

DEPARTMENTAL WEEKLY REPORTS

February 7, 2014

Police

Newark Police have arrested 18-year-old, Zakeer Washington, of Wilmington, for weapon and drug related charges after he was found in possession of a stolen firearm and a quantity of Marijuana while on school property.

On February 4th, at approximately 12:15 p.m., school administrators were alerted by a school staff member that Washington, a student at the school, may be in possession of Marijuana. A school administrator contacted Washington and found him in possession of a large quantity of marijuana in his backpack. The school administration immediately reported the incident to NPD's School Resource Officer (SRO), who was present in the school. The SRO responded and conducted a search of Washington and his backpack, finding a loaded 45 caliber handgun in the bag. Washington was taken into custody without incident by the SRO.

Further investigation revealed that the handgun was reported stolen in Somerset County, PA in August of 2013. A total of 46 grams of marijuana, packaged in 45 small plastic vials and 7 small bags, along with a large quantity of cash, were seized from Washington. Washington was arraigned at JP Court #2 and committed to Howard R. Young Correctional in lieu of \$39,200 cash bail.

Defendant: Zakeer Washington (DOB 02/14/1995)
1304 Read Street
Wilmington, DE 19805

Charges: 1 ct. Manufacture, Deliver or PWID Controlled Substance w/ an Aggravating Factor
1 ct. Carrying a Concealed Deadly Weapon
1 ct. Possession of a Deadly Weapon by Person Prohibited
1 ct. Receiving a Stolen Firearm
1 ct. Possession of a Firearm in a Safe School Zone
1 ct. Possession of Drug Paraphernalia

On February 6th, members of the Newark Police Department and the University of Delaware Police Department met to review and discuss the I'm Schmacked incident that occurred in the Fall of 2013.

City Manager's Office

Community Affairs

Postcards for the Stormwater Program Infrastructure Fund community meetings were put in the mail on Thursday and residents began receiving them on Friday. The presentation and accompanying resources were posted to the website on Saturday. From Friday,

January 31, to Wednesday morning, February 5, there have been 93 unique visitors to the website link provided on the postcard and 112 total visits.

I attended a progress meeting in preparation for the Stormwater Program Infrastructure community meetings.

I spent some time this week working on the press release for the Stormwater Program Infrastructure community meetings the media advisory and press release for Deputy Alderman Donald Gregory's swearing in.

I attended City of Newark Night at the BOB for the UD Women's Basketball game against Northeastern.

Along with Ricky Nietubicz, I met with the Delaware Today team to discuss the City of Newark supplement to be published in the June issue.

I authored a letter for the City Manager's signature to the Cecil County Executive and Council congratulating them on the Calvert Regional Park sports complex project to be built at the intersection of Routes 273 and 272.

I met with the Mayor and Michael Fortner about the Heels to Wheels Bike Summit that the Mayor will be speaking at so that I may provide talking points.

I reviewed the Parks and Recreation events sponsorship package for Sharon Bruen and have posted it to the website.

We have 26 new followers on Twitter and 41 unique interactions this past week. We have had 11 new likes of the Facebook page with 71 likes on posts, 8 comments, 24 shares, 272 post clicks.

City of Newark – IT Weekly Status Report		
Total Tickets Currently Open - 94		
Total Tickets Opened Last Week - 28		
ArcGIS	Holding for Project Start	Expected Completion Spring 2014
Public Works and Planning Departments will be imputing paper kept data into digital form for greater control, efficiency and sharing		
Latest Update: No Update		
Create, share, and manage geographic data, maps, and analytical models using desktop and server applications. Deploy GIS across your organization and on the web.		
Use ArcGIS maps to compile geographic data, perform spatial analysis, and share your geographic information online.		
ArcGIS is enterprise-ready technology that scales and integrates across your organization. Manage and share massive volumes of geographic data, imagery, and Lidar with any number of users. Integrate with other enterprise technology, control security and access, and grow your system on your local network or in a hosted cloud environment.		
Office 365, Microsoft EA and Desktop Standardization	Started - Started	Expected Completion Spring 2014
Moving City Email to Cloud, Upgrading all PC's to Windows 7		
Latest Update: No update		

As many of you know, the City is lagging behind in terms of desktop computer hardware and software. Many of our PC's are 7-10 years and are running an Operating System (Windows XP) that will no longer be supported in April 2014. It is critical that all of our systems be upgraded to Windows 7 so that application support, network security and system performance is inline with the demands of the software we are currently running and expect to run in the near future. Through a new Microsoft Enterprise Agreement (EA) the City will be able to receive the best pricing and also receive extended support for new versions of Windows and Office as they become available.

