

City Manager's Weekly Report

Friday, August 18, 2017

Department:

Administration - City Manager

Notable Notes:

This week we had several night meetings and workshops that required preparation. Tuesday, we hosted a DeIDOT workshop on the resurfacing and curb line adjustments proposed for Main Street. At the workshop I incorrectly advised Councilman Morehead that funding would need to be added to the 2018 budget to cover the City's match, we have adequate funding in the 2017 CIP for this project to cover the remaining match. Once we have worked out a final design incorporating public comment, we will bring a recommendation to Council for consideration.

Also on Tuesday, the EPA hosted a presentation on the proposal to list the South Newark Groundwater Plume to the national priorities list. There was not a lot of new information presented beyond what was presented at the previous public meeting but they did allow for questions from the audience that were answered in front of the group which was a definite improvement. Councilman Clifton recommended that Council prepare a resolution of support that can be submitted as part of public comment period which I agree is a very good idea. EPA Administrator Pruitt will have the final say on whether or not we are listed and supportive public comment will be important.

Wednesday, we held the Parks and Recreation and Planning and Development Department budget hearings which went well. We will continue forward with the new format and incorporate the feedback received. As mentioned on Wednesday, we have proposed changes to the budget schedule by removing the 9/18 date, and moved the Budget Overview to 10/2 in order to allow staff sufficient time to update the budget from the 9/11 and 9/13 meetings. We are also reaching out to the Planning Commission to move the 10/3 date. We are proposing to move their meeting to either 10/11 or 10/16 for the same reasons.

Dave Del Grande and I attended the monthly DEMEC meeting on Tuesday. The primary information from the meeting is that they have secured very good pricing for new solar installations above 1 megawatt in size. Unfortunately, such a facility requires approximately 5 acres which is unlikely to fit in Newark. They also presented several training opportunities which we will be reviewing for staff.

I attended a DeIDOT coordination meeting with staff from the Planning and Development and Public Works and Water Resources Departments where we discussed ways to make sure items aren't missed in-between our organizations. DeIDOT will be preparing a MOU for consideration that outlines how development plans will move through our process in the coming months.

Deputy Director Haines and I met with the Deputy Solicitor to discuss the authority of the City Manager to create positions and an upcoming worker compensation settlement which we will be bringing to Council.

We held a practice run of the PWWR budget presentation and I worked with PWWR staff on several items and budget tweaks that came about as we worked through the dry run.

A blue-green algae bloom has been identified in the reservoir which required the cancellation of the swim portion of the annual Top of Delaware Triathlon. As a result of the cancellation, several media and resident requests were received and addressed.

Activity or Project:

Cleveland Avenue Task Force

Description:

Following Monday night's approval of the Cleveland Avenue Task Force recommendations, DelDOT has started identifying items that can be put in place now, ahead of the resurfacing project scheduled for 2019. Specifically, we have scheduled a site meeting for the Creek View Road signal on 8/29 which, once in place, will allow the conversion of Margaret Street to a one-way street.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Administration - Deputy City Manager

Notable Notes:

Administrative/HR:

- Substantial time was spent this week working with departments that were scheduled to present draft budgets to Council, as well as pending departments practicing their

presentations for future meetings. This time also included working with the Finance Department, Accounting/Budgeting team on various matters.

- HR Manager Devan Stewart is coordinating several employee events or trainings, including:
 - In September, "Be the Match" Bone Marrow meeting and an employee DVHT Health Fair
 - Also in September, PIVOT Physical Therapy will facilitate training and education on proper lifting techniques. Back injuries are the #1 work-related injury, which is also true for the City.
 - Pre-planning for Fire Prevention Week in October, to have employee education and training; this was a new addition last year that was well received.
- Deputy City Manager Andrew Haines attended the August Traffic Committee meeting, which approved two visible/public items. 1) Mr. Joey Tosh-Morelli, a 9 year old boy and his traffic improvement request to Mayor Sierer; this received various media coverage and 2) the mini-round about at Orchard and Winslow, which is inspired and supported by the immediate neighbors of that area.
- Mr. Haines worked with Parking Manager Marvin Howard, Parking Supervisor Courtney Mulvanity and Assistant to the Managers Mark Brainard to create an initial recommendation to Acting Manager Coleman regarding dynamic parking rates. This effort included on-street and off-street parking operations.

