

Mayor and Council,

Below is the weekly report for the week ending today, June 30th, 2023. Please don't hesitate to contact me with any questions.

Have a great holiday weekend!

City Manager's Highlights

1. Mayor Markham is participating as a panelist in the State of the County event being held by the New Castle County Chamber of Commerce. Event, agenda, and registration information can be found at this link: <https://business.ncccc.com/events/details/state-of-the-county-6548>
2. We are now into week 2 of UD's New Student Orientation. Newark was given two tables: one for NPD and one for general City info. The events are about an hour long 3x/week at Barnes & Noble.
3. I attended the DEMEC Joint Council Briefing on Wednesday evening at the DEMEC building in Smyrna. DEMEC provided an update on operations, finances, the regulatory outlook, and ongoing issues like the Indian River Reliability Must Run situation.
4. **Items for Newsletters**
 - a. Downtown parking is free on Monday, July 3 and Tuesday, July 4 due to the Independence Day holiday.
 - b. Food and Brew is scheduled for 7/29. It would be great if councilmembers could share info about it to bring more people downtown.
 - c. Free Water for a Year!

As part of a federal regulation to control lead and copper in all water systems, the City is required to inventory the water distribution system materials in order to identify and remove any lead components from our water system. Residents and water customers are asked to complete a short survey for the chance to win 1 of 4 prizes of free water for one year, with a value up to \$1000! To take the survey, simply click this link and follow the prompts.

<https://survey123.arcgis.com/share/eb78f00571a04151b29946d9ed4f986e>

For more information, see our website: <https://newarkde.gov/1263/Lead-and-Copper-Rule>

5. HB 94 which enables the use of automatic speed enforcement cameras in Delaware has now passed in the senate and moves to the Governor for his signature. Staff will work with DeIDOT

over the coming months to better understand their requirements so we are ready to move forward with installations on Council's priority streets as soon as practicable.

Facilities and Purchasing

1. The Purchasing Division completed a first-round review of the updated Purchasing Manual and sent an updated draft to a user group for review. It is our intention to bring this to Council for formal approval in October or November of this year. This will be the first manual update since 1998.
2. The installation of new lights in the Municipal Center atrium are now complete.

Public Works

1. PWWR crews have been busy with storm cleanup this week. Primary focus has been on clearing obstructions from water courses and culverts in advance of any additional storm events. We have addressed most of the problem areas but will be circling back to do some additional cleanup as needed. Crew availability is limited due to planned vacations and a few injuries, but we are making good progress considering.
2. East Park Place: Recent storms have only slightly delayed progress of curb improvements on East Park Place. Our contractor plans to demobilize equipment and material from East Park by Monday, July 3rd. The crews are still on schedule to start the drainage improvements at the intersection of West Chestnut Hill Road and Del Grove Avenue on Thursday, July 6th. We are tentatively scheduled to return to East Park Place on the week of July 31st to complete final paving and striping work. Please note, East Park paving operations will be completed under a road closure between S. Chapel Street and Manuel Street.
3. Briarcreek North (Valley Road): The Developer's contractor is scheduled to begin repaving of Valley Road from the new Briarcreek North entrance to the new bridge/culvert beginning Friday, 6/30/2023. Only a portion of the repaving will be completed before holiday work restrictions go into effect. The remainder of the work will continue on Thursday July, 6th (weather depending). Please note, this work is being coordinated with and inspected by DeIDOT personnel. Paving will be completed under a tapered lane shift and flagging operation. There is no full road closure anticipated at this time.
4. South College Avenue: DeIDOT's contractor has made significant progress on the S. College Avenue storm sewer repairs. We anticipate southbound South College will be fully restored and reopened by the end of the day today (Friday, June 30th) weather depending. This puts the project seven (7) days ahead of schedule and will minimize traffic concerns over the holiday weekend.

Police

1. On Sunday, June 25th, Chief Farrall, Deputy Chief Feeney and Lt. D'Elia visited the Pilgrim Baptist Church on Barksdale Road where they presented the Reverend Dr. Lonnie Rector, Pastor, with a certificate of appreciation for his contributions to the Newark Police Department. Pastor Rector recently accepted an invitation to serve as a Police Chaplain for the department and he has been instrumental in the Newark Police Athletic League as well as providing support for our successful application for federal grant funding to hire two additional community policing officers.
2. As part of continuing community outreach with the university student body, the Administration Unit has begun participating in weekly new student orientation sessions for incoming students at the University of Delaware. The Unit will attend informational sessions 2-3 days per week for the next month and will be available to engage new students with questions regarding safety, security, and relevant quality of life issues.
3. Newark PD has extended another conditional offer of employment to a police applicant. This is the second recent conditional offer made and following successful completion of additional medical testing, he will begin employment in mid-July and will attend the police academy in the fall.

Parks and Recreation

1. Summer Camps are going strong with Rittenhouse camp. All four sessions for this summer have been booked for months and Camp GWC continued to run at full capacity.
2. Due to the rain and air quality issues, summer camps have spent two days this week indoors for most of the day and as a result had to complete some schedule changes. Recreation Staff did a great job making the adjustments and communicating with the parents for a smooth transition.
3. Parks Staff has been working to repair the Handloff Park playground decking.
4. Parks and Recreation Staff has been preparing for the Liberty Day celebration and Fireworks. This included loading for the event and having organizational meetings with Parks Staff, Newark Police, Parking and Public Works.
5. Management staff completed plan reviews for four subdivision landscape plans.

Planning and Development

1. Land Use
 - a. The City has been assigned a project manager for the EnerGov project. Initial planning and kickoff preparations are to begin in late-July and August with the actual project engagement with our implementation consultant in September.

- b. The July Planning Commission meeting has been moved to Wednesday, July 5 due to the Independence Day holiday and will be held as an in-person only meeting due to the current equipment issues. The agenda and packet items can be found on the website here: <https://newarkde.gov/ArchiveCenter/ViewFile/Item/7723>.
 - c. Planning and Communications staff met with DART staff to discuss the status of the DART Connect Newark planning and marketing. Marketing materials are expected to be ready for public distribution around the third week of July with the program launch on track for August 7.
2. Code Enforcement
- a. Staff met with City Manager Coleman to discuss policy items regarding the International Property Maintenance Code updates that are going to be brought to Council for direction, primarily around rental permits fees and inspections. This is planned for the July 17 Council agenda.
 - b. Emergency demolition of a collapsed storage building at 1140 Elkton Road was completed with permit pending.
3. Parking
- a. Parking permits for July through December 2023 are currently being invoiced and issued. The Division is reducing the number of permits available for sale in anticipation of construction for 132-138 East Main Street commencing, which will take a large section of Lot #4 offline and put pressure on the City's other downtown lots.
 - b. The three initial dates offered to the Parking Advisory Committee for their first meeting did not produce a date that a quorum of members would be available. Five additional dates between mid-July and early August have been provided to the members for feedback. If we can't get a date with a quorum from these five options, we will look to wait to hold the first date until fall when we are past the summer vacation season or have additional commissioners appointed to the committee.

Finance

1. The finance team is beginning work on the annual tax bills. Our goal is to have the bills go out before July 15.
2. The Payments and Utility Billing team are processing just under 800 utility refund checks this week. This is due to the \$300 electric deposit that we require for new accounts when they are established.