

City Manager's Weekly Report

Friday, March 18, 2016

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

I attended the First Responder Wing Championship last Saturday, where Mayor Sierer served as MC and more than \$2,000 was raised for Preston's Playground. The Newark FOP took home the Buffalo Wing Trophy! I share some pictures below.

On Monday, along with various other staff members, I attended our first ever News Journal Editorial Board meeting coordinated by Communications Manager Kelly Bachman. This was a great opportunity for Newark to address the editor and his key staff to better acquaint them with our community. Good work Kelly!

One Tuesday evening I participated in the first meeting of the Christina School District's Climate Committee that is embarking on an effort to identify school climate and behavior issues impacting success and discuss opportunities and approaches to addressing them. I hope to continue to participate to ensure a full understanding of the work underway to improve the district's performance.

This Wednesday I attended the Revitalize Delaware Conference along with Mayor Sierer, Planning and Development Director Maureen Feeney Roser, Communications Manager Kelly Bachman and Community Affairs Officer Megan McNerney at the Grand in Wilmington. The conference was well done and provided a great information related to efforts of other communities in the state and elsewhere with an emphasis on the importance of "placemaking" to communities that wish to thrive and compete for business and residents. Later in the afternoon, Newark was awarded the Downtown Delaware Choice Award for the Taste of Newark! Both former Mayor Vance Funk and Mayor Sierer were honored at the event with the award.

This Friday I participated in a morning session with our Broadband Consultant Andrew Aflerbach, project lead IT Manager Josh Brechbuehl, other city staff and various University of Delaware representatives to discuss the study that is underway and get a better understanding of possible opportunities to engage the university. This meeting will be followed by additional information and data sharing that will assist in a thorough understanding of options.

This afternoon we will hold our Meet and Greet at Grain from 3 to 5 p.m. with businesses and persons involved with the Downtown Newark Partnership to provide them the opportunity to meet and engage with Communications Manager Kelly Bachman and Community Affairs Officer Megan McNerney. This is a great opportunity to make the businesses and downtown supporters aware of our new staff in advance to the start of this year's event season.

Round two of the Finance Director Interviews will take place this coming week.

Activity or Project:

DEMEC

Description:

Please find attached below: - Information on the Joint Community Briefing Session scheduled for June 1st and - A recent Energy Efficiency Offering Presentation recently shared by DEMEC.

Status: Not Started

Expected Completion: 6/1/2016

Execution Status: On Track

Activity or Project:

Upcoming Meetings

Description:

Please take note of upcoming meetings: - Tuesday, March 22 - Boards & Commissions Review Committee - 7:00 p.m. - Wednesday, March 23 - Executive Session - 6:30 p.m. - Monday, March 28 - City Council Meeting - 7:00 p.m.

Status: Started

Expected Completion: 3/18/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Administration - Deputy City Manager

Notable Notes:

- I was a part of the staff that met with The News Journal in an editorial board meeting. Ms. Kelly Bachman organized the meeting and facilitated a quality working meeting among our staff and their staff.
- Had the opportunity to join the IT team demo various ruggedized computers that might be options for the officers in 2017.
- Ms. Devan Stewart started last week as the HR Manager, and Marta Pacheco and I have spent time educating on City operations, softwares, and various operational matters.

- As a part of the Broadband Assessment, a stakeholder meeting was held on Friday with the University of Delaware, staff and our consultant CTC.

Activity or Project:

RFP 16-01: Investment Management

Description:

Twenty-two (22) bid submissions were made for RFP 16-01, the Purchasing Division, Finance Department and I reviewed our process for evaluation. We communicated the process of narrowing the list, and ranking process, with the Pension Committee, which will have a part in selecting the firms to be interviewed and the final recommendation(s) to Council.

Status: In-Progress

Expected Completion: 4/29/2016

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Community Relations

Notable Notes:

Megan McNerney joined the communications team this week and had an eventful first few days with the City. On Monday, she joined the leadership team (including City Manager, Deputy City Manager, Finance

Director, Communications Manager, Chief of Police, Public Works and Water Resources Director and Planning and Development Director, along with Mayor Sierer) for an editorial board meeting with the News Journal. The meeting helped establish new relationships and will hopefully spark more positive engagement between the City and the News Journal. She also attended the City Council meeting Monday night and continued the tradition of live-tweeting the events of the evening.

On Wednesday, she joined the City Manager, Planning and Development Director, Communications Manager and Mayor Sierer for an all-day conference in Wilmington focused on revitalizing downtowns. There were many great takeaway ideas that will help support ongoing efforts through the DNP.

