City Manager's Weekly Report

Friday, November 4, 2016

Department:

Administration - City Manager

Notable Notes:

City Council -

As you are aware, the 2017 Consolidated Budget was presented to Mayor and Council on Monday as well as being made available on Budget Central. We will continue to upload associated information to Budget Central as in the past two years to provide ease of review. I commend our Departments, their Directors, Deputy City Manager Haines, Finance Director Del Grade and all Finance staff for the roles they played in pulling the detail together to compile the recommended budget and for the extensive work that led up to its completion including prioritization, research, negotiations, etc. We look forward to the budget hearing scheduled for November 21st.

I call your attention to a new page on the website that includes all of the Garage Request for Information (RFI) detail, along with other downtown parking info/documents, its currently one of the banner highlights. Additional information related to this topic will be included as it becomes available. I will be soliciting dates for after the New Year for the five firms to make public presentations.

We have received some detail related to changes to the universal recycling regulations that could result in more dumpsters in our parking lots which translates to loss of additional spaces. I have shared the information with Rick Armitage and have tasked the Planning and Development/Parking Division to do some research related to the placement of refuse and recycling compactors for our lots. This was previously discussed and limited outreach with businesses was conducted in the past. Upon receipt of information, if a viable opportunity, we will bring a recommendation before Council. The implementation of such an option seems to bear consideration for these reasons alone: improved cleanliness, reduction of multiple trucks and companies entering lots on a daily basis in our downtown, and the availability of additional spaces.

Staff and I met this week with Honeywell to get information regarding the year two Smart Metering M and V. The information is again positive, and we will share the report of the testing outcomes when completed.

Additionally, along with planning staff, I attended the first Transit meeting run by the UD Institute of Public Administration where there was good representation from UNICITY, UD Transit, Newark, Cecil Transit, WILMAPCO, and DART. We expect to meet again next month and a primary goal agreed to by attendees was to have a better understanding of the overlapping routes to facilitate better coordination between the above and improvement to overall connections but most notably DART hubs.

This past Monday City Hall again ushered in the spirit of Halloween and competition between departments with its costume contest. The participation level was at an all time high for this 40-year-old tradition and employee morale is high. A group photo is attached!

The launch of our updated website is about three weeks out! The 69th Annual Halloween Parade was a great success with high levels of participation and observers. Cheers to the Parks and Recreation Department for its planning, volunteer recruitment and implementation. The Police Department reports that this past UD Homecoming Weekend was one of the most controlled in recent years, especially given

the beautiful and unseasonably warm weather.

The fiber truck has been received and is now being upfitted. The IT Network Administrator has been hired and fiber and cameras ordered. The Folk Park pavilion project is underway and the Thanksgiving Day Breakfast will be held at the Senior Center - 8 a.m. start.

The reservoir aeration project is underway. Upon initiation of the aeration, we expect the initial turnover to cause an odor in the vicinity of the site. PW&WR will be working with our Communications Division to alert the community of the cause which is expected to be shortlived. The handicapped curb contract is nearing its end for 2016.

Open enrollment is currently underway for staff - handled online only for the first time. The process is simple and effectively eliminates the need to enter selections. We held an initial early retirement incentive plan meeting to make employees aware of what this effort, if ultimately approved by Council, might mean and respond to questions.

Business license review effort has resulted in approximately 200 out of city businesses (that are working in Newark) being identified and required to have a business license. Outreach and follow-up will now be conducted by our consultant.

Activity or Project:

DEMEC

Description:

Please find an update attached regarding the Title V DNREC violation. Please find attached a Municipal Electric Utility Renewable Portfolio Report delivered by DEMEC. Please find attached an update on Freemont Energy Center outage from Pat McCullar. We expect to finalize the ESA true up review with UD and DEMEC before the end of the year. DEMEC is expanding its energy efficiency education activities this year beyond our locally sited holiday lights displays by also reaching customers through a sponsorship of the inaugural year Winter WonderFest. This event will be held in our Lewes BPW member territory. The Winter WonderFest is an event that runs from November 18th to January 1. It has two parts: 1) 2 Mile-course through a LED Light Show at Cape Henlopen State Park; and 2) Holiday Village at the Cape May-Lewes Ferry Terminal Grounds. The Holiday Village will feature carnival rides, Santa's Workshop, ice skating, educational displays and more. For our sponsorship, DEMEC will receive a booth space at the Holiday Village to showcase our holiday light education and outreach display, signage along the 2 mile course and advertising in promotional materials encouraging the public to become more energy efficient, and six (6) free entries into the first night's Dashing through the Show 5K Run and 1.55 Mile Walk. The Dashing through the Show 5K Run and 1.55 Mile Walk will allow first night participants to get up close to over 60 dazzling LED light displays on foot. After the first night, the public will use their own vehicles to drive through the course.

Status:	In-Progress	

Expected Completion: 11/18/2016

Execution Status: On Track

Activity or Project:

Delaware League of Lo	Delaware League of Local Governments			
Description:				
The League has retained Lincoln Willis of The Willis Group, LLC as our new lobbyist. Lincoln's office is on The Green in Dover. He is former State Representative of District 29, an attorney, registered lobbyist, and previously managed the Willis Automotive Group.				
Status:	Completed			
Expected Completion:	11/3/2016			
Execution Status:	Completed			
Activity or Project:				
Description:				
Status:				
Expected Completion:				
Execution Status:				
Department:				
Alderman's Court				
Notable Notes:				
Notable Notes:				
From 10/19/16 until 11/2		n included our biggest session this year on collected its biggest revenue for the city this year.		
From 10/19/16 until 11/2 10/19/16 for the "big par		n included our biggest session this year on collected its biggest revenue for the city this year.		
From 10/19/16 until 11/2 10/19/16 for the "big par Activity or Project:				
From 10/19/16 until 11/2 10/19/16 for the "big par Activity or Project: Court Session				
From 10/19/16 until 11/2 10/19/16 for the "big par Activity or Project: Court Session Description:	rty". On this day the court also o	collected its biggest revenue for the city this year.		
Activity or Project: Court Session Description: During this time, we he capias returns. We held received a total of 482 addition, we received defendants were cited citations, 89 people we The remaining 26 peoplalone, Alderman's Courthe cell phone fine was	eld six court sessions which coud four video hearings and six payments of which 328 were 517 payments through Paypal to report to Alderman's Court ere seen by our staff on 10/19, ble either obtained attorney's ort collected a total of \$18,020. Is increased to \$100.			
Activity or Project: Court Session Description: During this time, we he capias returns. We held received a total of 482 addition, we received defendants were cited citations, 89 people we The remaining 26 people alone, Alderman's Court the cell phone fine was	eld six court sessions which coud four video hearings and six payments of which 328 were 517 payments through Paypal to report to Alderman's Court ere seen by our staff on 10/19, alle either obtained attorney's our toollected a total of \$18,020.	insisted of 185 arraignments, 74 trials, and 24 prisoners were transported to the court. We made online through Govolutions. In for parking violations. On 09/17/2016, 115 of or arraignment on 10/19/16. From the 115 of and processed through court that day. For rescheduled for another day. On this day		

Execution Status:	Completed	
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
Department:		
City Secretary and City	Solicitor's Office	
Notable Notes: Bruce was in the office Noteber 28 and November	_	ssion and November 2. Paul was in the office
Renee met with Councilwoman Hadden on October 28.		
Renee spent time worki	ng on several boards and commi	ssions related items including the following:
 Completed initial draft of ethics code review recommendations and circulated to staff for review and comment; Completed items to forward for Council's review regarding the Boards and Commissions Review Committee's recommendations regarding the Conservation Advisory Commission. This item will be on the November 14 Council agenda for first reading and the November 28 Council agenda for second reading; and Worked on items for Council's review regarding the Boards and Commissions Review Committee's recommendations regarding the Planning Commission. 		

