

City Manager's Weekly Report

Friday, May 20, 2016

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

As you know, we had a bit of excitement this week when a black bear visited Newark on Thursday. One of the pictures taken by a Public Works employee is attached for reference. The DNREC Division of Fish and Wildlife were on site along with Newark Police and the University of Delaware Police (Laird Campus) to ensure the bear continued moving towards the woods away from populated area. Alerts were issued advising the community of the presence of the bear. Later in the evening sightings included an area of Nottingham Green. The Newark Police report DNREC Fish and Wildlife were equipped with a tranquilizer gun, however, protocol appears to be to alert the community, follow the bear as it returns to the wooded areas and observe for any signs of aggression, which had not been displayed.

Today was National Bike to Work Day, and I participated by riding in to work as well as in the celebration of Biking in Newark at the event held at Mentor's Circle on the UD Campus. The Delaware Department of Transportation, the Newark Bike Project, University of Delaware Provost Grasso and Wilmington Area Planning Commission Representatives were also present to support biking in our community. Additionally, former Parks and Recreation Director Charlie Emerson was presented the Bicycle Friendly Community Leader Award by the Newark Bike Committee. I was happy to share on our organization and community's behalf the new efforts to improve biking in our community including: the grant for a Safe Route to schools for Downes Elementary; The Cycletrack design that is underway for Delaware Avenue; and the Cleveland Avenue Improvement Task Force. With the current excitement among our large biking community it seems safe to say...**Silver here we come!** Photos shared below!

On that note, please find the detail of the Safe Routes to School facility upgrade recommendations associated with the grant submitted for Downes Elementary School.

Various staff members have recently engaged with University of Delaware representatives and their consultant, Cooper Robertson, in relationship to their Campus Framework Plan including participation by the PW&WR Department at their Infrastructure and Operation meetings and Transportation and Accessibility meetings. Their consultant is putting together the plan for draft review by the UD Infrastructure and Operations Committee. The point of this exercise, as we understand, is to gain a comprehensive knowledge of the current state of UD as a whole, that will be presented to the new president as a precursor to a Campus Master Plan. The Infrastructure and Operations group focused on Steam/Chilled Water, Electricity and Water, with smaller emphasis on Sewer and IT Infrastructure. Staff report that there is interest in Newark and UD working more collaboratively to share strategic and long-term planning goals so that we can pursue mutually beneficial capital plans. We have had success in recent years in our collaborations associated with work completed on Academy Street. Additionally, the integrity of City services (more specifically power quality, water quality) was noted to be paramount in laboratory and research facilities.

As you know, last weekend the Newark community came together at the Memorial Ceremony and Parade to honor the men and women who have represented our Country in the armed forces as well as those who have made the ultimate sacrifice for our freedom. Attendance was great and the Parks and Recreation Department and the parade committee did another great job coordinating the popular and moving event.

Photos are shared below.

Join me in congratulating our employees who were nominated during the month of April for a WOW. Please see the attached list of nominees and the recipient of the WOW DNP gift card drawing. As shared in the past, nominations are made by employees who witness a peer providing a resident or fellow co-worker exceptional customer service, show exemplary leadership or identify operational improvements.

Attached please find a photo of the Newark High School students and instructor that assisted with the second planting effort of the White Clay Wild and Scenic Program that was coordinated with the assistance of City staff. This was a great partnership where the NHS students provided the necessary labor and WCCWS Restoration Fund provided the funding to improve the riparian buffer on the White Clay Creek. The planting on Saturday at Curtis Mill Park went very well. Over 1,000 pollinator plants were placed. We thank teacher, Robert McDowell, and his seven Newark High students who came out to help plant!

The Delmarva Blood Bank, Summer Blood Challenge is now underway and the City of Newark has again registered as a participant. Staff have been encouraged to get out and donate as much as possible between now and September 24th and their family members can donate in their name under the City of Newark team. The official rules are attached for your reference and participation as well. Our on-site blood drive will be held on July 19th and registration can be completed online or by calling the Blood Bank directly and selecting our site. We appreciate our employees participation and continued interest in giving back to the community!

Activity or Project:

Electric Department - Outage Detail Shared

Description:

On May 6th, a substation transformer failed at West Main Street Substation causing a large power outage early in the morning. Thursday, May 19th a 35,000 volt switch failed at the West Main Street Substation during switching for maintenance. The power was out for about 10 minutes. Staff replaced the bad switch that afternoon.

Status: Completed

Expected Completion: 5/19/2016

Execution Status: Completed

Activity or Project:

Newark Country Club Update

Description:

As requested by Council, I have been in touch with the Newark Country Club leadership to arrange a meeting to discuss questions as submitted by the Council. A Board meeting was expected to be held Thursday, May 19th and outreach to me following that date was promised to arrange for a meeting.