We are planning to visit the City warehouse to conduct an inventory audit of all banners currently in use by the City, with the goal of getting a better understanding of what is usable, what needs to be replaced and what is no longer worth retaining.

Graphic Design

- DNP Mixer Invitation Design
- Parks and Recreation Tennis Fliers
- Facebook Event Graphics
 - Spring Community Clean Up
 - Newark Youth's Got Talent + Concert
 - Newbark Pawlooza
- DNP Business Map Updated
- Event Parking Sign (Completed, needs to be printed)
- Wine and Dine, City and DNP Website Updates
- DNP Mixer Invitation Print and Cut (150)
- City of Newark NPD page update
- Public Meeting Notices to InformMe
- Daylights Savings Banner Cropped + Uploaded
- City of Newark Vendor Information Page Updated
- Christina School District Operating Referendum Banner
- City of Newark Mayor's Greeting Page Updated
- Parks Finder Video Tutorial Uploaded to Youtube
- Parcel Viewer Video Tutorial Cropped and Uploaded to Youtube
- Water Scam Alert added to TV22, City Website, and InformMe

Media Inquiries

Hannah, UD Review, inquired about upcoming Wine & Dine event

- Response pending

Activity or Project:

Style Guide

Description:

Recognizing the importance of a cohesive, consistent brand for the City of Newark, we are developing a style guide that will provide clear direction for all City employees regarding the

development and dissemination of communication materials.

Status: In-Progress

Expected Completion: 4/4/2016

Execution Status: On Track

Activity or Project:

Website Redesign

Description:

Will be working with CivicPlus to update the City website. We are reviewing best practices in municipal web design and will be soliciting citizen input.

Status: Started

Expected Completion: 6/1/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

A bird caused an outage on two 34kV circuits Friday morning, March 11. It knocked out a substation and the UD Science Center on Lovett Avenue. About 20% of the City's total load was out for twenty two minutes.

The line crews and engineering came in early and stayed late on Monday to switch the City's loads from the three main transformers to one and back again so Delmarva could trip test the 138kV transmission circuit to satisfy federal guidelines.

The line crews have installed 1863 LED streetlights and have 33 left to exchange before the project is completed. Not only will the energy savings pay for the new lights, but the reduced maintenance from the 20 year life span of an LED fixture will free up a bucket truck to work on other things.

A breaker was removed from a transformer at the West Main Substation for a preventative maintenance over hall and the line crews have been installing fault indicators on underground circuits for faster isolation and restoration.

Activity or Project:

LED Streetlight Conversion

Description:

Replacing 2,000 high pressure sodium cobra head streetlights with LED type.

Status: Near Completion

Expected Completion: 4/8/2016

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:

The recruitment for the Director of Finance position attracted about three dozen candidates. Nine candidates with the strongest profiles were interviewed the week of February 29, and the planning for a second round of four finalists is underway and scheduled for March 24. Interviews for an application

support administrator to serve as a systems technician/backup billing technician will be conducted on Monday, March 21, 2016.

Payments and Utility Billing

The group handled 814 phone calls the last two weeks. The average call length of 3:34 last week was strong, while the average hold & queue time (average speed of answer) of 0:52 was the best response time in more than a year. Our Welcome Center staff greeted 359 visitors in the last two weeks, while service calls initiated by Payments and Utility Billing in response to calls and visitors exceeded 200 for the same period. The group processed 7,167 utility payments and CityView transactions, 630 of which were imported automatically with our new electronic processes and 3,506 of which were imported via web, lockbox or preauthorized payment (PAP) over the last two weeks.

Accounting

Accounting staff have kicked off the rigorous year-end accounting close and financial reporting process, which includes the independent financial audit and the development of the 2015 Comprehensive Annual Financial Report (CAFR). Additional notes related to the audit process are reported in the projects below.

Activity or Project:

Independent Financial Audit

Description:

The first draft of the fund financial statements was completed this week. Milliman, our actuarial consulting firm, produced the materials required for the City's new GASB68 requirement ahead of the expected deadline, and our auditors continue reviewing the draft. As a reminder, GASB68 is the pension accounting pronouncement that requires that the underfunded portion of the pension program be moved from the notes to the financial statements directly to the face of the financial statements, which will serve to impact the City's net position as expressed on the consolidated balance sheet. However, the apparent "erosion" of net position will not negatively impact the City's credit rating or ability to raise funding in any way, as the pronouncement is well known in the finance and accounting communities, and the level of pension funding has been disclosed in the footnotes to the financial statements for years. Audit fieldwork is scheduled to kick off on Monday, March 21, 2016, and staff continues preparing all requested schedules.

