

City Manager's Weekly Report

Friday, March 13, 2015

Department:

Administration - City Manager

Notable Notes:

Hello Mayor Sierer and Council Members -

Staff and I continue to respond to inquiries from the CCI Safe + Smart Cities Coalition. Most recently we spent time this week with further discussion on our electric utility and smart metering infrastructure.

Please find attached the agenda for next week's DEMEC meeting and the flyer for a new program "Newark's Got Talent" that will be offered by our Parks and Recreation Department.

Finance Director Lou Vitola and I meet this week with representatives from Dow to discuss opportunities for electronic billing for their utilities to ensure timely receipt of our invoices within their business structure.

Our Police Department has a well vetted plan in place for this weekend's expected St. Patrick's Day celebrations.

Just a reminder that the annual Wine and Dine event downtown will be held on March 28th.

Activity or Project:

Voice Over Internet Protocol

Description:

Our launch into our new phone system has continued to provide data related to our call levels and insight that will help us to make better decisions regarding staff deployment and customer service. While we have made some tweaks to the original launch it appears from the call count and reporting detail that the majority of callers are navigating the system well. As noted in recent weeks we brought on a temp employee to act as a call attendant for those that are unsure who they want to speak to. This has allowed us to better understand the transferring that has been occurring between departments and staff have advised and the reporting shows that there is less bouncing around between departments as currently configured and with the addition of a call attendant. We will continue to evaluate our findings with an eye towards efficiency and customer service.

Status: Near Completion
Expected Completion: 4/3/2015
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 three court session.

We processed a total of 55 arraignments, 43 trials, 3 case reviews, 1 plea , 13 capias returns and had 4 prisoners transported from Howard R. Young for various violations.

Activity or Project:

Parking RFP

Description:

Finished review on Parking RFP.

Status: Completed
Expected Completion: 3/23/2015

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 field supervisor, Jim Lawrence, is retiring next week after serving the City for 43 years. The lead lineman will take his place and is being updated on all the current jobs and responsibilities.

The line crews continued pulling conductors along and took care of phasing issues that will ensure when the voltage upgrade happens, motor rotation will be correct and the outages will be minimized.

The line crew has started the underground installations at Alder Creek and had to repair an underground street light circuit on Bent Lane. Engineering had a line crew check fuse sizes where the database was lacking in order to complete arc flash studies for a few remaining transformers.

Engineering worked with Delmarva to ensure transformer protection at Kershaw Substation tripped their 138kV line and that City breakers and relays could not be turned back on as per federal regulations. Engineering met with the University on servicing the new dorms to be built near Hartshorn Hall on Academy Street.

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:

PW&WR leadership and I met with officials from DNREC's Financial Assistance Branch to discuss the eligibility requirements for drinking water and clean water revolving funds.

The approved 2015 operating and CIP budgets were posted to the City's website. The binders were also distributed to Council this week.

Payments and Utility Billing

All City of Newark employees embrace customer service, regardless of the type of customer, scope, department, or type of service. The Finance Department Customer Service team has a duty to execute the

utility billing function and process the vast majority of web, phone, lockbox, mail, and face-to-face payments and inquiries. As such, we will begin referring to the "Customer Service" team as the "Payments and Utility Billing" group or team.

The group handled 513 phone calls the week of 3/2/15 (3.75 business days due to inclement weather) with an average call length of 3:13 and an average hold and queue time (average speed of answer) 6:08. The group also processed a total of 4,445 utility payments and CityView transactions while the Welcome Center processed 251 visitors. 66 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.

Accounting

The Comprehensive Annual Financial Report ("CAFR") Fund Statements for 2014 have been drafted and are undergoing final internal review. Over the next two weeks we will focus on the CAFR Government Wide Statements, Note Disclosures, Statistical Reports, the Final Schedule of Federal Awards, Audit Schedules & Lists for the independent auditors, and Management's Discussion and Analysis ("MD&A").