Parking Division:

- Mr. Howard presented the Parking Division draft FY2018 Budget on Wednesday, August 16, 2017.
- Parking Lot structural repair of the Lot 3 entrance; primarily for stormwater issues. Parking Division staff coordinated this with the assistance of PWWR Streets Division.
- The sticker/hang tag permit design for Residential Parking districts was approved and the products ordered for early September rollout. The design of the sticker/permit included bar coding to allow for the potential of future inclusion for a more efficient operation.

Activity or Project:

Court #40 - Civilian Bailiffs

Description:

Two (2) part-time bailiffs will start on-the-job training in preparation for their Tuesday, September 5 debut as in-house City staff supporting Court #40. With the assistance of the skilled instructors of the Police Department, both employees will complete firearms training, taser training, self defense and verbal engagement.

Status: Near Completion

Expected Completion: 9/5/2017

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 held three court sessions from 8/10/17 to 8/16/17. These sessions included arraignments, trials, capias return hearings, video hearings, violation of probation hearings and code violations. Parking officers were here on Monday and Wednesday to handle any parking appeals.

Training for the two new bailiffs begins Monday, August 21, 2017. The first week will be spent at the range for weapons qualifications followed by Taser training, CPR/first aid and the Use of Force Model the second week. The bailiffs will also spend a morning in court to observe court proceedings.

Activity or Project:

Court Sessions

Description:

From 8/10/17 to 8/16/17 Alderman's Court handled 36 arraignments, 81 trials, 18 capias returns, 5 video hearings and 1 violation of probation. The court collected a total of 444 parking payments of which 273 were paid online and 171 were paid at court. The court also collected criminal/traffic fines which included 90 online payments and 74 court payments for a total of 164 payments.

Status: Completed
Expected Completion: 8/16/2017
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:

Paul was in the office August 17 for Court.

Staff is working to finalize the agenda and the packet items on August 21 for the August 28 Council meeting.

Staff finalized and posted the agenda for the August 21 budget meeting.

Tara attended the August 14 Council Meeting in Renee's absence.

Tara attended the August 16 Budget Meeting in Renee's absence.

Tara worked with applicants and Ms. Sierer to finalize applications to be submitted at the August 28 Council meeting for approval.

Tara attended the staff meeting on August 17 in Renee's absence.

Sarah and Tara finalized the previous meeting minutes corrections for the July 24 and July 31 Council/budget meetings.

Teressa works to complete the file room to conversion to TCM prior to her retirement on August 25.

Teressa continues to complete her duties and responsibilities checklist prior to August 25.

Tara continues to work with Mr. Sargenti, Union President on ongon personnel matters complex in nature.

Sarah, Tara and Teressa prepared for the Council meeting on August 14 and completed the follow up the day after i.e. advertising, etc.

Sarah, Tara and Teressa prepared for the budget meeting on August 14.

Staff began working the minutes from the August 14 Council meeting and will start work as well on the August 16 budget meeting.

Sarah fulfilled 8 discovery requests for upcoming Alderman's Court cases. Sarah also completed 1 plea by mail. 262 discovery requests have been filled so far for 2017. 32 court calendars with 492 associated case files have been compiled so far for 2017.

Sarah attended the August 14 Council meeting.

Sarah received 7 lien certificate requests and sent to Finance.

Sarah sent 14 lien certificates to attorneys/settlement companies upon completion by finance. So far 327 lien certificate requests have been processed for 2017.

Bruce Herron was on vacation the week of August 14-18.

Tara and Devan interviewed a temp for placement in the City Secretary's office upon Teressa's retirement. The temp is scheduled to start August 22 so there will be a few days overlap for training purposes.

Activity or Project:

Ethics Code Update

Description:

A Board of Ethics meeting has been scheduled for October 5 at 6:00 pm. The board will review and provide input on potential revisions, the draft will be presented to Council for review prior to the revisions being sent to the State Public Integrity Commission for their review. Once complete, the ordinance will be sent to Council for adoption.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Recodification

Description:

Bruce continues to address final questions from the codifier. Once that is completed, all chapters will be sent to the codifier to begin the next step in the process.

