

City Manager's Weekly Report

Friday, June 9, 2017

Department:

Administration - City Manager

Notable Notes:

I spent a significant amount of time working on issues around Newark's proposed wireless facilities ordinance and the State's HB 189 wireless facilities ordinance. On Tuesday, I had discussions with the DLLG, the Secretary of DelDOT, internal staff, and wireless industry representatives. We also sent Mary Ellen down to Dover to testify on our position regarding HB 189. Unfortunately, our proposed amendments were not included in the final bill but we were able to get the primary bill sponsor to state during his testimony that DelDOT will work with affected municipalities which is good. We are currently reaching out to DelDOT Secretary Cohen's office to set up a meeting to discuss the possibility of setting up a MOU on this topic.

There are a handful of boards and councils that I am a member of through my regular position of PWWR Director which take some time here and there to maintain. This week the State's Water Supply Coordinating Council required some time as we are working on the 13th report to the Governor on water supply and demand projections for the coming 5 years. Newark, due to having two high production wells offline in the South Well Field, is no longer meeting the supply levels that have been in the report going back to when the SWF upgrades and reservoir construction were completed. We have two projects in the Capital budget that will address this shortage but nonetheless needed to include a caveat in this year's report explaining the shortage. All feedback received so far indicates that the WSCC is and will be in support of Newark's efforts to restore this lost groundwater capacity.

I attended a meeting with representatives from BikeNewark and staff to discuss the Orchard Road mini-circle mockup that is currently in the planning stages. I had been working with BikeNewark to develop the concept previously and have now handed it off to Mary Ellen and Tim Filasky who will take it from here. The goal is to have a plan to the Traffic Committee for consideration in July with installation potentially spanning four weeks around student move in, two before and two after, which will allow for a comparison of impacts on speed and compliance for the two primary traffic patterns in Newark.

The Police Department has indicated over the last year or so their preference for emergency management functions to be transferred out of the Police Department and into either the Public Works or Planning Departments due to the nature of most of the response categories falling outside of their areas of expertise. Following 9/11 there was a focus on terrorism that precipitated the move of emergency management into the NPD in the mid 2000's. More recently the focus has been on flooding and natural disasters and the general move is to house emergency management either with an emergency management specialist, or in Planning or Public Works as desired by the NPD. This week we held a meeting with Deputy City Manager Andrew Haines, Planning Director Mary Ellen Gray, Code Enforcement Supervisor Dave Culver, and Fire Safety Inspector Dave Tynan. Dave has extensive emergency management experience through his interactions with the fire service, combined with his knowledge of fire safety standards and general desire.

I attended the annual Joint Council Briefing for DEMEC which was also attended by Councilmen Morehead, Hamilton, and Clifton, along with other members of staff. Two presentations were given which I have attached to the weekly for those who were unable to attend.

Delmarva Power is preparing for upgrades to their transmission lines that will affect traffic on North Chapel

Street near the CSX bridge and Red Mill Road, also near the CSX crossing of that road. The current schedule is not set but the work is anticipated for this summer. Attached is a copy of the detour plan. We have confirmed with DP&L that lane closure times will be minimized to only the time it takes to pull the wires across the roadway itself, although they were able to provide a more specific amount of time beyond "traffic is stopped for a short duration for each phase so we can do our work and then traffic can move again."

The parking division has completed two reports: Meter Occupancy and the Q1 2017 Parking Financial Summary. Both reports are attached to this report and will be uploaded to the website. In summary, our on-street meters were generally "full" as defined by industry standards between 10 a.m. and 8 p.m. barring a holiday or weather event. The surprising takeaway for me was that this persisted even through January when many students are out of town. Christmas Eve through January 2nd appears to have been the lowest occupancy period in the quarter. Revenues are so far outperforming budget expectations.

Activity or Project:

W9308 – 2017 Water Main Rehabilitation

Description:

The City's contractor, Corrado Construction, will begin construction of the new water main on June 19, 2017. East Park Place and S. Chapel Street south of Ashley will be closed to through traffic starting on that date. The road will be reopened at the end of each work day and residents and businesses affected by the closure will have access at all times, unless notified in advance. Variable Message Signs will be deployed on Friday, June 9 to advertise the closing. The closure will last approximately two months.

Status: Started

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Administration - Deputy City Manager

Notable Notes:

Administration/HR:

- Deputy City Manager Andrew Haines and HR Manager Devan Stewart attended the DVHT annual Trust meeting. The event provided detailed information on investment returns, actuarial review of claims data and potential claims in the future year. DVHT has expanded to 138 members, continues to grow, which only benefits the members as a pool insurance operation.
- The HR team has been working on the pre-test phase for general police recruitment. The Communications Division has assisted with boosted paid social media ads for enhancing our applicant pool as best as possible. HR Administrator Marta Pacheco has diligently processed all potential applicants, which Mr. Haines reviews and confirms eligibility for testing. Ms. Stewart will facilitate the test with assistance from the police department on Saturday, June 24, 2017.
- Director of Finance David Del Grande and Mr. Haines held an initial negotiation discussion with FOP Lodge #4 regarding the economic opener term in the 2017-2018 FOP Agreement. The dialogue was positive and productive; both sides agreed to meet again in mid-to-late July.
- Acting Manager Tom Coleman and Mr. Haines convened a meeting with specific staff on potential realignment of emergency management coordination for the City organization.

Parking Division:

- The staff completed the answers to License Plate Recognition questions from Council with the City Manager's staff. This also included a comparative between the current residential parking system versus the residential parking system under a program with LPR.
- Completed May 2017 end-of-month for Finance.
- This week represented the official transfer of the Residential Parking Permit Program from the Police Department to the Parking Division. Division staff member Ericka Morterud worked at City Hall to administer the program from the lobby until we ensure all parties have been notified of the departmental change.
- Parking Manager Marvin Howard spoke with the Newark Landlord's Association to further communicate and inform them and their tenants that the program will be functioning out of the Parking Division, and how to work with he and his staff.
- Completed extensive clean-up in parking lots after the Move-Out and Alumni Weekend events.
- Parking Division is working with Police Department and the Downtown Newark Partnership in preparation for a New Night Downtown (June 10). Meters will need to be bagged and parking lots opened for event. Parking Ambassadors will be on-street for the event.

Activity or Project:

Voluntary Benefits

Description:

The staff from DVHT helped the City HR team issue and assess a RFP for voluntary benefits. As supported by the employee benefit committee, the program would facilitate coverage offerings not currently provided by the City. Employees will be able to enroll with the selected vendor (Colonial Life) in July, and then it will align with normal Open Enrollment in the fall for January 1 of each year. The HR team is excited to provided the voluntary option to employees, and very pleased with Colonial Life to date on how they will work with our employees and deliver a high quality benefit.

Status:

Completed

Expected Completion:

7/1/2017

Execution Status:

Completed

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:

Alderman's Court

Notable Notes:

Alderman's Court held three court sessions from 6/1/17 to 6/7/17. These sessions included arraignments, trials, video hearings, capias returns and code violations. We had three prisoners transported to court.

Parking officers were here on Monday and Wednesday to handle any parking appeals.

We are still receiving a large number of payments for code violations as the students have moved out for the summer.

The posting for the bailiff position will close on 6/9/17.

Activity or Project:

Court Sessions

Description:

From 6/1/17 to 6/7/17 Alderman's Court handled 45 arraignments, 32 trials, 16 capias returns, 1 code violation and 4 video hearings. The court collected a total of 534 parking payments of which 309 were paid online and 225 were paid at court. The court also collected payments for criminal/traffic fines which included 124 online payments and 84 payments made in court for a total of 208 payments.

Status: Completed

Expected Completion: 6/7/2017

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 on June 2 and June 6 for the Planning Commission meeting. Paul was in the office on June 2 and June 8 for Court.

Staff finalized and posted the agenda and packet for the June 12 Council meeting on June 5. Items 3B (May 22 Council minutes) and 3C (May 2 Planning Commission minutes) were posted and sent to Council on June 7.

Renee spent time this week working on packet items for the June 12 and June 19 Council meetings.

Renee and Bruce spent time this week working with Finance to fulfill a subpoena request for a case in which the City is not a party.

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

- Continued working with staff and corresponded with requestor for a May 12 FOIA request from Sarah Bucic regarding items related to the Windy Hills water tower painting project.
- Received documents from staff, forwarded to the requestor and closed six FOIA requests received between May 26 and June 1 from William Wersinger regarding various topics related to Louviers Federal Credit Union, 101 Apple Road and Park and Shop. The City had responsive documents for four of the six requests. The remaining two requests had no documents that were responsive.
- Received, circulated to staff, provided documents and closed a June 1 FOIA request received from Northeast Carpenters regarding May building permits.
- Received and circulated to staff a June 6 FOIA request from Al Porach regarding a meeting between City staff and UD.
- Received and circulated to staff a June 6 FOIA request from Andrew Dziedzic regarding 101 Victoria Court.

The cancellation notice for the June 8 Downtown Newark Partnership meeting and the agendas for the June 12 Council, June 13 Conservation Advisory Commission and June 14 Newark Housing Authority meetings were all forwarded to Council.

Regarding minutes, staff time was spent on the May 22 Council (Tara drafted; Renee edited - complete) minutes. There are no minutes currently in the queue.

Sarah fulfilled 8 discovery requests for upcoming Alderman's Court cases this week. 197 discovery requests have been filled so far for 2017. The June 15 court calendar was received and the 17 associated case files were compiled for the Deputy City Solicitor by Sarah. 23 court calendars with 356 associated case files have been compiled for 2017 so far. Sarah also processed four pleas by mail.

The office received 18 new lien certificate requests this week, which were sent to Finance for processing. 13 lien certificates were completed and sent to the requestor. So far 222 lien certificate requests have been processed for 2017.

Activity or Project:

Boards and Commissions Review Committee

Description:

The remaining recommendations to be addressed are for the Personnel Review Committee and the overall recommendations on all boards and commissions. The Personnel Review Committee recommendations have been placed on the June 12 Council agenda for first reading and June 26

for second reading. The overall recommendations on the boards and commissions have been moved to the June 26 Council agenda due to timing issues. We thank the members of the BCRC for their hard work during this review process.

Status: Near Completion

Expected Completion: 6/26/2017

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:

A New Night Downtown: A New Night Downtown is Saturday, June 10 from 3-9 p.m. E. Main Street will be closed to vehicular traffic as more than 50 businesses and organizations showcase the best they have to offer. The following roads will have detours and closures in effect beginning at 2 p.m. and continuing until 10 p.m.

- E. Main St from Chapel St to S. College Ave will be closed (all westbound traffic on E. Main St approaching Chapel St will be diverted onto southbound S. Chapel St)
- N. Chapel St southbound from New St to E. Main St will be closed (open to local traffic)
- N. Chapel St northbound at E. Main St will be closed
- S. Chapel St northbound from E. Delaware Ave to E. Main St will be closed (open to local

traffic)

- Academy St northbound from E. Delaware Ave to E. Main St will be closed (open to local traffic/authorized vehicles)

This year's music lineup is as follows:

- Stage #1 - Choate Street
 - 3:30 - 5 p.m.: [Surreal Nation](#)
 - 5:30 - 7 p.m.: [The Blues Reincarnation Project](#)
 - 7:30 - 9 p.m.: [Steve Oakley Band](#)
- Stage #2 - Academy Street
 - 3:15 - 4:45 p.m.: [Megan Knight Duo](#)
 - 5:15 - 6:45 p.m.: [E. Joseph & The Sparrows](#)
 - 7:15 - 8:45 p.m.: [The Joe Trainor Trio](#)
- Stage #3 - Kid's Game Area
 - 3 - 4:30 p.m.: Boxturtle Bob
 - 5 - 6:30 p.m.: [Amanda Nolan](#)
 - 7 - 8:30 p.m.: [Brandywine Fiddlers](#)

The Newark Arts Alliance will host "Art on the Lawn," featuring 18 local artists displaying their art, crafts, and jewelry for sale on the Academy Building Lawn. Attendees can also play tennis with Mayor Sierer on Academy Street from 4-6 p.m. A GIS map has been created for the event. That map can be found on the City of Newark website:

[https://cityofnewarkde.maps.arcgis.com/apps/Shortlist/index.html?](https://cityofnewarkde.maps.arcgis.com/apps/Shortlist/index.html?appid=bf22b3c4072e4460980bf38582a29be9)

[appid=bf22b3c4072e4460980bf38582a29be9](https://cityofnewarkde.maps.arcgis.com/apps/Shortlist/index.html?appid=bf22b3c4072e4460980bf38582a29be9). Parking is free in all City of Newark municipal lots, and certain University of Delaware lots. Parking information for the event can be found here:

[http://cityofnewarkde.maps.arcgis.com/apps/MapSeries/index.html?](http://cityofnewarkde.maps.arcgis.com/apps/MapSeries/index.html?appid=97bb65b716604d55a3532c6446c689e9)

[appid=97bb65b716604d55a3532c6446c689e9](http://cityofnewarkde.maps.arcgis.com/apps/MapSeries/index.html?appid=97bb65b716604d55a3532c6446c689e9). Special thanks to the New Night Sponsors: Del One Federal Credit Union, Newark Post, Crossfit Petram, Kitchen Magic and Newark Toyota World. A full list of participating vendors is available at enjoydowntownnewark.com.

New Night is also the last chance for kids to collect Newark Police Department Trading Cards. All 100 cards will be available during the event. Kids can also hand in their full set of cards at the event, to be entered to win prizes.

Food & Brew Fest: The 14th annual Food & Brew Fest will be on Saturday, July 22 from Noon – 7 p.m. Registration is now available for the event. So far, the following restaurants are participating in the event: Stone Balloon Ale House; Ali Baba; Santa Fe; Del Pez; Taverna Rustic Italian; Caffè Gelato; Deer Park Tavern; Grain; Churrascaria Saudades; and Greene Turtle. The Facebook event can be found here: <https://www.facebook.com/events/806605682835259/>.

Newark Police Department 150th Anniversary: Megan is in the process of editing the 150th anniversary history video to show at the 150th anniversary celebration on June 17th. She is also editing feature videos, including side bars on social media, community policing, and major events. Several state and local officials are recording congratulatory messages for the 150th anniversary. We will compile those messages into one video, which will be released on the department's official anniversary, June 15.

Creative Design/Web Updates

- Created Newark Police Department 150th anniversary invite handout; New Night handout advertisement
- Edited and printed Newark Police Department 150th anniversary poster for Community Policing Center, as well as New Night window signs
- Posted New Night press release and Newark Police Department 150th anniversary press release on City website
- Updated the Parks and Recreation page with summer flyers and July Calendar; as well as all headers on Public Works forms and applications, and made them fillable PDFs
- Made additional edits to the Newark Transit Improvement Project logo
- Scheduled public meeting notices with InformMe

Press Releases/Media Inquiries

- Thousands Expected to Attend Newark's A New Night Downtown: <http://bit.ly/2sj8nwM>
- City of Newark to Commemorate 150th Anniversary of Police Department: <http://bit.ly/2s7CM1i>
- Upcoming Events: Final Officer of the Day Trading Card Appearances: <http://bit.ly/2r5LiOv>
- Mark Arehart, Delaware Public Media, inquired about the 150th anniversary celebration of the police department
 - Interview scheduled, coverage pending

Activity or Project:

School Hill Project

Description:

No new information to report.

Status: In-Progress

Expected Completion: 12/20/2017

Execution Status: On Track

Activity or Project:

SignNow

Description:

The City of Newark is converting its forms and applications into electronic forms, and fillable PDFs. Using SignNow's electronic signature technology will allow the City to cut down on paper use and allow for quicker turnaround times for application processes. Most of the City's forms will be able to be submitted via the internet, which translates to easier/faster signing, better security and a safer way to store documents for the City and its residents. We expect all City of Newark forms and applications to be available in electronic and fillable PDF formats by early August.

Status: Started

Expected Completion: 8/31/2017

Execution Status: On Track

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Department:**Electric Department****Notable Notes:**

The line crews cut in the last double dead ends and bypass switches on the 34kV circuits for the auto restoration project. As far as the project goes, they are in a holding pattern until equipment starts arriving.

The crews finished the work necessary to reestablish an underground primary cable at King Williams Village after a failure several weeks ago. A bore contractor pulled in the cable last Friday. Monday the crews dug the cables into the transformers, terminated, tested, and restored the circuit back to normal.

The electricians completed most of the work at the new salt shed and are now waiting for the fixtures to arrive. They started working in the lobby area of the Municipal Building on the new lighting design.

Engineering completed a webinar training course which gives them credits for their mandatory professional engineering requirements. Engineering also compiled the monthly UD load report and finished the recommendation to Council for the engineering software budgeted for purchase.

Activity or Project:**Description:**

Weekly conference call had a few takebacks for engineering. Engineering is working on coordinating recloser relays with the feeder relays, confirming the points that SCADA will feed the system, and making sure the FCC application for new frequencies is close to approval.

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance - Accounting Department

Notable Notes:

- Due to pending deadlines within the Finance Department, the April financial report will not be available for the June 12th Council meeting. Accounting staff have been working on the 2016 CAFR deadline, along with receiving training in Munis for tax billing and the new budget module.
- PUB continues to experience high volumes of activity due to university students moving out and transferring/terminating their utility services.
- On Tuesday, June 6th, the Finance Director and the Board from DEMEC met with Governor Carney to recognize April 26, 2017 as "DEMEC Day" and to discuss the benefits an electric cooperative has with the customers they serve.
- On Tuesday, June 6th, the Finance Director attended the monthly Planning Commission meeting and addressed the Commission on the 2018 budget process.
- On Thursday, June 8th, the Finance Director attended the Third Annual DEMEC Joint Council Briefing in Dover.
- The First State Community Action Network was in PUBS on June 8th providing counseling services to individuals having difficulties paying their utility bills. This is a weekly service that we now provide to residents. Appointments can be made in advance by calling the PUB office directly. Our goal is to educate our community on how they can save on their electric bill through changing their habits.
- We are currently working on a bill cycle consolidation project that will reduce the number of bill cycles that we currently utilize. Thus, some customers will see a shortened bill the first month, followed by a larger period on their next bill. The third month will again reflect a monthly bill

window. The goal is to make the PUB office more efficient in our billing process. As a follow-up, we reduced the number of billing cycles from 32 to 16, impacting just over 8,000 account numbers.

Activity or Project:

2018 Budget

Description:

Staff has prepared budget templates for which all departments will be presenting their 2018 budgets. Directors have begun inputting their 2018 budget into the Munis system. CIP sheets have been reformatted for 2018. Budget Central is up and the 2018 Budget Schedule approved by Council is posted. <http://newarkde.gov/1007/Budget-Central>.

Status: In-Progress

Expected Completion: 12/1/2017

Execution Status: On Track

Activity or Project:

Independent Financial Audit

Description:

Staff has completed the financial reporting section of the CAFR and is preparing to submit to our auditor for final review. We are currently working on the MD&A and transmittal letter.

Status: In-Progress

Expected Completion: 6/30/2017

Execution Status: On Track

Activity or Project:

Payments & Utility Billing (PUB)

Description:

The group handled 1,564 phone calls last week, with the average call length of each call being 3:49. There were no service orders initiated by PUB during last week. The group processed 3,626 utility payments and CityView transactions, 401 of which were imported automatically with our electronic processes and 2,431 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

Department:

Information Technology Department

Notable Notes:

Infrastructure Team

- PD Migration to Municipal Network
- Tablets deployed to PWWR Engineers
- PWWR Interns onboarded
- SCADA Network – Initiated a review of the network to update documentation
- SCADA Water – Worked with ACS to troubleshoot licensing issues
- ADFS Infrastructure – Restored full redundancy and functionality
- Sharepoint Migration for PD
- Configured and deployed new cameras on new fiber network
 - 4 Cameras on South Main Street
 - 2 Cameras on East Main Street
- Handled email blacklist issue with one carrier
- Phone issue with PD Dispatch
- Sharepoint backup for PD side – reconfigured in Cloud Backup
- Redundant Data Center replication review and reconfiguration
- Responded to printer issues incident
- Changed configuration of VMs by assigning STATIC MACs to prevent licenses issues in the future
- SCADA Water – Email to text (SMS) configuration/issues
- PD CAD issues – resolution received: bandwidth is getting saturated and this forces connection to drop
- Hyper-V Cluster Health – continued to monitor the cluster to make sure no follow up maintenance is needed after updates and agent upgrades

Applications Team

- Attended Stormwater Utility Database Demonstration and Review Meeting
- Attended Budget Setup and Permissions Meeting
- Attended GL Budget Training
- Attended Munis Council Preparation Meeting
- Attended Tax Security/Setup/Training Sessions
- Coordinated Work Order Meeting with PWWR
- Attended Permitting Stakeholder's Meeting
- Meeting with ASA to discuss Munis Roles, UAT and Pcards
- Prepared 2018 IT Consolidated Budgeted by Department
- Resolved ARCGIS/Okta user issue
- Coordinated Budget Setup and Permissions Meeting
- Created budget roles
- Created permissions for Budget, Work Order Billing and Personnel Actions
- Worked with Tyler Munis and Elan on Pcards
- Webex with Harris - Payment Plan Calculator
- Webex with Smartworks
- Received Paymentus Training
- Started to troubleshoot Metersense/Elster issue

Records Team

- Attended Project Management Training (2 days)
- Researched destruction notices
- Assigned classes on TylerU
- Reviewed legal opinion migration from Laserfiche to TCM
- Attended a meeting with Finance to discuss documents for disposition
- Worked with PWWR on TCM search functionality
- Began paper document retrieval process with PWWR
- Tested scanning of criminal records
- Completed Weekly Batch Scanning
- Continued migrating Subdivision Plans from Laserfiche to TCM
- Reviewed timesheet scans (mark confidential)
- Scanned Finance docs (from file area)
- Verified financial reports from Finance
- Assisted CS office with searching in TCM

GIS Team

- Performed Field and Domain work for PWWR
- Completed 2nd draft of City Project Map
- Attended meeting with PWWR for feedback on City Project Map
- Corrected image resolution on DNP Map
- Completed Newark Night Map
- Completed Planning Map
- Met with Parks & Rec to discuss map changes
- Updated Parks & Rec map
- Updated Elections map
- Updated Zoning map
- Updated PD Camera map with direction of cameras
- Pushed edits up from PWWR

Facilities

- Moved desk in 2nd floor finance
- Disassembled desk in 1st floor finance
- Painted offices in new planning area
- Custodians took down ceiling tile in lobby to prepare for new lighting
- Custodians began waxing floors in police station to prepare for open house
- Repaired toilets in 1st and 2nd floor ladies room
- Fire alarm and sprinkler inspections have begun. Escorted techs as needed.
- HVAC contractor finalized spring maintenance
- Repaired locks at Dickey Park
- Hung bulletin boards at pool houses
- Check operation of plumbing in pool houses
- Scheduled installation of new VFD for Municipal Building
- Met with and coordinating repairs of condenser unit at train station
- Changed various lightbulbs
- Moved desk for finance

- Custodians began deep scrubbing walls in PD
- Cleaned HVAC duct in lobby
- Cleaned carpets in Code enforcement and Finance

Attachment: Side by Side comparison of Main Street security cameras (old cams on wireless network/new cams on fiber.

Activity or Project:

Munis Permitting and Tax Project

Description:

Coordinated Meeting for Code Changes Reviewed/Created PWWR Violations CIP and Plans Application Prepared for tax implementation Held tax implementation training sessions Reviewed notes for code changes Drafted email for NCC related to assessment import Performed cleanup on tax control center Confirmed NCC will send standard file import Studied SQL to prep for conversion Worked on Planning projects (including fees, reviews, board reviews and prerequisites) Worked on Compound Interest for Taxes/Bus Licenses Built Quarterly Tax Control Center Worked on Forms kit Prepped for Thursday meeting on Tax module's data conversion and Forms Tested different application types Created inspection sheets for David Tynan to attach in Munis Contacted Fulton Bank for Tyler Cashiering Setup Created user defined fields for Elevator information

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:

City-Wide Fiber Project

Description:

Project wrapping up. Cameras being migrated to fiber. Southern route being terminated and tested next week (delay in fiber cable).

Status: Near Completion

Expected Completion: 6/30/2017

Execution Status: Behind Schedule

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Parks and Recreation Department

Notable Notes:

Director: Met with Delmarva Power representative about upcoming project along Olan Thomas Park and possible staging area for equipment, conducted parks maintenance meeting to discuss upcoming projects and work orders, organizing Redd Park trail repairs and improvements with Delaware Department of Natural Resources (DNREC), reviewed several landscape plans from developers, working with public works on coordinating repairs for the Rittenhouse Bridge project.

Recreation Superintendent: Attended wrap up meeting for the Mayor's Fun Ride, conducted pre-bid meeting for the George Wilson Center kitchen renovation, attended meeting with Megan and Tyler regarding preparations for New Night, met with the Mayor, Joe, Chrissy and Allison regarding ideas for a Mayor's Fall event, checked out the New Castle County show mobile with Sharon that will be used as the stage for the upcoming July 4th festivities, worked with Allison on consolidating the summer camp staff manual, met with Jay Conover from NPD regarding the upcoming camp staff orientation, worked on additional fee assistance applications, submitted background checks for summer camp staff to the Department of Services for Children, Youth and their Families and DELJIS.

Recreation Supervisor of Athletics: Preparing for start of summer camps: met with state inspector and received operating permit for Rittenhouse Camp; confirmed buses for trips for Camp GWC and Rittenhouse Camp, submitted purchase order for field trip payments, gathering staff paperwork; working on winter/spring program statistics; held before and after care staff interview for next year, preparing for end of school year programs including the after school gymnastics performance at Downes Elementary scheduled for 6/5 and ice cream parties at the aftercare sites scheduled for 6/13; the Mayor visited after care at West Park for another tennis session on 5/30; checked fields and courts multiple times for weather related cancellation decisions for tennis, volleyball and softball.

Recreation Supervisor of Community Events: Worked on items related to several upcoming and ongoing programs including the 4th of July, Spring Concert Series, Newark's Youth's Got Talent, and Camp R.E.A.L. Employment paperwork is being processed for camp staff. Mailings were sent to residents surrounding Dickey Park about Camp R.E.A.L.

Coordinator of GWC and Volunteers: Continued to plan for 2017 Summer programs and Camp GWC; continued to monitor and add chemicals to both pools and prepare them for opening day scheduled for Friday, June 9; continued to prepare for lifeguard orientation scheduled for June 5 and 6, volunteer orientation and summer camp orientation; met with the Recreation Superintendent, Director and the Mayor for a potential Mayor's Fall Festival; attended a post event Mayor's Fun Ride meeting; met with an inspector from the State of Delaware who approved the George Wilson Center for Camp GWC; continued coordinating with volunteers from Siemen regarding volunteer work that includes painting the Wilson Center; continued to finalize and send out summer camp volunteer schedules. **Volunteer Hours;** Total Volunteer Hours for the week: **4 Hours.**

Parks Superintendent: Inspected eight park areas and developed work orders as needed, met with resident concerning trail issues in Redd Park, attended pre-bid meeting for kitchen renovation at Wilson Center, continued following up with new mowing contractor on contract, met with resident in Yorkshire concerning drainage issues and rain garden installation, and along with Parks Director met with

representative from Delmarva Power concerning upcoming work through Olan Thomas Park.

