

City Manager's Weekly Report

Department:

Administration - City Manager

Notable Notes:

City Manager:

We welcomed two new employees to the City's management team this week. The Deputy Director of Planning and Development vacancy that was created when Renee Bensley was promoted to Director has been filled by Jessica Ramos-Velazquez. Ms. Ramos-Velazquez worked at the City of Wilmington in their code enforcement group prior to joining the City. Also, part-time HR Coordinator Denyce Bradshaw was promoted to the full-time role of HR Administrator. I am happy to welcome both Jessica and Denyce to the team!

This week I attended several meetings. On Monday I attended a meeting with New Castle County along with Director Filasky, Deputy PW&WR Director Robinson, and Finance Director Del Grande, where we reviewed their sewer capital recovery fee (sewer impact fee) they plan to implement soon. Monday evening, we held a regularly scheduled Council meeting where we discussed several items including the Transportation Improvement District (TID). On Tuesday I met with our legal team to discuss ongoing litigation. On Wednesday I attended the quarterly meeting of the Board for DFIT, our workers compensation insurance trust. I was appointed Treasurer at this meeting and will formally begin in that role at the next Finance Committee meeting. On Thursday we held a regular staff meeting, and I met with a representative from the Friends of the Newark Library to discuss their upcoming capital campaign for the library reconstruction project. On Friday, Mayor Markham and I met with representatives from UD to discuss our legislative agenda for the upcoming legislative session.

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

Human Resources:

- The HR team had two postings go out this week. One was for Police Officer which will remain open through December 1. The other was for a Maintenance IV in the Sewer Division of PW&WR which will close on February 10.
- The internal only posting for an Administrative Professional I in PW&WR will close on Friday, January 13.
- Part-Time HR Coordinator Denyce Bradshaw was promoted to the full-time role of HR Administrator with an effective date of January 9. She will be taking over the HR duties and responsibilities previously held by CPPO Jeff Martindale who is transitioning out of HR.
- We have several postings in the pipeline for January across all departments. These vacancies are due to resignations, internal promotion, and retirements.
- We onboarded several new employees on Monday, January 9 including a police officer, Deputy Planning Director, HR Administrator, and two Maintenance I's in PW&WR.
- The HR team will continue to support the Newark PD with recruitment efforts to hire new and certified police officers. We are hopeful to get new recruits into the March Police Academy through State of Delaware.
- 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.
- The HR team continues to work with Finance to process year-end reporting for benefits and W-2 preparations. Ms. Hardin assisted payroll with approval employee time off accruals both closing out 2022 and starting 2023.
- Ms. Hardin completed pension paperwork for two retirees this past week.

- On Wednesday, January 11 Ms. Hardin attended a Zoom meeting with Caitlin Olsen and Fatimah Conley from University of Delaware to discuss diversity, equity, and inclusion efforts as well as to make a UD/City connection with the Diversity and Inclusion Commission.
- The rest of the week was spent transitioning Ms. Bradshaw into her new role as the full-time HR Administrator.

Purchasing/Facilities Maintenance:

This week, Chief Purchasing & Personnel Officer Jeff Martindale focused primarily on capital improvement projects:

- Reviewed the contractual work needed with engineering firm JMT for the installation of an emergency exit in the Council Chamber to South Main Street.
- Discussed options with JMT on the slab improvements needed in City Secretary's Office:
 - o Unfortunately, previous plans to raise the slab using a mud jacking process, where concrete, polyurethane, or another material would be pumped into the ground to raise the slab, were tabled due to the thinness of the slab. It is approximately 3 inches thick, which is half the modern standard, and dated. While this plan could work, pumping on a thin and aged slab could also crack the slab and worsen the issues we are seeing.
 - o Another idea to fully rip out and replace the slab were also set aside due to the fact we would need to remove exterior walling in the office to allow old concrete to be removed and repoured. With minimal space elsewhere in the building, this option would force the staff here to relocate for months, which we cannot manage.
 - o The new plan is to redistribute the files nearest the slab sinking to redistribute the weight equally throughout the office. Once this is done, we can monitor the concern areas to verify if this addresses the issue or a full rip and replace is still warranted. With confirmation there are no substantial voids beneath the office to be concerned about, this seems like the best option given the circumstances and current state of the building.
- Set up a pre-construction meeting with Blue Hen Fence for the installation of fencing for Dickey Park Community Garden. ADA sidewalk improvements are underway and mark out is complete for water connection. We are on track for a March 1st opening.
- Met with a contractor to look at options to repair flashing around the cornice of NPD and City Hall and install a mesh painted system on the brick façade. This will substantially improve the look of the building and provide some needed protection from the elements. If this solution is met favorably by contracted engineering firm Seiberlich Trane, we will proceed with this option.

