

DEPARTMENTAL WEEKLY REPORTS

October 3, 2014

Planning & Development – Maureen Feeney Roser, Director

Planning

On Friday morning, I had an orientation session with new Planning Commissioner Frank McIntosh.

Development Supervisor Mike Fortner completed documentation for the City's participation in the FEMA's National Flood Insurance Program (NFIP) for the Community Rating Service (CRS). The City's CRS rating of Class 7 is the highest in Delaware and gives City residents a substantial discount on their flood insurance premiums. FEMA recertifies communities annually to ensure that Newark meets the latest national standards and specifications.

Mike is working on preparing for the upcoming Open House for the Newark Rental Housing Needs Assessment Study.

Mike is also working on a Special Use Permit Application for the Mediterranean Grill to serve alcohol at their restaurant. The applicant received a variance from the Board of Adjustments to reduce the maximum number of seats required by the Zoning Code from 50 seats to 15 seats.

Mike is also working on a Special Use Permit Application for a home daycare at 10 Beagle Way. The staff report will be forwarded in the Council packet.

On Friday, I attended a CityView meeting to discuss glitches in the system.

All Planning and Development Department staff, including the Parking and Code Enforcement Divisions, attended the Harassment Training sessions.

On Monday afternoon, I met with representatives of Lang Development Group to discuss potential developments downtown.

On Tuesday, I hosted the Subdivision Advisory Committee meeting for 52 N. Chapel Street.

This morning I joined Mayor Polly Sierer and City Manager Carol Houck in attending the Solar Workshop held in Dover.

Considerable time was spent preparing for the Planning Commission meeting and preparing packets for delivery on Tuesday, September 30th. October 7th Planning Commission agenda items are:

1. Election of Officers.

2. Review and consideration of an amendment to the Zoning Code regarding “no impact” home based businesses.
3. Review and consideration of a Comprehensive Development Plan amendment, a rezoning, major subdivision and a special use permit for the .846 acre property located on the west side of Center Street from 21 – 49 (odd addresses). Applicants are requesting approval to rezone the parcels from RS (single family detached residential) and NCV (New Center Village) to BB (central business district) and major subdivision approval to demolish the existing single-family dwellings at the site and build a four story, mixed use building with 3,000 square feet of office space and parking on the first floor and 30 apartments above.

This week the Planning and Development Department processed the following:

- 2 Building Permits
- 2 Certificates of Occupancy
- 2 new Subdivision Plans
- 9 Buyers Transfer Affidavits

Economic Development

The 11th Annual Taste of Newark was held on Sunday, September 28th, on Old College Lawn. This year the event was co-chaired by former Mayor Vance Funk, III and Mayor Polly Sierer. Nearly 50 Newark area restaurants and many wine distributors provided refreshments for those attending. To complete the event, guests enjoyed cooking demonstrations, a chefs’ competition which was won by Chef Donny Merrill, Jr. of Skipjack Restaurant, and a silent auction benefiting the Newark Arts Alliance.

Time was spent this week assisting with the planning the inaugural “Mayor’s Masquerade Fun Run & Walk” to be held on November 1st.

On Tuesday, DNP Administrator/Planner Ricky Nietubicz and Mike attended the Newark Bike Project Ribbon Cutting/Grand Opening for their new location (136 South Main Street) – we are very happy they have successfully achieved a permanent location.

Ricky staffed the DNP Merchants’ Committee meeting this morning.

This week Ricky compiled, wrote and sent out a DNP monthly general interest newsletter.

The 8th Annual Main Street Mile Run/Walk will be held this Saturday, October 4th. This event is a fundraiser to benefit the Newark Police K-9 Unit. The fundraiser helped purchase Newark’s second K-9 Officer, Sjors, as well as K-9 Officer Cody after Newark’s first K-9 Officer, Paco, was retired early in 2011. The race begins at the McDonald’s traffic circle on Main Street at 9:00 a.m. and finishes minutes later at the Deer Park Tavern.

Public Relations

This week Ricky sent out the following press releases/media alerts:

- The City's "Smart Cities" selection
- The Main Street Mile (October 4th at 9:00 a.m.)
- The Adelene Drive dog attack
- Water main work on Hillside Road
- The City's upcoming Community Habitat Certification Ceremony (October 9th, 3 to 4 p.m., Phillips Park)
- Council's October 6th special meeting to discuss and review the 2015 Financial Forecast and Preliminary Budget Information

The City's Facebook post on Monday about the ICMA video has reached 8,628 people since Monday.