Activity or Project:

Independent Financial Audit - 2014

Description:

The audit fieldwork is scheduled from 3/23/15 to 4/3/15. The CAFR Fund Statements have been drafted and are undergoing final internal review for end of period adjusting entries. Over the next two weeks the accounting group will focus on the CAFR Government Wide Statements, Note Disclosures, Statistical Reports, the Final Schedule of Federal Awards, Audit Schedules & Lists for the independent auditors, and Management's Discussion and Analysis ("MD&A").

Status: In-Progress

Expected Completion: 6/30/2015

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Information Technology Department

Notable Notes:

- The City has added a Call Attendant temporarily based on resident feedback. This has helped tremendously in assuring that callers are reaching their desired departments more easily.
- Training was completed on the new Municipal Security Badge System.
- Progress is continuing on multiple GIS projects related to Parks and Recreation and Voting Districts.
- Computers have been built for the new Emergency Operations Center within the PD.
- Data analysis of call flows within the City's new VOIP phone system is yielding great results. We are evaluating efficiency improvements based on this new data.
- After construction, all server and network equipment was thoroughly cleaned.
- Computer training classes have started and are working well.

Activity or Project:

Police Department Guest Wi-Fi

Description:

Installation of Wi-Fi was completed within the Police Department to allow officers to use handheld devices to check email.

Status: Completed

Expected Completion: 3/6/2015

Execution Status: Completed

Activity or Project:

Email Message Archiver

Description:

A new email message archiver was implemented to ensure that all email is archived appropriately based on new requirements.

Status: Completed

Expected Completion: 3/6/2015

Execution Status: Completed

Activity or Project:

New Redundant Camera Server Solution

Description:

The City has need for a more redundant camera solution. Steps are being taken to ensure camera outages in the past are avoided in the future.

Status: Started

Expected Completion: 4/30/2015

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

We are working with the IT Department to create a GIS map of City parks and facilities. I have committed significant time this week reviewing the preliminary map and facility data making revisions and corrections. When completed the map will be available to the public on the City's web page.

Last Tuesday Recreation Superintendent Spadafino, Deputy Police Chief Feeney and I met with a local engineering firm to get some very preliminary information on the cost to construct a PAL Center.

I attended a sub-committee meeting of the Governor's Council on Greenways and Trail for the purpose of creating a ranking system for proposed Statewide trail projects.

We committed significant time with snow and ice control operations last week.

Two of our parks staff attended a workshop, sponsored by the State Forest Service. The workshop focused on forestry and urban tree care topics.

The recent bad weather caused us to have to postpone many recreation programs. Staff is working to reschedule.

Recreation personnel are completing final plans for Saturday's Summer Camp Fair to be held at the Wilson Center.

Recreation Supervisor Bruen completed and submitted a grant application to the Delaware Division of the Arts for musical entertainment at our various events throughout the year.

Recreation Specialist Palmer, in cooperation with the U of D Athletic Department, is coordinating volunteer experiences (in our programs) for student athletes.

Activity or Project:

CIP Project K1301: Tennis Court Renovations

Description:

Renovations to 10 tennis courts. The contract has been advertised

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

- Work continues on the City Secretary's Office restroom. The sewer line is clogged.
- Trim was installed around the Fire Alarm Panel at the Newark Train Station for the grand opening in April.
- Maintenance Supervisor Dave Greenplate attended Windows Training this week.
- Repairs were made to the ice machines at the Yard Complex.
- In cooperation with the Electric Department, the thermostats were repaired at the Wilson Center.

Code Enforcement

- A C/O was issued for Fountainview, building 2000, unit 402.

- A C/O was issued for 250 South Main Street, unit 109, Becker Morgan Group.
- Precast panels are going up at Newark Shopping Center for the parking garage associated with the residential building.
- A plumbing permit was issued for 58 East Main Street.
- Planning was completed for adequate coverage for overcrowding and property maintenance concerns which may arise during the upcoming St. Patrick's Day weekend celebrations.