Parks Supervisor: Assigned field staff daily and assisted as needed, picked up safety supply order from supplier, attended meeting with Mayor along with Parks Director and Recreation Superintendent at Olan Thomas, and started coordinating for painting of main area on first floor at Wilson Center.

Parks/Horticulture Staff: Continue mowing operations, continue on bed maintenance including pots on Main Street, continued planting annuals/perennials throughout park system, started precutting decking for installation on footbridge in Rittenhouse Park after structural repairs and painting operations are completed by contractor, watering of nursery stock at Park Maintenance Building, did interior bed maintenance at City Hall, completed pool punch list for season opening, checked on water levels in pots along Main Street.

Activity or Project:

Rt. 896 Traffic Island

Description:

The redesign and new plantings at the Rt. 896 and East Chestnut Hill Road will be completed this week with over 200 new plantings.

Status: In-Progress

Expected Completion: 6/12/2017

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 Development Department

Notable Notes:

Code Enforcement

- The structural steel work for the new building on STAR Campus is continuing. We anticipate the plans for the next building at the STAR Campus to be submitted this summer.
- The demolition permit is in for the new Martin Service Center on Ogletown and Marrows Road.
- The site work on South Main Street for the next phase of Chimney Ridge is continuing.
- The foundation and site work is ongoing for the new hotel at 400 Ogletown Road.
- Construction is ongoing at Cleveland Avenue.
- Exterior finish and interior work is continuing at Woolen Way for the new townhouse apartments.
- Finishing work is ongoing at the Heights on South Chapel Street, with completion expected in mid-June.
- Construction is nearing completion at the University of Delaware South Academy Street dormitory.
- Construction is ongoing at the Lofts at Center Street.
- Staff continues to update data on older building permits and code cases in anticipation of the CityView replacement project.

Planning/Land Use

- Planning and Development Director Mary Ellen Gray is continuing her onboarding and accompanied Code Enforcement Officer Tim Poole on some field inspections.
- Director Gray participated in a meeting with Acting City Manager Tom Coleman, Acting Public Works and Water Resources Director Tim Filasky, Planner Tom Fruehstorfer and members of BikeNewark to discuss a potential mini-roundabout demonstration project on Orchard Road.
- Director Gray attended the regularly scheduled Downtown Newark Partnership Design Committee meeting.
- Director Gray testified on behalf of the City of Newark to the House Transportation/Land Use and Infrastructure Committee on proposed House Bill 189, the Advanced Wireless Infrastructure Investment Act at Legislative Hall.
- On Tuesday, Planner Mike Fortner gave a presentation on the findings and recommendations of the Newark Rental Housing Needs Assessment to the Planning Commission. The Planning Commission will review the information and give a recommendation on priorities for the report.
- Mike completed Financial Draw #10 and #11 to New Castle County for the 42nd Year Community Development Block Grant (CDBG) Program.
- On Friday, Mike submitted a grant proposal to the Delaware Department of Natural Resources and Environmental Control (DNREC) for their "Delaware Sustainable Communities Planning Grant." The City is requesting funding to develop, through a collaborative process, a broad, long-term, and integrated sustainability plan – *Sustainable Newark* – to implement the City's vision, goals, and action items contained in the recently adopted Comprehensive Development Plan V. The planning process would involve the

University of Delaware, the Conservation Advisory Commission, Bike Delaware, and WILMAPCO, as well as City departments. The amount requested is \$80,000. If granted, the City would use the funds to hire an outside consultant to help facilitate the process and for technical assistance. The recipients of the grant program will be announced in July 2017.

- Planner Tom Fruehstorfer met with BikeNewark's Engineering Committee on June 2 to discuss planning for upcoming projects.
- Tom participated in a conference call with representatives of DNREC and New Castle County to discuss proposed Flood Insurance Rate Map changes and work on planning for a public meeting for residents of the City of Newark. The meeting is being planned to attempt to answer resident's questions that were not answered at the regional public meeting that was held on May 23. The proposed meeting should have less people and provide better service to each resident. Currently, the most likely meeting date will be either the evening of July 25 or July 26. Letters will most likely be sent to all affected City residents in addition to other communication methods.
- Tom presented an application for a special use permit for a cell phone tower on the University bookstore building at 83 East Main Street to the Planning Commission. The Commission voted unanimously to recommend that City Council approve the special use permit.
- The following was also completed this week:
 - 9 Deed Transfer Affidavits
 - 51 Building Permit Reviews

Activity or Project:

Planning Commission Meeting

Description:

At its June 6, 2017 meeting, the Planning Commission took the following actions: 1) recommended approval of the special use permit for the property at 83 East Main Street, 2) discussed the 2018-2020 Capital Improvements program budget process, 3) discussed the Rental Housing Needs Assessment Study Phase Two findings in anticipation of finalizing recommendations to Council at a future Planning Commission meeting, and 4) received an update on the Parking Requirements Subcommittee.

Status: Completed

Expected Completion: 6/6/2017

Execution Status: Completed

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

Auxiliary Services:

- On May 31st, Captain Van Campen attended a SLEAF meeting. Two applications (equipment to support DRE program and training) were reviewed and approved by the committee.
- On June 6th, Captain Van Campen and Sgt. Truman Bolden (Patrol Division) attended an active shooter tabletop exercise at the University of Delaware.
- During the week, preparations for the Command Post are being finalized for the New Night celebration on June 10th.
- Text to 911 services continues to be developed and tested by the State 911 Board. The board has reached out to NPD communications and may request our participation in the testing phase in the near future. No definitive implementation date has been released.

Criminal Division:

- On June 6th, the entire Criminal Division attended firearms training including use of force training and range qualifications.
- On June 7th, Lt. Rieger and Lt. Nelson will attend a press conference held at the U.S. Attorney's Office. The press conference is the result of a lengthy criminal investigation resulting in the seizure of a large quantity of heroin by the DEA task force to which two NPD detectives are assigned.

Administration:

- On June 9th, Cpl. Mease will conclude his duties as the School Resource Officer and will be temporarily assigned to the Special Operations Unit until the fall school year begins.

Patrol Division:

- On June 5th, Mayor Sierer received a letter complimenting Officer Andrew Golden for his interaction with a local family who became stranded on the James Hall Trail during a recent storm. The letter read, in part: *"Thanks so much to Officer Andrew! And such a responsible action of providing timely help to the city residents must not be unnoticed. We are proud of our officers!"*
- On June 5th, Officers Whitt and Olicker began training as the two newest members of the Department's Crisis Negotiations Team. The team uses various techniques to communicate with people who are threatening violence or in need of crisis assistance.
- On June 6th, K9 Officers Sharpe and Stevens conducted a K9 demonstration at Downes Elementary School.
- On June 6th, at a ceremony at the Newark Country Club, Cpl. Rob Sharpe received his recognition as the Lions Club Officer of the Year.
- During the week, Officer Whitehead will conduct a temporary job rotation with the Street Crimes Unit. The temporary job rotation is designed to broaden an officer's experience and skills needed for the various specialized units within the department.

Special Operations Unit:

- On June 6th, Sgt. D'Elia and Cpl. Saunders attended firearms training including use of force training and range qualifications.
- On June 7th, M/Cpl. Conover will participate in Camp Counselor orientation at the George Wilson Center.
- On June 7th, Cpl. Saunders will participate in Taser recertification.
- On June 10th, SOU will conduct foot and bike patrols for New Night.

Traffic Unit:

- On June 5th, traffic officers assisted the Cecil County Sheriff's Office with a motorcycle escort for the Special Olympics Torch Run.
- On June 6th, traffic officers attended firearms training including use of force training and range qualifications.
- On June 7th and June 9th, traffic officers will assist with the Special Olympics Torch Run.

Activity or Project:

N/A

Description:

N/A

Status:

Completed

Expected Completion:

6/8/2017

Execution Status:

Completed

Activity or Project:

Description:	
Status:	
Expected Completion:	
Execution Status:	
Activity or Project:	
Description:	
Status:	
Expected Completion:	
Execution Status:	
6/4/2017 to 6/10/2017	



DEMEC

Delaware Municipal Electric Corporation

Joint Community Briefing

NERC Reliability Update

And

Electric Industry Changes and Their Impact
On Your Power Supply Costs

June 8, 2017

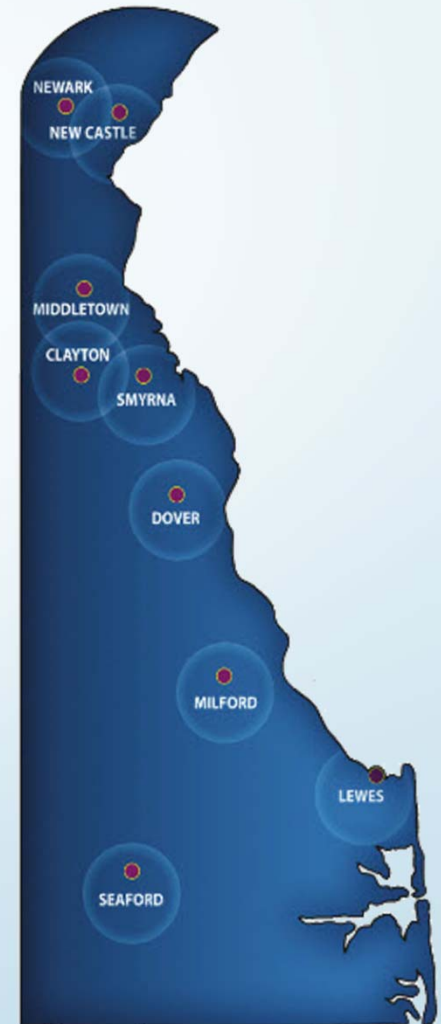
DEMEC Overview



- DEMEC is a Joint Action Wholesale Electric Utility incorporated in 1979.
- DEMEC member/owners are all of the nine municipal distribution utilities in the state of Delaware.
- DEMEC's power supply value comes from a portfolio of existing self-supply generation assets, staggered short, medium, and long term power contracts, and spot market purchases. This optimized portfolio provides low-cost wholesale power supply to our members.

DEMEC MEMBER COMMUNITIES

Newark	New Castle	Middletown	Clayton	Smyrna
	Dover	Milford	Lewes	Seaford





History of Public Power

- What is it?
- not-for-profit community electric service
- owned and operated by your local community
- provides your communities with reliable, responsive services
- directly accountable to the people you serve
- local elected or appointed officials are regulators

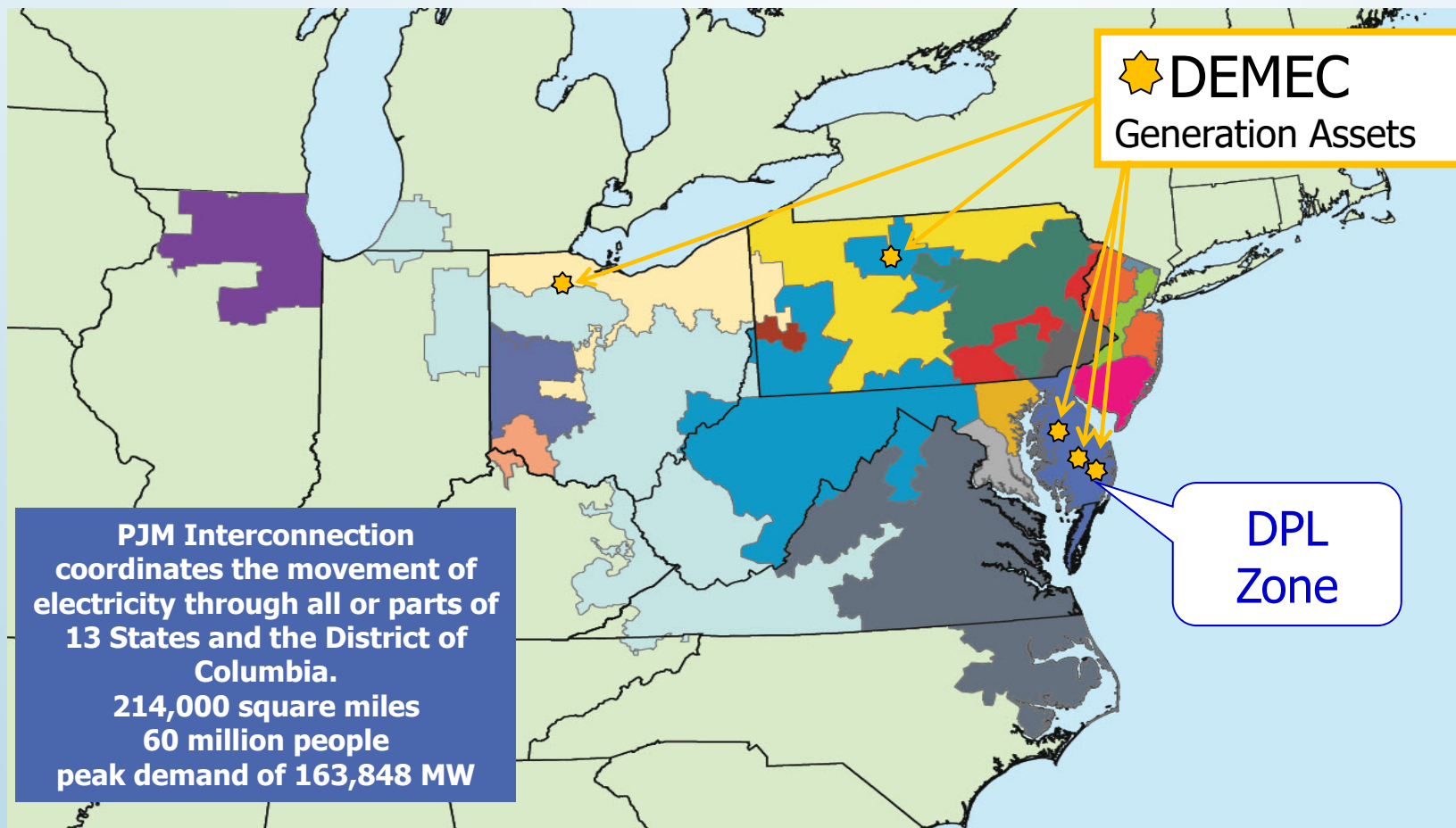
First established in the 1880s, most DEMEC Member communities have operated their electric distribution utilities for the benefit of their community for over 100 years.



Joint Action Agency

- What is it?
- A wholly-owned extension of your community electric utility
- Jointly pooled resources for efficiency and lower cost
- Professional focus on the electric utility industry
- Manage regulatory and market complexities
- An efficient vehicle to finance, build and acquire power supply
- implement public policy
- provide other electricity-related joint services required by members

PJM Service Territory





The Electric Utility Industry

- Critical – Modern civilization and the American quality of life depends on electricity
- Complex – Our industry is rapidly evolving, creating complexity and uncertainty
- Capital-Intensive – Facilities such as generators, wires and transformers are high-cost, long-life assets
- Connected – Electrical infrastructure is an interconnected and increasingly intelligent web of devices



The Components of Power Supply

- Energy – The generated electrons that do the work to power your home or business. Cost of fuel and variable O&M.
- Capacity – The ability of an electric generator to be ready to produce electricity *on demand*. Capital and fixed O&M Costs. “Steel in the Ground”.
- Transmission – Facilities such as wires and transformers to move energy from the generation source to the end user.
- Distribution – local delivery of electric power to homes and businesses.
- Regulatory Compliance – Cost of meeting mandates such as Federal Energy Regulatory Commission (“FERC”) rules, EPA air quality rules and State Renewable Portfolio Standards.

We have control over some but not all of these components.

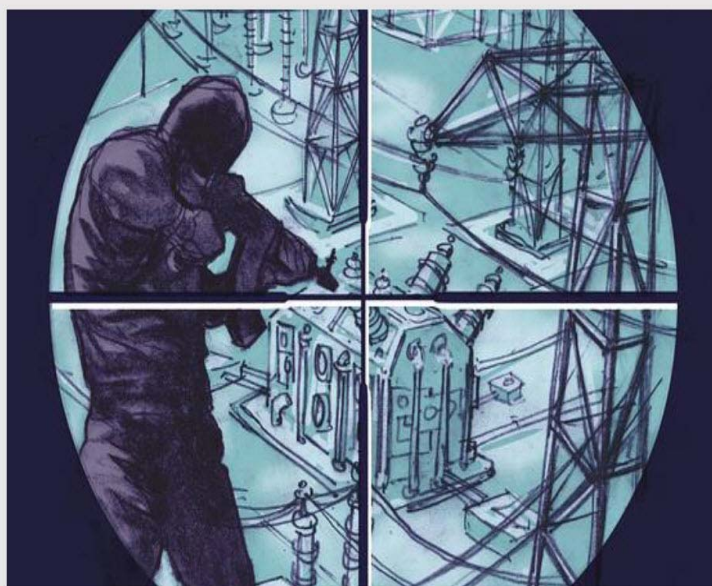


Top 5 issues faced by Public Power Utilities in 2017

- Physical and cyber security (72%)
- Distributed energy policy (33%)
- Aging Grid Infrastructure (34%)
- Reliable integration of distributed energy resources in the distribution grid. (32%)
- Rate Design Reform (31%)

SECURITY

PHYSICAL



CYBER





Dealing with the Challenges:

Technology Deployment

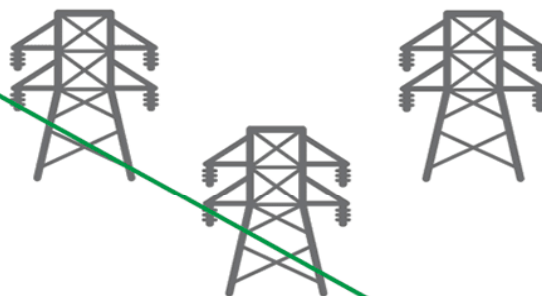
- Physical and Cyber Protection Schemes
- AMI “Smart Grid”
- Building the Omni-Directional Grid
- Distributed Energy Resources (“DER”)
- Energy Efficiency/Demand Response
- Battery Storage – Utility and Customer

Traditional Power Grid

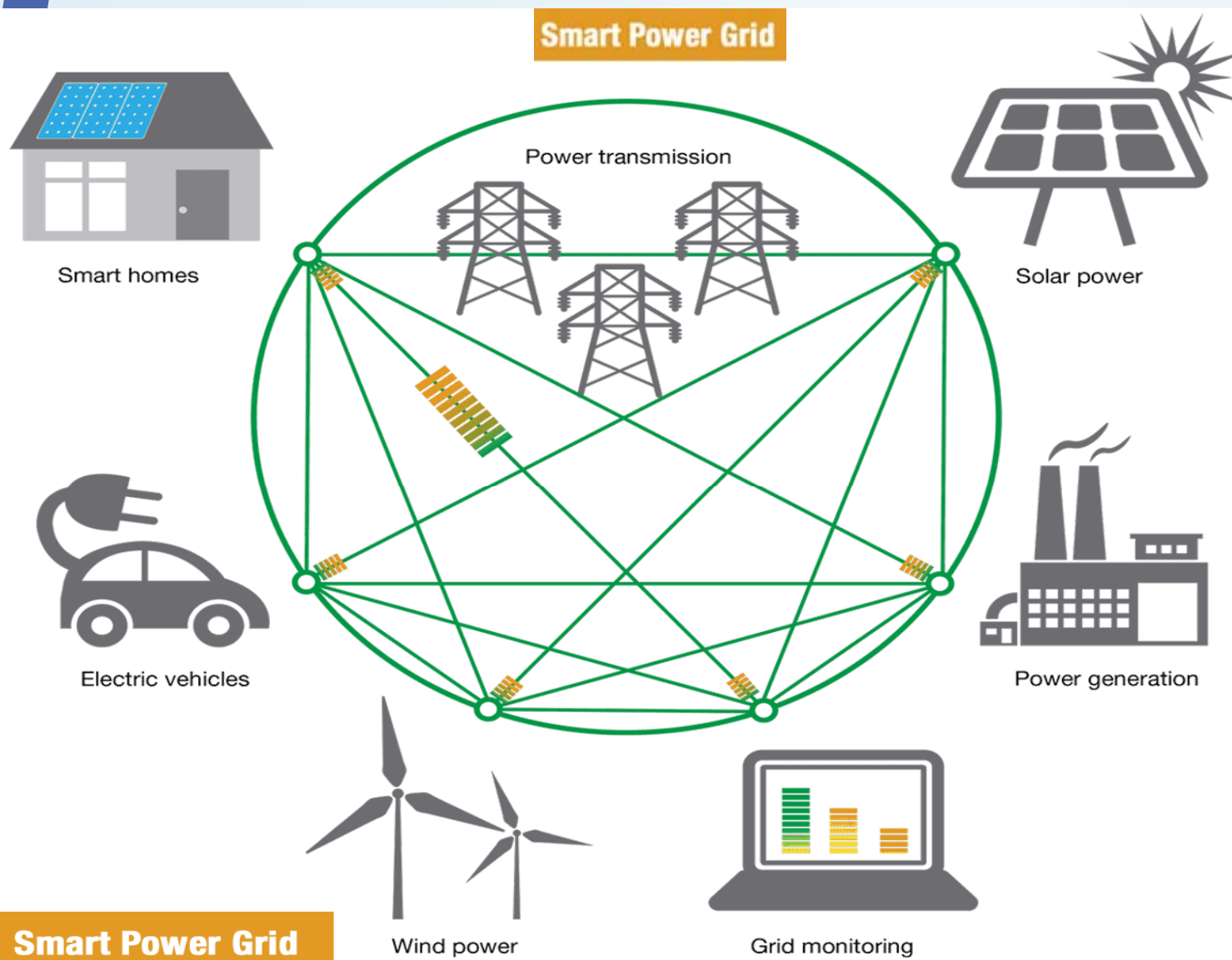


Homes

Power transmission



Power generation



Dealing with the Challenges:

Rate Design Reform

- Public communication must be robust – speak and listen
- Customer usage patterns are changing
- Fair balance between capital and O&M requirements and customer rates
- Design must accommodate DER
- Encourage Demand Response and Energy Efficiency programs

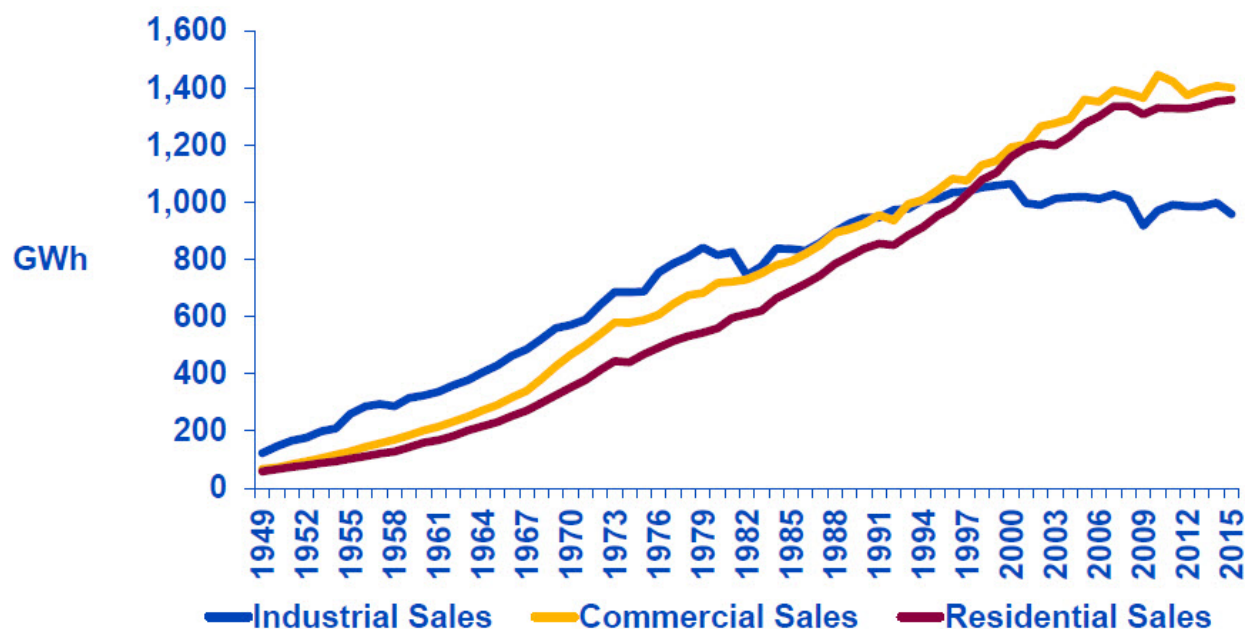
Dealing with the Challenges:

Risk Management

- Physical and Cyber Security
- Declining demand and usage pattern
- Generation retirements changing resource mix
- Unpredictable regulatory environment pushing up costs
- Multiple technology choices: Which ones are right for our communities?
- Long-term capital decisions in a rapidly changing environment

Following the precedent set by industrial demand, residential and commercial grid-served demand growth for electricity has stalled

