

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

We continue to work on budget related items, with this taking up the majority of my time this week. Director Del Grande and I worked on changes requested by Council on Monday evening, follow up council inquiries, the annual budget message, and preparation for the Planning Commission CIP budget presentation on 10/18. Later in the week I attended the monthly DEMEC board meeting and a meeting of the DEMEC Executive Committee. I also met with DEMEC and Bloom to discuss potential distributed generation projects and a fleet management company to discuss vehicle maintenance alternatives.

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

Human Resources:

- The HR team had (0) postings this week. There is currently one (1) external posting open including a Water Plant Operator which will close on Friday, October 14. This position fills vacancy created through resignation. We also have several other postings that are open until filled including Police Officer and seasonal positions in Parks and PW&WR. Please visit the City website for current job postings.
- There will be an upcoming job posting for a Digital Records Management Coordinator in the coming weeks. The Maintenance I in the Water Division of PW&WR is an external posting that opened on October 7 and will close October 21.
- On Monday of this week, Ms. Hardin participated on the interview panel for the Deputy Director of Planning and Development. This position will fill a vacancy left by the internal promotion of Ms. Bensley who previously held the role before. She was promoted to Director of Planning and Development.
- Offer was made last week to the candidates for Communications Officer I (CO I). Their start date is pending successful completion of pre-employment screenings. This hire backfills a vacancy created by a resignation of one position and the promotion of a COI to a CO II.
- Interviews were held today for the positions of PW&WR Maintenance I in Street and Refuse Division, as well as Friday, October 14 and concluding on October 20. A total of nine (9) applicants will be interviewed. Both positions fill vacancies due to promotion or resignation.
- The HR team continues to support the Newark PD with recruitment efforts to hire new and certified police officers. There are several more who are scheduled to take the test and who have taken the test. Those who have passed the written exam will be scheduled for oral board interviews.
- Ms. Hardin spent the majority of her time attending to personnel matters, labor relations, assisting employees with pension matters, attending meetings, and catching up on emails and phone messages.
- The HR team is gearing up for open enrollment which will start on October 31. Premiums were received by our healthcare provider on October 13 and came in where we expected them with PPO and HMO plans seeing a 6.4% increase from 2022; high deductible plan only saw a 1.3% increase. Dental and vision plans saw no increase.
- Ms. Hardin will be attending a kickoff meeting with the salary study consultant (Bolton) on Wednesday afternoon. The meeting laid out a path forward to start the process and ask the City for the documents and data needed to put a survey together. A Bolton representative will attend the weekly staff meeting with managers and directors to give an overview of the process. After this meeting, individual meetings with departments will be set up to kick off the initial survey.

Purchasing/Facilities Maintenance:

CPPO Jeff Martindale has officially completed the Energize Delaware EV grant and it is scheduled to be sent on Saturday, which is the first day Energize Delaware is accepting applications. The City's full ask is \$496,101.53 and includes 3 new vehicles, 2 mowers, 8 charging stations, a feeder feasibility study, and infrastructure improvements. Electric, Fleet Maintenance, and the Deputy Chiefs were instrumental in helping to bring the application to fruition.

On Tuesday, the CAC allocated funding for a solar canopy feasibility study to be built into the Municipal Center parking lot paving and PD fence project (H2203). Simply having a feasibility study completed does not mean solar will ever be developed in the parking lot, but it allows us to have the infrastructure in place if we ever go in that direction.

Preferred Electric won an award from the Delaware Contractors Association for their work on the reservoir solar park, so Mr. Martindale will be attending the award ceremony next week to co-accept the award.

Energy efficiency improvements are ongoing at the Parks Maintenance building at the Maintenance Yard (insulation improvements, HVAC repairs, installation of a radiant heating tube in the garage bay). If current schedules hold, this work will be complete by Thanksgiving.

Facilities Maintenance Superintendent Joe Augustine continued his second shift efforts for improving the floors in the Newark Police Department. The work brought the floors back to life and should be much more maintainable moving forward.

