

City Manager's Weekly Report

Friday, October 7, 2016

Department:

Administration - Deputy City Manager

Notable Notes:

- I spent time with Finance Director Dave Del Grande, and various other staff members, on the Budget Workshop held on October 3, 2016. Dave and I co-presented the draft concepts built into the FY2017 Draft Budget. Over the coming weeks, more information will be placed on Budget Central on the City's website for public consumption and reference.
- I pulled together the appropriate staff to assess Hurricane Matthew and the City's preparedness, and fortunately for this region, the forecast drastically changed with little-to-no impact.

Staff thanks Mayor and Council, and those members of the public in attendance, for initial comments and feedback at the Budget Workshop. We were able to incorporate some adjustments to the CIP sheets for additional requested information in the short turnaround before distribution for the October 18th Planning Commission meeting.

As a reminder, Wednesday, October 12th is a special meeting of Council, starting at 6 p.m. with an executive session, followed by a 7 p.m. stormwater session with staff and Black & Veatch consultants.

On behalf of all the staff, we extend our thoughts to City Manager Carol Houck and the passing of her father. Various staff and members of Council attended the funeral services on Thursday, October 6, 2016.

Activity or Project:

Recruitments: Electrical Engineer & Court Manager

Description:

The City is pleased to have Mr. Bhadresh Patel join our Electric Department operations. Mr. Patel joins the City out of the electrical operations from the City of Dover. Ms. Terri Conover started in Court #40 this week as well. Ms. Conover joins the City after a 27-year career in the State, most recently as a supervisor of probation officers.

Status: Completed

Expected Completion: 10/3/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

City Secretary and City Solicitor's Office

Notable Notes:

Bruce was in the office October 4 for Planning Commission and October 5. Paul was in the office on September 29 for Court.

Alice attended the staff meeting on September 29 where they discussed the October 10 Council agenda.

Renee staffed the Council Financial Workshop on October 3. Follow up from the meeting was completed by staff on October 4.

Staff finalized and posted the agenda and packet for the October 10 Council meeting on October 3. An addendum removing items 4B and 11C was posted on October 4.

Renee met with Councilman Markham on October 4.

Renee attended a bid opening on October 4.

Renee spent time preparing for and attended Councilwoman Hadden's meet and greet event on October 6 to present the role of the City Secretary and City Solicitor's offices to the group.

Staff drafted, finalized and posted the agenda for the October 12 special Council meeting on stormwater on October 4. A revised agenda was posted on October 5 changing the start time to 6:00 p.m., adding an executive session from 6:00 p.m. to 7:00 p.m. and revising the start time of the public session to 7:00 p.m.

Tara drafted and posted the agenda for the October 11 Conservation Advisory Commission meeting.

Tara drafted and posted the agenda and sent the required newspaper and direct mail notices for the October 20 Board of Adjustment meeting. There is one appeal for a variance regarding the required distance from the rear yard lot line for a garage at 250 Dallam Road.

FOIA related tasks took time this week. The following actions were taken:

- Received a response from the Department of Justice and forwarded to Council the decision from the February 25 FOIA complaint from Donna Means regarding her removal from the January 11 Council meeting ruling that no FOIA violation occurred.
- Provided a response from the City Solicitor and closed a September 15 FOIA request from Amy Roe regarding the stormwater plan.
- Provided an administrative cost estimate for a September 26 FOIA request from Chelepis & Associates regarding water and sewer bills for 655 Paper Mill Road.
- Spoke to requestor about scope and forwarded to staff a September 29 FOIA request from Tybout, Redfearn & Pell regarding permits related to the Newark Shopping Center.
- Received and forwarded to staff an October 3 FOIA request from CBRE, Inc. regarding 111, 121 and 131 Continental Drive.
- Received, reviewed and worked on a response for the Department of Justice to an October 3 FOIA complaint from Michael Heyman regarding the notification sign for the August Planning Commission meeting for the Briarcreek North project.
- Received and reviewed with staff an October 4 FOIA request from Robert Miller regarding RFP No. 16-01, Investment Management, Custodial and Benefit Administration Services.
- Received, spoke to requestor about scope and forwarded to staff an October 5 FOIA request from Jordan Morrison regarding 1115 Blair Court.

