

City Manager's Weekly Report

Friday, June 12, 2015

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

A New Night is all set for this Saturday from 3 to 9pm. Nearly 80 booths are expected. The Art on the Lawn at Academy has actually outgrown the lawn and will be spread out onto the street as well. The childrens area will be as dynamic as last year. We're looking forward to a great event. Please check out the DNP's Parklet Demo that will be adjacent to the Information Booth.

We recieved our new bucket truck that was ordered back in February of 2014.

I call your attention to the IT report and your request for an update on our exploration/consideration of City WIFI. Josh has provided earlier information shared for ease of review as well as more recent details.

Please be advised that in accordance with our agreement and the direction of Special Legal Counsel, we have issued our payment to EDG for their parcel located in Lot 1. This concluded our lengthy negotiations regarding the land swap option.

Myself and other members of staff along with representatives from Middletown and New Castle were included in a meeting with representatives from Norfolk Southern this week. I have attached a copy of the Operation Awareness & Response detail they shared. They also provide detail on training and we are working to have a member of our Police department attend later this month. Aetna has advised they have already attended,

Please be advised that pedestrian upgrades are planned to begin this coming Monday, June 15th at the intersection of Delaware Avenue and South College. This should bring the intersection into compliance with ADA including the installaton of the beeping way finders for the visually impaired.

Activity or Project:

Beasley Unit 1 Repair

Description:

DEMEC shared that the repairs to the Beasley Unit 1 turbine which had to be shipped out to GE in Houston for repair and Syracuse for reassembly are expected to arrive back at Beasley by early next week.

Status:

Started

Expected Completion:

6/15/2015

Execution Status: On Track

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:

- Reminder to all staff and the community: on-site Delmarva Blood Bank blood drive at City Hall on Thursday, July 30. Donors will receive vouchers for free food and ice cream with food/vendor trucks on location.
- I provided a "HR 101" to the seasonal Parks/Rec camp counselors; in an attempt to provide realworld personnel implications to seasonal employees. This interactive discussion tries to relate generational activities on social media and interpersonal communication versus being an official employee of an organization. The P/R staff, along with me, believe this has been a beneficial meeting over the past 3 summer seasons.
- Carol and I met with representatives from Norfolk Southern (N/S) along with a few other municipalities to hear N/S' information on safety. The opportunity for first responder education training, along with a 2016 Safety Train that will travel to communities to train the responders. At our request, N/S is working on additional public information materials to share with our community.

Activity or Project:

RFP of Parking Lot Equipment

Description:

Based upon the direction of Mayor/Council, the RFP for surface parking lot equipment and revenue controls received six (6) bids. Staffing assessment, scoring and ranking has been completed, with the Top 3 firms coming in for presentations. A staff recommendation will be developed after the firm presentations. Based upon the timing, it is unlikely that the equipment can be installed prior to the start of the Fall UD classes, however, staff continues to proceed and will make any necessary recommendations for implementation within the final recommendation.

Status: Near Completion

Expected Completion: 7/13/2015

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:

The Alderman's Court held 3 Court sessions this past week.

Activity or Project:

Court Sessions

Description:

We processed 67 arraignments, 49 trials, 5 case reviews, 16 capias returns and 1 sentencing. We also had 6 prisoners transported Friday from various prisons.

Status: Completed

Expected Completion: 6/10/2015

Execution Status: Completed

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Community Relations

Notable Notes:

We launched a website update "ticketing" system last week with the assistance of the IT department, similar to the internal systems utilized by IT and Facilities Maintenance for addressing various needs. This has been successful as it allows all of our users to bring issues to the attention of communications staff, helping to get more "eyes" on the site to correct incorrect information, as well as allowing us to prioritize the most critical updates, and track how many have been made over various time periods.

Preparations for New Night Downtown have dominated the available time in recent weeks, as well as the beginning of preparation for our July Food and Brew Fest (7/25). We released an "infographic" on social media to warn against cyclists riding against traffic (known as "salmoning"), which received a very positive response - we anticipate using similar "infographic" type releases in the near future to communicate

various points to the public, as they seem to be better received than pure text.

We are looking forward to working with WILMAPCO and PWWR on a grant application to DelDOT for pedestrian, cycle, and streetscape enhancements.

The Parking Committee met on June 10th, although a quorum was not present. However, several members of the public attended, and there was insightful discussion about the RFP for new parking lot equipment.

Activity or Project:

CSX Bridge Repainting

Description:

Despite a few weather delays, progress on the CSX bridge mural will be completed this week.

Status: Near Completion

Expected Completion: 6/13/2015

Execution Status: On Track

Activity or Project:

New Night Downtown

Description:

We are very excited for New Night Downtown, and all final preparations for various services as well as vendor setup/teardown are nearing completion. This year the Design Committee will also be doing a combined information booth for the DNP and a "parklet" demonstration, this year in front of the Galleria building, at a proposed parklet location. They will be bringing information about proposed streetscape enhancements as well and begin recruiting additional volunteers and interested parties for the CSX property/sculpture garden. We are very excited for the event, and hope that everyone can attend.

Status: Near Completion

Expected Completion: 6/13/2015

Execution Status: On Track

Activity or Project:

DNP Gift Card Conversion

Description:

Our current gift card provider, Fiserv, is exiting the "restricted access network" gift card market. We have identified another provider, TransCard, who can provide a nearly identical program at similar, possibly lower, cost, to the DNP. As the Fiserv solution will, at some point in the future, be no longer supported, we are temporarily halting gift card sales during our slower summer season, so that we can minimize any customer service issues in the future. We anticipate the new system to be up and running in ample time for the return of students in the fall.

Status: Started

Expected Completion: 8/7/2015

Execution Status: On Track

Department:

Electric Department

Notable Notes:

A Monday night / Tuesday morning storm had most of the line crews out. One transformer had to be replaced and there were a few house services restored. The line crews had all power back on by 3am.

A day after the storm some of the crews were in early for a scheduled shutdown to change a transformer feeding businesses on East Main Street as part of the ongoing voltage upgrades.

The electricians are trenching in pipes at the Kershaw Substation to a newly set pole that will ultimately hold a 34kV switched capacitor bank.

Engineering and IT are working together to find the root cause of some of the Police camera malfunctions. A recording meter was installed on a camera with reoccurring issues to see if power quality may be the culprit. The camera failed, but no power quality issues were found.

Engineering has been evaluating the lighting submittals given to DEMEC for a project to replace many of the City's streetlights with LED types.

Activity or Project:

Newark Shopping Center

Description:

Distribution infrastructure consisting of underground primary cabling and pad mount transformers to Campus Circle and the shopping center.

Status: In-Progress

Expected Completion: 9/1/2015

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

I attended the annual American Public Power Association (APPA) Conference on Monday, Tuesday, and Wednesday this week. Some of the most valuable material came out of the breakout sessions related to the impact of distributed generation on electric rates, the benefits of community solar, and the benefits and challenges of transmission ownership for public power agencies. I will continue to review the conference materials and look for ways to deploy new concepts, improvements, and efficiencies.

Payments and Utility Billing

The group handled 725 phone calls the week of 6/1/15 with an average call length of 4:24 and an average hold & queue time (average speed of answer) of 35:02. The group also processed 3,178 utility payments and CityView transactions while the welcome booth processed 702 visitors. 832 service calls were initiated by Payments and Utility Billing in response to the calls and visitors. These statistics make evident the challenges faced by the PUB group during the student move out peak season. A staggering 2,468 calls came into the queue last week, although more than 70% of callers abandoned their calls during long hold times. The high abandon rate is not surprising given the high level of activity during our peak season, which was compounded by technical issues and staff transition that was described in detail in the weekly report dated 6/5/15.

Accounting

The accounting team continues to work on the year-end financial statements and related work in connection with the annual audit; see additional information reported in the Independent Financial Audit project detail.

The 2016 budget process is underway. The first round of administrative budget meetings concluded last week and planning for the second round started this week. The departments are focusing on the operating budget in the initial rounds of meetings. Items such as meeting summaries and preliminary budget drafts will be posted to 2016 Budget Central as they become available.

Activity or Project:

Independent Financial Audit - 2014

Description:

The Comprehensive Annual Financial Report ("CAFR") Fund Statements for 2014 have been completed. The CAFR Government Wide Statements, Fund Financial Statements, and the tables supporting the Note Disclosures are all complete, along with the Note Disclosures, the Statistical Reports, and the Final Schedule of Federal Awards. Management's Discussion and Analysis (MD&A) was completed the week before last and forwarded to the auditors, and the production of the CAFR document itself is nearly complete. The independent audit review was completed on 6/11/15, while page numbering, section dividers, and production of the final document will continue into the week of 6/15/15.

Status: In-Progress

Expected Completion: 6/30/2015

Execution Status: On Track

Activity or Project:

Billpay Efficiency Project

Description:

The Finance team and the IT team were provided with access to a secure portal for testing file exchanges this week. The Finance team tested a null file and shared a test file with the IT department. Several conferences were held with representatives from Fiserv (banking intermediary) and the City's Finance, Payments & Utility Billing and IT Departments. Testing is now underway, and we anticipate that the billpay efficiency project will be live ahead of schedule.

Status: In-Progress

Expected Completion: 7/1/2015

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Information Technology Department

Notable Notes:

Newark City Council has requested an update for the Municipal Broadband Research Project. This entry will serve as that update. Also attached is the Administrative Report from April 2, 2015 that included a status update of our research

The IT Department, while contributing to the Cheseapeake Crescent Initiative (CCI) blueprint, has also been keeping an eye to the future of Municipal Broadband opportunities within Newark. Recently, we have engaged an organization with vast experience in assisting cities to perform a feasibility study for Municipal Broadband. Along with that engagement, the IT Department has also been working with multiple Tier 1 fiber providers as well as local fiber connectivity companies to discuss strategy surrounding utilizing the NorthEast Fiber Corridor that runs along the Amtrak and CSX rail lines.

Along with this approach, the IT Department has been busy building relationships with national Internet Service Providers (ISPs) to determine if a mutually beneficial, symbiotic, relationship is an option. To this point, there is no answer to this question.

Following the most recent City Council Meeting, Joshua Brechbuehl has reached out to Mr. Richard Levin and also to the Next Century Cities organization (NCC) for discussion and knowledge sharing about what other cities are doing in regards to Municipal Broadband, their challenges, and successes.

Attached is a memo, submitted in November 2014, to City Council with IT Mananager, Joshua Brechbuehl's, considerations for implementation of a Municipal Broadband utility within Newark. In this memo, we outline many of the challenges that small cities face when implementing such a utility.

It is our hope that our forthcoming engagement with a Municipal Broadband planning and engineering firm will help City Council provide appropriate direction to City Staff for how to proceed with this opportunity.

Activity or Project:

City-Wide Camera Server Upgrades

Description:

Camera server has been fully upgraded. Cameras have been migrated to new system. Old system will stay on-line for 30 days (archival purposes) before phase 2 can begin. Phase 2 includes providing a redundant server.

Status: In-Progress

Expected Completion: 7/31/2015

Execution Status: Behind Schedule

Activity or Project:

Munis SAAS Migration and Upgrade

Description:

Munis Test and Validation launched this week. Users are testing the system to verify all is in

working order. Expected Go-Live for Phase 1 is July 22.

Status: In-Progress

Expected Completion: 12/31/2015

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Parks and Recreation Department

Notable Notes:

We're continuing to work on items for the 2016 Operating Budget.