Economic Development

- Final menus and wine pairings were collected this week for the Annual Wine and Dine event to be held on Saturday, March 28th. This year 13 restaurants are participating.
- Press releases were sent out this week regarding:
 - The declaration of a snow emergency, the snow closure and the next day's delay
 - The savings associated with the number of hours worked by Parks and Recreation volunteers
 - The upcoming USAF Heritage Brass Band concert scheduled for March 18th at 7:30 p.m.

Parking

- The Department staffed the Parking Committee meeting this morning. At the meeting, the committee endorsed the Division plan to use pavement markings to improve way-finding to municipal parking lots.
- The Parking Division continued to work this week to open all parking spaces in the Municipal lots blocked by plowed snow.

Planning

- Work continued with recodification review this week.
- The 2014 Development Trends Report was completed and sent to the State of Delaware's Office of State Planning Coordination this week. The report lists all zoning changes, development projects approved, and building permits issued for new construction during 2014.
- This week a Financial Draw to New Castle County for the City of Newark Community Development Block Grant Program was completed.
- This week staff met with an owner of a new restaurant in Trader's Alley to discuss parking and requirements for alcohol serving restaurants downtown.
- This week an Administrative Subdivision application and plan was received to dedicate 1,067 square feet of STAR Campus land along South College Avenue to DeIDOT.
- This week the Department completed:
 - 1 Building Permit review.
 - 2 Certificate of Occupancy reviews.
 - 2 Buyers Deed Transfer Affidavits.

Activity or Project:

City Council Meeting

Description:

- At Monday's meeting, City Council took the following actions on Planning and Development related items: 1. Rejected a proposed amendment to the Zoning Code to create a definition of fence height and associated restrictions. 2. Approved an administrative subdivision to dedicate 653 square feet along South College Avenue and a 15 foot easement to DelDOT as part of the Candlewood Suites project. 3. Rejected a proposal to reduce the duties of the Planning and Development Department by staffing a new department of Communications and Economic Development and transferring parking and economic development responsibilities to it.

Status: Completed

Expected Completion: 3/9/2015

Execution Status: Completed

Activity or Project:

Update of Downtown Map & Guide

Description:

- A significant amount of time was spent this week updating the Downtown Map and Guide for 2015. Businesses opening since the previous printing were added and businesses that closed were removed. Stylistically, the Map and Guide remains well branded and serves to communicate all downtown Newark has to offer for residents and visitors alike. The new brochures are scheduled for printing and will be distributed to downtown businesses, area hotels, and to the rest stops located on I-95 outside of the City.

Status: Near Completion

Expected Completion: 4/1/2015

Execution Status: On Track

Activity or Project:

Board of Adjustment Meeting

Description:

- Work was performed preparing for the March 19th Board of Adjustment meeting, during which the Board will review a variance requests for two development project applications. One is for Pike Park off South Chapel Street for which variances requested include minimum lot size, building setback lines, and setback from the side yard and the other is for 70 E. Main Street which will be reviewed for a cubical content increase beyond what the Code allows for existing non-conforming buildings.

Status: In-Progress

Expected Completion: 3/19/2015

Execution Status:

On Track

Department:

Police Department

Notable Notes:

Corporal Darryl Saunders has recovered two (2) hand guns over a six day period. On March 3rd, Corporal Saunders responded to a report of a motorist who left Newark Parking Lot #1, without paying his parking fee. Corporal Saunders located the vehicle on Elkton Road. The operator of the vehicle was found to be driving under the influence of alcohol and in the vehicle was a loaded semi-automatic handgun. The operator of the vehicle had previously been convicted of a "Robbery" and was, therefore, charged with being a person prohibited from possessing a firearm. The suspect was also charged with other weapon violations, resisting arrest, and driving under the influence of alcohol.

