

City Manager's Weekly Report

Friday, June 2, 2017

Department:

Administration - City Manager

Notable Notes:

This week I continued efforts to get up to speed on the various ongoing projects in the Manager's office. I met with various staff members to discuss specific projects, thoughts about our internal operations, and things they would like to improve.

I attended a meeting on Thursday with the Secretaries of Ag and DNREC, along with a group of other invitees, to help the state develop a response to a request from EPA Administrator Scott Pruitt and Senior Official Performing the Duties of the Assistant Secretary of the Army (Civil Works), Douglas W. Lamont, P.E. regarding the forthcoming proposal to revise the definition of the water of the United States (*Clean Water Rule: Definition of "Water of the United States"; Final Rule, 80 Fed. Reg. 37,054. June 29, 2016*), which is directed by the Presidential Executive Order dated February 28, 2017, on "Restoring the Rule of Law, Federalism, and Economic Growth by reviewing the 'Waters of the United States' Rule". The request seeks the State of Delaware's position on a replacement rule and definition of "waters of the United States" that reflects the principles of Justice Scalia's plurality opinion outlined in the *Rapanos v. United States, 547 U.S. 715 (2006)*, and how this may affect Delaware waters if there is a reduced scope of federal jurisdiction under the Clean Water Act.

Discussed the Community Policing Center with the landlord, Chief Tiernan, and Deputy City Manager Haines regarding the possibility of expanding the types of functions that are held at the CPC with the hope of better utilizing the space for the rest of the pilot term. Also gathered together information to provide Council regarding expenses related to the CPC.

Met internally with staff to finalize the preferred rate structures for the water, sewer, stormwater rate study. These rate structures will be provided to Council at the June 27th special meeting.

Attended the BikeNewark Engineering Subcommittee meeting to discuss the status of the Cleveland Avenue Task Force recommendations and the Orchard Avenue mini-circle pilot project.

Held a phone conference with representatives from 1743 and their engineering consultant regarding metering activity on the STAR campus and how we intend to meter for sewer moving forward. There was some confusion around how STAR was metered due to the water service being provided by SUEZ.

Activity or Project:

Cleveland Avenue Task Force Recommendations

Description:

I finalized the Council recommendation for all of the Task Force's recommendations with the exception of the Florida-T. We currently anticipate the first reading of the parking restriction ordinance will be on June 12th's agenda and the full recommendation will be on the agenda for

June 26th. At this time DeIDOT is still addressing concerns raised about the Florida-T at the March 6th public meeting, and I do not have an anticipated date for when this will be brought to Council.

Status: In-Progress

Expected Completion: 12/31/2018

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Alderman's Court

Notable Notes:

Alderman's Court only held two court sessions from 5/25/17 to 5/31/17 due to the Memorial Day holiday. These sessions included arraignments, trials, video hearings and a parking appeal. Again, we had no prisoners transported to court. Parking Ambassadors were here to handle appeals on Wednesday.

A large number of code violations were paid at court this past week due to the students leaving on break.

The bailiff position was posted for two part- time bailiffs. The posting will close on 6/9/17.

Activity or Project:

Court Sessions

Description:

From 5/25/17 to 5/31/17 Alderman's Court handled 58 arraignments, 33 trials, 18 capias returns and 1 code violation. The court collected a total of 402 parking payments of which 229 were paid online and 173 were paid at court. The court also collected payments for criminal/traffic fines which included 94 online payments and 68 in court payments for a total of 162 payments.

Status: Completed

Expected Completion: 5/31/2017

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 and Paul were not in the office this week.

Renee attended a bid opening on May 30.

Sarah completed the agenda, newspaper and direct mail notices and packets for the June 15 Board of Adjustment meeting on May 30. There is one appeal on the agenda for a 1.5 foot variance for an existing accessory building from the rear yard lot line at 54 Winslow Road.

Renee met with Mayor Sierer on May 31.

Renee met with Acting City Manager Tom Coleman on May 31 to discuss the City Secretary's office.

Renee attended the staff meeting on June 1 where the June 12 Council agenda and the 2018 budget process were discussed.

Renee spent most of her time this week following up on items from the May 22 Council meeting, including completing the direction sheet and working on requested research, and working on items for the June 12 Council meeting, including drafting the agenda and working on several bills, resolutions and supporting memos for the agenda packet.

