

City Manager's Weekly Report

Friday, May 13, 2016

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

PW&WR and Code Enforcement staff and I have been working with GE Aviation and GE Energy in relationship to their solar project to facilitate understanding and requirements associated with the level of impervious area required at the site which sit over our wellhead protection area. A meeting held this Friday morning resulted in their expression of appreciation for the time staff spent and the development of a solid working relationship.

This afternoon we held another meeting on the topic of the Administrative Warrant to facilitate conversation, an opportunity for input on the draft Bill and greater understanding of positions. At time of writing, various State Representatives were expected to be in attendance with Representative Baumbach taking the lead with invitations. Lobbyist Rick Armitage, myself and Special Counsel Max Walton have also advised interested groups of the opportunity. To be clear, although some have suggested there has not been an adequate level of outreach, there has been substantial outreach and sharing of the draft, with a continued message to provide input or suggestions for modifications to the draft, some of which were incorporated after an earlier meeting of April 22nd.

This Friday, May 13th at 4 p.m. we joined together to celebrate the career of Captain John Potts upon his retirement from the Newark Police Department. Captain Potts was nominated by Governor Markell to serve as Magistrate in the Justice of Peace Court and his nomination was approved by the Senate on May 11th. When able, I am sure you will join me in congratulating John on his retirement and new position as well as thanking him for his 38 years of service to the Newark community and the Newark Police Department.

Activity or Project:

Downtown Newark Partnership (DNP)

Description:

At last evening's DNP meeting the Board discussed, among other agenda items, the Preliminary Organizational Assessment Report presented by Ms. Lynch. Board Chair Marilyn Minster allowed non-staff Board members to share their thoughts and opinions about the report which recommends a substantial organizational restructuring. Additionally, staff and Mayor Sierer were provided the opportunity to provide feedback. Ultimately, no one on the Board fully supported all of the recommendations made by the consultant while agreeing that some form of reorganization was necessary. The Board established a smaller focus group to begin discussing options for reorganization that would be brought to the full Board at a later date. The assessment report was previously shared with Council. As the comments were many and the engagement and passion level high, the detail of the feedback will be shared in the form of the meeting minutes. With that noted, the Boards and Commissions Review Committee was to undertake its review of the DNP earlier this year but paused to allow the assessment to be completed. Members of the review committee were in attendance at the DNP meeting and shared detail of their process. They

thought their review might be conducted as soon as August.

Status: In-Progress

Expected Completion: 5/13/2016

Execution Status: On Track

Activity or Project:

DEMEC

Description:

In association with the Delaware Municipal Electric Corporation's administration of the UD Electric Service Agreement (ESA), DEMEC advised us earlier this year that there was a substantial true up predicted for the delivery charge component. Our finance staff has been working with DEMEC, our Electric Department and UD officials to confirm the reconciliation amount, which is one component of their billing rate as specified in the ESA. DEMEC's review determined that the delivery charges imposed from the outset of the contract were underestimated. This is a result of actual delivery charges having escalated in association with capacity rates, transmission costs and congestion charges that have increased. As this is the first audit being undertaken by DEMEC since the contract term commenced in 2013, UD is thoroughly reviewing the documentation.

Additionally, the magnitude of the under-collection was exacerbated as a result of the timing of the audit. We expect that all will come to terms on the amount of the under-collection within a few weeks. To be clear, neither the City of Newark nor its electric rate payers are impacted by the under-collection. DEMEC under-collected at the wholesale level and, pursuant to the ESA, must be made whole by the UD through Newark. Following the completion of UD's review, the disposition of the under-collection is likely to take the form of an installment arrangement. Going forward, DEMEC has committed to the reconciliation process occurring on an annual basis, while raw billing data from our Electric Department will be shared on a monthly basis. This will streamline future reconciliations and limit the magnitude of any under or over collections for either party to the agreement. Once the reconciliation audit and review is complete we will share final details.

