

City Manager's Weekly Report

Thursday, March 24, 2016

Department:

Alderman's Court

Notable Notes:

The past 2 week period we have held 6 court sessions and one case review session. We have also been assisting Court 42 in the absence of their Court Clerk.

Activity or Project:

Court Sessions

Description:

The past 2 weeks we have processed 104 arraignments, 78 trials, 37 capias returns, 14 case reviews and 1 violation of probation hearing. We videoed 4 prisoners and transported 10 to court for various hearings. In addition, we accepted 1,363 payments for Court fines and parking tickets, 762 of which were through Govolutions or PayPal for parking. We also assisted 196 phone calls and 97 walk in customers at our customer service windows.

Status: Completed

Expected Completion: 3/21/2016

Execution Status: Completed

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Community Relations

Notable Notes:

With the communications team completely intact, we've made significant progress over the past week in communicating with businesses and the community. Following a successful open house event last week at Grain, Megan McNerney is maintaining communication with the business district through various approaches. A DNP newsletter went out and over the past several days she has met with owners or managers at more than 50 businesses downtown to have introductory conversations and begin promoting New Night engagement (June 11).

Wine & Dine is next weekend and our outreach efforts continue. We are utilizing business gift cards as incentive on social media to amplify our messaging and engage with users online. We are also shooting short promotional videos with participating restaurants to give them an opportunity to highlight the offerings they'll have available to patrons during the event.

We have been expanding the Newark YouTube Channel (https://www.youtube.com/channel/UckUa0_pCSXUITQaeXLd73eA) to include several GIS tutorial videos that will help residents and visitors utilize our online mapping resources more effectively and efficiently.

We've also worked with our utility billing team and IT department to help develop and disseminate a survey to residents and businesses regarding possible municipal broadband services and current internet usage.

Graphic Design

- Updates to Parks & Recreation: Vendor package; Sponsorship package; Newark Pawlooza; Camp Guide Web Version
- DELPELA "Medical Marijuana In the Workplace" flyer and edits
- Newark Style Guide
 - Logo usage pages
 - Typefaces pages
 - Color Palette
 - Letterhead
- City & DNP Website Updates
- Municipal Broadband Survey distribution
- Wine and Dine Sponsor updates

Media Inquiries

Hannah Worsh, UD Review, inquired about upcoming Wine & Dine event

- Answered questions via email.
- Article: <http://udreview.com/grain-to-host-wine-and-dine-festival/>

Ashley Anthony, UD Review, inquired about rate of issuance of parking tickets downtown

- Conducted interview via email.
- Article: <http://udreview.com/parking-tickets-are-down-despite-student-complaints/>

Josh Shannon, Newark Post, inquired about the death of a 20 year old, who fell from a roof within City limits

- Facilitated interview with City Manager and Code Enforcement Manager regarding city response and code-specific questions related to and stemming from this incident.
- Article: http://www.newarkpostonline.com/news/article_1450623d-7f01-58e7-9adf-873b5ba496a8.html

Xerxes Wilson, The News Journal, inquired about the death of a 20 year old, who fell from a roof within City limits

- Facilitated interview with City Manager and Code Enforcement Manager regarding city response and code-specific questions related to and stemming from this incident.
- Article: <http://www.delawareonline.com/story/news/2016/03/21/police-no-foul-play-suspected-fatal-fall-saturday-newark/82077668/>

Megan Pauly, WDDE, inquired about the marijuana ruling at the last city council meeting

- Facilitated interviews with Mayor Sierer and City Solicitor.
- Article: <http://delawarepublic.org/post/newarks-marijuana-rules-now-mirror-state-law>

Megan Pauly, WDDE, inquired about speaking with someone who could talk about the Transitioning Neighborhoods focus group

- Facilitated interview with Michael Fortner.
- Article pending.

Josh Shannon, Newark Post, sought verification regarding past due tax and utility bills for the Newark Country Club.

- Provided responses via email.
- Article pending

Activity or Project:

Style Guide

Description:

Design elements for the style guide are near completion and we are working on including information on grammar, mechanics and email uniformity.

Status:

Expected Completion:

Execution Status:

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: Started

Expected Completion: 6/1/2016

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

Only 11 streetlights left to change, but these will have to wait for dryer weather as they are scattered about the City and in areas where a bucket truck will do more harm than good, as the ground is too soft. So we are calling the project done and will get the last 11 at our leisure when the grounds are firm.