Community Development

On Friday, September 26th, Mike participated in New Castle County monitoring of the City's 39th FY CDBG Program.

Parking

The Parking Division completed the installation of all the loading zone meters with the new high visible yellow domes to make them stand out from the other new parking meters on Main Street.

Parking Administrator Marvin Howard attended the Performance Review Training this morning.

Code Enforcement

2000 Fountainview, Unit #101 has received a C/O.

A building permit has been approved for 58 E. Main Street.

Fraternity and Sorority inspections have been completed.

A Certificate of Completion has been issued for the Hair Cuttery at 144 E. Main Street.

This week demolition of a portion of Building "B" started at Newark Shopping Center.

Building Maintenance

This week the roof drains were cleaned.

Wilkinson Roofing repaired the roof drain over Captain Potts' office.

Panic door hardware was installed this week on the new doors in the first floor corridor.

This week the first delivery of cleaning equipment and supplies was received.

Public Works & Water Resources – Tom Coleman, Director

Management

- Street Contract: Deep lift patching on East Park Place was completed on Friday, September 26th. Work on Corbit, Old Oak, and Dallam Road will not commence until the water main replacement project is complete which may push this into spring of 2015.
- Handicap Ramp Contract: Work is underway on Veterans Lane and should be complete this week, which is the end of the contract.
- Cherry Hill Manor Service Road Repaving: Contractor has completed final grading and has begun base lift paving. The base paving should be complete this week. Catch basin adjustments, final paving, and restoration will remain after this week.
- Corbit Street Area Water Main Replacement: The water main on Corbit Street is live and all services are connected to the new main. The contractor has moved to Dallam Road and has made the new tap on Hillside Road. They will begin on Dallam and work up the hill toward Old Oak.
- Arbour Park Booster: No Update from last week.
- White Clay Creek Crossing: Waiting to schedule road restoration with City crew.
- Concrete Tank Roof Repair: Due to the ongoing upgrades at the Curtis Water Treatment Plant and the results of our system stress testing, this project will be postponed until spring 2015.
- Paper Mill Road Culvert Replacement: No update from last week
- McKees Solar Park: Contractor continues to run wiring between the panels and installation of inverters.
- Delaware Avenue Cycle Track: We held a preliminary project meeting this week to discuss the best way to move this project forward so it will get on DeIDOT's capital program as soon as reasonably possible. We had great attendance from Bike Delaware, Newark Bike Committee, DeIDOT's bike and pedestrian coordinator, DeIDOT's traffic chief and the Assistant Director of North District Project Development. JMT, one of our contracted engineering firms was also in attendance to gather information so they can prepare a proposal for a feasibility study. The Bike Committee, Bike Delaware and Newark are working on Community Transportation Funding requests for all state legislators from the Newark area which we are hoping will cover the entire cost of the study.
- Stormwater Utility: Worked with Lou on preparation of the ordinance and presentation ahead of the Council Workshop. We are now working on incorporating feedback and finalizing the ordinance.
- We are scheduling a tour of New Castle City's Municipal Services Corporation to view their SCADA system and lime delivery system as both would be applicable to Newark. We have been reviewing different SCADA systems for most of the year to ensure we are comfortable with whichever system we decide to move forward with. Upfront and annual maintenance cost, user accessibility, cyber security, and functionality are all important aspects that need to be taken into account.
- Retro Reflectivity Study: Interns continue collecting inventory data for signs throughout the City. The goal will be to complete the inventory of all signs north of Main Street, S. Main Street, and Elkton Road (Phase 1) by the end of October before finalizing the signage replacement plan. The second and final phase of the sign inventory will encompass all signs on and south of Main Street, S. Main Street, and Elkton Road.