Status: In-Progress

Expected Completion: 5/27/2016

Execution Status: On Track

Activity or Project:

DEMEC continued

Description:

Information as shared by DEMEC related to the Delmarva Power & Light Rate Refunds - In case anyone asks: Delmarva Power & Light (DPL) is one of several electric utilities in the state of Delaware that provides power to some but not all Delawareans. As a result of agreements with the Delaware Public Service Commission for approval of the DPL/Exelon merger, DPL has begun to make refunds to its electric customers. No refunds are being made to non-DPL customers such as the DEMEC Municipal Electric Utilities and the Delaware Electric Cooperative customers. The Delaware Municipal Electric Corporation (DEMEC) is an electric utility that provides electric to 8

municipal electric utilities in the state of Delaware. DEMEC and its member electric utilities are separate electric utilities from the DPL electric utility. DEMEC and its members are not electric customers of DPL nor does DEMEC or its members purchase electric from DPL. Since DEMEC and its member utilities are not a customers of DPL, DEMEC and its members will not receive refunds from DPL. DEMEC customers currently benefit from stable and reliable electricity costs which have decreased 13.7% over the past 6 years. DEMEC municipal customers receive discounts every month because they are already paying lower rates than DPL rates. Note: The last time DEMEC purchased electric from DPL was over a decade ago, in 2003.

Status: Completed
Expected Completion: 5/13/2016
Execution Status: On Track

Department:

Alderman's Court

Notable Notes:

We held three court sessions this past week.

Activity or Project:

Court Sessions

Description:

We processed a total of 40 arraignments, 50 trials, 18 capias returns, 5 case reviews and 2 pleas. We videoed 2 prisoners at Howard R. Young Correctional Institution. In addition, we processed 764 payments this past week for Court fines and Parking Citations of which 450 were electronic payments through Govolutions with the State of Delaware or Paypal for parking citations.

Status: Completed
Expected Completion: 5/10/2016
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:

We are now one month away from a New Night Downtown. To date, 37 businesses and organizations are registered to participate and we have brought in \$2,550 in sponsorship money. We are promoting the event on social media and utilizing gift cards from local restaurants to encourage increased engagement.

GIS Maps

The Events Parking GIS Map is ready for public use. This map will show people where they can park when coming downtown for DNP and Parks and Recreation events. The map also includes a brief description of the event and a photo. We will record a tutorial for this GIS map to post on the City's YouTube page.

Channel 22

We are working to create new content for posting on Channel 22. Most recently, we shared a video highlighting the City of Newark's recognition of Lyme Disease Awareness Month. The video includes the staff's Lyme Disease Challenge videos as well as some video clips from the yarn bombing of the East Main Street parking meters. We are in pre-production of a number of other videos including profile pieces on staff members, a how-to video on the City of Newark Police Department's tip app, and event features.

Graphic Design

- Updated web edits
- Scheduled Public Meeting Notices
- Resized, Printed and framed new lobby posters
- Updated TV 22 with New Slides and Pictures
- Posted press releases
- Updated the City Charter Link on Homepage
- Added all Upcoming Events to Website Calendar

Press Releases/Media Inquiries

- Newark Spring Concert Series Kicks Off This Month:
 - <http://campaign.r20.constantcontact.com/render?m=1102645239616&ca=b0855908-e8b1-4ebb-b124-a5202b6972dc>
- City of Newark Hosts 81st Annual Memorial Day Parade
 - <http://campaign.r20.constantcontact.com/render?m=1102645239616&ca=ece1ba3e-371c-455d-ac73-d22357b5a267>
- Downtown Newark Represents Delaware on list of Main Streets Across America

- <http://campaign.r20.constantcontact.com/render?m=1102645239616&ca=1ed9c847-7736-4c78-8b68-32e931f0bf83>
- Hae Soo Yang, UD Review, inquired about Occupancy requirements for One Easton Apartments
 - Response: Agreement provided

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: 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:

A power outage early Friday morning, May 6, had about 2,000 customers out of power for almost two

hours. A substation power transformer failed and crews were called in to repair aerial equipment that blew apart in the surge and switch circuits to restore power. The transformer was electrically tested and found to be unusable. When the report becomes available it will be sent to the insurance company.

A testing company checked out the substation transformer returned from being repaired a week ago. After testing the crews installed all the equipment needed to energize. The transformer is energized with no load until next week.

The line crew worked on hot spots found during the infrared scans of the system the last few weeks.

Engineering spent considerable time evaluating the outage that occurred because multiple issues happened at the same time. So all the involved relays were analyzed for timing events.

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:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

I would like to thank the Administration, Council and staff for welcoming me to the City of Newark. I would especially like to thank Lou Vitola for his time and knowledge that he has shared with me over the last two weeks. I am hoping that the transition from Lou to myself will be smooth and seamless, and I am looking forward with being part of the Newark Team.