Status: In-Progress

Expected Completion: 6/30/2016

Execution Status: On Track

Activity or Project:

Insurance Renewal Process

Description:

Thank you for your review and approval of the City's commercial insurance lines at the March 14, 2016 meeting of Council. I am particularly pleased with our staff for turning around the insurance process in a timely fashion this year, concurrently with the year-end close and audit process, to execute the renewal ahead of schedule. Coverage was bound this week.

Status: Completed

Expected Completion: 3/18/2016

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Parks and Recreation Department

Notable Notes:

Director: Inspected park parking lot areas for repairs to include in future Capital Projects, attended meeting with the Preston's Playground group and Public Works about the project and construction, met with the Recreation Specialist about the Mayor's Bike Ride that will be held on April 30, held meeting with the parks staff about upcoming projects and work orders.

Recreation Supervisor of Athletics: Continues to review the personnel files for all Before and After School care staff in preparation for the upcoming inspection of the Downes Elementary Before and After school care sites, conducted an inspection with the Parks Superintendent of the local ballfields and of Rittenhouse Park in preparation for the start of summer programs. She submitted work orders accordingly for work to be completed.

Recreation staff worked at the Summer Program and Camp Fair on Saturday, March 12 at Puglisi Hall on the University of Delaware campus promoting the summer camps offered through Newark Parks and Recreation Department.

Recreation Supervisor of Community Events: Received and inventoried the Egg Hunt supplies, and they have been stuffed by volunteers in preparation for the Egg Hunt, which is scheduled for Saturday, March 19, sent out the 2016 Sponsorship package, worked with the Newark Community Garden Committee to hold the first Seed Exchange. Several gardeners attended the exchange to get seeds. They will be taken to the first garden meeting in case any other gardeners would like to get some seeds.

The Newark Summer Camp and Program Fair was held on Saturday, March 12 at the Roselle Center for the Arts. Overall we were pleased with the event. We had 13 vendors participate in addition to our own booth. Approximately 100 people attended the event with a steady flow of people throughout the morning. The Recreation staff gathered supplies and flyers throughout the week in preparation. The Newark Post covered the event: http://www.newarkpostonline.com/news/article_c96d17a8-8fd1-5a38-851d-e3420dff9de2.html?mode=story

George Wilson Center Coordinator: Continues planning for Camp GWC. Interviews for new staff are ongoing. We are also working out details related to accommodations for a child who uses a wheelchair to

attend several weeks of camp. The School's Out Kids Day Off program was held on Friday, March 11 at the George Wilson Center. Activities and crafts related to spring and St. Patrick's Day were included and the nice weather allowed for lots of outside play time, opened and reviewed the bids received for the Arts & Crafts and Sports Equipment Supply bids. Purchase orders will be submitted in the near future.

Recreation Specialist: Assisted in preparations for the Summer Camp Fair on Saturday, March 12. Preparations included creating Vendor Cards for participants, creating flyers and a slideshow presentation for the event. 1 volunteer devoted 3 hours on Friday, March 11 assisting with preparations for the Summer Camp Fair.

The Recreation Specialist: Coordinated with University of Delaware's Softball Team, Gamma Sigma Sigma Sorority, Kappa Delta Rho Fraternity, and Newark High School to send volunteers on Friday, March 11, 2016 to assist in preparations for the Annual Egg Hunt. 37 Volunteers devoted 81.5 hours stuffing eggs for the event. Total volunteer hours for the week of March 7 – March 12 are 96.5 hours.

Parks Superintendent: Inspected 1 park area and developed work order as needed, attended two training sessions; one on hiring/evaluations of employees and the other an all day workshop on Tree Preservation and Protection, met with our Sports/Day Camp Coordinator and visited several sites to develop a work list of items needing to be done before the start of softball season and the opening of day camp, reviewed proposed landscape plan and commented as needed, continued along with Parks Supervisor working on computer maintenance program, followed up with Public Works concerning sidewalk/shelter details for upcoming contract, and met with resident concerning a tree issue.

Parks Supervisor: Assigned field staff work orders and assisted as needed, continued working on computer maintenance program, continued reviewing specs for purchase of a chipper unit, and coordinated equipment/staff for replacement of parking blocks throughout park system.