Communications:

Chief Communications Officer:

- Met with Tyler staff to continue planning the public launch of the Newark app; working with managers to decide on the name.
- Working with staff and partners to re-organize the Hillside Park dedication due to weather and scheduling conflicts.
- Beginning to organize the ribbon cutting for the DE Avenue bike lane with DelDOT.
- Met with a rep from SiteImprove to discuss continuing service, what needs the City has for website improvement.
- Facilitated the community blood drive; scheduled the staff vaccination clinic with CVS.
- Worked with the Communications intern to create a new employee newsletter and other graphics to advertise events.
- Assisting Parks & Rec with upcoming event at the GWC.

Communications Assistant:

- Adding and updating InformMe customer information.
- Create and share content on social media.
- Began composing the October resident newsletter.
- Working on Employee Wellness Committee and Family Promise projects.

Creative Designer & Web Specialist:

- Budget Central has been updated with the Planning Commission's Capital Improvement Program Project Details.
- Created digital vector drawings of City of Newark Maintenance floor plans to be used in egress maps.
- Public meeting notices have been sent via InformMe.
- RequestTracker website tickets were forwarded to the appropriate department.
- Signage was created to reflect the new operating hours of the Alderman's Court.
- The City Council Minutes webpage has been updated with the most recent audio minutes.

Activity or Project:

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Expected Completion:

Execution Status:

Activity or Project:

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Expected Completion:

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Activity or Project:

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Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Alderman's Court

Notable Notes:

Alderman's Court held three court sessions from 10/6/22 - 10/12/22. These sessions included arraignments, trials, capias returns, and video hearings. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals in person.

Terri participated in a virtual manager's meeting on 10/6/22.

The bailiffs are scheduled for their final requalifications for the year on 11/5/22.

The court processed 31 PBJ's for traffic violations and 4 Plea by Mails for criminal violations.

Effective 10/17/22 Alderman's Court will stop walk-in service at 3 p.m. but will remain open until 4 p.m. to answer phones. Payments can still be made at the kiosk in the atrium.

Activity or Project:

Payments and Court Sessions

Description:

From 10/6/22 - 10/12/22 Alderman's Court handled 72 arraignments, 44 trials, 8 capias returns, and 2 video hearings. Two prisoners were transported for trials on 10/7/22. The court collected a total of 513 parking payments of which 446 were paid online and 67 were paid at court. The court also collected criminal/traffic payments of which 176 were paid online and 21 were paid at court for a total of 197 criminal/traffic payments.

Status:	Completed
Expected Completion:	10-12-2022
Execution Status:	Completed

Activity or Project:**Description:**

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Expected Completion:	
Execution Status:	

Activity or Project:**Description:**

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Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

City Secretary and City Solicitor's Office

Notable Notes:

The legal team was in the office on the following days:

Paul Bilodeau – 10/10 for Council.

Bobby O'Neill – 10/07 for Court.

Danielle Mapp-Purcell, Paralegal, prepared the court docket for the October 27th and fulfilled 5 discovery requests with 41 discovery requests remaining in process. Closed 3 FOIA requests. Circulated 4 FOIA requests to staff.

Recorder of Deeds:

- 10 & 16 Benny Street – Circulated to staff for signature the mylar
- 318 South College Avenue – Ordered a check to send with the Administrative Subdivision
- 132/134/136/138 East Main Street – Circulated to staff for signature the agreement and plans

Added to TCM:

- 2016 Verizon Franchise Agreement
- 302 Markus Court Stormwater Drainage and Maintenance Agreement

Other Documents: N/A

Research:

- Located 2016 Verizon Franchise Agreement

Other:

- Clerk's Institute
- Sent new member packet item to potential CWA candidate

Meetings and minutes:

September 19th Council minutes and September CAC edited.

September 26th Council minutes ready for edit.

September Diversity and Inclusion edited.

October 10th Council minutes underway.

Meetings Update:

- The Council Chambers workaround has proven to be effective at the Council meeting on the 10th and the Conservation Advisory Commission meeting on the 11th. Nichol will work with Katelyn Dinsmore to run the workaround to ensure a smooth Planning Commission meeting. It is imperative that all participants speak directly into the microphone and make efforts to be as clear as possible.