Activity or Project:

Payments and Utility Billing (PUB)

Description:

The group handled 616 phone calls the last week. The average call length of 3:18 last week was strong, while the average hold & queue time (average speed of answer) was 1:00 and continues to be an improvement over the last two years. Our Welcome Center staff greeted 264 visitors in the past week, while service orders initiated by PUB in response to calls and visitors totaled 209 for the same period. The group processed 4,011 utility payments and CityView transactions, 390 of which were imported automatically with our new electronic processes and 2,674 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:

Independent Financial Audit

Description:

Our Audit manager's last day with his firm is 5/13/16 which may impact the City's GFOA deadline. As a result, the determination was made to request a GFOA extension in case it's needed due to CLA personnel changes (it is common to secure extensions, even if an extension is not anticipated). All open items have been provided to auditors. Work continues on the CAFR - mainly footnotes and stats. 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 will be assisting with 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 have commenced. 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: 12/31/2016

Execution Status: On Track

Department:

Information Technology Department

Notable Notes:

- Two members of IT recently attended the Tyler Technologies User Conference in Phoenix. Their attendance provided great insight into the roadmap for future product releases and added features. Training also occurred during the conference.
- One member of IT recently attended New World Systems User Conference in Phoenix. Along with two members from our Dispatch Team, this conference was valuable as it demonstrated the future of our 911 CAD based systems.
- IT is working with a local vendor to provide an assessment of utility poles for fiber installation. This is necessary to ensure that space is available on these poles to place fiber without interrupting other providers or electrical transmission lines.
- The Records Management Room has been completed and technology equipment is being secured to begin on our efforts for eliminating unnecessary paper storage.
- The North Core Computer Aided Dispatch upgrade is still on schedule Tuesday, May 17th. 911 operations will not be affected during this upgrade.
- IT is currently evaluating ruggedized computers for NPD.
- Our Project to replace the City's Permits and Licenses management application has kicked off and has identified a Project Manager dedicated to ensuring the success of this project.
- IT is meeting with all Departments this week to discuss budget needs in association with the 2017 budget process.

Activity or Project:

Municipal Broadband Feasibility Study

Description:

CTC has received all surveys (resident and business) and is compiling results. It is our expectation to deliver the report to Council in July.

Status: In-Progress

Expected Completion: 7/1/2016

Execution Status: Behind Schedule

Activity or Project:

Disaster Planning Project

Description:

Equipment and Licensing has been secured for our upgraded Disaster Planning and Preparedness Solution. This solution will ensure that all City Data is better protected at a minimum of 3 locations (2 being off-site).

Status: In-Progress

Expected Completion: 5/31/2016

Execution Status: On Track

Activity or Project:

Municipal and Police Department Server/Network Infrastructure Replacement

Description:

All IT CIP projects related to replacement of infrastructure have been completed for 2016.

Status: Completed

Expected Completion: 5/13/2016

Execution Status: Completed

Department:

Parks and Recreation Department

Notable Notes:

Director: Attended a Preston's Playground meeting about the project and fundraising ideas, conducted a meeting at the Newark Senior Center to give an overview of our web site along with Tyler DeBruin and Kyle Glazier to their computer club; working on the 2017 budget estimates and Capital budget for 2017-2021; met with the Parks maintenance staff to discuss upcoming events and work schedule as well as upcoming projects; working on several Park projects for potential Delaware Recreation Trail project funding through the grant application process.

Recreation Supervisor of Community Events: The first Spring Concert, featuring SteelHappiness.com, was held on Thursday, May 5 with approximately 25 people attending the performance and many more stopping by to see what was happening and picking up a schedule for the rest of the series. This week, the second week of concerts will be the kick off of this year's Newark's Youth's Got Talent will be the Elbert Palmer Drum Line with a performance and hands on children's session beginning at 5:30 p.m. followed by a Spring Concert by Almost Acoustic at 7 p.m. A preview from the Newark Post can be found here - http://www.newarkpostonline.com/news/article_a1ce4dc4-7c14-5dae-a06b-3f865bacacb4.html. The NewBark PawLooza was scheduled for Saturday, May 7. Preparations were made for the event, however, Handloff Park had standing water and the overall condition was too poor to hold the event. Vendors and sponsors are being refunded with hopes to reschedule the event in the fall. The Newark Memorial Day Parade and Ceremony will be held on Sunday, May 15. The Ceremony on the Green will begin at 1 p.m. and

the 81st Annual Newark Memorial Day Parade will step onto Main Street at 2 p.m. Registration for the parade as well as VIP RSVPs continue to come in.

