speeding complaints on W. Main Street/Nottingham Road area and the yield sign at W. Main Street and S. Main Street.</li> <li>On Thursday, September 30th, the Special Operations Unit will be presenting at the Citizen's Police Academy on K9 and Patrol procedures. On Friday, October 1st, during the start of University of Delaware Parent's Weekend, SOU will work with Delaware Alcohol and Tobacco Enforcement (DATE), concentrating on restaurant locations due to the issues that occur with adult over service and alcohol overdoses. SOU will continue targeted proactive patrols throughout the city with an emphasis on the college neighborhoods including Cleveland Ave. and Choate St.</li> <li>On September 23rd, during the heavy rain downpour, ACO Vickers responded to the unit block of Madison Drive for a reported stray cat howling in distress. ACO Vickers located the animal under the deck of a residence. The cat was soaking wet and shivering. The reporting person said a few days prior she saw a subject throw the cat out of a vehicle and drive away. ACO Vickers captured the animal and transported it to Faithful Friends Animal Society for any needed care. If the cat's owner is not located, it will go up for adoption.</li> </ul>	
<b>Criminal Division:</b>	
<ul style="list-style-type: none"> <li>On 9/25/21, detectives arrested David Berry, 21, of Wilmington for Attempted Robbery Second Degree and Theft Under \$1,500. During the investigation, detectives learned that at about 1254 hours, a bicycle was stolen from the area of the 7-11 store in the 200 block of E. Delaware Avenue. Just over an hour later, at 1409 hours, Newark Police responded to the unit block of East Main Street for an attempted robbery. In that incident, a female victim reported that she was walking on the sidewalk when a male rode up to her on a bicycle and tried to remove her purse from her shoulder. The victim overcame the taking of the purse and the suspect was unable to remove it. The victim suffered a minor injury that did not require medical attention. The suspect fled the scene on the bicycle. A short time later, a Newark Police Officer on patrol observed the suspect on South Main Street at the Park 'N Shop shopping center. The officer contacted the male suspect and took him into custody without incident. The male, David Berry, was identified as the suspect in both the bicycle theft and the robbery attempt. Berry appeared before Justice of</li> </ul>	

the Peace Court #11 by video and was released on \$7,000 unsecured bail.

- During the week of 9/27/21, detectives continued to assist with Patrol coverage due to staffing shortages in Patrol.

**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:**

Public Works and Water Resources Department

**Notable Notes:**

Leaf collection begins on Monday, October 11. Leaves can be raked out at any time for collection as our trucks make their way around the City. This collection is for leaves only. Regular Yard Waste Collection will continue until the first week of December. More details can be found on the PW&WR website.

**DelDOT New London Road Update:**

DelDOT's contractor has placed construction barrels from Corbit Street to the city line in advance of road patching that is now tentatively scheduled to begin October 18. This will be night work. A noise waiver is under review.

**DelDOT Elkton Road Update:**

Elkton Road and Christina Mill Road Intersection

8:00 p.m. on Thursday, September 30, 2021 until 5:00 a.m. on Monday, October 4, 2021, pending weather.

As part of the ongoing Phase 2 construction work, one Christina Mill Road lane will be closed to complete concrete roadway reconstruction. Flaggers will be used to allow traffic in and out using the remaining lane to access Elkton Road. Elkton Road will remain open per the current contraflow setup.

Staff met with Councilman Suchanec to introduce him to the department and provide an overview. We are planning a field trip to several facilities next week. If any Council member would like a tour of the PW&WR facilities, please reach out to Director Filasky and we can get it set up.

**Activity or Project:**

Annual Street Paving Project

**Description:**

Our contractor continued curb removal and replacement at Moss Court and Shenandoah Drive on Monday, 9/27 and completed on 9/29. The concrete crew will be mobilizing to Fairfield Park on Monday, 10/4 to begin the installation of new steps, sidewalks, catch basins and curbs. Crews are tentatively scheduled to mobilize to Creek Bend Drive in 2-3 weeks to begin milling and paving, though no firm timeline established yet.