Lastly, Mr. Martindale conducted a facility tour with Water Operations Superintendent Mark Neimeister for USI Insurance Partners, who is now handling insurance brokerage services for Newark.

Communications:

Chief Communications Officer:

- Engagement on AskNewarkDE is increasing. At this time, we're maintaining 700 users and our daily visits have increased to 75 unique visits. Most visited categories are:
 - o Newark News
 - o City Services
 - o Make a Payment
- Participated in the TNP webinar series Monday evening.
- Met with the City's new Blood Bank of Delmarva representative to schedule blood drives for 2023 and discuss ways to increase participation.
- Coordinating with the Chair and Co-Chair of D&I to submit a funding request to JP Morgan Chase to support a large scale Juneteenth celebration.
- Working with the comms intern to create more unique content for social media and the web.

Communications Assistant:

- Log Miss Utility tickets for Electric and PW&WR.
- Edit copy from various departments.
- Adding and updating InformMe customer information.
- Create and share content on social media.
- Working on Employee Wellness Committee projects including:
 - o Healthy Weight Challenge
 - o Steps/Walking Challenge
 - o Monthly lunch and learns supported by DVHT
 - o Wealth Building Wednesdays with Fulton Bank

Creative Designer & Web Specialist:

- A press release about the retirement of Newark Police Chief Paul Tiernan has been posted to the City's website.
- An interview bio sheet was created for Human Resources for the position of IT Lead Desktop Support.
- Our MLK Jr. holiday trash collection schedule has been shared through InformMe.
- Public meeting notices have been shared via InformMe.
- The 2023 Police Recruitment Brochure has been updated to reflect current salaries.
- The City Council meeting audio recordings have been added to the website.
- The City website has been updated with graphics regarding MLK Jr. holiday office closures and refuse schedule changes.
- There have been updates to the Public Works and Water Resources webpages regarding seasonal collections and services for 2023.
- Tickets from the RequestTracker website have been shared with the appropriate City department.

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 1/5/23-1/11/23. 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 managers' meeting on 1/5/23.

The court processed 18 PBJ's for traffic violations and 3 Plea by Mails for criminal violations.

Activity or Project:

Payments and Court Sessions

Description:

From 1/5/23-1/11/23 Alderman's Court handled 36 arraignments, 44 trials, 13 capias returns, and 5 video hearings. The court collected a total of 374 parking payments of which 292 were paid online and 82 were paid at court. The court also collected traffic/criminal payments of which 179 were paid online and 39 were paid at court for a total of 218 traffic/criminal payments.

Status:	Completed
Expected Completion:	01-11-2023
Execution Status:	Completed

Activity or Project:**Description:**

Status:	
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 weeks of 1/5/23 – 1/11/2023

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

Paul Bilodeau – 01/09 for Council

Bobby O'Neill – 01/06 for Court

Danielle Mapp-Purcell, Paralegal, prepared the court docket for the January 26th and fulfilled 35 discovery requests with 17 discovery requests remaining in process. Circulated 1 FOIA requests to staff. Staffed Safety

Committee meeting to prepare for next meeting. Staffed a CWA meeting to prepare communication and distributed said communication.

Recorder of Deeds:

- 25 North Chapel Street Major Subdivision/Site Plan/SUP/Parking Waiver – sent for recordation
- 25 North Chapel Street Agreement – sent for recordation
- 302 Markus Court Lines and Grades Plan – sent for recordation
- 29 West Park Place Administrative Subdivision – prepped and waiting for correction

Meetings and minutes:

December 12th CC ready for edit

December D&I underway

January 9th CC and January CAC on deck

January Meetings Update:

January CAC – The CAC voted to commit \$1,000 to NCCL for Greenfest on May 6th, up to \$1,000 for Commission logo gear including a tablecloth and shirts, and \$1,500 for bushes at the reservoir to hid the solar installation. The Commission initiated time limits to their agenda items in order to streamline and organize meetings; they have planned items into the March agenda.

January Diversity and Inclusion Commission – The Commission will forego its regular agenda in January to hold an in-person work session to cement its goals and leadership.

February BOA – Staff has received one application for the BOA and is awaiting replies to determine quorum for a February meeting.