Renee spent time working with Court and HR regarding the impending transfer of an employee from

Legislative to Court and the upcoming recruitment to fill that position.

Staff has spent increased time this week dealing with phone calls, emails and walk in residents regarding the November 8 general election. Residents who need information regarding their polling place, absentee voting and candidates on their ballot should visit the State of Delaware's voter portal at https://ivote.de.gov/ or call the Department of Elections New Castle County office at 302-577-3464. The schedule and locations for in-person absentee voting, which is open through November 5 in New Castle and November 7 in Wilmington, can be found at http://electionsncc.delaware.gov/2016g/2016g absinfo.shtml.

FOIA requests took some time this week. The following actions were taken:

- Received rejection of the administrative cost estimate and closed an October 25 FOIA
 request from the News Journal regarding emergency communications for September 27,
 2014 regarding a specific address.
- Received, provided direction on the appropriate venues to contact and closed an October 31 FOIA request from Sovereign Consulting regarding a property outside the City.
- Received, circulated to staff, received documents, completed and closed a November 1 FOIA request from Jim Viscount regarding commercial building permits issued in October.

The November 8 Conservation Advisory Commission, November 9 Newark Housing Authority and November 10 Downtown Newark Partnership Board meeting agendas were posted and forwarded to Council.

Regarding minutes, staff time was spent on the October 12 Council special meeting (Renee edited - complete) and October 24 Council (Tara drafting). The October 24 Council executive session and October 25 Boards and Commissions Review Committee minutes are currently in the queue.

The office received and Alice and Teressa fulfilled 4 discovery requests for upcoming Alderman's Court cases. The court calendar for November 17 was received and the 21 associated case files were compiled for the Deputy City Solicitor by Teressa.

The office received 14 new lien certificate requests this week, which were sent to Finance for processing. 5 lien certificate requests were completed and sent to the requestor this week. So far 447 lien certificate requests have been processed for 2016.

Activity or Project:

Electronic Document Management - Legislative

Description:

In the month of October, 611 new documents were imported/scanned into Laserfiche as part of the electronic document management project. This is a total of 6,179 individual pages added this month. The primary sources were the continued scanning of easements and updating of current files. Numbers were up from September due to improved staffing, but not as high as some months due to more files needing to be manually scanned (as opposed to batch scanned) due to the age of the documents. The total number of digitized documents since the start of the Laserfiche electronic document management project is at 28,412 for a total of 228,449 pages in this office as of October 31.

Status:	In-Progress
Expected Completion:	12/30/2016

Execution Status:	On Track	
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
execution status:		
Department:		
Community Relations		
Notable Notes:		
Department won the so	cial media prize for most famous retweeting our post of the Parks	stume contest, the Parks & Recreation retweet this week, with the Late Late Show and & Recreation team dressed up as Corden and
	ts are shared later in this report. m the Communications team.	Catching up on the past two weeks, here are
The Big Jump		
during the meeting on C about Newark's current Newark. Letters of supp Newark Partnership and organization, PeopleFor	October 24. The application was so programs and organizations, as port from Mayor Sierer, Senator S	ing the City's application for The Big Jump project submitted later that week and includes information well as a vision for the future of bicycling in Sokola, the Newark Bike Committee, Downtown o included. According to the project's parent be announced in January 2017.
DNP Events		

Halloween

The DNP hosted the Pumpkin Palooza on Sunday, October 30, from 12 - 2 p.m. At the
event, guests were able to purchase a pumpkin to carve or paint using provided
supplies. There was also free coffee and lemonade, as well as baked goods for
purchase from Brewed Awakenings. The Newark Arts Alliance also provided free face
painting. This event had a good turnout and was a great lead-up to the Halloween
Parade and Trick-or-Treat Main Street.

Small Business Saturday

- Almost 100 people have responded as either 'interested' or 'going' on the DNP Facebook event Shop Small in Downtown Newark, which promotes Small Business Saturday.
- The City received packages from American Express full of Small Business Saturday promotional items, including reusable shopping bags, posters, pens and stickers. We will be dividing up the material and delivering it to the participating businesses.

Restaurant Week

 The 11th Annual Downtown Newark Restaurant Week will take place from January 16 - January 22. Megan is currently working on registration details, and will be sending that to downtown business in the coming weeks.

Newark Community Advisory Panel

On Tuesday, October 25, Megan attended the Newark Community Advisory Panel meeting at the Stine Haskell Research Center DuPont Site. Members of the DuPont staff updated the panel on statistics from the Newark sites, as well as the latest public details regarding the merger between DuPont and Dow. In regards to City information, I updated the panel on the Big Jump application, budget season and upcoming events.

Business Development Meeting Regarding Homeless Concerns

The City of Newark is hosting a business development meeting to discuss the homeless population in the City on November 9 at 9 a.m. at Newark Natural Foods. The meeting will educate business owners and their staff on current City code as it relates to addressing the homeless population, the role of law enforcement officers when they are called by business owners regarding this issue, what legal research has indicated based on efforts by other municipalities, services and supports available in the City and identified next steps to continue strengthening efforts to address this population.

Creative Design/Web Updates

- Designed and created a webpage to share several different documents related to downtown parking
- Created Emergency Egress Plans for each level of the Municipal Building based on recommendations from the City's Fire Protection Specialist
- Scheduled Public Meeting Notices, TV22 programming (Halloween Safety PSA, Governor's Weekly Message)
- Updated several web pages/documents:
 - Planning Department
 - o Cleveland Avenue Taskforce
 - Budget Central
 - Department Organization Charts
 - o Peddler Form

Leaf Collection Schedule

Press Releases/Media Inquiries

- City of Newark to Hold Prescription Drug Take-Back Event: http://bit.ly/2fEl9QD
- City of Newark to Host 69th Annual Halloween Parade and Trick-or-Treat Main Street: http://bit.ly/2fEoMpR
- Phyllis Spencer, UD Review, inquired about doing a spotlight piece on a City employee
 - Response pending
- Doug Rainey, Delaware Business Now, inquired about ongoing construction at the Candlewood Suites site.
 - Resulting coverage: http://bit.ly/2fF9GQK

Social Media Engagement Analytics

- City of Newark Twitter: In the month of October, the page gained 47 followers and reached 119,000 people.
- Downtown Newark Partnership Twitter: In the month of October, the page gained 43 new followers and reached more than 13,000 people.
- City of Newark Facebook: This week, the page gained 34 new likes and reached 12,779 people.
- Downtown Newark Partnership Facebook: This week, the page gained 9 new likes and reached 711 people.
- Downtown Newark Partnership Instagram: The DNP Instagram page has been live for about 6 months. It has 53 posts, and 101 followers and is used to post both beauty shots from downtown and promotional flyers for events.