CAC Update: The CAC voted to spend \$7,500 of its 2022 funding on a feasibility study for solar panel installation in the Municipal Building parking lot. Don Sharpe, UAW CAP Council (United Auto Workers Community Action Program) and Desmond Kahn, Ph.D. and former president of the Coalition for Natural Stream Valleys, Inc., requested that the CAC submit a recommendation to City Council to support efforts to rebuild the Schaen Cider Press at its historic site, but the Commission was concerned as the site was located in the flood plain and Mr. O'Donnell suggested that the members review the CAC's charter before proceeding.

No October Board Adjustment.

Diversity and Inclusion meeting on October 25th.

Legislative Clerical Projects/Processes:

Vacancies remain for the various City boards. Council is actively engaged in filling positions, and staff have received a few applications which have been forwarded to Council. Staff is scheduling appointments for the October 24th agenda. Networks students processed two boxes of documents for destruction.

Scanning continues for all new documents processed within the department with back scanning completed as time allows. Modification continues upon discovery of duplicate documents – 1,401 documents modified this week.

Council and Boards & Commissions agendas posted to the atrium and website.

Lien certificate requests processed during the past weeks are as follows:

- 6 received by attorneys and sent to Finance for processing.
- 9 completed by City staff and returned to the processing attorney.

To date 513 lien certificates have been processed for 2022.

Scanner count 510,881, last week 510,290 = 591.

Activity or Project:

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Expected Completion:

Execution Status:

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Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

On October 24 a contractor is coming to inject a compound into the underground cables at Villa Belmont. The injection is supposed to renew the 55-year-old cables. Engineering is working to get a plan ready to present to the residents as there will be brief outages to different buildings throughout the week.

Engineering is working with the Raising Cane's developer on getting electric service. Currently, the City's pad mount transformer is in place. The electrical contractor will first install a temporary construction service and then a permanent service.

Engineering is also working with a relay manufacturer to develop settings for all the relays that will be changed at the Fremont Road Substation. New microprocessor relays will replace old electromechanical relays as well as legacy microprocessor relays.

Engineering has been in constant communication with contractors and DelDOT over the movement of a gas line at the 896 & I95 south ramp. The pipe is under the primary electric lines and a crane is coming to install a vault. The concern is that the City will not get plastic guard materials to make the line safe in time.

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City Manager's Weekly Report

Department:

Finance Department

Notable Notes:

2023 Annual Budget: City Manager Coleman and Director Del Grande presented the 2023 Recommended Operating Budget along with the 2023-2027 Recommended Capital Improvement Program on October 11th. The CIP will be presented to the Planning Commission on October 18th. After that, the next budget meeting will be on November 7th, when the budget can be voted on for the first time. The City is experiencing

unforeseen inflationary costs in the materials and equipment. Rate adjustments are primarily to cover the rising costs of providing services to our constituents. For example, the cost to provide refuse service to our residents has gone up to \$350 per household vs. the \$300 it was a couple of years ago. All budget information can be found on Budget Central. <https://newarkde.gov/1007/Budget-Central-2023>.

2022 Revenue Stabilization Adjustment: To maintain statewide electric grid reliability and ensure enough energy is available, our regional grid operator, PJM, designated the Indian River coal plant as a “Reliability Must Run (RMR) Unit”, making it unable to shutdown. The Indian River coal plant was a necessary component to Delaware and Maryland’s electric supply that provided stability to our electric grid. Until system upgrades (new transmission lines) are completed by Delmarva Power, Indian River Power is required to stay operational over the next 4.5 years. The Federal Energy Regulatory Commission (FERC) allows for a cost-of-service recovery rate in these situations, which means that all electric customers on the Delmarva Peninsula are responsible for paying a cost to keep the plant in operation while these new transmission lines are completed. Newark’s share of this expense is approximately \$2.3 million annually, or \$10.3 million this cost, regardless of whether their utility directly receives power from Indian River Power. The City adjusted the RSA rate to accommodate this increase in electric that’s being passed along to us. DEMEC’s attorneys are working on finding a resolution to this issue, but we still need to pay these additional costs until a resolution can be achieved. Bills going out in October are reflective of the new rate.

2022-2023 Tax Billing: Reminder that the 2022/2023 tax bills were due on September 30. Bills were mailed to all tax parcels, regardless of whether the mortgage company pays the tax bill or not. If your mortgage company pays your taxes through your escrow account, you do not need to pay the bill yourself. The 2022-2023 property tax rate is \$0.9348 per \$100 of assessed value, which reflects a 2.5% increase from last year. For more information visit: <https://newarkde.gov/134/Property-Taxes>.