Our plan is to decommission outdated hardware with new computers, standardize all computers to Windows 7 and deploy Office 2013 (latest version of Microsoft Office) to all computers. This will allow the City to increase its IT support efficiency, as well as allow our users to use standardized platforms for daily function.

In addition to the desktop hardware and software refresh, we will be moving our Email Systems to the Microsoft Cloud. This will add a greater level of availability in terms of providing a secured, redundant and scalable solution to meet the City's email needs.

Microsoft Lync Enterprise Voice (Phone System)	Hold for Project Start	Expected Completion Summer 2014
Moving the City away from standard Copper phone system to new Voice over IP (VOIP) Phone System		
Latest Update: No Update		
City will see improved call control, conference call features, voice mail integration, collaboration and call clarity. This will also cut down or even eliminate long distance phone charges.		
Wide Area Network and Internal WiFi Projects	Started	Expected Completion Winter 2014
This is separate from the City Mesh for the Honeywell Project		
Latest Update: Comcast has scheduled installation dates/times. All sonicwalls have arrived and are ready to be configured once Comcast is lit up.		
We will be linking our buildings via a Wide Area Network (WAN) to allow all facilities to share network resources and allow for computer management. Also included is the City's new internal Wireless connectivity project to allow laptop users the ability to travel throughout the building while maintaining a network connection.		
Honeywell Smart Meter Project	On Track	Expected Completion Spring 2014
Creating Citywide wireless network mesh to allow Electric Meter and Water Meter communication to Municipal Building Data Center		
Latest Update: No Update		
Replaces need for Meter Readers and offers the ability for some remote disconnects and reconnects.		
Data Center Virtualization Project	On Track	Expected Completion Winter 2014
Due to antiquated server hardware and inefficient use of resources a new shared storage and virtualization environment will be implemented		
Latest Update: Purchase executed, products being built		
Using Microsoft Hyper-V Server Solutions, we will be converting from a physical server environment, to a highly available and redundant virtual server environment. This will allow the City to manage its IT resources much more efficiently and provide needed failover capabilities.		
Harris iNOVA Module Integration	Holding for Project Start	Expected Completion Summer 2014
Module Integration Software will link together CityView, Cashiering, MUNIS and provide cross platform search capabilities		
Latest Update: Not yet started		
Users will be able to search and pull reports from all systems as if they were one central database. This allows the users to effectively check for customers in good standing.		
PC Refresh	Started	Expected Completion Summer 2014
Upgrade or Replace existing PC's to align with computing standards of current software.		
Latest Update: Batch 1 being built, batch 2 ordered		
Physical hardware upgrade or refresh will affect every user within the city to improve computer performance and software compatibility.		

Planning & Development

Planning

On Wednesday afternoon, I met with a developer and engineer to discuss adding more townhouse apartments to an existing subdivision.

Reports and packets for two special use permits – one for indoor commercial recreation at 200 Interchange Blvd.; and one for an auto repair facility at 353 East Cleveland Avenue were prepared for Council review this week.

This week the department received another special use permit application for a communications tower at 1344 Marrows Road. The materials have been distributed to staff for review and comment.

On Thursday morning, I joined City Manager Carol Houck, City Solicitor Bruce Herron, Special Counsel Max Walton and Christina Thompson, Lou Vitola and Andrew Haines in a meeting with Pat McCullar of DEMEC.

Considerable time was spent this week reviewing applications for the Research Aide position.

On Tuesday morning, Development Supervisor Mike Fortner and I spoke with the owners of the property on which Wize Guyz was located to talk about redevelopment opportunities.