I attended a meeting last Wednesday with other city officials and representative of the College Park neighborhood to discuss ideas for engaging that community, particularly the children.

I'm finalizing a report on the concept of a Police Athletic League (PAL) Center in Newark.

Park Superintendent Zaleski committed time creating a new landscape plan and cost estimates for the Municipal Center property.

A handful of volunteers joined us this past Saturday to commemorate National Trails Day by cutting back plant growth from along trails in Rittenhouse Park.

We made repairs to the automatic gate at the entrance to Rittenhouse Park.

The crew finished grading and seeded around the new handicap parking area at Fairfield Park. We're working with PWWR and a local contractor to attempt to have the area paved before the end of this month.

We completed final preparations of the pools at Dickey and Wilson Parks. The pools opened on Tuesday, June 9.

The crew continued applying mulch at landscaped sites.

Recreation staff is completing their respective activity and program statistics for the Winter/Spring season.

Recreation Supervisor Bruen made final arrangements for the first night of Newark's Got Talent. Join us Wednesday at 6:30 at the Academy Building lawn on Main Street. She is also heavy into planning for our Liberty Day and Fireworks celebration scheduled for July 4.

Recreation staff is continuing to plan for our summer camp counselor and recreation program leaders training and orientation sessions which will be held on Wednesday, Thursday and Friday of this week. Many of the camps and programs begin next week.

Activity or Project:

Tree Inventory

Description:

Contracting to complete a tree inventory for City parks and public streets, CIP Project No. K1503. Bid opening occurred on June 9.

Status: In-Progress

Expected Completion: 11/20/2015

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 a mixing valve was installed for the outside shower, and a hole drain was repaired and trim was installed around the new air conditioner at the George Wilson Center.
- Coordination was also performed for repairs of air conditioner units and the exhaust fan in the Police Department.
- This week orientation for a new evening custodian was conducted.
- On Tuesday, Development Manager Mike Fortner and Planning and Development Director Maureen Feeney Roser joined Facilities Maintenance Superintendent Dave Greenplate in a review of basement rooms in City Hall to determine if it would be possible to create a workspace for building maintenance by consolidation of storage.

Code Enforcement

- Certificates of Occupancy were issued for 1 and 7 Fountainview Drive and 82 Munro Road this week.
- This week the building permit was issued for an office tenant fit-out at 201 E. Delaware Avenue.
- Permits were issued this week for the tents and fireworks for the Special Olympics event this coming weekend.
- On Monday, Acting Code Enforcement Supervisor Jim Kiesel and Maureen met onsite with the architect and owners of East Village at Chapel Street to review the architectural elevations and ongoing construction to insure compliance.

Community Development

- Two Home Improvement Program projects were completed this week.
- A Financial Draw to New Castle County for the 40th Year CDBG Program was completed this week.

Parking

- On Thursday, Parking Administrator Marvin Howard and Maureen participated in a parking equipment RFP review meeting.
- On Wednesday, Marvin staffed the DNP Parking Committee meeting.
- The Parking Division spent time this week on the summer maintenance program.

Planning

- On Wednesday afternoon, Maureen joined Mayor Polly Sierer, Councilwoman Marge Hadden, City Manager Carol Houck, Police Chief Paul Tiernan, Parks and Recreation Director Charlie Emerson and Parks and Recreation Superintendent Joe Spadafino in a meeting with Isaac Von Duyke to discuss College Park issues and opportunities.
- Some time was spent reviewing the 276 South College Avenue subdivision process and agreement to determine its impact on the rental permit for 15 Indian Road. The matter will be discussed by Council at the upcoming June 22nd meeting.
- Time was spent reviewing the architectural features submitted with CIP plans for the

Candlewood Suites hotel on South College Avenue. The Department concluded that the elevations submitted do not substantially conform to the elevations approved by Council in 2010, and therefore, the elevations will either need to be revised or the applicant must request Council approval of the revised appearance.

- Considerable time was spent reviewing City Code and issues surrounding setback and parking for the proposed Trader's Alley alteration. A letter to the applicant's attorney providing the departments' decisions regarding these matters was also sent to all interested parties.
- This week the Department received a rezoning and major subdivision application for the property formerly known as Cleveland Station and the adjacent former Elk's Club property and a property on Church Street to create an 18 unit townhouse apartment development. The plans and associated materials were distributed to the Subdivision Advisory Committee for review and comment. The SAC meeting is scheduled for June 30th.
- On Wednesday, June 10th, Mike attended the GIS Planning Committee meeting.
- Final touches were put on the floodplain ordinance memo this week, and the memo has been forwarded to the City Manager for consideration and distribution to Council.
- The Planning and Development Department completed:
 - 12 Deed Transfer Affidavits
 - 1 Plan Review
 - 50 Building Permit Reviews

Activity or Project:

Planning Commission

Description:

Considerable time was spent preparing for the July Planning Commission meeting. Tentatively scheduled are: • Accessory Use and Neighborhood definition recommendations, • A minor subdivision, parking waiver and special use permit for 70 E. Main Street; and, • The rezoning and major subdivision of Pike Park.

Status: In-Progress

Expected Completion: 7/7/2015

Execution Status: On Track

Activity or Project:

Comprehensive Development Plan V

Description:

This week considerable time was spent working on the revisions to the Comprehensive Development Plan V, particularly the maps. The Department will have a complete revised draft of the Plan on an USB flash drive for Council and posted on the web by Monday, July 6th. The previously scheduled Council Workshop for June 29th was canceled; and the next Council Workshop for the Comprehensive Development Plan is set for Monday, August 3rd.

Status: In-Progress

Expected Completion:

8/3/2015

Execution Status: On Track

Activity or Project:

Community Development

Description:

Applications for the 42nd year (July 1, 2016 – June 30, 2017) Community Development Block Grant Program and the 2016 Revenue Sharing Program were mailed this week to previous applicants and those expressing an interest in applying for funding support. A Public Hearing /Question and Answer Session is scheduled for June 25th from 5-7 p.m. in City Council Chambers to discuss the application process and requirements, Federal and local guidelines and regulations and review of previous allocation.

Status: Started

Expected Completion: 6/25/2015

Execution Status: On Track

Department:

Police Department

Notable Notes:

On June 9th at approximately 10:20 p.m., officers responded to a house on Orchard Street at the request of the fireboard. Ambulance personnel were responding to an overdose call involving a violent 37 year old female. Upon arriving at the scene, officers observed a highly agitated female who was arguing with her mother. While being guided toward the ambulance, the female pushed the police officer in the chest. As the female became more agitated, she began shouting obscenities and kicked the police officer. While being placed in the police car, the female again kicked one of the police officers. As she was transported to the police department, the female continued to shout obscenities and kick the rear passenger section of the police vehicle. Once at the police department, the female, spat in the officers' face several times. The female stated she has Hepatitis C. Both officers were treated for exposure at Christiana Hospital. The female was charged with various criminal complaints. The police car and cell block were decontaminated by a certified cleaning company.

On June 9th, Councilwoman Marge Hadden brought four residents to the police department to meet with Chief Tiernan and Deputy Chief Feeney. The residents reported issues in their neighborhood. Our Special Operations Officers will be concentrating on the dealing with the specific problems and the area will be designated as a directed patrol for the motor patrol officers.

Background investigations have begun on the next group of police candidates. These intensive investigations take several weeks to complete for each candidate.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 6/10/2015

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:

We have completed our reference review for the 2015 water main replacement contractor and will be bringing a recommendation to Council at an upcoming meeting..

We have completed our reference review for the 2015 street program contractor and will be bringing a recommendation to Council at an upcoming meeting.

The 2014 street program was completed this week. We are working through a few remaining punchlist items.

We installed two crossing water mains under Hillside Road which will allow us to pave Hillside this year and replace the water main in the next year or two without having to dig up the new paving.

We are rolling out a new format for our annual water quality report, also known as the Consumer

Confidence Report. We have transitioned to an electronic format which allowed us to expand the content and vastly improve the readability.

We worked with contractors to get pricing for paving of the handicap spaces at the community garden/Fairfield park parking area.

I met with Mayor Sierer and the New Castle Conservation District at a pedestrian bridge over the Christina between Christianstead and West Branch which is becoming undermined by floodwaters.

We have continued delivering yard waste carts and have been receiving overwhelmingly positive feedback so far.

We worked with DelDOT to have them review the signal timing at the intersection of Cleveland and Library Avenues. The queues on Westbound Library Avenue during the PM peak hour were longer than originally anticipated. There are also some learning curve issues heading eastbound where drivers are not taking advantage of the shared left turn / through lane for through traffic.

Activity or Project:

Concrete Tank Dome Repair

Description:

The concrete tank dome repair project is complete. We have begun filling the tank on 6/11 and expect to bring it back online this coming Monday, June 15th

Status: Completed

Expected Completion: 6/10/2015

Execution Status: Completed

Activity or Project:

Arbour Park Booster Station Replacement

Description:

The contractor is scheduled to mobilize to the site on June 22nd. The pump control panel was backordered delaying delivery of the pump station three months. We are scheduling a meeting with the adjacent property owners to discuss the scope and schedule.

Status: In-Progress

Expected Completion: 9/1/2015

Execution Status: Behind Schedule

Activity or Project:

Transfer station closure

Description:

The transfer station has been officially signed off as closed by DNREC. At this time we are waiting on copies of the closure paperwork. We were able to complete all of the work in-house saving over \$100,000.

Status: Completed

Expected Completion: 6/10/2015

Execution Status: Completed

6/7/2015

to 6/13/2015



NS and Delaware - Prepared Together

June 8, 2015| www.nscorp.com

Norfolk Southern Connects Markets to the World

SERVING 75% OF US POPULATION AND ALL MAJOR EASTERN SEAPORTS

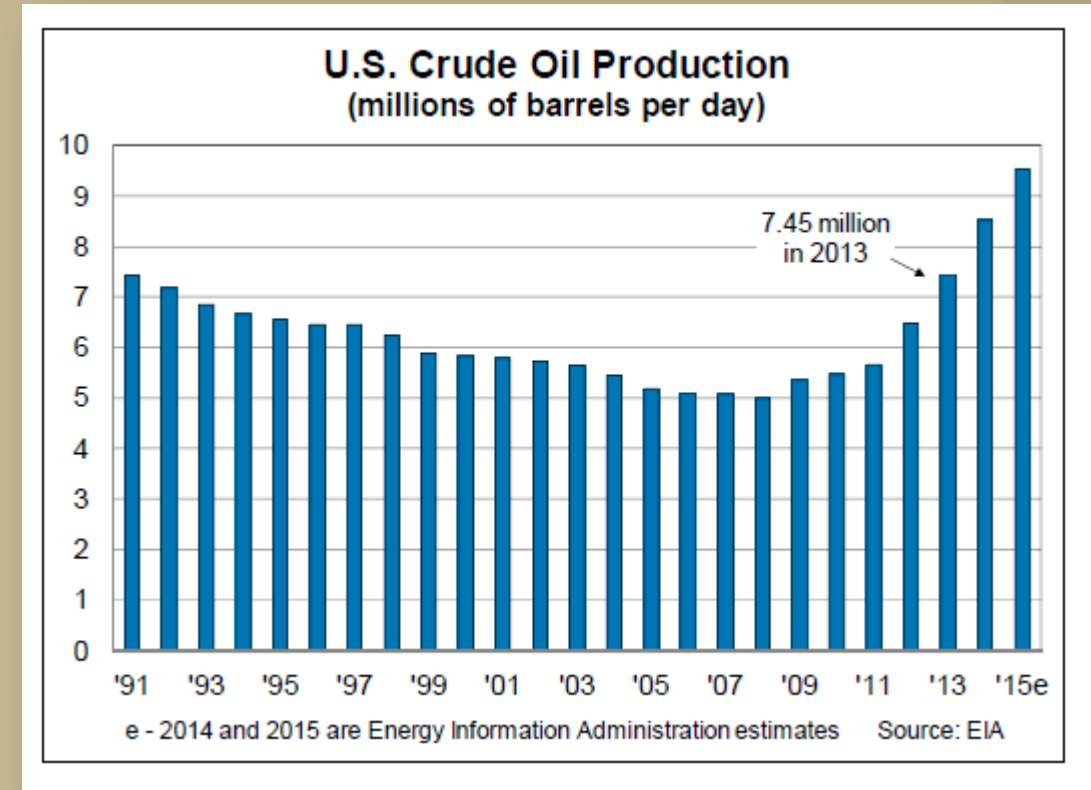


OPERATION AWARENESS & RESPONSE

Crude Oil– Fueling our Economy

WHAT GROWTH IN DOMESTIC CRUDE OIL PRODUCTION MEANS FOR US

- **Reductions in the nation's trade deficit by billions**
- **New and better employment opportunities for Americans**
- **Better economic development opportunities for regions all over the country**
- **Billions of dollars in new tax revenues**
- **Reduced reliance on foreign oil**