Parks/Horticulture Staff: Did trash sweeps as needed, did tree removal at City Yard, did interior bed maintenance at City Hall, completed restriping several basketball courts, assisted garage with repair to dumpster at Parks Maintenance Facility, and continued on bed clean up throughout park system.

Activity or Project:

Replacing Damaged Parking Blocks

Description:

We have begun replacing over 100 damaged parking blocks throughout our park system. The removed damaged blocks will be taken, at no cost to the City, by a company that will use them to make reefs off of the Atlantic Ocean.

Status: Started

Expected Completion: 4/1/2016

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

- Facilities Maintenance performed the following this week:
 - Began the HVAC switchover for the Municipal Building;
 - Continued to work on painting at the George Wilson Center;
 - Continued framing, insulation and laying subfloor in the Digital Records room.

Code Enforcement

- Code Enforcement patrolled the bars/restaurants for St. Patrick's Day. Code will be out again Thursday through this weekend for trash and debris complaints as well as checking establishments for occupancy loads.
- Honey Grow began the rest of its tenant fit out at 58 East Main Street.
- The footer/foundation installation for UD's South Academy Street building continues.
- The foundation work is ongoing at 60 North College Avenue.
- The framing work is ongoing at 52 North Chapel Street.
- Work is continuing at the Washington House Condominiums located at 113 East Main Street.
- Work began at Astra Plaza on Main Street for additional apartments. A Delmarva gas line was found on the site and repaired.

Parking

- Tri-M has been onsite in Lots 2 and 3 this week, running fiber optic cable for the new ParkingSoft equipment scheduled to go online the first week of April.
- Staff discussed the Planning Commission's work plan to study Code mandated parking

requirements and the parking waiver system with the Department's graduate/intern this week to develop a scope and methodology for Planning Commission consideration.

- This week the Parking Division spent a lot of time cleaning up lots from the weekend St. Patrick's Day celebrations. We anticipate continued clean-up activities throughout this weekend.

Planning

- Last Wednesday, Development Manager Mike Fortner attended the GIS Working Group Committee meeting.
- On Monday Planning and Development Director Maureen Feeney Roser participated in a meeting with members of the Administrative and Operating Departments to discuss Newark news coverage.
- Also on Monday night, Council approved the Trader's Alley Major Subdivision and Special Use Permit application.
- On Tuesday Maureen joined Mayor Sierer, Former Mayor Funk, City Manager Carol Houck and Communications staff at the Downtown Delaware Revitalization Conference held at World Café Live at the Queen. During the conference, Downtown Newark Partnership Design Committee Chairman Joe Charma was awarded the Volunteer of the Year Award and Taste of Newark was recognized as Downtown Delaware's Choice for best special event.
- Work continued this week in preparation of the April 5, 2016 Planning Commission meeting. Tentatively scheduled for review are:
 - Major Subdivision and Special Use Permit for a hotel and restaurant at 400 Ogletown Road;
 - Amendments to the Zoning Code regarding exceptions for height and setback;
 - A discussion with staff and Planning and Development Intern Kirstin Jones regarding Code mandated parking requirements and parking waiver program study parameters and methodology.
- Planner Tom Fruehstorfer attended a meeting with UD IPA representatives to discuss evaluation of the UniCity bus program and other local public transportation integration.
- The following was also completed this week:
 - 9 Deed Transfer Affidavits
 - 25 Building Permit Reviews
 - 1 Certificate of Occupancy

Activity or Project:

Rental Housing Needs Assessment Study Phase Two

Description:

On Tuesday, March 15th, Urban Partners conducted a focus group for the Rental Housing Needs Assessment Study Phase Two on transitioning neighborhoods from transient rentals to non-transient rentals and home-ownership. The focus group consisted of eight people from the community – four were residents in neighborhoods surrounding the University and four were local landlords and developers. The group discussed changes in the rental housing market over the past 5-10 years, issues with rentals housing and code enforcement, and appropriate areas for redevelopment. A recording of the focus group is available on the City's website. The second focus group, to be held on Thursday, April 7th at 4 p.m. will discuss "Affordable Housing" and programs to encourage home-ownership. The Rental Housing Needs Assessment Study Phase Two Steering Committee will meet again on Thursday, April 7th at 7 p.m. to discuss the results of the focus

groups and review a draft report.

Status: In-Progress

Expected Completion: 4/7/2016

Execution Status: On Track

Activity or Project:

Comprehensive Development Plan V

Description:

On Monday, March 14th, City Council tabled the adoption of Comprehensive Development Plan V in order for staff to discuss a certification issue with DNREC which had not been discussed at the State PLUS review meeting. A revised draft of the Plan, dated March 14, 2016, is available on the City's website. The revised draft includes all revisions from the Planning and Development Department's memos to Council dated March 4th and March 14th. Both of these memos, and the PLUS review letter dated March 14, 2016, are also available on the City's website.