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 documents 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 – 221 documents created, 74 pages scanned, and 229 documents modified.

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

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

- 11 received by attorneys and sent to Finance for processing.
 - 6 completed by City staff and returned to the processing attorney.
- 10 lien certificates have been processed for 2023.

Scanner count 9,191, last week 8,857 = 334

Activity or Project:

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Expected Completion:	
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Execution Status:	
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Activity or Project:

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Activity or Project:	
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Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Electric Department

Notable Notes:

Engineering met with STAR developers about the new apartments and retail space to be built on the lot in front of the Chemours site on South College Avenue. Engineering proposed three different ways to feed the site. Ultimately, STAR will negotiate with the builder to see about cost sharing. The most expensive option is to bore under South College and eliminate poles in front of the site. The least expensive option will be to utilize a pole line that was installed for Chemours for construction trailers and now just feed parking lot lights. There are also hybrid plans where some parts can be underground and still use sections of the pole line.

Engineering, the finance director, and DEMEC had a virtual meeting with Chemours about installing a large solar system at the STAR site. Chemours wanted information about net metering, RECs, and if there were any size limitations. The City doesn't want Chemours to use too much of the net metering capacity so other customers will still be able to install solar systems. Now, the City is at 3.2% of its 8% cap. Chemours may want a 2MW solar system which would take the City's net metering up to 5% of its system peak. Options are being explored.

Activity or Project:

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Expected Completion:

Execution Status:

Activity or Project:

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Activity or Project:

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Expected Completion:

Execution Status:

City Manager's Weekly Report

Department:

Finance Department

Notable Notes:

The Accounting staff is actively working on our insurance renewals for 2023. We have successfully transitioned brokers from WillisTowersWatson to USI Insurance Services. Our current insurance policies end on March 31st. Staff plans on bringing our policy renewals to Council mid-March.

DSHA announced that DEHAP will stop accepting new applications as of January 2, 2023. DSHA will still accept utility shut-off applications for our utility customers. Here is the link to their website: <https://decovidhousinghelp.com/application-assistance/>. DSHA = Delaware State Housing Authority, DEHAP = Delaware Housing Assistance Program

Accounting staff is working on the November monthly report.

2022 Audit is underway. Preliminary field work for the annual financial statement audit is scheduled to begin Monday, January 30. Final fieldwork is scheduled for the end of March. The accounting team is working on year end schedules for auditors as well as various year end filings for IRS and contractual payroll adjustments in addition to normal daily work.

Utility rates were updated effective January 1 to reflect the new water and sewer rates that were approved by Council for 2023. The January bills will have duplicate lines that reflect consumption used before and after January 1.

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:

Information Technology Department

Notable Notes:

Applications Team:

Open Support Tickets from Previous Week - 44

Open Project Tickets from Previous Week - 19

Open Tickets with Vendor R&D from Previous Week - 18

Tickets Opened in the Last Week - 29

Tickets Closed in the Last Week - 35

Remaining Open Support Tickets - 39

Remaining Open Project Tickets - 20

Remaining Tickets with Vendor R&D - 16

Summary of meetings attended 1/5-1/11:

Applications Manager Montgomery, Applications Administrator Nichols held meeting with PUB Manager Prado to discuss automation of deposit refunds on 1/6. The Applications and Infrastructure teams attended the weekly status call with SilverBlaze team to discuss project status on 1/10.

1. Configured and manually ran automation of deposit refunds.
2. Assisted Code Enforcement with February rental billing.
3. Imported multiple meter marriage files for Water Division.
4. Assisted PUB team with write off reversal.
5. Created instructions for running the terminated accounts with balances report.
6. Updated permit approver as requested by Planning Director.
7. Performed monthly central property update in Tyler ERP.
8. Added sub address locations in Tyler ERP as requested by CED.
9. Assisted PUB staff member with mail merge issue.
10. Processed new employee and termination requests for applications.
11. Worked on and resolved support tickets for end users.
12. Created reports for users as requested.

Infrastructure Team:

Open Support Tickets from Previous Week - 128

Open Project Tickets from Previous Week - 42

Tickets Opened in the Last Week - 122

Tickets Closed in the Last Week - 134

Remaining Open Support Tickets - 116

Remaining Open Project Tickets - 42

1. Multiple project calls with Dell to design new network.
2. Attended Local Cybersecurity Grant Focus Group meeting.
3. Created new internal knowledge base.
4. Prepared laptops for HR training.
5. Created new firewall rules for remote locations.