FOIA requests took some time over the past two weeks. The following actions were taken:

- Worked with staff and corresponded with the requestor regarding an April 7 FOIA request from Andrew Ruth regarding crime statistics from the 1960s.
- Received approval for administrative cost estimate for and worked with staff on April 26 and May 15 FOIA requests from EBI Consulting regarding 221 East Main Street and 236 East Delaware Avenue.
- Received payment, sent documents and closed a May 3 FOIA request from Patricia Escoto regarding the subdivision plan for the Village of Twin Lakes
- Sent requestor available documents and progress update for a May 12 FOIA request from Sarah Bucic regarding items related to the Windy Hills water tower painting project.
- Received, referred to appropriate agencies and closed a May 18 FOIA request from Nova Professional Associates regarding a property outside city limits.
- Received, referred to appropriate agencies and closed a May 25 FOIA request from ACER Associates regarding a property outside city limits.
- Received and circulated to staff six FOIA requests received between May 26 and June 1 from William Wersinger regarding various topics related to Louviers Federal Credit Union, 101 Apple Road and Park and Shop.

The agendas for the June 6 Downtown Newark Partnership Design Committee, June 6 Planning Commission and June 15 Board of Adjustment meetings were forwarded to Council.

Regarding minutes, staff time was spent on the May 22 Court of Assessment Appeals (Sarah drafted - complete) and May 22 Council (Tara drafting) minutes. There are no minutes currently in the queue.

Sarah fulfilled 15 discovery requests for upcoming Alderman's Court cases this week. 189 discovery requests have been filled so far for 2017. The June 8 court calendar was received and the 11 associated case files were compiled for the Deputy City Solicitor by Sarah. 22 court calendars with 339 associated case files have been compiled for 2017 so far. Sarah also processed one plea by mail.

The office received 12 new lien certificate requests this week, which were sent to Finance for processing. 13 lien certificates were completed and sent to the requestor. So far 204 lien certificate requests have been processed for 2017.

Activity or Project:

Electronic Document Management - Legislative

Description:

In the month of May, 380 documents were imported/scanned into TCM. This is a total of 14,110 individual pages this month. The primary sources were the continued scanning of contracts, updating of current files and the updating of data converted from TCM with the appropriate

metadata. Additionally, Teresa spent time working with the Records Management Division of IT to continue refining the process for updating our office's records in TCM to streamline the workload both regarding the input of documents as well as the retrieval for research.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Boards and Commissions Review Committee

Description:

The remaining recommendations to be addressed are for the Personnel Review Committee and the overall recommendations on all boards and commissions. The Personnel Review Committee recommendations will be on the June 12 Council agenda for first reading and June 26 for second reading. The overall recommendations on the boards and commissions are expected to be on the June 12 Council agenda. We thank the members of the BCRC for their hard work during this review process.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Community Relations

Notable Notes:

Online Access to Council Meetings: We continue evaluating opportunities to enhance the user experience for those who wish to watch the Council meetings live, remotely. During the last Council meeting, we were able to connect directly to the audio source used in Council Chamber, however our direct connection through Facebook Live still seems to cause end-user issues during the live stream. For future meetings, we plan to connect via Livestream and simultaneously broadcast to Facebook Live to, hopefully, mitigate those issues. To test that effort, we're using Livestream as the primary source for live streaming UDon't Need It?

this week.

A New Night Downtown: A New Night Downtown is Saturday, June 10 from 3-9 p.m. East Main Street will be closed to vehicular traffic as more than 50 businesses and organizations showcase the best they have to offer. We are working with the creators of the app Geoswap to have A New Night Downtown fully displayed on the app, including vendor information and the music schedule. This year's musical artists are: E. Joseph & the Sparrows, Meghan Knight, The Joe Trainor Trio, Amanda Nolan, Boxturtle Bob, The Brandywine Fiddlers, Surreal Nation, Blues Reincarnation Project and the Steve Oakley Band. These acts will be split up among three stages throughout the event. The Newark Arts Alliance will host "Art on the Lawn," featuring more than a dozen local artists displaying their art, crafts, and jewelry for sale on the Academy Building Lawn. Attendees can also play tennis with Mayor Sierer on Academy Street from 4-6 p.m. Parking is free in all City of Newark municipal lots, and certain University of Delaware lots. Parking information for the event can be found here:

<http://cityofnewarkde.maps.arcgis.com/apps/MapSeries/index.html?appid=97bb65b716604d55a3532c6446c689e9>.