**Status:**

In-Progress

**Expected Completion:**

12-31-2021

**Execution Status:**

On Track

**Activity or Project:**

Sanitary Sewer Root Control

**Description:**

Our contractor, Dukes Root Control, will be working throughout the City beginning October 4. They will be treating roots that have grown into our sanitary sewer pipes to inhibit their further growth. Roots grow into our sanitary pipes, seeking water and nutrients and can cause blockages if left to grow. The root control allows us time to program and fund the rehabilitation of these pipes as part of our long-term strategy. Each year we add to the list as we inspect more of our system and the treatment is effective for three years.

<b>Status:</b>	Started
<b>Expected Completion:</b>	10-31-2021
<b>Execution Status:</b>	On Track
<b>Activity or Project:</b>	
<b>Description:</b>	
<b>Status:</b>	
<b>Expected Completion:</b>	
<b>Execution Status:</b>	

**CITY OF NEWARK STAFF VACCINATION & COVID-19 CASES STATISTICS (last updated September 30, 2021)**

DEPT	VAXXED	TOTAL	%
ADMIN	19	20	95.00%
ELECTRIC	20	23	86.96%
FINANCE & IT	18	22	81.82%
JUDIC & LEGIS	18	20	90.00%
PARKS	18	20	90.00%
PLAN, CODE, & PARKING	29	36	80.56%
POLICE	65	91	71.43%
PWWR	43	57	75.44%
<b>TOTAL</b>	<b>230</b>	<b>289</b>	<b>79.58%</b>

LABOR GROUP	VAXXED	TOTAL	%
AFSCME 1670	38	46	82.61%
AFSCME 3919	20	27	74.07%
CWA	89	107	83.18%
FOP	43	67	64.18%
MGMT	32	34	94.12%
<b>TOTAL</b>	<b>222</b>	<b>281</b>	<b>79.00%</b>

WORK TYPE	VAXXED	TOTAL	%
OFFICE STAFF	112	126	88.89%
FIELD STAFF	118	163	72.39%
<b>TOTAL</b>	<b>230</b>	<b>289</b>	<b>79.58%</b>

EMP. STATUS	VAXXED	TOTAL	%
FULL-TIME	193	246	78.46%
PART-TIME	37	43	86.05%
<b>TOTAL</b>	<b>230</b>	<b>289</b>	<b>79.58%</b>

VACCINE TYPE	%
MODERNA	72.32
PFIZER	22.77
JOHNSON & JOHNSON	4.91

POSITIVE CASES	UNVAXXED - PD (N = 91)	UNVAXXED - Muni. (N = 197)	VAXXED - PD (N = 91)	VAXXED - Muni. (N = 197)	% UNVAXXED
3/1/20 - 12/10/20*	6	11	--	--	100.00%
12/11/20 - 3/19/21**	8	7	--	--	100.00%
3/19/21 - Present***	4	6	0	4	71.43%
<b>TOTAL</b>	<b>16</b>	<b>24</b>	<b>0</b>	<b>4</b>	<b>90.91%</b>

\*Vaccines not available to anyone  
 \*\*Vaccines available to first responders only  
 \*\*\*Vaccines available to all City staff

% OF UNVAXXED STAFF W/ COVID CASE	
18 of 59 employees	30.51%

DEPT	% OF STAFF W/ POS. TEST RESULT	LABOR GROUPS	% OF STAFF W/ POS. TEST RESULT
ADMIN	10.00%	1670	17.39%
ELECTRIC	17.39%	3919	18.52%
FINANCE & IT	9.09%	CWA	12.15%
JUDIC & LEGIS	9.09%	FOP	23.88%
PARKS	10.00%	MGMT	8.82%
PLAN, CODE, & PARKING	25.00%	<b>TOTAL</b>	<b>16.01%</b>
POLICE	19.78%		
PWWR	12.28%		
<b>TOTAL</b>	<b>15.57%</b>		

% VAXXED STAFF W/ POS. TEST RESULT (SINCE 3/19)	% UNVAXXED STAFF W/ POS. TEST RESULT (SINCE 3/19)
1.74%	16.95%

Lists include all regular FT & PT staff (does not include seasonal/temp positions or City Council).