The October 10 Council, October 11 Conservation Advisory Commission, October 12 Downtown Newark Partnership Parking Committee, October 12 Newark Housing Authority, October 12 Council Special Meeting, October 13 Community Development/Revenue Sharing Advisory Committee, October 13 Downtown Newark Partnership Board and October 20 Board of Adjustment meeting agendas were forwarded to Council.

Regarding minutes, staff time was spent on the June 27 Council executive session (Renee drafted - complete), July 25 Council executive session (Renee drafted - complete), August 22 Council executive session (Renee drafted - complete), September 12 Council executive session (Renee drafted - complete), September 13 Conservation Advisory Commission (Tara drafted - complete), September 26 Council executive session (Renee drafted - complete), September 26 Council (Alice drafting) and October 3 Council workshop (Tara drafting) minutes. The September 27 Boards and Commissions Review Committee minutes are currently in the queue.

Tara received the following recorded documents back from the New Castle County Recorder of Deeds this week:

- Annexation agreement for 1 Georgian Circle.
- Obstruction in the easement for 401 Winterthur Lane.

The office received and Teresa fulfilled 8 discovery requests for upcoming Alderman's Court cases. Alice also processed 7 plea by mail requests.

The office received 6 new lien certificate requests this week, which were sent to Finance for processing. One lien certificate request was completed and sent to the requestor this week. So far 405 lien certificate requests have been processed for 2016.

Activity or Project:

Electronic Document Management - Legislative

Description:

In the month of September, 342 new documents were imported/scanned into Laserfiche as part of the electronic document management project. This is a total of 4,054 individual pages added this month. The primary sources were the continued scanning of deeds and easements. Numbers were down in September due to more files needing to be manually scanned (as opposed to batch scanned) due to the age of the documents and a reduced staff level for 12 of the 21 working days of the month. The total number of digitized documents since the start of the Laserfiche electronic document management project is at 27,801 for a total of 222,270 pages in this office as of September 30.

Status: In-Progress

Expected Completion: 12/30/2016

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Community Relations

Notable Notes:

Main Street Mile

- The City coordinated a Team #HealthyNewark to participate in the Main Street Mile on Saturday, October 1. Twenty-two people, including kids, participated as members of our team.
- During the Main Street Mile Megan McNerney filmed two Facebook live videos. The pre-race video reached 583 people, with 326 views and 11 likes. The 2nd video, filmed during the run reached 569 people, with 65 views and 5 likes.

The Big Jump

- The City of Newark, with assistance from the Newark Bicycle Committee, is in the process of filling out an application for The Big Jump Project. The Big Jump is a strategic three-year effort, run by the PeopleForBikes organization, to help show that quickly connecting good bicycle networks and encouraging use can result in a big jump in bicycling. Megan McNerney is the staff lead for the Big Jump application, and will making a presentation to City Council on October 10.
- Information about The Big Jump program and application can be found here: <http://www.peopleforbikes.org/pages/the-big-jump-project-application>

Downtown Newark Partnership Events

- The next event the Downtown Newark Partnership is associated with is Trick-or-Treat Main Street on Sunday, October 30. We are spreading the word to E. Main Street businesses and coordinating with participating businesses. The DNP will also host a pumpkin decorating event on the Academy Building lawn from noon – 2 p.m. on October 30.
- The DNP's big event in November is Small Business Saturday on November 26. We are in the process of soliciting downtown businesses to participate.
- Also around the holiday season the DNP will host its window display contest for downtown businesses. Megan will be promoting the contest in the next few weeks, and judging will be held the same night as Winterfest, December 2.

Creative Design/Website Updates

- Updated:
 - City Webpages:
 - Police
 - Planning
 - Channel 22 Programming
 - Newark Pawloozza Webpage with Sponsorship Information
 - Downtown Newark Partnership Design Guidelines
 - Budget Central Website
- Created public notice graphics
- Scheduled Storm Fall Leaf Notification for InformMe

Press Inquiries

- Larissa Kubitz, UD Review, inquired about the possibility of beer gardens and microbreweries in Newark.
 - Resulting article: <http://udreview.com/upcoming-law-may-allow-microbreweries-in-the-city/>

Activity or Project:

Website Redesign

Description:

We continue to make edits to the site and review for content changes, as needed. The meeting with CivicPlus has been pushed back to the week of October 17th for review of the updated design. This may impact the date of implementation and roll-out, but not significantly. We still anticipate to launch the new website by the end of the year.