Special thanks to the New Night Sponsors: Del One Federal Credit Union, Newark Post, Crossfit Petram and Kitchen Magic.

Food & Brew Fest: The 14th annual Food & Brew Fest will be on Saturday, July 22 from Noon – 7 p.m. Registration is now available for the event. So far, Stone Balloon, Ali Baba, Santa Fe, Taverna, Grain, and Deer Park are registered to participate in the event, and we have a verbal commitment from Del Pez, Iron Hill and Caffè Gelato. The deadline to register to participate in Food & Brew is Friday, June 9. The Facebook event can be found here: <https://www.facebook.com/events/806605682835259>.

Newark Police Department 150th Anniversary: Megan worked with Chief Tiernan to record a voice-over and stand-ups for the 150th anniversary history video she is creating to show at the 150th anniversary celebration on June 17th. She is currently in the editing process of that video, along with feature videos that will also be shown at the event. Those feature videos include side bars on social media, community policing, and major events.

NPD Trading Card Project: We continue working with the Newark Police Department to promote the Trading Card Project. This week, we released a video promoting the Officer of the Day event at Launch Trampoline Park on Sunday, June 4. The video can be seen on Newark Police Department social media pages and on the City of Newark YouTube channel: <https://youtu.be/syCRN82Wvq4>.

UDon't Need It?: We are Facebook Live streaming the UDon't Need It? sale days to show residents what is available in the tents, and to help drive traffic to the event. During the first sale day, on May 26, the video reached 7,694 people and was viewed more than 4,000 times. During the second sale, on May 30, the video reached 3,538 people and was viewed 1,688 times.

Creative Design/Web Edits

- Created City of Newark Multimedia webpage; several logo options for Transit Reset Improvement Partnership
- Scheduled Memorial Day holiday refuse change notification; new PSAs, Water and Streets Division Public Works week videos on TV22
- Updated Newark New Night advertisement graphic; City Manager information on City website; Public Works project sign; all Applications for Standard Plan Approval letterheads
- Edited and printed two NPD photographs for 150th anniversary
- Converted Utility Road Construction Permit, Street Obstruction Permit to web forms

Activity or Project:

School Hill Project

Description:

No new information to report.

Status: In-Progress

Expected Completion: 12/20/2017

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 substation transformer bids were received and opened this week. The bids have been evaluated and a recommendation has been prepared for Council approval.

The line crews have continued with the prep work for the recloser project: busy switching 34kV circuits to deenergize the construction zones and rearranging the circuitry.

The electricians have been working on wiring the new salt shed for a service panel and lights.

Engineering met with Delmarva about the reconductoring of the transmission lines coming into the City at Chapel Street, spec'd out lights for the Municipal Building foyer and the salt shed, and also met with

DelDOT, Delmarva, and contractors about removing the transmission line that used to feed Chrysler, but is now in conflict with the train station project.

Activity or Project:

Auto Restoration Project

Description:

Line crews are doing prep work for the project. Installing poles, cutting in double dead ends, and rearranging circuits to be ready when the recloser equipment starts coming in. Drawings have been approved and now it could be 16 to 20 weeks until the equipment comes in, but we are trying to accelerate the process.

Status: Started

Expected Completion: 12/31/2017

Execution Status: Behind Schedule

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance - Accounting Department

Notable Notes:

Due to pending deadlines within the Finance Department, the April financial report may not be available for the June 12th Council meeting. Accounting staff have been working on the 2016 CAFR deadline, along

with receiving training in Munis for tax billing and the new budget module.

PUB continues to experience high volumes of activity due to university students moving out and transferring/terminating their utility services. We are currently working on a bill cycle consolidation project that will reduce the number of bill cycles that we currently utilize. Thus, some customers will see a shortened bill the first month, followed by a larger period on their next bill. The third month will again reflect a monthly bill window. The goal is to make the PUB office more efficient in our billing process. The group handled 1,167 phone calls last week, with the average call length of each call being 3:40. There were 32 service orders initiated by PUB during last week. The group processed 4,167 utility payments and CityView transactions, 174 of which were imported automatically with our electronic processes and 2,370 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

The accounting staff has fully moved to the 2nd floor with the exception of the Finance Director.