Status: In-Progress

Expected Completion: 4/25/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

A question was raised at the last City Council meeting regarding the Department of Justice Bulletproof Vest Grant program. **The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act** of 1998 is a unique U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement. Since 1999, the BVP program has awarded more than 13,000 jurisdictions, a total of \$393 million in federal funds for the purchase of over one million vests (1,197,348 as of December 2014). BVP is a critical resource for state and local jurisdictions that saves lives. Based on data collected and recorded by BJA staff, in FY2012, protective vests were directly attributable to saving the lives of at least 33 law enforcement and corrections officers, in 20 different states, an increase 13.7%

over FY2011. At least 14 of those life-saving vests had been purchased, in part, with BVP funds. Since 2000, the Newark Police Department has been reimbursed for approximately \$85,000 from the grant. Under the program, departments first purchase the vests and then are **reimbursed for half the cost of the vest**. We apply for funding based on our expected vest needs for the two years following the grant application. When we are awarded funding, the money goes into the city account and may be drawn down **after** the vest is purchased.

Our bicycle safety program continues. As a result of complaints received regarding bicyclists riding on the sidewalk as well as other complaints on Main Street, city employees are taking several steps to address the concerns. The signs on Main Street to prohibit riding bicycles on the sidewalk were found to be too small. The Public Works and Water Resources Department recently completed replacing the small signs with larger signs. Within the next few weeks, 16 stencils will be painted prohibiting riding bicycles on the sidewalk will be placed on the Main Street sidewalk between Tyre and South College Avenues. Members of the Special Operations Unit have met with ELI students to provide information regarding bicycle laws. Since the signs on Main Street have been replaced, officers have been assigned to foot patrol issuing warnings to cyclists riding on the sidewalk. This week officers have begun to issue a summons to anyone found to be in violation. Information about the bicycle enforcement has been posted on the police department Facebook page and the mobile sign board is being placed in various locations reminding bicyclists about the law.

Lieutenant Michael VanCampen has been selected and approved to attend the upcoming Federal Bureau of Investigation (FBI) National Academy. Lt. VanCampen will join attendees from across America and around the world to attend this intensive police management program. Several of our command staff are graduates of this program as well as the West Point Command and Leadership training program. Several of our Sergeants have also graduated from the West Point Command & Leadership program.

Our Motor Vehicle Accident reduction program continues. This is similar to the "Vision Zero" program mentioned at the last Council meeting. During the week of March 7th, 198 summonses were issued for motor vehicle violations on targeted high collision roads.

At the Traffic Committee meeting held on November 17, 2015 it was decided a Cleveland Avenue AD HOC Committee would be beneficial to discuss possible solutions to the issues that exist on Cleveland Avenue in anticipation of the Delaware Department of Transportation's repaving project scheduled in 2017.

On March 16th, the first meeting was held at the Newark Senior Center. Representatives from the following entities were in attendance, DelDOT, WILMAPCO, Newark Housing Authority, NAACP, Traffic Committee, Bike Delaware, car dealerships, Planning & Development Department, and the University of Delaware. A presentation was conducted of the Hazard Elimination Plan that provided statistics and possible solutions along the Cleveland Avenue corridor from N. College Avenue to Capital Trail. Following the presentation, each representative of the committee was provided an opportunity to discuss specific issues, goals, and recommendations for possible solutions. The AD HOC Committee will meet in April to discuss additional stakeholders they feel should be involved. In May, the Committee will meet to perform a site visit of Cleveland Avenue. In June, a public meeting will be held to review DelDOT's research and traffic improvement models.

Activity or Project:

N/A

Description:

N/A

Status:

Completed

Expected Completion: 3/17/2016

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 held the Cleveland Avenue Improvement Task Force kick off meeting this Wednesday evening at the Newark Senior Center. Overall the meeting went well, and we feel confident that we will be able to develop a list of recommendations for Council to review that will improve the overall experience for all road users in the Cleveland Avenue corridor.

We placed the order for the remaining two refuse trucks. Overall we are happy with the new brand truck and have received positive feedback from the drivers and mechanics. The axle scales are up and running and provide accurate information which will be helpful to our drivers to ensure we don't exceed legal load limitations.