George Wilson Center & Volunteer Coordinator: Conducted phone interviews with potential summer camp volunteers; conducted interviews with potential summer Camp G.W.C. staff; received training at the George Wilson Center in preparation for the transition; provided supplies to West Park Elementary and Downes Elementary for Friday Clubs; hosted an Arbor Day Celebration with Parks Crew members to 80 third graders at Downes Elementary School on Wednesday, May 4 in which a Pink Saucer Magnolia tree was planted near the school's playground; 2 volunteers devoted a total of **10** hours assisting in the Parks and Recreation Office on Friday, May 6; 1 volunteer devoted **3.5** hours during the week of 5/2-5/7 landscaping and removing invasive plant species along the James F. Hall Trail. Total Volunteer Hours for the week of 5/2-5/7: **13.5** Hours.

Recreation Superintendent: Worked on budget with Director, attended mid-level managers meeting with the City Manager, continued to work on finalizing paperwork for Rittenhouse Camp staff and send out contracts for the summer, sent out updated personnel paperwork & new background check forms to the Recreation Supervisors to utilize during the hiring process for summer staff, completed end of the year certificates and program for gymnastics expo for parents and children that will be held during the final days of each class; sent out marketing emails to previous participants for upcoming fitness classes, continued to assist Tyler with new responsibilities for sports programming.

Recreation Supervisor of Athletics: Moved offices from the George Wilson Center to Municipal Building; 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; participated in interviews for Camp GWC staff; met with Facilities Maintenance Superintendent regarding George Wilson Center kitchen; participated in presentation about our department website to the Newark Senior Center computer club; updated adult volleyball league standings; working to get co-ed softball league started next week; attended GIS Committee meeting and reviewed event parking map which was recently edited by Communications Department.

Parks Superintendent: Reviewed landscape installation at the apartments at Newark Shopping Center (2/3's done), worked on 2017 Operational Budget, reviewed with Special Projects Coordinator and Parks secretary first draft of contract to renovate the Folk Park tennis court and Dickey Park street hockey court, attended management meeting at City Hall, coordinated planting of tree for our Arbor Day celebration at Downes School, met with our Parks Supervisor on upcoming projects, assisted Parks Supervisor in coordinating horticulture crew this week, continued coordinating for this year's YBC Crew, and gathered prices for materials to retrofit play units at White Chapel and George Reed Parks.

Parks Supervisor: Assigned field staff work orders and assisted as needed, started planning for (A) coordinating plant pick up and drilling holes for planting at Curtis Mill Park by volunteers on Saturday, May 14 and (B) plant delivery and planting of plant materials at City Hall, and assisted with maintenance on Ventrac.

Parks and Horticulture Staff: Continued mowing operations, bed maintenance and mulching/edging, did interior bed maintenance at City Hall, planted up pots for entry at City Hall and changed out old pots, brought back to parks building pots of Daffodils from Train Station, retrofitted play unit at Phillips Park, twice daily brushed both pools as required to help new plaster set up, Landscape Specialist conducted tree planting ceremony at Downes School to several third grade classes as our Arbor Day celebration, raked off/leveled all horseshoe pits throughout park system, and did equipment maintenance on Ventrac.

Activity or Project:

Memorial Day Ceremony and Parade

Description:

The Newark Memorial Day Parade and Ceremony will be held on Sunday, May 15. The Ceremony on the Green will begin at 1 p.m. and the 81st Annual Newark Memorial Day Parade will step onto Main Street at 2 p.m. Registration for the parade as well as VIP and RSVPs continue to come in.

Status: Near Completion

Expected Completion: 5/15/2016

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:
 - Gathered and began priming material to replace rakes and fascia at Rittenhouse Park;
 - Waxed stairway landings in Municipal Building;
 - Cleaned and began painting shower in men's locker room of Newark Police Department gym;
 - Worked on compiling quotes and information for 2016 Capital projects:
 - Municipal Building fire alarm;

- Olan Thomas fire alarm;
 - Police holding cells;
 - Garage fans and remote door openers;
- Responded to sewer sump alarm in Municipal Building;
- Began renovations at Parking Office to create more space for Parking Ambassadors.

Code Enforcement

- The issue with the soffit at the Opera House (and building containing Grassroots) on Main Street has been made safe to allow the Main Street entrance to open. The owner will be making final repairs this summer.
- Honeygrow will be opening this weekend.
- The tenant fit out for Qdoba should begin shortly.
- The pre-construction meeting was held for Newark United Methodist Church on Main Street for a small addition and renovation to the church.
- The footer/foundation installation work 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.
- The Division reported no issues with the Cinco de Mayo celebrations that occurred the evening of May 5th.
- Work is continuing at the Washington House Condominiums located at 113 East Main Street.
- Final Certificates of Occupancy were issued for units 601 to 610 of the Main Towers located at 330 East Main Street.
- Property Maintenance is addressing numerous issues related to high grass and weeds.