Upcoming meetings for the Finance Director:

6/7 - Delaware State Chamber of Commerce End of Session Meeting

6/8 – Third Annual DEMEC Joint Council briefing

Activity or Project:

Business License Review

Description:

Metro Rev has reviewed 130 businesses to date located outside of the City. Through May 26th, we have received \$30,916 in business license payments from this project for the periods of 2013-2017 from 37 companies. The 51 businesses billed to date should add another \$12K to the annual business revenue line. We extended Metro Rev's contract through 12/31/2017 in order to continue with this project.

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:

2018 Budget

Description:

Staff is working on budget templates for which all departments will be presenting their 2018 budgets. The uniform presentation will allow for a smoother process and an easier to understand format for Council/public. Munis Budget module training was held on 5/22 for all department directors. Internal budget presentations to the Acting City Manager and the Finance Department will be July 10th through 12th. Budget Central is up and the 2018 Budget Schedule approved by Council is posted. <http://newarkde.gov/1007/Budget-Central>.

Status: In-Progress

Expected Completion: 12/1/2017
Execution Status: On Track

Activity or Project:

Independent Audit

Description:

Staff has completed the financial reporting section of the CAFR and is preparing to submit to our auditor for final review. Next step is to complete the MD&A and transmittal letter.

Status: Near Completion

Expected Completion: 6/30/2017

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

Director: Attended budget training meeting with Paula, completed an Outdoor Recreation and Trails grant for Preston's Playground and the Charles Emerson Bridge, inspected some areas of the Christina Creek Valley Stream, met with Delmarva Power about new poles going in at Olan Thomas Park, met with Paula about upcoming activities and events as well as parks maintenance projects.

Recreation Superintendent: Conducted meeting with staff regarding Parks and Recreation 50th Anniversary in 2018, assigned responsibilities for programming and deadlines; conducted staff meeting with recreation staff; worked on fee assistance for registrants for upcoming summer programs; continued collecting background check forms for summer staff to submit to the Department of Services for Children, Youth and their Families and DELJIS; completed consolidation of new registrants for Constant Contact of previous participants; completed July Parks and Recreation month marketing material.

Recreation Supervisor of Athletics: Preparing for start of summer camps - compiling bus bid for field trips, finalizing trip locations, gathering staff paperwork, recruiting instructors for tennis camps, finalized additional camp offerings with Impact Sports; working on winter/spring program statistics; assisted Chrissy with outdoor pool preparations and chemical balancing; preparing for end of school year programs including the after school gymnastics performance at Downes Elementary and ice cream parties at the aftercare sites; the Mayor visited after care at Downes for another tennis session.

Coordinator of GWC and Volunteers: Continued to plan for 2017 Summer programs and Camp GWC; made final revisions to the combined summer camp manual; summer staff contracts were completed, received and status reports finalized; continued to monitor and add chemicals to Dickey Park pool; George Wilson Center pool cover was removed, water added, pumps tested, sand added to the filters, salt added and vacuumed; continued to prepare for lifeguard orientation, volunteer orientation and summer camp orientation; met with members of the University of Delaware library and the Friends of School Hill Committee for a post-event meeting; met with a potential art instructor on creating new art programs for the fall; attended a 50th Anniversary department planning meeting; conducted a staff meeting with George Wilson Center attendants; continued coordinating with a volunteer group from Siemen's who will paint the George Wilson Center and spread wood carpet at the Newark Community Garden; continued to finalize and send out summer camp volunteer schedules; the final School's Out Kids Day off was held with a total

of 14 participants.

Recreation Supervisor of Community Events: Worked on items related to several upcoming and ongoing programs (4th of July, Spring Concert Series, Newark's Youth's Got Talent, and Camp R.E.A.L.), as well as, wrapping up some items from the Newark Memorial Day Parade. Staff paperwork for Camp R.E.A.L was completed and meetings were held with an African drummer and Vision to Learn about programs that will be held for Camp R.E.A.L. participants this summer. The fourth week of concerts was held with Grace Walton as the Youth's Got Talent performers and E Shawn Qaissaunee. This week, Paul Cullen will be performing at 7 p.m. on the Academy Building Lawn. There are no additional Newark's Youth's Got Talent performances this year.