- The BigBelly Solar dual recycling and trash compactor recommendation memo and payback analysis for the Main Street deployment has been developed based on the lessons learned from the pilot program.
- We are working with United Water on a stream fencing and riparian buffer establishment project upstream from our intake in the White Clay watershed which will keep around 40 young cows out of the stream. Cryptosporidium bacteria is a serious contaminant of concern in drinking water systems and once detected in source water results in the system being permanently drawn into a very expensive program to address the Crypto. It is therefore very important that we work to reduce crypto proactively with projects like this. Young calves of the age housed in this particular location produce over 100 times as much crypto as an adult cow, making this project very attractive. We have partnered with United on a similar project back in 2012 with the same farmer at a different location. The original project was very successful and the farmer is very conservation minded (he received recognition from New Garden Township for the last project and it was also featured on the 2013 Brandywine Conservancy annual bus tour).
<http://www.southernchestercountyweeklies.com/article/SC/20130808/NEWS01/130809974>.

Stormwater Weekly Report

- ☛ Met with a resident from Arbour Park interested in gathering information on the percentage of our storm drainage system that drains into the Christina Creek. Prepared 4 GIS maps for him to take home.
- ☛ Participated in a Stormwater Solutions webinar, “Municipal Stormwater: Illicit Discharge Programs, SW System Maintenance and Management, and Recent Regulatory Developments”.
- ☛ Documented the progress of the Christina Creek Restoration project. They have completed armoring around a wastewater manhole close to the confluence with Timber Creek.



Before



After

- ☛ Followed up on a citizen complaint about the condition of a stormwater outfall in Arbour Park. There is significant erosion, so I sent the pictures to management who already had the location on their radar.
- ☛ Photo documented and assessed the condition of the stormwater basin and two bioswales in Jenney’s Run.

- Participated in a Chesapeake Stormwater Network webinar, “Industrial Stormwater - Pollution Prevention and Retrofits”, Jen Pyle from the University of Delaware participated as well.

Refuse Division

- Several employees have attended the second Harassment Training Seminar and the first Flagger Certification Training.
- Normal refuse operations have been completed.

Water and Wastewater Division

- Several employees have attended the second Harassment Training Seminar and the first Flagger Certification Training.
- The Water Division continues to perform maintenance at the CWTP and the Reservoir including debris removal from the Raceway.
- The sweeper material bin has been emptied and taken to the landfill.
- The sanitary sewer line in the back of the garage where trash trucks and other vehicles are cleaned out was flushed.
- Metals (hydrants, curb boxes, valve boxes, etc.) from recent reconstruction in the City was take to the recycling facility.

Street Division

- Several employees have attended the second Harassment Training Seminar and the first Flagger Certification Training.
- Catch basin brick repairs continue to be completed on several basins throughout the Hunt at Louviers.
- At the Iron Glen Facility, leaf pile has been turned and the yard waste has been repositioned in preparation for leaf season. The swap loader leaf machines are up and running on routes to get a head start on the season.
- Curb and sidewalk have been excavated on Lark, Minquil and Blue jay with 100' of curb formed for pours this week.

Garage

- Several employees have attended the second Harassment Training Seminar and the first Flagger Certification Training.
- Technicians replaced the rear spring assembly on a trash truck. We also repaired a large hole in the floor of a one-man packer. The shop spent a fair amount of time working on two of the leaf loaders that had electrical issues on the ground circuits to the control boxes.

Electric

The City had to switch all of its load onto one transformer for several days last week so Delmarva could work on their equipment in the adjacent substation. Normally the load is divided onto three transformers for efficiency and lower exposure to outages.

A car crash took out a Delmarva pole on Cleveland Avenue late last week. Although the pole change took Delmarva about 12 hours, the City circuit on the pole was not interrupted. The line crews transferred the City wires in the early morning and a short outage to two businesses that were not open occurred when services had to be extended.

The line crews continued working at the Newark Preserve. The crews also worked on the voltage upgrade project around the Delaware Circle and Tyre Avenue areas pulling new wires, changing crossarms, and upgrading insulators.

The electricians wired up a shed at Fairfield Park for a community garden. The electricians also fixed a communications issue at one of the substations.

A 33,000 lb. transformer is scheduled to arrive this week. Engineering is keeping track of its shipping progress, so as to coordinate it's arrive with the crane contractor. The afternoon before the transformer arrives, almost all the circuits in the Phillips Avenue substation will be switched off to accommodate the crane clearances.

Parks & Recreation

Administration & Planning

Curtis Mill Park Update:

- The contractor over seeded certain areas at the site.
- We sent out invitations to the opening scheduled for October 17.
- Landscaping is scheduled to be installed beginning October 6.

Leroy Hill Park Update:

- The contractor will complete the import of top soil this week.
- We hope to begin laying sod sometime next week.