Status: In-Progress

Expected Completion: 12/30/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

- The department welcomes Bhadresh Patel as he started this week focused on electrical distribution engineer.
- An unfortunate event triggered an unique request by a Newark citizen is being fulfilled. A citizen's

wife's diamond was lost after it popped out of it's setting. The citizen requested a streetlight be turned off for one night so that he could search by black light. He stated that the streetlight negated the black light's effectiveness in the search.

- The line crews and meter technician worked hard to find a faulty streetlight cable that was causing low voltage at several residences on Dallam Road being fed from the same transformer. After a customer called with power quality issues, a load test was performed indicated that the service was fine even though the voltage on one leg was very low. After the line crew found that one leg of the aerial transformer was drawing abnormally high current, the search was on for the "single" phase load.
- Engineering is working with technical support to get West Main's new transformer's tapchanger on the SCADA system. Currently all SCADA functions are operational except the controller. Everything is pointing to the controller's fiber optic port, however, more diagnostics will be performed before returning the unit for repair.
- Engineering met with designers, Delmarva, and Verizon again about the DeIDOT Elkton Road widening project. Conflicts and pole ownership were discussed.

Activity or Project:

West Main Substation Transformer and New Circuit

Description:

Installing a new circuit and poles and reconfiguring other circuits and poles at the West Main Substation to prepare for a new substation transformer.

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 - Accounting Department

Notable Notes:

- Monday evening, the Deputy City Manager and I hosted the Financial Workshop with City Council. I would like to thank Council for their feedback, and we are working towards updating our documents for our forthcoming budget hearing in November.
- On October 4, I attended PSEG's briefing in Middletown, Delaware for elected and government officials. DEMEC invited its board members to attend a meeting to "discuss the status and future of PSEG, including the Artificial Island transmission project." Much to everyone's surprise, it ended up being a PSEG presentation on the benefits of nuclear power and the need to move towards nuclear energy in the future. PSEG did not want to comment on the AI project. I was a bit disheartened to see that the content of the meeting did not match the purpose that was presented to DEMEC members (no fault of DEMEC).
- Accounting staff performed its annual physical inventory on October 5th at the warehouse. Inventory consisted primarily of the electric and water departments.
- October 6, Suez Water sent our office a sample of the data that we needed to confirm the format to be used. Our office confirmed the format, and is awaiting to receive the water data for the months of June through September for the 150 accounts so we can send our residents sewer bills based on actual data and not estimated.

Activity or Project:

Budget

Description:

The timeline for the budget process can be found on Budget Central via this link: <http://cityofnewarkde.us/DocumentCenter/View/6648>. Draft budget is being prepared by the Finance Department and will be reviewing the departments' final requests this week with the City Manager. The presentation for the Financial Workshop (10/3/2016) has been added.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Payments and Utility Billing (PUBS)

Description:

The group handled 879 phone calls last week, with the average call length of each call being 2:28. The average hold & queue time (average speed of answer) increased from 4:27 to 5:55 when compared to last week due to call volume, our utilization review, and short-staffing. Service orders initiated by PUB in response to calls and visitors was 230 for the same period. The group processed 3,574 utility payments and CityView transactions, 922 of which were imported automatically with our electronic processes and 1,917 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Parks and Recreation Department

Notable Notes:

Director: Prepared for the Budget Workshop with Council, along with Electric Director met with Delmarva Power about new metal telephone poles being installed along Olan Thomas Park, finalized mowing cost of services report, met with Public Works about engineering on call contract specifications, met with the Mayor and Public Works Director about upcoming bicycle initiatives in Newark and how the Mayor's Bike Ride money could be utilized to support those projects.

Recreation Superintendent: Attended initial meeting for Mayor's Reception for March 2017, as well as Mayor's Masquerade Run, worked with Shelby on completing October PSA's and E-blast to send out, compiled data for personnel costs for mowing cycles, updated program planning sheet as guide for recreation staff in planning for upcoming winter/spring programs, completed supplements for budget information including activities measurements and registrant totals for Fall 2015 - Summer 2016 and sent to Finance.