Parks Superintendent: Inspected six park areas and developed work orders as needed, looked at landscape installation at one site for compliance and notified Parks Director of several issues at the site, coordinated and supervised plant placement and installation at McDonald's traffic island with horticulture crew, met with Parks Director to visit site along the Christina Creek, reviewed further proposed Bamboo ordinance with Code Enforcement Director, and located tree for tree pit on Main Street in front of Klondike Kate's.

Parks Supervisor: Assigned field staff daily and assisted as needed, picked up plant material from nursery for planting at 896 and Chestnut Hill Road island, and made ready the watering unit for use this year for horticulture crew to use.

Parks/Horticulture Staff: Continue mowing operations, storage of materials/supplies from Memorial Day parade, planted both island areas at McDonald's traffic islands including watering in the plant materials and mulching the bed areas, continued on bed maintenance throughout park system, did interior bed maintenance at City Hall, continued on getting ready both pools for state inspection, did equipment maintenance on several pieces of mowing equipment, watering of nursery stock at City Yard, dragged/scarified both ballfields at Handloff Park, ground out tree stump on one traffic island, continued trunk injections of Ash trees to be treated for EAB, removed debris from in front of/on top of catch basin/drainage line grates/covers throughout park system, did trash removal throughout park system, assembled new portable steps for stages used for special events, ordered lumber needed for new decking on footbridge in Rittenhouse Park, set up for Spring Concert series as directed by Recreation Specialist, and continued working on work orders as assigned.

Activity or Project:

Rittenhouse Bridge Rehabilitation & Painting

Description:

Rittenhouse Bridge rehabilitation and painting has been delayed due to some additional maintenance issues that need to be completed. The project should still be completed by the start of camps on June 12 weather permitting.

Status: In-Progress

Expected Completion: 6/12/2017

Execution Status: Behind Schedule

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:

Code Enforcement

- Property Maintenance reported that move-out weekend activity went smoothly. The wet weather has resulted in numerous high grass violations being issued.
- The structural steel work for the new building on STAR Campus is continuing. We anticipate the plans for the next building at the STAR Campus to be submitted this summer.
- The demolition permit is in for the new Martin Service Center on Ogletown and Marrows Road.
- The site work on South Main Street for the next phase of Chimney Ridge is continuing.
- The foundation and site work is ongoing for the new hotel at 400 Ogletown Road.
- Construction is ongoing at Cleveland Avenue.
- Exterior finish and interior work is continuing at Woolen Way for the new townhouse apartments.
- Finishing work is ongoing at the Heights on South Chapel Street, with completion expected in mid-June.
- Construction is nearing completion at the University of Delaware South Academy Street dormitory.
- Construction is ongoing at the Lofts at Center Street.
- Staff continues to update data on older building permits and code cases in anticipation of the CityView replacement project.

Planning/Land Use

- Planning and Development Director Mary Ellen Gray met with representatives of the University of Delaware, School of Public Policy and Administration, Institute for Public

Administration to discuss potential areas of collaboration and projects.

- Director Gray is working with Planning staff on coordinating the outreach effort at A New Night Downtown regarding potential improvements to the Unicity program.
- The Department received an application from Danneman Hospitality LLC to amend their special use permit for an additional seven rooms for the hotel on 400 Ogletown Road. The application will be reviewed by Council at their June 26 meeting.
- Planner Mike Fortner prepared a report to the Planning Commission on prioritization of recommendations from the Rental Housing Needs Assessment Phase Two Report. The Planning Commission will review the report at their June meeting and provide a final recommendation during their July meeting.
- Planner Tom Fruehstorfer, Mary Ellen Gray, and Michael Fortner met with a representative of UD to discuss zoning and other building issues related to preliminary plans to construct an "off-the-grid" facility on the STAR Campus.
- The following was also completed this week:
 - 15 Deed Transfer Affidavits
 - 31 Building Permit Reviews
 - 3 Certificates of Completion/Occupancy

Activity or Project:

Planning Commission Meeting

Description:

The Planning Commission is scheduled to meet on Tuesday, June 6, 2017 at 7:00 p.m. Items on the agenda include: 1) review and consideration of a special use permit for the property at 83 East Main Street to install a cell phone antenna tower on the roof of the University of Delaware bookstore; 2) discussion regarding the 2018-2020 Capital Improvements Program budget process; 3) discussion regarding the Rental Housing Needs Assessment Study Phase Two findings; and 4) update on the Parking Subcommittee.