Last night Planning Commission recommended the following:

- Not approving a Comprehensive Development Plan amendment and zoning change from RS to BLR at the property at 101 Dallam Road;
- Approval of the rezoning from BL to BB, major subdivision and special use permit to demolish the existing building and build one three-story mixed use building with office space and parking on the first floor and 12 upper floor apartments at 201 E. Delaware Avenue; and,
- Approval of a parking waiver, special use permit and lifting of a deed restriction for a restaurant serving alcohol at 168 E. Main Street.

Some time was spent this week reviewing applications and materials for the March Planning Commission agenda.

Economic Development

On Thursday afternoon DNP Administrator Ricky Nietubicz and I met with Mayor Sierer and former Mayor Funk to discuss the 2014 Taste of Newark event.

Ricky has begun setting up logistics for the Taste of Newark.

Ricky continues to work on New Night Downtown.

Planner/DNP Administrator Ricky Nietubicz attended the Main Street Manager Training today with DEDO.

This week, Ricky met with Delaware Today staff for a special section on downtown for the June issue, and provided guidance on content for articles, photos, etc. that highlight the growth in downtown.

Community Development

Ricky received one Home Improvement Program application for exterior repairs and roof replacement for a home. He is working with the family and City Solicitor to establish proof of ownership documents due to a death in the family.

Parking

The Lot #3 exit onto Center Street was opened this week. Work still needs to be done to complete the project, including fencing and landscaping, but the entrance/exit is now fully operational, and has been well received by customers.

With the recent weather events, the Parking Division staff is busy making sure that the walkways in the parking lots are clear; and, they continue to make sure as many parking spaces as possible are available in the lots.

Code Enforcement

The 540 South College Avenue Coffee Bar building permit has been issued.

Security door locks for the Court are being installed this week.

A C/O was issued this week for the Perkins Student Center renovations.

This week a C/O was issued for GE Aviation temporary office system.

Public Works & Water Resources

Water Division crews have responded to two water main breaks in the last week, both on Saturday, February 1st. The first was located on Rt. 72 near the Royal Farms and the second was on Highfield Drive.

We have begun installing the remaining meters from the smart meter project in-house this week. PMI is accompanying our meter technician for this and next week to assist in the transition. We are also starting to schedule new appointments through City Hall but PMI will continue to accept calls at the toll free number which was on all of the original mailings.

Street Division crews have responded to two small snow events this week. The first event was Monday when between 2" and 3" fell. This storm was forecast to be significantly worse than what we actually received so we were fortunate. The second event was Tuesday evening into Wednesday morning where we received a trace but did

have some freezing rain with icing. Again, like the Monday storm we received less ice and snow than expected.

The storm on Wednesday caused many temporarily patched potholes to open back up and we spent much of the day trying to fill them back in with limited success. We have plated one particularly bad hole on Cleveland Avenue and hope that now that the rain has stopped, the temporary patching asphalt will stay in the holes more effectively. We are actively looking for a better patching material to help address these locations until the asphalt plants reopen with better weather.

We have held one interview for the position of Field Operations Superintendent but had to postpone the remaining interviews due to the closure of City Hall this Monday. At this point we expect to be finished with interviews by the end of the day on the 7th.

We held the pre-construction meeting this week for the White Clay Creek water line crossing project. The contractor expects to begin work by March 1st and is contractually required to be out of the creek by April 1st.

The NWTP filter rehab project was scheduled to start this Thursday but was delayed due to the weather. We are working with the contractor to expedite the project in an effort to minimize disruption at the plant.

Electric

The electric system remained relatively unscathed after a couple of winter storms. A pole hit on Edjil Drive caused a significant outage to the nearby strip stores on College Avenue Sunday night into Monday morning. The crews had to hand dig a hole and install a new pole in the middle of a snow storm. There was also an early morning call out for a burned up connection to a transformer and an underground house service Wednesday morning during the ice storm.

The meter technician has been very busy with all the remaining meters needing to be changed to smart meters. While there are only a few left that can be completed by the hired contractor, PMI, there are 44 that have been returned to the City to install for various reasons (scheduling issues with the customer or bad meter boxes) and there are other meters that PMI was not contractually obligated to install (new meters installed by the City since the contract was signed and before smart meters became available).