The contractor we selected to make renovations to the Stafford Park Street Hockey Court started on the project this week.



Working with the Public Works & Water Resources Department, we installed a concrete floor under the picnic shelter at Kells Park. We began this upgrade effort at our park shelters a few years ago to provide a better and cleaner experience for our park users. Previously, the surface was soil and in wet conditions the area under shelters would be wet and often times muddy.



We conducted interviews last week to fill a regular, part-time Recreation Specialist position. Fifty-three (53) applications were received and we interviewed eight (8) candidates.

We reviewed subdivision plans and submitted comments.

Tom completed four park inspections and prepared related maintenance work orders.

Tom prepared a Request For Quotations to make improvements around the perimeter of the Handloff Skate Spot. Facility use patterns have become evident and the work will be completed to make improvements to those areas.

I regret to report that four (4) of the newly planted trees on Main Street were broken off recently and must be replaced.

We have completed plans for the expansion of the Rain Garden at Phillips Park. We will begin installing the new plantings later this week.

Electric Department committed time installing electric service to the block building at Fairfield Park for the Community Garden program. Our crew spent time clearing the site as needed.

Parks Maintenance

The crew conducted mowing operations and performed front line maintenance on all mowing equipment.

We committed considerable time loading and unloading materials and supplies for Community Day.

The crew prepared soccer fields for league play, did tree pruning and trimming at several park sites, attended to several landscaped sites, painted trash cans, assisted Public Works with the Kells picnic shelter surface project and completed a number of general maintenance work orders.

Recreation Services

Paula conducted youth basketball coaches meetings for the upcoming season. She continues to work on recruiting coaches and finalizing practice times for the teams. She also sent out an email blast to previous participants regarding registration.

Paula sent out information to the Downes After Care parents whose children will be participating in a 10-hour Hands On Nutrition and Physical Activity project for kids ages 8-12 during After Care hours. The University of Delaware Cooperative Extension office will be conducting their 4-H Food Smart Families...Choose Health project at the Downes After School beginning in October.

Paula continues to review personnel files and collect required paperwork for the Office of Child Care licensing inspection at the West Park Before and After Care site scheduled for September 29.

Sharon has been wrapping up items associated with Community Day. Thanks to the Newark Post and News Journal for the great coverage of the event.

Sharon emailed invitations for the opening of Curtis Mill Park and has been receiving responses from the invited guests. She also ordered some of the supplies for the opening and has been making preparations for the event.

Sharon emailed all of the potential Fall Community Clean Up volunteers who registered for the event, which will be held this Saturday from 9 to 11 a.m. Volunteers will meet at the Newark Municipal Building and will be sent to clean areas from there.

Sharon has been preparing the final evaluation and paperwork for the Delaware Division of the Arts grant from FY2014. This grant helps offset some of the costs associated with the arts at events.

Sigma Alpha Professional Agriculture Sorority has adopted Kells Park as part of the Adopt-A-Park program. We are happy to have them as part of the program.

Department staff attended Harassment Training sponsored by the City.

Tyler completed the GWC attendants schedule for October.

Tyler held CATCH training (Coordinated Approach to Children's Health) with the after school care staff.

Tyler is working on organizing pictures and reviewing map options to create a story map of our parks for the GIS committee.

Free, instructional adult pickleball classes were held at the George Wilson Center court on Tuesday, September 23. We had 8 participants enjoying this new outdoor recreation activity.

Joe attended the PCI compliance meeting with IT and several other departments.

Joe and the recreation staff are gathering information to discuss future programming ideas and areas of emphasis.

Joe has been calculating revenue projections for the remainder of 2014 and for 2015.

Finance - Lou Vitola, Director

Thank you for your patience as we continue work on the budget document and prepare for the new date of November 3, 2014 for the financial and pension workshop.

Customer Service

Staff posted all tax payments received through the morning of September 30, 2014 by 2:30 p.m. that day.