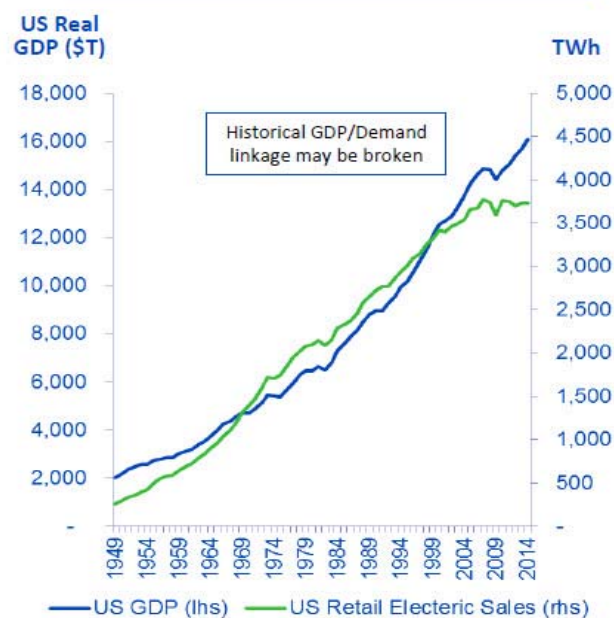
U.S. Electricity Demand by Sector



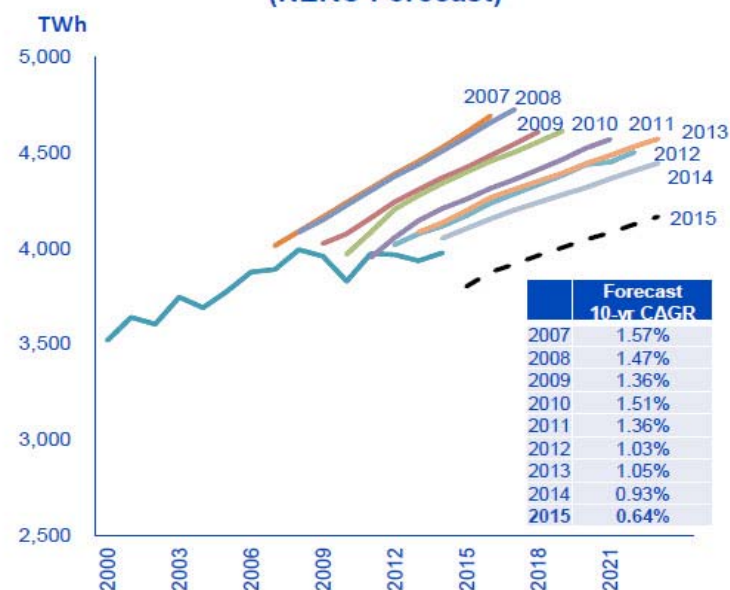
Trend suggests little growth ahead for U.S. grid-served power consumption due to energy efficiency and demand side management

Electric demand has been flat since 2008 with forecast growth rates falling annually

GDP vs Electric Sales



U.S. Demand Growth Outlook (NERC Forecast)

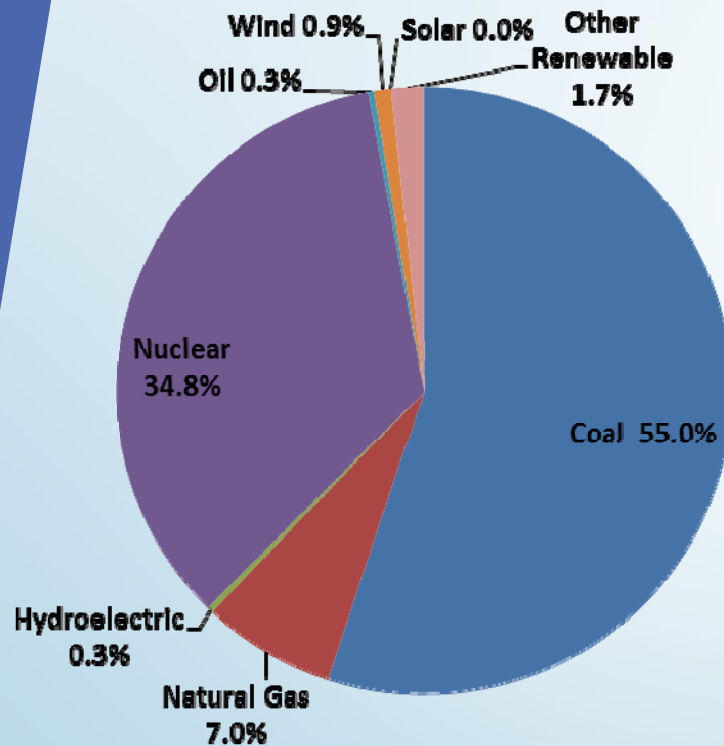


Source: North American Electric Reliability Corporation (NERC), U.S. Department of Commerce Bureau of Economic Analysis

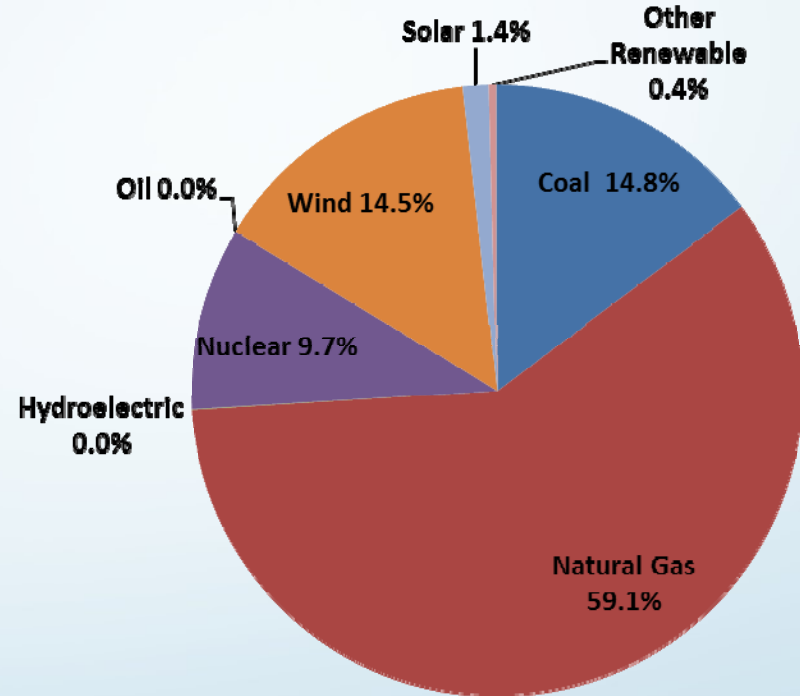
Fuel Diversity – Moving Forward to Efficiency:



2008 Fuel Resource Mix

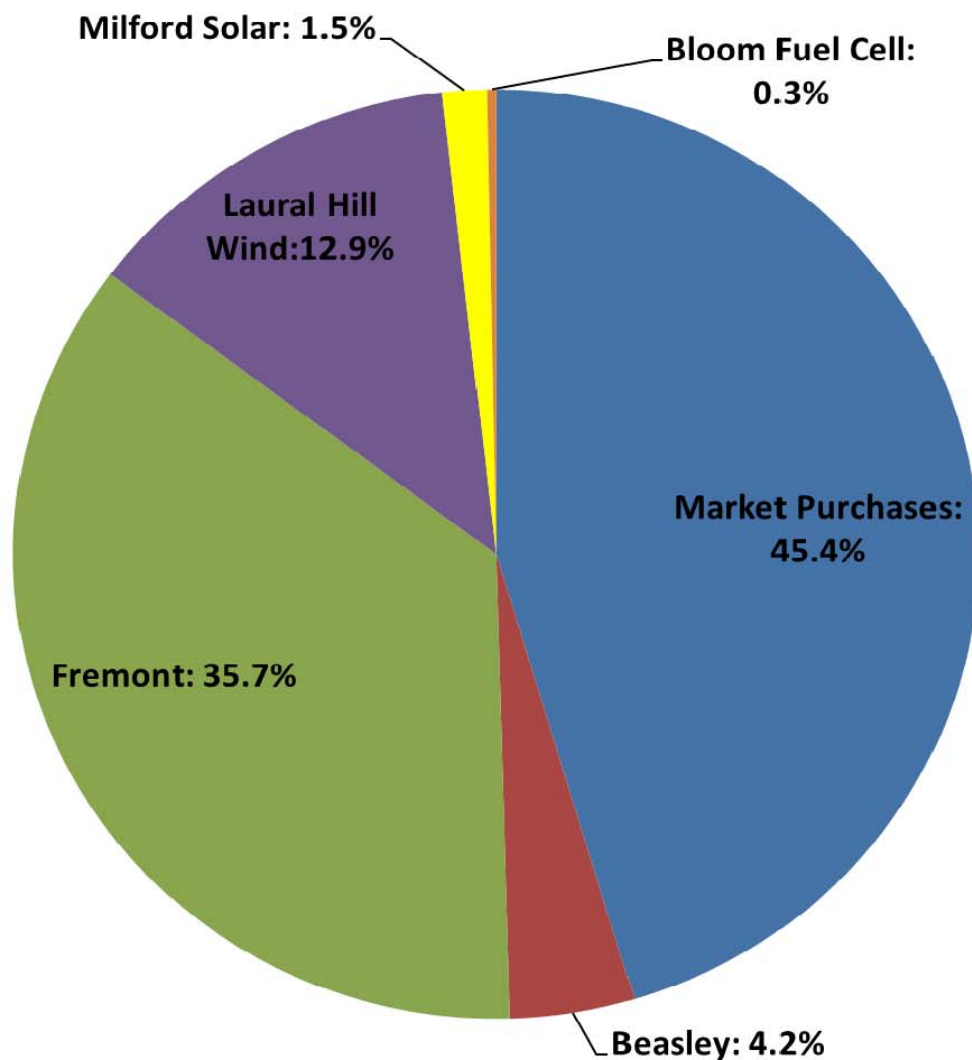


2013 Fuel Resource Mix



Reduced coal usage by 73%
Increasing generation efficiency lowers costs

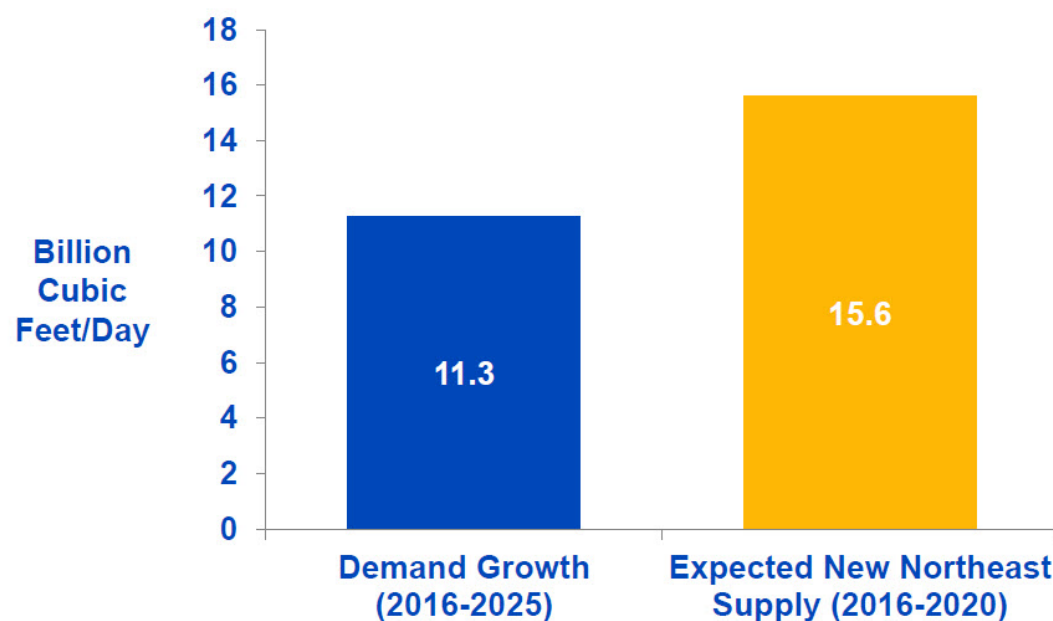
DEMEC RESOURCE SUPPLY MIX



Swimming in Natural Gas

Natural gas supply is expected to more than keep up with demand growth, keeping natural gas prices muted

Demand Growth vs. Expected Supply Growth



The Northeast (Marcellus and Utica regions) alone has enough gas supply to match expected demand growth



Regulatory Changes increase costs to all Consumers in the Eastern US

Unfavorable Regulatory Changes

- Capacity Rules in PJM will increase Capacity Costs.
- Higher Cost for Transmission Facilities
- Generation Retirements in our region
- EPA proposed Clean Power Plan Rules – On Hold, for now
- Increasing Renewable Portfolio Requirements expected

Artificial Island Transmission Project



An example of bad planning and bad policy

- PJM conducts RFP for project, awards \$275 million, then builders said the cost would be over \$400 million.
- PJM modified the project to connect to Salem Substation instead of Hope Creek Substation. Expected cost is now \$280 million.
- Cost allocation methodology stayed the same. Assigning 90+% of total cost to Delmarva Peninsula ratepayers, even though only 10% benefit to Delaware can be identified.
- Unfair impact on our communities and unfair to businesses.
- We are fighting through all channels and will go to federal court to sue FERC if necessary.



Environmental **Protection** and **Sustainability**



Municipal Energy Efficiency Program

- DEMEC designed and proposed a customizable program with Efficiency Smart to promote State Policy at a reduced cost
- DEMEC manages the program, contracts with Efficiency Smart for program implementation within each community
- **Customizable** for each Community
- Program economics show a 2:1 return ratio providing **maximum value** to Member Communities
- “All-for-one, one-for-all” program participation yields **maximum benefits**
- 5 communities have approved participation, 4 are still evaluating

5 DEMEC MEMBER COMMUNITIES APPROVED PARTICIPATION

Seaford Clayton New Castle Milford Lewes

4 DEMEC MEMBER COMMUNITIES STILL EVALUATING

Newark Middletown Smyrna Dover

Increasing Renewables in our Supply Mix:

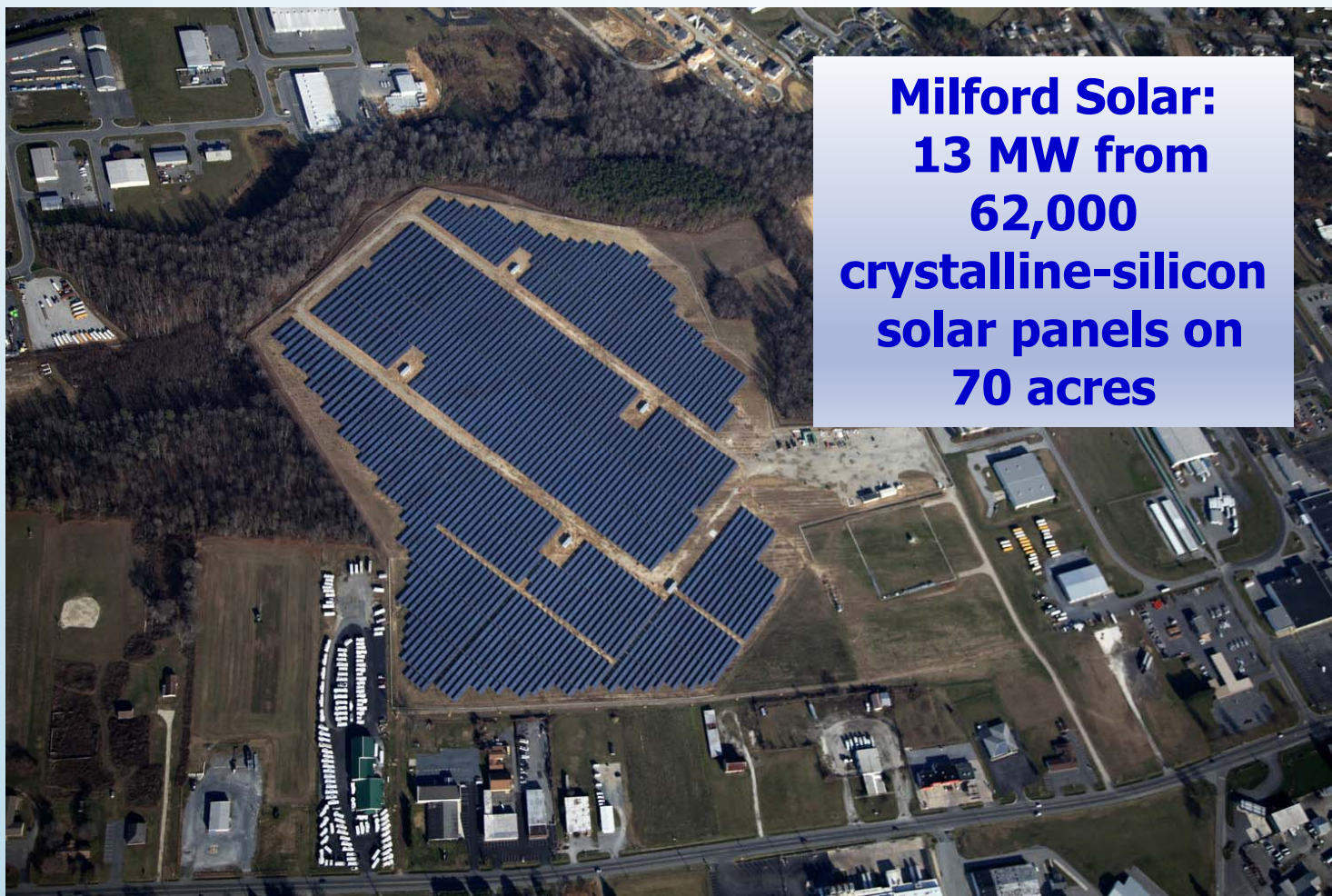


DEMEC has made significant investments in Wind and Solar assets (17% of Supply Mix):

- | | |
|---|----------------------|
| 1) Laurel Hill Wind – 69MW | 7) Seaford – 688kW |
| 2) Dover Sun Park – 10MW | 8) Clayton – 4kW |
| 3) Milford Solar – 13MW | 9) New Castle – 29kW |
| 4) McKees Solar Park – 230kW | |
| 5) Encouraged Distributed Generation- 9.7 MW (557 installs) | |
| 6) Exploring off-shore wind, hydro and tidal technologies | |

Benefits:

- DEMEC renewable energy generation powers 24,000 homes. (equals 1/3 of all homes in our service territories)
- Reduces 153,000 metric tons of emissions each year, equivalent to removing 32,200 cars from the road.
- Eliminates the burning of 163 million pounds of coal each year.



Future Solar Generation Projects



DEMEC has worked with several members in the design and development of community-owned solar facilities. (Smyrna, Lewes, Middletown)

These Community Solar Projects will enable all the members of a community to own solar, even low-income which cannot otherwise afford to invest in solar. These solar projects:

- create jobs
- educate about solar voltaic technology
- Utilize Delaware labor force and materials.

DEMEC will assist as needed with the financing, design and construction.



UD-DEMEC Fellowships- Marine Wind Research



DEMEC sponsors fellowships in the UD School of Marine Studies

These fellowships are full-year funding for graduate-level students doing research into off-shore wind siting and production efficiency

DEMEC purchases RECs from the UD Wind Turbine and City of Lewes purchases the energy produced



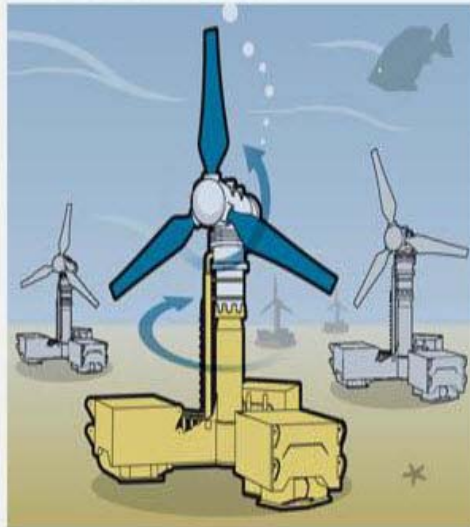
OCEAN TIDAL TECHNOLOGIES



The Fuel Cost is Zero

Harnessing the Sea | Three types of systems that are in the works to create electricity from the ocean

Underwater tide-driven turbine farm



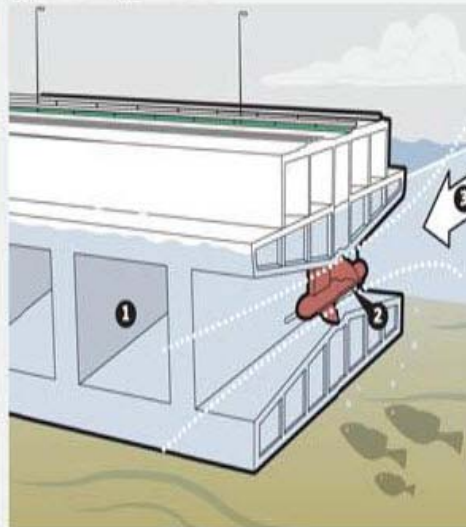
How it works: Farms of sea-bed turbines in areas with strong tidal currents generate electricity. When the tide changes direction, the turbines swivel.

Levelized energy cost^{*}: Not available

Energy capacity: 15-megawatt turbines producing a total of 398 megawatts

Timing: First power will be generated off the coast of Scotland in 2015; full 398-megawatt project due to be completed in 2020

Dynamic tidal-power wall



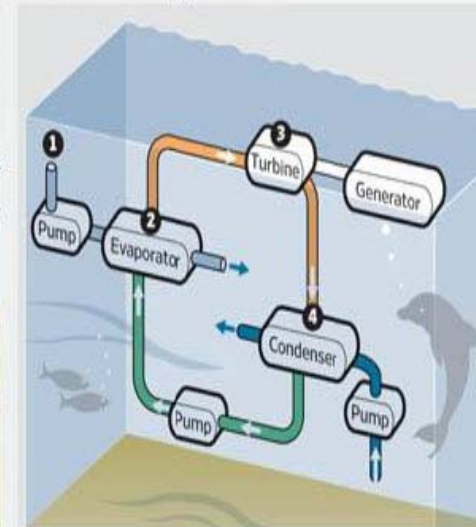
How it works: Twenty-mile wall across shallow sea with hundreds of underwater openings (1) houses turbines (2) that generate power from the ebb and flow of the tides (3).

Levelized energy cost^{*}: 10-16 cents per kilowatt-hour

Energy capacity: 8,000 megawatts

Timing: Feasibility studies are under way in China; construction is unlikely to start before 2024

Ocean thermal-energy conversion



How it works: Warm surface water (1) heats ammonia, produces vapor (2) and drives a turbine (3). Cold, deep water condenses the vapor (4), producing a constant flow of electricity.

Levelized energy cost^{*}: 15 cents per kilowatt-hour

Energy capacity: 10 megawatts, possibly upscaled to 100 megawatts

Timing: Site selection in Asia by June; 10-megawatt plant expected to be operational in mid-2017

*Cost of electricity production over the expected lifespan of the project Sources: Atlantis Resources (turbine farm); Power consortium (tidal-power wall); Lockheed Martin (thermal energy)

Simon Hall, Joe Shoulak/The Wall Street Journal

DEMEC's Commitment: Member/Owner Focused



- Provide Reliable and Economic Power Supply to our Communities and our State.
- Deliver the Benefits of our investments to our Communities and our State economy.
- Represent our members in all regulatory and legislative forums.
- Protect the rights of our Public Power Communities.
- Support Local Control for our Communities' Social and Economic Welfare.
- Provide resources, training and industry knowledge to our members to help them be successful.
- Capitalize on industry innovations for the benefit of our members.



**If you have questions
or need further information:**

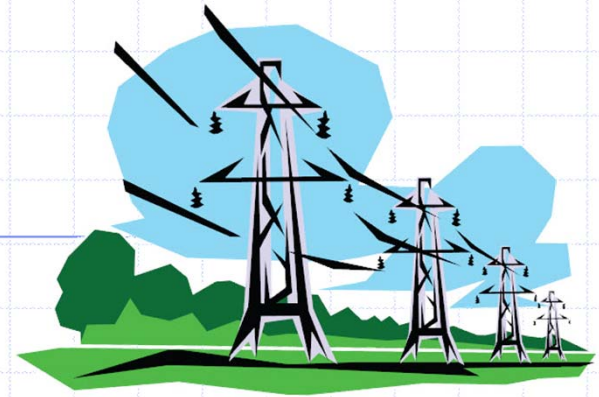
www.demecinc.net

302-653-2733

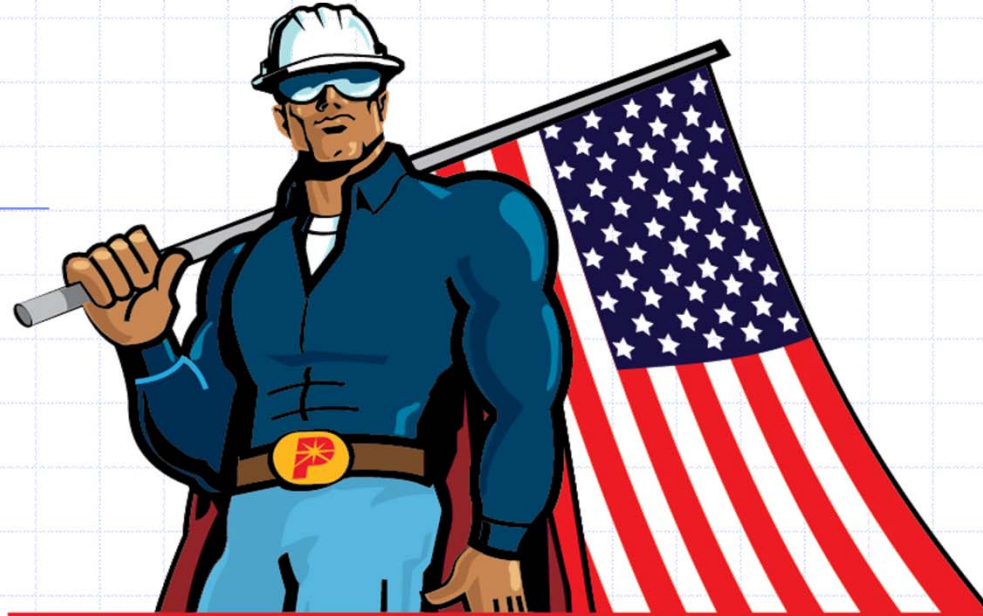
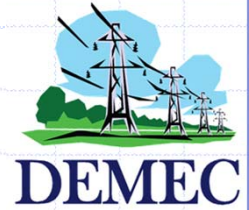
Thank You

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Delaware Municipal Electric Corporation



**Welcome to the
2017
Joint Community Briefing
June 8, 2017**



Public Power

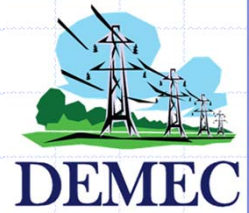
AN AMERICAN TRADITION THAT WORKS®

National Public Power Week

October 1-7, 2017

Public Power Week celebrates the importance of public power to local citizens and other public constituencies, including state and national officials.