Do you need assistance in paying the balance on your water and sewer bill? If so, please reach out to the State’s Low Income Household Assistance Program (LIHWAP). Please complete the application to this program and let our staff in Payments and Utility Billing (PUB) know that you have applied for assistance. Here is the link to the application: <https://www.dhss.delaware.gov/dhss/dph/hsp/files/LIHWAPApplication.pdf>.

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Expected Completion:	
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City Manager's Weekly Report

Department:

Information Technology Department

Notable Notes:

Applications Team:

Open Support Tickets from Previous Week - 40

Open Project Tickets from Previous Week - 15

Open Tickets with Vendor R&D from Previous Week - 19

Tickets Opened in the Last Week - 12

Tickets Closed in the Last Week - 15

Remaining Open Support Tickets - 39

Remaining Open Project Tickets - 15

Remaining Tickets with Vendor R&D - 17

Summary of meetings attended 10/6-10/12:

Applications Manager Montgomery & Applications Support Administrator Nichols attended the annual Harris Computers Training Conference 10/3-10/7. Applications Manager Montgomery and Chief Communications Officer Gravell attended a status call meeting with Tyler regarding the launch of the new city app on 10/10. Applications Manager Montgomery attended the Tyler Technologies virtual user group meeting on 10/11-10/12.

1. Imported multiple marriage files for Electric Division.
2. Assisted PUB Division with read date issue for cycle 4 billing.
3. Created a list of accounts exceeding a certain peak as requested by Electric.
4. Worked on and resolved support tickets for end users.
5. Created reports for users as requested.

Infrastructure Team:

Open Support Tickets from Previous Week - 102

Open Project Tickets from Previous Week - 39

Tickets Opened in the Last Week - 86

Tickets Closed in the Last Week - 82

Remaining Open Support Tickets - 105

Remaining Open Project Tickets - 40

1. Deployed 10 new computers.
2. Call with Microsoft to review licensing.
3. Worked on Council Chamber equipment.
4. Meeting with SecureWorks.
5. Attended Local Cybersecurity Grant focus group.

Activity or Project:

Harris Server Migration/SilverBlaze (Applications & Infrastructure)

Description:

SERVER MIGRATION:

Phase I - Planning & Scoping (COMPLETED)

Phase II - Development: 5/24-6/24 (COMPLETED)

Phase III - User Acceptance Testing (Updated dates): 6/27 - 8/12 (COMPLETED)

Phase IV - Deployment to PROD (Updated dates): 8/15 - 8/21 (COMPLETED)

Phase V - Post Live Support: 8/22 - 9/3 (COMPLETED)

SILVERBLAZE:

Phase I - Planning & Scoping: 8/8-8/19 (COMPLETED)

Phase II - Design: 4/18-8/15 (COMPLETED)

Phase III - Development (Updated dates) : 8/29-10/28 (IN PROGRESS)

Phase IV - User Acceptance Testing (Updated dates): 10/24-11/28 *Tentative*

Phase V - Deployment to PROD (Updated dates): 11/14-11/29 *Tentative

Phase VI - Post Live Support (Updated dates): 11/29-12/12 *Tentative

Status:	In-Progress
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Expected Completion:	12-31-2022
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Execution Status:	On Track
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Activity or Project:

Data Center Upgrade (Infrastructure)

Description:

Equipment tracking:

2 Racks - Received

4 PDUs - Received

6 VxRails - Received

CyberVault R750s - Received

DD6900 - Received

2 DD4400 - Received

2 R450s - Received

1 S4128 - Received

Pending shipment with expected delivery dates:

N2200s - December 28, 2022

S5224s - September 12, 2022

S3048s - August 31, 2022

Status:	Started
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Expected Completion:	12-31-2022
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Execution Status:	On Track
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Activity or Project:

Description:

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

Department:

Parks and Recreation Department

Notable Notes:

Preparing for our annual license renewal inspection at West Park before and after school care, working with employees to get files and training up to date, continue hiring staff.