We have two new employees in the Public Works and Water Resources Department, Ethan Robinson and Aaron Mueller. Ethan is filling a recent vacancy in the Planning and Design Engineer position who handles the development plan review process and internal contract preparation among other duties. Aaron is replacing our recently retired inspector and will be responsible for construction site inspection and assisting with contract administration. We are excited to welcome them to our team.

Activity or Project:

2016 Street Improvement Contract

Description:

The 2016 Street Contract is out to bid currently, well ahead of where we have been in recent years. We expect to have this contract to Council by the end of April or the first meeting of May.

Status: In-Progress

Expected Completion: 12/31/2016

Execution Status: On Track

Activity or Project:

2016 Water Main Replacement Contract

Description:

The 2016 Water Main Contract is out to bid currently, well ahead of where we have been in recent years. We expect to have this contract to Council by the end of April or the first meeting of May.

Status: In-Progress

Expected Completion: 12/31/2016

Execution Status: On Track

Activity or Project:

2016 ADA Curb Ramp Contract

Description:

We are close to advertising the 2016 ADA Curb Ramp Contract and anticipate having it out within the next week or so, also well ahead of where we have been in recent years. This project is going to upgrade ADA facilities here at City Hall as well as we have identified some areas on non-compliance in the pedestrian accessible route that need to be corrected.

Status: In-Progress

Expected Completion: 12/31/2016

Execution Status: On Track

3/13/2016

to 3/19/2016







Newark First Responders
Wing Championship
2016



GRAIN

CRAFT BAR + KITCHEN

**THE 2016 NEWARK
FIRST RESPONDERS
WING CHAMPIONSHIP**

★ FIRE VS FOP ★

benefiting
**PRESTON
PLAYGROUND**
For All Children



**DAL
PALE**

Shengding
* TRADITIONAL *
LAGER

Life





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

Wednesday, June 1, 2016

4:00pm to 7:00pm

(Dinner to be provided)

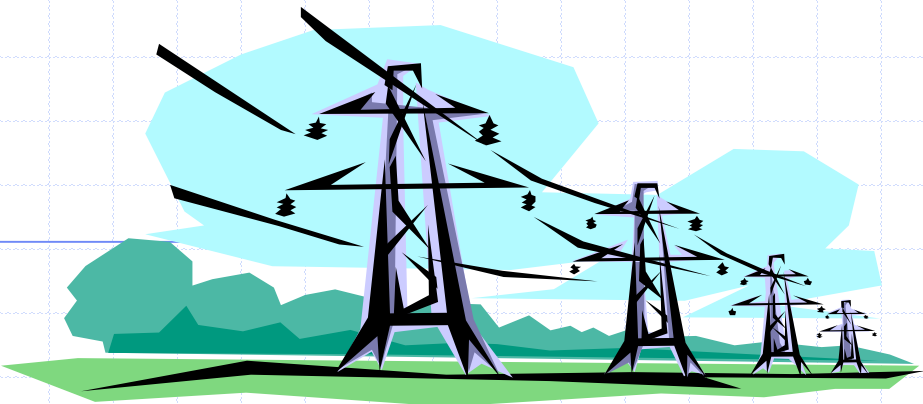
Dover Downs Hotel & Conference Center

Ballroom A

1131 North DuPont Highway

Dover, Delaware 19901

R.S.V.P. (302) 653-2733 by May 18, 2016



DEMEC

Delaware Municipal Electric Corporation

Energy Efficiency Service Offerings

Energy Efficiency Advisory Council

March 9, 2016

For Discussion Purposes Only



Energy Efficiency Program Development

DEMEC and its municipal member utilities have elected to develop, implement and fund programs for energy efficiency and peak demand reduction. This election comes after consideration of the following:

- Cost-Effective Energy Savings for both its residential and non-residential customers
- Savings and Costs to achieve EEAC incremental annual savings targets as a percentage of sales (.4% in year one, .7% in year two and 1% in year three)
- Proposed Evaluation, Measurement and Verification (EM&V) Regulations



Approved Program Offerings

◆ Residential Sector

- Consumer Education Program

◆ Non-Residential Sector

- LED Streetlight Retrofit Program
 - ◆ Current pilot program consists of over 2,000 change outs
 - ◆ Utilities will continue with LED change outs
- Demand Response Program
 - ◆ Active Participation
 - ◆ Passive Participation

Customer Education Program

Energy Depot for Homes



Energy Depot for Homes is a one-stop free resource for energy information. Participants receive a quick personalized energy snapshot by answering eight simple introductory questions. This feature acts as a quick reference guide for basic improvements.