Parking

- The Parking Division stepped up Parking Ambassador patrols on weekend mornings to address concerns for cars illegally parked in residential areas, and on Prospect Avenue in particular. A breakdown of the citations written on the morning of Saturday, May 7th are listed below:
 - 28 – no residential permit
 - 1 – parking in ADA accessible (handicapped) space
 - 7 – parking on sidewalk
 - 2 – parking in fire lane
- Parking Manager Marvin Howard met with George Danneman about trash consolidation and having trash compactors installed in Lot #4, and to discuss the City's plan to complete asphalt repairs this summer that are needed in the lot behind Mr. Danneman's property.
- Staff received 13 qualified applications for the available Parking Lot Attendant positions and will be conducting interviews next week.

Planning

- Considerable time was spent this week on operating and capital budget sheet preparations for all divisions in the department.
- This week revised plans were received for Barksdale Green and the Leahy property. These plans have been distributed for SAC comments.

- On Thursday Planning and Development Director Maureen Feeney Roser, Development Manager Mike Fortner and Planning and Development Intern Kirsten Jones joined City Manager Carol Houck at the Delaware Valley Smart Growth Alliance Spring Forum in Philadelphia. The High Cost of Free Parking was the topic of the Forum featuring Donald Shoup.
- Some time was spent this week on Unicity Bus issues.
- On Monday night, City Council took the following actions on Planning and Development related items:
 - Approved a special use permit for Exodus Escape Rooms at 280 East Main Street, Suites 125 and 132.
 - Approved the major subdivision and special use permit for the 125 room Springhill Suites Hotel and a 100 seat restaurant at 400 Ogletown Road.
- On Tuesday Maureen and Planner Tom Fruehstorfer met with IT Project Manager Donald Lynch to discuss Planning and Development's Land Use Division's needs and expectations for the CityView replacement project.
- On Tuesday afternoon Maureen hosted a meeting of the Planning and Development and Public Works and Water Resources staff with the DeIDOT subdivision team to discuss timing of entrance plan applications to better synchronize the DeIDOT process with the City's land use and development approval procedures.
- Some time was spent this week preparing for land use applications for City Council review and evaluation of projects for Planning Commission consideration for June.
- Planner Tom Fruehstorfer spent considerable time working on the Planning and Development Department Report revisions to Chapter 32, Article XVI – Area Regulations: exceptions, regarding height of buildings and building setback lines.
- The following was also completed this week:
 - 10 Deed Transfer Affidavits
 - 48 Building Permit Reviews

Activity or Project:

Downtown Development District

Description:

Based on the input received through Planning Commission review and the Downtown Development District (DDD) open house held Wednesday, May 4, 2016, the DDD geographic boundaries and draft format of the application have been set and work continued on application preparation. The resolution and application review is set for City Council consideration on Monday, May 23rd. Deadline for the application is June 1, 2016

Status: In-Progress

Expected Completion: 6/1/2016

Execution Status: On Track

Activity or Project:

Bike to Work Day

Description:

Bike to Work day is scheduled for Friday, May 20, 2016 from 7:30 a.m. to 9:00 a.m. The event will

be held at Mentor's Circle on the University of Delaware campus.

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:

This week's inclement weather hampered efforts of the Traffic Unit's collision reduction initiative. However, three high collision locations were targeted and a total of 21 citations were issued for various traffic offenses. Additionally, Traffic Unit officers conducted enforcement in specific areas based on resident complaints.

In response to repeated complaints regarding bicyclist and skateboards in the downtown area, the Special Operations Unit continued dedicated enforcement resulting in three summonses.

The week of May 15th is National Police Week. National Police Week honors the officers who have lost their lives in the line of duty for the safety and protection of others. On May 4, 2016, NPD officers, City of Newark staff, and Councilwoman Hadden attended a brief ceremony at the Newark Municipal Center honoring officers who have passed away while serving the citizens of Newark. A group of Newark officers then traveled to Dover for the State of Delaware Law Enforcement Memorial service.

On May 5, 2016, detectives from the Criminal Investigations Division arrested two individuals on Robbery and related charges stemming from a March 2016 incident in which a 74-year-old, handicapped male was robbed.