Recreation staff helped clean out the loft at maintenance facility in preparation for work being completed at the parks building.

GWC rental calendar for 2023 has opened up, and we have begun to add rentals and continue to rent any remaining dates in 2022.

Halloween Parade and Trick-or-Treat Main Street, 36 groups are currently registered for the parade and 3 are registered for Trick-or-Treat Main Street.

Construction of the new play piece at Dickey Park has begun, weather permitting it should be completed by the end of the month.

Cleared large fallen trees that created two trail blockages in Redd Park.

Activity or Project:

Halloween Parade and Trick-or-Treat Main Street

Description:

Newark Halloween Parade and Trick-or-Treat Main Street will take place on Sunday, October 30. The parade will step onto Main Street at 3:00 p.m. and Trick-or-Treating on Main Street will take place Immediately following the parade.

Status:	Not Started
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Expected Completion:	10-30-2022
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Execution Status:	On Track
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Activity or Project:**Description:**

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Activity or Project:**Description:**

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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:

Director's Report

*BB/RA Zoning District Changes – The final BB/RA zoning district code amendments are scheduled for review as part of the October 18 Planning Commission special meeting agenda that had been previously scheduled to review the 2023-2027 Capital Improvement Program.

*Downtown Parking Strategy Implementation – Director Bensley, Parking Manager Howard, and Parking Supervisor Mulvanity met on October 11 and worked on the final ordinance to implement the restructuring of the City's parking fines based on the feedback provided at the September 26 Council meeting. Senior Planner Fortner led a multi-department staff meeting on October 11 to continue work on the downtown parking lot design standards proposal.

*Property Maintenance Code updates/Nuisance Properties Ordinance – Staff is working towards finalizing the nuisance property ordinance and related cover memo for Council consideration in early November.

*Development and Implementation of the Transportation Improvement District – Staff received the draft presentation for review from DelDOT for the joint Planning Commission and Council meeting scheduled for Thursday, November 3.

Meetings (Attended by Land Use, Code Enforcement, and Parking)

*Director Bensley participated in a Delaware Prosperity Partnership roundtable on October 6 with other economic development officials from municipalities and counties to provide feedback on the DPP and its priorities.

*Director Bensley participated in the interview panel for the Deputy Director of Planning and Development candidates on October 10.

*Director Bensley, Code Enforcement Manager Petersen, Lead Code Enforcement Officer Poole, Code Enforcement Officer Greenplate, and Fire Protection Specialist Reese met with representatives from The Grove on October 11 to discuss continued progress on the project as they move toward certificates of occupancy for the apartments and preparing to submit additional building permits.

*Director Bensley and Planner Solge met with the applicant for 515 Capitol Trail on October 11 to discuss the Subdivision Advisory Committee comments provided for the project.

*Director Bensley, Planning Commission Chair Hurd, and Planning Commission Vice Chair Silverman met on October 11 to discuss the November 1 Planning Commission agenda.

Land Use

*Deed Transfer Affidavits: 11

*Building Permit Reviews: 14

*The third submission for 532 Old Barksdale Road was submitted to the department for review. This application is tentatively scheduled for the November 1 Planning Commission meeting pending confirmation that all Subdivision Advisory Committee comments required prior to Planning Commission have been addressed.

*Staff drafted and finalized the cover memo and received the presentation for the Newark Connect – DART Microtransit Proposal, which is to be presented to Council for feedback on October 17.

*An application for a special use permit to serve alcohol for The Greene Turtle for their new location at 211 South Main Street was submitted to the department for review.

Code Enforcement

Projects

*The Grove: Phase D floors 1 and 2 completed unit inspections and footings for the signs.

*94 East Main Street (Green Mansion): (Apartments): Roof sheathing is complete, windows are still being installed, EFIS is ongoing. (Hotel): Plumbing and HVAC on going, floors 2-4 approved to drywall, and exterior EFIS is ongoing.

*UD Building X (McKinley Lab replacement): Footings are nearly complete and foundation walls construction is in progress.

*Briar Creek North: Started construction and footers on the homes have been completed. They also have

foundation walls at 701 & 703.

*200 McIntire Drive (Newark Charter School): (High School): Fitness room renovations. (Jr. High): Concession building nearing completion. Paving completed. Final sitework in progress. Applications received for HS athletic field improvements and locker room renovations are still in review.