A contractor has been working on South College and East Park rearranging communication and electric lines to make space for new fiber optic cable for AT&T. Engineering has been supporting them by turning off the reclosers on nearby circuits and advising on some of the configuration changes.

The line crews have been working at the West Main Substation and up Nottingham Road reconfiguring circuits to get ready for the new transformer that is to come to West Main Substation later this year. The line crews have also continued installing the fault indicators in underground developments.

Electricians have been checking all the capacitor banks, getting ready for the warmer weather when they are needed. The switched banks that are not performing properly are given to engineering to look at, where usually the controls are replaced. The electricians also checked and repaired, if necessary, all the court lights in the parks.

Engineering has been working on another substation transformer addition design and getting budget pricing on the specialized equipment needed to make it work. This will be a proposed capital project for a future year when all the details have been sorted out.

Activity or Project:

LED Streetlight Conversion

Description:

Replacing 2,000 high pressure sodium cobra head streetlights with LED type.

Status: Completed

Expected Completion: 3/23/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

The recruitment for the Director of Finance position attracted about three dozen candidates. Nine candidates with the strongest profiles were interviewed the week of February 29, and the second round of four finalists was conducted this week. We expect to make an offer as early as next week. Interviews for an application support administrator to serve as a systems technician/backup billing technician were conducted this week.

Payments and Utility Billing

The group handled 393 phone calls the week of 3/14/16 with an average call length of 4:16 and an average hold & queue time (average speed of answer) of 0:59, which is the second week in a row of sub-one-minute response time. Our Welcome Center staff greeted 164 visitors, while service calls initiated by Payments and Utility Billing in response to calls and visitors totaled 138 last week. The group also processed 2,863 utility payments and CityView transactions, 365 of which were imported automatically with our new electronic processes and 1,437 of which were imported via web, lockbox or preauthorized payment (PAP).

Accounting

Accounting staff have kicked off 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.

Activity or Project:

Independent Financial Audit

Description:

Audit fieldwork began this week with a team of independent auditors on site reviewing the City's financial statement drafts, source document testing, schedule reviews and other on-site audit procedures. An early indication from the audit staff is that the process is going well so far. The production of the final draft of the fund financial statements should be completed next week.

Status: In-Progress

Expected Completion: 6/30/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:
Expected Completion:
Execution Status:

Department:

Information Technology Department

Notable Notes:

The City of Newark IT Division, with help from our new Digital Records Coordinator, has been evaluating competing systems for our records management initiative. While the City Secretary's Office has been utilizing a scaled down version of Laserfiche over the past three years, it has been decided that with our push for a more centralized ERP system, Tyler Technologies (Munis) Content Manager (TCM) has stood out as the best choice. Aside from being a lower cost to implement and license for all users, the system is already integrated into many of our existing processes including Accounting, Work Order Management and Human Resources. As we continue to build out the Munis environment with additional modules aimed at improving efficiency and decrease data entry, TCM will act as a central repository for all data information. Of course, with such a system, allowing our residents (public) to access data, something we have heard from our residents, we will also be implementing a web based portal to encourage resident involvement and research. The project is set to begin in May 2016.

Activity or Project:

Municipal Broadband Feasibility Study

Description:

Last week, CTC was onsite to meet with the City of Newark and representatives from the University of Delaware. The meeting was informative and generated some great ideas and considerations to be accounted for. In the coming days/weeks, a resident and business survey will be distributed (randomized list of utility accounts). These surveys will be collected, compiled and analyzed. The results will contribute to the final report, but will not be the basis for the final report. Our Communications Division will be informing the public on what to expect when they receive the surveys.

Status:
Expected Completion:
Execution Status:

Activity or Project:

Munis Work Order Management

Description:

Work Order Management for the Parks and Recreation Department has been completed and is fully in use. Other departments will be brought online in the coming months.