Status: In-Progress
Expected Completion: 1/22/2018
Execution Status: On Track

Activity or Project:

2018 Budget Hearings

Description:

In light of Council's previous request to move the budget hearing scheduled for September 6 to the September 11 Council meeting if the schedule could accommodate and due to the fact there are minimal agenda items for the September 11 meeting at this time, the September 6 Special Council Meeting on the budget has been cancelled. The three departments scheduled for September 6 (Finance, Electric and Alderman's Court) will be on the September 11 Council agenda. The website has been updated accordingly.

Status: In-Progress
Expected Completion: 9/6/2017
Execution Status: On Track

Department:

Community Relations

Notable Notes:

City Council Meeting Streaming: Below are statistics regarding public engagement with the live streaming of Council meetings. We continue making enhancements to the viewing process to ensure viewers can clearly follow along with the meetings.

- City Council Meeting on Monday, August 14
 - Facebook
 - 6,456 people reached, 1,903 video views, 45 reactions, comments and shares
 - Livestream
 - 9 total views, 7 unique views, average watch time: 16 minutes
- City Council Budget Meeting on Wednesday, August 16
 - Facebook
 - 3,968 people reached, 1,237 video views, 15 likes, comments and shares
 - Livestream
 - 74 viewers, 26 unique views, average watch time: 32 minutes

Main Street Rehab Workshop for Downtown Businesses: Following Tuesday's public workshop on the Main Street rehabilitation plans, DelDOT will now be hosting a workshop specifically for DNP businesses on Thursday, August 24 at 9 a.m. in Council Chamber. It is very important we get the businesses involved in the plans, as the construction and renovations will directly affect their business.

Taste of Newark: This year's Taste of Newark is Sunday, September 24 from Noon-3 p.m. Tickets are now on sale for \$50/ticket. Tickets can be purchased here: <https://www.eventbrite.com/e/taste-of-newark-2017-tickets-30888535441>

Newark News Brief: On Friday, August 18, we will post the second Newark News Brief. This segment will highlight the energy conservation workshop, Main Street rehabilitation and the Phanatic on Main Street. The Newark News Brief can be seen on the City of Newark Facebook, Twitter, YouTube and Channel 22.

UD Opening Weekend: On August 15, Megan attended a meeting at University of Delaware to discuss opening weekend. She spoke with UD faculty and staff about coordinating a traffic alert to go out on Thursday, August 24 ahead of move-in weekend. She will also be working with the UD social media coordinator to share information on City and DNP social media pages.

Creative Design/Web Updates

- Completed Code Enforcement e-signature forms, and Police e-signature forms
- Created design for second floor department location signage
- Edited agenda for August 16 and 21 budget meetings and posted to City website calendar
- Prepared Reservoir poster for two 24" x 36" prints
- Scheduled public meeting notices
- Updated Budget Central; Newark News Brief template

Press Releases/Media Inquiries

- Algae Bloom Identified at Newark Reservoir Impacts Top of Delaware Triathlon:
<http://bit.ly/2wSW5us>
- Karl Baker, News Journal, inquired about the algae bloom at the reservoir
 - Coverage Pending
- Shirley Min, WHYY, inquired about the algae bloom at the reservoir
 - Coverage Pending
- Tim Furlong, NBC10, inquired about a letter sent to Mayor Sierer by a young resident who shared a traffic improvement proposal
 - Resulting coverage: http://www.nbcphiladelphia.com/news/local/9-Year-Old-Boy-Pushes-to-Make-Intersection-Safer_Philadelphia-440627763.html

#CityHallSelfieDay: Tuesday, August 15 was #CityHallSelfie Day. Megan posted a staff group selfie on the City of Newark Facebook and Twitter. The Facebook post reached more than 5,400 people. The tweet got attention from municipalities across the country, with 6 retweets and 33 likes. Acting City Manager Tom Coleman, Deputy City Manager Andrew Haines and Mayor Polly Sierer took selfies to promote the Main Street rehabilitation meeting that night. She also got Tim Furlong from NBC10 to take a selfie while he was covering a story at the municipal building.

Activity or Project:

School Hill Project

Description:

No new information to report. This will be the last report on this topic until new information is

available.

Status: Hold

Expected Completion: 12/20/2017

Execution Status: Behind Schedule

Activity or Project:

SignNow

Description:

All departmental forms have been formatted. We will ask Departments to test the forms next week and ensure they are working as intended. If the soft launch is successful, we will formally announce the change and make the forms accessible to the public via our website.