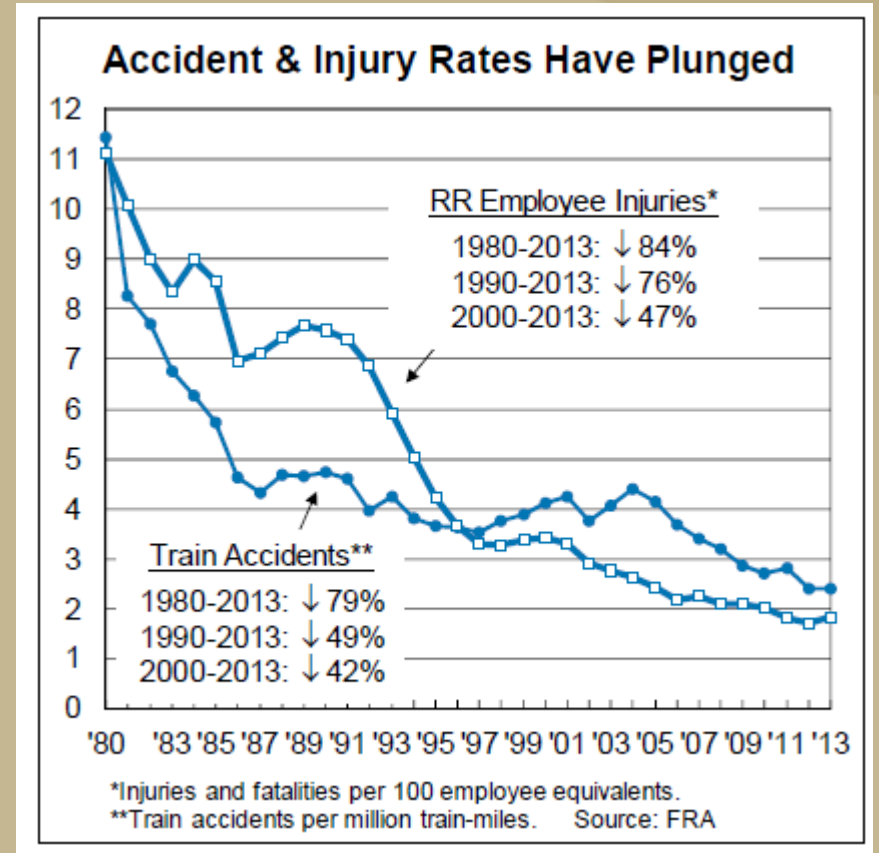


Is Moving Hazmat by Rail Safe?

THE FACTS OF THE MATTER

- **Railroads are required by law to transport hazmat, as they are the safest and most flexible option. In fact:**
 - 99.996% of all trains arrive without incident
 - Much safer than putting hazmat on roads
- **Industry Safety Stats:**
 - Since 2000, the train accident rate is down 45 percent, a new low, and the 2014 train accident rate was down 7 percent compared with 2013.
 - The track-caused accident rate has dropped 54 percent since 2000 and 12 percent from 2013.
 - The equipment-caused accident rate has dropped 44 percent since 2000 and 6 percent from 2013.

Source: FRA- 2015



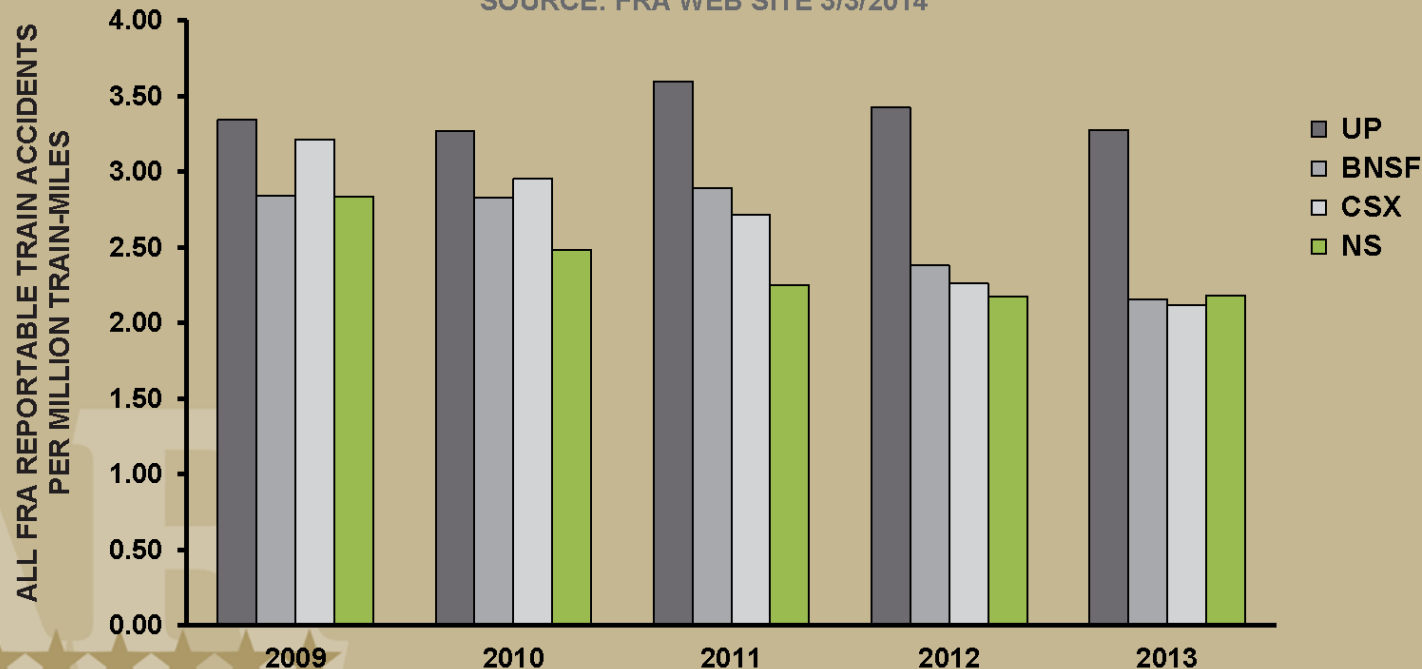
Norfolk Southern Is A Rail Safety Leader

THE FACTS OF THE MATTER

- **NS' train accident rate is consistently among the lowest.**

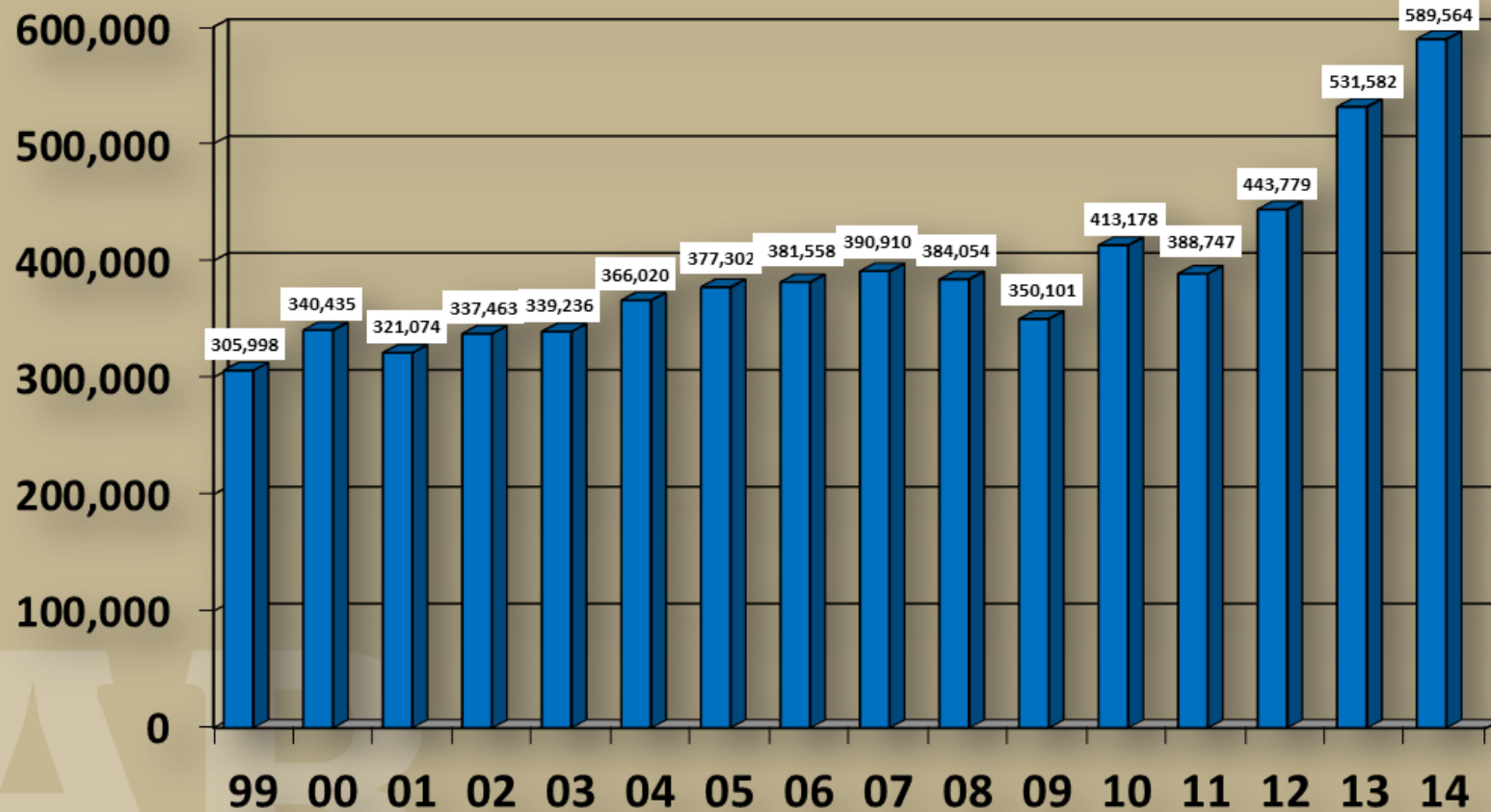
FRA DERAILMENT COMPARISON - TRAIN ACCIDENT RATE
MAJOR CLASS 1 RAILROADS
ALL FRA REPORTABLE TRAIN ACCIDENTS

SOURCE: FRA WEB SITE 3/3/2014



Norfolk Southern and CBR

HAZARDOUS MATERIALS--LOADED SHIPMENTS THROUGH DECEMBER 31, 2014



Who Owns the Tank Cars?