Through DEMEC, the City was nominated for the Solar Electric Power Association (SEPA) Utility of the Year awards program as a result of our innovative way to include public participation in our funding process and provide rebates for solar investments. Through October 2, 2014, we have raised a total of \$3,270 in funding for the park, \$900 of which consists of eighteen \$50 investments and \$2,370 of which represents outright donations and panel donations. Please see the new site www.greennewarkde.us which highlights Newark's green efforts over the years, in addition to profiling McKees Park. From there, customers can:

- Link directly to the [McKees Park Crowd Funding Site](http://www.gofundme.com/mckeessolarparkfund) to either donate or invest in McKees Solar Park electric output online, (<http://www.gofundme.com/mckeessolarparkfund>)
- Link to a fillable form which can be submitted electronically to the Customer Service Department, which will add a donation or an investment to an existing electric customer's bill,
- Link to a paper form which can be printed and filled out manually and taken to the Customer Service Department, which can process the donation or investment in person. Printed forms are also available in the department.

Accounting

The annual inventory count was conducted on October 3, 2014. The inventory count is performed at the City's yard and warehouse by accounting and public works staff in an effort to ensure that the City's materials, supplies, and other inventory assets are accounted for and properly stated on the annual financial statements.

Alderman's Court

This past week we held three court sessions and one case review session. We processed a total of 91 arraignments, 38 trials, 10 capias returns, 8 case reviews and 3 pleas. We videoed 4 prisoners from the various prisons for other events.

Police

Capt. Feeney, Lt. Van Campen and Cpl. Spadola are hosting a safety meeting at City Hall tonight at 7 p.m. Recent arrests, policing procedures and safety tips will be discussed.

The Newark Police Department now has a crime tip app available for download for both Android and iOS platforms. The free app allows citizens to send crime tips anonymously to NPD. Pictures can also be sent through the app.

As fighting crime is a community effort, tips from the public are an invaluable asset to any law enforcement agency. The app can be downloaded by searching Android or iPhone apps for "NPD Tips." Users of the app are reminded that the app is not a substitute for calling 9-1-1 or the non-emergency number to report a crime or emergency.

On September 23rd at approximately 8:45 p.m., NPD responded to Orchard Road in regards to an armed robbery that just occurred. The victim, who was contacted at his residence off of Elkton Road, advised that he was walking southbound on Orchard Road and observed four black male suspects standing on the corner of Orchard Road and Kent Way. The suspects followed the victim, grabbed him from behind, displayed a black handgun and demanded his cell phone. The victim did not comply at which point the suspects told the victim to walk away.

A description of the suspects was broadcast and Newark Police and University of Delaware Police converged on the scene. University of Delaware Police stopped three subjects at the corner of South College Avenue and Winslow Road that fit the description.

An NPD officer observed a black male wearing a grey sweatshirt (also fitting the description of the suspects) driving a silver vehicle in the 200 block of Orchard Road and conducted a vehicle stop. That same vehicle had been identified by investigators as a possible suspect vehicle in the recent robberies based on NPD's license plate reader and witness testimony. The driver was taken into custody without incident, and all four suspects were brought back to NPD.

The investigation of this group and their involvement in the previous armed robberies is still on-going, and more arrests are expected. Since this group has been arrested, there have been no armed robberies in the City.

WEEK 09/21/14-09/27/14

INVESTIGATIONS

CRIMINAL CHARGES

	2013 TO DATE	2014 TO DATE	THIS WEEK 2014	2013 TO DATE	2014 TO DATE	THIS WEEK 2014
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	1	0	0	1	0
Kidnap	1	1	0	6	1	0
Rape	5	4	0	3	5	0
Unlaw. Sexual Contact	1	7	0	0	2	0
Robbery	24	30	6	38	27	0
- Commercial Robberies	6	5	0	6	2	0
- Robberies with Known Suspects	2	3	0	7	4	0
- Attempted Robberies	4	5	2	0	0	0
- Other Robberies	12	17	4	25	21	0
Assault/Aggravated	13	6	0	19	7	0
Burglary	73	64	2	56	68	0
- Commercial Burglaries	17	9	0	9	5	0
- Residential Burglaries	54	52	2	44	28	0
- Other Burglaries	2	3	0	3	35	0
Theft	586	439	18	260	219	6
Theft/Auto	26	33	1	6	11	0
Arson	0	5	1	0	0	0
All Other	55	50	1	111	169	3
TOTAL PART I	784	640	29	499	510	9
<u>PART II OFFENSES</u>						
Other Assaults	183	198	5	153	163	3
Rec. Stolen Property	9	2	0	21	35	1
Criminal Michief	260	201	7	207	58	2
Weapons	11	15	0	49	47	1
Other Sex Offenses	2	0	0	4	0	0
Alcohol	321	291	9	697	526	29
Drugs	154	97	2	356	248	3
Noise/Disorderly Premise	471	499	21	307	227	8
Disorderly Conduct	288	143	8	228	159	5
Trespass	133	131	4	125	84	5
All Other	397	375	8	420	362	16
TOTAL PART II	2229	1952	64	2567	1909	73
<u>MISCELLANEOUS:</u>						
Alarm	864	771	19	0	0	0
Animal Control	336	439	16	18	1	0
Recovered Property	195	188	5	0	0	0
Service	18694	18889	524	0	0	0
Suspicious Per/Veh	401	399	17	0	0	0
TOTAL MISC.	20490	20686	581	18	1	0