Status:
Expected Completion:

Execution Status: Completed

Activity or Project:

Municipal and Police Department Server/Network Infrastructure Replacement

Description:

Several CIP projects are slated to be started and completed next week as part of our refresh of aging server and network systems. The City has invested in providing faster, more reliable systems to ensure residents and staff experience improved reliability

Status: Not Started

Expected Completion: 3/28/2016

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

I conducted the Recreation Supervisors' meeting to discuss activities going on in their areas as well as updating staff on upcoming City projects, continued working with the Preston's Playground group on the inclusive playground project, visited the can do playground at Alapocas State Park to look at their inclusive playground facility and family restrooms, met with Angel Burns, Superintendent of White Clay Creek State Parks, about partnering on maintenance workshops between the State and City and programming ideas, met with the City Manager and Deputy City Manager about department personnel as well as upcoming park projects including landscape improvements at the Municipal Building.

Recreation Supervisor of Athletics: Continued to meet with summer camp staff regarding the upcoming season, held a coaches meeting for the upcoming summer volleyball season which will include 30 teams, attended the Junior Basketball Championship game and handed out trophies and prepared for the inspection for the Downes Before and After Care program by the Office of Child Care Licensing which will be held on Monday, March 21.

George Wilson Center Coordinator: Continues planning for Camp GWC, held another interview this week. Many camp staff from last year are not returning so it will be a big turnover year for Camp GWC staff. Continues preparations for summer activities newsletter, completed the GWC attendants' schedule for April, continues preparations for Spring Break Camp scheduled March 28-April 1 at GWC, two theater classes held their final performances at GWC this week; submitted the purchase orders for the Arts & Crafts and Sports Equipment Supply bids, the winter session of swim lessons concluded this week, tennis lessons for ages five through adults are beginning over the next week, coordinating with instructors; continues to receive many inquiries for rental of GWC and particularly outdoor park/field permits with Spring arriving; attended the Recreation Supervisors' staff meeting.

Recreation Supervisor of Community Events: Prepared for and held annual Egg Hunt at White Clay Creek State Park for approximately 500 children with over 11,000 eggs and donated prizes valued at \$21,620 (a preview article can be found at the Newark Post's website:

http://www.newarkpostonline.com/news/article_ac950632-e70f-5e24-9f15-722c8e5e85e1.html?mode=iqm), prepared a map of the Community Garden, donated seeds, and information for the kick off

meeting (which will be held on 3/20), attended a Memorial Day Parade Committee meeting with

representatives from the Newark Evening Rotary as guests to discuss their Flags For Heroes program and how they may be able to partner with the committee, began working on a micro-grant for the Community Garden.

Recreation Specialist: Coordinated with a Bank of America Team, Newark High School, University of Delaware's Alpha Phi Omega Fraternity, Gamma Sigma Sigma Sorority and other individuals to assist in preparations for the annual Egg Hunt as well as for the event on Saturday, March 19. Ten (10) Bank of America volunteers devoted a total of 34 hours on Tuesday, March 15 and Wednesday, March 16 stuffing "Special Prize" eggs for the annual Egg Hunt, 50 volunteers devoted 122.25 hours in preparations for the Egg Hunt. On the day of the event, 23 volunteers devoted 53.25 hours setting up for the Egg Hunt, directing traffic, assisting participants, organizing prizes and clean up after the event. Three (3) volunteers from the Mason Dixon Trail Committee and the Wilmington Trail Club have recruited other volunteers to adopt sections of the Mason Dixon Trail that run through City of Newark property. Trail repairs and reroutes will be conducted in the coming weeks, hiked a section of the trail on Friday, March 18 with the Parks Superintendent and Director of Parks and Recreation with volunteers to approve of repairs and reroutes. Coordinated with the Wilmington University Soccer Team to volunteer on Monday, March 21 to remove litter from a section of the Mason Dixon Trail. Total volunteer hours for the week of March 14 – March 19 are 114 hours.

Parks Superintendent: Met with two homeowners concerning tree issues and talked over the phone to a third resident also concerning a tree issue, assisted with laying out and setting up the new planter boxes at the Community Garden site, continued working on the contract for the shelter/pad and ADA sidewalk installation at Folk, along with Parks & Recreation Director and Volunteer Coordinator met with representatives of the Mason-Dixon Trail Club and DNREC about several trail relocation projects and bridge installations along the trail through the Christina Valley Stream, along with Parks & Recreation Director met with City Manager concerning installing additional plantings in front of City Hall, looked at a tree on Prospect Avenue with Electric Department, assisted the recreation section in gathering supplies for Community Garden opening meeting, and continued working on contract to rehab the tennis court at Folk and Street Hockey Court at Dickey.