NORFOLK SOUTHERN RAIL CUSTOMERS' FLEET

- **North American fleet consists of 335,000 tank cars**
- **99 percent are owned by rail customers and leasing companies**
- **Modern tank car design & construction often exceed federal mandates**



OPERATION AWARENESS & RESPONSE

Norfolk Southern Is Prepared for Incidents

24 X 7 X 365

- **Hazmat, environmental operations, and industrial hygiene groups are ALWAYS on call**
- **Certified subject matter expert employees throughout the system**
- **More than 300 “NS Sentinals”- employees specially trained under OSHA’s Hazardous Waste Operations and Emergency Response (HAZWOPER) certification program- stationed across key routes**
- **44 additional emergency response contractors throughout system**
- **NS has it’s own 24 hr. police department**
 - **Hotline: 1-800-453-2530**



Norfolk Southern Supports Emergency Responders

TRAINING STATS – DELAWARE AND ACROSS OUR LINE

- **Training Stats:**
 - 413 Delaware first responders in 5 communities trained in the last two years
 - 5,442 state and local responders trained across the system in 2014
 - Over 20,000 trained in the last 15 years
- **Scholarships for EM agencies to attend Security and Emergency Response Training Center in Pueblo, CO**
- **Full-scale drills orchestrated**
- **15 national achievement awards from the Transportation Community Awareness and Emergency Response Program (TRANSCAER)**



Operation Awareness & Response

STATE-OF-THE-ART EMERGENCY RESPONSE EDUCATION

NS Provides Emergency Responders a Menu of Training Options:

- **Half day training**
 - 2 hour in classroom hazmat intro course
 - Hands-on with tank cars
- **Full day drill**
- **Travel to Pueblo, CO or Wright State (2016) for 2-day course**



OAR

OPERATION AWARENESS & RESPONSE

Partnership with Wright State University – Fairborn, OH

HONORING OUR FIRST RESPONDERS THROUGH TRAINING



- **Convenient location = increased access to training**
- **Necessary space to conduct both classroom and large scale outdoor drills**
- **Central to Crude by Rail routes**
- **Established and operational by 2016**
- **Appropriations Request submitted**



OPERATION AWARENESS & RESPONSE



About the National Center for Readiness

WRIGHT STATE UNIVERSITY



Education & Training

Modeling & Simulation (LVC)

Consulting & Management

Research, Testing & Evaluation

About Us

The National Center for Medical Readiness (NCMR) is a self-sustaining, all-hazard, actual conditions training environment for first responders (law enforcement, fire, and EMS), first receivers (physicians, nurses, mid-level providers, and hospital staff), Department of Defense (DoD) Special Operations and tactical combat medical specialists, and civilian populations. NCMR maintains existing classroom and office facilities set on more than 50 acres in Fairborn, Ohio, and uses unique props and realistic simulated settings to duplicate the full range of hazardous environments seen in both man-made and natural disasters.

Mission

We improve individual and community-wide readiness, response, and recovery from emergencies and disasters through programs dedicated to saving lives and developing resiliency. Our expertise across all of our key functions include, but is not limited to, education and training; modeling and simulation; consulting and management; research, testing and evaluation.

Delivery

NCMR provides a unique capability of curriculum development and delivery across the spectrum of adult learning. We provide an integrated delivery which capitalizes on off-site/on-line distance learning foundations, followed up with hands-on training in a resident environment and culminating in a hands-on practical application training phase in an austere environment. This approach minimizes operational costs and maximizes operational effectiveness for our students. We can accomplish the resident and hands-on phase, customized to your needs, either at the NCMR training site (Calamityville) or via mobile training teams anywhere around the world.



OPERATION AWARENESS & RESPONSE



Academic Integration

WRIGHT STATE UNIVERSITY

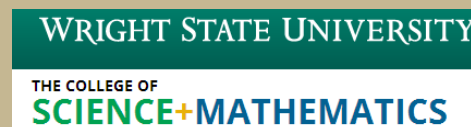
Education & Training

Modeling & Simulation (LVC)

Consulting & Management

Research, Testing & Evaluation

- WSU's 1,300 faculty & 18,000 students increase NCMR's efficiency & effectiveness
- NCMR instructors bring 300+ years of combined experience as combat veterans & first responders



OPERATION AWARENESS & RESPONSE



Training Facilities

WRIGHT STATE UNIVERSITY



Education & Training

Modeling & Simulation (LVC)

Consulting & Management

Research, Testing & Evaluation

NCMR provides a unique capability of curriculum development and delivery across the spectrum of adult learning. Our approach is to provide an integrated delivery which capitalizes on off-site / on-line distance learning foundations, followed up with hands-on training in a resident environment and culminating in a hands-on practical application training phase in an austere environment. This approach minimizes operational costs and maximizes operational effectiveness for our students. We can accomplish the resident and hands-on phase either at the NCMR training site (Calamityville) or via mobile training teams anywhere around the world.

Off-Site On-Line Curriculum



Education

On-Site Resident Curriculum



Education/Training

Hands-On Practical Experience



Training



OPERATION AWARENESS & RESPONSE



Education and Training Capabilities

WRIGHT STATE UNIVERSITY



Education & Training

Modeling & Simulation (LVC)

Consulting & Management

Research, Testing & Evaluation

Key Functions

- **Emergency Management**
 - Mass Fatality Management
 - Unmanned Aerial Systems (UAS)
- **Response Operations**
 - First Responders
 - Industrial Safety
- **Operational Medicine**
 - Mass Casualty Management
 - Environmental Health
 - Human Performance (Biometrics)
 - Human-Environment Interactions
- **Disaster Medicine**
 - Advanced Response Providers
 - Enroute Critical Casualty Care

Partial Client List

- Department of Agriculture
- Defense Logistics Agency
- Department of Justice
- United States Air Force
- Air Force Research Laboratory
- National Guard Bureau
- Ohio State Highway Patrol
- Ohio Emergency Management Agency
- Ohio Department of Health
- Ohio Emergency Medical Services
- Ohio State Coroners Association
- Howell Rescue Systems
- Premier Health

Education and Training Capabilities

WRIGHT STATE UNIVERSITY



Education & Training

Modeling & Simulation (LVC)

Consulting & Management

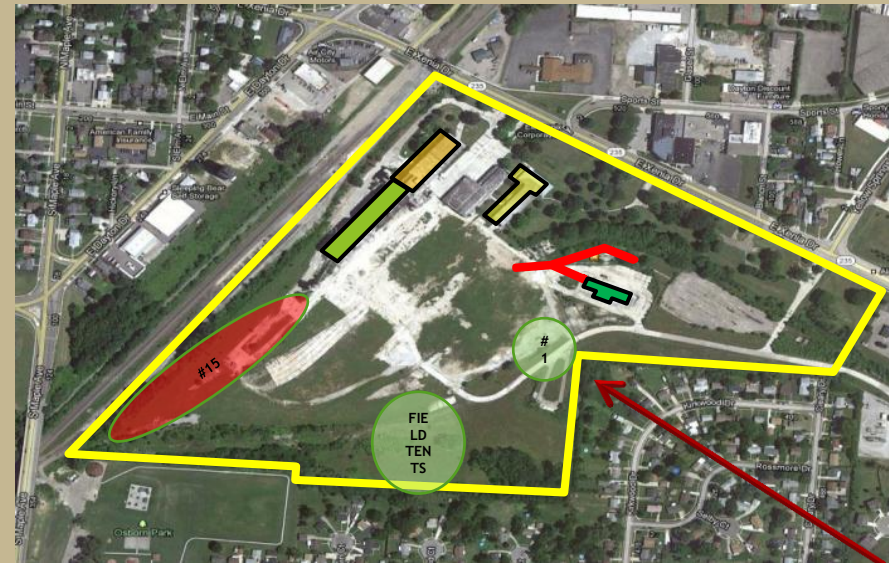
Research, Testing & Evaluation

Current TTZ's Include

- Complex Vehicle
- Multi-Vehicle Pile-Up (I-911)
- Confined Space Tunnels
- Pack House
- Warehouse
- High Angle Rescue
- Cessna Crash (into building)
- Residential Impact Zone
- Industrial Sub-Structure
- Forward Operating Base
- Heavy Structural Collapse
- CEMEX Reserve
- Proposed Rail Training (in red)

Planned TTZ's Include

- Dry Well Simulator
- Gravity Bin Simulator



"Innovative and collaborative, high intensity, realistic austere and urban training zones"

18 miles from Dayton International Airport
2.0 miles from Wright Patterson AFB



AskRail App- A Vital Part of the Training Program

WHAT DOES THE APP DO?



AskRail™



OPERATION AWARENESS & RESPONSE

- **Vital Emergency Response Information is Now At Your Fingertips. AskRail can:**
 - Query the contents of a railcar with a simple railcar ID search
 - View emergency contact information for all Class I railroads and Amtrak
 - Access reference resources that can support your incident response

www.askrail.us

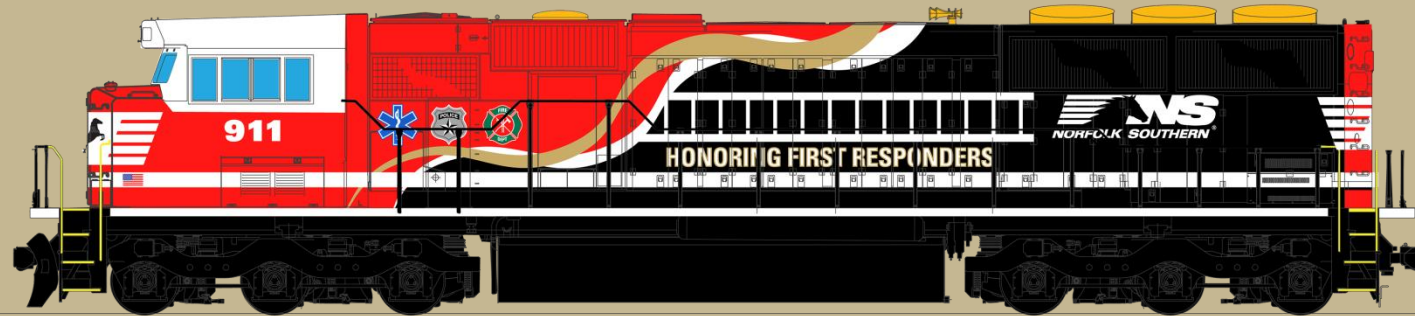
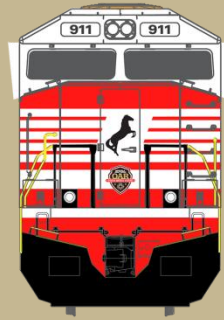


How Do I Get AskRail on My Phone?