Property Maintenance

*Complaints: 7

*Violations: 4

*Citations: 6

*Inspections: 41

*New Rental Inspection: 2

Items of Interest Code Enforcement and Property Maintenance

*Code Enforcement Officer Greenplate set up and took down sound meter and has met with NCC about fan complaints.

*Code Enforcement Officers Greenplate and Condiff are currently studying for an ICC certification.

*Fire Protection Specialist Reese investigated an alarm activation at the Newark High School due to smoking in the bathroom.

* Fire Protection Specialist Reese completed plan reviews for the following fire alarm/sprinkler projects: 200 Christina Parkway, Home Depot, The Vero, 165 South Main Street, and the Interchange Complex.

* Code Enforcement Officer Condiff completed inspections for 17 Christiana Road, 721 Bent Lane, and 701/703 Leahy Road.

Certificate of Completions/Occupancies Issued:

*Temporary CO's: 1001 Compass Way, The Grove – 8 additional units.

*Temporary CO for leasing office at The Grove.

*Certificate of Completion: 240 Academy Street, UD Allison Hall Lab 313

*Temporary COs issued: Newark Jr. High School

Parking

Statistics

*Residential Permits Distributed: 15

*Municipal Lot Permits Sold: 0 (sold out)

*Citations Issued: 690

*Online Appeals Answered: 58

*Immobilized Vehicles: 18

*Towed Vehicles: 1

Items of Interest

*Continued review of the Newark towing contract currently in-use between the City of Newark, Goodchild Towing, and Ewing Towing. Meetings with tow companies are scheduled for October 13.

*Worked with University of Delaware-Biden Institute on reservation of parking meters on Kent Way in November.

*New safety cameras were installed in Lot #1 by Electric and IT on October 6.

*Found multiple fire-related parking issues and code violations on Interchange Boulevard and alerted the Fire Protection Specialist and Code Enforcement. Worked with the Fire Protection Specialist to alert staff and management in the business park the fire lane rules and expectations.

*Meeting scheduled for October 14 with University of Delaware Parking to discuss License Plate Recognition experience within the Nissan Leaf.

*Several kiosks had connection boards replaced and serviced. Had several issues where individual buttons on kiosk keypads were not working in Lot 4. Fix has been applied.

Activity or Project:

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

Police Department

Notable Notes:

Patrol Division:

- On Thursday, October 6th, 2022, officers responded to the Newark High School for the report of a student with a gun. The school was placed into lockdown and officers quickly determined that the student left the property and was off campus. Officers remained at the school during dismissal while the student was located.
- On Monday, October 10th, 2022, at approximately 1811 hours, officers responded to Public Storage, located at 201 Bellevue Road, for the report of an assault by motor vehicle. Upon arrival, the victim reported that a known suspect, who was an ex-employee who had been previously terminated and was also delinquent with her rental payments, unlawfully entered onto the property. It was determined that the suspect trespassed on Public Storage property and removed a padlock from her unpaid storage unit before taking her property. When the victim approached the suspect's vehicle, the suspect struck the victim with her vehicle when leaving the property. Warrants have been obtained charging the suspect with Reckless Endangering, Offensive Touching, Theft, and Criminal Mischief.
- On Tuesday, October 11th, 2022, at approximately 1345 hours, officers responded to the area of the Casho Mill Bridge for the report of a subject who had lost control of his motorized scooter and crashed. It was determined that the operator was traveling eastbound on Casho Mill Road when he lost control of the scooter, overcorrected, and then was ejected over the front of the scooter. The driver's head struck the street and he suffered severe head trauma. Aetna quickly arrived on scene and transported the driver to the Christiana Emergency Room.

Special Enforcement Division:

- On Wednesday, October 12th, the Special Operations Unit and the Traffic Unit assisted with a Walk to School event at Downes Elementary School. SOU remained at Downes Elementary after the event to participate in a Cops in Schools community engagement program. On Friday, October 14th, the unit will assist with escorting the Great American Relay through Newark. The run began on 9/11 in Santa Monica, California and travels to the World Trade Center. The run is a nationwide relay to honor first responders. SOU will conduct proactive patrols throughout the business district and student rental areas.