Status: In-Progress

Expected Completion: 5/20/2016

Execution Status: On Track

Activity or Project:

Rodney Dorm Property

Description:

PW&WR and Finance Department staff and I had the opportunity to share with DNREC Secretary Small the details about the possible stormwater improvements that the former Rodney Dorm site could offer our community. We shared the power point that was prepared for our public meeting last year and discussed the various divisions within DNREC that may play a partnership role if we move forward with the development of a stormwater facility. The Secretary and his staff were appreciative and engaged in the conversation.

Status: Started

Expected Completion: 5/31/2016

Execution Status: On Track

Department:

Community Relations

Notable Notes:

- New Night Downtown
 - To date, 41 businesses and organizations are registered to participate in A New Night Downtown and we have brought in \$3,150 in sponsorship money.
- Food and Brew planning
 - Five restaurants have registered for the event and we are working to secure sponsors for the mugs and event balloons.
 - We created a Facebook event to help promote the event. To date, 113 people are listed as interested and 24 are listed as attending.
- Channel 22
 - Uploaded a video highlighting the retirement ceremony for Newark Police Department Captain John Potts.
 - In the process of editing a video that highlights the Memorial Day ceremony and parade, as well as a video to promote the NPD Tips App.
- National Public Works Week
 - This week is National Public Works Week, which we have been promoting on social media.

Press Releases/Media Inquiries

- City of Newark Celebrates National Bike to Work Day: <http://bit.ly/1qwf7IM>
- Alexa Gahan, UD Review, inquired about the use of drones in sorority videos and how the City handles them
 - Response: Via Planning Department: the City of Newark does not have ordinances governing the use of drones, nor has the Planning and Development Department been notified of any recent concerns with the use of them. If there are issues and regulations are needed, the use of drones would most likely not be regulated by the Zoning Code.

- Scott Goss, News Journal, inquired about Uber in Newark and City code requirements.
 - Response: Based on City Code, Uber drivers are required to have a business license if they are conducting business within the City of Newark. To date, we have not received any business license applications from Uber drivers who wish to operate in City limits and without a permanent location, enforcement of the code would be difficult. However, should we determine an Uber driver is operating without a license, they would be subject to the same penalties as any other business operating without a license, pursuant to section 13-53(e) of the City Code.
- Karie Simmons, Newark Post, inquired about the rate of refusal for safety inspections in rental units.
 - Response: Follow-up provided by Code Enforcement.
 - Resulting coverage: http://www.newarkpostonline.com/news/article_788fba08-e4da-5926-a229-5a9afa83f255.html
- Stefanie Li, UD Review, inquired about the number of Chinese restaurants that opened in the last year and their annual revenue.
 - Response: We can not provide that information, as we don't track restaurants by the type of cuisine they serve and do not require businesses to submit revenue data to the City.
- Josh Shannon, Newark Post, inquired about the Flags for Heroes display at the municipal building.
 - Response: Follow-up provided by Parks & Recreation Director Joe Spadafino
 - Resulting coverage: http://www.newarkpostonline.com/news/article_9cf1455f-5702-5716-ab70-448123bed5c9.html
- Garrett Keyes, Financial Times, inquired about the Investment Management RFP and results.
 - Response: Finance Department provided an update, with links to more information.
- Doug Rainey, Delaware Business Now, inquired about sketches of the planning hotel recently approved by City Council.
 - Response: The sketches were provided to the reporter.
- Jeff Mordock, News Journal, inquired about utility rates and our partnership with DEMEC.
 - Response: Coordinated interview with Finance team.

Activity or Project:

Website Redesign

Description:

Will be working with CivicPlus to update the City website. We are reviewing best practices in municipal web design and will be soliciting citizen input.

Status: In-Progress

Expected Completion: 9/6/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

The line crews have been working at the West Main Substation setting poles. They are also fixing the hot spots found from the infrared scan of the system several weeks ago.

When the repaired substation transformer was put under load early this week, some anomalies on the relay and metering equipment had to be investigated and straightened out. Although the transformer output was acceptable, some ground wires had to be attached to get proper voltage and current readings on the meters and relays.

The electricians are preparing the West Main Substation for the new transformer to come later this summer. They need to run conduits for DC power, backup AC, and communications, and extend the ground grid. Engineering is working on contracting out moving the fence and building the foundation.

Engineering is evaluating the prequalification submittals from the firms interested in bidding on the City's 34kV recloser project. Six companies submitted applications.

Engineering also compiled load data on homes for SolarCity for initial design and is working with Finance to analyze the SevOne loads that use Bloom Boxes to generate power.

Activity or Project:

West Main Substation Reconfiguration

Description:

Installing a new circuit and poles and reconfiguring other circuits and poles at the West Main

Substation in preparation for a new substation transformer currently being built and to be delivered later this year.