GET THE APP



- **Attend an emergency response training class with a Class 1 railroad**
 - The trainer then contacts Railinc Customer Support Center (CSC).
 - CSC registers the email addresses and grants access for each user.
- **Please Note: AskRail runs only on mobile devices – not PCs, desktops, or laptops.**



NS SAFETY TRAIN - COMING SOON TO A TOWN NEAR YOU

We are delighted to announce a refurbished Norfolk Southern Safety Train, complete with classroom cars and tank cars, will be travelling throughout the system, facilitating OAR Training starting early 2016



OPERATION AWARENESS & RESPONSE



City Manager's Weekly Report

Thursday, April 2, 2015

Department:

Administration - City Manager

Notable Notes:

Mayor and Council Members: Note - our offices will be closed tomorrow in observance of the Good Friday holiday.

Mayor Sierer, Councilwoman Hadden and I continue to participate in the League of Local Governments Legislative Committee meetings. Attached are the minutes from the last meeting. Our Lobbyist Rick Armitage attended as a guest.

I am very happy to advise you and share the official letter acknowledging that the Newark Police Department has for the seventh time achieved CALEA Law Enforcement Accreditation. Please join me in congratulating our Department in the weeks ahead for its commitment to a gold standard in Public Safety.

Please note that I have approved a second Noise Waiver for work at the Newark Shopping Center that will take place tonight through Saturday morning. A copy of the waiver letter is attached for reference.

Update: The patch repair from a winter water main break that required the closure of the left lane along Main Street since Tuesday was completed and the roadway was reopened by 5 p.m. on Wednesday.

Update: Reuse of Cans for Green Wednesday/to eliminate any further confusion - Please note that although persons that wish to receive a third can for Green Wednesday collections will be provided cans with brown lids, any resident that chooses to reuse a refuse or recycling can for yard waste will be permitted to do so and should place a removable sign on the can and take care to ensure it does not contain any residual material that may contaminate our yard waste collections which is a violation of City Code. The PW&WR Department is supportive of this accommodation.

Rodney Dormitory Site Update: Please be advised that a presentation will be made to the Planning Commission at its May 5th meeting to discuss the reasons for Newark's interest in the UD Rodney Dormitory site. This will be an informational presentation and open to the community.

Comprehensive Plan: I call your attention to an item in the Planning and Development Department report related to the Comprehensive Plan Review effort. All new chapters provided to Mayor and Council will have undergone additional proofreading from a second proofreader as well as another look from our Department Directors which is necessary given the timeline since the effort began (2012) and the possibility of procedures or other changes within the organization that should be identified. For that reason it may be advisable to await your receipt of the next version of the chapters, after May 1, to ensure you are reviewing the most up-to-date/thoroughly proofed documents.

Please note that a detailed update to our Wi-Fi research is provided in the Information Technology report.

I have attached again for your consideration and planning information related to the DEMEC Joint Community Briefing Session scheduled for May 14th in Dover. If you have not responded yet to participating, please attempt to do so. This is a great opportunity to gain a better understanding of the Electric Market and engage with local elected officials from other DEMEC member cities.

Have a wonderful holiday weekend with your families.

Activity or Project:

Noise Ordinance Review

Description:

Compliance Environmental provided an update on its efforts in relationship with its work for Newark to review and make recommendations related to our noise ordinance. Research is well underway comparing Newark to similar locations as well as locations that came up during the Sound Workshop last fall. Their approach is very thorough and we expect a presentation of their findings will be made by late spring.

Status: Started

Expected Completion: 5/29/2015

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:

This past week we held 3 court sessions and one case review session.

We processed 31 arraignments, 17 trials, 13 capias returns, 7 case reviews and videoed 3 prisoners from the various prisons.

Activity or Project:

Parking RFP

Description:

Completed.

Status: Hold

Expected Completion: 4/27/2015

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

The line crews installed a temporary service and pulled two poles at the Newark Shopping Center, performed an early morning upgrade of the lines affecting several businesses, and is preparing for another early morning voltage upgrade for businesses around Chapel Street between Main Street and Delaware Avenue.

The electricians tested several meters because of high bill complaints (all were 100% accurate), fixed a power problem at McKees Solar Park, and performed maintenance tasks at the Municipal Building.

Engineering worked with the SCADA developer on some refinements to the system, worked on the rail road crossing design at West Main Substation, and scheduled shutdowns with the businesses that will be affected by next week's upgrade.

Activity or Project:

Newark Shopping Center

Description:

Distribution infrastructure consisting of underground primary cabling and pad mount transformers to Campus Circle and the shopping center.

Status: In-Progress

Expected Completion: 9/1/2015

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

Payments and Utility Billing

The group handled 655 phone calls the week of 3/23/15 (170 of which were for the sole purpose of processing a payment) with an average call length of 3:44 and an average hold & queue time (average speed of answer) of 5:37. The group also processed a total of 3,016 utility payments and CityView transactions while the Welcome Center processed 413 visitors. 103 service calls were initiated by Payments and Utility Billing in response to the calls and visitors. The Finance Department's customary statistics, in addition to new data available with the VOIP technology, are being maintained on a weekly basis in 2015 to develop key performance indicators. In an effort to increase the time available for the group to complete end-of-day tasks such as balancing and reconciling all payment receipts, closing payment batches, posting drop-box and mail payments, the call queue for Payments and Utility Billing only will terminate at 4 p.m. All calls then in queue will be processed as usual, which is not expected to take longer than approximately 30 minutes on a normal day or one hour on a high call volume day. Approximately 91% of the group's calls are received before 4 p.m.

As you may know, residents and businesses in Newark have a variety of options to pay their utility bills. At the Municipal Building we accept cash, checks, money orders, and credit cards. We have a drop box in the lobby and at the front entrance to accept payments by check or money order. We also accept credit card payments and eCheck payments on-line, including the kiosk in the lobby, and we can process credit card payments by phone. Online payments are the City's preferred method of payment. For those customers that prefer to mail a check or money order, we have a lockbox relationship with Fulton Bank. The lockbox operators aggregate the payments received on a daily basis and scan the magnetic ink on the check and the barcode on the top portion of the bill, which must be returned with the check. The scanning process results in an immediate deposit to the City's account, but even more important, it results in an electronic file that is automatically imported into our billing system to credit the customers' accounts.

As successful as the lockbox process has been for the City, it only works when the top portion of the bill is returned with the check. This presents a problem for customers that utilize their banks' online billpay services to remit payments to the City. Most area banks contract with Fiserv as the intermediary to process the payments, which by default take the form of paper checks. Because they are processed remotely, the top portion of the customer bill is not included in the remittance, so the lockbox is unable to process the payments. As an alternative, to reduce processing time and float, and at our direction some years ago, Fiserv aggregates the payments and mails the stacks of paper checks directly to the Municipal Building – not the lockbox address – on a regular basis. This has been manageable in the past, but such remittances from Fiserv alone have grown from 7,900 in 2013 to 9,300 in 2014 and we are on pace to break 10,500 in 2015. The growing volume is no longer manageable, so we are in the process of converting the paper process to an electronic process. Our goal is to be able to import Fiserv's file into our billing system the same way we import the daily lockbox file. The process is still in the early stages, and we face an implementation time of approximately three months, hopefully less. In the meantime, we have dedicated extra hours to the manual payment posting process for the bank-generated bill payments that arrive daily without the top portion of the bill. As mentioned above, we are also closing the call queue at 4 p.m. for the Payments and Utility Billing group, which will allow time to process all calls in queue before end-of-day processing. In addition, we will be including a stuffer in upcoming bills to (1) advise of all available payment methods, and (2) for customers that use their bank's billpay feature, to advise that all banks have different policies, and some debit the customer account upon initiation of the transaction, which is not reflective of the time the City actually receives the payment.

The progress of this effort will be tracked as a project using the name "Billpay Efficiency Project."

Accounting

The accounting team continues to work on the year-end financial statements and related work in connection with the annual audit; see additional information reported in the Independent Financial Audit

project detail.

Activity or Project:

Independent Financial Audit - 2014

Description:

The Comprehensive Annual Financial Report ("CAFR") Fund Statements for 2014 have been drafted and shared with the City's independent auditors, who continue conducting field work on site this week. The draft CAFR Government Wide Statements, Fund Financial Statements, and the tables supporting the Note Disclosures are all complete. We continue to work on the Note Disclosures, Statistical Reports, the Final Schedule of Federal Awards, and Management's Discussion and Analysis ("MD&A"). The audit fieldwork began this week on 3/23/15 and is continuing through 4/3/15.

Status: In-Progress

Expected Completion: 6/30/2015

Execution Status: On Track

Activity or Project:

Billpay Efficiency Project

Description:

I have reached out to Fiserv, the intermediary that services the billpay feature offered by the majority of local banks, to facilitate a Needs Analysis with help from the IT Department. The Needs Analysis has been completed and returned to Fiserv. A sample file layout from Fiserve was shared with the IT Department as well, and IT has set up this effort as a task in its ticketing system. Once Fiserv reviews the Needs Analysis, it will assign a project manager to assist the City with the implementation of this efficiency initiative.

Status: Started

Expected Completion: 7/1/2015

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Information Technology Department

Notable Notes:

City-wide Wi-Fi Update

The City of Newark IT Department has been working with multiple groups and companies on a feasibility of providing public Wi-Fi to the residents of Newark. A multi-prong approach has been underway for several months and thus far, great information has been gathered from other cities that have also taken on this challenge.

Joshua Brechbuehl, IT Manager, attended the Global City Teams Challenge in Washington D.C. in February. This was a conference that was attended by representatives from cities all over the world. There were multiple discussion regarding the best way to provide a lower cost internet solution to residents of a city. The common theme, however, was how a new internet utility is funded.

It is easy to track and charge for usage on water and electric meters, but it is more challenging to track and charge for bandwidth usage. Many cities have adopted tax increases for all residents to fund the public internet utility. The challenge here is that most entertainment utility companies (Verizon, Comcast, DirecTV and Time Warner) bundle services such as TV, Internet and Phone. When removing internet from the bundle, the savings does not necessarily off-set the tax increase required by the city to fund the new internet utility. This causes many residents to actually pay more per year for the same service.

Another solution is to incorporate advertising and pay-as-you-go solutions. These add an additional level of complexity as cities are not typically in the advertising arena. Pay-as-you-go solutions work great, but it is hard to define expected revenue when a large capital outlay is required to fund the implementation of the network.

While we continue to seek revenue sources to fund a project of this scale, we continue to work with private firms that have expertise in implementing a city-wide Wi-Fi network to help us better understand the capabilities of our existing infrastructure. We are expecting to perform a city-wide site survey to determine best options for combining existing wireless infrastructure with new fiber back-hauls to provide additional bandwidth to the system.

Activity or Project:

Badge Access System

Description:

Building security has been completed with all employees getting new badges and all doors are secured.

Status: Completed

Expected Completion: 4/2/2015

Execution Status: Completed

Activity or Project:

City-Wide Camera Server Upgrades

Description:

Hardware has been purchased to provide additional storage space and additional redundancy for the city cameras. Project expected to start next week.

Status: Not Started

Expected Completion: 4/22/2015

Execution Status: On Track

Activity or Project:

MUNIS SAAS Migration and Upgrade

Description:

Kick off meeting scheduled for next week.

Status: Not Started

Expected Completion: 12/31/2015

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

Last Thursday I met with department staff at the South College Avenue Bridge and Hall Trail to evaluate an area under the bridge to consider options for landscape/hardscape improvements.