Recreation Supervisor of Athletics: Continued updating after care staff files, held another staff interview, completed the staff schedule for October, worked on Parents Newsletter for October, the Office of Childcare Licensing Inspection at West Park is expected to take place next week; working on organizing the Adult Winter Volleyball League, deposits for returning teams were due Friday; sent out youth basketball volunteer coaches letter; working to get the CATCH afterschool homework club running again at Downes;

attended Recreation Supervisors staff meeting

Coordinator of GWC and Volunteers: Completed PSAs for October-December; completed winter/spring and summer statistics; George Wilson Center rentals for 2017 began on Monday, October 3; attended a Mayor's Masquerade Run meeting; planned for Monday and Friday's School's Out, Kids Day Off; continued recruitment of volunteers for the Fall Community Clean Up for Saturday, October 8; two Adopt-a-Trail volunteers devoted 4 hours trimming invasive plant species and overgrowth and removed litter on the Mason Dixon Trail. Total Volunteer Hours for the week of 9/25-10/1: **4 Hours**.

Recreation Supervisor of Community Events: Worked on items related to several upcoming and ongoing programs including the Halloween Parade, NewBark PawLooza, Turkey Trot, as well as, fitness programs and special interest programs and activities; worked with graphic designer on marketing material for upcoming events; solicited sponsorship for upcoming events; gathered information for 2017 programs and events.

Parks Superintendent: participated in a "round table" discussion at the Urban Ecology Workshop at Delaware Center for Horticulture, reviewed proposed landscape plan for a future development, along with Parks Director attended meeting onsite at Olan Thomas Park concerning Delmarva installing additional overhead lines and towers through the park area, completed the "Tree City USA" and "Tree City Growth Award " applications for submittal to the State Forester, met with three local landlords concerning tree replacements on their properties, and inspected one park area and developed work orders as needed.

Parks Supervisor: committed time along with Recreation Superintendent on the Munis Maintenance Management program developing tallies for park maintenance operations so far this year; and assigned work orders/projects daily to all staff, and assisted with work orders as needed.

Parks/Horticulture staff: completed daily and seasonal tasks for the City parks infrastructure, and included an additional task assisting recreation staff with community garden pot luck dinner event at the Fairfield Park Community Garden.

Activity or Project:

Before and After Care State Inspection

Description:

The Downes and West Park state licensing inspections were conducted this week. We passed the inspection and license was renewed for another school year.

Status: Completed

Expected Completion: 10/4/2016

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:
 - Continued installation of fire alarm in Municipal Building;
 - Worked on diagnosis and solution for immediate water infiltration problems with Police Station roof;
 - Worked with Electric and Public Works Departments on Tuesday evening to reset Municipal Building power system that failed during testing of emergency generator, causing Police Dispatch to temporarily lose radio and CAD usage. The problem with the switchover of power sources may possibly be a network issue with the UPS power system;
 - Began installation of fire/security alarm at Olan Thomas;
 - Held pre-bid meeting for elevator piston replacement contract;
 - Replaced broken towel dispensers at the Municipal Yard;
 - Conducted interviews for new custodial staff.

Code Enforcement

- The Fire Lane behind the Newark Shopping Center near the movie theater remains temporarily closed for the theater renovations. All public safety departments have been notified.
- Property Maintenance noted numerous properties this past weekend for trash.
- Received permit for the next phase of site work at the STAR Campus.
- Permit issued for renovations at Porter Nissan customer service area.
- The wall installation is ongoing at the University of Delaware South Academy Street dormitory.
- Work is ongoing at 60 North College Avenue.
- Work is continuing at the Washington House Condominiums located at 113 East Main

Street.

Parking

- The Lot 3 Center Street entrance gate that was damaged by a vehicle on Saturday has been repaired. The lane reopened on Wednesday.
- On Monday evening, Parking Manager Marvin Howard attended the City Council Financial Workshop.
- The handicapped parking spaces behind Panera Bread in Lot 4 were repainted this week.
- This week the Parking Division staff conducted interviews for open Parking Attendant positions.
- On Saturday, the Parking Division assisted with the Main Street Mile. Parking Ambassadors blocked off streets and parking meters affected by the race.