Parks and Horticulture Staff: Started replacing damaged concrete parking blocks throughout park system, placed/leveled/backfilled new raised garden beds (eight) at the Community Garden and mowed/sprayed herbicide in new bed area before wood carpet application, added additional soil to existing beds at Community Garden as needed, did equipment maintenance on Ventrac, did interior bed maintenance at City Hall, cleaned up call box along Hall Trail that was vandalized, and did trash removal throughout park system as needed

Activity or Project:

Expansion of Community Garden

Description:

Due to increased enrollment, the Community Garden was expanded by 8 garden plots. The garden is now full for the season with 54 gardeners registered.

Status: Completed

Expected Completion: 3/21/2016

Execution Status: Completed

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

- Facilities Maintenance performed the following:
 - Continued work on Digital Records room;
 - Completed painting staircases at George Wilson Center;
 - Stripped and waxed floors in Building #2 at Municipal Yard;
 - Painted office spaces and changed air filters in Municipal Building;
 - Prepared bid list for HVAC evaluation;
 - Made glass stops for Train Station door repair;
 - Installed safety sign at Customer Service and painted red line;
 - Began training on Municipal Building HVAC automated controls.

Code Enforcement

- Code Enforcement patrolled the bars/restaurants for St. Patrick's Day celebrations. Weekend patrol was out and generated over two dozen citations for trash and debris, parking and other complaints. Code also checked establishments for occupancy loads.
- Final Certificates of Occupancy were issued for units 511-517 of the Main Towers at 330 East Main Street.
- The footer/foundation installation work for University of Delaware's South Academy Street building continued this week.
- The foundation and framing work is ongoing at 60 North College Avenue.

- The framing work is ongoing at 52 North Chapel Street.
- Foundation work began at Astra Plaza on Main Street for additional apartments.
- Work is continuing at the Washington House Condominiums located at 113 East Main Street.

Parking

- Customer Service training was set up this week for Parking Ambassadors. The training, scheduled for Monday, April 1st, will focus on dealing effectively with difficult and aggressive behavior, as well as Newark specific parking enforcement goals and expectations. The class will be taught by Cindy Campbell, Senior Training Development Specialist for International Parking Institute (IPI), and Parking Division staff.
- On Wednesday Parking Manager Marvin Howard and Parking Supervisor Courtney Mulvanity attended the ICMA meeting for Effective Supervisory Practices.
- This week Parking Division staff conducted interviews for an open Parking Attendant position.
- Also this week, Parking Division staff completed a downtown Newark parking GIS map tutorial.
- Considerable time was spent this week working with the fiber installation contractor to facilitate the installation of the ParkingSoft fee collection equipment in Lots 3 and 4 over Spring break.

Planning

- Considerable time was spent this week preparing for the April 5th Planning Commission meeting. Tentatively scheduled for review are:
 - Review and consideration of a Major Subdivision and Special Use Permit for a hotel and restaurant at 400 Ogletown Road;
 - Review of an amendment to the Zoning Code to clarify exceptions for height and setback;
 - Receipt of draft of proposed parameters and methodology for Code mandated parking requirements and parking waiver program study for discussion at a future Planning Commission meeting;
 - Information regarding IPA-sponsored Planning Commissioner training scheduled for Wednesday, April 13th.
- On Wednesday night, Planning and Development Director Maureen Feeney Roser attended the Traffic Committee sponsored meeting regarding Cleveland Avenue improvements. Three follow up meetings will be scheduled: one to determine stakeholders and their participation, a site visit, and another meeting of the group to review research before determining how to proceed.
- On Thursday morning Maureen attended the staff meeting.
- On Friday afternoon Code Enforcement Manager Dave Culver and Maureen met with residents of Cherry Hill Manor to discuss concerns with property maintenance inspections.
- On Friday afternoon Maureen attended the Downtown Newark Partnership Mixer introducing Kelly Bachman and Megan McNerney to the business community.
- This week a request to deviate from the approved elevations for North College Crossing (60 North College Avenue) was received from the developer. Lang Development Group requests permission not to install garage doors on the first floor parking at the site. As Council has recently expressed concerns about garage doors (or lack thereof), staff will

prepare the materials for Council to consider the request at an upcoming meeting.