Status: In-Progress

Expected Completion: 6/6/2017

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

Administration

Chief Tiernan was sent a letter from Steven Trostle of the State's Attorney Office for Cecil County Maryland. Mr. Trostle wrote that he wanted to recognize Newark Detective Michael Watson for his assistance in securing two convictions for an actor involved in a double homicide in Cecil County. Mr. Trostle went on to thank Chief Tiernan and the Newark Police Department for the cooperation and professional courtesies extended to the State Attorney's Office.

The Police Chief of the Southern Chester County Regional Police Department (PA) sent letters to Chief Tiernan expressing his appreciation for the assistance of M/Cpl. Saunders and Cpl. Peter Barnes for training six SCCRPD officers in a two-day police mountain bicycle operators course. The chief also sent a letter expressing his appreciation for the assistance of Newark Sgt. D'Elia for his participation in a three-day SCCRPD police promotion oral board.

Auxiliary Services

Records will be working with the Parking Division over the next day or two to transition residential parking from Police Records to the Parking Division. Residential parking will be transitioned starting 06-01-2017.

Administration Division

Cpl. Walker participated in an Eagle Scout ceremony on 5/27/17 honoring Joshua Riedel.

Sgt. Jones is beginning the annual Taser re-certification classes for the police department.

Sgt. Bryda is attending a quarterly CALEA/CRLEAA meeting in Washington, D.C. on 6/2/17.

NPD was approved for CALEA's Gold Standard Assessment process, which is a more rigorous accreditation process that will take place in December.

Evidence Custodian Bill Hargrove turned over numerous bicycles that were recovered by NPD to the Newark Bike Project on 5/30/17.

Criminal Investigations Division

Cpl. Odom attended a Human Trafficking Roundtable discussion hosted by the U.S. Attorney's Office on Tuesday, 5/30/17.

Street Crime Unit continues to identify and arrested defendants for prostitution at a local inn. On Thursday, 5/25, SCU, acting in an undercover capacity, arrested a female defendant for prostitution after viewing her advertisement on Backpage. Through investigation, officers were also able to identify a male who was charged with promoting prostitution.

On Sunday, 5/28/2017, Newark Police Detectives Gerasimov and Skinner were called out and arrested three suspects for an attempted robbery that occurred on Lovett Avenue at 2:37 a.m. The victim, a 21-year-old male University of Delaware student, reported that he was walking on Lovett Avenue when he was cut off by a black older model sports car. The victim stated that two passengers exited the vehicle and demanded that he empty his pockets. The victim stated that one of the suspects kept his hand in his pocket, which the victim believed was an attempt to imply that he was armed with a weapon.

Patrol

On May 24th, the Dean of Students at Downes Elementary School contacted the Chief's office to compliment Officer Corey Spencer on a job well done for aiding one of their families. The dean was extremely complimentary of Officer Spencer, describing his actions as "phenomenal" and that he "redefined service to the community."

On May 25th and 26th, Officers Whitehead, Barnes, Spencer and Golden assisted with Patrol Procedures at the New Castle County Police Academy.

On June 3rd, Lt. Rubin and Sgt. Davis (Traffic) will attend trading card Officer of the Day event at Timothy's Restaurant.

Special Operations Unit

SOU will attend a planning meeting for National Night Out on Wednesday, May 31st.

On Wednesday, May 31st, SOU and Traffic officers will participate in mandatory Taser Recertification.

This coming weekend, SOU will conduct order maintenance patrols coinciding with Alumni Weekend.

Traffic

On Tuesday, Sgt. Davis attended a debrief meeting for the Mayor's Bike Ride held earlier in the month. Sgt. Davis also participated in a debrief for UD graduation weekend.

The traffic speed sign will be deployed to West Chestnut Hill Road in support of enforcement based on residential complaints.

In support of the ongoing vehicle security messaging campaign, the message board is currently deployed in Ridgewood Glenn and will be moved to Evergreen at the end of the week. NCCPD has recently alerted neighboring communities just outside of Newark with the same safety message.

Activity or Project:

N/A

Description:

N/A

Status: Completed
Expected Completion: 6/1/2017
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:

UDon't Need It? continues this week after a successful first week and graduation weekend. PWWR crews have been busy keeping the streets and sidewalks clean of discarded housewares as students leave town. We have documented and fined those who are not making arrangements for disposal and cleanup.

City construction projects are getting underway in the next few weeks. Details on some of these projects are below.