Status: In-Progress

Expected Completion: 10/31/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

The changeover of the Finance Directors continues to occur in the Finance Department. Mr. Vitola and I continue to work in tandem addressing everything that crosses his desk on a daily basis.

On 5/17, Mrs. Houck, Mr. Vitola and I attended the monthly DEMEC meeting, where I was introduced to the DEMEC staff and board members. Later in the day, City management and I met with the Secretary of DNREC and his staff in Dover to make them aware of the stormwater improvements the former Rodney property could offer.

Lou Vitola, Kelly Bachman and I had a phone interview with *The News Journal's* Jeff Mordock on 5/18 regarding his upcoming article on the cost of energy within the State of Delaware. Mr. Mordock was interested in how DEMEC's roll of acquiring Newark's electric supply feeds into the total electric rate the City charges its users.

Activity or Project:

Payments & Utility Billing (PUB)

Description:

The group handled 817 phone calls the last week. The average call length of 3:21 last week was strong, while the average hold & queue time (average speed of answer) increased from 1:00 to 2:16 due to the increase in call volume. Our Welcome Center staff greeted 286 visitors in the past week, while service orders initiated by PUB in response to calls and visitors totaled 264 for the same period. The group processed 2,955 utility payments and CityView transactions, 423 of which were imported automatically with our new electronic processes and 1,659 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

Status: In-Progress

Expected Completion: 12/31/2016

Execution Status: On Track

Activity or Project:

Accounting

Description:

Accounting staff is continuing the rigorous year-end accounting close and financial reporting process, which includes the independent financial audit and the development of the 2015 Comprehensive Annual Financial Report (CAFR). Additional notes related to the audit process are reported in the projects below. Independent Financial Audit: Audit status: CAFR sent to CLA for initial review. CLA target issue date is week of June 13-17, 2016. Mr. Vitola and I will commence work on the Management Discussion & Analysis component of the Comprehensive Annual Financial Report (CAFR) upon completion of the fund financial statements. Our Communications team is working on the visuals for the CAFR dividers this year.

Status: In-Progress

Expected Completion: 6/30/2016

Execution Status: On Track

Activity or Project:

Budget

Description:

Preliminary internal budget meetings continue. The timeline for the budget process can be found on Budget Central via this link: <http://cityofnewarkde.us/DocumentCenter/View/6648>

Status: In-Progress

Expected Completion: 9/30/2016

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

Director: Attended the May 9 Council meeting to discuss the purchase of a wood chipper and funding for the Preston's Playground project; met with Porter Chevrolet about their property that borders Lumbrook Park, attended the Memorial Parade organizational meeting to discuss parade logistics, attended the parade and assisted with vehicle line up; finalizing cost estimates for the Capital budget; met with the Deputy City Manager about our part-time clerk position and adjustments to its job description; gave Councilwoman Jen Wallace an overview of our Department and visited several park locations with her.

Recreation Supervisor of Athletics: Starting to take on new responsibilities but continuing to assist new George Wilson Center Supervisor with the transition; checked both pools daily and adjusted chemicals as needed; updated adult volleyball league standings; working to get co-ed softball league started on May 17; our latest introductory Pickleball session was held on May 12 at the GWC court; attended the Mayor's bike ride wrap-up meeting; contacting summer staff to finalize training schedules and get background checks completed.

GWC and Volunteer Coordinator: Conducted interviews with potential summer Camp GWC staff; received training at the George Wilson Center; attended an Operator of Public Pools Training at Delaware Technical Community College on Friday, May 13 and received Operator of Public Pools Certificate, scheduled a staff meeting for George Wilson Center attendants, sent contracts to summer camp staff, conducted phone interviews with potential summer camp counselor volunteers; coordinated volunteers for the Memorial Day Parade; attended a Memorial Day Parade meeting on Wednesday, May 11; 2 volunteers devoted a total of **32.75** hours assisting in the Parks and Recreation Office and the George Wilson Community Center; 1 volunteer devoted **3** hours landscaping and removing invasive plant species along the James F. Hall Trail; 2 Adopt-a-Trail Volunteers devoted **4** hours completing invasive plant removal and trail inspection on Thursday, May 12; 9 volunteers devoted **27** hours on Saturday, May 14 planting over 1,000 pollinator-friendly plants in Curtis Mill Park; 12 volunteers devoted **42** hours on Sunday, May 15 assisting with the Memorial Day Parade. Total Volunteer hours for the week of 5/8-5/15: **108.75** Hours.