Planning/Land Use

- Considerable time was spent this week on the Planning Commission's 2016 Annual Report and 2017 Work Plan.
- On Thursday morning, Maureen attended the CityView Stakeholders meeting.
- Considerable time was spent this week on Planning and Development personnel and capital budget items for all divisions in preparation for the City Council Workshop on the budget held Monday evening.
- Also on Tuesday, another set of Subdivision Advisory Committee comments were sent to the engineer for the annexation, rezoning, major subdivision and special use permit for the redevelopment of properties at the intersection of Marrows and Ogletown Roads.
- Considerable time was spent researching legislation on the small scale production of alcohol and associated accessory uses.
- On Wednesday evening Maureen attended the Cleveland Avenue Task Force's site visit and meeting.
- The Comprehensive Development Plan V, which was adopted by City Council on September 26, was forwarded to the Delaware Office of State Planning Coordination this week for the Governor's signature.
- The following was also completed this week:
 - 15 Deed Transfer Affidavits
 - 28 Building Permit Reviews
 - 1 Certificate of Occupancy

Activity or Project:

Planning Commission Meeting

Description:

On Tuesday evening, Planning Commission took the following actions: 1) Elected Planning Commission Officers: Chairman Jeremy Firestone and Secretary Alan Silverman. The position of Vice Chairman will be filled by the most senior Commissioner in attendance at a given meeting, as needed; 2) Reviewed and considered amendments to the Zoning Code as they relate to boarding, rooming and lodging houses. The amendments were sent back to the Planning and Development Department to research questions raised by the Commissioners; and 3) Approved the 2016 Annual Report and 2017 Work Plan, with revisions discussed during the meeting.

Status:

Completed

Expected Completion: 10/4/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

- On October 4th, at 7:27 a.m., Corporal Marsilli responded to a parking lot on Main Street in response to a report of a theft of a tire and rim from a motor vehicle. After taking the report, Cpl. Marsilli canvassed the area. In a parking lot on East Delaware Avenue, Cpl. Marsilli observed a vehicle with a tire jack holding up a car and a tire that did not fit, hanging off the side of the vehicle. Inside the vehicle he found a male and female sleeping. Upon waking the occupants of the vehicle, they were arrested for theft of the tire, possession of a switchblade knife, possession of heroin, and possession of drug paraphernalia.
- On October 4th, a female attempted to pass a counterfeit \$100 bill to a cashier at a Newark business. When the cashier became suspicious, the female exited the business and then re-entered through another door. During this time, the suspect was able to pass the bill to another cashier. It was later found that the bill was counterfeit, displaying a picture of the wrong president on the bill.
- Planning is underway for the possible large rainfall, this weekend as a result of Hurricane

Matthew [Update: staff was prepared for the event, however, the forecast changed and tasks ceased with no pending threat].

- Members of the Code Enforcement Division, and the Public Works and Wastewater Department examined the police building in response to water leaks after last week's rain. The ceiling tiles and carpets were damaged as a result of the water leaks.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 10/6/2016

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:

The Cleveland Avenue Task Force met this week and performed a site visit followed by discussion and

voting on all proposals. The site visit was very helpful and helped drive home the need for some of the safety improvements. The committee voted to move forward to the full Traffic Committee for consideration the following items:

- Bike lanes between New London and Paper Mill Road
- Removal of on-street parking on Cleveland between North College and Paper Mill Road contingent on finding alternatives for the two residents who currently have handicapped parking spaces on Cleveland Avenue. This will allow for bike lanes in both directions, moving the travel lanes away from the northern sidewalk and removing the chances for pedestrians to jaywalk from inbetween cars. There are currently two on-street handicapped spaces which will need to have alternative accommodations provided before they can be removed.
- Modification of the North College intersection to include an all pedestrian "scramble" phase similar to what was recently put in place at Delaware Avenue and South College. This reduces vehicle delay at the intersection and significantly improves pedestrian safety.
- Conversion of Margaret Street to one way, away from the intersection, eliminating the 5th leg on the Paper Mill Road. In order to remove this signal leg, a new signal at Creek View Drive (the Timothy's intersection) on Paper Mill Road will be required to allow for exiting vehicles to turn toward the City when exiting. This was the only option reviewed that improved vehicular delay at the intersection. It will also allow for improved ability to leave the large commercial complex at the Mill at White Clay during peak hours.
- Road diet on Cleveland Avenue between Paper Mill Road and Library Avenue. The turn lanes at Paper Mill and Library Avenue will be unchanged but the middle section will be reduced to one lane in each direction with a center shared left turn lane. This provides significant safety improvement, makes left turns into and out of the various car dealerships and businesses easier, doesn't increase the overall travel time for the corridor, allows for on-street bike facilities, moves the travelway away from the sidewalk, and allows for mid-block crosswalks with pedestrian refuge islands that can make crossing the street much safer, especially for the residents of Alder Creek who have a clear need for a safer crossing. We have also decided to look into the ability/legality of delivery trucks to unload in the center lane which would eliminate the issue we currently experience with the trucks blocking the travel lane.
- Convert the intersection of Library Avenue and Cleveland to a "Florida T". This option would require converting Woodlawn Avenue to a rights in/rights out only but would improve the level of service from and E/F to an A/B which is an incredibly dramatic improvement. In addition, it would improve the traffic situation down Library Avenue, likely as far as Wyoming Road during peak hours. The neighborhoods served by the current Woodlawn signal have a signal at Anna Way which is currently underutilized and has plenty of capacity to handle the additional traffic. Additionally, the total travel time will likely be the same or lower for vehicles leaving this area due to the vast reduction in delay at the Cleveland Avenue intersection offsetting any additional delay from driving to the Anna Way signal. Obviously this will be a controversial option for the residents served by Woodlawn but it was decided by the Subcommittee that the benefits to the greater good outweighed the costs.
- Install a new crosswalk at McKees Lane. We had a long discussion on this item and how to provide the best/safest method to get the residents of Alder Creek across Cleveland Avenue. During our site visit we saw multiple mothers pushing strollers and children attempting to cross all four lanes of traffic and it is not a good situation. We were also advised by a representative of the Newark Housing Authority that there was a pedestrian

