

## City Manager's Weekly Report

### Department:

Administration - City Manager

### Notable Notes:

City Manager:

This week I attended the first Delaware League of Local Governments (DLLG) Legislative Action Committee (LAC) meeting for the upcoming legislative session. We anticipate several bills that were not completed during the prior session will be acted on quickly this coming session, specifically SB 305. Additionally, Delaware is looking to adopt California's plan for phasing out sales of non-commercial internal combustion engine vehicles over 10 years starting in 2026. While a laudable goal, staff provided a number of concerns that we feel should be addressed by DNREC as they work to implement the new standards. Primarily our concerns center around cost and availability of EVs, suitability of available vehicles for specific roles like police patrol, and emergency backup power for EV charging if the electricity grid goes down during an emergency. Staff's concerns were echoed by several other LAC members.

On Wednesday I attended a free training seminar hosted by the T2/LTAP center at UD on asphalt construction best practices as part of my required continuing education requirements for both my engineering license and ICMA membership. Throughout the week I spent time to review a potential property for open space preservation efforts in the White Clay valley. I also attended the ribbon cutting for the Delaware Avenue Bikeway on Friday morning.

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

### Human Resources:

- The HR team has no new postings this week. One existing posting closes on Friday, November 18 for a Maintenance I in the Sewer Division of PW&WR.
- The City has a new Water Plant Operator in PW&WR who will start on Monday, November 21.
- The HR team continues to support the Newark PD with recruitment efforts to hire new and certified police officers. There are several candidates who are scheduled to take the test and who have taken the test. We had three applicants take the test this week. Oral board interviews will take place on December 20th. Ms. Bradshaw, HR Coordinator, will participate on the oral board panel as an HR representative.
- Ms. Hardin spent the majority of her time attending to personnel matters, labor relations, assisting employees with pension matters, attending meetings, and following up on emails and phone messages.
- Open enrollment concluded last week and HR has spent the week processing changes elected during open enrollment to be sent to benefit providers.
- In the coming weeks, the HR team will work with Finance to process year end reports.
- Employee years of service award orders were finalized and placed with Crown Awards which were shipped today. There are 36 employee receiving service awards ranging from 10-35 years of service with the City. Awards will be recognized at a future Council meeting and presented to employees by Mayor Markham in December.
- An offer was made to the selected candidate for the Deputy Planning Director position which was accepted. The new hire will begin on Monday, January 9, 2023.
- Ms. Hardin participated on the interview panel for the second round of interviews for the position of Customer Service Representative I which took place on Wednesday, November 16. An offer has been made and accepted.
- Finally, Ms. Hardin continued working on preparations for the compensation study with the City's consultant. Managers have been provided the information they need to prepare for the departmental meetings that started this week. Departmental management meetings are scheduled through November 28.

Communications:

Chief Communications Officer:

- Finalized details for the Delaware Avenue bike lane ribbon cutting. Worked with Parking Division to change location to increase safety and reduce road noise.
- Assisting the IT apps team with the messaging for the switch to Silver Blaze.
- Working with IT apps and Tyler on branding and messaging for the app launch. App is available for download in the App Store and Google Play.
- Helping the Newark Area Welfare Committee with their holiday food drive. The City will be a public collection site and staff will be encouraged to participate.
  - o Board president has requested volunteers to help with sorting and delivering donations. Staff have the ability to sign up for shifts to qualify for a 2023 community service day.
  - o NAWC board also wants to engage Council with this project. More info to come.
- Continuing to organize the holiday giveaway with NUC, Dr. Gibney, and Senator Coons.

Communications Assistant:

- Log Miss Utility tickets for Electric and PW&WR.
- Edit copy from various departments.
- Add and update InformMe customer information.
- Create and share content on social media.
- Work on Employee Wellness Committee and Family Promise projects.

Creative Designer & Web Specialist:

- A street layout graphic was designed for Human Resources' Fire Evacuation document.
- Designed a web graphic and posted Thanksgiving refuse schedule changes to the City's website.
- Public meeting notices have been sent via InformMe.
- The 2022 Capital Improvement Program and General Operating Budget pages have been updated.
- The City Council Minutes webpage has been updated with the latest audio minutes.
- There were additional edits made to the City/Department/Division Human Resources Forms.
- Tickets from the RequestTracker website were forwarded to the appropriate department.