	THIS WEEK 2013	2013 TO DATE	THIS WEEK 2014	2014 TO DATE
TOTAL CALLS	713	29,382	789	28,466



**Newark Police Department
Weekly Traffic Report
09/21/14-09/27/14**



TRAFFIC SUMMONSES	2013 YTD	2014 YTD	THIS WEEK 2013	THIS WEEK 2014
Moving/Non-Moving	10,505	7,506	231	173
DUI	188	135	7	5
TOTAL	10,693	7,641	238	178

PARKING SUMMONSES				
Meter Tickets	14,923	12,716	371	414
Parking Summons/IPR	5,581	4,008	146	144
Scofflaw Amount Collected	155 = \$30,542	103 = \$21,504	4 = \$906	6 = \$1,221
TOTAL	20,659	16,827	521	564

TRAFFIC ACCIDENTS				
Fatal	0	2	0	0
Personal Injury	170	135	7	4
Property Damage (Reportable)	245	269	7	4
Property Damage (Non-Reportable)	413	365	13	7
Hit and Run	217	189	11	2
TOTAL	1,045	960	38	17

City Manager's Office

Personnel

- We completed the 3rd of 3 harassment meetings for employees; this was completed by Daniel McGannon from Delaware's Department of Labor. The feedback from employees was very good on his presentation style and that the training was long overdue. The Title 7 items covered were done in a manner that created dialogue among the employees afterward, which is always a good thing to see.
- I worked with the Parks and Recreation team on interviews for the regular, part-time Recreational Specialist. The applicant pool was excellent and a candidate has been identified, pending clearance checks.
- I facilitated three (3) Lunch & Learn sessions for employees on Annual Employee Review writing. The focus of the sessions were to emphasize what the City Manager's Office want to see in respective reviews, word choice, focus and clarity.

The goal is to enhance the quality of reviews and eliminate, if any, 'rubber stamp' reviews.

- Finalized the police candidate list to confirm the number of candidates to be interviewed and allow Marta sufficient time to schedule upwards of 56 candidates.
- Spent time working with Lou Vitola on 2015 draft budget items.
- There was considerable time spend this past week on various personnel matters, both meetings with department issues as well as individual issues.

IT Department Weekly Status Report – Joshua Brechbuehl, IT Manager		
Total Tickets Currently Open - 115		
Voice Over IP (Phone System) Replacement	On-Track	Expected Completion Fall 2014
Moving the City away from standard Copper phone system to new Voice over IP (VOIP) Phone System		
Latest Update: Dedicated internet circuit is being installed. Addendum for additional design changes signed.		
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.		

PCI Compliance	Started	No ETA
City has upgraded itself to higher standard for PCI Compliance. New benchmarks are required and City is working towards those new benchmarks in security and process.		
Latest Update: Demo was provided for PCI compliance software that may alleviate many of our PCI concerns. Currently running network security audit. (No Update)		
Achieving this higher standard of PCI compliance will provide the City a better level of security for monetary transactions.		

License Plate Reader Cameras (2)	HOLD	September 30, 2014
The City was granted 2 License Plate Reader cameras that will be placed at the edge of the City.		
Latest Update: Status is on hold		
Cameras would ideally be connected to City Metro Mesh, however current bandwidth is not sufficient for proper use. Investigating options to either increase speed or alternatives.		

Police Activity Tracking System	HOLD	Expected Completion Fall 2014
City Police has need to upgrade existing software used to track daily activities.		
Latest Update: RFP's reviewed, rated, winner chosen. Preparing presentation for Council		
Software is used to track detailed information about officer/team activity during a shift for use in determining efficiency ratings and total counts.		