Status: Near Completion

Expected Completion: 8/31/2017

Execution Status: On Track

Activity or Project:

CGI Communications

Description:

We had a pre-planning meeting with CGI last week and determined the three areas of focus for our video collaboration: downtown Newark, park & recreation and customer service excellence. We have our first production meeting on August 28.

Status: Started

Expected Completion: 8/31/2018

Execution Status: On Track

Department:

Electric Department

Notable Notes:

The line crews continued work at the train station, set the transformer at the Ogletown Road hotel, and installed services at Annabelle and Center Streets.

The electricians worked at Chestnut Hill Road Substation installing underground conduits from the poles to the site for the new transformer arriving later this year.

Engineering worked on DelDOT's Elkton Road project tweaking the design and getting the drawings ready for bidding. Engineering also started using the new modeling software, learning all the features, and checking fuse coordination and doing fault calculations.

Activity or Project:

34.5KV Auto Restoration Project

Description:

Engineering participated in the bi-weekly conference call. Engineering found that certain modules of the software were not available and put in a request to get the user rights changed so SCADA interface testing can begin.

Status: In-Progress

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:

The First State Community Action Network was in PUBS on August 17th providing counseling services to individuals having difficulties paying their utility bills. This is a weekly service that we now provide to residents. Appointments can be made in advance by calling the PUB office directly at (302) 366-7000. Our goal is to educate our community on how they can save on their electric bill through changing their habits.

Annual tax bills were mailed out last week. Due date is September 30th. Since September 30th falls on a weekend, taxpayers have until October 2nd to make their payment and avoid any penalty charges. The tax rate for 2017/2018 is \$.7737 per \$100 of assessed value, and remains unchanged from 2016/2017. For more information, or if you have any questions about your city property tax bill, please contact the Finance Department at (302) 366-7000. If you have any questions about your property assessment, please call New Castle County's Assessment Office directly at (302) 395-5520. Reminder that senior citizens and disabled residents may qualify for a partial real estate assessment exemption. There are certain age and income requirements which you must meet to qualify.

I attended the monthly DEMEC meeting in Smyrna with the Acting City Manager on Tuesday, August 15th.

Activity or Project:

2018 Budget

Description:

Staff presented the 2018 Draft Operating and Capital Budgets for both the Planning and Parks Department August 16th. Copies of the presentation can be found on Budget Central: <http://newarkde.gov/1007/Budget-Central>. I informed Council at the August 16th budget meeting that we will need to move Finance Workshop #1 from September 18th to October 2nd in order to have enough time to prepare the materials for the Finance Workshop. Since there are five departments left to present the week before September 18th, it will not give staff sufficient time to prepare. I also recommended that we move the Planning Commission CIP meeting from October 3rd to October 10th for the same reason. I will work to confirm that these dates are acceptable to those impacted.

Status: In-Progress

Expected Completion: 12/1/2017

Execution Status: On Track

Activity or Project:

Payments and Utility Billing (PUB)

Description:

The group processed 4,010 utility payments and CityView transactions, 644 of which were imported automatically with our electronic processes and 2,476 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:

License Audit Review

Description:

Metro Rev has reviewed 179 businesses to date located outside of the City. Through August 11th, we have received \$37,141 in business license payments from this project for the periods of 2013-2017 from 50 companies. Another 14 companies have been billed for a total of \$16,249. The 60 businesses billed to date should add another \$14K 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

Department:

Parks and Recreation Department

Notable Notes:

Director: Attended a conference call with DelDOT and Public Works about the Elkton Road Project, met with Delaware Cooperative Extension about our Community Garden and creating a composting area in the garden, prepared for the Parks and Recreation budget presentation with the Finance Department, working on two grant applications for Preston's Playground, met with Parks Superintendent about Main Street improvements, inspected the Redd Park upper trail for maintenance issues.

Recreation Superintendent: Completed review of mid-term evaluations with recreation staff; continued working on additional data entry forms of new and updated programs for input into recreation software, consolidated brochure information for Shelby to update; attended budget workshop review and continued to work with Joe, Trevor and Jill on budget information updates/corrections; confirmed and set up next meeting for the Mayor's Harvest Festival.