**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 11/10/22-11/16/22. These sessions included arraignments, trials, capias returns, video hearings, and code violations. Parking Ambassadors were here on Tuesday and Wednesday to handle any parking appeals in person.

Terri participated in a manager's meeting on 11/10/22.

The court processed 33 PBJ's for traffic violations and 4 Plea by Mails for criminal violations.

**Activity or Project:**

Payments and Court Sessions

**Description:**

From 11/10/22-11/16/22 Alderman's Court handled 38 arraignments, 43 trials, 9 capias returns, 2 video hearings, and 1 code violation. The court collected a total of 482 parking payments of which 427 were paid online and 55 were paid at court. The court also collected criminal/traffic payments of which 185 were paid online and 39 were paid at court for a total of 224 criminal/traffic payments.

**Status:**

Completed

**Expected Completion:**

11-16-2022

**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:**

The week of 11/10/2022 – 11/16/2022

The legal team was in the office on the following days:  
Paul Bilodeau – 11/10; 11/14 for Council.  
Bobby O'Neill – 11/10 for Court.

Danielle Mapp-Purcell, Paralegal, prepared the court docket for the December 8th and fulfilled 22 discovery requests with 38 discovery requests remaining in process. Closed 2 FOIA requests. Circulated 2 FOIA requests to staff.

Recorder of Deeds: n/a

Added to TCM: n/a

Other Documents: n/a

Research:

- Resolution regarding rolled curb/elimination of rolled curb and gutters.

Meetings and minutes:

October 24th and November 7th CC edited.

November 14th CC underway.

November CAC on deck.

November Meetings Update:

November 18 – Board of Adjustment – No Application/Cancelled

November 21 – City Council - Cancelled

November 22 – Diversity and Inclusion Commission

November 28 – City Council

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. Networks students processed one box of documents for destruction and one box for scanning.

Scanning continues for all new documents processed within the department with back scanning completed as time allows. Modification continues upon discovery of duplicate documents – 424 documents created, 203 pages scanned, and 424 documents modified.

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.

- 13 completed by City staff and returned to the processing attorney.

To date 563 lien certificates have been processed for 2022.

Scanner count 3,359, last week 3,055 = 304.

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**Activity or Project:**

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**Description:**

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

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**Description:**

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<b>Expected Completion:</b>	
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<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:**

Electric Department

**Notable Notes:**

Engineering met virtually with management of the contractor that rejuvenated the cables at Villa Belmont. They wanted to go over what went well and what went not so well. There were a couple of suggestions that will help their implementations in the future. There were specialized materials that we supplied when issues arose and special fusing tape that they could have in stock for the future. Overall, the project was very successful.

Engineering is working with the State of Delaware to try to get the first-class line worker to groundhand ratio down from 5:1 to 3:1. The 5:1 ratio is currently needed for apprentices' hours to count towards being a certified journey person.

Four substation transformers are being tested this week and next. All transformers are on a five-year cycle for insurance requirements.

Engineering is reviewing the PJM requirement to drop specific amounts of load during underfrequency events. The West Main Substation transformer that is down was being used as part of the scenario. A new feeder will need to be chosen by load and the relay updated.

Coming in are many requests for electric vehicle charging stations e.g., car dealerships and Wawa. Most of these are requiring transformer upgrades or new separate transformers. With the lead times for new transformers about a year out, engineering has been warning businesses that committing as early as possible is in their best interest.

**Activity or Project:****Description:**

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**Activity or Project:****Description:**

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**Activity or Project:****Description:**

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<b>Expected Completion:</b>	
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<b>Execution Status:</b>	
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**City Manager's Weekly Report**

**Department:**

Finance Department

**Notable Notes:**

Efficiency Smart, whom we work with for residents/commercial customers to be more energy efficient, is offering some Black Friday deals. One of which are low-cost to free wifi thermostats. While this doesn't cover the cost of installation, a free programmable thermostat will surely help our residents offset some of the recent rate changes they have been experiencing. Here is a link to the Black Friday deals (please copy and paste the link into your browser): <https://b2c2.poweredbyefi.org/efficiencysmart> . You may also call our PUB Division at 302-366-7000 (option 2) for more details.