Engineering has been working with the developers of the Newark Shopping Center on distribution design, troubleshooting a frequently tripping sewer pump with the electricians' help, and fixing the programs in the smart meters for the bigger customer's like Bloom Energy and the Newark High School who need access to the metered data in the form of pulse intervals.

Parks & Recreation

Administration & Planning

I completed and submitted the final reimbursement request for grant funding secured for the Skate Spot project.

We met with Reybold (Curtis Mill Park construction firm) and Electric Department personnel to determine a location for their field office (trailer) and necessary electric hookups.

Tom and I visited several park sites to determine which sites we'll focus on this year to improve ADA accessibility. This is the first of a five (5) year program funded in the CIP.

Tom and I committed time reviewing Subdivision and Construction Improvement Plans for proposed and/or approved projects.

The two (2) year landscape warranty period recently expired for a couple of development projects. We conducted an inspection, and I authorized the release of the surety.

Tom, Rich and I met to discuss our 2014 Seasonal Maintenance personnel situation. We will soon advertise to fill positions on our mowing and landscape maintenance crews. The crews will work from March to November.

Rich spent most of his time coordinating snow and ice removal operations.

Tom started researching data on park land and park projects for a data consolidation project we're working on.

Tom conducted park inspections and created maintenance work orders.

Tom met with the developer at 143 Courtney Street to review landscape installation for final review.

Joe, Tom and Rich attended a supervisors' training session at City Hall.

Parks Maintenance

The crew committed most of their time to snow removal and ice control efforts.

We completed a few building maintenance tasks during the week.

Recreation Services

Paula set up interviews for Rittenhouse Camp counselors.

Paula mailed out rosters to fitness instructors for upcoming classes.

Paula rescheduled volleyball games that were cancelled due to snow and ice last week.

Sharon has been preparing for the Newark Memorial Day Parade. She sent out email applications, attended a parade committee meeting, and updated the Memorial Day Parade facebook page.

Sharon postponed the Winter Jazz Concert Series that was scheduled to begin in February. The concerts will now be held on Tuesday evenings in March at Newark High School. The first concert will be held on March 4th and will feature an ensemble from the University of Delaware - more publicity to follow.

Sharon finished designing the 2014 Events Sponsorship Package.

Sharon and Joe attended meetings on the Healthy Newark initiative and the Nefosky Memorial Walk & 5K Run.

Tyler submitted summer camps information to the News Journal for their Summer Camp guide.

Tyler purchased cooking club supplies and visited aftercare at Downes and West Park.

Comcast installed cable lines and a modem at the George Wilson Center.

Tyler met with the United States Tennis Association staff to discuss upcoming programs and potential tennis instructors' trainings.

Tyler completed the GWC attendants schedule for February.

Joe met with Bloom Energy's Public Affairs Manager to speak about volunteer and sponsorship opportunities with the department.

Joe is meeting with the recreation staff about summer programs in preparation for the Summer E-newsletter.

Joe scheduled youth basketball team and individual photos for February 13 and provided the schedule to team coaches.

Finance

The Deputy City Manager and I met with AFSCME leadership to continue with collective bargaining negotiations this week.

The finalists for the Part-Time Secretary position were interviewed this week, and an employment offer will be made next week. The mail room clerk position was posted this week.

I attended a demonstration of Cartegraph put on by the IT Department. Cartegraph is an Esri Partner that piggy-backs on the ArcGIS platform and allows for advanced Inventory Control, GPS and Work Order Management with an app for iPads.

Customer Service

The Customer Service group continues to work on various upgrades and implementation work related to the smart meter project. Customer Service has been putting in additional hours in an effort to bring billing cycles and payment applications current.

Accounting

The preliminary audit started on February 3rd, and year-end work is underway. The 1099 forms required by the IRS were executed at the end of last week and distributed to vendors early this week.

Alderman's Court

This past week we held two court sessions. We processed a total of 40 arraignments, 40 trials, 1 violation of probation hearing, 29 capias returns and 3 prisoners were videoed.

CSH/mp