Activity or Project:				
Website Redesign	Website Redesign			
Description:	Description:			
	veeks, we will review the desi	oved the updated overall design by CivicPlus. gn elements individually and make final edits		
Status:	In-Progress			
Expected Completion:	12/30/2016			
Execution Status:	On Track			
Activity or Project:				
Description:				

Status:		
Expected Completion:		
Execution Status:		
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
Donartmont		
Department: Electric Department		
Notable Notes:		
eventually tie into a circ	_	on a Phillips Avenue Substation circuit that will ews also switched out circuits and insulated moval.
	on mapping out all the SCADA inf	scanning of the aerial lines and equipment. The rastructure at the substations giving the info to
	* *	ed for SCADA, evaluated the bid documents for ngineering software use to model the electric
A ativity ou Duale at		
Activity or Project: SCADA and Automatic	Switching	
Description:		
	automatic fault locating and sw vendors have been pre-qualifi	ritching system are close to being completed ied to bid.
Status:	In-Progress	
Expected Completion:	9/30/2017	
Execution Status:	On Track	
Activity or Project:		

Description:		
Status:		
Expected Completion:		
Execution Status:		
Execution status.		
Activity or Project:		
Description:		
Status:		
Expected Completion:		
Execution Status:		
Department:		
Finance - Accounting De	epartment	
Notable Notes:		
proposed 2017 Genera Improvement Program http://cityofnewarkde.u	l Operating Budget, and mac n (CIP). Budget Central has us/index.aspx?NID=940. All	nager finalized the Budget Message and the de some updates to the 2017-2021 Capital s been updated with this information. was posted on October 31st. The n Newark is greatly appreciated.
Activity or Project:		
Payments and Utility Bil	ling (PUBS)	
Description:		
The group handled 641 The average hold & que compared to last week. for the same period. The of which were imported	eue time (average speed of ans Service orders initiated by PUI e group processed 2,386 utility	e average call length of each call being 3:34. wer) declined from 4:13 to 3:54 when B in response to calls and visitors was 130 y payments and CityView transactions, 694 onic processes and 1,155 of which were (PAP) over the last week.
Status:	n-Progress	

Expected Completion:	12/31/2016	
Execution Status:	On Track	
Activity or Project:		
Business License Revie	W	
Description:		
As part of the first wave of the business license review, MetroRev will be contacting an initial group of 20 businesses that have been identified as not physically located in Newark, but conducting business within the City. The total list of potential businesses is around 200. Contact with the initial group of 20 will occur around 11/7-11/14.		
Status:	In-Progress	
Expected Completion:	5/31/2017	
Execution Status:	On Track	
Activity or Project:		
Budget		
Description:		
The next scheduled bu	dget hearing is Monday, Nove	ember 21.
C. .		
Status:	In-Progress	
Expected Completion:	11/21/2016	
Execution Status:	On Track	
Department:		

Parks and Recreation Department

Notable Notes:

<u>Director</u>: Met with Secretary Rita Landgraf, Delaware Health and Social Services, along with Deb Buenaga, Preston's Playground Committee to discuss funding for the playground. Health and Social Services committed \$13,000 to the project and another \$10,000 to the launch event for Preston's Playground. Along with Andrew Haines, met with the Newark Branch N.A.A.C.P to discuss adding historic information at George Wilson Center to discuss the Buildings and School Hill area's rich history and impact on our community. Inspected the James Hall Trail for maintenance issues.

Recreation Superintendent: Met with Director to start on rough draft of landscape maintenance contract; checked in on the After School Care programs at both schools and worked with the Office of Child Care Licensing; conducted weekly information meeting with recreation staff; continued to confirm with staff the deadlines for upcoming information for the winter/spring brochure; set up time with staff to start the move of the basement storage area to include purging unused/unwanted items.

Coordinator of GWC and Volunteers: Finalized volunteer recruitment and volunteer assignment for the

Halloween Party at the George Wilson Center and the Halloween Parade; finalized event preparation for the Halloween Party; received sponsorship from the Haunted Experience for the Costume Contests for the Halloween Party; purchased supplies and food with a total of 79 people attending the Halloween Party; continued sponsorship outreach for the Thanksgiving Day Breakfast; conducted interviews and hired new CATCH Kids Club staff for the CATCH program; hosted a CATCH staff orientation; continued coordinating with instructors on winter/spring programs; finalized event dates for Community Clean Up, Fall Flea Market, Halloween Party and Thanksgiving Day Breakfast for 2017; finalized and sent a Children in Nature Report on Parks and Recreation Programs in October to the Delaware Children in Nature Coordinator. Volunteer Hours: 33 volunteers devoted a total of 95.5 Volunteer Hours as event staff at the Halloween Party at the George Wilson Center, 16 volunteers devoted a total of 60.5 Volunteer Hours as event staff at the Halloween Parade. Total Volunteer Hours for the week of 10/24-10/30: 156 Hours.

Recreation Supervisor of Athletics: Continued updating after care staff files, completed November work schedule for Before and After Care, dealt with staff shortage at Before Care on Tuesday; working on winter/spring programs; completed adult volleyball schedules for both leagues; held CATCH training with GWC Supervisor on Friday; made certificates for youth soccer league participants.

Recreation Supervisor of Community Events: Working on items for upcoming events, including the Halloween Parade, NewBark PawLooza, Turkey Trot and Winterfest. The Halloween Parade was held on Sunday with 58 groups and approximately 2,000 parade participants with a crowd of approximately 18,000 in attendance for the parade. A special thank you to this year's parade judges, public works and parks and recreation staff that worked the event. As always, they did a fantastic job.

<u>Parks Superintendent</u>: Inspected two park areas and developed work orders as needed; completed revised contract for painting of the bridge in Rittenhouse Park; along with Parks Director and staff civil engineer attended workshop on "Trees, Storm Water and Climate Change"; continued working on contract for bed maintenance throughout park system; assisted resident with Bamboo control issue; followed up with bulb order and with Pennoni on Wetlands Report for Army Corps of Engineers for Pomeroy Trail wetlands; and assisted Public Works with site rehab at water main break in Delaplane Manor.

<u>Parks Supervisor</u>: Arranged for "Fall Display" outside of City Hall rear entrance; continued daily scheduling of field staff; continued working on park maintenance computer program with Recreation Superintendent; and assisted field staff as needed.

<u>Parks and Horticulture Staff</u>: Continue mowing operations; continue on bed maintenance operations; readied soccer fields for play; raked off all horseshoe pits; did interior bed maintenance at City Hall; completed installation of new play and swing units at Rittenhouse Park; loaded and delivered materials/supplies for Halloween Party at Wilson Center; loading of materials/supplies for Halloween Parade; completed tree pruning for Public Works in Delaplane Manor; blew off several tennis courts; and did equipment maintenance on mowing equipment.

Contractor continues on ADA sidewalk/pad/shelter installation at Folk Park.

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Winter/Spring Activity Guide

Description:

The 2017 Winter/Spring Activity is being developed. The guide will include over 100 activities and events. The activity guide will be will be delivered via email to our mailing list of over 6,000 on January 3, 2017.