We are pleased to have made a tentative offer for our Customer Service Representative I position. Our new candidate is tentatively scheduled to start with the City on Monday, December 19.

The 2023 Approved Operating Budget and 2023-2027 Approved Capital Improvement Program are now available on the City's website.

Staff is working on completing the September Financial Update for the November 28th Council meeting.

Director Del Grande attended the City of Wilmington's Utility Citizens' Advisory Board on November 17, as he serves as a County-appointed board member to this position.

**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 - 41

Open Project Tickets from Previous Week - 19  
Open Tickets with Vendor R&D from Previous Week - 19  
Tickets Opened in the Last Week - 23  
Tickets Closed in the Last Week - 22  
Remaining Open Support Tickets - 44  
Remaining Open Project Tickets - 18  
Remaining Tickets with Vendor R&D - 18

Summary of meetings attended 11/10-11/16:

Applications Manager Montgomery & Infrastructure Manager Lynch attended a meeting with our VoIP provider to discuss renewal on 11/15. Applications Manager Montgomery, Applications Support Administrator Nichols, and Director Patel attended a meeting with an OMS provider to discuss a recent quote for clarification on 11/16.

1. Assisted Finance with inventory posting error.
2. Assisted Finance/Purchasing with invoice entry error on a purchase order.
3. Researched net metering clearing of credits in preparation for change on how we handle refund/clearing of net metering credits.
4. Worked with Tyler to resolve an SSRS issue.
5. Worked with PUB representative to explain credit control levels for disconnect orders.
6. Assisted HR with reports and document extracts for open enrollment.
7. Researched and reported to PUB team issue with account not billing electric charges.
8. Created SOP for renewable energy opt-in/opt-out.
9. Performed November central property update in ERP.
10. Worked on and resolved support tickets for end users.
11. Created reports for users as requested.

Infrastructure Team:

Open Support Tickets from Previous Week - 146  
Open Project Tickets from Previous Week - 44  
Tickets Opened in the Last Week - 115  
Tickets Closed in the Last Week - 135  
Remaining Open Support Tickets - 128  
Remaining Open Project Tickets - 42

1. Worked on camera equipment inventory and ordering list.
2. Attended Local Cybersecurity Grant focus group meetings.
3. Assisted with New World upgrade.
4. Call regarding Microsoft True-up & Enterprise Agreement.
5. Deployed 9 new workstations.
6. Call with VOIP for upcoming renewal.
7. MS-ISAC introduction call.
8. Troubleshooting issues with Exchange.

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**Activity or Project:**

Harris Server Migration/SilverBlaze (Applications & Infrastructure)

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**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) : 8/29-11/18 (IN PROGRESS)

Phase IV - User Acceptance Testing (Updated dates): 11/7-12/5 \*Tentative\*

Phase V - Deployment to PROD (Updated dates): 12/5-12/20 \*Tentative

Phase VI - Post Live Support (Updated dates): 12/20-1/2 \*Tentative

<b>Status:</b>	In-Progress
<b>Expected Completion:</b>	12-31-2022
<b>Execution Status:</b>	On Track

**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 - November 9, 2022

<b>Status:</b>	Started
<b>Expected Completion:</b>	12-31-2022
<b>Execution Status:</b>	On Track

**Activity or Project:**

**Description:**

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

## City Manager's Weekly Report

**Department:**

Parks and Recreation Department

**Notable Notes:**

Youth soccer league concluded and adult volleyball leagues have started with games being played at the Newark Charter School.

Recreation staff is finalizing details on winter/spring programming for the upcoming activity guide publication.

Continue to prepare for the 50th Annual Turkey Trot and Thanksgiving Day breakfast soliciting donations, sponsorship, and marketing the events.

Over 30 children registered so far for the Presents with Police Toy Drive event to receive toys.

Tree work continues throughout the park system, this would include liming up low hanging branches along active areas and clearing of fallen trees.