Recreation Supervisor of Community Events: Prepared for and held the 81st Annual Newark Memorial Day Parade and Memorial Ceremony on the Green. The event was well attended both by participants and spectators. Approximately 50 groups participated in the parade. Photo albums from the event can be found in several locations: Newark Parks & Recreation: <https://www.facebook.com/Newark-Parks-Recreation-253978147044/>, City of Newark: https://www.facebook.com/media/set/?set=a.1128290630545447.1073741848.380449901996194&type=3&hc_location=ufi,

Newark Post: http://www.newarkpostonline.com/gallery/news/collection_7dd02e9b-2430-528b-a76b-944cf4e7efa1.html, New Castle County: https://www.facebook.com/media/set/?set=a.10154173674664859.1073742091.327180824858&type=3&hc_location=ufi,

Thank you to the staff from Parks & Recreation, Public Works, Newark Police, Parking, and Communications, that worked the event as well as the City Manager and City Council, Newark Memorial Day Parade Committee, Newark Rotary and the amazing volunteers that are always such an asset to this event. The second week of concerts was held with the Elbert Palmer Drumline and Almost Acoustic. The attendance was great (25/75) for the second week and the attendees are excited about the upcoming concerts.

Recreation Superintendent: Attended budget meeting with Department Director and IT Division, attended Memorial Day Parade meeting with parks staff and Memorial Day Parade Committee, attended wrap up meeting for the Mayor's Bike Ride, attended City Manager's weekly staff meeting, continued to work on budget with Director, sent out employment contracts and supplemental required forms to all Rittenhouse

Camp staff, provided information to Sharon to become new point of contact for fitness and yoga programs, sent out information to all fitness and yoga instructors introducing Sharon.

Parks Superintendent: Coordinated and supervised planting installation of new beds in front of City Hall, met with home owner concerning a tree issue, along with two park staff and two NPD officers removed homeless camp in Valley Stream area, met with representatives of the Wilmington Trail Club concerning completed projects as well as some possible future projects, looked at development site with Parks Director concerning a landscaping issue, continued working on budget items for Parks Director, continued working on issues related to the 2016 YBC crew, and checked on tree growth/health at the Reservoir.

Parks Supervisor: Coordinated prep work/plant pick up related to planting operation at Curtis Mill Park this weekend by volunteers, assigned field staff work orders and assisted as needed, and supervised unloading of plant material deliveries from two nurseries.

Parks/Horticulture Staff: Continued mowing operations, planted at City Hall, did interior bed maintenance at City Hall, continued on bed maintenance throughout park system, brushed both pools twice daily as needed to cure new pool surfacing, stage set up/removal from Spring Concert event, loading/set up/removal of materials/supplies from the Memorial Day parade, repaired pool pump at Dickey pool, did tree pruning on Main Street as needed, continued on/completed work orders as assigned, and repaired ball valve on water tank.

Activity or Project:

After School Gymnastics

Description:

Our first year of coordinating After School Gymnastics at Downes Elementary will be completed on Friday. The program has been a success with over 70 children participating in the program.

Status: Near Completion

Expected Completion: 5/20/2016

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Planning and Development Department

Notable Notes:

Building Maintenance

- This week Facilities Maintenance performed the following:
 - Reframed existing counter at Parking Office to accommodate Parking Ambassadors and picked up material for new wall;
 - Had ice machine in Building 2 at Municipal Yard repaired;
 - Made trim pieces to hold K-9 retirement plaque for Police Department;
 - Worked up pricing for George Wilson Center kitchen renovations;
 - Finalized and awarded contracts for Municipal Building fire alarm and Police holding cells project.

Code Enforcement

- The tenant fit out for Qdoba should begin shortly.
- On Friday, the Division received building renovation plans for Main Street Movies 5 in Newark Shopping Center. The plans are under review.
- The footer/foundation and slab installation for the University of Delaware's South Academy Street dormitory is ongoing.
- The framing work is ongoing at 60 North College Avenue, 52 North Chapel Street and Astra Plaza on Main Street.
- Work is continuing at the Candlewood Suites hotel on South College Avenue.
- Honeygrow opened for business this week.
- Work is continuing at the Washington House Condominiums located at 113 East Main Street. The scaffolding on Main Street has been removed.
- Final Certificate of Occupancy was issued for unit 114 at 2000 Fountainview Circle.
- Property Maintenance is addressing numerous issues related to high grass and weeds.

Parking

- Free parking was provided on Sunday, May 15th at all Newark municipal parking lots and meters in honor of the Memorial celebration and parade. To this end, Parking Ambassadors were brought in early Sunday morning to bag parking meters on the parade route and help direct traffic.
- On Wednesday Parking Supervisor Courtney Mulvanity stood in for Roberto DeDeus and led the Global Imaging Systems (GIS) Committee meeting.
- Parking Maintenance has begun its regular grass mowing schedule this week.
- Planning for summer maintenance projects continues.