- During the week, the Traffic unit will conduct pedestrian enforcement and traffic enforcement at various locations throughout the city.

Auxiliary Services Division:

- During the October 10th City Council meeting, Capt. Van Campen presented the 2022 Bureau of Justice Assistance Edward Byrne Memorial Justice Assistance Grant which provides funds to NPD to be utilized for overtime. Council unanimously approved acceptance of the grant.
- PSAP Manager Brian Cannon attended the monthly State of Delaware E-911 board meeting on Thursday, October 6th in Dover, DE.
- Two conditional offers have been made and accepted for the two vacancies in the 911 center. The first trainee tentative start date is October 24th and the second tentative start date is October 31st.

Administration Division:

- On October 6th, 2022, NPD's School Resource Officers assigned to Newark High School became aware of a disturbance in the building where there was a report that subjects were trying to enter the school through an entrance other than the main entrance. While investigating that report, the SROs became aware that there may be a subject in the school armed with a firearm. School officials locked down the school while additional Newark Police Officers responded to the school to assist in the investigation. NPD Detectives assumed the investigation and determined that a female student approached another student, determined to be the victim in this case. The female student tried to get the victim to exit the building to fight the suspect. The suspect then approached the victim and pulled up his sweatshirt, displaying a handgun in his waistband, while threatening harm to the victim. Ultimately, a 16-year-old male from Newark was charged with Possession of a Firearm by a Prohibited Juvenile, Aggravated Menacing, and Terroristic Threatening.
- Officers from NPD attended a ceremony on Monday, October 10th where Gov. John Carney signed H.B. 264. The bill provides for civil protective orders for victims of sexual violence. The bill was crafted by a group of Delaware advocates, including NPD's Victim Services Coordinator Melissa Pennachi.

Criminal Investigations Division:

- On October 12th, Victim Services Coordinator Melissa Pennachi was awarded this year's Domestic Violence Coordinating Council's "Outstanding Service Award". The Council annually recognizes individuals, or programs, that demonstrate outstanding service in supporting those impacted by domestic violence. Melissa was nominated for her work as the Victim Services Coordinator for the Newark Police Department, as well as the leadership role she took with the Victim's Rights Task Force and other committees or initiatives. Lt. Nelson, Lt. Rieger, and Deputy Chief Farrall attended the award presentation and Governor Carney was present to sign a proclamation declaring October as Domestic Violence Awareness Month.

Activity or Project:

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City Manager's Weekly Report

Department:

Public Works and Water Resources Department

Notable Notes:

Water Division staff, along with City Manager of the Year Coleman met with State Representative Madinah Wilson-Anton for a tour of our South Well Field Water Treatment Plant. We discussed some of our challenges with our water treatment and distribution system and how to keep up with rising costs and regulations while keeping our rates affordable.

Leaf collection began this week. Residents are encouraged to mow their leaves into a mulch for their yards, but if they would like them picked up, they can rake them to the grass area between the curb and sidewalk for collection. There is no set neighborhood schedule, residents should rake them out at their convenience, and they will be collected. There is no need to call for collection. We expect to be able to get to all areas of the City once per week for the next few weeks until the heavy leaf fall occurs.

Our water main replacement contractor has completed final restoration on Dallam Road and has mobilized to Nightingale Circle for a valve installation before moving to Hillcroft Road.

Our ADA Ramp Contractor, Jaquez Concrete, will begin curb ramp replacement in the Middle Run neighborhood beginning October 17. Crews will cone off the work area and street parking may be limited in the immediate area. Please reach out to PW&WR if there are any concerns and an inspector will follow up.

The stream restoration contractor will mobilize to phase 2 of the Christina River work during the week of October 17. This work includes reinforcing the bridge area between Christianstead and West Branch at the sewer crossing. We expect the work to take two (2) weeks.

DelDOT's contractor is currently performing bridge repair work to Bridge 1-231 (Papermill Road over White Clay Creek) and plan to switch to night work (8 p.m.-5 a.m.) on Monday, 10/17 for the work on top of the deck. They will be performing spall repairs, asphaltic plug joints, silicone joint seals, sidewalk repairs, and deck patching. The work will last from October 17 until November 4 with good weather.