Mulching of leaves in active areas, leaf removal from court areas, cut backs in horticulture beds and traffic islands has been keeping the parks staff busy.

**Activity or Project:**

Winterfest

**Description:**

Newark's Annual Winterfest will take place on the Academy Building Lawn on Main Street on Saturday, December 2 from 6:00-8:00 p.m. Holiday entertainment, roasting chestnuts, caroling, tree lighting, ice craving and much more will highlight the evening. The rain date will be scheduled for December 3. For more information on the event, please visit [www.newarkde.gov/play](http://www.newarkde.gov/play).

<b>Status:</b>	Not Started
<b>Expected Completion:</b>	12-02-2022
<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:

### Director's Report

#### Projects

\*BB/RA Zoning District Changes – Director Bensley finalized the two companion ordinances and associated materials for Council consideration. The two companion bills for the changes to the BB and RA zoning districts and the changes to parking requirements for BB had their first reading on November 14 and are scheduled for second reading and public hearing on December 12.

\*Nuisance Properties Ordinance – Director Bensley finalized the supplemental memo with amendments proposed by the Newark Landlords Association that staff would support for the November 14 Council discussion. The bill was subsequently presented at the Council meeting and adopted with the proposed amendments. Staff will now work to prepare the nuisance abatement plan format for Council review within the next 90 days.

\*Downtown Newark Parking Plan Implementation – Council approved the revamped parking fine structure to go into effect January 1, 2023 at the November 14 meeting. After passage, staff worked with City vendors to begin the software updates and material orders that would be needed for implementation. Staff also worked to draft the ordinance and supporting memo for the increases in parking rates that were directed by Council as part of the FY2023 budget approval. This ordinance is scheduled for first reading on November 28 and second reading and public hearing on December 12.

\*Property Maintenance Code Update – Director Bensley, Code Enforcement Manager Petersen, and Lead Code Enforcement Officer Poole met on November 16 to review the rental license expense analysis in order to determine appropriate rental license fees to be introduced as part of the adoption of the 2021 International Property Maintenance Code in 2023. Some follow up questions have been identified which staff will review prior to finalizing the new fee proposal.

#### Items of Interest

\*During a routine inspection of Lot #7, Parking staff identified issues regarding the integrity of the roof of the former Simon Eye building located at 19 Haines Street. After further inspection, the building was deemed to be unsafe due to a collapsing roof and compromised wall and condemned by Code Enforcement. Code Enforcement and Parking staff worked extensively this week with the property owner and departmental staff to expedite demolition permits, fence the property, and close relevant sections on Lot #7, and sidewalks on Haines Street to ensure the safety of Lot #7 patrons and pedestrians. Parking staff also worked to relocate Lot #7 permit holders for the duration of the demolition. Demolition is to begin on November 17 and is expected to take seven to ten days. During this time, 24 spaces in Lot #7 and five spaces on Haines Street will be unavailable for parking.

\*Second round interviews for the Deputy Director of Planning and Development position were held on November 10. A successful candidate has been chosen and an offer was extended and accepted. The new Deputy Director of Planning and Development will be starting on January 9.

\*Staff sent a final Subdivision Advisory Committee comment letter to the applicant for 1119 South College Avenue. Staff also worked to compile the Council packet materials for this project. The major subdivision and special use permit to construct a 126-room, six-story hotel is on the November 28 Council agenda for public hearing and consideration.

\*Staff sent the Subdivision Advisory Committee comment letter to the applicant for 249 East Main Street for their first-round submission.

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

\*Director Bensley staffed the November 14 Council meeting, where Council adopted both the revamped parking fine structure and the nuisance property ordinance.

\*Director Bensley and Code Enforcement Manager Petersen met with the City consultant for the management salary study on November 16.

\*On Thursday, November 17, Senior Planner Mike Fortner attended the WILMAPCO Technical Advisory Committee meeting and the Bike Newark Committee meeting.