accident involving a mother and child just this week that was, fortunately, only minor. The final decision is that we would install a center pedestrian refuge island with a push button activated HAWK signal, similar to what was installed on 72 at Farm Lane. If the Florida T option is not approved by Council, it would make the above crosswalk option less favorable due to the need for a longer length of merge lanes so the Subcommittee instead chose to move the crosswalk slightly west and install a rectangular rapid flash beacon in place of the HAWK signal.

All recommendations will now move to the Traffic Committee who will vote to take them to Council for final consideration.

Activity or Project:

Louviers Tank Painting

Description:

The contractor is fully mobilized and has begun cleaning the tank and other prep related items

Status: In-Progress

Expected Completion: 11/30/2016

Execution Status: On Track

Activity or Project:

Public Notifications:

Description:

Find attached public notifications for roadway milling and curb replacement:

Status: In-Progress

Expected Completion: 10/10/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

10/2/2016

to 10/8/2016

NEWARK POLICE DEPARTMENT

WEEK 09/25/16-10/01/16

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	5	6	0	1	4	0
Rape	4	2	0	1	3	0
Unlaw. Sexual Contact	7	6	0	2	2	0
Robbery	25	35	1	27	13	0
- Commercial Robberies	11	11	0	10	0	0
- Robberies with Known Suspects	2	2	0	1	0	0
- Attempted Robberies	2	5	0	7	2	0
- Other Robberies	10	17	1	9	11	0
Assault/Aggravated	5	20	0	17	24	0
Burglary	46	64	3	19	33	0
- Commercial Burglaries	5	14	3	3	4	0
- Residential Burglaries	38	43	0	15	22	0
- Other Burglaries	3	7	0	1	7	0
Theft	383	511	18	132	137	3
Theft/Auto	26	41	0	7	12	0
Arson	2	2	0	1	0	0
All Other	56	98	5	41	83	1
TOTAL PART I	559	785	27	248	311	4
<u>PART II OFFENSES</u>						
Other Assaults	232	243	6	137	89	0
Rec. Stolen Property	3	0	0	17	24	0
Criminal Mischief	150	151	9	97	49	2
Weapons	8	8	0	54	30	2
Other Sex Offenses	1	0	0	2	0	0
Alcohol	220	196	1	368	440	4
Drugs	79	101	2	188	144	0
Noise/Disorderly Premise	336	460	19	150	192	9
Disorderly Conduct	132	121	2	72	78	0
Trespass	127	155	5	54	53	2
All Other	353	356	7	235	247	6
TOTAL PART II	1641	1791	51	1374	1346	25
<u>MISCELLANEOUS:</u>						
Alarm	708	524	7	0	0	0
Animal Control	407	435	11	2	2	0
Recovered Property	194	224	3	0	0	0
Service	23880	25308	568	0	0	0
Suspicious Per/Veh	388	423	8	0	0	0
TOTAL MISC.	25577	26914	597	2	2	0