It also offers a more in depth look with features such as:

- ◆ A completely do-it-yourself home energy audit tool
- ◆ An energy calculator to estimate the annual energy use and cost of existing home energy systems and appliances
- ◆ Side by side comparisons for evaluating existing heating and cooling systems, or water heaters, with new systems
- ◆ An energy library to answer frequently asked questions

LED Streetlight Retrofit Program

LED Streetlight Retrofits



LED Streetlight Retrofits has been identified as an improvement effort to save all municipal electric customers money. DEMEC cities and towns are working together on a large scale LED streetlight retrofit program. On behalf of all its member communities, DEMEC developed product specifications and issued a request for proposals ("RFP") in 2015 from vendors that could furnish LED lighting fixtures.

The program is designed to:

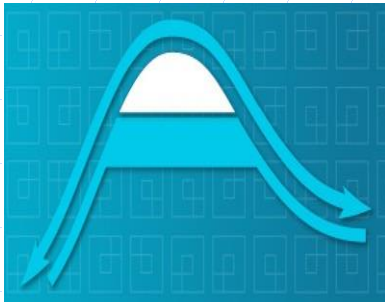
- ◆ Allow any or all communities to participate
- ◆ Permit all cities and towns to benefit from the savings of a scaled purchase
- ◆ Maintain pricing regardless of purchase quantity
- ◆ In other words, enable DEMEC members to receive very attractive pricing with a la carte menu options

LED Streetlight Retrofit Program

LED Streetlight Program	2016	2017	2018	2019	Total
Annual MWh Savings	1,175	103	66	TBD	1,345
Measures	2,157	210	134	TBD	2,501
Implementation Costs	\$569,803	\$47,880	\$30,552	TBD	\$648,235
Saving %	0.060%	0.005%	0.003%	0.00%	0.069%

Demand Response Program

DEMEC partners with large customers to shed load during peak periods.



Demand response account customers are those customers that generally have large electric load usage during peak periods. Having these partners reduce load during peak periods can have a big impact on saving the community money and as such, the regional grid provides them incentives. DEMEC's program offers both an Active and Passive option:

Active Program Customer Obligation:

- ◆ Customers must actually reduce electric load when called by PJM or DEMEC during the program period
- ◆ Active DR Customers include U of D, DAFB, Dover Downs

Passive Program Customer Obligation:

- ◆ Customers permanently reduce electric load through energy efficiency improvements that can be quantified and that would normally be part of the customer's electric load during peak periods
- ◆ Passive DR Customers include U of D, Del Tech - Terry Nanticoke Health Services



Demand Response Program

Demand Response Program	2016	2017	2018	2019	Total
Annual Emergency Response Available MWs*	7.1	7.5	8	8.5	8.5
Participants	11	12	14	16	16
Annual Growth kW	400	500	500	500	1,900

*Annual Emergency Response Available MWs is a running total.



Program Offerings Evaluated

◆ Residential Sector

- Consumer Retail Lighting Program

◆ Non-Residential Sector

- Business Energy Rebates Program

Residential Lighting Program



The Residential Lighting Program offers rebates to facilitate the implementation of cost-effective lighting improvements.

Rebates would be available for common residential lightbulbs from compact fluorescent lightbulbs ("CFL") to light emitting diode ("LED") bulbs.

Participants would have access to an online store to purchase the product needed. The advantage of this approach is:

- ◆ Guaranteed identification of program participants
- ◆ Easy tracking of product sales
- ◆ Online access
- ◆ Immediate incentive application
- ◆ All products sold are EnergyStar compliant

Residential Lighting Program



Residential Lighting	2017	2018	2019	Total
Annual MWh Savings	550	550	550	1,650
Annual KW Savings	51	51	51	153
Participants	2,300	2,300	2,300	6,900
Measures	14,000	14,000	14,000	42,000
Incentive Costs	\$73,000	\$73,000	\$73,000	\$219,000
Implementation Costs	\$104,000	\$104,000	\$104,000	\$312,000
Total Program Costs	\$177,000	\$177,000	\$177,000	\$531,000
TRC Ratio*	1.66	1.66	1.66	
Saving %	0.028%	0.028%	0.028%	

*TRC Ratio is indicative of similar programs offered by DEMEC's contractor

Business Energy Rebates Program



The Business Energy Rebates Program offers rebates to facilitate the implementation of cost-effective energy efficiency improvements for non-residential (commercial and industrial) customers.

Rebates would be available for common commercial and industrial efficient measures with documented energy savings.