## Land Use

\*Deed Transfer Affidavit: 16

\*Building Permit Reviews: 11

\*On November 17, the Community Development/Revenue Sharing Advisory Committee will have their third and final meeting on reviewing applications and the two programs. The Committee is set to make its final recommendation. Because the Committee does not have a quorum of members appointed at this time, the report will be a consensus recommendations based on the Committee members present rather than a formal recommendation. The Committee will meet again in the Spring of 2023 to review funding proposals for Program Income (money for CDBG loan repayments that can be reused for CDBG programs) and will hopefully have a full Committee. Planner Higgins assisted in researching follow up questions and revising the packet for the next fiscal year.

\*Senior Planner Mike Fortner is preparing a report for a Special Use Permit for a restaurant selling alcohol for the Greene Turtle to relocate to the property at 211 South Main Street, which is scheduled for the November 28 Council meeting. He is also working on an ordinance for the December Planning Commission meeting for revisions to the BC zoning district regarding automobile service stations. Finally, he is also working on revisions to the zoning code regarding Parking Lot design.

\*Planner Higgins started work on the Unicity AGRs (2019-2021) and is waiting to hear back from UD.

\*Planning and Development sent the SAC Letter to the applicant for Major Subdivision and Special Use Permit at 1119 South College Avenue.

\*Planning sent the SAC Letter to the applicant for Major Subdivision, Comprehensive Development Plan Amendment, Special Use Permit, and Parking Waiver at 249 East Main Street.

\*Planning sent the SAC Letter to the applicant for Administrative Subdivision at 44 East Corbit Street and 81 New London Road.

## Code Enforcement

\*100 Grove Lane: Building B Mechanical Room and Community Pavilion plans have been approved.

\*UD Drake Lab Addition: Pedestrian path restoration and above ceiling in progress.

\*UD Building X (McKinley Lab Replacement): Waterproofing, backfilling, and slab preparation are in progress.

\*Newark Charter School: Athletic field construction in progress, light bases installed, and fitness room ceiling closed in.

\*93 & 97 Amstel Avenue (Conover Apartments): Demolition permits have been issued.

\*94 East Main Street (Green Mansion): (Apartments): Exterior finishes going on. (Hotel): 7th floor drywalled, first floor inspection for frame, insulation ok to drywall one side of plumbing walls with scaffolding coming down on sides of building. Two – seven hallways walls ok to drywall.

\*19 Haines Street: demolition permit issued.

\*Martin Service: New set of corrected bathroom drawings coming soon.

## Property Maintenance

\*Complaints: 30

\*Violations: 17

\*Citations: 10

\*Inspections: 48

## Items of Interest Code Enforcement and Property Maintenance

\*Todd Reese completed fire/sprinkler plan reviews for College Square Building B, The Grove, 29 Minquil Drive, 201 Discovery Blvd., and The Vero. 29 Minquil Drive was denied due to the wrong system design.

\*Kenneth Condiff covered inspections for Dave Greenplate for Raising Canes and followed Brian Sargeni on inspections for the Green Mansion.

## Parking

### Statistics

\*Residential Permits Distributed: 7

\*Municipal Lot Permits Sold: 0 (sold out)

\*Citations Issued: 790

\*Online Appeals Answered: 86

\*Immobilized Vehicles: 27

\*Towed Vehicles: 1

Items of Interest

\*Parking kiosk was struck on November 12. Police report filed, information shared with Finance, and site where kiosk sat was secured. Broken kiosk sent down to the yard. Upon sending kiosk down to yard, vehicle #1104 backed into a trash can at the yard. Police report filed, information shared with H.R./Finance, and vehicle was sent back out to normal operations as all items functioned on vehicle.

\*Found instance where a vehicle was illegally driving down the new bike lane on Delaware Avenue. Working with multiple entities for adjustments to signage to reduce errors by drivers.

\*Working with Parks and Recreation in preparation for the Annual Winterfest and Reindeer Run on the first Friday in December.

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**Activity or Project:**

**Description:**

**Status:**

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**Execution Status:**

**Activity or Project:**

**Description:**

**Status:**

**Expected Completion:**

**Execution Status:**

**City Manager's Weekly Report**

**Department:**

Police Department

**Notable Notes:**

Administration Division:

- On November 15th, 2022, four NPD police recruits began the New Castle County Police Academy. The academy, which is comprised of New Castle County Police recruits along with recruits from other municipalities, is expected to run through May 2023.