On Saturday, May 7, 2016, NPD held a police officer entrance exam for prospective new hires. Due to the inclement weather, the physical agility portion of the process was cancelled. Alternate arrangements are being made.

On Sunday, May 8, 2016, while conducting foot patrol on East Main Street, Officer Aaron Olicker handed out three dozen roses to mothers enjoying their day in Newark.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 5/12/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Public Works and Water Resources Department

Notable Notes:

U Don't Need It? preparation is coming along nicely and we have been pushing information out through various means like social media, the website, yard signs in rental areas, the automated script that is read when waiting in the queue on the City's phone system, and postcard mailers. Information can be found on the City's website here: <http://cityofnewarkde.us/udni>

We have been working with the Newark Bike Committee, WILMAPCO, and Downes Elementary School to prepare a Safe Routes to School grant application for improvements around Downes School. The

application is due in June and requires no local match. Attached you will find a copy of the proposed ideas for consideration by the SRTS program.

Activity or Project:

Louviers Tank Painting

Description:

We held the pre-bid meeting this week. The bid period is set to close on May 24th.

Status: Started

Expected Completion: 12/31/2016

Execution Status: On Track

Activity or Project:

Backup Generation at Water Facilities

Description:

We are putting together a grant application through the Pre-Disaster Mitigation program administered by DEMA. This project is scheduled for the 2017 and 2018 capital program but there is a chance that we can fully grant fund it in 2017 through this grant program.

Status: Started

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:

Alternative Disinfection

Description:

We have selected a final disinfection methodology for elimination of gaseous chlorine disinfection at the Curtis treatment plant. Our engineering consultant is now beginning preparation of construction plans and bid documents. It is our intention to have this project underway before the end of 2016.

Status: In-Progress

Expected Completion: 6/30/2017

Execution Status: On Track

5/8/2016

to 5/14/2016

NEWARK POLICE DEPARTMENT

WEEK 05/01/16-05/07/16

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	4	3	0	1	2	0
Rape	3	1	1	0	3	0
Unlaw. Sexual Contact	2	4	1	1	1	0
Robbery	18	16	1	17	5	0
- Commercial Robberies	7	8	1	7	0	0
- Robberies with Known Suspect	1	1	0	0	0	0
- Attempted Robberies	2	1	0	5	0	0
- Other Robberies	8	6	0	5	5	0
Assault/Aggravated	2	10	0	12	4	0
Burglary	20	35	5	12	13	1
- Commercial Burglaries	3	9	1	1	0	0
- Residential Burglaries	15	20	2	10	11	1
- Other Burglaries	2	6	2	1	2	0
Theft	153	247	21	75	57	6
Theft/Auto	13	15	0	5	5	0
Arson	1	0	0	0	0	0
All Other	23	47	3	28	20	0
TOTAL PART I	239	378	32	151	110	7
<u>PART II OFFENSES</u>						
Other Assaults	107	122	5	59	54	0
Rec. Stolen Property	2	0	0	11	9	0
Criminal Mischief	68	65	4	32	26	0
Weapons	5	3	0	41	14	0
Other Sex Offenses	0	0	0	0	0	0
Alcohol	102	97	3	153	163	11
Drugs	22	51	2	87	76	3
Noise/Disorderly Premise	157	276	26	83	118	4
Disorderly Conduct	64	58	2	39	41	0
Trespass	59	63	3	30	26	0
All Other	151	186	3	108	114	3
TOTAL PART II	737	921	48	643	641	21
<u>MISCELLANEOUS:</u>						
Alarm	340	324	15	0	0	0
Animal Control	151	178	13	0	0	0
Recovered Property	81	112	7	0	0	0
Service	10167	12136	734	0	0	0
Suspicious Per/Veh	173	206	9	0	0	0
TOTAL MISC.	10912	12956	778	0	0	0

	THIS WEEK 2015	2015 TO DATE	THIS WEEK 2016	2016 TO DATE
TOTAL CALLS	936	14,375	904	16,295



Newark Police Department
Weekly Traffic Report
05/01/16-05/07/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	3,379	3,939	290	160
DUI	73	63	4	5
TOTAL	3,452	4,002	294	165

TRAFFIC ACCIDENTS				
Fatal	2	0	0	0
Personal Injury	58	74	1	3
Property Damage (Reportable)	147	259	15	14
Property Damage (Non-Reportable)	138	55	6	2
Hit and Run	101	102	9	7
TOTAL	446	490	31	26

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

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 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.

Add crosswalks across school driveways.

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

Upgrade bike racks.

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.