DEMEC-hosted Tool Truck Event



DEMEC-hosted Tool Truck Event



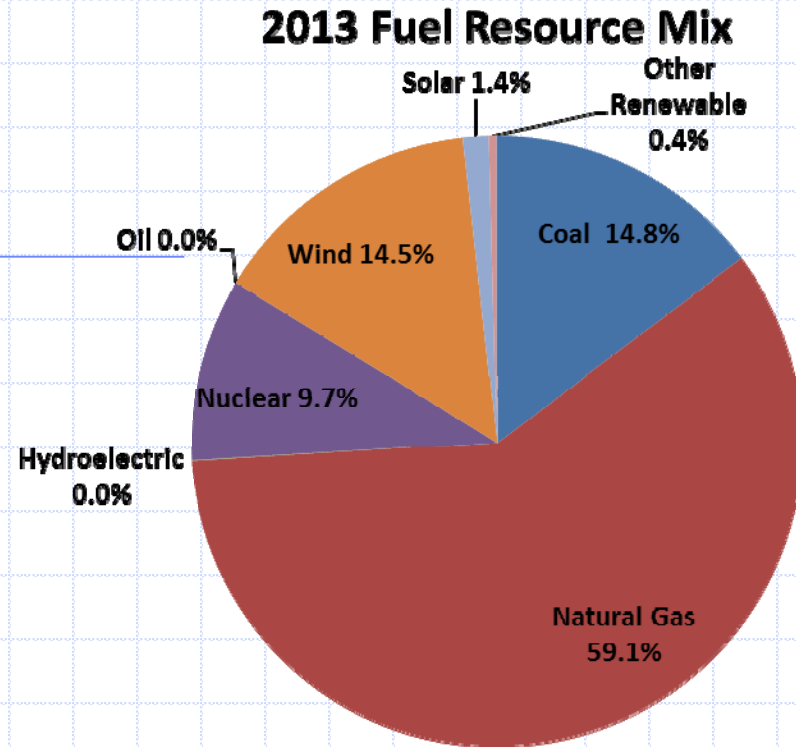
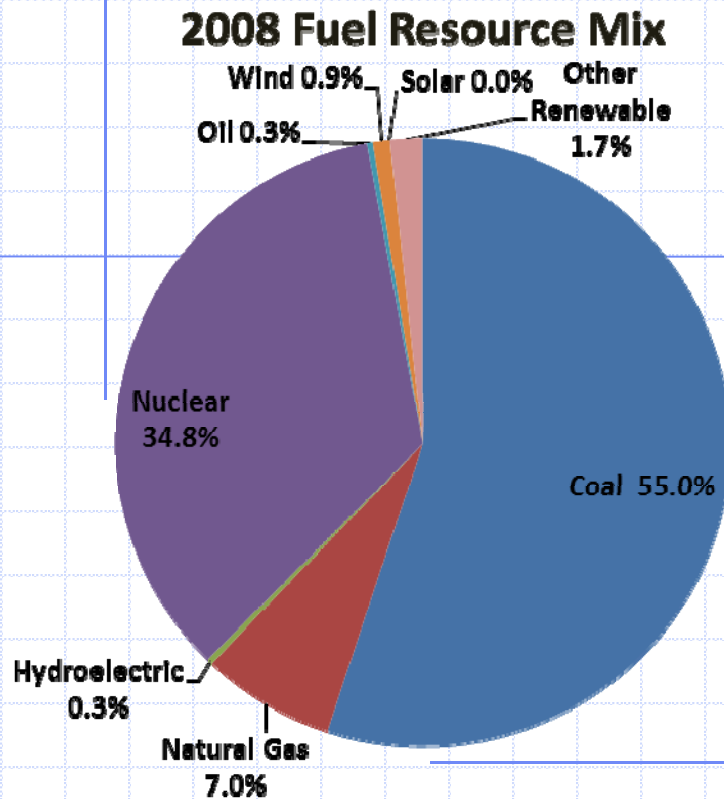


DEMEC

DEMEC Day Proclamation with Gov. Carney

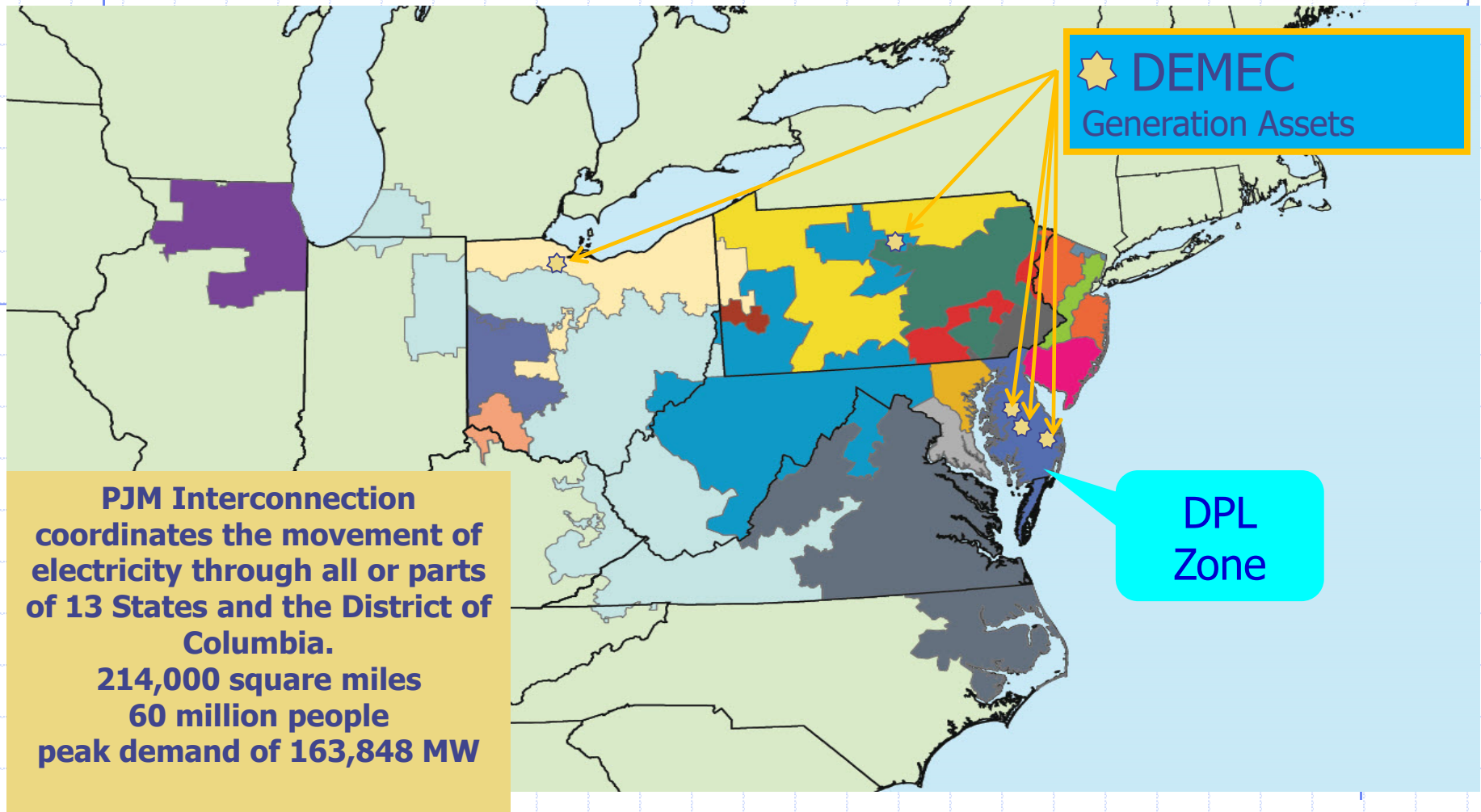
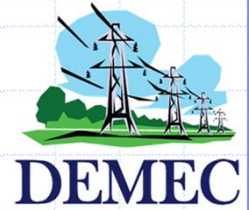


Fuel Diversity – Moving Forward to Efficiency:



Reduced coal usage by 73%
Increasing generation efficiency lowers costs

PJM Service Territory

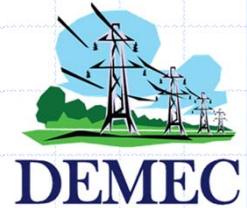




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Strategic Investments in Generation:

DEMEC has made investments in high efficiency, low emissions generation assets:

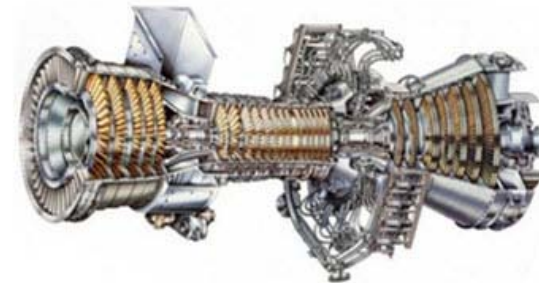
- 1) Beasley Power Station – 100MW NG Combustion Turbines**
- 2) Fremont Energy Center – 92MW NG Combined Cycle**

Benefits:

- Assets are cost-effective, safe, environmentally friendly alternatives to higher-cost wholesale energy and capacity markets**
- DEMEC generation provides certainty and reliability**
- Current low cost of NG fuel is a direct benefit for our members**
- DEMEC continues to seek generation investments to benefit its members into the future**

Beasley Power Station - Unit #2

Smyrna, DE



DEMEC – Existing Facility Expansion

- Beasley Power Station; Total Capacity 100MW
 - Unit #1 – 50MW Commissioned April 2001
 - Unit #2 – 50MW Operational June 1, 2012
- Plant Configuration - (2) GE LM6000 combustion turbines, fueled by Natural Gas or #2 Fuel Oil as a backup.
- The Beasley Power Station is primarily a peaking unit operated to save costs during high periods of energy demand; however, the plant can be called upon by PJM for system reliability and with its black start capability the plant may be used for system restoration.
- The Beasley Power Station has the capability to provide island operation with the Town of Smyrna and has demonstrated this ability on several occasions.
- Beasley Power Station meets DEMEC's long term goals of providing predictable, reliable, low cost power through a diversified power supply portfolio which includes owner assets.
- DEMEC's 7 full requirement members benefit from the output and capacity of the facility.

AMP Fremont Energy Center (AFEC)

Fremont, Ohio



DEMEC Partners with American Municipal Power (AMP)

- July 2011 DEMEC is the 129th member to join the public power partners of American Municipal Power (AMP). Including DEMEC, there are 89 participants in the AFEC Project.
- AFEC is a natural gas-fired combined cycle electric generating facility which will supply intermediate power to participating communities. Intermediate power is needed Monday – Friday during the 16 highest demand hours.
- AFEC's approved capacity injection rights = 675MW; 512MW intermediate and 163MW during peak demands.
- Plant Configuration:
 - (2) 180MW ea. Siemens Combustion Turbine Generators
 - (1) 360MW Siemens Steam Turbine Generator
- DEMEC will take 70 MW of intermediate energy and capacity and 22MW of peaking energy and capacity from the facility for a term of 35 years.
- The Project provides DEMEC and its members a cost-effective, safe, environmentally friendly, asset-based alternative to wholesale energy and capacity markets.

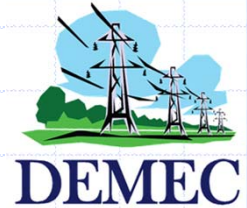




DEMEC

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Increasing Renewable Generation:

DEMEC has made significant investments in Wind and Solar assets:

- | | |
|--|------------------------------|
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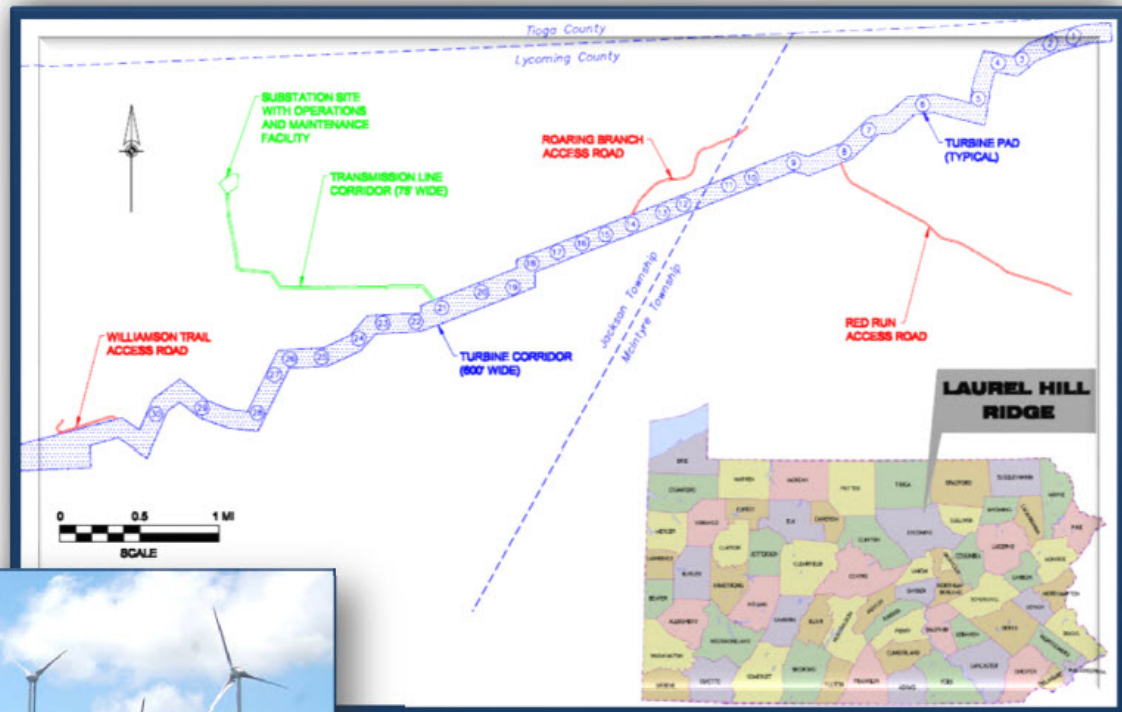
DEMEC

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Laurel Hill Wind Farm

Lycoming County, Pennsylvania



DEMEC – Supporting a Renewable Portfolio

- Renewable Portfolio Goal; 25% by 2025 with a 3.5% solar carve out.
- July 2011 DEMEC entered into an agreement with Duke Energy Renewables; developer and owner of the Laurel Hill Wind Farm Project. DEMEC is the sole participant in the Project and will receive all the renewable energy and SRECs generated from the Project.
- Total capacity of the Project = 69MW (30 Siemens wind turbines, each capable of generating 2.3MW)
- Laurel Hill will be capable of generating enough electricity to power more than 20,000 homes.
- Term of Agreement: 25 years
- Operational September 2012
- The Laurel Hill Wind Farm is located in Lycoming County, Pennsylvania. (Near Williamsport, PA)



Delaware Municipal Electric Corporation



The Dover SUN Park is a 10 MW utility scale facility located in the Dover-owned Garrison Oak Technology Park. The park was made possible by the partnership of several utilities:

- City of Dover
- Delaware Municipal Electric Corporation (DEMEC)
- Delmarva Power
- Delaware Sustainable Energy Utility (SEU)
- LS Power

DEMEC – Supporting a Solar Portfolio

Target:	3 1/2% by 2025
SRECs:	DEMEC will receive 15 % of the Solar Renewable Energy Credits (SRECs).
Projections:	Dover SUN Park will only provide a portion of DEMEC's needed solar environmental attributes. More is required.
Term:	20 years
Societal Benefits:	Will provide clean power to 1,300 homes
Operational:	June 2011



Costs: Seeking the best value for the customer, the park uses the most cost effective technology available today. Additionally, community-scale solar projects offer the most cost effective method to meet solar power goals – over 2,000 solar rooftop systems would be required to supply the same amount of clean energy of the Project at more than double the cost.



DEMEC

Delaware Municipal Electric Corporation

**Welcome to the
2017
Joint Community Briefing
June 8, 2017**

DEMEC



Delaware Municipal Electric Corporation

Milford Solar Generation Project

Project is a 13MW Utility-scale Solar Generation Plant on 70 acres located in Milford, Delaware. Project went into operation in December, 2012.

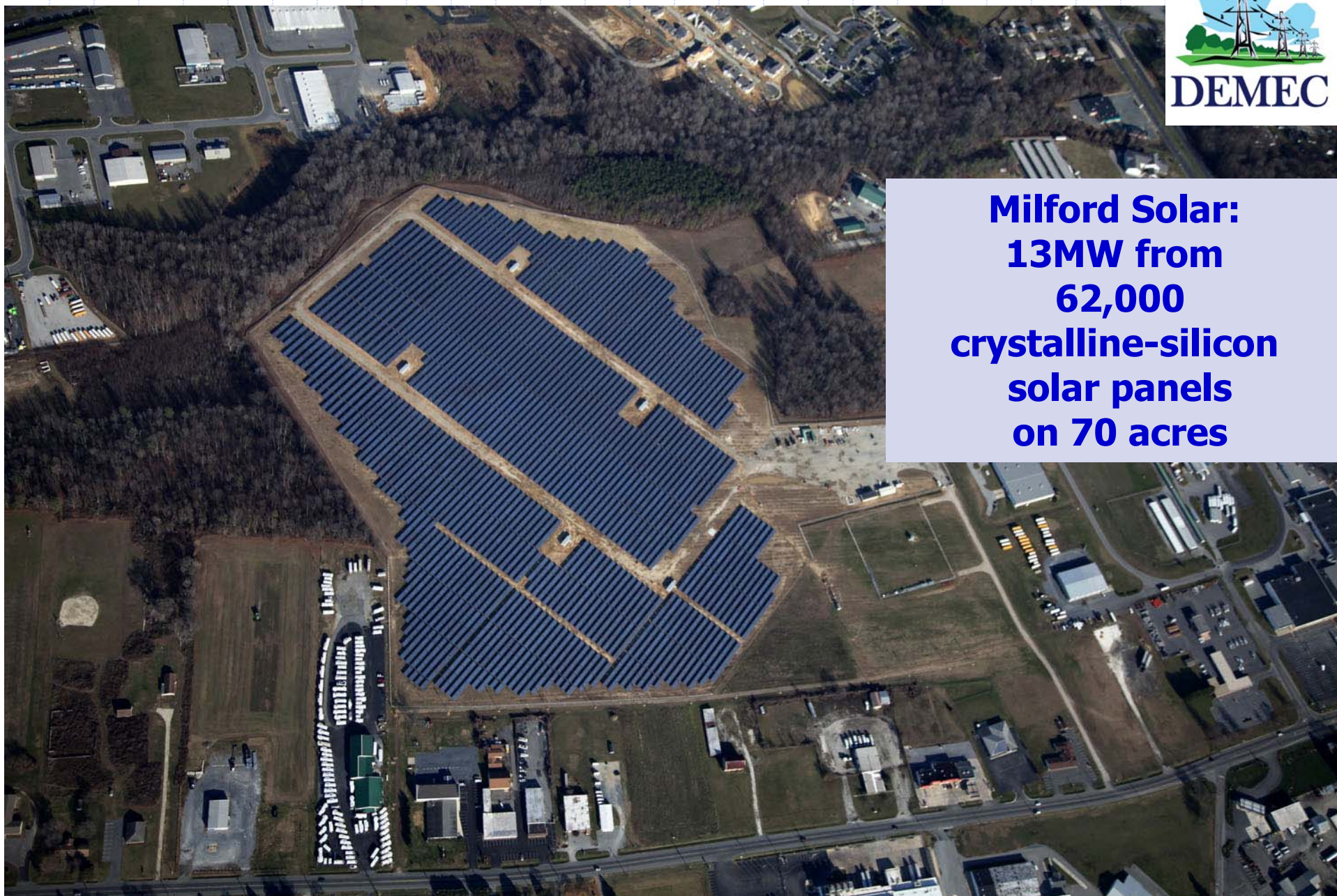
Project has significant economic benefit to the Milford Area:

- **Injected up to \$2 million into the Milford local economy**
- **Employed in excess of 150 local workers from construction to operation**
- **Utilizing more than 75% from Delaware labor force.**
- **DEMEC will use 100% of the project energy and a schedule of SREC output for a 20 year term.**





**Milford Solar:
13MW from
62,000
crystalline-silicon
solar panels
on 70 acres**



DEMEC



Delaware Municipal Electric Corporation

Future Solar Generation Projects

DEMEC has assisted several members in the design and development of community-owned solar facilities. (Smyrna, Lewes, Middletown)

These Community Solar Projects will enable all the members of a community to own solar, even low-income which cannot otherwise afford to invest in solar. These solar projects:

- create jobs
- educate about solar voltaic technology
- Utilize Delaware labor force and materials.

DEMEC will assist members in future projects with the financing, design and construction.



DEMEC



Delaware Municipal Electric Corporation

UNIVERSITY OF DELAWARE

UD-DEMEC Fellowships-Marine Wind Research

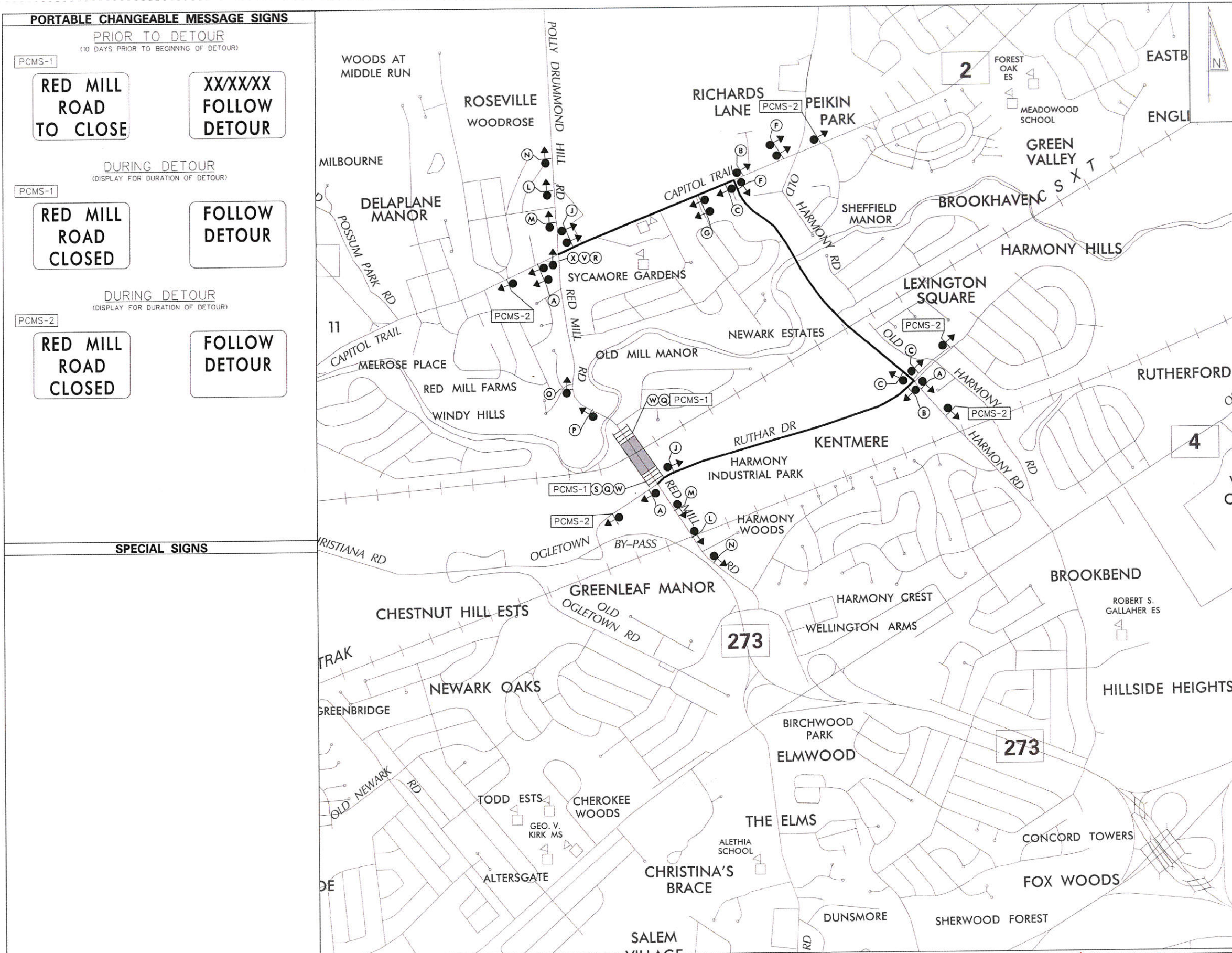
DEMEC sponsors fellowships in the UD School of Marine Studies

These fellowships are full-year funding for graduate-level students doing research into off-shore wind siting and production efficiency

DEMEC purchases RECs from the UD Wind Turbine and City of Lewes purchases the energy produced



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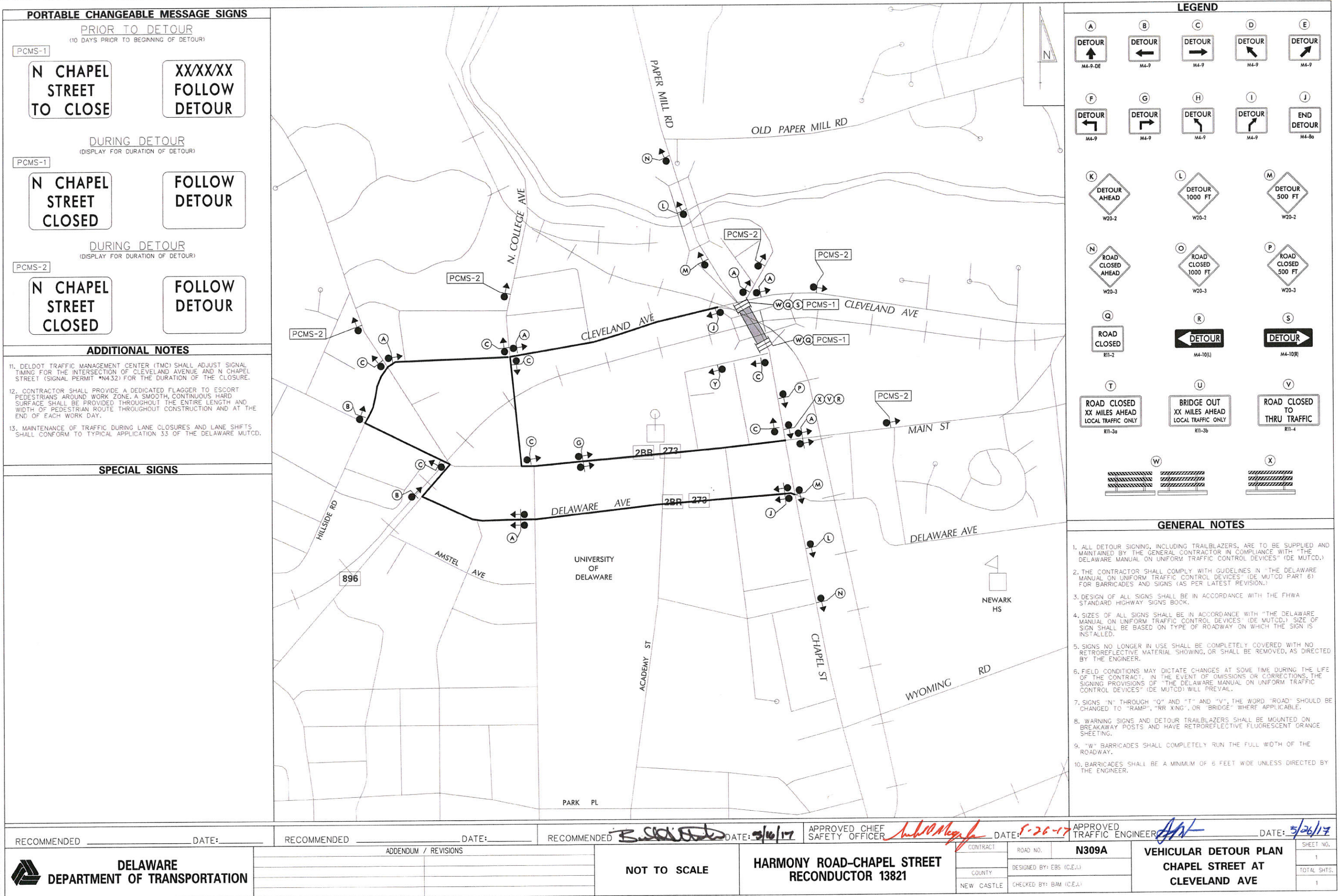
LEGEND

A DETOUR M4-9-DE	B DETOUR M4-9	C DETOUR M4-9	D DETOUR M4-9	E DETOUR M4-9
F DETOUR M4-9	G DETOUR M4-9	H DETOUR M4-9	I DETOUR M4-9	J END DETOUR M4-8a
K DETOUR AHEAD W20-2	L DETOUR 1000 FT W20-2	M DETOUR 500 FT W20-2		
N ROAD CLOSED AHEAD W20-3	O ROAD CLOSED 1000 FT W20-3	P ROAD CLOSED 500 FT W20-3		
Q ROAD CLOSED R11-2	R DETOUR M4-10(L)	S DETOUR M4-10(R)		
T ROAD CLOSED XX MILES AHEAD LOCAL TRAFFIC ONLY R11-3a	U BRIDGE OUT XX MILES AHEAD LOCAL TRAFFIC ONLY R11-3b	V ROAD CLOSED TO THRU TRAFFIC R11-4		
W BARRICADE				
X BARRICADE				

- GENERAL NOTES**
- ALL DETOUR SIGNING, INCLUDING TRAILBLAZERS, ARE TO BE SUPPLIED AND MAINTAINED BY THE GENERAL CONTRACTOR IN COMPLIANCE WITH "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD.)
 - THE CONTRACTOR SHALL COMPLY WITH GUIDELINES IN "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD PART 6) FOR BARRICADES AND SIGNS (AS PER LATEST REVISION.)
 - DESIGN OF ALL SIGNS SHALL BE IN ACCORDANCE WITH THE FHWA STANDARD HIGHWAY SIGNS BOOK.
 - SIZES OF ALL SIGNS SHALL BE IN ACCORDANCE WITH "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD.) SIZE OF SIGN SHALL BE BASED ON TYPE OF ROADWAY ON WHICH THE SIGN IS INSTALLED.
 - SIGNS NO LONGER IN USE SHALL BE COMPLETELY COVERED WITH NO RETROREFLECTIVE MATERIAL SHOWING, OR SHALL BE REMOVED, AS DIRECTED BY THE ENGINEER.
 - FIELD CONDITIONS MAY DICTATE CHANGES AT SOME TIME DURING THE LIFE OF THE CONTRACT. IN THE EVENT OF OMISSIONS OR CORRECTIONS, THE SIGNING PROVISIONS OF "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD) WILL PREVAIL.
 - SIGNS "N" THROUGH "Q" AND "T" AND "V", THE WORD "ROAD" SHOULD BE CHANGED TO "RAMP", "RR XING", OR "BRIDGE" WHERE APPLICABLE.
 - WARNING SIGNS AND DETOUR TRAILBLAZERS SHALL BE MOUNTED ON BREAKAWAY POSTS AND HAVE RETROREFLECTIVE FLUORESCENT ORANGE SHEETING.
 - "W" BARRICADES SHALL COMPLETELY RUN THE FULL WIDTH OF THE ROADWAY.
 - BARRICADES SHALL BE A MINIMUM OF 6 FEET WIDE UNLESS DIRECTED BY THE ENGINEER.