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) : 8/29-1/20 (IN PROGRESS)

Phase IV - User Acceptance Testing (Updated dates): 1/23-2/17

Phase V - Deployment to PROD (Updated dates): 3/7

Phase VI - Post Live Support (Updated dates): 3/7-3/24

Status:	Not Started
Expected Completion:	12-31-2022
Execution Status:	Behind Schedule

Activity or Project:

Data Center Upgrade (Infrastructure)

Description:

Supply chain issues has caused this project to be delayed. All equipment has been received and weekly implementation calls have started.

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

N2200s - Received

S5224s - Received

Status:	Started
Expected Completion:	12-31-2022
Execution Status:	Behind Schedule

Activity or Project:

Description:

Status:	
Expected Completion:	
Execution Status:	

City Manager's Weekly Report

Department:

Parks and Recreation Department

Notable Notes:

- Working to get summer camps planned and contacting camp staff regarding their return status including setting up interviews for new camp volunteers.
- Working on Community Garden kickoff meeting and setting up programs with UD Cooperative Extension (garden and cooking programs).
- Updating vendor and sponsorship packets.
- Started updating the Delaware Division of the Arts Grant for upcoming grant cycle.
- Received 70 trees from the Delaware State Forest Service plant match for the fall giveaway. Trees will be planted as weather permits between now and the spring.
- Perennial plant cutbacks continue on the traffic islands.

Activity or Project:

Dickey Park Drainage & Stormwater Repair

Description:

The stormwater drainage construction by the Dickey Park basketball court has been repaired. The basketball court and parking lot are scheduled to be resurfaced this spring under the hard surface facilities improvement plan.

Status:	In-Progress
Expected Completion:	05-01-2023
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:

Planning and Development Department

Notable Notes:

Director's Report

Projects

*Nuisance Properties Ordinance – Director Bensley and Deputy Director Ramos-Velazquez spent time reviewing the draft materials for the proposed nuisance abatement plan. Code Enforcement staff and the

City's consultant will be meeting on January 13th to continue work on the nuisance abatement plan format. Per direction at the November 14, 2022 Council meeting, staff is to bring a nuisance abatement plan format back to Council for review within 90 days. This is scheduled to be on the February 13th Council agenda.

*Downtown Newark Parking Plan Implementation – The proposed amendments to the downtown parking lot design requirements had their first reading on January 9th with second reading scheduled for February 13th. Sales of parking permits continue to businesses only. All requested permits have been allocated to businesses who have been invoiced for payment. Staff continues to meet with T2 and work on reprogram parking kiosks with the new rates adopted by Council to go into effect January 17th after the Martin Luther King, Jr. Day holiday.

*Property Maintenance Code Update – Code Enforcement staff and the City's consultant will be meeting on January 13th to continue review of the 2021 International Property Maintenance Code updates.

*Transportation Improvement District Implementation – Senior Planner Fortner and representatives from DelDOT presented the proposed TID and associated fee schedule to Council on January 9th for feedback. Director Bensley, Deputy Director Ramos-Velazquez and Senior Planner Fortner met with DelDOT and AECOM representatives on January 10th to debrief and begin preparations for the TID Working Group to be reconvened to review the comments of both Council and Planning Commission at their regularly scheduled February 8th meeting.

Items of Interest

*Deputy Director of Planning and Development Jessica Ramos-Velazquez started on January 9th. Please welcome her to the Newark team!

*Staff spent time working on packet items for the January 23rd Council meeting, including special use permits for 94 East Main Street (accessory use with impact for an eatery/bar in the Hyatt Place hotel) and 165 East Main Street (restaurant with alcohol service at All Blue Cajun) and the development project at 532 Old Barksdale Road (Comprehensive Plan amendment, rezoning, major subdivision, special use permit).

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

*Director Bensley, Chief Communications Officer Gravell, Planners Kennel and Higgins, and Administrative Professional Dinsmore met with representatives from DelDOT on January 5th to finalize the surveys to be used for both existing Unicity riders and other City of Newark residents as part of the outreach for the Newark Connect microtransit project. Surveys will be circulated in mid to late January with the intent to use the data as part of the public hearings to be held in February.

*Director Bensley and Deputy Director Ramos-Velazquez met with Planning Commission Chair Will Hurd and Vice Chair Alan Silverman on January 9th to discuss the upcoming February Planning Commission meeting.

*Director Bensley, Senior Planner Fortner, and Chair Hurd attended the January 9th Council meeting to present the proposed Transportation Improvement District and the 2023 Planning Commission workplan.