On March 8th, officers responded to a report of a fight on Delaware Circle. When the officers arrived, they observed a suspect banging on the front door of a residence. Corporal Saunders recovered a loaded semi-automatic handgun from the suspect. Also recovered was a backpack containing items that had been reported stolen from a vehicle parked at the Newark Shopping Center earlier in the day. The suspect was also charged as a person prohibited from possessing a firearm due to a past felony conviction, along with other criminal charges.

On March 3rd, officers responded to a welfare check of a motorist on Delaware Avenue. Upon arriving at the scene and investigating, Officer Casey Rivers arrested and charged one suspect with possession of 17 bags of heroin, and a second suspect with 2 bags of heroin.

On March 3rd, Newark Detective Morgan Fountain was contacted by the Cecil County Maryland Sheriff's Department concerning a suspect they were searching for in regard to a triple shooting in their jurisdiction. A short time later, Det. Fountain heard Newark Police Officers being dispatched to a call of a disoriented person on South College Avenue that matched the description of the wanted suspect. Det. Fountain gave the information to the officers. Upon locating the suspect, he was arrested on an outstanding warrant from Newark. A Cecil County Sheriff's Detective responded to Newark to follow-up their investigation.

Extra staffing is in place for the upcoming weekend for the usual increase in activity that occurs the weekend before Saint Patrick's Day.

Activity or Project:

Not Applicable

Description:

Not Applicable

Status: Completed

Expected Completion: 3/12/2015

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:

The pump failed in the Highfield water booster station along with a significant amount of wiring due to water damage. In partnership with the Electric Department we were able to repair the wiring and replace the pump with a spare that we had in inventory. We will order another spare pump to replenish our inventory.

The old pump at the Arbour Park booster station also failed but this was due to old age. We did not have a spare for this location so we are renting a pump until a replacement can be delivered. We had hoped to be able to limp the existing pump through the winter as we have a signed contract that will replace and upgrade this system this spring; unfortunately, it did not make it. We ordered a pump that matches what is in the new station, allowing us to keep it as a backup pump in the future. This was necessary to provide the required level of pressure to homes at a higher elevation than the water tank.

The Street crews completed salting and plowing for the snow event on 3/5. This was the most significant storm of the season and required several shifts. Additionally, large piles of plowed snow on Main Street were hauled out on Saturday, March 7.

We have been filling potholes around town constantly over the last few days as the roads have really fallen apart. Elkton Road, Christina Parkway, and Main Street were particularly bad so we reached out to Representative Baumbach to discuss him providing funding through the CTF program so we could patch those streets as it appeared DelDOT was not going to do it. Coincidentally or not, DelDOT was in town the next day repairing potholes in the intersection of Elkton Road and Christina Parkway and expects to have addressed the length of both streets by the end of this week. We have not heard whether or not they will

do the same for Main Street but we are working to address the three locations where we have water main break related patches to complete in the interim.

We issued 78 citations for sidewalk snow and ice removal related to the 2/26-3/3 storms. The minimum fine is \$100 for each violation. Additionally, we have aggressively cleared and cited properties during the more recent 3/5 storm. Unfortunately, citations from the earlier storm had not been received by residents before the 3/5 storm due to the close proximity of the events so we didn't get the behavioral change that comes with receiving a fine. We are reviewing methods that will allow us to more quickly tackle locations where residents don't clear sidewalks and will incorporate those changes in the next snow and ice control plan update. We are also working with IT on the ability to auto generate citation letters through the CityView program used by the Code Enforcement Department. This will reduce the administrative burden of the enforcement process. Either way we have issued more citations this year than any year in recent memory. We expect that increased enforcement will result in behavioral changes over time.

We met with the DNREC financial assistance branch this week to discuss the various loan opportunities available to us. Overall it was a great meeting and there are excellent programs with incredibly low interest rates available. We anticipate moving forward with submitting plans for the "Project Priority List" which had a deadline of March 27th.