RECOMMENDED _____ DATE: _____	RECOMMENDED _____ DATE: _____	RECOMMENDED <u>REMOVED</u> DATE: <u>5/16/17</u>	APPROVED CHIEF SAFETY OFFICER <u>[Signature]</u> DATE: <u>5-20-17</u>	APPROVED TRAFFIC ENGINEER <u>[Signature]</u> DATE: <u>5/26/17</u>
ADDENDUM / REVISIONS		NOT TO SCALE	HARMONY ROAD-CHAPEL STREET RECONDUCTOR 13821	VEHICULAR DETOUR PLAN RED MILL ROAD NORTH OF RUTHAR DRIVE
DELAWARE DEPARTMENT OF TRANSPORTATION			CONTRACT _____ ROAD NO. N352	SHEET NO. 1
			COUNTY _____ DESIGNED BY: EBS (C.E.)	TOTAL SHTS. 1
			NEW CASTLE CHECKED BY: BAM (C.E.)	

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PORTABLE CHANGEABLE MESSAGE SIGNS

PRIOR TO DETOUR
(10 DAYS PRIOR TO BEGINNING OF DETOUR)

PCMS-1

N CHAPEL STREET TO CLOSE

XXXXXX FOLLOW DETOUR

DURING DETOUR
(DISPLAY FOR DURATION OF DETOUR)

PCMS-1

N CHAPEL STREET CLOSED

FOLLOW DETOUR

DURING DETOUR
(DISPLAY FOR DURATION OF DETOUR)

PCMS-2

N CHAPEL STREET CLOSED

FOLLOW DETOUR

- ADDITIONAL NOTES**
11. DELDOT TRAFFIC MANAGEMENT CENTER (TMC) SHALL ADJUST SIGNAL TIMING FOR THE INTERSECTION OF CLEVELAND AVENUE AND N CHAPEL STREET (SIGNAL PERMIT *N432) FOR THE DURATION OF THE CLOSURE.
 12. CONTRACTOR SHALL PROVIDE A DEDICATED FLAGGER TO ESCORT PEDESTRIANS AROUND WORK ZONE. A SMOOTH, CONTINUOUS HARD SURFACE SHALL BE PROVIDED THROUGHOUT THE ENTIRE LENGTH AND WIDTH OF PEDESTRIAN ROUTE THROUGHOUT CONSTRUCTION AND AT THE END OF EACH WORK DAY.
 13. MAINTENANCE OF TRAFFIC DURING LANE CLOSURES AND LANE SHIFTS SHALL CONFORM TO TYPICAL APPLICATION 33 OF THE DELAWARE MUTCD.

SPECIAL SIGNS

LEGEND

A DETOUR M4-9-DE	B DETOUR M4-9	C DETOUR M4-9	D DETOUR M4-9	E DETOUR M4-9
F DETOUR M4-9	G DETOUR M4-9	H DETOUR M4-9	I DETOUR M4-9	J END DETOUR M4-8a
K DETOUR AHEAD W20-2	L DETOUR 1000 FT W20-2	M DETOUR 500 FT W20-2		
N ROAD CLOSED AHEAD W20-3	O ROAD CLOSED 1000 FT W20-3	P ROAD CLOSED 500 FT W20-3		
Q ROAD CLOSED R11-2	R DETOUR M4-10(L)	S DETOUR M4-10(R)		
T ROAD CLOSED XX MILES AHEAD LOCAL TRAFFIC ONLY R11-3a	U BRIDGE OUT XX MILES AHEAD LOCAL TRAFFIC ONLY R11-3b	V ROAD CLOSED TO THRU TRAFFIC R11-4		
W BARRICADE			X BARRICADE	

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 4. SIZES OF ALL SIGNS SHALL BE IN ACCORDANCE WITH "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD.) SIZE OF SIGN SHALL BE BASED ON TYPE OF ROADWAY ON WHICH THE SIGN IS INSTALLED.
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 6. FIELD CONDITIONS MAY DICTATE CHANGES AT SOME TIME DURING THE LIFE OF THE CONTRACT. IN THE EVENT OF OMISSIONS OR CORRECTIONS, THE SIGNING PROVISIONS OF "THE DELAWARE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (DE MUTCD) WILL PREVAIL.
 7. SIGNS "N" THROUGH "O" AND "T" AND "V", THE WORD "ROAD" SHOULD BE CHANGED TO "RAMP", "RR XING", OR "BRIDGE" WHERE APPLICABLE.
 8. WARNING SIGNS AND DETOUR TRAILBLAZERS SHALL BE MOUNTED ON BREAKAWAY POSTS AND HAVE RETROREFLECTIVE FLUORESCENT ORANGE SHEETING.
 9. "W" BARRICADES SHALL COMPLETELY RUN THE FULL WIDTH OF THE ROADWAY.
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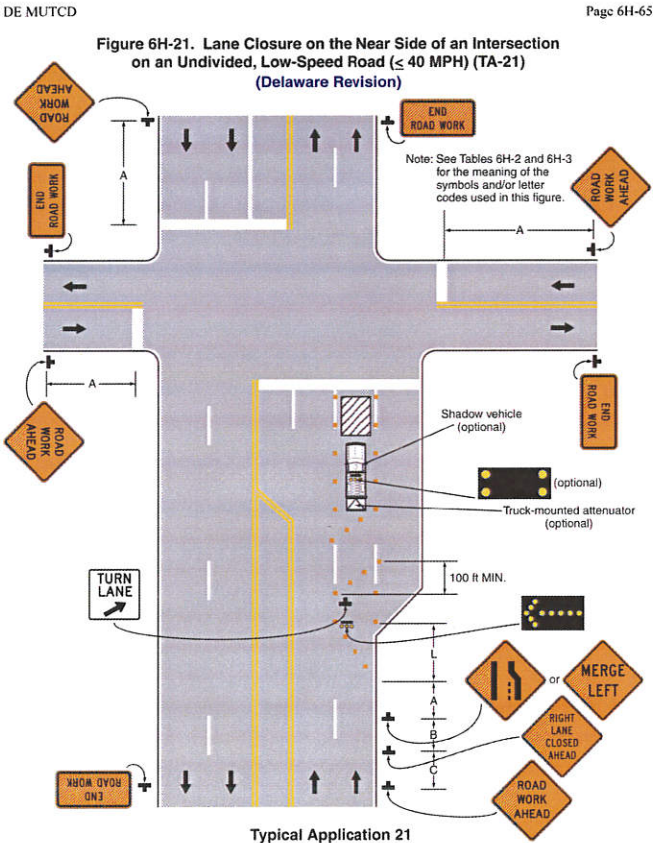
RECOMMENDED _____ DATE: _____	RECOMMENDED _____ DATE: _____	RECOMMENDED <i>B. Skidmore</i> DATE: <i>5/16/17</i>	APPROVED CHIEF SAFETY OFFICER <i>John A. [Signature]</i> DATE: <i>5-26-17</i>	APPROVED TRAFFIC ENGINEER <i>[Signature]</i> DATE: <i>5/26/17</i>
ADDENDUM / REVISIONS			CONTRACT	ROAD NO. N309A
NOT TO SCALE			COUNTY	DESIGNED BY: EBS (C.E.I.)
HARMONY ROAD-CHAPEL STREET RECONDUCTOR 13821			NEW CASTLE	CHECKED BY: BAM (C.E.I.)
VEHICULAR DETOUR PLAN CHAPEL STREET AT CLEVELAND AVE				SHEET NO. 1 TOTAL SHTS. 1



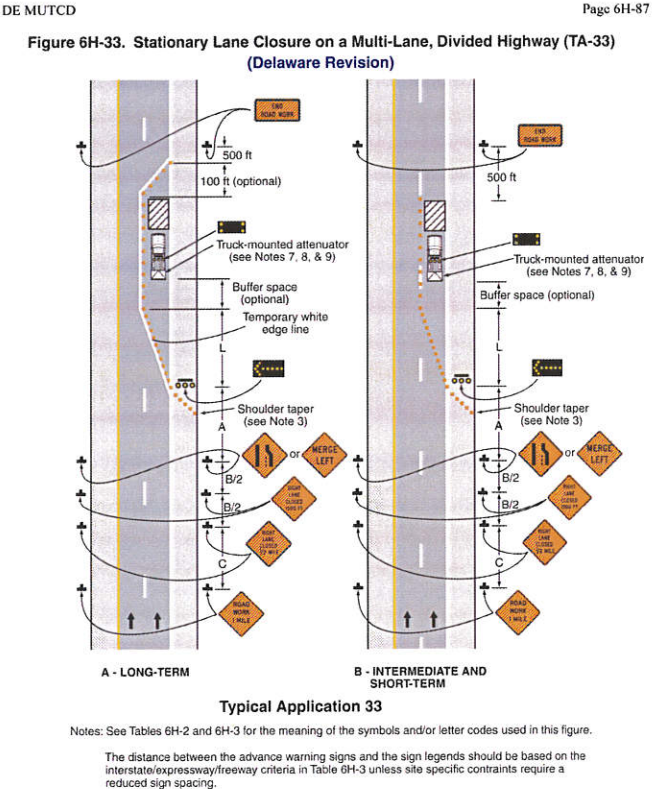
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MAINTENANCE OF TRAFFIC NOTES

1. MAINTENANCE OF TRAFFIC DURING LANE CLOSURES AND LANE SHIFTS ON CLEVELAND AVENUE SHALL CONFORM TO TYPICAL APPLICATION 21, 22 and 33 OF THE DELAWARE MUTCD. LANE CLOSURES ON CLEVELAND AVENUE MUST OCCUR ON THE WEEKEND.
2. MAINTENANCE OF TRAFFIC DURING LANE CLOSURES AND LANE SHIFTS ON SR 72 (CAPITAL TRAIL) SHALL CONFORM TO TYPICAL APPLICATION 21, 22 AND 33 OF THE DELAWARE MUTCD.
3. CONTRACTOR SHALL PROVIDE A DEDICATED FLAGGER TO DIRECT PEDESTRIANS AT ALL PEDESTRIAN WALKWAYS WITHIN THE WORK ZONE. FLAGGERS SHALL HOLD PEDESTRIANS AT A DEDICATED SAFE DISTANCE FROM PROPOSED LINE PULLS AT A MAXIMUM OF 15 MINUTE INTEGRALS.
4. MCKEES LANE ONE-WAY NORTHBOUND CUT THROUGH TO CLEVELAND AVENUE SHALL BE CLOSED FOR DURATION OF ADJACENT WORK. ACCESS TO ADJACENT DRIVEWAYS AND PARKING LOTS SHALL BE MAINTAINED THROUGH THE DURATION OF THE CLOSURE.
5. ON ALL INTERSECTING STREETS APPROACHING THE WORK AREA, "ROAD WORK 1,500 FT." "ROAD WORK 1,000 FT." AND "ROAD WORK 500 FT." PERMANENT SIGNS SHALL BE PLACED AS SHOWN ON THESE PLANS OR AS DIRECTED BY THE ENGINEER. AN "END ROAD WORK" SIGN SHALL BE PLACED ACROSS THE STREET FROM THE "ROAD WORK 500 FT." SIGN, VISIBLE TO TRAFFIC OPERATING THE WORK ZONE.
6. ACCEPTABLE MATERIALS FOR TEMPORARY PEDESTRIAN PATHS SHALL INCLUDE CONCRETE, HOT-MIX, COMPACTED MILLINGS OR PLYWOOD WALKWAY STRUCTURE. PLYWOOD WALKWAY STRUCTURES SHALL ALSO INCLUDE DETECTABLE EDGING AND RAILINGS IN ACCORDANCE WITH ADA GUIDELINES AND THE DELAWARE MUTCD. STONE OR GRADED AGGREGATE BASE COURSE SHALL NOT BE USED FOR TEMPORARY PEDESTRIAN PATHS.
7. AT LEAST 3 DAYS PRIOR TO ANY DETOUR OR MOT IMPLEMENTATION, CONTRACTOR SHALL CONTACT THE DELAWARE TRANSPORTATION MANAGEMENT CENTER (TMC) AND REQUEST THE TMC MONITOR AND ADJUST SIGNAL TIMING AT SIGNALIZED INTERSECTIONS AFFECTED BY THE ROAD CLOSURE OR LANE MODIFICATIONS.



Revision 1, December 2012



Revision 1, December 2012



CITY OF NEWARK
DELAWARE

June 8, 2017

TO: Mayor and Members of Council

VIA: Tom Coleman, Acting City Manager

FROM: Marvin Howard, Parking Manager
Court Mulvanity, Parking Supervisor
Andrew S. Haines, Deputy City Manager

RE: Meter Occupancy Report – November 2016 through March 2017

The Parking Division was asked to supply information regarding on-street parking meter occupancy. Previously, the Parking Division reported meter occupancy statistics for May, June, September, and October of 2016. This meter occupancy report will cover November and December of 2016, as well as Quarter 1 of 2017. To establish a regular schedule and meet certain expectations, occupancy reports will now be supplied quarterly to the mayor and members of council. The goals of the reports are to give a better understanding of when and where downtown patrons are parking their vehicles and to supply reliable statistics that can be used in making decisions concerning the area and its access by patrons. This report pays special attention to City-sponsored events and holiday parking, as the time period includes a number of events that may affect parking occupancy through the test area.

Background

In 2013, the City of Newark purchased IPS credit card enabled parking meters and in-ground vehicle sensors. These new meters are referred to as “smart parking meters” because in addition to accepting all major credit cards and reporting back to a central database, they can generate occupancy data when paired with a sensor, which can be used for planning and operational purposes. Specifically, when coupled with sensors that track and record occupancy, the meters allow for calculations to estimate the number of metered parking spaces in use and or are available at any given time, giving both the percentage of meters occupied and the number of spaces available in a particular sub-section or street. Information was collected from the meters in the downtown area for specific timeframes to demonstrate meter usage and occupancy requested by mayor and city council. Parking industry benchmarks establish that over 85% occupancy is a threshold of presumed capacity, by the consumer. Staff utilizes this benchmark when assessing occupancy, presumed occupancy, and how the current inventory can or cannot support service needs in a given parking zone or at given periods of time.

Area of Study

Following the same methodology as the first report, occupancy reports were pulled from 130 meters along both sides of East and West Main Street from North Chapel Street to the Deer Park Tavern, representing a significant portion of the Central Business District (CBD). Loading zone meters were excluded from the study, as no vehicles should be parking at these meters (with exception to tractor-trailers at no charge) before 4 p.m. and including them would negatively skew overall occupancy calculations for specific time periods. Meters blocked due to projects or experiencing malfunctions were also excluded. It is important to note the data does not include vehicles parked illegally at yellow curbs or in loading zones. Motorcycles that may not be correctly positioned above the sensors are also excluded from the study.

Study Timeframes

To demonstrate occupancy and available spaces by hour, data was used from November through December of 2016 and January through March of 2017, the five most recent months that the data is available. Analyzing data during this timeframe allows comparisons of meter usage when students are in session at University of Delaware, when the student population is reduced due to the holiday break, and when there are several events and incentives to encourage increased patronage downtown. This timeframe was chosen not only for its diversity in who parks over this period, but because it picks up from where the last report ends and brings the reporting up-to-date with the most current full month of information available from the meters.

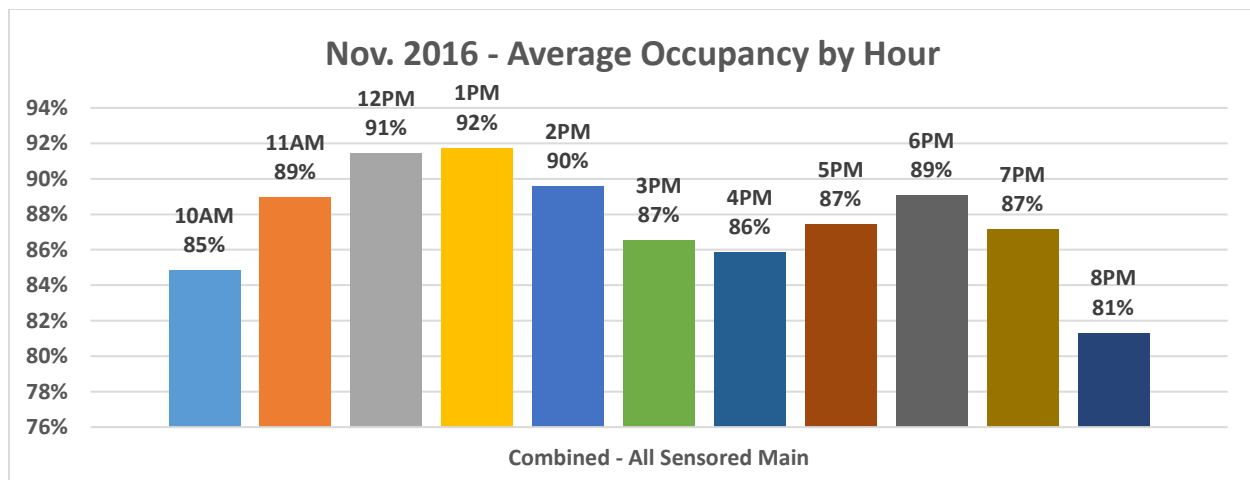
Data by Month

November 2016

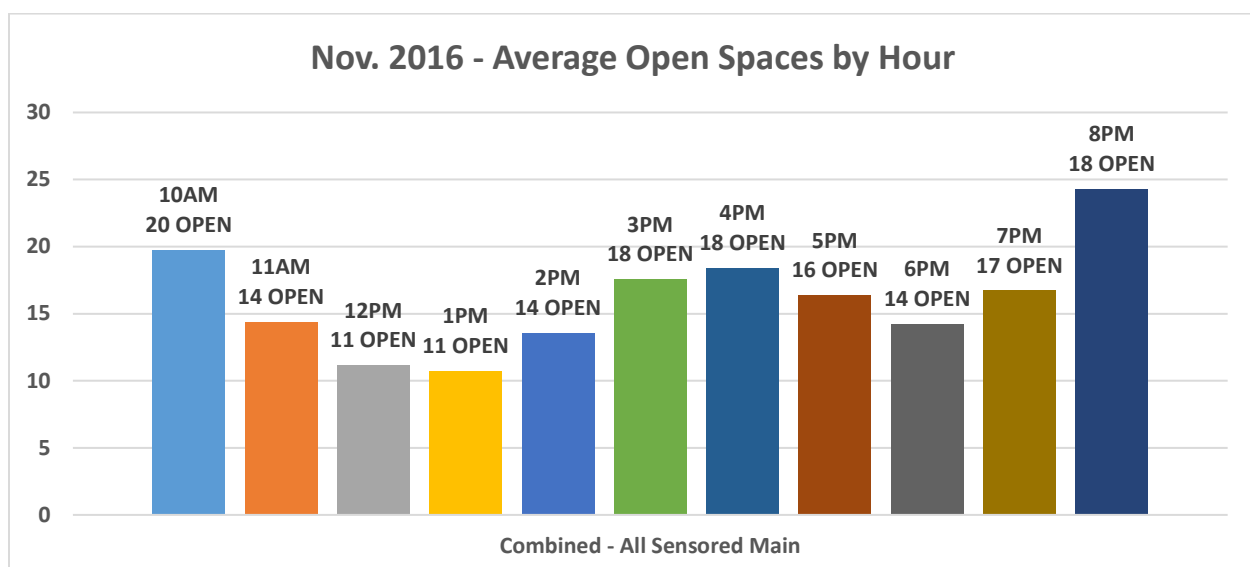
The month of November is generally one of the busier months for parking in the City of Newark. An exception to this is near the end of the month, when parking prior to the Thanksgiving holiday decreases and is significantly reduced on the date of the holiday. There are no parking fees collected on Thanksgiving, Black Friday or Small Business Saturday in an effort to entice shoppers to support local businesses. On the next page is a heat map, which shows the impact the holidays and parking at no charge had on parking occupancy at smart meters.

Percent Occupied by Date/Time/Zone (November 2016)														
Date	Day	Location	# Meters	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM
11/1/2016	Tuesday	Combined - All Sensored Main	130	87%	92%	94%	94%	90%	89%	89%	95%	95%	92%	88%
11/2/2016	Wednesday	Combined - All Sensored Main	130	88%	93%	95%	93%	92%	85%	91%	93%	95%	95%	92%
11/3/2016	Thursday	Combined - All Sensored Main	130	85%	92%	95%	94%	91%	89%	88%	94%	95%	95%	90%
11/4/2016	Friday	Combined - All Sensored Main	130	88%	93%	94%	95%	92%	87%	85%	89%	91%	92%	85%
11/5/2016	Saturday	Combined - All Sensored Main	130	87%	92%	95%	95%	93%	92%	89%	87%	86%	88%	88%
11/6/2016	Sunday	Combined - All Sensored Main	130	90%	91%	94%	94%	92%	87%	88%	93%	88%	88%	81%
11/7/2016	Monday	Combined - All Sensored Main	130	83%	94%	93%	92%	89%	91%	90%	92%	92%	90%	84%
11/8/2016	Tuesday	Combined - All Sensored Main	130	88%	89%	92%	89%	85%	85%	84%	83%	89%	89%	85%
11/9/2016	Wednesday	Combined - All Sensored Main	130	83%	88%	92%	92%	88%	85%	87%	92%	95%	94%	85%
11/10/2016	Thursday	Combined - All Sensored Main	130	90%	95%	95%	94%	93%	92%	92%	91%	95%	93%	88%
11/11/2016	Friday	Combined - All Sensored Main	130	92%	95%	95%	95%	95%	94%	95%	93%	95%	92%	92%
11/12/2016	Saturday	Combined - All Sensored Main	130	88%	91%	93%	92%	92%	90%	86%	85%	89%	89%	85%
11/13/2016	Sunday	Combined - All Sensored Main	130	91%	92%	92%	92%	91%	89%	85%	90%	89%	85%	83%
11/14/2016	Monday	Combined - All Sensored Main	130	83%	89%	94%	93%	92%	91%	90%	92%	93%	90%	84%
11/15/2016	Tuesday	Combined - All Sensored Main	130	87%	94%	95%	93%	89%	91%	88%	93%	94%	88%	85%
11/16/2016	Wednesday	Combined - All Sensored Main	130	88%	90%	93%	93%	92%	92%	93%	97%	96%	94%	91%
11/17/2016	Thursday	Combined - All Sensored Main	130	92%	98%	98%	97%	98%	97%	94%	97%	95%	95%	84%
11/18/2016	Friday	Combined - All Sensored Main	130	94%	98%	98%	98%	98%	94%	93%	94%	90%	88%	84%
11/19/2016	Saturday	Combined - All Sensored Main	130	92%	91%	92%	94%	90%	83%	85%	92%	94%	95%	86%
11/20/2016	Sunday	Combined - All Sensored Main	130	88%	91%	92%	91%	88%	78%	78%	77%	77%	76%	59%
11/21/2016	Monday	Combined - All Sensored Main	130	75%	82%	90%	92%	86%	80%	85%	88%	89%	79%	68%
11/22/2016	Tuesday	Combined - All Sensored Main	130	75%	86%	91%	92%	86%	82%	83%	88%	86%	78%	70%
11/23/2016	Wednesday	Combined - All Sensored Main	130	82%	88%	92%	91%	88%	86%	85%	82%	82%	83%	77%
11/24/2016	Thursday	Combined - All Sensored Main	130	43%	38%	42%	42%	47%	34%	33%	22%	38%	35%	28%
11/25/2016	Friday	Combined - All Sensored Main	130	80%	85%	88%	94%	92%	85%	80%	86%	88%	84%	75%
11/26/2016	Saturday	Combined - All Sensored Main	130	86%	85%	88%	93%	89%	86%	82%	88%	88%	85%	87%
11/27/2016	Sunday	Combined - All Sensored Main	130	84%	88%	92%	94%	90%	87%	84%	82%	85%	81%	77%
11/28/2016	Monday	Combined - All Sensored Main	130	85%	89%	94%	95%	94%	92%	93%	92%	95%	92%	82%
11/29/2016	Tuesday	Combined - All Sensored Main	130	86%	92%	95%	97%	95%	93%	92%	93%	94%	94%	87%
11/30/2016	Wednesday	Combined - All Sensored Main	130	85%	92%	93%	94%	91%	87%	88%	88%	95%	94%	90%

As noted above, Thursday, November 24th (Thanksgiving) shows a noticeable decrease in parking meter occupancy. Regular businesses on Main Street were mostly closed, except for some restaurants that provided Thanksgiving services or catering for the public. Days when regular rates were not in effect also saw decreased occupancy, with many University of Delaware students away for Thanksgiving. The report also indicates many patrons took advantage of Black Friday and Small Business Saturday deals on Main Street and in downtown districts. Near the end of the month, there is an increase back to ordinary occupancy levels for the month, likely due to returning students and University staff. Paying attention to the days of the week that are most busy, Thursdays and Fridays tend to have higher occupancy than Monday through Wednesday, with exception of the Thanksgiving week. Saturdays remain busy, but they generally do not experience the max occupancy levels seen on Thursdays and Fridays. Sundays generally show a noticeable decrease in traffic during dinner hours, but remain at normal occupancy levels during lunch. This may be an effect of giving parking at no charge from 7 a.m. to 1 p.m. on Sundays and/or due to church services in the area. With a high number of restaurants on Main Street, Sunday brunch is also a popular activity in the area, with local restaurants giving brunch deals to remain competitive in the area.