Criminal Investigations Division:

- Detectives are investigating a burglary that was reported at the Dunkin' Donuts, located at 1002 South College Avenue, on November 14th, 2022. Employees reported unknown subjects forcibly entered the closed business at approximately 0300 hours and removed cash. Anyone with information regarding this

incident should be contacted Detective P. Klein at [pklein@newark.de.us](mailto:pklein@newark.de.us) or 302-366-7100 ext. 3480.

**Patrol Division:**

- On November 11th, 2022, at approximately 0957 hours, officers responded to the Newark Shopping Center in reference to a fight. Upon arrival, officers discovered that a minor vehicle collision had occurred on private property between a Hyundai Sonata and a Hyundai Elantra. After the collision, the operators of the vehicles began arguing. The driver of the Sonata was intoxicated, and he was arrested for DUI.
- On November 12th, 2022, at approximately 0035 hours, officers responded to the Deer Park in reference to an intoxicated, disorderly male. Upon arrival, officers were advised that the suspect threw a chair striking a bouncer after the male was told to leave the business. Officers on scene placed the male suspect into handcuffs; however, he resisted officers' attempts to place him in the rear of a police vehicle. After physically placing him in the vehicle, he was transported to the Newark Police Department where he was placed into a holding cell. While in the holding cell, the male removed all his clothes and defecated on the floor. He then kicked the excrement on the floor, using his shirt and socks to clean himself off. A short time later, the male clogged the toilet in the cell with his shirt and socks, flooding the cellblock. The male was charged with Resisting Arrest, Offensive Touching, and Criminal Trespass. He was arraigned before Justice of the Peace Court #11 and turned over to the custody of the Delaware Department of Corrections. Servpro was notified and responded to the cellblock to sanitize the cells.
- On November 12th, 2022, at approximately 1550 hours, two male subjects knocked on the door of a residence in the unit block of Winslow Road. The subjects identified themselves as being from the "fire department" and advised that they needed to check the residence due to work being done in the area. One of the subjects provided identification that stated, "fire department." Once inside the residence, the subjects walked around the residence with the homeowners and then left the residence. No crime is known to have occurred in the residence.

**Special Enforcement Division:**

- On Wednesday, November 16th, members of the Special Operations Unit and Traffic Unit will conduct distracted driving enforcement throughout the city with a focus on cell phone usage while driving, unrestrained drivers, failure to yield violations at West Main and South Main, and other traffic violations.
- The Traffic Unit will conduct enforcement on Elkton Road near O'Daniel Avenue for reports of vehicles passing stopped school buses. The unit will also conduct traffic enforcement on Plymouth Drive, Otts Chapel Road, South College Avenue, Capitol Trail, and Old Paper Mill Road.
- The Special Operations Unit will spend time during the week working with the New Heart Ministries to assist in reaching out to families for their Thanksgiving food drive giveaway. The unit will spend time at West Park Elementary as part of the Cops in Schools Program and with Downes Elementary at a Family Fun Night. The Special Operations Unit will conduct order maintenance enforcement on the weekend as well as Cops in Shops at area liquor stores.

**Activity or Project:**

**Description:**

**Status:**

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

## City Manager's Weekly Report

**Department:**

Public Works and Water Resources Department

**Notable Notes:**

Leaf crews are working through the Oakland/Nottingham/Woodmere area and should have the majority of the leaves collected before Thanksgiving. We will continue to make rounds of the City until late December and complete one final sweep to clean up the curb lines at that time. Please continue to rake the leaves to the curb for collection. Please refrain from calling Public Works about leaf collection. We are utilizing all of our available equipment and personnel to pick up the leaves and will continue to make our way around the City.

Staff participated in a conference call with state officials about proposed regulation in the state legislature for adoption of Advanced Clean Cars 2 (ACC2), California's low-emission vehicle and greenhouse gas standards. It will also add requirements for auto manufacturers to transition a certain percentage of vehicles sold in Delaware to zero emission vehicles after the 2026 model year. We are monitoring how this would affect our vehicle program and availability of our critical fleet.