*On Wednesday, January 11th, Senior Planner Fortner, Planner II Solge, and Community Planner Higgins, met with members of Bike Newark, WILMAPCO, and Powering our Future to work on the application for the League of American Cyclists "Bicycle Friendly Communities". In 2018, the City of Newark's designation as a Bicycle Friendly Community was renewed at a "Bronze" level community as a five-year term. For the 2023 application, Newark is hoping that the community has made enough progress to be moved up to the "Silver" level. The application is due February 15th and is an extensive process that will also involve collaboration from Public Works and Water Resources, Parks and Recreation, and Police. The

redesignation will be announced in May 2023 with the formal announcement to take place on Newark's Bike to Work Day on Friday, May 19th.

*Todd Reese attended a tabletop drill with the UD Star Campus for disaster emergency drill. He also attended the UD Drake update and Compass complex meeting.

*Tim Poole attended the UD Drake lab progress meeting.

Land Use

*Deed Transfer Affidavits: 3

*Building Permit Reviews: 12

*Community Planner Higgins worked with Senior Planner Fortner to draft 2023 Revenue Sharing Agreements.

*Planning has drafted a SAC Letter in response to the September 1, 2022 Submission for Major Subdivision, Rezoning, and Site Plan Approval at 65 South Chapel Street – to be transmitted to the applicant next week.

*Planning has created a spreadsheet of all Major and Minor Subdivisions, and Site Plan Approvals approved in the last 5 years to track approvals as they near expiration.

Code Enforcement

Projects

*127 The Grove (Compass Apartments): Walkthroughs in Building 2.

*The Grove (Building 1): Preconstruction meeting and footings have begun.

*UD Building X (McKinley Lab Replacement): Underground plumbing complete and slab sections progressing and water proofing in progress.

*94 East Main Street (Green Mansion): (Apartments): Plumbing, HVAC, and Electric inspections are postponed again. (Hotel): Interior work continues.

*18 Country Club Drive (Fairfield Apartments): Working beyond permit – Placed stop work on interior framing. Roof still ongoing.

*Twin Lakes: received CIP plans for review.

*The Vero: Building flush out in progress, reinspections are in progress, site work complete. Emergency responder radio booster installation in progress.

Property Maintenance

*Complaints: 11

*Violations: 13

*Citations: 3

*Inspections: 35

*New Rental Inspections: 805 Elkton Road passed

Items of Interest Code Enforcement and Property Maintenance

*Todd Reese completed plan reviews for the following fire alarm/sprinkler projects:

*211 South Main Street #105: Overbaked: fire sprinkler plans approved.

*100 Discovery Boulevard: 9th floor fire alarm fit out.

*Newark Charter Food Stand: plans approved.

*Ken Condiff met with Pilgrim Baptist Church on the fire sprinklers malfunction causing flooding. Advised Mr. Washington who is handling the insurance and repairs of the process to obtain permits.

Certificate of Completions/Occupancies Issued:

*The Vero: Temporary Certificate of Occupancies issued. Final finishes and corrections are in progress commissioning and building flush out in progress.

Parking

Statistics

*Residential Permits Distributed: 14

*Municipal Lot Permits Sold: 27

*Citations Issued: 553

*Online Appeals Answered: 44

*Immobilized Vehicles: 13

*Towed Vehicles: 0

Projects

*Parking Division is currently creating new signage in preparation for the parking fee increase for parking lots.

*Reviewed Part-Time Parking Ambassador applications and setting up interviews.

*Parking Supervisor Mulvanity has been working on the new peak rate structure program for kiosk and Passport app that will go into effect January 17, 2023.

Activity or Project:

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City Manager's Weekly Report

Department:

Police Department

Notable Notes:

Auxiliary Services Division:

- Beginning January 10th, 2023, Newark Police Department is starting to train and deploy officers with upgraded body cameras; Officers will transition from Axon Body 2s to Axon Body 3s.
- On January 11th, 2023, NPD will attend a state meeting seeking approval of grant applications supporting equipment, overtime, and funds to combat drug trafficking.

Administration Division:

- Newark Police Department welcomes new police officer, Joshua Carter, who started on January 9th, 2023. Mr. Carter comes to NPD after starting his law enforcement career with the New Rochelle, NY Police Department. Mr. Carter will conduct in-house training prior to taking the Delaware Council on Police Training Police Officer Certification Test sometime in late March or early April.