The chart above shows the average occupancy by hour for November, which includes the data from Thanksgiving. By leaving this day in, it brings average occupancy down by roughly 2% by hour, but is important to include as meters were available for parking that day, even if at no charge. Overall, the average hourly occupancy saw the busiest hours during the lunch hours between 11 a.m. and 2 p.m., where meters were around 90%+ occupied. Dinner hours brought an increase to average occupancy before taking a major decrease at 8 p.m. Average occupancy floated between 85% and 93% by hour, on average.



Average open spaces by hour statistics were generated from the average occupancy by hour statistics to give what the expectation should be when a patron drives down Main Street concerning available spaces. During lunch, a patron could expect to see 11-14 available legal parking spaces out of 130 total parking spaces over the test area, although there were times on Thursday and Friday when little to no parking was available, especially during lunch and dinner hours.

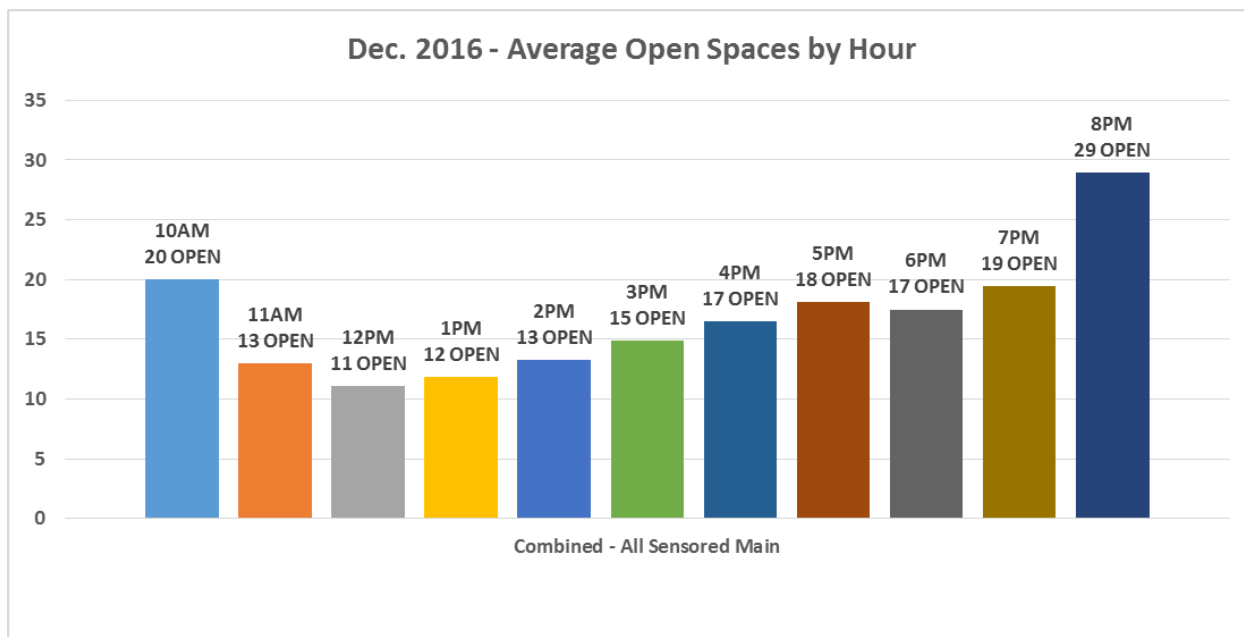
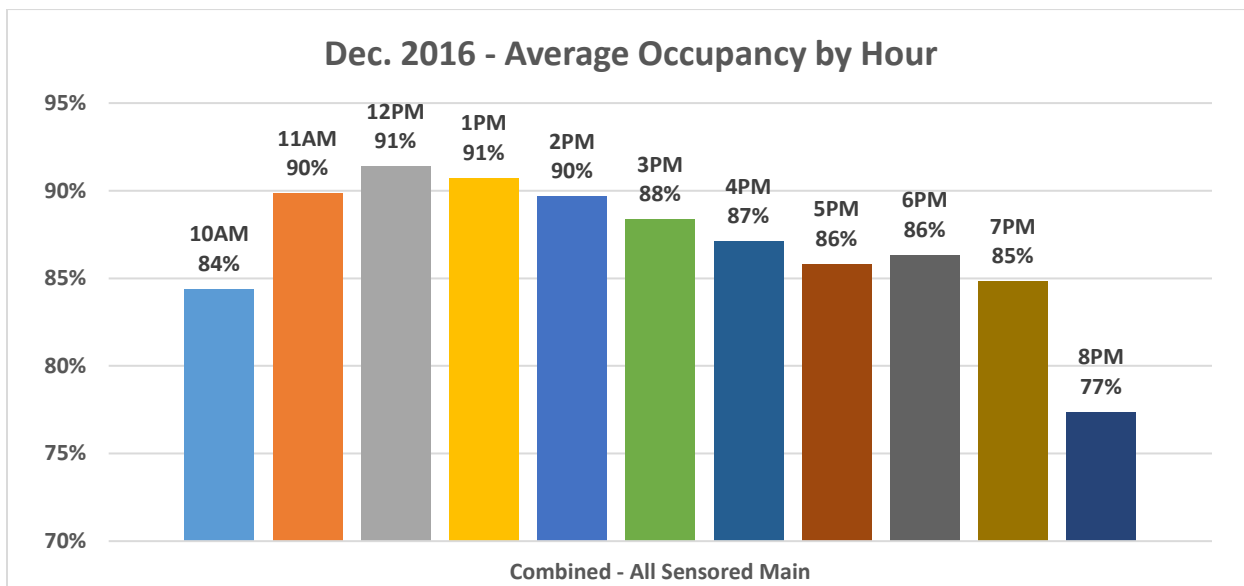
December 2016

In December, downtown parking can be influenced by the holiday season, City of Newark events including Winterfest, the end of the University of Delaware Fall semester, and parking incentives to increase patronage to area businesses. For 2016, parking was free from December 21-26. The dates for this incentive are selected based, in part, by the University of Delaware schedule to decrease the likelihood of staff and students utilizing parking resources and incentives meant for business patrons. Parking was also free from 5 p.m. to midnight on New Year's Eve as an incentive to draw patrons downtown. The number of meters available for testing this month decreased from 130 to 128, as two smart meters had meter-sensor connection issues. A heat map is provided below, showing occupancy rates per day by hour.

Percent Occupied by Date/Time/Zone (December 2016)														
Date	Day	Location	# Meters	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM
12/1/2016	Thursday	Combined - All Sensored Main	128	89%	95%	96%	95%	94%	92%	95%	95%	95%	91%	85%
12/2/2016	Friday	Combined - All Sensored Main	128	94%	96%	97%	96%	97%	95%	93%	97%	95%	95%	93%
12/3/2016	Saturday	Combined - All Sensored Main	128	94%	97%	97%	97%	97%	89%	88%	88%	93%	88%	79%
12/4/2016	Sunday	Combined - All Sensored Main	128	87%	93%	96%	93%	93%	94%	91%	92%	93%	89%	82%
12/5/2016	Monday	Combined - All Sensored Main	128	80%	95%	98%	96%	91%	90%	95%	97%	98%	96%	90%
12/6/2016	Tuesday	Combined - All Sensored Main	128	93%	98%	98%	95%	95%	95%	93%	95%	97%	95%	84%
12/7/2016	Wednesday	Combined - All Sensored Main	128	89%	96%	96%	97%	96%	94%	92%	95%	97%	98%	90%
12/8/2016	Thursday	Combined - All Sensored Main	128	88%	96%	98%	98%	95%	95%	95%	93%	95%	95%	82%
12/9/2016	Friday	Combined - All Sensored Main	128	91%	97%	98%	98%	98%	97%	95%	94%	96%	96%	88%
12/10/2016	Saturday	Combined - All Sensored Main	128	92%	93%	96%	95%	93%	95%	91%	88%	86%	87%	80%
12/11/2016	Sunday	Combined - All Sensored Main	128	89%	95%	96%	95%	90%	92%	90%	92%	87%	81%	77%
12/12/2016	Monday	Combined - All Sensored Main	128	89%	95%	97%	96%	94%	95%	94%	91%	95%	93%	85%
12/13/2016	Tuesday	Combined - All Sensored Main	128	91%	96%	95%	97%	95%	93%	94%	93%	94%	93%	89%
12/14/2016	Wednesday	Combined - All Sensored Main	128	95%	97%	96%	97%	96%	95%	91%	93%	95%	95%	88%
12/15/2016	Thursday	Combined - All Sensored Main	128	89%	97%	98%	97%	97%	97%	95%	91%	95%	94%	87%
12/16/2016	Friday	Combined - All Sensored Main	128	94%	98%	98%	98%	98%	97%	96%	93%	95%	96%	93%
12/17/2016	Saturday	Combined - All Sensored Main	128	88%	91%	91%	91%	95%	96%	94%	92%	85%	81%	81%
12/18/2016	Sunday	Combined - All Sensored Main	128	85%	89%	92%	88%	85%	86%	81%	77%	71%	69%	62%
12/19/2016	Monday	Combined - All Sensored Main	128	83%	91%	91%	92%	88%	88%	84%	82%	92%	83%	68%
12/20/2016	Tuesday	Combined - All Sensored Main	128	80%	89%	93%	92%	89%	83%	88%	85%	89%	85%	69%
12/21/2016	Wednesday	Combined - All Sensored Main	128	89%	94%	95%	92%	92%	89%	94%	93%	92%	90%	76%
12/22/2016	Thursday	Combined - All Sensored Main	128	91%	95%	95%	95%	95%	94%	94%	92%	89%	89%	78%
12/23/2016	Friday	Combined - All Sensored Main	128	91%	91%	93%	91%	92%	93%	91%	88%	85%	84%	79%
12/24/2016	Saturday	Combined - All Sensored Main	128	85%	85%	89%	91%	88%	81%	78%	69%	56%	61%	61%
12/25/2016	Sunday	Combined - All Sensored Main	128	36%	33%	31%	28%	30%	30%	31%	30%	29%	36%	26%
12/26/2016	Monday	Combined - All Sensored Main	128	64%	81%	87%	87%	87%	81%	81%	74%	81%	81%	69%
12/27/2016	Tuesday	Combined - All Sensored Main	128	75%	84%	85%	86%	83%	81%	83%	79%	81%	81%	74%
12/28/2016	Wednesday	Combined - All Sensored Main	128	76%	82%	88%	85%	87%	87%	77%	79%	78%	80%	77%
12/29/2016	Thursday	Combined - All Sensored Main	128	74%	79%	86%	83%	83%	81%	77%	77%	82%	78%	70%
12/30/2016	Friday	Combined - All Sensored Main	128	78%	83%	85%	87%	88%	84%	81%	80%	83%	78%	74%
12/31/2016	Saturday	Combined - All Sensored Main	128	79%	82%	83%	87%	81%	79%	77%	75%	77%	70%	63%

As the chart indicates, December 2016 started with very high occupancy numbers. Winterfest, an event held by the Parks and Recreation Department on Main Street at the Academy Lawn, brought extremely high occupancy numbers through the night of Friday, December 2nd. Between December 1st and December 17th, occupancy was consistently at or above 90% between 11 a.m. and 6 p.m., with a couple of exceptions around 3 p.m. and 5 p.m. on Sundays and Mondays. Parking occupancy peaked at 97-98% multiple times in the month, usually during lunch or dinner hours. On December 18th there is a sudden decrease in occupancy through the day, most likely due to students going home for the holidays and the closing of the dorms for the semester. Even with the students leaving for the holidays, 90%+ occupancy is charted through the week before the Christmas holiday and may be representative of a thriving Main Street and a desire by patrons to shop local for their holiday gifts. On Christmas Day, there a major decrease in parking

occupancy, as most businesses are closed for the holiday. The last week in December sees a decrease from the normal parking occupancy that was seen earlier in the month and at no point does on-street meter occupancy go above 90%, but floats between 68-87%. Lunch continues to be the busiest period of the day for on-street meters in the central business district.



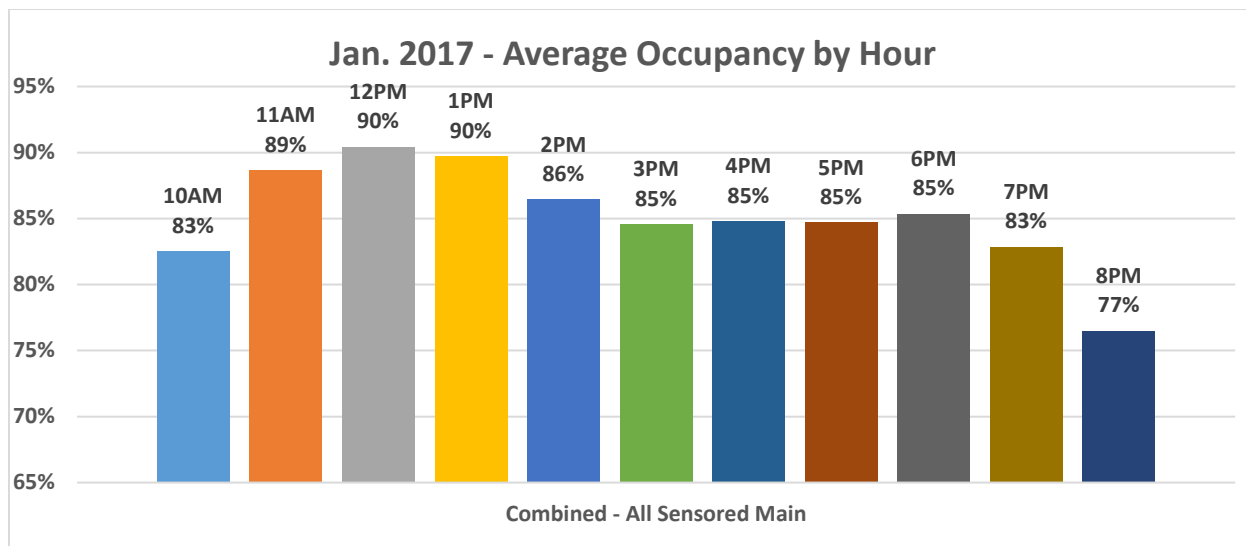
Average occupancy by hour and average open spaces by hour for December 2016 are presented above.

January 2017

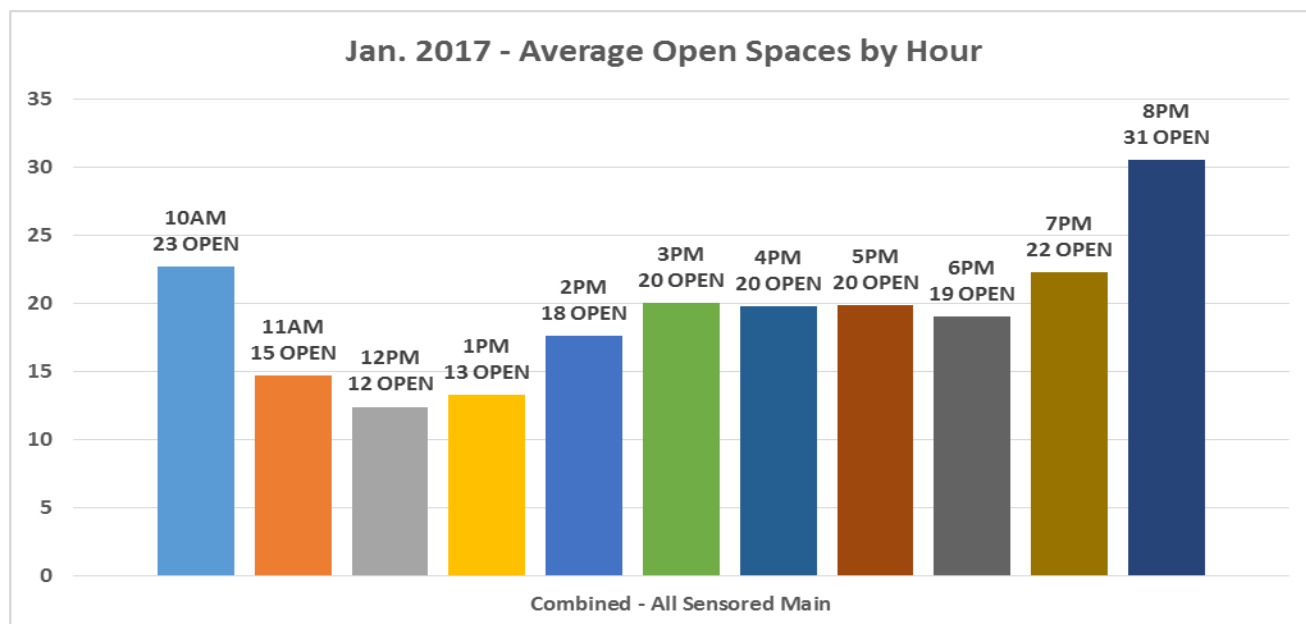
The beginning of the New Year brings a general decrease in on-street parking. While University students are still present due to the UD winter session, the number of on-campus students is significantly lower compared to the fall and spring semesters. Parking was free on New Year's Day and Martin Luther King Jr. Day (Monday, January 16th). Restaurant Week was held from Monday, January 16th to Sunday, January 22nd. There was no significant snow during the month, which is a rarity but helpful to local businesses, as the lack of a snow event led to more available business days. A heat map is provided below to give a visual representation of occupancy levels.

Percent Occupied by Date/Time/Zone (January 2017)														
Date	Day	Location	# Meters	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM
1/1/2017	Sunday	Combined - All Sensored Main	130	74%	76%	85%	82%	76%	75%	70%	72%	70%	71%	63%
1/2/2017	Monday	Combined - All Sensored Main	130	74%	85%	86%	85%	85%	85%	81%	78%	75%	72%	71%
1/3/2017	Tuesday	Combined - All Sensored Main	130	78%	90%	93%	91%	92%	88%	92%	85%	87%	84%	75%
1/4/2017	Wednesday	Combined - All Sensored Main	130	80%	89%	92%	89%	85%	88%	85%	85%	89%	87%	82%
1/5/2017	Thursday	Combined - All Sensored Main	130	84%	91%	95%	92%	90%	85%	85%	87%	89%	83%	71%
1/6/2017	Friday	Combined - All Sensored Main	130	85%	88%	94%	95%	90%	90%	92%	89%	89%	84%	80%
1/7/2017	Saturday	Combined - All Sensored Main	130	86%	86%	89%	89%	85%	82%	81%	74%	75%	75%	72%
1/8/2017	Sunday	Combined - All Sensored Main	130	81%	88%	91%	89%	84%	82%	79%	79%	78%	75%	67%
1/9/2017	Monday	Combined - All Sensored Main	130	84%	85%	92%	89%	91%	92%	92%	92%	92%	87%	78%
1/10/2017	Tuesday	Combined - All Sensored Main	130	84%	89%	92%	92%	89%	88%	85%	92%	92%	89%	82%
1/11/2017	Wednesday	Combined - All Sensored Main	130	86%	92%	93%	95%	88%	86%	91%	92%	92%	89%	79%
1/12/2017	Thursday	Combined - All Sensored Main	130	80%	88%	91%	92%	89%	82%	80%	88%	89%	89%	84%
1/13/2017	Friday	Combined - All Sensored Main	130	85%	89%	93%	92%	85%	82%	88%	93%	92%	92%	89%
1/14/2017	Saturday	Combined - All Sensored Main	130	90%	92%	92%	92%	88%	85%	88%	85%	83%	82%	80%
1/15/2017	Sunday	Combined - All Sensored Main	130	91%	92%	92%	92%	93%	89%	90%	86%	85%	84%	78%
1/16/2017	Monday	Combined - All Sensored Main	130	87%	93%	92%	94%	94%	91%	87%	87%	86%	83%	74%
1/17/2017	Tuesday	Combined - All Sensored Main	130	85%	93%	93%	92%	90%	88%	94%	92%	94%	92%	85%
1/18/2017	Wednesday	Combined - All Sensored Main	130	85%	96%	94%	94%	91%	84%	86%	91%	95%	92%	88%
1/19/2017	Thursday	Combined - All Sensored Main	130	81%	95%	94%	94%	85%	84%	86%	92%	91%	88%	87%
1/20/2017	Friday	Combined - All Sensored Main	130	90%	95%	96%	95%	94%	89%	93%	90%	95%	95%	88%
1/21/2017	Saturday	Combined - All Sensored Main	130	92%	96%	95%	95%	90%	86%	92%	88%	85%	85%	79%
1/22/2017	Sunday	Combined - All Sensored Main	130	92%	95%	94%	92%	88%	85%	83%	81%	84%	79%	72%
1/23/2017	Monday	Combined - All Sensored Main	130	85%	88%	92%	91%	92%	91%	90%	88%	87%	82%	74%
1/24/2017	Tuesday	Combined - All Sensored Main	130	81%	88%	90%	92%	82%	88%	92%	93%	94%	89%	81%
1/25/2017	Wednesday	Combined - All Sensored Main	130	82%	88%	89%	86%	81%	82%	85%	85%	86%	86%	83%
1/26/2017	Thursday	Combined - All Sensored Main	130	77%	80%	82%	82%	79%	79%	81%	82%	78%	73%	68%
1/27/2017	Friday	Combined - All Sensored Main	130	74%	85%	85%	82%	76%	75%	76%	68%	75%	73%	69%
1/28/2017	Saturday	Combined - All Sensored Main	130	76%	79%	82%	83%	82%	80%	75%	77%	74%	75%	69%
1/29/2017	Sunday	Combined - All Sensored Main	130	78%	79%	82%	81%	78%	73%	69%	74%	78%	71%	62%
1/30/2017	Monday	Combined - All Sensored Main	130	72%	85%	85%	82%	82%	83%	78%	78%	82%	80%	65%

When compared to other months when students are in session, January's parking situation provided more available parking for patrons across the entire month, but not significantly more. Restaurant Week brought an increase in parking traffic to on-street meters, even though businesses are unable to validate at our parking meters, which are considered "prime" parking and charge a slightly higher rate than our off-street municipal parking lots that do accept business validations. Between the hours of 11 a.m. and 2 p.m. saw the highest rates of occupancy, specifically between the dates of January 14th and January 22nd.



Average hourly occupancy is representative of what the entire month of January experienced. Meter occupancy numbers did see a slight increase in dinner traffic during Restaurant Week, as patrons took advantage of deals from local restaurants. Martin Luther King, Jr. Day didn't see any noticeable change in how people parked or occupancy numbers. The lunch hours continued to be the busiest time of day with meter occupancy. January showed the dinner hour is relatively slower on Sundays and Mondays within Newark, as some dinner hours struggled to get over the 75% occupancy mark.



Parking in January is presumed easier for patrons to park compared to other months; however, the data demonstrates only a marginal (1-4%) increase in open spaces. More parking spaces are open during the dinner hours, and patrons can have a reasonable expectation to find parking near business they want to patronize. Restaurant Week provides a noticeable increase to the

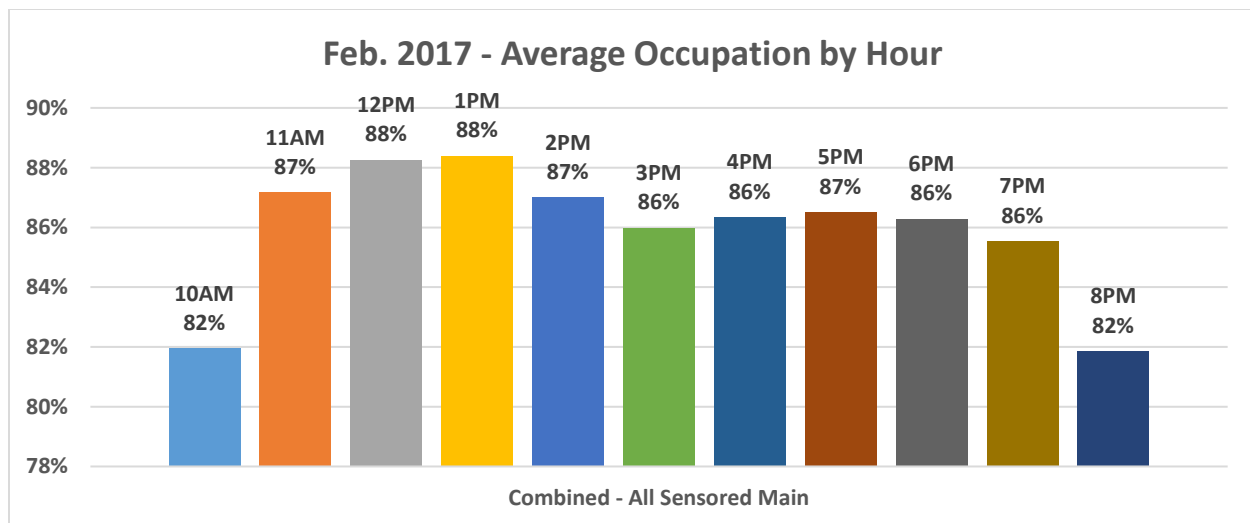
number of people who patronize area restaurants and parking numbers can support a correlation to the increase in local restaurant economy.