Expected Completion:	1/3/2017
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 Develop	nent Department
Notable Notes:	
Building Maintenance	
 Repaired I installed of Coordinat Mechanic Replaced leakage; Received longth Installed repaire Began get and repaire 	eaking toilet, removed old flooring, painted and completed tile work and ove base at George Wilson Center; ed repairs at George Wilson Center heating system with Summit al; ceiling tiles in Police Building which had been damaged by previous water oricing for new door for Electric office in Municipal Building; new stop block on automatic door by Customer Service in Municipal ting material to insulate the fire sprinkler room in old warehouse building red two garage doors at Municipal Yard; ving paper supplies to new storage area;

- Worked with Parks and Recreation Department to relocate its space in the basement in preparation for new IT office;
- Finished writing RFP for fire alarm testing contracts;
- Interviewed custodial candidates.

Code Enforcement

- The fire lane behind the Newark Shopping Center near the movie theater remains temporarily closed for the theater renovations. All public safety departments have been notified.
- Property Maintenance issued several citations the weekend of October 22-23 and over two dozen citations and warnings the weekend of October 29-30.
- Staff continued to work on updating data on older building permits in anticipation of the CityView replacement project.
- The permit for the utility work at STAR Campus was issued this week.
- Staff reviewed CIPs for the 400 Ogletown Road and Lofts at Center Street projects.
- Staff is reviewing the plans for the Opera House interior renovations.
- Framing work is ongoing at the Heights on South Chapel Street.
- The wall and roof installation is ongoing at the University of Delaware's South Academy Street dormitory.
- Work is ongoing at 60 North College Avenue.
- Work is continuing at the Washington House Condominiums located at 113 East Main Street and may be completed by the end of November.

Parking

- Staff spent considerable time the weeks of October 24 and October 31 pulling parking meter occupancy numbers, preparing tables/graphs and preparing the meter occupancy report to show hourly usage on Main Street.
- End-of-month financial reporting was completed for October 2016 and provided to the Planning and Development and Finance Departments.
- The Parking Division coordinated with Newark Police and Parks and Recreation Departments to schedule Parking Ambassadors to assist with the Halloween Parade/Trickor-Treat on Sunday, October 30. The Division also programmed parking meters to display messages indicating vehicles parked between 10:00 a.m. and 5:00 p.m. (during the Halloween Parade) would be towed and tow companies were on call for removing vehicles parked in the parade path. Off-street parking facility gates were raised to allow for free exit that evening. No issues were reported.
- Three new Parking Attendants were trained and scheduled for regular, weekly shifts and the November schedule was created and released for Parking Ambassadors.
- The Parking Division joined the City's Pedometer Challenge and has 17 employees participating.
- Congratulations to Mike Eggert of the Parking Division, who had the fastest time of any City employee in putting out a simulated fire during Fire Safety training the week of October 24.
- Parking Supervisor Courtney Mulvanity met with Finance Department Accountant Deborah Keeley to go over Gift Card reconciliation and parking meter auditing.
- The Parking Division created a new Overnight Parking Notice for off-street parking lots. Overnight parkers in Lots 1, 3, and 4 receive a notice telling them to submit the notice with their original ticket and payment to be removed from the overnight log. This allows

the Parking Division to keep track of vehicles that stay in the lot for more than one day and helps prevent vehicles being abandoned and taking up high-volume parking spaces. The new notices reduce the price for overnight notices, as they are created in-house, rather than being ordered from an outside company.

Planning/Land Use

- Considerable time was spent the week of October 24 following up on the Planning
 Commission's questions and comments from the October 18, 2016 meeting to review the
 2017-2021 Capital Improvements Program and preparing the memorandum to Council
 highlighting the questions and staff responses. The memo was distributed to Mayor,
 Council and the Planning Commission, as well as posted on Budget Central on November 1.
- On the evening of October 24, Planning and Development Director Maureen Feeney Roser attended the Council meeting.
- On October 25, Maureen and Development Manager Mike Fortner met with a property owner to discuss a potential annexation, rezoning, and major subdivision.
- On October 26, Planning and Development staff participated in a demonstration of the Munis planning module in preparation for CityView replacement.
- On Thursday, October 27, Maureen attended the Tyler permitting stakeholders meeting.
- On Thursday morning Maureen also met with an engineer to discuss the City's height restrictions and how height of buildings is calculated.
- On October 28, Maureen met with the engineer and attorney for the Martin Honda annexation, rezoning, major subdivision and special use permit plan to discuss the Planning and Development Department's report to the Planning Commission.
- On the afternoon of October 31, Maureen met with newly elected Planning Commission Chair Jeremy Firestone to discuss the Planning and Development Department report on the small scale production of alcohol and accessory uses.
- On the afternoon of Tuesday, November 1, Maureen met with a potential developer of a downtown property to discuss parking requirements and the development review process.
- Considerable staff time was spent the weeks of October 24 and October 31 preparing for the November 1, 2016 Planning Commission meeting. At the meeting, the Planning Commission took the following actions:
 - Recommended approval of a <u>Comprehensive Development Plan V</u> amendment regarding the map for Planning Area 4;
 - Recommended approval of the annexation, rezoning, major subdivision and special use permit for 1364 Marrows Road and 701 Ogletown Road (Martin Honda); and
 - Reviewed and considered amendments to the <u>Zoning Code</u> as they relate to alcohol production, sales and related accessory uses. The Commission reviewed the proposal, discussed it in depth and the amendments were sent back to the Planning and Development Department for additional research.
- On the morning of November 2, Maureen hosted a series of meetings with staff to discuss Emily Bell Lane, owning land outside the City and towers in the right of way.
- On October 20, the Board of Adjustment approved a variance request for a property owner on Dallam Road to allow a private garage to be constructed in the front yard.
- On November 2, Mike attended the "Our Town 2016" event sponsored by WILMAPCO on the Future of Transportation.
- On October 20, Tom met with the Community Development/Revenue Sharing Advisory Committee to review the CDBG (July 1, 2017 June 30, 2018)/RS (2017) grant applications. The Committee finalized the allocation recommendations which will be presented to City

- Council at a future meeting for funding consideration.
- The week of October 24, Tom spoke to a property owner who is considering replacing an aging apartment building in RM zoning with new student housing, and participated in a meeting along with other City staff to discuss requirements for adding a drive-through to their business with a property owner.
- Also during the week of October 24, Tom completed paperwork for two CDBG Home Improvement Program jobs. One will replace a leaking sewer pipe in a resident's home and the other will replace a leaking heating oil tank. The program provides low- and no-interest loans to income-eligible owner-occupants for necessary repairs to their homes.
- The Planning and Development Department swept the 2016 City of Newark Halloween Costume Contest Individual Costume awards, with Maureen winning first place, Tom winning second and Michelle Vispi winning third. In addition, the Planning and Development Department was awarded second place for the Group Halloween Costume. Please see attached photos.
- At the October 10, 2016 Council meeting, District 1 Resident Helga Huntley raised concerns regarding the Briarcreek North annexation, rezoning and major subdivision with site plan approval plan. Subsequently a memorandum was prepared to Council addressing these concerns, which has also been shared with Ms. Huntley. Please see attached memo.
- The following was also completed for the two weeks ending November 4:
 - o 14 Deed Transfer Affidavits
 - o 69 Building Permit Reviews
 - 1 Certificate of Occupancy

Activity or Project:

Homecoming and Halloween Weekend

Description:

Code Enforcement, Newark Police Department and Delaware Alcohol and Tobacco Enforcement (DATE) met with bar and restaurant managers the week of October 24 to discuss the applicable regulations for crowd and services during Homecoming and Halloween. The Code Enforcement Division had five employees working on Saturday, October 29, for Homecoming. The Division coordinated efforts with the Newark Police Department for this event and worked on several issues together during the weekend.