Planning

- This week considerable time was spent on the Department's operating budget submittals for all divisions – Planning, Parking and Code Enforcement.
- On Thursday morning Planning and Development Director Maureen Feeney Roser attended the staff meeting.
- On Thursday afternoon each Planning and Development Division spent time with IT Manager Josh Brechbuehl and Assistant IT Manager Daina Montgomery to discuss IT needs for the operating and capital budgets.
- On Thursday evening Maureen attended the Downtown Newark Partnership (DNP) Board meeting. New Night, Downtown Newark's annual Food and Brew Fest and the organizational structure of the DNP were among the topics discussed.
- Considerable time was spent this week preparing the City's Downtown Development District application which is on the City Council agenda for consideration at the May 23, 2016 meeting.
- Some time was spent preparing the North College Crossing request to remove garage doors from the approved plan. Council will consider this request at their June 13th meeting.
- This week the Department received a request for annexation and zoning for 1 Georgian Circle. The annexation is requested for sewer service.
- This week revised plans were submitted for the Lofts at Center Street. The applicant, Lang Development Group, is requesting Council consideration of their plan, which has previously been reviewed by the Planning Commission on two occasions. The revised plans were distributed to the Subdivision Advisory Committee for review.
- On Wednesday morning Maureen met with a potential developer to discuss a Main Street property currently for sale.
- Development Manager Mike Fortner has been helping with the organization of Bike to Work Day to be held on Friday, May 20, 2016 at 7:30 a.m. at Mentor's Circle on the University of Delaware campus.
- On Wednesday Mike attended the annual meeting and conference of Delaware Chapter of the National Association of Housing and Redevelopment Officials. The Conference was held in downtown Wilmington and included sessions on downtown Wilmington's redevelopment through its Downtown Development District.
- On Thursday Mike attended the WILMAPCO Technical Advisory Committee meeting.
- Mike has been working with Newark Fellowship Intern Daniel Hutton on tabulating the results of the Newark Resident Survey.
- Planner Tom Fruehstorfer spent time this week revising the Planning and Development Department Report for amendments to Zoning Code Chapter 32, Article XVI – Area Regulations: exceptions, regarding height of buildings and building setback lines. The revised report is scheduled to be reviewed by the Planning Commission again at their June 7, 2016 meeting.
- The following was also completed this week:
 - 10 Deed Transfer Affidavits
 - 39 Building Permit Reviews
 - 2 Certificates of Occupancy

Activity or Project:

Planning Commission Meeting

Description:

Considerable time was spent this week preparing for the upcoming Planning Commission meeting. Tentatively on the agenda are the following: 1) review and consideration of a Comprehensive Development Plan amendment, rezoning and major subdivision with site plan approval plan for 1101 and 1107 Barksdale Road, to be known as Barksdale Green; 2) review of amendments to the Zoning Code to clarify exceptions for height and setback; and 3) discussion of Code mandated parking requirements and parking waiver program study.

Status: In-Progress

Expected Completion: 6/7/2016

Execution Status: On Track

Activity or Project:

International Parking Institute Conference

Description:

Parking Manager Marvin Howard is attending the International Parking Institute Conference this week. At the conference he will be meeting with many of the City's current parking vendors to discuss existing parking issues and meet with contemporaries to exchange ideas on best practices for service and enforcement.

Status: In-Progress

Expected Completion: 5/20/2016

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

On Friday, May 13th, Captain John Potts retired after serving nearly 38 years with the Newark Police Department. John was escorted out of the Police Department by two bagpipers. During the walk-out ceremony, Mayor Sierer and City Manager Houck expressed their thanks to John and his wife on behalf of the City of Newark.

Both Deputy Chiefs are attending the annual training conference sponsored by the Delaware Police Chiefs' Council. The conference is being held from May 16th through the 19th.

On May 18th and 19th, Chief Tiernan and the Lieutenants will be conducting interviews with candidates for the rank of Police Master Corporal and Police Sergeant. At the conclusion of the interviews, the "Chief's Score" will be assigned to each candidate. This will complete the third part of the promotional process.

On Friday, May 20th, Chief Tiernan and members of the Police Department will be meeting with newly elected Councilmember Jennifer Wallace. An overview of the department's operations and goals will be discussed.

Plans are underway for the University of Delaware Graduation Day ceremonies on May 28th. Planning is also underway for Newark's' A New Night Downtown on June 11th.

Officers continue to monitor Main Street for bicyclists on the sidewalks. This week officers have observed a notable decrease in violations.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 5/19/2016

Execution Status: Completed

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

5/15/2016

to 5/21/2016





Bike Smart

Healthy Community
Gold Award 2011
City of Seattle



 **NATIONAL**
Bike to Work Day
FRI., MAY 20 in Newark





Downes Elementary School Safe Routes to School Workshop

TOP PRIORITIES FOR SRTS INFRASTRUCTURE FUNDING

Workshop participants identified the following priority projects:

- Relocate crosswalk from Lafayette Rd to school entrance / top of crest, with enhanced signage and pedestrian refuge median.
- Install ADA ramp as alternative to steps at school entrance.
- Slow speeding traffic and work toward reducing speed limit to 25 mph.
- Upgrade bike lanes on Casho Mill Road to buffered and/or protected bike lanes.