Recreation Supervisor of Athletics: Continue recruiting staff for before and after school care programs at Downes and West Park, held several interviews this week, planning for staff training scheduled August 24-25; the final session of Rittenhouse Camp ended on Friday, 8/11, Rittenhouse Family Fun Night was held on Tuesday, 8/8, the after camp care rental van was returned; the skills clinic for our youth soccer programs was held on Tuesday, 8/8, teams are being formed now and practices will be starting soon; met with Recreation Superintendent for mid-year feedback session; proofed the fall newsletter, the final CBK Back to Basics Basketball Camp of the summer was held at Newark High.

Coordinator of GWC and Volunteers: Camp GWC Superheroes Week began with a total of 53 Full Day Campers, 7 Half Day Campers, 11 Before Care Campers, and 15 After Care Campers; campers went to the Christiana Skating Center, participated in many superhero themed crafts and activities including making Spiderman and Hulk Jello Cups; the George Wilson Center pool had an overall attendance of 120; Dickey Park pool had an overall attendance of 100; confirmed busses and the field trip scheduled for Camp GWC; sent Welcome Letters and program updates to parents registered for upcoming camps; began staff evaluations for summer staff; purchased pool supplies; continued finalizing 2017 Fall Programs; was informed by the Newark Senior Center that the indoor pool location in which Fall Swim Lessons are scheduled won't be available for the fall due to renovation and the coordinator began researching other possible indoor pool locations; met with the Recreation Superintendent to go over a mid-year evaluation.

Recreation Supervisor of Community Events: Worked on items related to several upcoming and ongoing

programs including Camp R.E.A.L., specialty camps and fitness programs, as well as fall programs and activities; Camp R.E.A.L. had great final week with special guests visiting from Knitting in Love, who taught the campers how to finger knit, Otto the Auto from AAA Mid Atlantic, and Vision to Learn, who gave eye screenings and exams to all the campers and outfitted those that needed them with glasses (7 or 8), which will be mailed home prior to the start of school. Campers also received fishing poles, generously donated by Cabela's and were taken fishing in small groups at Curtis Mill Park.

Recreation Specialist: Reached out to more Harvest Festival vendors to check on status of interest; added fall events to event website; contacted organizations about after care programs for the upcoming school year; sent out fall volunteer opportunities to group leaders; confirmed summer camp volunteer schedule; purchased supplies for summer camps. **Volunteer Hours:** 2 volunteer devoted 48.25 hours to Camp GWC. 2 volunteer devoted 18 hours to Camp R.E.A.L. 7 volunteers devoted 210.5 hours to Rittenhouse Camp.
Total Volunteer Hours: 276.75

Parks Superintendent: Inspected one park area and developed work orders as needed, met with two homeowners concerning tree issues, started coordinating with engineering firm to do final (5th year) report to Army Corps of Engineers for wetlands at the confluence of the Hall and Pomeroy Trails, did inspection of wash out area of concern along the main trail (red trail) thru Redd Park, met with Plant Pathologist from UD concerning two trees at Lewis Park and gathered samples for testing, along with Parks Director and Parks Supervisor met with Master Gardener Coordinator at UD to look at options for building compost bins, continued researching pricing for street tree replacement in tree pits along Main Street, started coordinating with Public Works for repairing section of asphalt on Hall Trail by Kells Park, and met with Parks Director concerning additional tree planting on south slope at Reservoir. Fencing contractor completed fence renovation of both player bench areas at Fairfield Park.

Parks Supervisor: Continued assigning field staff daily and assisting as needed, along with Parks Superintendent and Parks Director attended meeting with Master Garden Coordinator to review options for compost bin construction, assisted coordinating workshop being planned for the UD Landscape Architecture students this fall at several state/county park sites, coordinated with Volunteer Coordinator on selecting a park area to spread woodcarpet safety surfacing under play equipment by a volunteer group, met with Parks Director and IT Director on possible tree removal project at City Hall, and continued following up with garage on new pick up #1434.

Parks/Horticulture Staff: Continue on mowing and bed maintenance operations, replaced all four basketball backboards/goals at Fairfield Park, did interior bed maintenance at City Hall, did equipment maintenance on all mowing equipment and chain saws, did trash removal throughout park system, checked on pools throughout the week, dragged/scarified all ballfields, raked off all horseshoe pits, completed mulching/pruning (as needed) to all downtown parking bed areas, started shearing back the Japanese Holly hedges and chipping bed areas at Anna Way storm water basins, and continued installing woodcarpet under all play/swing units throughout park system.