Activity or Project:

Newark Area Transit Coordination Project

Description:

On Tuesday, November 1, Development Manager Mike Fortner and Planner Tom Fruehstorfer joined City Manager Carol Houck in a meeting for the first Newark Area Transit Coordination Project. The Committee is composed of representatives from the City, DelDOT, DART First State, the University of Delaware Auxiliary Services (UD Bus and Unicity operations), Cecil County Transit, WILMAPCO, and the University of Delaware Institute for Public Administration. The

meeting kicked-off a prarea.	rocess intended to better coordinate public transportation in the Newark
Status:	Completed
Expected Completion:	11/1/2016
Execution Status:	Completed
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
Department:	
Police Department	
Notable Notes:	
	eekend went very well. As always, additional officers were working throughout
weather on Saturday, the noise warnings and occup loud parties ending early Saturday. There were nin alcohol in public, six arres on railroad tracks. Additi	cers patrolled on foot, bicycle, and in unmarked vehicles. As a result of the nice ere was a lot of activity for the police. Officers were very proactive and issued pancy warnings early in the day. This proactive policing resulted in many large and . A total of 36 arrests were made by officers assigned to order maintenance on the arrests for underage consumption of alcohol, six arrests for open containers of ests for noise violations, four arrests for littering, and three arrests for trespassing it is a great job, and it was one of the most orderly homecoming weekends
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N/A		
Status:	Completed	
Expected Completion:	11/3/2016	
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 Wat	er Resources Department	
Notable Notes:		
		vices contract and provided it to Purchasing for he end of the month and will leave it open until
	ject. We identified a handful of	ft of the measurement and verification document corrections that were necessary, and they will be
We have received initial reviewing them with Coo		ndes to the Curtis Water Treatment Plant and are
Activity or Project:		

2016 Street Improvement	ent Contract	
Description:		
Paving is underway on	Colegate, Townsend, and Qua	il Lane this week.
Status:	In-Progress	
Expected Completion:	8/1/2017	
Execution Status:	Behind Schedule	
Activity or Project:		
Reservoir Aeration Sys	tem	
Description:		
have begun running air week or so to wire up t the week of the 14th, a	r lines and other prep work. Ou the compressor. Installation of assuming everything stays on t be used to prepare vertical wa	e Reservoir inlet/outlet tower. Our crews ur SCADA contractor will be out in the coming the aeration discs is currently proposed for rack. We have also received our water ater quality profiles ahead of and after the
Status:	In-Progress	
Expected Completion:	11/30/2016	
Execution Status:	On Track	
Activity or Project:		
ADA Curb Ramp Contra	act	
Description:		
modifications to our de	esign for upgrades at City Hall a	ps now complete. We have made and will be working with Kelly and Megan to he parking lot entrance location.
Status:	In-Progress	
Expected Completion:	11/30/2016	
Execution Status:	On Track	
	10/30/2016 to 1	11/5/2016





DEMEC

Delaware Municipal Electric Corporation

22 Artisan Drive, PO Box 310, Smyrna, Delaware 19977 Phone 302 653-2733 Fax 302 653-2734

October 31, 2016

TO: Beasley Joint Owners

FROM: Kimberly Schlichting, Senior Vice President

SUBJ: Update of October 29, 2015 Permit Exceedance and

Subsequent DNREC Notices of Violation on June 10, 2016 & August 17, 2016

Background

The Beasley Power Station was issued a Title V air permit which provides operating and reporting requirements to ensure adherence to state and federal air quality standards. This permit must be reviewed and renewed by DNREC every five years. The most recent Beasley renewal application was due and submitted on June 17, 2016.

In preparation for the 2016 renewal, in late October 2015, DNREC was on site at the Beasley Power Station for the required five (5) year Title V Permit compliance testing. As a result of the October testing, DEMEC self-reported emissions exceedances for Unit-1 on ammonia slip and Unit-2 on particulate matter (PM). A corrective action plan was provided to DNREC which noted that DEMEC would likely have to wait until spring 2016 to perform the retests because natural gas is not available to Beasley during the winter months.

The immediate operational response to the October testing was to schedule the spring outage as soon as possible and schedule third party technicians to test and analyze the catalyst on unit-1.

During the spring 2016 scheduled outage, March 21st through April 4th, GE technicians performed annual routine maintenance, inspections, tuning, and instrumentation verification on both units. The technician did not identify any obvious tuning issues which may have been causing the PM problems. GE verified the water curves on both units. DEMEC ordered an emissions burn profile on Unit-2 on both natural gas and fuel oil to determine that the turbine is still operating as commissioned. The air to fuel ratio was verified and met the designed specifications. The findings were well within the specification on both fuels.

The beginning of May, DEMEC was able to obtain natural gas and retest Unit-1 and Unit-2. The Compliance Report from the retesting reported that Unit-1 passed the ammonia slip retest and is in compliance. Unit-2 passed the PM10 and PM2.5 on fuel oil but was noncompliant on natural gas.

On June 10, 2016 DNREC issued a notice of violation for Units 1 and 2 for the first failure of the compliance test in October 2015. A second notice of violation was issued on August 17, 2016 for the second failure of the Unit-2 compliance re-test performed in May 2016.

DEMEC and our team of environmental engineers have worked closely with DNREC to identify potential corrective actions. Several potential solutions were review and evaluated. A few particulars include water samples of our stored demineralized water to verify its purity and pipe line gas samplings to verify there have not been any significant changes to the pipe line gas quality since the time of commissioning. To date, no noticeable changes were identified.

At our September 2, 2016 meeting with DNREC, DEMEC noted that GE inspected Unit-2 again, and again GE stated that Unit-2 is operating per its parameters. Unit-2 was inspected inside and out and the technicians cannot find anything to fix. Since that time, a retest of Unit-2 stack was performed in September; the test results are not yet available.

Latest Update/Report

DEMEC and our team of environmental engineers met again with DNREC on October 14, 2016 to share results of the ongoing investigations being pursued by both DEMEC and DNREC.

As a result of the October 14 meeting, DEMEC will assemble the literature requested by DNREC on PM testing protocols and the results of ongoing testing into a report to be provided to DNREC in December 2016. Our next meeting with DNREC is scheduled for January 2017 to discuss our report and hopefully a path forward for a final resolution.

Freemont Energy Center Extends Outage

As we reported at the October meeting, The Fremont Energy Center is currently on an outage that began at the end of September as a result of a failure related to its steam turbine seals. We just received an update from Fremont management that the outage will be extended to the end of November due to the discovery of a bow in the steam turbine shaft that has to be straightened before the unit can be returned to service.