Details regarding recommendations for SRTS funding are shown on the attached maps.

FUTURE PROJECTS

Additional ideas for future consideration include:

- Improve school drop-off/pick-up procedures to reduce backed-up traffic
- Explore bicycle boulevard improvements along neighborhood streets that connect to the school or Casho Mill Road.

EXAMPLES OF SIDEWALK INFRASTRUCTURE

Refuge island



In-street yield sign



Speed sign



EXAMPLES OF BICYCLE INFRASTRUCTURE

Buffered bike lanes



Protected bike lanes



Downes Elementary School

Safe Routes to School Workshop, North

Cycling recommendation

Walking recommendation

- Extend bike lane through approaches to intersection.

Improve Casho Mill Road bicycle lanes between Church Rd and Nottingham Rd; either:

- Remove on-street parking and convert to protected and/or buffered bike lanes, or
- Create parking protected bike lanes.

Convert Casho Mill Road bicycle lanes to protected and/or buffered bike lanes. Narrow travel lanes and use median refuges to lower design speed and reduce speed limit to 25 mph.

Add curb extensions to shorten crossing distance. Place crossing guard at Church Rd. crossing.

Add crosswalks across Timber Creek Lane.

Add Solar Power Radar Speed Sign.

Explore Bicycle Boulevard options for connecting neighborhood streets such as Dallam Road and Timberline Road.



Downes Elementary School

Safe Routes to School Workshop, Central

Cycling recommendation

Walking recommendation

School recommendation

Add crosswalks across
Timber Creek Lane.

Relocate crosswalk from Lafayette
Rd to school entrance / top of crest,
with enhanced signage, and
pedestrian refuge median and/or
in-street yield to pedestrian sign.

Convert Casho Mill Road bicycle lane to
protected and/or buffered bike lane. Narrow travel
lanes and use median refuges to lower design
speed and reduce speed limit to 25 mph.

Add crosswalks across
school driveways.

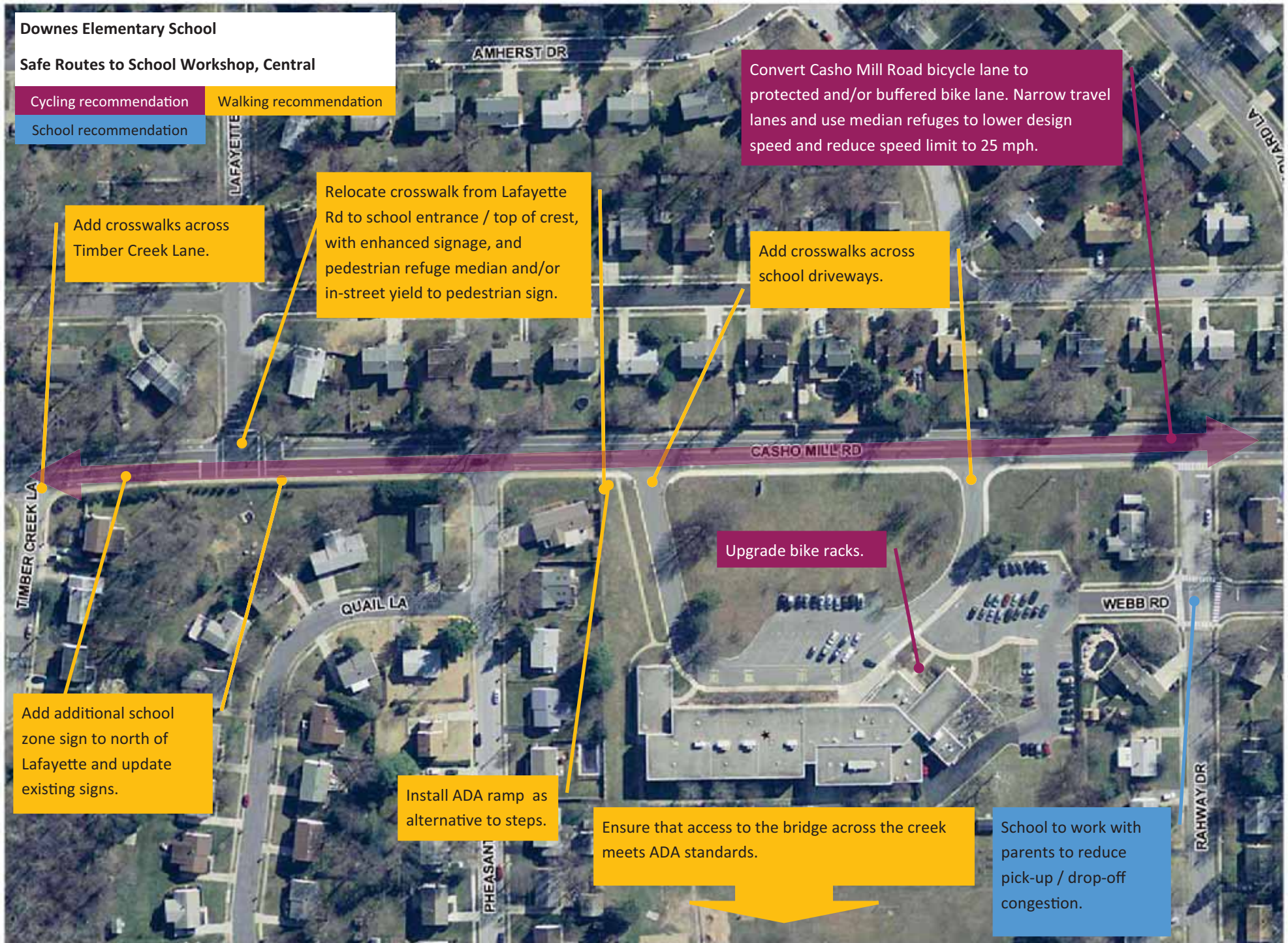
Upgrade bike racks.