Activity or Project:

2018 Fall Activity Guide

Description:

The 2018 Fall Activity Guide is on its final edits and will be delivered electronically to those on our email list on August 28. The guide will also be available at the Newark Library and the City Building.

Status: Near Completion

Expected Completion: 8/28/2017

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:

Code Enforcement

- Property Maintenance Inspectors will resume weekend patrols next weekend during student move-in and continue the patrols throughout the semester.
- Exterior renovations are ongoing at the old Opera House to replace the gutter and soffit. The tenant fit out for the space being created next to Grass Roots was issued for Calios Pizza.
- Construction is ongoing at Cleveland Avenue.
- The foundation work on South Main Street for the next phase of Chimney Ridge is continuing.
- The building and site work is ongoing for the new hotel at 400 Ogletown Road.
- The structural steel work for the new building on the STAR Campus is nearing completion. We anticipate plans for the next two buildings at the STAR Campus to be submitted late summer or early fall.
- 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

and Certificates of Occupancy issued next week.

- The University of Delaware South Academy Street dormitory is nearing completion, with the Certificate of Occupancy being issued next week.
- 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

- The first meeting of the Planning Commission's Parking Requirements Subcommittee is scheduled for August 17 at 4:00 p.m. in the City Council Chamber.
- The Planning Commission is scheduled to meet on Tuesday, September 5, 2017. Tentatively on the agenda are:
 - Rezoning and major subdivision of 36 Benny Street;
 - Amendments to the Zoning Code related to regulations for Wireless Facilities in the Right of Way and Outside the Right of Way;
 - Planning Commission Rules of Procedure;
 - Rental Housing Needs Assessment Study recommendations; and
 - 2018 Planning Commission Work Plan.
- On Thursday, August 17, Planner Mike Fortner attended the WILMAPCO Technical Advisory Committee meeting.
- The following was also completed this week:
 - 6 Deed Transfer Affidavits

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 8/18/2017

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:**Administration Division:

- This week begins our annual Fall Crime Suppression plan. A review of past crime patterns and current trends have been conducted. Small patrol zones have been established that will have an increase in uniform and plain clothes patrols. Our security camera system as well as awareness of known past criminal suspects activity will be utilized.
- We are continually monitoring "I'm Schmacked" social media activity. We have outstanding warrants to be served if the organization returns to Newark. The last time "I'm Schmacked" was in Newark, the police department spent months tracking down and arresting people that attended the event and engaged in vandalism and other criminal activity.
- Officer Andrew Maiura graduated the police academy last week and begins his field training with Cpl. Olicker.

Criminal Investigations Division:

- Detective Anderson and Detective Gerasimov have been spending a considerable amount of time on police applicant background investigations. They have been conducting numerous phone and in-person interviews, as well as using various investigative practices to assess the character of their applicants.
- Sgt. Watson assisted Middletown Police during the week August 7th by conducting polygraph exams for their current applicant process.
- On 8/14, Sgt. Watson assisted the Voorhees Township (NJ) Police Department with a potential theft investigation.
- M/Cpl. Marconi has been working on an applicant background and it will be completed on 8/16/17.

Special Enforcement Division:

- PFC Graber joined the Special Operations Unit for a two-week temporary rotation.
- Sgt. D'Elia, M/Cpl. Conover, Cpl. Saunders, and PFC Graber along with officers from the UDPD hosted the Newark Nightlife Partnership Conference at the Courtyard Marriott on

New London Road. The event was well attended and received.

Patrol Division:

- Lt. Rubin, Cpl. Mease, and Cpl. Olicker attended the IACP Drugs, Alcohol and Impaired Driving Conference in National Harbor, MD.
- Lt. Rubin instructed a block on DUI at the Newark Nightlife Partnership.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 8/17/2017

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:

Please see a press release regarding an Algae Bloom at the Newark Reservoir. This bloom will affect the swim portion of the planned Top of Delaware Triathlon this weekend, however, our drinking water supply remains unaffected.

Staff attended an EPA meeting held at the Newark Senior Center on the South Well Field Groundwater Plume. The Plume is a candidate for listing on the National Priorities List or Superfund List. Listing will open up funding opportunities to further classify the plume and find potential sources of the contamination.