Activity or Project:

Windy Hills Tank Painting Contract

Description:

Provided final contract documents and contractor list to the Purchasing Administrator for advertising.

Status: In-Progress

Expected Completion: 12/31/2015

Execution Status: On Track

Activity or Project:

Water Tank Mixing Contract

Description:

Provided final contract documents and contractor list to the Purchasing Administrator for advertising.

Status: In-Progress

Expected Completion: 12/31/2015

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

3/10/2015

to 3/14/2015

AGENDA
DELAWARE MUNICIPAL ELECTRIC CORPORATION
REGULAR MEETING
Tuesday, March 17, 2015
DEMEC Offices
22 Artisan Drive, Smyrna, DE
9:00 am

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. Minutes of the Meeting of January 27, 2015
4. TREASURER'S REPORT
 - a. Monthly Financial Reports – January, 2015
5. APPOINTMENTS/ELECTIONS
 - a. None
6. PRESENTATIONS
 - a. Engaging Your Community - Michele Peterson; Honeywell
 - b. Value-Added Services for Customers - Next Era
7. RESOLUTIONS
 - a. 2015-1: Authorizing an Amendment to Change DEMEC's Registered Corporate Address in the Certificate of Incorporation of the State of Delaware
 - b. 2015-2: Departure of Robert S. Appleby
 - c. 2015-3: Departure of Francis J. "Jerry" Wiegand
8. COMMITTEE REPORTS
 - a. Executive Committee
 - b. Audit Committee
 - i. Report of the Telephone Conference Call of December 16, 2014
 - ii. Report of the Workshop of December 19, 2014
 - iii. Draft Minutes of the Meeting of February 11, 2015
 - iv. Report of the Telephone Conference Call of March 11, 2015
 - v. Update on Audit Status
9. PRESIDENT'S REPORTS TO BOARD
 - a. Generation Projects Status Report
 - b. Construction Projects Status Report
 - c. Legislative Status Report
 - d. Budget Amendment – 2015 Budget
 - e. Approval of 2015 Budget
 - f. Lobbying Services Agreement

- g. Policy Recommendations:
 - i. Cash Flow Management Policy
 - ii. Rate Stabilization Policy
 - iii. MRPS Reserve Fund Policy
 - iv. Capital Asset Maintenance Reserve Policy
- h. Strategic Planning Process Update
- i. Training/Education
 - i. APPA National Conference – June 6-10, 2015
 - ii. Board Continuing Education Webinars
- j. DEMEC Green Energy Programs Status Report
 - i. LED Lighting Program
 - ii. Demand Response Update
 - iii. SEU Energize Delaware
 - iv. Energy Efficiency Advisory Council Update
 - v. RPS Quarterly Report
 - vi. DR 2014 Final Report
 - vii. Renewable Energy Tracking

10. BUSINESS FROM THE FLOOR

11. EXECUTIVE SESSION

- a. To discuss strategic business and commercial generation operations, dispatch, negotiations and planning

12. SET NEXT MEETING DATES

(Third Tuesday of each Month; Subject to Change)

- a. Tuesday, April 21, 2015
(Strategic Planning Session #1 immediately following)
- b. Tuesday, May 26, 2015 (Fourth Tuesday of the month.)
(Strategic Planning Session #2 immediately following)
- c. Tuesday, June 16, 2015
(APPA Annual Conference, suggest changing the meeting date.)

13. ADJOURNMENT

There's no need to stay in the shadows.

Break into the spotlight with



Newark's Got Talent Youth Open Mic Night

Wednesdays in June
Academy Building Lawn
5:00 – 7:30 p.m.



To participate, here's what you'll need to do:

- Put together a 25-30 minute performance.
 - This time needs to include your set up and break down.
- Complete the required forms and submit the application and all forms to the Newark Parks & Recreation Department at 220 South Main Street, Newark, DE 19711.
 - Application
 - Supplemental Information
 - Youth Performer Release and Code of Conduct for each member of your group.
 - Groups that are participating under an already established business or non-profit organization do not need to complete this form.
 - One Code of Conduct should be completed for established business or non-profit organization leaders.
- Someone from the Newark Parks & Recreation Department will be in contact with you to let you know if you have been selected (there are a limited number of spaces) and about your performance date and time.