Criminal Investigations Division:

- Detectives are requesting information on the whereabouts of 26-year-old Lawrence N. Bracy IV, who is currently wanted for Burglary 2nd Degree, Forgery 2nd Degree, and Theft Under \$1,500 stemming from an incident that occurred on December 29th, 2022 at an apartment located at 1 Easton Court. The victim, a resident of the apartment, reported that an unknown suspect entered his residence and removed assorted property. Bracy was identified as a suspect in this incident through various investigative means and a warrant was obtained for his arrest. Anyone with information on Bracy's whereabouts should contact Detective T. Gerasimov at 302-366-7100 ext. 3474 or contact Newark Police at 302-366-7111.
- Detectives have arrested 21-year-old Cameron X. Noel of Newark in reference to several residential burglaries that occurred on January 1st, 2023 on E. Park Place and S. Chapel Street. Noel and another suspect, 19-year-old Clay N. Tannen of Middletown, were identified by detectives through various investigative means. Noel turned himself in at the Newark Police Department on January 6th and was subsequently committed on secured bond. Detectives have been unable to locate Tannen. Anyone with information on this incident or Tannen's whereabouts should contact Detective P. Klein at 302-366-7100 ext. 3480 or pklein@newark.de.us.
- January is National Human Trafficking Awareness Month. There are many types of trafficking, which fall under two main types of human trafficking, which are sex trafficking and labor trafficking. Sex trafficking is the force, fraud, or coercion of victims into selling sex. Sex trafficking may occur in illicit massage parlors, escort services, pornography, or even in someone's own home when a family member or partner may traffic them. Labor trafficking is using force, fraud, or coercion into having someone labor or provide services. Not all commercial sex or labor inequities are trafficking. To learn more about human trafficking please visit: <https://polarisproject.org/human-trafficking/> or <https://humantraffickinghotline.org>. For help and resources, contact the National Human Trafficking hotline: 1-888-373-7888 / text*233733 / TTY 711 or visit <https://humantraffickinghotline.org> for a chat feature or to find additional resources.

Patrol Division:

- On Thursday, January 5th, 2023, at approximately 0736 hours, officers responded to Wawa, located at 601 Ogletown Road, for the report of a shoplifting with the male suspect threatening an employee. Upon arrival, officers detained the juvenile male who was returned to the Newark High School. Wawa did not wish to pursue criminal charges.
- On Saturday, January 7th, 2023, at approximately 0436 hours, officers responded to 101 Academy Street to assist the University of Delaware Police Department with a disorderly, naked male who was screaming on UD property. The male was detained and transported to CER for medical treatment.
- On Wednesday, January 11th, 2023, at approximately 0308 hours, officers responded to Wawa, located at 601 Ogletown Road, for the report of a trespass complaint. Upon arrival, management advised that a male was occupying the men's bathroom and refused to leave. Contact was made with the male, who stated he is

homeless. The male was issued a trespass warning for the business and left the store without incident.

Special Enforcement Division:

- During the week, the Traffic Unit will focus enforcement on Delaware Avenue near Newark High School, along with New London Road, South Main Street, and Paper Mill Road. The Unit is also conducting speed surveys on East Park Place and on South Chapel Street.
- During the week, Special Operations Unit officers are completing follow up investigations and administrative tasks before the unit is temporarily reassigned next week to cover personnel shortages in the Patrol Division.

Activity or Project:

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City Manager's Weekly Report

Department:

Public Works and Water Resources Department

Notable Notes:

Christmas trees will continue to be picked up at the curb through January 26. Residents may put their clean, undecorated trees at the curb by Monday morning for collection that week. Trees that are not on the curb by Monday morning may not be collected that week.

MLK Holiday Refuse Changes. All trash collection is pushed forward one day. Monday's routes will be collected on Tuesday and Tuesday's routes will be collected Wednesday. There are no recycling changes.

Staff attended a kickoff meeting of a stakeholder group pursuing funding through the Federal Safe Streets For All (SS4A) program. The group will be responsible for the creation of a safety action plan for all street users in New Castle County, including Newark. Once this plan is in place, participants will be eligible to apply for implementation grants available from the federal government through the Bipartisan Infrastructure Law. The goal is to complete and adopt this plan in late summer 2023.

Our contractor, Reybold Construction, will continue cleaning and televising sanitary sewer in several off-road areas of the City, including Creek Road and behind Pilgrim Baptist Church for access to our trunkline. No traffic or residential impacts are expected from this work.

Activity or Project:**Description:**

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Expected Completion:	
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Execution Status:	
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