Digital Records Project New Documents Created – September 23-29

Name	# of Documents	# of Pages	Types
Samantha	22	127	Court documents; Subdivision records
Sandy	392	717	Timesheets; Payroll reports; PUBS cash receipts; PUBS postal records
Fred	100	1,724	PWWR contracts; Work order attachments
Ana (PT)	73	454	Court documents; Parks and Recreation activity registrations; Parks and Recreation injury reports
Violet (PT)	11	807	Current Legislative Department documents
Total	598	3,829	

Monthly Year-Over-Year New Document Page Totals

Month	2020	2021	Change +/-
January	16,856	30,925	+14,069
February	27,202	26,037	-1,165
March	43,335	28,447	-14,888
April	50,618	29,039	-21,579
May	36,670	27,920	-8,750
June	38,184	40,008	+1,824
July	28,329	55,073	+26,744
August	27,620	34,755	+7,135
September	11,916		
October	19,708		
November	7,954		
December	11,750		
Totals	320,142		

NEWARK POLICE DEPARTMENT

WEEK 09/19/21-09/25/21

INVESTIGATIONS

CRIMINAL CHARGES

	2020 TO <u>DATE</u>	2021 TO <u>DATE</u>	THIS WEEK <u>2021</u>	2020 TO <u>DATE</u>	2021 TO <u>DATE</u>	THIS WEEK <u>2021</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	1	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	5	1	0	3	2	0
Rape	3	5	0	3	2	0
Unlaw. Sexual Contact	4	6	0	4	0	0
Robbery	14	17	1	24	28	1
- Commercial Robberies	1	1	0	0	3	0
- Robberies with Known Suspects	2	4	0	1	2	0
- Attempted Robberies	0	5	1	0	11	0
- Other Robberies	11	7	0	23	12	1
Assault/Aggravated	14	19	1	13	55	0
Burglary	30	22	0	73	11	0
- Commercial Burglaries	9	6	0	42	4	0
- Residential Burglaries	17	14	0	15	4	0
- Other Burglaries	4	1	0	16	2	0
Theft	355	538	14	122	96	3
Theft/Auto	49	53	2	16	11	0
Arson	0	0	0	0	0	0
All Other	128	4	0	78	43	0
TOTAL PART I	602	665	18	336	247	4
<u>PART II OFFENSES</u>						
Other Assaults	207	180	8	154	143	0
Rec. Stolen Property	2	0	0	7	8	0
Criminal Mischief	92	133	8	43	32	1
Weapons	11	5	0	37	23	0
Other Sex Offenses	0	8	1	0	3	0
Alcohol	34	131	7	32	132	8
Drugs	42	113	8	71	69	0
Noise/Disorderly Premise	430	641	32	156	201	12
Ordinance Violation	23	125	0	13	23	0
Disorderly Conduct	117	308	15	57	72	1
Trespass	230	268	3	34	67	3
All Other	198	320	17	200	196	3
TOTAL PART II	1386	2232	99	804	969	28
<u>MISCELLANEOUS:</u>						
Alarm	121	385	16	0	0	0
Animal Control	366	348	12	20	9	0
Recovered Property	141	128	3	0	0	0
Service	21680	25117	598	0	0	0
Suspicious Per/Veh	317	311	6	0	0	0
TOTAL MISC.	22625	26289	635	20	9	0

	THIS WEEK <u>2020</u>	2020 TO <u>DATE</u>	THIS WEEK <u>2021</u>	2021 TO <u>DATE</u>
TOTAL CALLS	604	26,728	839	32,199



**Newark Police Department  
Weekly Traffic Report**



**09/19/21-09/25/21**

TRAFFIC SUMMONSES	2020 YTD	2021 YTD	THIS WEEK 2020	THIS WEEK 2021
Moving/Non-Moving	3205	9022	50	277
DUI	67	119	1	6
TOTAL	3272	9141	51	283

\*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	0	1	0	0
Personal Injury	125	123	2	2
Property Damage (Reportable)	554	651	18	20
*Hit & Run	153	127	5	4
*Private Property	133	158	2	4
TOTAL	679	775	20	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.