I attended a sub-committee meeting of the Governor's Council on Greenways and Trails to evaluate and recommend revisions to the Project Ranking System.

Recreation staff completed final preparation for our Annual Easter Egg Hunt which took place last Saturday. Approximately 750 people attended the event. Twelve volunteers committed 27 hours assisting with the event. Local businesses contributed more than \$10,000 worth of prizes and coupons for the Hunt!

The State Office of Child Care Licensing completed their annual inspection and evaluation of our Before and After School programs at Downes and West Park Elementary School's and renewed licensing for each.

We want to thank the Newark Morning Rotary Club for once again sponsoring and committing more than 40 volunteer hours with the CATCH After School Homework Club at our Downes After School program which concluded recently.

We're continuing to work with PW&WR to install two handicap parking spaces at Fairfield Park next to the Community Garden site.

Park Superintendent Zaleski committed time organizing for our Summer Youth Beautification Corps (YBC). The YBC is a CDBG funding employment program for teens who will complete park and landscape maintenance projects this summer.

We began our spring meadow mowing program this week and preparing baseball/softball fields for use.

We winterized our snow removal equipment and placed it in storage at the Olan Thomas Park storage facility.

Activity or Project:

CIP Project K1301: Tennis Court Renovations

Description:

Crack sealing and color coat application for 10 tennis court surfaces. We conducted a pre-bid meeting this week. Bid submittals are due on April 14.

Status: Not Started

Expected Completion: 8/28/2015

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 the 2nd floor men's room urinal was repaired.
- The light fixture in Court 40 ladies room was repaired.
- This week renovations began to the Roll Call room in the Police Station.
- Schlosser Plumbing repaired and reset the floats on the City Hall sump pump.
- Carpet cleaning in high traffic areas (hallways, pathways in office suites) will begin Good Friday and into Saturday. All tile areas will be waxed also at this time.

Code Enforcement

- This week Planner Tom Fruehstorfer began a work flow and organizational assessment of the Code Enforcement Division to assist in planning for departmental functions related to the pending retirements of Code Enforcement Supervisor Steve Wilson and Fire Marshal Bill Street.
- City Hall sewer replacement will take place on Good Friday weather permitting. Temporary sump pumps will be set up in both City Hall and the Police Station to redirect storm water during this repair. Please watch your step around the hoses leading out of the basement areas.
- 334 E. Main Street-Main Towers – interior renovation permit was issued.

Parking

- The Parking Division has been spending time doing spring cleaning in all the parking lots while students are on Spring Break.

Planning

- On Wednesday afternoon, Planning and Development Director Maureen Feeney Roser met with a developer to discuss a potential mixed use project in downtown.
- This week the Department received an administrative subdivision plan to create mortgage lines on the Candlewood Suites property.
- This week the Department approved an administrative subdivision plan to dedicate right-of-way along S. College Avenue to DelDOT from the STAR Campus.
- On Tuesday afternoon, Maureen met with Public Works and Water Resources Director Tom Coleman, Deputy Director Tim Filasky and Engineering Assistant Shane Minner to discuss development fees charged by the City in anticipation of recommending increases in the coming months associated with the Recorder of Deeds document fee increase. Research on fees charged by other communities has begun.
- Bike to Work Day is on May 15th from 7:30 a.m. to 9:00 a.m. at the Trabant Center. The event is being organized by the Newark Bicycle Committee.
- A Financial Draw for the Community Development Block Grant (CDBG) program to New Castle County was completed this week.
- This morning Development Manager Mike Fortner and Maureen met with new Planning Commissioner Bob Stozek to discuss the roles and responsibilities of staff and the Planning Commission in anticipation of his first meeting scheduled for April 7th.

- The Planning and Development Department is processing two applications for a Special Use Permit to be placed on a future Council agenda. The first special use permit is for a customary home occupation to do in-home, one-on-one piano instruction/lessons at the property located at 6 Beagle Club Way. The second application is from Churrascaria Saudades Brazilian Steakhouse, a new restaurant proposed for the Newark Shopping Center, to sell alcoholic beverages on the premise.
- The Planning and Development Department completed:
 - 6 Deed Transfer Affidavits
 - 4 Building Permit Reviews

Activity or Project:

Planning Commission - April 7, 2015

Description:

Considerable time was spent this week preparing for the upcoming Planning Commission meeting. On the agenda is: O Amendments to the Zoning Code regarding definitions of "Accessory Use" and "Neighborhood."

Status: In-Progress

Expected Completion: 4/7/2015

Execution Status: On Track

Activity or Project:

Parking Lot Lease Negotiations

Description:

This week lease negotiations were finalized to add the rear of 48 East Main Street to Municipal Lot #2. Consolidation of this parcel with existing Lot #2 and 58 East Main Street will be scheduled for this spring.

Status: Completed

Expected Completion: 4/1/2015

Execution Status: Completed

Activity or Project:

Comprehensive Development Plan Edits

Description:

This week the Department hired a professional free-lance editor to proofread the Comprehensive Development Plan V. We anticipate review of the entire document to be completed by May 1, 2015. The revised draft will then be forwarded to Council in preparation of the May 18, 2015 Council Workshop.

Status: In-Progress

Expected Completion: 5/1/2015

Execution Status: On Track

Department:

Public Works and Water Resources Department

Notable Notes:

We attended the NCC Recovery Workshop on 3-26-15 along with Chief Tiernan and Deputy Chief Feeney. Good information presented and discussed, but I believe the biggest takeaway is that an actual plan for recovery does not exist for Newark. We have an emergency operations plan and can contact NCC and the state in the wake of a major event, but we have no plan for long-term recovery. A few notes from the seminar are below, NPD may have additions or revisions. I will set up a meeting in the next few weeks to discuss further.

Activity or Project:

Concrete Tank Dome Repair

Description:

The contractor will mobilize on Monday the 6th. The tank is currently offline and the system is operating properly with the system modifications that were put in place.

Status: In-Progress

Expected Completion: 7/31/2015

Execution Status: Behind Schedule

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:



3/29/2015

to 4/4/2015

WEEKLY REPORT
03/22/15-03/29/15

The Police Department has recently hired several civilians. On March 30th our new Victim Services Specialist, Melissa Pennachi, began working with us. Melissa has 10 years of experience in the field of victim services. She previously worked for the Attorney General's Office and most recently worked for the Delaware State Police.

Rachel Davis returns to the Communications Division of the Police Department. Rachel has previous experience working with NPD, and most recently worked for the University of Delaware Police as a dispatcher. Felix Vaughan is returning to the Communications Division after extended military duty.

Sharon Blount will begin working on Monday as a part-time records clerk. We welcome all of our new and returning employees and wish them the best of luck.

After many years of service, Corporal William Barrett is retiring from the police department. Corporal Barrett spent his entire career in the patrol division and is a Field Training Officer.

This week, officers attended training on responding to railroad incidents and crude by rail incidents.

NEWARK POLICE DEPARTMENT

WEEK 03/22/15-03/28/15

INVESTIGATIONS

CRIMINAL CHARGES

	2014 TO <u>DATE</u>	2015 TO <u>DATE</u>	THIS WEEK <u>2015</u>	2014 TO <u>DATE</u>	2015 TO <u>DATE</u>	THIS WEEK <u>2015</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	1	2	0	1	1	0
Rape	0	2	1	1	0	0
Unlaw. Sexual Contact	4	0	0	2	0	0
Robbery	6	11	2	1	15	0
- Commercial Robberies	1	6	0	0	7	0
- Robberies with Known Suspects	0	1	0	0	0	0
- Attempted Robberies	2	2	1	0	5	0
- Other Robberies	3	2	1	1	3	0
Assault/Aggravated	3	1	0	3	8	1
Burglary	13	17	0	10	6	1
- Commercial Burglaries	3	2	0	4	1	0
- Residential Burglaries	10	13	0	6	4	1
- Other Burglaries	0	2	0	0	1	0
Theft	119	110	6	42	62	3
Theft/Auto	8	9	1	4	5	0
Arson	1	0	0	0	0	0
All Other	26	13	4	56	26	0
TOTAL PART I	181	165	14	120	123	5
<u>PART II OFFENSES</u>						
Other Assaults	71	74	6	67	42	2
Rec. Stolen Property	0	2	0	5	11	0
Criminal Michief	59	54	2	14	30	5
Weapons	5	4	0	14	37	3
Other Sex Offenses	0	0	0	0	0	0
Alcohol	104	66	5	193	112	2
Drugs	33	17	0	88	77	0
Noise/Disorderly Premise	141	90	8	73	51	1
Disorderly Conduct	44	39	2	65	25	0
Trespass	44	42	1	33	21	1
All Other	125	103	5	126	77	5
TOTAL PART II	626	491	29	678	483	19
<u>MISCELLANEOUS:</u>						
Alarm	260	253	12	0	0	0
Animal Control	86	107	14	0	0	0
Recovered Property	54	55	6	0	0	0
Service	5943	6931	614	0	0	0
Suspicious Per/Veh	108	123	10	0	0	0
TOTAL MISC.	6451	7469	656	0	0	0

	THIS WEEK <u>2014</u>	2014 TO <u>DATE</u>	THIS WEEK <u>2015</u>	2015 TO <u>DATE</u>
TOTAL CALLS	721	9,068	871	9,891



Newark Police Department
Weekly Traffic Report
03/22/15-03/28/15



TRAFFIC SUMMONSES	2014 YTD	2015 YTD	THIS WEEK 2014	THIS WEEK 2015
Moving/Non-Moving	2,056	2,286	139	162
DUI	41	53	2	4
TOTAL	2,097	2,339	141	166

PARKING SUMMONSES				
Meter Tickets	3,673	3,670	382	317
Parking Summons/IPR	1,332	1,688	123	179
Scofflaw Amount Collected	40 = \$8,003.50	15 = \$3,100	1 = \$276.50	1 = \$415
TOTAL	5,045	5,373	506	497

TRAFFIC ACCIDENTS				
Fatal	0	0	0	0
Personal Injury	41	50	3	8
Property Damage (Reportable)	99	86	7	6
Property Damage (Non-Reportable)	150	102	8	6
Hit and Run	63	79	3	10
TOTAL	353	317	21	30

DLLG Legislative Advocacy Committee
Meeting Minutes – March 26, 2015
Duncan Center, Newark

Attendees:

Samuel Cooper, Mayor, Rehoboth Beach
Polly Sierer, Mayor, Newark
Teresa Tieman, City Manager, Harrington
Carol Houck, City Manager, Newark
Marge Hadden, City Council, Newark
Mark Lally, DLLG Lobbyist
Jesse Savage, Town Manager, Bridgeville
Michael Spencer, Mayor, Newport
David Hugg, Town Manager, Smyrna
Eugene Dvornick, Town Manager, Georgetown

Guest: Rick Armitage, Newark Lobbyist

Discussion

The group met to reach some degree of closure on pending issues and bills, and consider final positions. Following much discussion, directions on some key issues were not finalized.

Group Health Plan for Municipalities

- New issue raised today re: SEBC email notice on 9.7% increase in municipal group health plan premiums.
- Impacts fire companies, some non-profits and UD. Not all munis impacted.
- Drop-dead date is April 10.
- Contact legislators, however it appears to be an administrative decision. If town drafts correspondence, League will share with other members.