Activity or Project:

Water Main Replacement 2017 - W9308

Description:

Council has recently approved the contract with Corrado Construction to begin work to replace the water mains on East Park Place, from South Chapel to Manuel Street and Dallam Road, from Old Oak Road to Bent Lane. Construction is slated to begin on East Park Place on or about June 12.

Residents have been notified twice about the upcoming work and will receive additional notifications as the project progresses.

Status: Not Started

Expected Completion: 8/31/2017

Execution Status: On Track

Activity or Project:

Salt Shed Replacement

Description:

The contractor has completed building construction and City electricians are working on the lighting. Once the lighting is complete the floor slab will be installed.

Status: In-Progress

Expected Completion: 7/31/2017

Execution Status: On Track

Activity or Project:

Preston's Playground utility installation

Description:

Bids have been received and the apparent low bidder is under our engineer's estimate which is great news. We are currently planning for this to be on the 6/26 agenda for consideration

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

5/28/2017 to 6/3/2017

NEWARK POLICE DEPARTMENT

WEEK 05/21/17-05/27/17

INVESTIGATIONS

CRIMINAL CHARGES

	2016 TO <u>DATE</u>	2017 TO <u>DATE</u>	THIS WEEK <u>2017</u>	2016 TO <u>DATE</u>	2017 TO <u>DATE</u>	THIS WEEK <u>2017</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	3	1	0	2	1	0
Rape	2	1	0	3	0	0
Unlaw. Sexual Contact	4	7	0	1	0	0
Robbery	20	11	0	7	4	1
- Commercial Robberies	9	5	0	0	1	0
- Robberies with Known Suspects	1	0	0	0	0	0
- Attempted Robberies	2	1	0	0	1	0
- Other Robberies	8	5	0	7	2	1
Assault/Aggravated	10	11	0	16	14	0
Burglary	35	19	1	27	6	0
- Commercial Burglaries	9	5	0	4	1	0
- Residential Burglaries	20	10	1	21	5	0
- Other Burglaries	6	4	10	2	0	0
Theft	283	209	0	87	81	2
Theft/Auto	17	22	0	8	2	0
Arson	1	1	0	0	0	0
All Other	52	44	3	34	17	0
TOTAL PART I	427	326	14	185	125	3
<u>PART II OFFENSES</u>						
Other Assaults	134	139	11	57	62	3
Rec. Stolen Property	0	1	0	16	6	0
Criminal Michief	77	101	3	34	24	0
Weapons	5	10	0	19	14	0
Other Sex Offenses	0	0	0	0	0	0
Alcohol	106	55	3	191	85	0
Drugs	68	66	4	87	71	1
Noise/Disorderly Premise	309	355	13	137	122	7
Disorderly Conduct	65	63	3	53	39	2
Trespass	75	74	1	31	33	3
All Other	210	183	5	135	142	5
TOTAL PART II	1049	1047	43	760	598	21
<u>MISCELLANEOUS:</u>						
Alarm	340	155	4	0	0	0
Animal Control	215	178	6	2	2	1
Recovered Property	121	128	13	0	0	0
Service	14060	15506	766	0	0	0
Suspicious Per/Veh	235	251	12	0	0	0
TOTAL MISC.	14971	16218	801	2	2	1

	THIS WEEK <u>2016</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2017</u>	2017 TO <u>DATE</u>
TOTAL CALLS	932	18,870	982	20,221



Newark Police Department
Weekly Traffic Report
05/21/17-05/27/17



TRAFFIC SUMMONSES	2016 YTD	2017 YTD	THIS WEEK 2016	THIS WEEK 2017
Moving/Non-Moving	4706	3644	304	211
DUI	68	67	3	3
TOTAL	4774	3711	307	214

TRAFFIC COLLISIONS				
Fatal	0	0	0	0
Personal Injury	101	115	9	3
Property Damage (Reportable)	543	462	35	35
*Hit & Run	132	102	5	9
*Private Property	126	102	6	11
TOTAL	644	577	44	38

*Included in the total collision numbers

Note: Typically, the YTD numbers are generated by adding the current week statistics to the YTD statistics from the previous reporting period. Periodically, the numbers for this report will be generated from the beginning of the year to capture data that may have otherwise been omitted due to a processing delay or other administrative anomaly, more accurately updating the year-to-date totals.