Activity or Project:

Water Main Replacement - East Park Place

Description:

The contractor for the water main replacement plans to make final connections this weekend and complete paving and restoration on East Park Place in the early part of next week. There will be minor service disruptions during the connection process. Notice had been given to all affected residences and businesses. They have also begun mobilizing equipment and materials to Dallam Road in anticipation of moving forward with that portion of the project in the coming weeks.

Status: In-Progress

Expected Completion: 8/25/2017

Execution Status: On Track

Activity or Project:

Academy Street Paving

Description:

We continue to coordinate with UD on the paving of Academy Street and the impending move in of the students to the new South Academy Street Residence Hall at the end of next week. Base paving will begin 8/17/17 and we anticipate completing all but a small patch on the north end of the project prior to student return.

Status: Near Completion

Expected Completion: 8/25/2017

Execution Status: On Track

Activity or Project:

Orchard Road Pop Up Mini Circles

Description:

Neighbors along Orchard Road have come up with a plan which was approved by the Traffic Committee on 8/15/17 to install a temporary mini circle at the intersection of Orchard and Winslow Roads. The temporary circle will be in place for roughly two weeks and results will be analyzed for potential to add a permanent circle in this location and others around the City.

Status: Started

Expected Completion: 9/30/2017

Execution Status: On Track

8/13/2017 to 8/19/2017

NEWARK POLICE DEPARTMENT

WEEK 08/06/17-08/12/17

INVESTIGATIONS

CRIMINAL CHARGES

	2016 TO DATE	2017 TO DATE	THIS WEEK 2017	2016 TO DATE	2017 TO DATE	THIS WEEK 2017
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	6	1	0	4	2	1
Rape	2	2	0	3	0	0
Unlaw. Sexual Contact	5	8	0	1	0	0
Robbery	31	15	0	11	10	1
- Commercial Robberies	11	5	0	0	1	0
- Robberies with Known Suspects	2	0	0	0	0	0
- Attempted Robberies	5	2	0	2	5	0
- Other Robberies	13	8	0	9	4	1
Assault/Aggravated	16	16	0	22	16	1
Burglary	56	26	1	27	10	1
- Commercial Burglaries	10	5	0	4	1	0
- Residential Burglaries	39	16	1	21	9	1
- Other Burglaries	7	5	0	2	0	0
Theft	410	341	16	113	132	4
Theft/Auto	32	28	0	9	2	0
Arson	2	1	0	0	0	0
All Other	70	58	0	60	36	0
TOTAL PART I	630	496	17	250	208	8
<u>PART II OFFENSES</u>						
Other Assaults	205	185	5	82	85	5
Rec. Stolen Property	0	1	0	19	14	2
Criminal Michief	114	124	1	42	39	2
Weapons	7	12	0	25	26	2
Other Sex Offenses	0	0	0	0	0	0
Alcohol	127	64	0	212	103	0
Drugs	86	103	2	124	124	11
Noise/Disorderly Premise	348	413	2	144	133	0
Disorderly Conduct	96	99	4	62	54	0
Trespass	118	118	3	42	45	4
All Other	293	259	6	194	254	11
TOTAL PART II	1394	1378	23	946	877	37
<u>MISCELLANEOUS:</u>						
Alarm	459	203	6	0	0	0
Animal Control	365	297	3	2	2	0
Recovered Property	173	209	9	0	0	0
Service	21152	23457	748	0	0	0
Suspicious Per/Veh	359	355	11	0	0	0
TOTAL MISC.	22508	24521	777	2	2	0

	THIS WEEK 2016	2016 TO DATE	THIS WEEK 2017	2017 TO DATE
TOTAL CALLS	875	28,346	934	29,452



Newark Police Department
Weekly Traffic Report
08/06/17-08/12/17



TRAFFIC SUMMONSES	2016 YTD	2017 YTD	THIS WEEK 2016	THIS WEEK 2017
Moving/Non-Moving	6874	5427	245	131
DUI	105	95	2	1
TOTAL	6979	5522	247	132

TRAFFIC COLLISIONS				
Fatal	0	1	0	0
Personal Injury	142	164	7	5
Property Damage (Reportable)	745	670	17	14
*Hit & Run	166	143	1	2
*Private Property	180	144	3	2
TOTAL	887	835	24	19

*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.