	THIS WEEK <u>2015</u>	2015 TO <u>DATE</u>	THIS WEEK <u>2016</u>	2016 TO <u>DATE</u>
TOTAL CALLS	900	33,057	757	34,313



Newark Police Department
Weekly Traffic Report
09/25/16-10/01/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	6,784	8,159	124	144
DUI	154	140	3	5
TOTAL	6,938	8,299	127	149

TRAFFIC ACCIDENTS				
Fatal	2	0	0	0
Personal Injury	152	178	11	2
Property Damage (Reportable)	412	591	23	22
Property Damage (Non-Reportable)	241	132	9	4
Hit and Run	211	207	2	5
TOTAL	1,018	1,108	45	33



PUBLIC WORKS & WATER RESOURCES
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.cityofnewarkde.us

October 7, 2016

Notice: To Residents of Nightingale Circle

On Monday, October 10, 2016 Harmony Construction is scheduled to begin paving on your street, **weather permitting.**

No parking on the street will be permitted between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday until the final paving on your street is completed. Vehicles that are parked on the street during these hours will be towed at the owner's expense due to the considerable cost and delay this could cause the contractor. Owners of towed vehicles must obtain a "Vehicle Release Form" from the Newark Police Department at 220 South Main Street to retrieve their vehicle.

Your driveway will be available for parking, however, you may experience minor delays accessing your driveway until the work is completed. If you would like to avoid any minor delays, parking is encouraged on adjacent streets **well away from the work area.**

Please remember that on regularly scheduled refuse, yard waste, and recycling collection days, your carts must be placed at the curb after 6 p.m. the evening before to accommodate early collection.

If you have any questions regarding the proposed work, feel free to call the Public Works and Water Resources Department at 366-7000.

Your patience and cooperation will be greatly appreciated!



PUBLIC WORKS & WATER RESOURCES
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7160 · www.cityofnewarkde.us

October 7, 2016

Notice: To Residents of Stafford Avenue

The milling of the existing asphalt surface on your street is scheduled for Monday, October 10, 2016. Work will take place between Woodlawn Avenue and Orchard Avenue.

The milling operation will be followed by base hot mix patching (if needed), the installation of a base hot mix layer, utility adjustment (if needed), and the installation of a final wearing course hot mix layer.

No parking on the street will be permitted between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday until the final paving on your street is completed. Vehicles that are parked on the street during these hours will be towed at the owner's expense due to the considerable cost and delay this could cause the contractor. Owners of towed vehicles must obtain a "Vehicle Release Form" from the Newark Police Department at 220 South Main Street to retrieve their vehicle.

Your driveway will be available for parking, however, you may experience minor delays accessing your driveway until the work is completed. If you would like to avoid any minor delays, parking is encouraged on adjacent streets **well away from the work area**.

Please remember that on regularly scheduled refuse, yard waste, and recycling collection days, your carts must be placed at the curb after 6 p.m. the evening before to accommodate early collection.

If you have any questions regarding the proposed work, feel free to call the Public Works and Water Resources Department at 366-7000.

Your patience and cooperation will be greatly appreciated!



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October 7, 2016

Notice: To Residents of Townsend Road

On Monday, October 10, 2016 Fontana Concrete Construction will begin curb replacement on your street as part of the 2016 Street Improvement Program, weather permitting.

The curb replacement will be followed by the milling of the existing street surface, base hot mix patching & utility adjustments, and the placement of a top layer of asphalt pavement.

NO PARKING WILL BE PERMITTED ON THE STREET between the hours of 7 a.m. and 5 p.m., Monday thru Friday, until all the work on the street is completed. Vehicles that are left parked on the street during these working hours will be **towed at the owner's expense** because of the considerable delay and expense this situation can cause the contractor. Owners of towed vehicles must obtain a "Vehicle Release Form" from the Newark Police Department at 220 S. Main Street to retrieve their vehicle.

It will be necessary to close driveways for several days to pour and cure the concrete when driveway curbs are replaced. The curbs to be replaced will be marked with white paint. The contractor has been instructed to notify residents before removing the curb at their driveway so that no vehicles will be blocked in. **Affected residents should park their vehicles on adjacent streets, away from the work area, until their driveway has cured and reopened for use.**

Please remember that on regularly scheduled refuse, yard waste, and recycling collection days, your carts must be placed at the curb after 6 p.m. the evening before to accommodate early collection.

If you have any questions regarding the proposed work, feel free to call the Public Works and Water Resources Department at 366-7000.

Your patience and cooperation will be greatly appreciated!