Add additional school
zone sign to north of
Lafayette and update
existing signs.

Install ADA ramp as
alternative to steps.

Ensure that access to the bridge across the creek
meets ADA standards.

School to work with
parents to reduce
pick-up / drop-off
congestion.



Downes Elementary School

Safe Routes to School Workshop, South

Cycling recommendation

Walking recommendation

Convert Casho Mill Road bicycle lanes to protected and/or buffered bike lanes. Narrow travel lanes and use median refuges to lower design speed and reduce speed limit to 25 mph.

Extend Casho Mill Road bicycle lanes through Barksdale Rd intersection.

Add Solar Power Radar Speed Sign.

Enhance crosswalk signage and add pedestrian refuge median and/or in-street yield to pedestrian sign.

Remove crosswalk across Casho Mill Road.









P
ARKING

DQ



ON SIDEWALK



PARK

15Y

BigBelly
SOLAR

CONGRATULATIONS!

THE FOLLOWING EMPLOYEES WERE APRIL'S RECIPIENTS OF "WOW" NOMINATIONS:

William Anderson
Alden B. Cleaver Jr.
Anthony Gatta
Joseph Kendrick
Paul Lawrence
Brian Laws
Thomas Maiura
James Marconi
William McBride
Andrew Pagnotti
Tim Poole
Casey Rivers
Robert Sharpe
Adam Stevens
Mahdieu Tarawaly
Donna Vickers
Brian Whitehead

PAUL LAWRENCE

Was the recipient of the lucky random draw for a
\$50 DNP Gift Card.

If you witness a peer provide a City resident or a fellow co-worker exceptional customer service, show exemplary leadership, or identify system improvements, share it by sending an email to wow@newark.de.us.

Be on the lookout for "Wow" moments and those employees who exemplify excellence will be recognized accordingly.

All submissions are reviewed and considered by the HR Manager.





2016 Summer Blood Challenge

Official Rules and Point Structure

The **14th Annual Summer Blood Challenge**, which runs from May 16 to September 24, is a fun and easy way to help others in the community. Employers, Community Groups, Church Groups etc. help spread the word about preventing summer blood shortages by encouraging their employees or members to give blood and save lives. Meanwhile, participants are earning chances to win exciting prizes:

Individual Prizes

2 Day Pass for Firefly Festival at the Woodlands of Dover, DE 2017
PLUS a \$1000 TD Bank gift card
Or
\$2000 TD Bank gift card

In addition, ALL blood donors will receive an extra 100 reward points each time they give blood during the summer to use in our online Rewards Store towards merchandise!

How the Summer Blood Challenge Works

Participating businesses and organizations are grouped together based on size. They compete all summer by recruiting blood donors to give on behalf of their organization. The organizations with the most donors in each size category at the end of the challenge will win recognition and awards! In addition, groups will compete against each other for the most successful blood drive by % in the following categories:

- Corporate Blood Drives
- Community Blood Drives
- Boots and Badges Blood Drives

Tracking Results

The Blood Bank will regularly send an e-newsletter to participants so that they can track their results.

Size Categories for 2016 Participating Employers

- Micro: 100 employees or fewer
- Small: 101 to 299 employees
- Medium: 300 to 699 employees
- Large: 700 to 2000 employees
- Extra-Large: More than 2000 employees

Earn Points for Giving Blood

ALL blood donors will receive an extra 100 reward points each time they give blood during the summer to use in our online Rewards Store towards merchandise!