In order to complete the patching work on Nottingham Road, the contractor will switch to day work for the duration of the project. This is necessary as asphalt requires temperatures of at least 40 degrees and rising for proper installation. This work is expected to be completed by December 9 with good weather.

Ott's Chapel Road will be closed south of Chestnut Hill Road and north of Welsh Tract Road beginning November 29. Work includes the repair of deck joints, substructure, deck, approach work, and recoating of superstructure. The bridge will be closed for 6-8 weeks, and all work is planned to be completed during the day. This is not within City limits, but could affect daily commutes and traffic volumes around the City.

**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 11/06/22-11/12/22

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	4	4	0
Rape	5	9	0	2	9	0
Unlaw. Sexual Contact	8	5	0	2	3	0
Robbery	21	14	0	33	14	0
- Commercial Robberies	2	1	0	3	4	0
- Robberies with Known Suspects	5	2	0	4	0	0
- Attempted Robberies	5	1	0	13	1	0
- Other Robberies	9	10	0	13	9	0
Assault/Aggravated	23	18	0	69	34	0
Burglary	30	30	1	13	23	0
- Commercial Burglaries	6	6	1	4	6	0
- Residential Burglaries	21	14	0	6	6	0
- Other Burglaries	2	10	0	2	11	0
Theft	623	684	15	111	142	2
Theft/Auto	57	55	2	13	12	1
Arson	0	0	0	0	0	0
All Other	10	24	0	56	45	0
<b>TOTAL PART I</b>	<b>778</b>	<b>842</b>	<b>18</b>	<b>302</b>	<b>286</b>	<b>3</b>
<u>PART II OFFENSES</u>						
Other Assaults	215	261	7	185	296	2
Rec. Stolen Property	0	1	0	9	12	0
Criminal Mischief	173	155	6	50	62	0
Weapons	7	15	0	56	68	0
Other Sex Offenses	10	6	0	4	8	2
Alcohol	157	252	3	157	384	1
Drugs	124	130	1	83	152	1
Noise/Disorderly Premise	767	496	10	256	151	0
Ordinance Violation	125	0	0	24	0	0
Disorderly Conduct	392	339	8	95	103	3
Trespass	328	574	8	90	103	2
All Other	389	523	10	228	258	6
<b>TOTAL PART II</b>	<b>2687</b>	<b>2752</b>	<b>53</b>	<b>1237</b>	<b>1597</b>	<b>17</b>
<u>MISCELLANEOUS:</u>						
Alarm	470	554	13	0	0	0
Animal Control	413	393	14	9	19	0
Recovered Property	161	170	8	0	0	0
Service	29487	25477	529	0	0	0
Suspicious Per/Veh	376	345	7	0	0	0
<b>TOTAL MISC.</b>	<b>30907</b>	<b>26939</b>	<b>571</b>	<b>9</b>	<b>19</b>	<b>0</b>

	THIS WEEK <u>2021</u>	2021 TO <u>DATE</u>	THIS WEEK <u>2022</u>	2022 TO <u>DATE</u>
TOTAL CALLS	821	38,057	739	34,808



## Newark Police Department Weekly Traffic Report



11/06/22-11/12/22

TRAFFIC SUMMONSES	2021 YTD	2022 YTD	THIS WEEK 2021	THIS WEEK 2022
Moving/Non-Moving	11267	9483	429	178
DUI	142	130	6	5
TOTAL	11409	9613	435	183

\*Included in the total collision numbers

TRAFFIC COLLISIONS				
Fatal	1	1	0	0
Personal Injury	162	158	6	5
Property Damage (Reportable)	929	821	35	26
*Hit & Run	200	150	8	3
*Private Property	219	167	7	5
TOTAL	1092	980	41	31

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



11/06/22 – 11/12/22

Telephone Calls	2021 YTD	2022 YTD	This Week 2021	This Week 2022
911	10,239	10,136	262	241
Non-Emergency / Admin	49,621	51,379	1,407	1,201
Total	59,860	61,515	1,669	1,442

Calls For Service	2021 YTD	2022 YTD	This Week 2021	This Week 2022
Caller initiated	15,480	14,591	397	346
Officer Initiated	26,588	23,970	539	453
Total	42,068	38,561	936	799

\*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.