- This week the Subdivision Advisory Committee comment letter for the annexation, rezoning and minor subdivision at 0 Darien Road was prepared and provided to the developer.
- On Thursday Development Manager Mike Fortner attended the Newark Bicycle Committee meeting.
- Also on Thursday, Mike attended the WILMAPCO Technical Advisory Committee meeting.
- On Wednesday Mike attended an ICMA training session on "Motivating Employees and Customer Service."
- On Wednesday Mike attended the GIS Working Group Committee meeting.
- Planner Tom Fruehstorfer met with a resident to discuss suggestions for improvements to the Unicity bus system.
- The following was also completed this week:
 - 8 Deed Transfer Affidavits
 - 33 Building Permit Reviews

Activity or Project:

Board of Adjustment Meeting

Description:

On Thursday night the Board of Adjustment granted a 36-space parking variance for the 400 Ogleton Road Hotel and Restaurant Project. The variance was granted on the condition that the hotel offer regular shuttle service for guests and that arrangements are made for employees to park offsite. Also on Thursday night, the Board of Adjustment reviewed a host of variance requests for 108-110 Wilbur Street. The application was withdrawn in order to provide more information at a future meeting.

Status: Completed

Expected Completion: 3/17/2016

Execution Status: Completed

Activity or Project:

Comprehensive Development Plan V

Description:

A revised draft of Comprehensive Development Plan V, dated March 14, 2016, is available on the City's website. The revised draft includes all revisions from the Planning and Development Department's memos to Council dated March 4th and March 14th. Both of these memos, and the PLUS review letter dated March 14, 2016, are also available on the City's website. Mike is working with staff from DNREC to include additions to address any certification issues.

Status: In-Progress

Expected Completion: 4/25/2016

Execution Status: On Track

Activity or Project:

Rental Housing Needs Assessment Study Phase Two

Description:

Urban Partners will conduct a focus group for the Rental Housing Needs Assessment Study Phase Two on affordable housing and programs to encourage home-ownership. The focus group will be held in the Council Chamber on Thursday, April 7th at 4:00 p.m. The Rental Housing Needs Assessment Study Phase Two Steering Committee will meet again on Thursday, April 7th at 7:00 p.m. to discuss the results of the focus groups and review a draft report.

Status: In-Progress

Expected Completion: 4/7/2016

Execution Status: On Track

Department:

Police Department

Notable Notes:

As we anticipated, March 19th, (Saturday after Saint Patrick's Day), was a very busy day for the city. Staff from Code Enforcement were working in addition to officers from Delaware Alcohol and Tobacco Enforcement, and 23 additional Newark Police Officers to supplement the officers working regular duty.

Officers responded to 175 calls for service during the peak hours of activity and proactively made 58 criminal arrests related to party activity and alcohol consumption. Sixteen large parties were dispersed. The party dispersals require many officers and is time consuming in order to clear the house and the area. No serious crimes took place during this time. There was one tragic accidental death from a young man falling from the roof of a house.

Corporal Marty LaRue has been working with a gas station on South College Avenue to prevent homeless from loitering on the property. At the suggestion of the officer, the gas station posted signs prohibiting loitering. Several homeless have been issued trespass warnings. One person was arrested after violating the trespass warning.

Bicycle Enforcement on Main Street and the surrounding area continues. Corporal Greg Micolucci continues to be our most productive officer in regard to issuing summonses to bicyclists who ride on the sidewalk and in the wrong direction.

We continue to receive many nice letters and emails about our police personnel. Below is an email complimenting one of our dispatchers and police officers. This is another great example of the work that is done each day by our police team that usually goes unrecognized:

"Just wanted to send a quick note of appreciation to the Newark Police Department this evening. I am a college student visiting friends/family from out of state, and was in the Newark area when a man began suspiciously following myself and a dear friend in our vehicle. He continued to do so until we felt so unsafe that I called the Newark Police Department. Though I did not catch the name of woman who answered the phone at your Newark site, she was incredibly helpful in collecting information about the individual that had been following us. She could tell that I was shaken up, and was having a hard time speaking clearly, but she was very patient in working with me. She then dispatched an officer to come meet with us and talk with us until we felt safe enough to drive home. Unfortunately, it has been a long night, and I do not remember the name of this young officer, but he was so very kind in driving with me to my vehicle to make sure I felt safe."