Here is the Reward Point structure for the 2016 Summer Blood Challenge:

Whole Blood & Fresh Whole Blood	200 points
Double Red Cell	300 points
Red Cell Plasma	300 points
Platelets:	
Single	300 points
Double & Triple	500 points

Young Donors (35 years and under) will receive two entries into the drawing for the Firefly Package per donation.

Anyone who donates blood on behalf of a participating business or organization (that's right – employees, spouses, friends, neighbors, customers!) at any Blood Bank donor site from May 16 to September 24 will be counted towards the organization's total donations.

To ensure the donor and the company get credit for the blood donation, complete a Hero Card at the time of donation.

Any donations made at a blood drive location will be credited to the hosting company.

Note: Those giving blood on behalf of a State of Delaware Agency MUST list the name of the State Agency.

Call 1 888 8-BLOOD-8 or visit www.DelmarvaBlood.org/donate to schedule a blood donation.

NEED HELP RECRUITING BLOOD DONORS?

*Call your Blood Bank **Account Executive** and set up a time for them to help your business or organization recruit! Book dates with them for recruitment drives and presentations at staff meetings soon as their calendars fill up quickly during the Summer Blood Challenge.*

To find your account executive, visit www.DelmarvaBlood.org/locations/find-your-account-executive/.

NOTE: To request an onsite blood drive at your company or to schedule a blood drive at the Blood Bank, contact your account executive or visit <https://www.delmarvablood.org/blood-drives/>

Thank you to all 2016 Summer Blood Challenge participants!
Your efforts and support will help save lives!



www.DelmarvaBlood.org

1 888 8-BLOOD-8



*Employees and immediate family members of Blood Bank of Delmarva are not eligible to win prizes.

NEWARK POLICE DEPARTMENT

WEEK 05/08/16-05/14/16

INVESTIGATIONS

CRIMINAL CHARGES

	2015 TO <u>DATE</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2016</u>	2015 TO <u>DATE</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2016</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	4	3	0	1	2	0
Rape	3	1	0	1	3	0
Unlaw. Sexual Contact	2	4	0	1	1	0
Robbery	17	16	0	17	5	0
- <i>Commercial Robberies</i>	7	8	0	7	0	0
- <i>Robberies with Known Suspect</i>	1	1	0	0	0	0
- <i>Attempted Robberies</i>	2	1	0	5	0	0
- <i>Other Robberies</i>	7	6	0	5	5	0
Assault/Aggravated	2	10	0	12	4	0
Burglary	20	35	0	12	13	0
- <i>Commercial Burglaries</i>	3	9	0	1	0	0
- <i>Residential Burglaries</i>	15	20	0	10	11	0
- <i>Other Burglaries</i>	2	6	0	1	2	0
Theft	163	257	10	80	61	4
Theft/Auto	15	15	0	5	5	0
Arson	1	0	0	0	0	0
All Other	25	48	1	28	20	0
TOTAL PART I	252	389	11	157	114	4
<u>PART II OFFENSES</u>						
Other Assaults	117	125	3	65	55	1
Rec. Stolen Property	2	0	0	11	10	1
Criminal Mischief	73	70	5	33	26	0
Weapons	5	4	1	41	14	0
Other Sex Offenses	0	0	0	0	0	0
Alcohol	108	100	3	168	178	15
Drugs	23	55	4	87	81	5
Noise/Disorderly Premise	167	293	17	86	126	8
Disorderly Conduct	66	60	2	41	49	8
Trespass	60	67	4	30	28	2
All Other	159	192	6	114	120	6
TOTAL PART II	780	966	45	676	687	46
<u>MISCELLANEOUS:</u>						
Alarm	357	329	5	0	0	0
Animal Control	162	188	10	0	0	0
Recovered Property	89	112	0	0	0	0
Service	10866	12832	696	0	0	0
Suspicious Per/Veh	184	214	8	0	0	0
TOTAL MISC.	11658	13675	719	0	0	0

	THIS WEEK <u>2015</u>	2015 TO <u>DATE</u>	THIS WEEK <u>2016</u>	2016 TO <u>DATE</u>
TOTAL CALLS	1,010	15,385	908	17,203



Newark Police Department
Weekly Traffic Report
05/08/16-05/14/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	3,558	4,169	179	230
DUI	77	64	4	1
TOTAL	3,635	4,233	183	231

TRAFFIC ACCIDENTS				
Fatal	2	0	0	0
Personal Injury	67	83	9	9
Property Damage (Reportable)	164	285	17	26
Property Damage (Non-Reportable)	146	59	8	4
Hit and Run	105	102	4	**
TOTAL	484	529	38	39
**Numbers will be updated once RMS update complete				