➤ **A small sound system with playback capability will be available for use, however, if you require any specialized equipment, you will need to provide your own.**

➤ **There are not rain dates or locations for these performances.**



For more information or to get an application, please visit

www.cityofnewarkde.us/parksrecreation, call (302) 366-7000 or email parksrec@Newark.de.us

There's no need to stay in the shadows.

Break into the spotlight with



Newark's Got Talent Youth Open Mic Night Application

Performance Information

Group or Performer Name _____

Type of Performance _____

Genre of Music (If applicable) _____

Contact Information

Primary Contact _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email Address _____

Primary Phone _____ H / W / C

Alternate Phone _____ H / W / C

Availability

Preferred Date (Please circle one) **6/3/15** **6/10/15** **6/17/15** **6/24/15**

Alternate Date(s) (Please circle all available) 6/3/15 6/10/15 6/17/15 6/24/15

Preferred Time (Please circle one) **5:00** **5:30** **6:00** **6:30** **7:00**

Alternate Time (s) (Please circle all available) 5:00 5:30 6:00 6:30 7:00



For more information, please visit www.cityofnewarkde.us/parksrecreation, call (302) 366-7000 or email parksrec@Newark.de.us

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Break into the spotlight with



Newark's Got Talent Youth Open Mic Night

Supplemental Information

Group or Performer Name _____

Number of chairs needed _____ Number of vocal mics needed _____

Other sound requirements _____

Are you able to provide any of your own sound equipment? (If yes, please describe) _____

Please list the members or key performers or members of your group _____

Please provide a brief description of the performer or group suitable for an introduction _____



For more information, please visit www.cityofnewarkde.us/parksrecreation,
call (302) 366-7000 or email parksrec@Newark.de.us



Newark's Got Talent Youth Open Mic Night Youth Performer Release

Group or Performer Name _____

Participant Information

Participant's Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email Address _____

Primary Phone _____ H / W / C

Alternate Phone _____ H / W / C

Parent/Guardian Information

Parent / Guardian's Name (s) _____

Email Address _____

Primary Phone _____ H / W / C

Alternate Phone _____ H / W / C

Emergency Release Waiver

I, the undersigned (or parent or guardian of _____) hereby authorize the City of Newark, Department of Parks and Recreation and emergency care personnel to provide and render necessary medical care and treatment of myself and/or the aforesaid child for any illness or injury, which may be suffered at any time while participating in Department of Parks and Recreation programs. It is understood that time permitting, specific permission from parent/guardian or family member will be secured in the event of any medical treatment or surgery is to be undertaken, but that, should an emergency arise, this authorization and consent will cover such an event. Also, I/we hereby accept responsibility for any accident which may occur in connection with this recreation activity, hold harmless the City of Newark, and all other parties involved in the promotion and/or conducting of the above named activity. As well, I/we understand that the City of Newark provides NO insurance coverage for this activity. I give permission for myself and/or my child to be photographed while participating and/or attending a Parks & Recreation activity. I understand that photos may be used in future publicity.

Signature (If under 18, parent/guardian must sign) _____ Date ____/____/____



For more information, please visit www.cityofnewarkde.us/parksrecreation,
call (302) 366-7000 or email parksrec@Newark.de.us