"I just wanted to send a letter of thanks to you and your police department for all of the good work that you do. I wish that I had noted the names of these two individuals who had helped me, but my mind was elsewhere. Regardless, thank you to you and your department. I hope you have a wonderful evening and wonderful spring season."

Activity or Project:

Traffic Committee

Description:

Attached you will find the Traffic Committee meeting minutes of March 15, 2016.

Status: Completed

Expected Completion: 3/24/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

3/20/2016

to 3/26/2016

CITY OF NEWARK
Newark, Delaware

Traffic Committee Meeting
March 15, 2016
3:30 p.m.

Members Present: D/C Kevin Feeney, Andrew Haines, Sgt. Curtis Davis, Tim Filasky, Dave Gula, Tom Parkins

Absent: Tom Coleman
Marvin Howard
Lt. Fred Nelson

1. Request for a handicap parking space in front of 24 Tyre Avenue.

DC Feeney said this was received by Carol Houck. Andrew Haines said this item was discussed at a council meeting at the same time the special residential parking district was implemented. Andrew Haines said this request was initiated due to paratransit picking up and dropping off at this address. One option discussed was to implement a handicap parking space at the residence, however one drawback would be that anyone with a handicap placard could park in the space. City council recommended this go back to the Traffic Committee for further review and consideration.

DC Feeney said the resident states in his letter that paratransit picks up from his home 3 days a week. He said the paratransit driver parks in the middle of the road when picking up and dropping off and blocks traffic. The resident is looking for a reasonable solution for an accommodation.

Sgt. Davis suggested a loading zone, however the one drawback is that it may not be desirable in a residential area. Sgt. Davis said another option would be to make it no parking. Andrew Haines said by designating Tyre Avenue as a Special Residential Parking District has probably helped the parking situation.

Dave Gula said the committee hasn't received many requests for handicap spaces near this residence and more likely this would be the best solution.

DC Feeney said based on the location he feels the challenge is it could become an overflow for people patronizing area establishments. DC Feeney said he feels the best solution would be to keep it as no parking and allow paratransit to pick up and drop off, however realizes enforcement could be an issue.

Andrew Haines suggested communicating to the paratransit bus not to park in the middle of the road. Dave Gula said generally bus drivers don't like to get off the road if they don't have to. Dave Gula feels the easiest solution would be to make it a handicap parking space and for the driver to have in his notes for bus to get out of the travel lane. Dave Gula said he feels it would be best to communicate to the driver to move out of the travel lane. Dave Gula said at this location there is a space in the middle of two driveways where the paratransit bus could pull over and temporarily park for pickup and drop off.

Tim Filasky said this summer the Public Works Department will be painting yellow curb on Main Street. Tim Filasky said they could paint the curb in front of the resident's house. Andrew Haines recommended painting from the end of sidewalk to end to the driveway.

Motion by Andrew Haines, seconded Dave Gula, by to paint the curb on the west side of 24 Tyre Avenue from the north side of his sidewalk to the south side of his driveway.

Motion Passed. Vote: 6 to 0.

DC Feeney said he will follow up with the resident. Andrew Haines suggested communicating this to the Parking Division for notification to the parking ambassadors of the added yellow curb.

2. Request for a pedestrian walkway at 525 Bellevue Road just east of the railroad tracks.

DC Feeney said this item was discussed at a previous Traffic Committee meeting that was received by Tom Coleman through DOW.

Tim Filasky said DOW is requesting a pedestrian walkway across the street on the other side, however it is unknown whether DOW or DelDOT own the property across the street. Sgt. Davis asked if DOW owns the second building. Tim Filasky said he doesn't believe they own the second building. Sgt. Davis questioned if this walkway is even necessary at this location.

Andrew Haines asked if Tom Coleman said the city could perform the survey work for DOW and they would be responsible for the sidewalk improvement installation. Andrew Haines said if an improvement is made to make a designated sidewalk more than likely the parking restriction could be lifted.

DC Feeney suggested tabling the request until more research or information is obtained.