February 2017

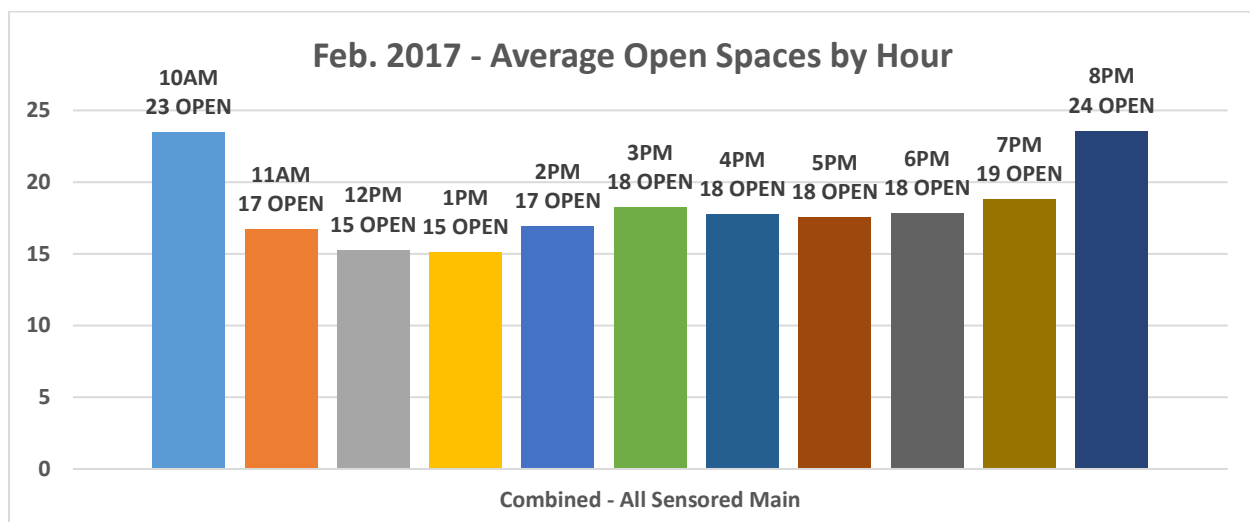
February is often a month with two different volumes for parking. In the beginning, it is an extension of the occupancy and patronage levels seen in January, but as the month continues, the number of people and vehicles in the town increases as University students move back to Newark for the spring semester. There were no major public events scheduled for February and the only holiday for parking at no charge was President's Day on February 20th. There were no major weather events in the month that would affect parking. Below is a heat map of occupancy levels through the month of February.

Percent Occupied by Date/Time/Zone (February 2017)														
Date	Day	Location	# Meters	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM
2/1/2017	Wednesday	Combined - All Sensored Main	130	75%	85%	88%	86%	86%	81%	85%	85%	88%	87%	80%
2/2/2017	Thursday	Combined - All Sensored Main	130	84%	85%	85%	85%	81%	83%	81%	87%	82%	82%	80%
2/3/2017	Friday	Combined - All Sensored Main	130	80%	87%	88%	88%	88%	86%	86%	85%	82%	80%	79%
2/4/2017	Saturday	Combined - All Sensored Main	130	83%	87%	87%	88%	87%	85%	85%	83%	88%	88%	80%
2/5/2017	Sunday	Combined - All Sensored Main	130	85%	87%	88%	88%	88%	85%	87%	85%	82%	68%	54%
2/6/2017	Monday	Combined - All Sensored Main	130	81%	86%	88%	88%	85%	83%	87%	82%	88%	88%	75%
2/7/2017	Tuesday	Combined - All Sensored Main	130	83%	88%	87%	88%	85%	85%	83%	88%	88%	87%	85%
2/8/2017	Wednesday	Combined - All Sensored Main	130	79%	86%	88%	87%	87%	83%	86%	85%	84%	82%	76%
2/9/2017	Thursday	Combined - All Sensored Main	130	69%	85%	88%	88%	88%	88%	86%	87%	86%	85%	82%
2/10/2017	Friday	Combined - All Sensored Main	130	82%	88%	87%	88%	88%	87%	85%	85%	84%	85%	80%
2/11/2017	Saturday	Combined - All Sensored Main	130	78%	85%	88%	86%	87%	85%	83%	79%	79%	82%	85%
2/12/2017	Sunday	Combined - All Sensored Main	130	88%	87%	88%	88%	87%	85%	86%	85%	88%	85%	74%
2/13/2017	Monday	Combined - All Sensored Main	130	77%	85%	87%	87%	86%	85%	87%	88%	88%	86%	84%
2/14/2017	Tuesday	Combined - All Sensored Main	130	84%	87%	88%	86%	87%	85%	85%	86%	85%	85%	85%
2/15/2017	Wednesday	Combined - All Sensored Main	130	85%	86%	87%	87%	85%	84%	86%	88%	86%	88%	87%
2/16/2017	Thursday	Combined - All Sensored Main	130	79%	86%	90%	90%	87%	86%	89%	90%	90%	90%	88%
2/17/2017	Friday	Combined - All Sensored Main	130	85%	89%	91%	91%	89%	89%	88%	89%	88%	89%	87%
2/18/2017	Saturday	Combined - All Sensored Main	130	88%	90%	91%	91%	90%	87%	88%	89%	91%	86%	89%
2/19/2017	Sunday	Combined - All Sensored Main	130	88%	91%	91%	91%	91%	91%	88%	85%	88%	88%	83%
2/20/2017	Monday	Combined - All Sensored Main	130	90%	90%	91%	91%	91%	90%	89%	88%	90%	88%	88%
2/21/2017	Tuesday	Combined - All Sensored Main	130	86%	89%	89%	90%	90%	88%	89%	89%	90%	90%	85%
2/22/2017	Wednesday	Combined - All Sensored Main	130	83%	90%	90%	90%	89%	88%	89%	89%	89%	90%	89%
2/23/2017	Thursday	Combined - All Sensored Main	130	79%	89%	91%	90%	89%	84%	87%	89%	90%	90%	87%
2/24/2017	Friday	Combined - All Sensored Main	130	87%	88%	91%	91%	89%	87%	88%	86%	83%	80%	81%
2/25/2017	Saturday	Combined - All Sensored Main	130	86%	90%	89%	90%	90%	88%	88%	86%	87%	87%	85%
2/26/2017	Sunday	Combined - All Sensored Main	130	85%	90%	90%	90%	89%	89%	84%	87%	85%	81%	78%
2/27/2017	Monday	Combined - All Sensored Main	130	71%	78%	79%	85%	75%	86%	86%	86%	84%	88%	83%
2/28/2017	Tuesday	Combined - All Sensored Main	130	75%	85%	88%	87%	83%	84%	85%	88%	88%	90%	83%

As noted above, higher occupancy numbers occur more often in the latter half of February. From February 1st to February 15th, occupancy never went above 90% in the test area. Occupancy generally stayed between 83% and 87% between the hours of 11 a.m. to 4 p.m. before decreasing to lower occupancy levels. While over 85% occupancy is generally considered "full" as an industry standard, there does seem to be some available parking spaces throughout the day in the earlier portion of the month. In the latter half of the month, max occupancy held at around 91% at its peak.



Average occupancy by hour in the month of February remains consistent with what is seen over other months during the report timeframe, albeit occupancy was slightly less in other months. With not many events schedule in February, the occupancy and spaces available stayed relatively even fluctuating between 86% and 88%. A customer could reasonably expect to find parking in some capacity over the course of the month, but finding parking at the end of the month would have been more difficult than at the beginning.

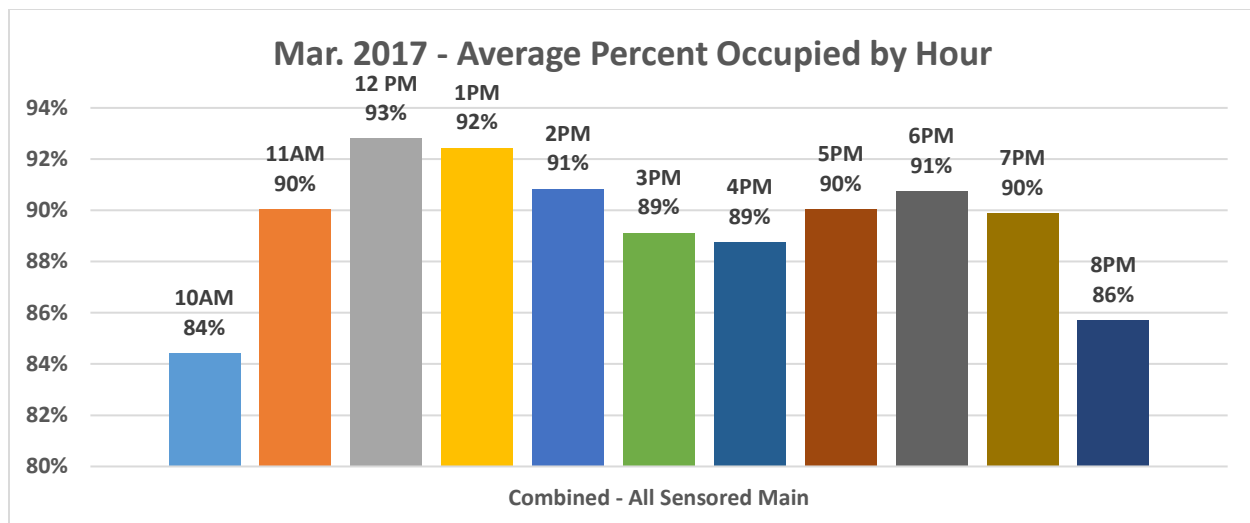


March 2017

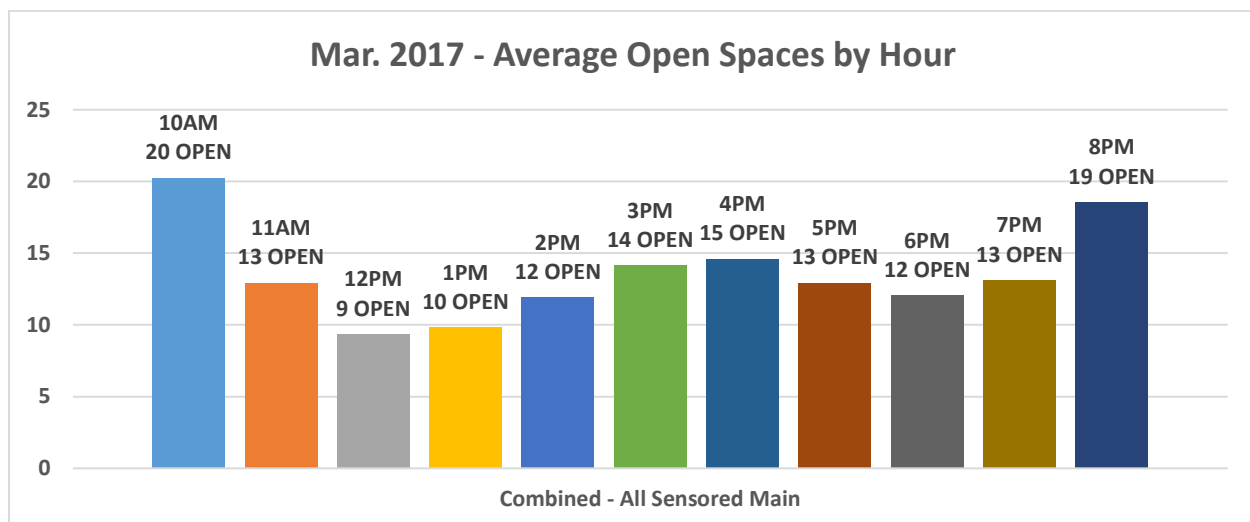
March is generally one of the busier months of the year. The beginning of spring brings warmer weather, encouraging patrons to utilize outdoor seating at restaurants and walk along Main Street. It can also be a month of unpredictable weather, and this year it brought our only snow storm on March 14th. Other notable dates: St. Patrick's Day (March 17), Wine & Dine (March 25) and spring break (March 27 - March 31). A heat map is provided to show the meter occupancy over the month and how these events affected that occupancy.

Percent Occupied by Date/Time/Zone (March 2017)														
Date	Day	Location	# Meters	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM
3/1/2017	Wednesday	Combined - All Sensored Main	130	83%	88%	88%	86%	87%	89%	88%	89%	90%	89%	86%
3/2/2017	Thursday	Combined - All Sensored Main	130	82%	92%	93%	91%	92%	89%	91%	92%	92%	92%	82%
3/3/2017	Friday	Combined - All Sensored Main	130	89%	92%	93%	93%	92%	93%	92%	94%	94%	93%	89%
3/4/2017	Saturday	Combined - All Sensored Main	130	93%	95%	95%	94%	94%	91%	94%	92%	88%	87%	88%
3/5/2017	Sunday	Combined - All Sensored Main	130	93%	95%	95%	95%	94%	93%	90%	92%	94%	92%	85%
3/6/2017	Monday	Combined - All Sensored Main	130	85%	92%	93%	95%	93%	93%	95%	92%	93%	91%	87%
3/7/2017	Tuesday	Combined - All Sensored Main	130	81%	92%	96%	95%	93%	92%	94%	95%	94%	95%	87%
3/8/2017	Wednesday	Combined - All Sensored Main	130	88%	95%	96%	95%	94%	92%	92%	95%	97%	95%	92%
3/9/2017	Thursday	Combined - All Sensored Main	130	84%	93%	96%	93%	92%	92%	96%	95%	96%	94%	94%
3/10/2017	Friday	Combined - All Sensored Main	130	91%	95%	97%	97%	97%	94%	95%	92%	95%	96%	92%
3/11/2017	Saturday	Combined - All Sensored Main	130	95%	95%	95%	96%	93%	91%	91%	88%	92%	88%	87%
3/12/2017	Sunday	Combined - All Sensored Main	130	94%	94%	97%	96%	92%	92%	94%	92%	95%	95%	91%
3/13/2017	Monday	Combined - All Sensored Main	130	86%	96%	97%	95%	96%	93%	93%	95%	97%	95%	91%
3/14/2017	Tuesday	Combined - All Sensored Main	130	23%	32%	40%	48%	57%	58%	62%	65%	70%	73%	65%
3/15/2017	Wednesday	Combined - All Sensored Main	130	86%	88%	92%	92%	89%	90%	92%	95%	92%	92%	90%
3/16/2017	Thursday	Combined - All Sensored Main	130	92%	94%	96%	96%	93%	94%	95%	95%	95%	95%	92%
3/17/2017	Friday	Combined - All Sensored Main	130	92%	96%	97%	95%	96%	94%	89%	92%	94%	92%	91%
3/18/2017	Saturday	Combined - All Sensored Main	130	92%	94%	95%	89%	91%	90%	87%	87%	89%	90%	88%
3/19/2017	Sunday	Combined - All Sensored Main	130	94%	96%	95%	96%	94%	92%	90%	96%	94%	95%	87%
3/20/2017	Monday	Combined - All Sensored Main	130	88%	93%	97%	97%	97%	97%	92%	97%	97%	95%	94%
3/21/2017	Tuesday	Combined - All Sensored Main	130	88%	95%	97%	95%	95%	92%	95%	97%	95%	95%	89%
3/22/2017	Wednesday	Combined - All Sensored Main	130	90%	93%	96%	95%	95%	95%	94%	95%	95%	96%	95%
3/23/2017	Thursday	Combined - All Sensored Main	130	89%	95%	96%	97%	96%	94%	94%	96%	95%	97%	90%
3/24/2017	Friday	Combined - All Sensored Main	130	91%	95%	97%	97%	97%	93%	95%	94%	93%	93%	89%
3/25/2017	Saturday	Combined - All Sensored Main	130	82%	90%	95%	95%	95%	97%	93%	95%	95%	92%	89%
3/26/2017	Sunday	Combined - All Sensored Main	130	93%	92%	95%	96%	92%	87%	78%	79%	85%	78%	68%
3/27/2017	Monday	Combined - All Sensored Main	130	68%	80%	88%	90%	85%	82%	80%	82%	78%	72%	71%
3/28/2017	Tuesday	Combined - All Sensored Main	130	69%	83%	92%	88%	81%	75%	71%	79%	81%	75%	72%
3/29/2017	Wednesday	Combined - All Sensored Main	130	77%	85%	92%	95%	88%	81%	78%	82%	85%	82%	78%
3/30/2017	Thursday	Combined - All Sensored Main	130	72%	86%	90%	88%	75%	76%	80%	82%	82%	84%	75%
3/31/2017	Friday	Combined - All Sensored Main	130	87%	89%	94%	95%	91%	81%	83%	82%	84%	89%	84%

The beginning of March shows an increase from the meter occupancy number in February. This may be attributed to the increase in students to the area and/or the warmer weather, but it is apparent that spring brought more patrons to Downtown Newark. The one major weather event in March brought a dramatic decrease to vehicle traffic to Main Street, but the heat map shows how, as the day continued, more people braved the elements and came to Main Street. Effects of the storm were felt into the next day as snow piles had been pushed into single spaces to make room for vehicle traffic going down Main Street and to open as many parking spaces as possible, making some spaces inaccessible to vehicles. It wasn't until Thursday, March 16th, that spaces were fully open and return to the normal levels of meter occupancy. Meter occupancy stayed between 90-97% between 10 a.m. and 6 p.m. until Sunday, March 26th, when many students left for their spring break holiday. Occupancy numbers then fluctuated between 70-95% during those same hours, with the highest occupancy during lunch hours.



March had the highest occupancy per hour of any months in this report. Meters were mainly occupied at 90% or above from 11 a.m. to 7 p.m. With average spaces open by hour, a customer would have had difficulty parking at an on-street meter between the hours of 11 a.m. and 7 p.m. in March.



Conclusion

As stated in the previous report, national and international parking experts indicate that when analyzing existing parking conditions, occupancy should be expressed in terms of “practical capacity.” A driver looking for parking will perceive a parking facility is full when the occupancy is above 85% and that potential parker will often find it difficult to find an available parking space. Individuals who have difficulty finding parking on-street must continue searching for unoccupied spaces, resulting in traffic issues for not only the driver who is searching for parking, but also those who are behind that driver in vehicular traffic, as well as unnecessary dangers for pedestrians in crosswalks and those using on-street bike paths. Parking is safe, effective, and convenient for cities when available park is at or above 15% availability.

The data from the each of the months displayed in the report suggest parking is generally congested from 11 a.m. to 7 p.m. at any given time, with meter occupancy levels fluctuating between 85% and 97%. While the highest occupancy is generally around the lunch hours, 11 a.m. to 2 p.m., even patrons who come during the hours after this period experience some difficulty parking. Data also suggests Main Street smart meter occupancy can vary wildly when the UD student population leaves for and returns from break. Holidays and City events also play a role in the number of vehicles occupying spaces in the downtown area, showing that parking rates and activities can have a direct effect on occupancy and patronage in the downtown area.

Data suggests the City sees a decrease in parking demand overall in the winter months when the student population decreases between the fall and spring semesters, however Main Street parking meters remain fully occupied at “practical capacity” much of the time. Downtown on-street parking meters are the most visible parking available, making them the City’s prime parking spots. As distance between parking space and business is often the most important factor for someone parking their vehicle, these spaces often provide for shortest walking distance between point A and point B.

We hope this information is useful and provides insight on occupancy in the Newark central business district. Please let us know if there is additional data you wish to have. Our goal is to supply Mayor and Council with reliable parking statistics in a reasonable time and fashion moving forward.



CITY OF NEWARK
DELAWARE

June 8, 2017

TO: Mayor and Members of Council

VIA: Thomas Coleman, Acting City Manager

FROM: Marvin Howard, Parking Manager
Court Mulvanity, Parking Supervisor
Andrew S. Haines, Deputy City Manager
David Del Grande, Director of Finance

RE: Parking Division Financial Summary – Quarter 1, 2017

The Parking Division has been asked to supply financial information regarding its operations and revenue streams for off-street parking lots, on-street parking smart meters, and enforcement violations written through Quarter 1 of 2017. This financial summary will cover revenue earned over the first three months of 2017, January through March, in each respective category. The report will also go over changes in the municipal code and the impact on parking revenue year-to-date and provide an up-to-date projection for those changes. The goal of the report is to provide a better understanding of incoming parking revenue: where it is coming from, how revenue is earned, and how changes to the municipal code can positively or negatively affect parking revenue streams coming into the City.

Off-Street Parking Lots

The Parking Division manages six off-street municipal parking lots. Three of those parking lots, Lots #1, #3, and #4, are public hourly parking lots, currently at a rate of \$1.00 per hour. These lots collectively have 578 parking spots available to the public. Lot #1 is located behind the Main Street Galleria, on the south-side of Main Street and north-side of Delaware Avenue. This parking lot is the closest municipal lot to University of Delaware Green and many of the residency and learning halls for the campus. Lots #3 and #4 are located on the north side of Main Street and span 1/5th of a mile behind numerous Main Street businesses. The two lots are divided by Center Street, where patrons can decide which lot they want to park via entrances on both sides of the street. These off-street lots are preferred by those looking for parking beyond the time limits on Main Street's parking smart meters, resulting in many employees and students parking in these lots for 5 to 10 hours, as well as patrons who wants to eat and shop on Main Street. The lots also

differ from the meters, as customers do not need to pre-pay to park, but rather pay upon exit from the parking lot. Cost is determined by time parked in the lot.

	LOT 1	LOT 3	LOT 4
LOCATION	Behind the Main Street Galleria, on the south-side of Main Street and north-side of Delaware Avenue	North side of Main Street and span 1/5 th of a mile behind numerous Main Street businesses	North side of Main Street and spans 1/5 th of a mile behind numerous Main Street businesses
# OF SPACES	196	230	152
PUBLIC HOURLY PARKING	YES	YES	YES
HOURS OF OPERATION	24/7	24/7	24/7
GRACE PERIOD	10 MINUTES	10 MINUTES	10 MINUTES
HOURLY RATE	\$1.00	\$1.00	\$1.00
USED MOSTLY BY	PUBLIC/EMPLOYEES/STUDENTS	PUBLIC/EMPLOYEES/STUDENTS	PUBLIC/EMPLOYEES/STUDENTS
MONTHLY PARKING RATES	NO	NO	NO
MONTHLY PARKING FEE	NO	NO	NO

In addition to these three lots, the Parking Division also manages two monthly parking lots, Municipal Lots #2 and #5, with 151 total spaces available to monthly parking permit holders only. Some monthly parking permit holders are allowed to park in public hourly parking lots under certain circumstances. Lot #2 is located on the north-side of Main Street, across from the Main Street Galleria, behind several Main Street businesses and has 71 parking spaces. Lot #5 is located on the corner of Delaware Avenue and Farmers Lane and has 80 parking spaces.

There are three ways someone can receive a parking pass. A person can become a monthly parking permit holder, in Municipal Lot #5, by paying \$85.00 a month over a 6-month term, costing a total of \$510.00. This is the only option available to the public, and in most cases, this parking lot is sold out. The second option is to receive a monthly pass via lease agreement. The City leases portions of parking lots from private parcels. Many of the lease agreements provide parking for tenants of apartments on the property, allowing renters the right to come and go from the parking lots freely. Finally, businesses generally receive two parking permits at \$85.00 per permit, which is the same price available as a public monthly permit.

	LOT 2	LOT 5	LOT 6
LOCATION	North-side of Main Street, across from the Main Street Galleria	Corner of Delaware Avenue and Farmers Lane	South-side of Main Street and north-side of Delaware Avenue
# OF SPACES	71	80	33
PUBLIC HOURLY PARKING	NO	NO	7 a.m. to 2 a.m.
HOURS OF OPERATION	24/7	24/7	8 a.m. to 1 a.m.
GRACE PERIOD	NO	NO	NO
HOURLY RATE	PERMIT ONLY	PERMIT ONLY	PARKING METERS (25 cents per 12 minutes - \$1.25/hr)
USED MOSTLY BY	BUSINESSES	BUSINESSES	PUBLIC/STUDENTS
MONTHLY PARKING RATES	YES	YES	NO
MONTHLY PARKING FEE	\$85/month	\$85/month	NO

Municipal Lot #6 is a metered parking lot on the north-side of Delaware Avenue, just east of Municipal Lot #1. This lot functions as if it were on-street, using the same smart meters used in

the Central Business District and around the University of Delaware campus. Unlike the public hourly lots, payment is made to a meter using quarters or credit card prior to the patron leaving their vehicle.

At the end of 2016, City Council passed a resolution facilitating a rate restructure in the public hourly parking lots. The old rate structure in Lots #1, #3, and #4 was changed from 50 cents per 30 minutes to \$1.00 per hour. The restructure served to offset increasing costs of services to the City due to the increased amount of credit cards being processed at cost to the City, the increase in personnel costs with the addition of a new parking booth and staff in Lot #3, and conversion of the Parking Enforcement team from the Police Department to the Parking Division. Newark had not raised rates in off-street parking lots in nearly 15 years, however the City didn't want to raise the price of parking by the hour, so restructuring the rate was selected as the best option. It was estimated this rate restructure would generate an extra \$100,000 in 2017, while having minimal effect on the patron. Following community outreach efforts, the new rate structure took effect on February 1, 2017. Below, charts are provided for Parking's revenue earned by parking lot in Q1 2017 and a comparison of each month for the previous four years.