Newark's Got Talent Youth Open Mic Night

Performer & Entertainer

Code of Conduct Agreement

Name of Performer or Entertainer _____

- I/we, understand that all City of Newark events, concerts, and programs are to be considered a family friendly venue.
- I/we understand that all language, dress, and behavior on and off stage during a City of Newark event, shall be appropriate for a family venue, without use of vulgar, derogatory, obscene, or sexually explicit language or behavior.
- I/we agree that all music or entertainment played or conducted will be appropriate for a family venue.
- I/we agree to arrive early and begin the performance on time.
- I/we agree to be drug and alcohol free during performances.
- I/we agree to treat the audience, other performers, and staff with respect.
- I/we agree to care for City of Newark and contracted companies' equipment that may be used during my/our performance.
- I/we agree to report any safety concerns in the performance or surrounding area to event staff.
- I/we agree to assume responsibility for either injury and/or property damage which result from my/our actions. Performer(s)/Entertainers(s) hold the City of Newark harmless from such injury or property damage.
- I/we understand that the City has the authority to cancel the entertainment or any portion thereof and withhold payment if the performer(s) fails to comply to the terms of this section. No warning will be issued.

Performer's Name

Parent/Guardian's Name

Performer's Signature

Date

Parent/Guardian's Signature

Date



For more information, please visit www.cityofnewarkde.us/parksrecreation, call (302) 366-7000 or email parksrec@Newark.de.us

NEWARK POLICE DEPARTMENT

WEEK 03/01/15-03/07/15

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	1	1	1	0	0
Unlaw. Sexual Contact	3	0	0	0	0	0
Robbery	5	9	1	1	10	3
- Commercial Robberies	0	6	1	0	3	3
- Robberies with Known Suspects	0	1	0	0	0	0
- Attempted Robberies	2	1	0	0	4	0
- Other Robberies	3	1	0	1	3	0
Assault/Aggravated	3	0	0	2	5	0
Burglary	8	13	1	7	4	0
- Commercial Burglaries	2	1	0	1	1	0
- Residential Burglaries	6	11	0	6	3	0
- Other Burglaries	0	1	1	0	0	0
Theft	86	82	9	26	55	7
Theft/Auto	7	8	4	3	5	0
Arson	1	0	0	0	0	0
All Other	18	7	1	54	13	3
TOTAL PART I	132	122	17	95	93	13
<u>PART II OFFENSES</u>						
Other Assaults	49	45	5	50	27	6
Rec. Stolen Property	0	0	0	5	8	2
Criminal Michief	44	42	3	5	17	3
Weapons	4	4	0	12	26	7
Other Sex Offenses	0	0	0	0	0	0
Alcohol	57	24	3	85	41	4
Drugs	24	16	4	60	68	7
Noise/Disorderly Premise	84	49	12	44	32	11
Disorderly Conduct	26	26	8	42	10	1
Trespass	26	33	5	23	15	0
All Other	83	87	5	84	60	11
TOTAL PART II	397	326	45	410	304	52
<u>MISCELLANEOUS:</u>						
Alarm	211	197	15	0	0	0
Animal Control	54	70	7	0	0	0
Recovered Property	39	32	5	0	0	0
Service	4511	5014	495	0	0	0
Suspicious Per/Veh	77	90	7	0	0	0
TOTAL MISC.	4892	5403	529	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	640	6,792	690	7,106



Newark Police Department
Weekly Traffic Report
03/01/15-03/07/15



TRAFFIC SUMMONSES	2014 YTD	2015 YTD	THIS WEEK 2014	THIS WEEK 2015
Moving/Non-Moving	1,588	1,708	127	154
DUI	34	41	2	6
TOTAL	1,622	1,749	129	160

PARKING SUMMONSES				
Meter Tickets	2,516	2,692	300	250
Parking Summons/IPR	938	1,175	128	139
Scofflaw Amount Collected	35 = \$6,879	14 = \$2,685	4 = \$873	0 = \$0
TOTAL	3,489	3,881	432	389

TRAFFIC ACCIDENTS				
Fatal	0	0	0	0
Personal Injury	32	33	8	2
Property Damage (Reportable)	74	67	7	3
Property Damage (Non-Reportable)	119	70	9	6
Hit and Run	47	49	5	4
TOTAL	272	219	29	15