Municipal Building Network Rewiring Project	Completed	Expected Completion Fall 2014
Due to age of existing network cabling throughout building, it is necessary to upgrade for VOIP implementation		
Latest Update: Completed		
Upgrade existing Municipal Building network wiring from CAT3 to CAT6		

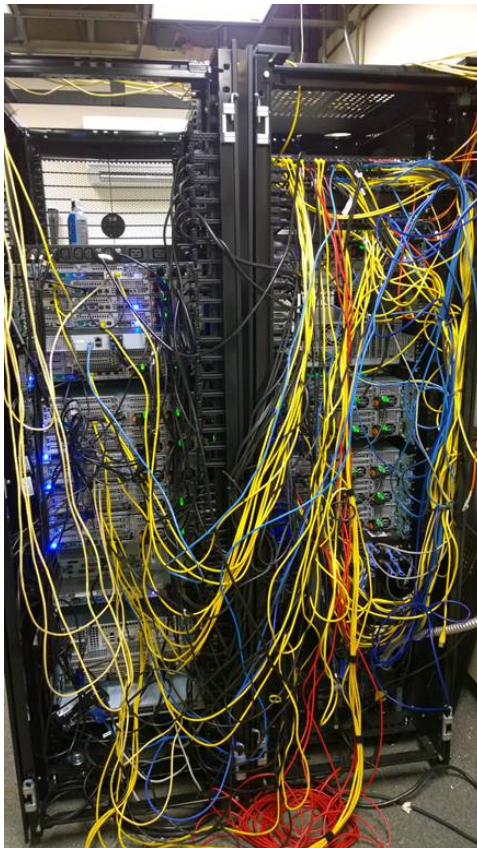
Council / Manager / Department Weekly Reports	On-Track	Expected Completion Fall 2014
Weekly reports in new format		
Latest Update: Additional cosmetic changes being made.		

Feedback from Council indicated increased need for more efficient and clear delivery for Department Manager weekly reports. We are looking into leveraging system that would allow multiple sorting methods with ability to search based on search term.

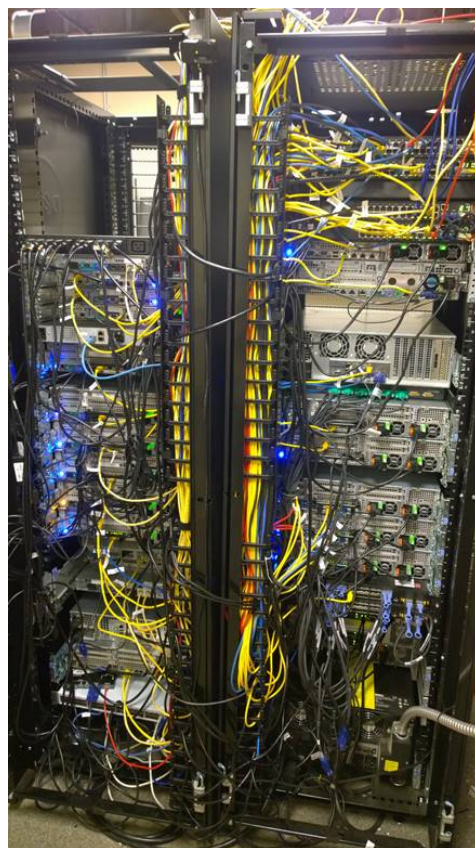
Virtual Server Backup Solution	Started	Expected Completion Fall 2014
Since migrating from a physical infrastructure to a virtual infrastructure, a new backup solution was necessary.		
Latest Update: Testing (No Update)		
Consolidate all City backups into single source solution using Microsoft Cloud technologies.		

Other Notable IT Updates

- CityView8 has been converted to a virtual server for archival reference
- VOIP Metro Ethernet is being run by Comcast
- Camera server has been rebuilt, with new storage and new software to improve City camera system
- Parking Division is meeting with vendor to assess future camera needs throughout parking lots
- Provided blessing for 3 new applications for PD for various process improvements
- Started evaluating Windows 10 (formerly Windows 9) Technical Preview for Enterprise for PCs
- Approved the start of new IT intern who will be starting on Monday
- These photos represent the finished installation of the Municipal Building's new network wiring (part 2).



Before



After

CSH/mp