Depending on the weather and electric demand, we will see slightly higher costs to serve load because we will be purchasing replacement power from the PJM market while Fremont is off line. For October, the cost delta was small. Unless severe cold temperatures occur in November, we expect the November cost delta will also be small. Any loss on energy and fuel will be recovered by AMP in billings over the winter months of December, January and February to minimize the impact to participants. In total, the cost delta for all participants is expected to total \$1.8 million spread over 1,000,000 mWhs of expected generation during the winter months. DEMEC's 13.67% ownership share of the loss is \$246,000, or \$1.80/mWh. This will not cause any change to the current or future wholesale billing rates to members.

We will advise you when the Fremont Energy Center actually returns to service.

Patrick E. McCullar President & CEO DEMEC, Inc.



DEMEC

Delaware Municipal Electric Corporation

22 Artisan Drive, PO Box 310, Smyrna, Delaware 19977 Phone 302 653-2733 Fax 302 653-2734

October 1, 2016

EMAIL DELIVERED

City of Newark Council Attn: Carol Houck, City Manager 220 South Main Street Newark, DE 19711

RE:

Submittal of the Municipal Electric Utilities Renewable Portfolio Standard Compliance

Report for the 2015-2016 program year

Dear Councilmembers,

The Delaware Municipal Electric Corporation has completed the administration of the Municipal Electric Utilities Renewable Portfolio Standard for the 2015-2016 program year on behalf of all nine of our Municipal Electric Utilities. As per state statute, we submit to your local regulatory body a copy of the Municipal Electric Utilities Renewable Portfolio Compliance Report for your records.

If you have any questions or would like to discuss the plan in further detail, please feel free to contact me.

Patrick E. McCullar President & CEO

cc:

Delaware General Assembly

Philip Cherry, Delaware Energy Office, Director



DEMEC

Delaware Municipal Electric Corporation

22 Artisan Drive. PO Box 310. Smyrna. Delaware 19977 Phone 302 653-2733 Fax 302 653-2734

October 1, 2016

TO: Local Regulatory Authorities:

- City of Dover City Council
- City of Newark City Council
- City of Milford City Council
- Town of Middletown Town Council
- City of Seaford City Council
- City of Lewes Board of Public Works
- Town of Smyrna Town Council
- City of New Castle Municipal Services Commission
- Town of Clayton Town Council

Delaware General Assembly Delaware Energy Office

FROM: Patrick E. McCullar, President & CEO, DEMEC

SUBJ: Municipal Electric Utilities Renewable Portfolio Standard ("MRPS") 2015/2016

Compliance Year Report

In accordance with 26 Del. C. § 363(b), the Delaware Municipal Electric Corporation, acting on behalf of its member communities, submits the following MRPS Annual Report.

DEMEC Background

The Delaware Municipal Electric Corporation ("DEMEC") is a Public Power utility incorporated as a not-for-profit Delaware corporation in 1979; the members of DEMEC are the nine municipal electric distribution utilities in Delaware. DEMEC provides joint services to the members.

- DEMEC generates electricity from its portfolio of owned generation assets and purchases electricity from other generators through staggered short, medium, and long term power contracts to meet the requirements of its member municipal utilities.
- Eight of the nine member municipal utilities receive 100% of their requirements from DEMEC through long-term take-or-pay contracts and the City of Dover receives partial requirements service.

• DEMEC has been authorized by its nine member utilities to manage the compliance obligation created by the Municipal Electric Utilities Renewable Portfolio Standard Plan.

Delaware Renewable Portfolio Standard Background

The Renewable Portfolio Standard ("RPS") is a State-mandated policy that obligates each retail seller of electricity to include in its resource portfolio annually increasing amounts of electricity from Qualifying Renewable Energy Resources through 2025 and beyond. The municipal electric utilities were exempted from the RPS requirements prior to 2010.

In 2010 DEMEC and its members responded to a request from Delaware Governor Jack Markell by voluntarily joining the Delaware RPS under S.S. 1 for S.B. 119. The bill provided, among other things:

- Increasing the RPS target to 25% by 2025 with at least 3.5% from solar sources.
- Allowed municipal electric companies to develop and implement a comparable program to the State Renewable Energy Portfolio Standard for its ratepayers beginning in the 2013 Compliance Year (6/1/2013-5/31/2014).
- Provided a method to freeze the RPS compliance obligations for utilities if costs exceed "circuit breakers" of 3% of the total cost of purchased power for Renewable Energy Credits (RECs) and 1% for Solar Renewable Energy Credits (SRECs) in any calendar year.

DEMEC Renewable Energy Commitments

In developing a comparable plan, DEMEC evaluated its accomplishments and commitments regarding investments in renewable energy. DEMEC has invested in the development of a portfolio of qualifying renewable energy resources to achieve the lowest possible compliance cost to protect its ratepayers from unreasonable and burdensome impacts on their cost of electricity. DEMEC's goal is to comply with the spirit of the Delaware RPS without creating a negative impact on the community ratepayers or the Delaware economy.

Non-Solar:

- DEMEC has committed to purchase all the renewable electricity and associated RECs from a wind farm (Laurel Hill) in north-central Pennsylvania under a 25-year agreement. Laurel Hill is a 69-megawatt (MW) wind generation facility consisting of 30 Siemens wind turbines, each capable of generating 2.3 MW. Laurel Hill is capable of generating enough electricity to power more than 20,000 homes.
- DEMEC was the first to sign an agreement with Blue Water Wind to purchase offshore wind energy. DEMEC remains committed to support and purchase wind energy from off the coast of Delaware.
- DEMEC's service territory is home to the only significant wind generation system installed in the State of Delaware; the utility-scale 2-megawatt (2-MW) wind turbine is located at the University of Delaware's ("UD") Hugh R. Sharp Campus in Lewes. RECs generated by the University of Delaware's wind turbine are purchased by DEMEC through an agreement. The proceeds support wind and intermittent renewable energy graduate student research fellowship(s) in the University's College of Earth, Ocean, and Environment (CEOE).

Solar:

DEMEC is the leader in deployment of Solar Renewable Energy Resources in Delaware. Of the 76.8 MW of installed or committed solar generation resources in Delaware, a clear majority (42.4 MW, or 55% of the total) is installed in DEMEC municipal service territories. This becomes an even more striking statistic when you consider DEMEC municipal service territories make up less than 15% of electric service in the entire state. DEMEC has participated in the development of qualifying solar energy systems in all of the following RPS Taskforce defined Tier sizes:

Solar Renewable Energy Tier Groups (State definition by size):

- Tier 1 = 0 to 25 kW Typical Residential Rooftop
- Tier 2 = 25 to 200 kW Typical Small Commercial
- Tier 3 = 200 kW to 2 MW Typical Large Commercial and Industrial
- Tier 4 = 2MW and Up Utility Scale

Tier 1 and Tier 2 – Green Energy Grants

- DEMEC has encouraged and supported residential and commercial renewable energy systems since June 1, 2006 though the Municipal Green Energy Grants Program.
- DEMEC has leveraged over \$7 Million dollars of overall investment in renewable energy with over \$2.3 Million dollars of grants.
- DEMEC has encouraged and supported the State Renewable Energy Taskforce to enable the owners of previously stranded solar projects to participate in the State SREC Auction and Sustainable Energy Utility SREC Procurement processes.
- DEMEC will continue to evaluate the cost effectiveness of participating in the State SREC auction process as our compliance obligation for SRECs increases.