Improvement zones targeted to include:

- ◆ Lighting
- ◆ HVAC
- ◆ Compressed air
- ◆ Refrigeration
- ◆ Food service and more

Business Energy Rebates Program



Business Program	2017	2018	2019	Total
Annual MWh Savings	1,100	1,100	1,100	3,300
Annual KW Savings	150	150	150	450
Participants	60	60	60	180
Measures	3,500	3,500	3,500	10,500
Incentive Costs	\$91,000	\$91,000	\$91,000	\$273,000
Implementation Costs	\$193,000	\$193,000	\$193,000	\$579,000
Total Program Costs	\$284,000	\$284,000	\$284,000	\$852,000
TRC Ratio*	2.43	2.43	2.43	
Saving %	0.056%	0.056%	0.055%	

*TRC Ratio is indicative of similar programs offered by DEMEC's contractor

Summary Energy Programs



Summary	2017*	2018	2019	Total
Annual MWh Savings	2,929	1,716	1,650	6,295
Annual KW Savings	201	201	201	603
Participants	2,360	2,360	2,360	7,080
Measures	19,867	17,634	17,500	55,001
Incentive Costs	\$164,000	\$164,000	\$164,000	\$492,000
Implementation Costs	\$914,683	\$327,552	\$297,000	\$1,539,235
Total Program Costs	\$1,078,683	\$491,552	\$461,000	\$2,031,235
Bus and Res Lt Saving %	0.084%	0.083%	0.083%	0.250%
LED Saving %	0.065%	0.003%	TBD	0.069%
Total saving %	0.149%	0.087%	0.083%	0.319%

*Inclusive of 2016 savings

Questions

Thank You

NEWARK POLICE DEPARTMENT

WEEK 03/06/16-03/12/16

INVESTIGATIONS

CRIMINAL CHARGES

	2015 TO DATE	2016 TO DATE	THIS WEEK 2016	2015 TO DATE	2016 TO DATE	THIS WEEK 2016
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	2	2	0	1	1	0
Rape	1	0	0	0	3	0
Unlaw. Sexual Contact	0	2	0	0	0	0
Robbery	9	8	1	10	5	0
- Commercial Robberies	6	3	1	3	0	0
- Robberies with Known Suspect:	1	1	0	0	0	0
- Attempted Robberies	1	1	0	4	0	0
- Other Robberies	1	3	0	3	5	0
Assault/Aggravated	0	1	0	5	1	0
Burglary	13	19	2	4	10	0
- Commercial Burglaries	1	6	1	1	0	0
- Residential Burglaries	11	10	1	3	8	0
- Other Burglaries	1	3	0	0	2	0
Theft	82	123	18	55	33	1
Theft/Auto	8	5	0	5	5	1
Arson	0	0	0	0	0	0
All Other	7	20	1	13	15	0
TOTAL PART I	122	180	22	93	73	2
<u>PART II OFFENSES</u>						
Other Assaults	45	72	5	27	25	1
Rec. Stolen Property	0	0	0	8	8	0
Criminal Michief	42	27	2	17	21	1
Weapons	4	3	1	26	6	1
Other Sex Offenses	0	0	0	0	0	0
Alcohol	24	46	21	41	58	20
Drugs	16	31	5	68	33	0
Noise/Disorderly Premise	49	125	14	32	49	3
Disorderly Conduct	26	32	6	10	24	3
Trespass	33	24	5	15	7	1
All Other	87	116	8	60	58	4
TOTAL PART II	326	476	67	304	289	34
<u>MISCELLANEOUS:</u>						
Alarm	197	204	19	0	0	0
Animal Control	70	67	11	0	0	0
Recovered Property	32	56	6	0	0	0
Service	5014	6710	683	0	0	0
Suspicious Per/Veh	90	124	16	0	0	0
TOTAL MISC.	5403	7161	735	0	0	0

	THIS WEEK 2015	2015 TO DATE	THIS WEEK 2016	2016 TO DATE
TOTAL CALLS	690	7,106	977	9,094



Newark Police Department
Weekly Traffic Report
03/06/16-03/12/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	1,708	1,971	154	340
DUI	41	38	6	7
TOTAL	1,749	2,009	160	347

TRAFFIC ACCIDENTS				
Fatal	0	0	0	0
Personal Injury	33	37	2	3
Property Damage (Reportable)	67	144	3	12
Property Damage (Non-Reportable)	70	23	6	3
Hit and Run	49	54	4	1
TOTAL	219	258	15	19