Motion by Andrew Haines, seconded by Dave Gula, to table the request for a pedestrian walkway at 525 Bellevue Road just east of the railroad tracks.

Motion Passed. Vote: 6 to 0.

Old Business:

McKees Lane – Parking Restriction


DC Feeney asked if notification was to be sent to Cleveland Avenue regarding the No Parking on McKees Lane. Alicia Cash said the motion was to restrict parking on McKees Lane to a point 15' north of Terrace Drive to Cleveland Avenue for accessibility and safety.

Cleveland Avenue Sub-Committee

DC Feeney said a meeting was held with Cleveland Avenue businesses mainly car dealerships and it went well. DC Feeney said the first public meeting will be held tomorrow, Wednesday, March 16th at 7:00 p.m. at the Newark Senior Center. Dave Gula said he was asked if Cleveland Avenue public meetings could be held somewhere along the Cleveland Avenue corridor. Andrew Haines said Alder Creek has a meeting room. DC Feeney said he would relay this information to Lt. Fred Nelson.

New Business:

Andrew Haines asked if there is any further information regarding the bicycle law. DC Feeney said the law specifically states you can't ride on the sidewalk on Main Street. DC Feeney said the improper signage has been removed and replaced. DC Feeney said Delaware law states that you can't ride on the sidewalk if a bicycle path has been provided. DC Feeney said Special Operations Unit is working on conducting enforcement surrounding the bicycle law. DC Feeney said the sign board will be installed tomorrow. DC Feeney said Officer Shannon Craig will be working with SWITCH skateboard shop on the educational aspect.


Kevin Feeney, Chairman

NEWARK POLICE DEPARTMENT

WEEK 03/13/16-03/19/16

INVESTIGATIONS

CRIMINAL CHARGES

	2015 TO DATE	2016 TO DATE	THIS WEEK 2016	2015 TO DATE	2016 TO DATE	THIS WEEK 2016
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	2	2	0	1	1	0
Rape	1	0	0	0	3	0
Unlaw. Sexual Contact	0	3	1	0	0	0
Robbery	9	8	0	11	5	0
- Commercial Robberies	6	3	0	3	0	0
- Robberies with Known Suspect	1	1	0	0	0	0
- Attempted Robberies	1	1	0	5	0	0
- Other Robberies	1	3	0	3	5	0
Assault/Aggravated	1	2	1	5	2	1
Burglary	16	20	1	4	10	0
- Commercial Burglaries	2	6	0	1	0	0
- Residential Burglaries	13	11	1	3	8	0
- Other Burglaries	1	3	0	0	2	0
Theft	88	140	17	57	35	2
Theft/Auto	8	6	1	5	5	0
Arson	0	0	0	0	0	0
All Other	8	23	3	17	15	0
TOTAL PART I	133	204	24	100	76	3
<u>PART II OFFENSES</u>						
Other Assaults	56	81	9	36	29	4
Rec. Stolen Property	2	0	0	10	9	1
Criminal Michief	47	38	11	18	21	0
Weapons	4	3	0	30	7	1
Other Sex Offenses	0	0	0	0	0	0
Alcohol	57	73	27	75	106	48
Drugs	17	32	1	71	38	5
Noise/Disorderly Premise	71	166	41	41	68	19
Disorderly Conduct	30	38	6	19	31	7
Trespass	35	35	11	19	9	2
All Other	92	128	12	70	64	6
TOTAL PART II	411	594	118	389	382	93
<u>MISCELLANEOUS:</u>						
Alarm	216	217	13	0	0	0
Animal Control	81	81	14	0	0	0
Recovered Property	42	67	11	0	0	0
Service	5671	7428	718	0	0	0
Suspicious Per/Veh	101	137	13	0	0	0
TOTAL MISC.	6111	7930	769	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	951	8,057	948	10,042



Newark Police Department
Weekly Traffic Report
03/13/16-03/19/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	1,833	2,136	125	165
DUI	44	41	3	3
TOTAL	1,877	2,177	128	168

TRAFFIC ACCIDENTS				
Fatal	0	0	0	0
Personal Injury	37	41	4	4
Property Damage (Reportable)	73	158	6	14
Property Damage (Non-Reportable)	85	25	15	2
Hit and Run	58	60	9	6
TOTAL	253	284	34	26