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:

NEWARK POLICE DEPARTMENT

WEEK 10/02/22-10/08/22

INVESTIGATIONS

CRIMINAL CHARGES

	2021 TO <u>DATE</u>	2022 TO <u>DATE</u>	THIS WEEK <u>2022</u>	2021 TO <u>DATE</u>	2022 TO <u>DATE</u>	THIS WEEK <u>2022</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	3	0	3	4	0
Rape	5	9	0	2	9	0
Unlaw. Sexual Contact	7	4	0	1	3	0
Robbery	20	13	0	31	14	0
- Commercial Robberies	2	1	0	3	4	0
- Robberies with Known Suspects	5	1	0	3	0	0
- Attempted Robberies	5	1	0	13	1	0
- Other Robberies	8	10	0	12	9	0
Assault/Aggravated	22	16	0	61	32	0
Burglary	25	29	1	13	22	1
- Commercial Burglaries	6	5	1	4	6	1
- Residential Burglaries	16	14	0	6	5	0
- Other Burglaries	2	10	0	2	11	0
Theft	563	615	11	100	134	1
Theft/Auto	55	47	3	13	10	2
Arson	0	0	0	0	0	0
All Other	4	23	2	44	42	2
TOTAL PART I	702	759	17	267	270	6
<u>PART II OFFENSES</u>						
Other Assaults	193	224	5	156	264	2
Rec. Stolen Property	0	1	1	9	10	0
Criminal Mischief	152	134	4	42	58	1
Weapons	5	12	0	25	66	0
Other Sex Offenses	8	6	0	4	6	0
Alcohol	138	222	13	142	334	2
Drugs	115	122	5	80	143	4
Noise/Disorderly Premise	679	420	28	223	134	4
Ordinance Violation	125	0	0	23	0	0
Disorderly Conduct	326	293	5	80	81	3
Trespass	282	542	7	77	92	1
All Other	350	466	9	203	229	3
TOTAL PART II	2373	2442	77	1064	1417	20
<u>MISCELLANEOUS:</u>						
Alarm	409	496	15	0	0	0
Animal Control	367	349	5	9	19	0
Recovered Property	135	150	7	0	0	0
Service	26370	22997	442	0	0	0
Suspicious Per/Veh	327	307	9	0	0	0
TOTAL MISC.	27608	24299	478	9	19	0

	THIS WEEK <u>2021</u>	2021 TO <u>DATE</u>	THIS WEEK <u>2022</u>	2022 TO <u>DATE</u>
TOTAL CALLS	770	33,890	693	31,290



**Newark Police Department
Weekly Traffic Report**



10/02/22-10/08/22

TRAFFIC SUMMONSES	2021 YTD	2022 YTD	THIS WEEK 2021	THIS WEEK 2022
Moving/Non-Moving	9603	8835	332	143
DUI	122	117	2	3
TOTAL	9725	8952	334	146

*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	1	1	0	0
Personal Injury	138	134	3	4
Property Damage (Reportable)	780	707	17	24
*Hit & Run	165	130	4	4
*Private Property	186	145	3	5
TOTAL	919	842	20	28

Note: Typically, the YTD numbers are generated by adding the current week statistics to the YTD statistics from the previous reporting period. Periodically, the numbers for this report will be generated from the beginning of the year to capture data that may have otherwise been omitted due to a processing delay or other administrative anomaly, more accurately updating the year-to-date totals.



Newark Police Department
Weekly 911 Center Report



10/02/22 – 10/08/22

Telephone Calls	2021 YTD	2022 YTD	This Week 2021	This Week 2022
911	8,881	8,936	263	264
Non-Emergency / Admin	42,585	45,343	1,332	1,182
Total	51,466	54,279	1,585	1,446

Calls For Service	2021 YTD	2022 YTD	This Week 2021	This Week 2022
Caller initiated	13,421	12,904	363	340
Officer Initiated	23,940	21,724	503	444
Total	37,361	34,628	866	784

*This report represents Communications Center workload based only on phone calls and calls for service. Calls for service represent incidents logged in our computer dispatch system. These numbers may differ from calls for service handled by the officers. Some calls for service may have resulted in multiple phone calls for the same incident.