Firearms Bill

- Much discussion – legality of amending legislation vs. individual municipal regulations.
- Bottom line – why can't municipalities and counties have the same protection the State has in this regard?
- More work to do. Mark and Rick will get a sense of support from Senators Blevins and Simpson, Representative Smyk, and others.

Minimum Wage

- Senator Marshall sponsor, libraries, hotels opposed.

- Will not support.

Accommodations Tax

- Mike Spencer has spoken with numerous legislators, who recommend earmarking a few at a time (Newark, Dover) to begin.
- LAC not in favor of lowering population limit to 25,000.
- Need support of legislators from Newark and Dover.
- Carol to talk to Bill Sullivan, Senator Sokola, and report back.

Prevailing Wage

- Not enough votes in Senate.
- No position at this time.

Clean Water

- DNREC Secretary Dave Small says no action expected this session.
- He will contact DLLG if that changes.

Action Items

- Municipal Street Aid. Continue to stay in contact with respective legislators. Also contact legislators predominately representing unincorporated areas. DLLG statement made to Bond Bill Committee on March 2nd.
- Firearms – Lobbyists work together to receive reliable feedback from key legislators.
- Accommodations Tax. Newark to follow up as noted above. Anyone close to Representative Swartzkopf should speak with him.
- Group Health Plan Premiums. Individual towns and cities to contact respective legislators, if desired.

Next Meeting

- Monday, April 20, 2 pm in DLLG Office, Camden



Rich
C. HUGH
[Signature]

Commission on Accreditation for
Law Enforcement Agencies, Inc.
13575 Heathcote Boulevard
Suite 320
Gainesville, Virginia 20155

Phone: (703) 352-4225
Fax: (703) 890-3126
E-mail: calea@calea.org
Website: www.calea.org

March 21, 2015

Mr. Paul Tiernan
Chief of Police
Newark Police Department
220 Elkton Road
Newark, DE 19711-4594

Dear Chief Tiernan:

CALEA® Accreditation serves as the *International Gold Standard for Public Safety Agencies* and this correspondence serves to acknowledge the Newark Police Department has been awarded CALEA® Law Enforcement Accreditation effective March 22, 2015 for the seventh time. This award may remain in effect for three years and the agency retains all privileges associated with this status during that period.

The process of CALEA Accreditation begins with a rigorous self-assessment, requiring a review of policies, practices and processes against internationally accepted public safety standards. This is followed with an assessment by independent assessors with significant public safety experience. Additionally, public feedback is received to promote community trust and engagement, and structured interviews are conducted with select agency personnel and others with knowledge to assess the agency's effectiveness and overall service delivery capacities. The decision to accredit is rendered by a governing body of twenty-one Commissioners following a public hearing and review of all reporting documentation.

Although the award symbolizes a significant professional accomplishment, it is also a demarcation for the agency to remain in compliance with CALEA standards. To this end, the agency must remit annual status reports to document its progression of continuous organizational improvement. The first two reports are to be submitted on the agency's award date of March 22, and the third report should be submitted three months prior to the next assessment period.

CALEA congratulates the Newark Police Department for demonstrating a commitment to professional excellence through accreditation. The CALEA Accreditation indices are the *Marks of Professional Excellence* and should be displayed proudly by those that have earned them.

Sincerely,

[Signature of Richard W. Myers]

Richard W. Myers
Chairperson

[Signature of W. Craig Hartley, Jr.]

W. Craig Hartley, Jr.
Executive Director



Committed to Service Excellence

CITY MANAGER'S OFFICE

CITY OF NEWARK

220 South Main Street • Newark, Delaware 19711

(302) 366-7000 • Fax (302) 366-7035 • www.cityofnewarkde.us

April 2, 2015

Mr. Bruce Sparks
Project Manager
Kelley Contracting
11026 Greensboro Road
Denton, MD 21629

HAND DELIVERED

Dear Mr. Sparks:

Re: Night Work in the Newark Shopping Center

As requested, I will authorize an extension of the 9 p.m. stop time normally enforced on weekdays and weekends for our City Noise Ordinance regulations. The location of this work is in the Newark Shopping Center.

Specifically, you have approval subject to the following conditions:

1. The purpose of the extended work is to make final water main tie-ins to the stores located in the Newark Shopping Center.
2. The dates for this work are Thursday night, April 2, 2015 through Saturday morning, April 3, 2015, weather permitting. Work will begin at 9:00 p.m. and end at 6:00 a.m. Work will continue daily for the same hours.
3. No traffic lanes will be affected by this work.
4. If we receive any complaints related to noise on this project during the extended hours, the Police Department will still respond according to our City Code.

Mr. Bruce Sparks
Page 2
April 2, 2015

5. If any other changes, such as an unexpected road closure, are necessary as a result of this work, you should immediately contact the Newark Police Department and the Aetna Hose, Hook & Ladder Company so as to alert the appropriate public safety agencies. State and city highway traffic controls will be used during any lane shut down.

Please note this represents a temporary waiver to the City Noise Ordinance. By copy of this letter, I am notifying the Police Department and Fire Board of your planned operations. Remember that any further variations from the above conditions must be approved by the City Manager.

Do not hesitate to contact me if you have any additional questions.

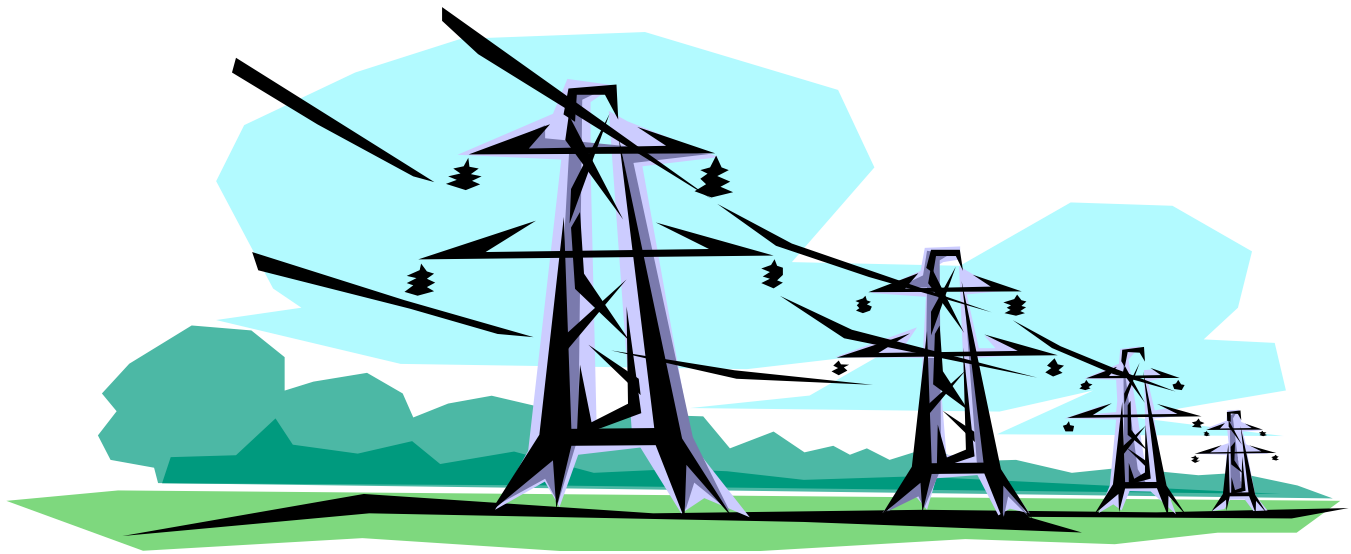
Sincerely,

A handwritten signature in black ink, appearing to read "Carol S. Houck", with a stylized, flowing script.

Carol S. Houck
City Manager

CSH/mp

c: Mayor & City Council
Paul M. Tiernan, Chief of Police
Thomas Coleman, Director of Public Works & Water Resources
Phillip M. Bishop, Water & Sewer Inspector
AHHL Fire Company



The Board of Directors of the
Delaware Municipal Electric Corporation
Cordially invite you to a

Joint Community Briefing Session

Electric Market Changes and Their Impact on Your Wholesale Costs

PRESENTER

Patrick E. McCullar, President & CEO, DEMEC

Thursday, May 14, 2015

4:00pm to 7:00pm

(Dinner to be provided)

Dover Downs Hotel & Conference Center

Diamond Room #3

1131 North DuPont Highway

Dover, Delaware 19901

R.S.V.P. (302) 653-2733 by May 1, 2015

City of Newark
Delaware

November 12, 2014

To: Carol Houck, City Manager
Andrew S. Haines, Deputy City Manager

From: Joshua S. Brechbuehl, IT Manager

Re: City-Wide Wi-Fi Challenges and Considerations

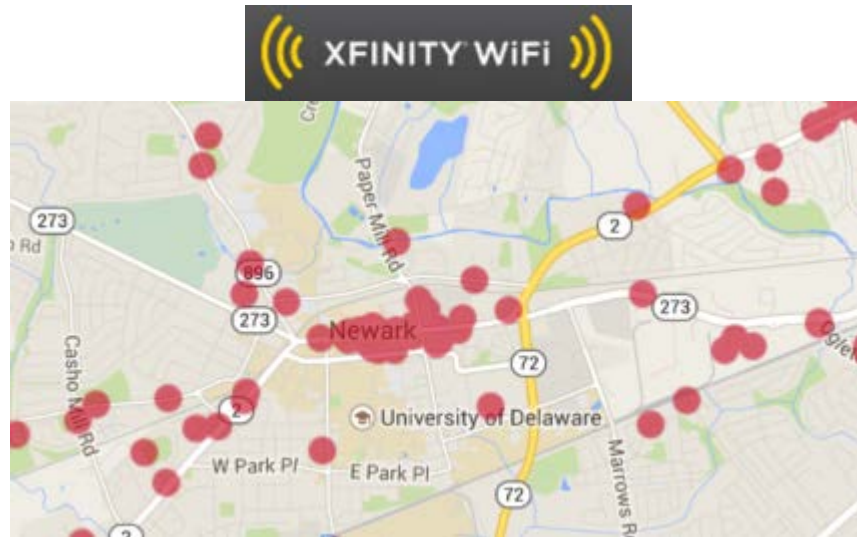
I would like to take a moment to express my appreciation to the residents of the City of Newark who have taken their valuable time and energy to provide in-depth information regarding the potential use of our City's Smart Meter Wi-Fi Mesh to provide residents, businesses and visitors alike with no or low cost internet access. I think this idea is both innovative and progressive. I have started researching other municipal and city governments who have undertaken similar projects.

I understand that a committee is being formed to start brainstorming possible solutions for such a technology venture. As we get started with our internal feasibility study, I wanted to take this opportunity to provide Mayor and City Council some of my thoughts related to the possible challenges and benefits that should be considered while the committee begins evaluating a city-wide Wi-Fi for the City of Newark. I hope that these thoughts provide some value to those who may not have a great deal of IT related experience.

Desire and Need

First, we must discuss whether or not there is a desire and need for this type of technology solution (Wi-Fi) within the City of Newark. At first glance, it seems that this type of offering would be beneficial to all. I would caution, however, that today, there are currently no less than 9 available wired, wireless and cellular internet options available in Newark. Verizon Wireless, AT&T Wireless, T-Mobile, Sprint, Hughesnet, Comcast, Verizon Fios, DirecTV and Windstream are just a few of the established Internet Service Providers (ISP) already serving the City of Newark.