Municipal Parking Lots Comparative						
Month	2013 Lots	2014 Lots	2015 Lots	2016 Lots	2017 Lots YTD	Monthly Average
January	\$ 119,042.19	\$ 102,684.40	\$ 112,705.80	\$ 121,791.03	\$ 130,653.60	\$ 114,055.86
February	\$ 124,321.85	\$ 107,040.62	\$ 114,473.16	\$ 115,371.74	\$ 141,271.97	\$ 115,301.84
March	\$ 113,438.30	\$ 112,657.85	\$ 135,479.30	\$ 120,627.72	\$ 126,023.11	\$ 120,550.79
April	\$ 134,736.38	\$ 111,639.33	\$ 129,775.82	\$ 119,545.69	\$ -	\$ 123,924.31
May	\$ 133,478.98	\$ 128,396.15	\$ 140,839.97	\$ 139,036.42	\$ -	\$ 135,437.88
June	\$ 104,116.50	\$ 108,111.60	\$ 108,761.00	\$ 116,811.57	\$ -	\$ 109,450.17
July	\$ 96,835.78	\$ 100,334.91	\$ 106,107.95	\$ 102,485.97	\$ -	\$ 101,441.15
August	\$ 109,320.75	\$ 109,696.79	\$ 110,751.85	\$ 115,772.95	\$ -	\$ 111,385.59
September	\$ 111,527.20	\$ 112,412.72	\$ 119,006.12	\$ 124,455.62	\$ -	\$ 116,850.42
October	\$ 124,305.05	\$ 125,169.71	\$ 133,179.35	\$ 127,998.87	\$ -	\$ 127,663.25
November	\$ 119,477.95	\$ 115,651.23	\$ 114,717.77	\$ 111,519.95	\$ -	\$ 115,341.73
December	\$ 102,151.80	\$ 121,965.59	\$ 116,540.77	\$ 100,587.89	\$ -	\$ 110,311.51
Annual	\$ 1,392,752.73	\$ 1,355,760.90	\$ 1,442,338.86	\$ 1,416,005.42	\$ 397,948.68	\$ 1,401,714.48
Legend:	Comparative				YTD	Average

In January 2017, parking made \$130,653.60 in all municipal parking lots during the month, in comparison to \$121,791.03 in the same months of 2016, an increase of \$8,862.27 over the previous year. In comparison to the average of the last four years, January 2017 made \$16,597.74 more than expected. A significant portion of parking revenue in January is from monthly parking permits. Special attention should be paid to Lot #2, a monthly only parking lot, specifically January in comparison to the other months of the quarter, as many vendors pay their monthly parking permit bills at this time. Lot #1 revenue is lower in January as University of Delaware students, who park and walk to class in the fall and spring, are often out-of-town during the winter. In comparison to the other months of 2017, Lot #1 made \$17,000 to \$20,000 less in January than February and March. It should be noted that Lot #4 has relatively low revenue in January

compared to the other months, as validations bills that are sent to businesses are often paid in bulk and can fluctuate revenue when reviewed on a month-to-month comparison.

February saw the biggest increase from the same period in the previous year. In 2017, February made \$141,271.97, compared to \$115,371.74 in 2016, an increase of \$25,900.23 in just a single month. February 2016 was close to the monthly expectation, but February 2017 was \$25,970.13 higher than the previous four-year average. Lot #1 seemed to be the biggest beneficiary of the rate restructure. Lot #1 brought in \$59,571.35, showing that the beginning of the University of Delaware semester brought with it an increase of over \$20,000 in this parking lot alone. The Lot #3 decrease from January to February is likely a result of English Language Institute scheduling during the day, where many international students continue working in the buildings around Lot #3, whereas domestic students are on winter break.

Municipal Parking Lots YTD						
2017 Lots	Lot #1	Lot #3	Lot #4	Lot #2	Lot #5	2017 Lots YTD
January	\$ 39,628.20	\$ 37,933.07	\$ 26,062.33	\$ 22,440.00	\$ 4,590.00	\$ 130,653.60
February	\$ 59,571.35	\$ 32,886.58	\$ 38,444.04	\$ 4,420.00	\$ 5,950.00	\$ 141,271.97
March	\$ 56,795.85	\$ 32,059.39	\$ 34,780.87	\$ 2,302.00	\$ 85.00	\$ 126,023.11
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
October	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual	\$ 155,995.40	\$ 102,879.04	\$ 99,287.24	\$ 29,162.00	\$ 10,625.00	\$ 397,948.68
Legend:	Public Hourly			Restricted Monthly		YTD

March also saw a net increase in parking lot revenue with \$126,023.11 in 2017 versus \$120,627.72 in 2016, a difference of \$5,395.39. When examining the significant difference in the change from additional revenue in February and March, it was noted there was a noticeable decrease in lot occupancy during spring break. In 2016, most of spring break took place during the month of April, which led to decreased numbers, whereas the decreased numbers were in March of this year. In addition, Wine and Dine is held on the first weekend of spring break, and the Parking Division provides parking at no charge for the event, resulting in no revenue that day. Finally, there was a weather event in March that resulted in lost revenue for an entire day.

Over Q1 of 2017, Lot #1 was the most financially successful parking lot, bringing in \$155,995.40.

Hourly Lot Revenue Comparison - 2016 vs. 2017					
	February 2016	March 2016	Total Revenue		
Lot #1	\$43,120.69	\$49,825.90	\$92,946.59		
Lot #3	\$28,449.77	\$32,014.23	\$60,464.00		
Lot #4	\$34,206.28	\$33,542.59	\$67,748.87		
2016 Total	\$105,776.74	\$115,382.72	\$221,159.46	2016 Feb/Mar Total	
	February 2017	March 2017	Total Revenue		
Lot #1	\$59,571.35	\$56,795.85	\$116,367.20		
Lot #3	\$32,886.58	\$32,059.39	\$64,945.97		
Lot #4	\$38,444.04	\$34,780.87	\$73,224.91		
2017 Total	\$130,901.97	\$123,636.11	\$254,538.08	2017 Feb/Mar Total	
			\$33,378.62	Change in Revenue	

All lots combined brought in \$397,948.68 over the first quarter, in comparison to \$357,790.49 over the same period last year, an increase of over \$40,000 in just three months. Revenue in municipal pay-by-hour parking lots has increased by \$33,378.62 in the last two months since the rate restructure was implemented, as the rate restructure did not take effect until February 1st, 2017. This gives an opportunity

to reevaluate our estimation of increased revenue brought in from the rate restructuring in hourly parking lots. Estimating the end-of-year increase in a conservative manner, it would be safe to change our projection from \$100,000 to \$140,000 in additional revenue in 2017, for an 11-month period (not including January 2017). This estimate would provide for a monthly average of \$12,727 increase each month over the rest of the year, whereas currently the monthly average increase to revenue has been \$16,689 in the last two months. The difference between these two numbers (\$3,962) accounts for the slower summer months when lot occupancy decreases. The difference also accounts for the small sample size we are looking at on this report, only two months of information, and gives enough room for error if one or two of these months are an anomaly.

Moving forward, there is an expectation the rate restructure will continue to generate substantial increased revenue for the City with minimal impact to the patron. Feedback has been generally

January - March 2017	# Redeemed	\$ Total
.50 Voucher (.50 Voucher)	28,561.00	\$ 14,280.50
1.00 Voucher (1.00 Voucher)	23,676.00	\$ 23,676.00
2.00 Voucher (2.00 Voucher)	1,628.00	\$ 3,256.00
Total Service		\$ 41,212.50
	50% Subsidy	-20,606.25
Voucher Discount (50% Subsidy)		\$ (20,606.25)

neutral to the change, most not noticing a difference in the rate they are charged. Most businesses have adopted \$1.00 validations where previously they only used \$.50 validations, allowing many customer to exit the parking lots at no charge or at a discounted rate. These vouchers are subsidized 50% for the businesses that pay

for a portion of their patrons parking under the rules of the program. Business pay 50% of the parking validation vouchers used, while the City covers the other half through program subsidy. Through Q1 of 2017, a total of \$41,212.50 of vouchers were used to validate customers at exits from off-street lots. Of that \$41,212.50, the City subsidized \$20,606.25 of parking for patrons who received validation for participating businesses, or 50% of the total vouchers used. This subsidy will likely grow as more businesses in the Central Business District decide to participate in the program and as more businesses decided to switch from the \$.50 voucher to the \$1.00 voucher.

On-Street Parking Meters

The Parking Division operates the on-street smart parking meters located on public streets in and around the downtown area and on streets around the University of Delaware campus. There are 457 on-street parking meters available for parking between 7 a.m. and 2 a.m. There are also 13 loading zone meters that, while open to patrons from 4 p.m. to 2 a.m., are only open before 4 p.m. to vehicles making deliveries to local businesses. These loading zone meters allow tractor-trailers an area to pull off of the street so that they do not obstruct traffic lanes. There is no parking at on-street meters from 2 a.m. to 6 a.m. The on-street meters charge 25 cents per 12 minutes, equaling a \$1.25 per hour. Parking meters accept quarters and all-major credit cards as a form of payment. Meters on or near Main Street have a limit of two hours, while meters around the University of Delaware have eight-hour limits to incentivize student parking on side streets.

PARKING METERS	
# OF METERS	457
HOURS OF OPERATION	7 a.m. to 2 a.m.
LOADING ZONE METERS	13
HOURS OF OPERATION	4 p.m. to 2 a.m. (open to patrons)
RATE	25 cents per 12 minutes (\$1.25 per hour)
PAYMENT METHOD	Quarters and all credit cards
TIME LIMITS	Meters on or near Main Street have a limit of two hours, while meters around the University of Delaware have eight-hour limits

These smart meters also have the ability to display digital messages to the customer, informing customers of the parking rates, legal parking hours, payment options, and time limit on the meter. They are also utilized to display messages when parking is being given at no charge or are no parking for City events and holidays.

Municipal Parking Meters YTD & Comparative							
Month	2013	2014	2015	2016	2017 YTD	Monthly Average	
January	\$ 44,088.23	\$ 41,288.32	\$ 62,411.88	\$ 66,756.25	\$ 80,305.40	\$ 53,636.17	
February	\$ 62,217.43	\$ 48,192.80	\$ 77,840.82	\$ 107,318.31	\$ 110,644.87	\$ 73,892.34	
March	\$ 59,726.82	\$ 48,309.78	\$ 96,222.02	\$ 115,477.13	\$ 122,265.88	\$ 79,933.94	
April	\$ 82,582.24	\$ 100,388.64	\$ 113,954.53	\$ 126,960.27	\$ -	\$ 105,971.42	
May	\$ 173,471.49	\$ 167,008.49	\$ 227,612.46	\$ 222,031.73	\$ -	\$ 197,531.04	
June	\$ 62,386.60	\$ 64,112.36	\$ 90,246.75	\$ 76,528.07	\$ -	\$ 73,318.45	
July	\$ 53,958.69	\$ 52,432.28	\$ 72,745.38	\$ 83,165.01	\$ -	\$ 65,575.34	
August	\$ 57,087.45	\$ 53,235.38	\$ 67,209.89	\$ 84,366.37	\$ -	\$ 65,474.77	
September	\$ 63,260.74	\$ 55,981.88	\$ 111,255.02	\$ 103,888.32	\$ -	\$ 83,596.49	
October	\$ 79,581.99	\$ 86,364.36	\$ 117,784.37	\$ 134,458.26	\$ -	\$ 104,547.25	
November	\$ 60,475.39	\$ 96,098.76	\$ 107,438.43	\$ 102,758.77	\$ -	\$ 91,692.84	
December	\$ 73,257.48	\$ 111,451.73	\$ 94,935.34	\$ 95,684.93	\$ -	\$ 93,832.37	
Annual	\$ 872,094.55	\$ 924,864.78	\$ 1,239,656.89	\$ 1,319,393.42	\$ 313,216.15	\$ 1,089,002.41	
Legend:	Comparative				YTD	Average	

Above is financial data for revenue collected by on-street parking meters since 2012, including Quarter 1 of 2017. Through the first three months of this year, parking meters earned \$313,216.15 in revenue. Comparing the most recent three months to those same months of the previous five years, 2017 saw the highest revenue generated over its first quarter. Quarter 1 of 2017 brought in \$23,664.46 more than Quarter 1 of 2016. Additionally, each individual month of 2017 saw its highest revenue realized when compared to the individual months of previous years. Since installing IPS smart parking meters in the last quarter of 2014, monthly revenue from on-street meters has increased every year. There are several factors that may influence this increase in revenue. Old POM parking meters did not accept credit cards. With IPS smart meters being able to take all major credit cards, the City sees a much higher compliance with paying the parking meter and more patrons opting to park in metered spots. Patrons who wanted to pay with a credit card used to be forced to park in municipal parking lots, as on-street meters did not have a credit card option. Patrons have more options for parking at meters, where they can now use coin or any major credit card, moving traffic from busy parking lots to side streets that had lower occupancy. Vehicle sensors, which connect to parking smart meters, not only provide occupancy information, but also provide revenue to offset the costs of credit card transaction fees. These fees are increasing as patrons use credit cards for parking more often.

Another factor in the increased revenue is the change in meter time limits. At the end of 2016, City Council passed time limit changes on smart parking meters. All 4-hour time limit meters became 8-hour time limit meters. The goal was to continue to make on-street parking meters more accessible and an attractive option for patrons. As Lot #1 was seeing extremely high occupancy, the hope was to move some of those occupants from the busiest lot to side streets with meters that saw lower occupancy. Students and staff who have classes at the University of Delaware could now pay for more time without having to return to their vehicle after 4 hours, giving more incentive to park at these under-utilized parking meters. Seen above, a sample has been pulled from the new 8-hour time limit parking meters.

Campus District (8 Hour Meters)					
Q1 2016 Revenue Totals for Cash and Credit Transactions					
Sub Area	# of Cash Transactions	Cash Revenue	# of Credit Transaction	Credit Revenue	
Academy Street	3458	\$3,748.00	6649	\$18,068.25	
Amstel Avenue	6548	\$6,359.00	13661	\$34,672.75	
Kent Way	3611	\$3,853.75	8958	\$22,802.75	
S. College Avenue	1606	\$1,689.75	3552	\$9,826.25	Q1 2016 Combined Revenue:
Q1 2016 Totals	15223	\$15,650.50	32820	\$85,370.00	\$101,020.50
Campus District (8 Hour Meters)					
Q1 2017 Revenue Totals for Cash and Credit Transactions					
Sub Area	# of Cash Transactions	Cash Revenue	# of Credit Transaction	Credit Revenue	
Academy Street	2784	\$2,748.50	6867	\$20,216.50	
Amstel Avenue	5852	\$5,656.00	14333	\$37,687.00	
Kent Way	2952	\$3,300.50	9047	\$24,439.00	
S. College Avenue	1523	\$1,651.75	3720	\$10,948.00	Q1 2017 Combined Revenue:
Q1 2017 Totals	13111	\$13,356.75	33967	\$93,290.50	\$106,647.25
Change in Meter Revenue between Q1 2016 and Q1 2017					\$5,626.75

Seen above, Academy Street, Amstel Avenue, Kent Way, and South College Avenue, known collectively as our Campus District, earned an additional \$5,626.75 in parking revenue when comparing Q1 2017 numbers to Q1 2016 numbers. As the cost of an hour at a meter is \$1.25, that can be considered saving over 4500 hours of parking that could have been in busy municipal lots but mitigated to lower occupancy streets. Slight adjustments in policy may be an effective tool moving forward to incentivize areas where parking should be increased, with the goal of having more balanced occupancy in all areas.

Cash transactions decreased from 15,223 in 2016 to 13,111 in 2017. Credit card transactions increased from 32,820 in 2016 to 33,967 in 2017. The difference in credit card transactions would likely be greater if it were not for patrons having to run two \$4.00 credit card transactions in 2016 against running one \$8.00 credit card transaction in 2017. The average credit card was run for around \$2.60 in the campus district during the 1st quarter of 2016. In the first quarter of 2017, the average credit card was run for \$2.74. It is believed this will continue to increase as time continues. More patrons will take advantage of the parking meters as word-of-mouth spreads on the convenience of the parking smart meters.

Parking Citation Payment

In the summer of 2015, the Parking Division took over parking enforcement responsibilities from the Police Department. This restructure gave an opportunity for the Parking office, located in Newark's Central Business District, to keep a closer eye on Parking Enforcement Officers and their interactions with the public. It also initiated a change in the culture of business, moving from enforcement to engagement and education. With that came a title change – from Parking Enforcement Officers to Parking Ambassadors. Bringing parking enforcement under the Parking

Division also gave an opportunity to decrease times that parking meters were down, as Parking Ambassadors could report malfunctioning meters directly to meter maintenance workers in the same department.

Despite the education and engagement efforts on behalf of the Parking Ambassador's, there are incidents of non-compliance by patrons that result in the issuance of citations resulting in revenue to the City. Below is a chart for the first quarter of 2017 and the revenue history from T2 solutions, which demonstrates consistent staffing and increased effectiveness of enforcement, with 8,243 citations issued in Q1 2017, compared to 6,998 in Q1 2016.

Parking Citations Revenue YTD & Comparative							
Month	2013	2014	2015	2016	Monthly Average	2017 YTD	
January	\$ 55,601.00	\$ 36,765.00	\$ 35,995.00	\$ 35,330.00	\$ 40,922.75	\$	66,412.50
February	\$ 45,300.00	\$ 34,475.00	\$ 33,385.00	\$ 47,635.90	\$ 40,198.98	\$	72,457.50
March	\$ 46,267.00	\$ 42,449.50	\$ 41,140.00	\$ 51,342.00	\$ 45,299.63	\$	72,279.00
April	\$ 53,568.50	\$ 41,015.00	\$ 46,470.00	\$ 55,292.50	\$ 49,086.50	\$	62,291.50
May	\$ 59,842.50	\$ 46,405.00	\$ 39,944.99	\$ 49,855.00	\$ 49,011.87	\$	72,594.70
June	\$ 39,630.00	\$ 45,148.50	\$ 38,677.76	\$ 51,030.50	\$ 43,621.69	\$	-
July	\$ 52,428.00	\$ 40,253.00	\$ 34,859.00	\$ 44,065.00	\$ 42,901.25	\$	-
August	\$ 45,783.00	\$ 36,745.00	\$ 30,150.00	\$ 52,655.00	\$ 41,333.25	\$	-
September	\$ 43,430.00	\$ 40,784.00	\$ 24,230.00	\$ 51,330.50	\$ 39,943.63	\$	-
October	\$ 47,060.00	\$ 45,026.50	\$ 26,986.00	\$ 56,037.00	\$ 43,777.38	\$	-
November	\$ 52,712.00	\$ 39,075.00	\$ 37,095.00	\$ 54,296.00	\$ 45,794.50	\$	-
December	\$ 39,326.00	\$ 41,165.00	\$ 36,632.50	\$ 57,260.50	\$ 43,596.00	\$	-
Annual	\$ 580,948.00	\$ 489,306.50	\$ 425,565.25	\$ 606,129.90	\$ 525,487.41	\$	346,035.20
Legend:	Comparative				Average	YTD	

As it does with on-street parking meters, parking citation revenue continues to grow. Each month in the first quarter of 2017 accumulated more than any quarter of any previous year. Parking citation revenue through the first quarter of 2017 was \$211,149.00. The first quarter of 2016 only brought in \$134,307.90, a difference of \$76,841.10, or an increase of roughly 34.4%.

There are a number of reasons for the increase in revenue. Parking Ambassadors are more knowledgeable as to where students are illegally parking during the day and are actively trying to curb such activity. Areas such as Kent Way and Amstel Avenue deserve more attention during school hours, but also at night during evening classes. The Parking Division takes numerous calls from residents throughout the day to go out to residential areas. The office dispatches Parking Ambassadors immediately in response to those calls. The Parking Divisions is also taking an active interest in illegal residential parking by those who take advantage of the special residential parking permit system in neighborhoods near the University of Delaware. There have been multiple reports of individuals using guest residential parking permits on a permanent basis. By doing this, residential street parking becomes less available and more difficult for residents to park, as those who shouldn't have passes are parking long-term. The Parking Division has actively sought to stop this unwanted activity in residential areas by increasing their presence in problem

areas. The Parking Ambassador team has recently grown from six to ten part-time ambassadors in response to the increased population and activity in the area. By allowing more ambassadors on the roster, it gives the Parking Division an opportunity to cover more area and an opportunity to the ambassadors to properly survey the parking situation in the field and spend additional time helping patrons find open, legal parking spaces.

Possibly the biggest influence on the increase in revenue are changes in citations amounts. Council recently passed changes to expired meter citations, increasing the citation amount from \$15.00 to \$20.00 per ticket. As a result, there is additional revenue generated when a ticket goes unpaid for thirty days. A ticket that previously doubled to \$30.00 now doubles to \$40.00, after the standard 30-day period. In the first quarter of 2017, 4,932 expired meter tickets were written at \$20.00 per ticket, for a total of \$98,640.00 in expired meter citation charges. While most tickets are paid in a timely fashion, there will be a number that generate late fees or even go unpaid and put the vehicle in a “scofflaw” status, where the offending vehicle is liable to have an immobilization device attached until payment is made for previous fines. Changes to obstructing traffic was also passed, increasing the fine amount from \$20.00 to \$100.00, in response to large tractor trailers stopping on Main Street and Cleveland Avenue during the day. These traffic obstructions are disruptive to the flow of traffic and cause hazards for both drivers and pedestrians, so these tickets are proportionally fined as a consequence to these activities by commercial drivers who disregard City ordinances and the safety of others.

Conclusion

The first quarter of 2017 saw a significant increase to revenue, comparing it to the first quarter of 2016. This trend looks to continue into the second quarter of the year, as the code changes passed by Council will continue the increase in revenue. The rate restructure will likely yield more in off-street lots than the originally estimate of \$100,000.00. On-street parking meters are bringing in more revenue than the same time last year due to more incentives to park at parking meters. This is most likely due to limit increase on metered parking that makes the on-street option more appealing to many students or employees in the area, as they no longer need to return to the meter to add additional time and credit cards can be used to purchase larger amounts of time. Parking citation revenue has had a substantial increase due to the changing of on-street parking citations from \$15.00 to \$20.00 and changes in where Parking Ambassadors are targeting their enforcement efforts. These changes are an example how small adjustments in the Code and policy can impact revenue streams coming into the City, with minimal effect on individual parking customers who follow the City code.

Total Municipal Parking Revenue YTD and Comparative						
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017 YTD</u>	<u>Annual Average</u>
YTD Lots	\$ 1,392,752.73	\$ 1,355,760.90	\$ 1,442,338.86	\$ 1,416,005.42	\$ 397,948.68	\$ 1,401,714.48
YTD Meters	\$ 872,094.55	\$ 924,864.78	\$ 1,239,656.89	\$ 1,319,393.42	\$ 313,216.15	\$ 1,089,002.41
YTD Citations	\$ 580,948.00	\$ 489,306.50	\$ 425,565.25	\$ 606,129.90	\$ 211,149.00	\$ 525,487.41
YTD Total	\$ 2,845,795.28	\$ 2,769,932.18	\$ 3,107,561.00	\$ 3,341,528.74	\$ 922,313.83	\$ 3,016,204.30
Legend:	Comparative				YTD	Average

With increasing costs to services provided by the City, it is important incoming revenue keeps up with outgoing expenses. The goal is to provide both residents and patrons with the best service the City can provide. Parking is generally considered by municipalities as a boon to annual budgets through parking revenues, and in Newark's case, that is evident through on-street parking meters, off-street parking lots, and through citation revenue. While charging for parking in these various ways generally has a beneficial effect to a zero-sum budgeting system, a municipality must always find a balance between how much revenue it brings in and how much it charges residents and patrons. Charging too much can hurt the economic climate of the City of Newark, while charging too little can have negative effects on revenue that is part of a budget.

Moving forward, the City of Newark Parking Division will continue to supply quarterly financial reports to show how previous decisions have effected revenue. We hope this will open dialogue to new policies that can be implemented to better serve the residents of our City.

■ E. Main St. and Choate St.

■ Live



■ E. Main St. and Academy St.

■ Live

Camera connection lost



NEWARK POLICE DEPARTMENT

WEEK 05/28/17-06/03/17

INVESTIGATIONS

CRIMINAL CHARGES

	2016 TO <u>DATE</u>	2017 TO <u>DATE</u>	THIS WEEK <u>2017</u>	2016 TO <u>DATE</u>	2017 TO <u>DATE</u>	THIS WEEK <u>2017</u>
<u>PART I OFFENSES</u>						
a)Murder/Manslaughter	0	0	0	0	0	0
b)Attempt	0	0	0	0	0	0
Kidnap	4	1	0	2	1	0
Rape	2	1	0	3	0	0
Unlaw. Sexual Contact	4	7	0	1	0	0
Robbery	22	12	1	7	4	0
- Commercial Robberies	9	5	0	0	1	0
- Robberies with Known Suspects	2	0	0	0	0	0
- Attempted Robberies	2	2	1	0	1	0
- Other Robberies	9	5	0	7	2	0
Assault/Aggravated	11	12	1	16	14	0
Burglary	38	19	1	27	6	0
- Commercial Burglaries	9	5	0	4	1	0
- Residential Burglaries	23	10	1	21	5	0
- Other Burglaries	6	4	0	2	0	0
Theft	302	220	11	89	84	3
Theft/Auto	17	22	0	8	2	0
Arson	1	1	0	0	0	0
All Other	55	44	0	36	19	2
TOTAL PART I	456	339	14	189	130	5
<u>PART II OFFENSES</u>						
Other Assaults	143	144	5	66	70	8
Rec. Stolen Property	0	1	0	16	6	0
Criminal Michief	83	107	6	36	29	5
Weapons	6	10	0	19	15	1
Other Sex Offenses	0	0	0	0	0	0
Alcohol	110	59	4	196	87	2
Drugs	68	69	3	92	78	7
Noise/Disorderly Premise	313	363	8	137	123	1
Disorderly Conduct	74	65	2	55	49	10
Trespass	81	79	5	33	34	1
All Other	226	191	8	140	168	26
TOTAL PART II	1104	1088	41	790	659	61
<u>MISCELLANEOUS:</u>						
Alarm	351	163	8	0	0	0
Animal Control	224	186	8	2	2	0
Recovered Property	121	139	11	0	0	0
Service	14781	16215	709	0	0	0
Suspicious Per/Veh	249	259	8	0	0	0
TOTAL MISC.	15726	16962	744	2	2	0

	THIS WEEK <u>2016</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2017</u>	2017 TO <u>DATE</u>
TOTAL CALLS	942	19,812	881	21,102



Newark Police Department
Weekly Traffic Report
05/28/17-06/03/17



TRAFFIC SUMMONSES	2016 YTD	2017 YTD	THIS WEEK 2016	THIS WEEK 2017
Moving/Non-Moving	4863	3904	151	201
DUI	70	66	1	2
TOTAL	4933	3970	152	203

TRAFFIC COLLISIONS				
Fatal	0	0	0	0
Personal Injury	106	122	8	6
Property Damage (Reportable)	566	494	42	15
*Hit & Run	137	105	7	1
*Private Property	135	108	13	5
TOTAL	672	616	50	21

*Included in the total collision numbers

Note: Typically, the YTD numbers are generated by adding the current week statistics to the YTD statistics from the previous reporting period. Periodically, the numbers for this report will be generated from the beginning of the year to capture data that may have otherwise been omitted due to a processing delay or other administrative anomaly, more accurately updating the year-to-date totals.