Tier 3 – Community Scale

- DEMEC has always maintained that each member community should have support in siting a renewable energy system in its borders for the benefit of the whole community. This makes possible participation in solar by low-income customers, those without an adequate solar resource, and those who otherwise could not afford participation.
- DEMEC, on behalf of the City of Newark, developed McKees Solar Park, a 230-kilowatt community solar farm. The project revitalized a 3.91-acre brownfield site off East Cleveland Avenue. The Solar Park provides Newark with a behind-the-meter renewable power source to serve all residents of the community by reducing the City's peak power demand, lowering the wholesale cost of power, generating solar renewable energy credits, bringing locally produced green energy to the City's electric users, and reducing the City's carbon footprint. The 900-panel array produces enough electricity to power approximately 26 to 36 homes, depending on the season. The McKees Solar Park went commercial October 2014.
- DEMEC also conceived and proposed to the City of Newark the State of Delaware's first opt-in community solar program. This program was approved by Newark City Council on June 23, 2014 to launch programs to promote community involvement in the solar park. There are several program participation options such as: "Sun Ray" in which subscribers have the opportunity to make a one-time investment of \$50 in return for a monthly rebate of \$1.00 and the opportunity to purchase one (1), 100 kilowatt-hour block of power generated from McKees Solar Park each month for ten years. Participants can

also select from a variety of a tax-deductible donation options to support the solar park and be recognized on the City's website. DEMEC's Community Solar Model for the City of Newark has been recognized **twice** by the national solar industry trade group, Solar Energy Power Association (SEPA), as a leading program design for increasing access to solar energy to the public. DEMEC intends to help its members replicate this unique model.

- Several other DEMEC communities are working toward installing their own community solar projects in various tiers :
 - o Clayton 4.0 KW firehouse project went commercial 2Q/2015
 - New Castle 25.0 KW project near its water treatment facility went commercial 3Q/2016
 - Smyrna ~1.5 MW project next to Smyrna public works building Construction Phase
 - Seaford ~690 KW project Construction phase
 - Middletown and Lewes are also considering initial concept designs for their own community solar projects
 - DEMEC will continue to support community interest, low-income participation, and meet its RPS obligation concurrently by investing in these community solar projects on behalf of their members.

Tier 4 – Utility Scale

- DEMEC recognized early on that the legislative circuit breakers for photovoltaics would be hit and freeze the solar portion of the municipal RPS plan within a few years if the compliance cost was not carefully managed. In order to avoid hitting the legislative circuit breakers prematurely and to assure that we do not unreasonably increase the cost of electric service to our municipal ratepayers, DEMEC chose to invest a significant portion of its RPS-dedicated funds in large-scale solar facilities. To prevent a negative impact on the Delaware economy from the cost of RPS compliance, DEMEC has committed capital to developing utility scale solar systems that create jobs and economic development for the State. The current DEMEC portfolio of Tier 4 Utility Scale Systems is:
- Dover Sun Park 10 MW (DEMEC purchases 15 % of all SRECs) went commercial 2Q/2010 and produces enough to power over 1,100 Delaware homes.
- Milford Solar Farm 15 MW (DEMEC purchases a majority of SRECs and all energy) went commercial 4Q/2012 and produces enough to power more than 1,300 homes.

DEMEC Comparable Plan Objectives

DEMEC has set the following objectives as goals for its Municipal RPS Plan.

- Develop and implement a compliance plan that is comparable to the State-mandated plan for Delmarva Power and that encourages development of qualifying renewable energy resources in the State of Delaware in all State-defined tiers.
- Plan in 5 year increments. The parameters of the 5 year planning cycle will have the goals of achieving a comparable plan that: 1) Achieves the lowest cost compliance solutions to mitigate high renewable energy cost impacts for our community ratepayers and the State economy, 2) Encourages the development of renewable resources in our member communities 3) Maintains the high reliability of electric service in our community systems.
- DEMEC will review and rebalance its compliance schedule annually to assure cost impacts to our community ratepayers are reasonable and accurately match qualifying retail electricity sales with renewable energy resource procurement.

State RPS Compliance Schedule

Municipal Renewable Energy 5-Year Procurement Schedule					
Compliance Year -	Minimum Cumulative	Minimum Cumulative			
(beginning June 1 st)	Percentage from Eligible	Percentage from Solar			
	Energy Resources*	Photovoltaics			
2013	10.00%	0.60%			
2014	11.50%	0.80%			
<mark>2015</mark>	13.00%	1.00%			
2016	14.50%	1.25%			
2017	16.00%	1.50%			

^{*} Minimum Percentage from Eligible Energy Resources Includes the Minimum Percentage from Solar Photovoltaics.

MRPS 2015/2016 Compliance

For compliance year 2015/2016 DEMEC set a 13.00% overall compliance goal which was achieved in **this** year's MRPS implementation. The 13.00% compliance goal matches Delmarva Power & Light's compliance target for 2015/2016.

The MRPS was rebalanced to value the renewable energy portion of DEMEC's renewable energy assets. DEMEC also applied excess retirement credits from 2014/2015 to the 2015/2016 obligations. Annual adjustments will occur as necessary.

- The renewable energy sources used for REC compliance are the 69 MW Laurel Hill Wind Farm in Lycoming, Pennsylvania and 2.0 MW UD Wind Turbine in Lewes, Delaware.
- The solar renewable energy sources used for SREC compliance are the 10 MW Dover Sun Park and 15 MW Milford Solar Facility.

Municipal Renewable Energy <mark>2015/2016</mark> Compliance Year REC and SREC Retirements					
Municipality	Minimum Cumulative Percentage from Eligible Energy Resources 13.00%* Associated REC Quantity Retired	Minimum Cumulative Percentage from Solar Photovoltaics 1.00% Associated SREC Quantity Retired			
New Castle	7,035	541			
Newark	23,091	1,776			
Middletown	13,724	1,056			
Smyrna	8,273	636			
Clayton	1,937	149			
*Dover	56,087	3,040			
Milford	12,776	983			
Seaford	9,911	762			
Lewes	6,674	513			
Total 139,508 9,450					

^{*} Minimum Percentage from Eligible Energy Resources Includes the Minimum Percentage from Solar Photovoltaics.

(e) The total cost of compliance with this section shall include the costs associated with any ratepayer funded renewable energy rebate programs, REC and SREC purchases, or other costs incurred in meeting renewable energy programs.

^{*}The City of Dover reached the solar 1% compliance cost limit also known as the "circuit breaker" and may elect to stop increasing its solar portfolio percentage per 26 Del. C. § 363(g). The following sections of 26 Del. C. § 363(e) through (i) detail the circuit breaker provisions:

- (f) The total cost of complying with eligible energy resources shall not exceed 3% of the total cost of the purchased power of the utility for any calendar year.
- (g) The total cost of complying with the solar photovoltaic program shall not exceed 1% of the total cost of the purchased power of the affected utility for any calendar year.
- (h) At no time during any calendar year shall the total cost of compliance with this section result in an increase of an average consumer's monthly bill in excess of 4%.
- (i) The Board of Directors of a rural electric cooperative and the local regulatory authority of a municipal electric company may approve an increase in the limit on the cost of compliance, as specified in subsections (f) and (g) of this section above.