Specifically relating to downtown Newark, Comcast also provides pay-go wireless hotspots throughout Newark (see photo below).



http://wifi.comcast.com/default.htm#maps_block

It is important to ask whether or not the average resident, business or visitor would utilize a City provided Wi-Fi with all of these options already in the marketplace. That, along with the fact that many of our downtown businesses already utilize high-speed internet for things like credit card processing, while offering freely available Wi-Fi within their establishments.

Cost of Implementation

The City of Newark's current Wi-Fi Mesh network was designed solely for tiny bits of data to be sent a few times a day from Smart Meters deployed to homes and businesses. The network was not designed to provide high bandwidth and high capacity for residents and businesses to surf the web and stream audio and video.

What is needed for a successful implementation of City-Wide Wi-Fi? The total population (including on-campus students) of the City of Newark is 31,454 as of 2010. Now, assume for a moment that at any given point in time, 10% of that population is actively connected to and using the City-Wide Wi-Fi for things like checking email, using Facebook, taking and uploading photos, and streaming music. According to the Convention Industry Council's (CIC) Apex Event Internet Bandwidth Estimator, 3,000 simultaneous users would require a shared 243 Megabits per second (Mbps) of internet bandwidth to have a good internet experience. An "OC-3" Dedicated Line will provide 155 Mbps with an estimated cost of \$35,000/month. With current estimates, the City of Newark would need at least two of "OC-3" connections.

Also know, internet bandwidth is only as good as the network it is relying on. Currently, the City of Newark Smart Meter Wi-Fi Mesh network is designed for 5.0 Mbps, not the estimated 243 Mbps that would be required. To achieve that level of

network speed, the City of Newark would need to deploy approximately 95 miles of Fiber Optic cabling throughout the city. At an average build cost of \$20,000/mile (\$1.9 Million). Fiber is an expensive investment.

In fact, Ponca City in rural Oklahoma spent 15 years deploying its fiber and cautions that any city looking to replicate their Wi-Fi success should start now to have it ready for use in 10 years. (Link: <http://www.govtech.com/network/Does-Ponca-City-Have-the-Fastest-Free-Wi-Fi-in-the-Nation.html>)

Cost of Operations

Aside from the ongoing cost for bandwidth, managing and operating a Wi-Fi mesh for 31,000 residents is no small task. Along with the network itself, there are additional costs for IT network and server professionals, fiber optic technicians, monitoring, bandwidth control devices, security management and enforcement, and network upgrades.

Without a proper feasibility study, it is difficult to estimate the necessary workforce required to provide such a city-wide utility. Unlike other utilities such as electric and water, computer equipment does not last 25 years. Equipment would typically need to be serviced and replaced every three to five years. It is certain that many highly trained technical IT workers would be required to implement, maintain and manage an infrastructure of this scale. Currently the City has exactly one Server Administrator and exactly one Network Administrator. Both of these positions would need to be increased significantly to provide the level of expertise and labor-hours to provide for such a system.

The question then turns to whether or not the City offers in-home, phone based, or walk-in support for the Wi-Fi Mesh? If we do, we need a workforce capable of assisting residents with issues related to internet access. Think of your internet's service technicians that visit your home if you experience a problem. Also consider that the City would likely need a resident accessible helpdesk, much like the large internet service providers have available.

Beyond the technical expertise itself, we would need to consider having 24x365 monitoring and service for such a system, further driving up the cost of the IT workforce. With a municipal building already busting at the seams, where would we house this additional staff? Would additional service vehicles be necessary?

How Would We Pay for This?

There are multiple ways that we could pay for a City-Wide Wi-Fi mesh network. We could levy a utility tax to all residents, whether they use the service or not. We could charge per use, much like how airports charge a nominal fee. An example of this is Chicago's O'Hare airport charges \$6.95 per day for full internet access (equivalent to \$208/month).

While on the surface, it would seem that paying a monthly tax for free Wi-Fi might be cost effective, it is also important to look deeper at the cost of other services normally tied to “bundles” offered by companies like Verizon. As an example, Verizon offers its Fios Internet for an average non-promotional price of \$99.99/month. If you bundle that internet with TV and Phone service, the non-promotional price climbs to an average of \$229.97. Since Verizon does not allow you to de-bundle internet from its packages, residents would likely keep paying for both Verizon internet while being taxed for City Wi-Fi. This is obviously not ideal. (Verizon prices accurate 10/29/2014)

So What Are the Benefits?

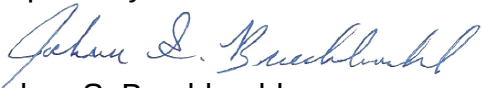
Benefits to the City of Newark and its residents are plenty.

- First, providing free Wi-Fi to visitors, especially visitors to our University, would provide an excellent experience for those visitors.
- City-Wide Outdoor Advertising could be provided, and possibly sold, to be a source of revenue for the City.
- City Parks would have Wi-Fi for visitors and recreational functions
- Allowing under-privileged students to have access to free Wi-Fi would have merit.
- Bundled City Services on one utility bill (if Wi-Fi is a tax)
- Standardized and Secure Wi-Fi with a single vendor for online shopping
- Smaller, but more dedicated group of City employees would be able to provide better service than the bit TELCO companies

Conclusion

Thank you for giving me an opportunity to provide some insight from the perspective of an IT Manager for the City of Newark. Much more discussion should be had regarding a potential Wi-Fi Mesh, but it is clear that there are a lot of considerations that need to be vetted prior to any decision being made. As always, I am happy to meet or speak with any interested party to continue this discussion.

Respectfully Submitted


Joshua S. Brechbuehl
IT Manager, City of Newark

NEWARK POLICE DEPARTMENT

WEEK 05/31/15-06/06/15

INVESTIGATIONS

CRIMINAL CHARGES

	2014 TO DATE	2015 TO DATE	THIS WEEK 2015	2014 TO DATE	2015 TO DATE	THIS WEEK 2015
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	1	0	0	0	0	0
Kidnap	1	4	0	1	1	0
Rape	1	3	0	5	1	0
Unlaw. Sexual Contact	5	4	0	2	1	0
Robbery	13	17	0	13	20	0
- Commercial Robberies	2	8	0	2	7	0
- Robberies with Known Suspects	1	1	0	2	1	0
- Attempted Robberies	3	2	0	0	5	0
- Other Robberies	7	6	0	9	7	0
Assault/Aggravated	4	2	0	5	15	3
Burglary	31	25	1	21	13	0
- Commercial Burglaries	6	4	0	4	1	0
- Residential Burglaries	25	19	1	11	11	0
- Other Burglaries	0	2	0	6	1	0
Theft	228	202	11	93	91	4
Theft/Auto	21	18	0	5	7	1
Arson	1	1	0	0	1	1
All Other	28	36	2	95	34	0
TOTAL PART I	334	312	14	240	184	9
<u>PART II OFFENSES</u>						
Other Assaults	127	145	7	109	93	10
Rec. Stolen Property	0	2	0	18	14	3
Criminal Michief	130	85	0	28	40	4
Weapons	10	6	0	26	42	1
Other Sex Offenses	0	1	1	0	2	2
Alcohol	172	119	1	301	198	2
Drugs	71	40	2	176	113	6
Noise/Disorderly Premise	315	214	5	157	98	1
Disorderly Conduct	79	83	7	102	50	2
Trespass	88	80	5	56	37	2
All Other	240	201	6	197	151	10
TOTAL PART II	1232	976	34	1170	838	43
<u>MISCELLANEOUS:</u>						
Alarm	439	431	11	0	0	0
Animal Control	204	212	13	1	0	0
Recovered Property	110	113	4	0	0	
Service	10929	13588	651	0	0	0
Suspicious Per/Veh	210	226	14	0	0	0
TOTAL MISC.	11892	14570	693	1	0	0

	THIS WEEK 2014	2014 TO DATE	THIS WEEK 2015	2015 TO DATE
TOTAL CALLS	687	16,542	875	19,206



Newark Police Department
Weekly Traffic Report
05/31/15-06/06/15

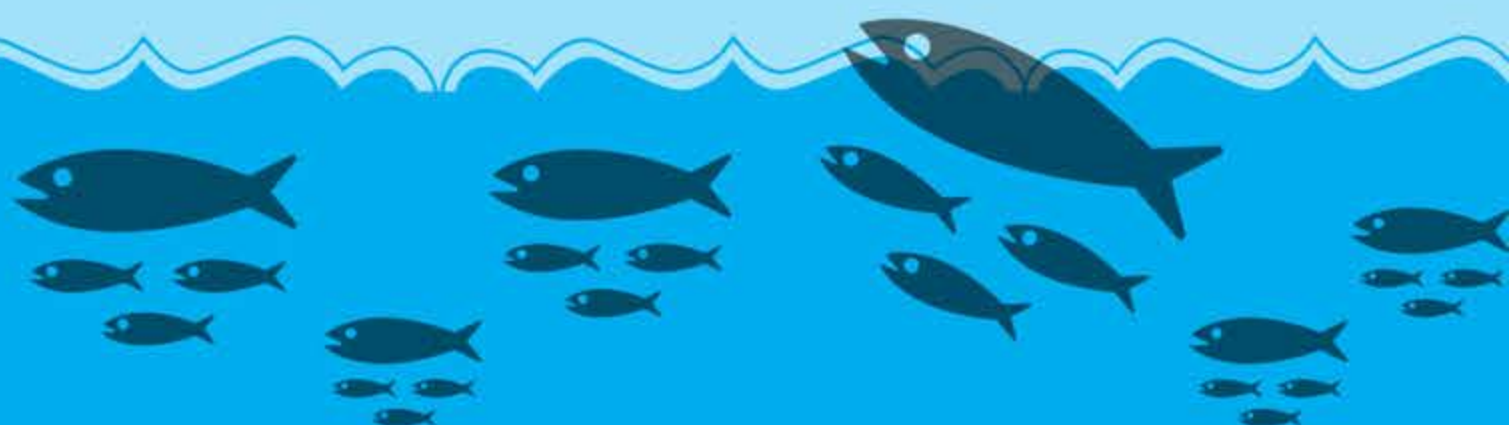


TRAFFIC SUMMONSES	2014 YTD	2015 YTD	THIS WEEK 2014	THIS WEEK 2015
Moving/Non-Moving	4,074	4,364	221	115
DUI	74	93	2	4
TOTAL	4,148	4,457	223	119

PARKING SUMMONSES				
Meter Tickets	7,594	6,540	309	254
Parking Summons/IPR	2,395	2,870	93	100
Scofflaw Amount Collected	68 = \$13,784	31 = \$6,883	1 = \$280	3 = \$836.50
TOTAL	10,057	9,441	403	357

TRAFFIC ACCIDENTS				
Fatal	2	2	0	0
Personal Injury	81	83	2	3
Property Damage (Reportable)	165	226	5	12
Property Damage (Non-Reportable)	254	170	9	4
Hit and Run	124	134	7	5
TOTAL	626	615	23	24

THESE ARE SALMON



SEE HOW
THEY SWIM
AGAINST THE
CURRENT?



word of the day

SALMONING:



THESE
ARE
ALSO
SALMON

"Cyclists riding
against the
flow of traffic
on a bike lane
or road"

DON'T BE A SALMON.
RIDE WITH TRAFFIC !



NOT SALMONING WILL KEEP YOU:



100% SAFE



100% LEGAL



0% EATEN
BY BEARS



STAY SAFE AND
REMEMBER,
DON'T BE A SALMON!