Proposed 2016/2017 MRPS Plan

Per 26 Del. C. § 363(c), DEMEC member community local regulatory authorities shall continue to base renewable energy portfolio standard decisions on the need, value and feasibility of the renewable energy resources pertaining to the economic and environmental wellbeing of its members.

DEMEC continually evaluates the impact of the MRPS costs on its communities. Specifically DEMEC reviews the impact on rates and REC and SREC inventory as we proceed forward in the spirit of the RPS legislation. After review of these and other factors, DEMEC and its Board of Directors plan to continue forward with its original renewable energy compliance target for the 2016/2017 year.









CITY OF NEWARK DELAWARE

October 18, 2016

TO: Carol S. Houck, City Manager

FROM: Maureen Feeney Roser, Planning and Development Director

RE: RESPONSE TO QUESTIONS RAISED BY HELGA HUNTLEY AT THE OCTOBER 10,

2016 CITY COUNCIL MEETING

Regarding Ms. Huntley's comments about the Briarcreek North annexation, rezoning and major subdivision with site plan approval project at the October 10, 2016 Council meeting, we have the following responses:

1. The Planning and Development Director indicated that the Planning Commission vote for the project was unanimous, when in fact the vote was 3-2. This misinformation may have influenced Council's decision on the matter.

There were actually two Planning Commission motions/votes on the project. The first was the annexation of the 16.374 acre Briarcreek North property with RS zoning. That motion was passed unanimously, 5-0. The second motion was for the approval of the Briarcreek North major subdivision with site plan approval. That motion passed 3-2. While the Director did not provide information on both votes, she was accurate that the Planning Commission decision on the annexation and zoning was unanimous, and at the point in the Council meeting, the Director mentioned it in response to the suggestion that the project be referred back to Planning Commission for additional discussion and another vote, which she did not believe that it would result in a different outcome. It is also important to note that since Council has only very limited discretion when considering a subdivision which is consistent with the Code, the vote on the annexation/rezoning was far more significant. In any event, both votes were readily available to Council in the Planning Commission motions, which were part of the Council packet.

Regarding site plan approval and the requirement that, for density bonuses, 40% of the
total site must be set aside for parkland/open space and that such parkland/open space
should meet the conditions and requirements of Chapter 27, Subdivisions, Appendix VI,
Ms. Huntley suggested that staff to be instructed to follow <u>Code</u> or change the law.

In fact, staff did follow <u>Code</u>. That particular section of <u>Code</u> refers to density bonuses in RS zoning being permitted with site plan approval for up to eight dwelling units per acre, provided 40% of the total site be set aside for level and dry open space. In this case, the applicant was not requesting site plan approval for density, in fact, the project as proposed is less dense than RS zoning without site plan approval would have permitted. In other words, no density bonus was requested, and therefore, the 40% level and dry open space requirement does not apply.

Having said that, what may have been confusing is that, although not required to do so, the applicant did, in fact, provide 40% open space — it simply was not flat and dry open space. Subdivision Regulations Appendix VI does apply which requires that for residential developments a percentage of acreage that is level and dry be set aside for open space and parkland. Specifically, dwelling units per gross acre of 1-7 units should provide 7% open space. However, the Code allows the City to accept a cash payment in lieu of this requirement. In this case, because of the proximity of parkland in the area and because of the age restrictions placed on the development, the Parks and Recreation Department indicated that they would accept the money in lieu of land alternative provided by Appendix VI (e), and calculated a \$450 fee per unit necessary to meet this requirement, which was included in the Subdivision agreement.

3. Lastly, Ms. Huntley wanted to know where the cash in lieu of land would be spent. This question is best answered by Parks and Recreation Director Joe Spadafino – please see below:

"40% of the property is to be designated as private open space. The majority of the property will be utilized for passive recreation as it will be a natural setting and could be used for walking, hiking, wildlife viewing, etc. The development will be a senior community with a 55 and over age restriction and a playground would not be suitable for that area, although we did require a walking path. Handloff Park and the George Wilson Park and Community Center are relatively close in proximity. Cash in lieu of land monies could be used at both of those Parks as well as for trail improvements along the valley stream area. While I have not dedicated a project for the funds at this time, those are areas that the money will be utilized for improvements based on proximity and amenities."

I hope that this information is helpful. Please let me know if you have additional questions or concerns.

MFR/mv

cc: Bruce Herron, City Solicitor
Joe Spadafino, Parks and Recreation Director

NEWARK POLICE DEPARTMENT

WEEK 10/23/16-10/29/16	INVESTIGATIONS			CRIMINAL CHARGES		
	2015	2016	THIS	2015	2016	THIS
	TO	TO	WEEK	TO	TO	WEEK
	<u>DATE</u>	<u>DATE</u>	<u>2016</u>	<u>DATE</u>	<u>DATE</u>	<u>2016</u>
PART I OFFENSES						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	5	7	0	1	4	0
Rape	4	4	0	1	3	0
Unlaw. Sexual Contact	8	6	0	2	2	0
Robbery	25	42	2	29	14	0
- Commercial Robberies	11	13	1	11	0	0
- Robberies with Known Suspects	2	2	0	1	0	0
- Attempted Robberies	2	5	0	7	2	0
- Other Robberies	10	22	1	10	12	0
Assault/Aggravated	5	23	1	26	24	0
Burglary	50	67	1	19	35	0
- Commercial Burglaries	7	15	0	3	4	0
- Residential Burglaries	40	44	1	15	24	0
- Other Burglaries	3	8	0	1	7	0
Theft	448	557	12	172	151	1
Theft/Auto	29	44	1	8	12	0
Arson	2	2	0	1	0	0
All Other	63	111	4	44	84	1
TOTAL PART I	639	863	21	303	329	2
PART II OFFENSES						
Other Assaults	256	276	6	146	99	0
Rec. Stolen Property	3	0	0	17	24	0
Criminal Mischief	173	168	4	104	51	0
Weapons	9	9	0	57	34	0
Other Sex Offenses	1	0	0	2	0	0
Alcohol	233	221	12	399	987	14
Drugs	87	111	3	195	171	2
Noise/Disorderly Premise	405	552	45	178	241	10
Disorderly Conduct	149	132	3	80	79	0
Trespass	136	166	2	60	58	3
All Other	384	391	11	255	273	9
TOTAL PART II	1836	2026	86	1493	2017	38
MISCELLANEOUS:						
Alarm	768	575	16	0	0	0
Animal Control	451	469	6	4	4	0
Recovered Property	216	246	1	0	0	0
Service	26270	27430	547	0	0	0
Suspicious Per/Veh	441	465	8	0	0	0
TOTAL MISC.	28146	29185	578	4	4	0

	THIS	2015	THIS	2016
	WEEK	TO	WEEK	TO
	<u>2015</u>	DATE	<u>2016</u>	DATE
TOTAL CALLS	827	36,421	817	37,447



Newark Police Department Weekly Traffic Report 10/23/16-10/29/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	7,552	8,732	205	159
DUI	173	152	3	3
TOTAL	7,725	8,884	208	162

TRAFFIC ACCIDENTS					
Fatal	2	0	0	0	
Personal Injury	181	190	4	1	
Property Damage (Reportable)	479	621	8	3	
Property Damage (Non-Reportable)	262	185	3	18	
Hit and Run	222	232	0	4	
TOTAL	1,146	1,228	15	26	