

City Manager's Weekly Report

Friday, July 1, 2016

Department:

Administration - City Manager

Notable Notes:

Mayor and Council:

Our water main contractor has mobilized some equipment to the Hillside and Winslow areas this week. Work also continues on Center Street. Notice went out last week to the affected areas. Hillside will be reduced to one lane with flaggers and occasionally closed for short periods of time to move equipment.

PW&WR conducted its annual flushing program during the evenings this year and the work went very well with few complaints registered.

I continue to reach out to the Newark Country Club in accordance with Council direction but have yet to set a date for an initial meeting.

I attended a nice gathering at the Community Garden Wednesday evening. There remains good excitement with the opportunity to garden and all plots were again taken including the new plots added this year. July is National Parks and Recreation Month with our Liberty Day celebration and fireworks display on July 4th at the UD stadium area serving as a great start!

As shared at the Council meeting, and worth doing so again, please be advised that I have added Finance Director Dave Del Grande to our June WOW employee celebration in relationship to his quick thinking and staff efforts last week to stall our investment management funds transfer following the market's reaction to the British referendum to withdraw its EU membership. His reaction to cancel our planned wiring of Pension and OPEB (other post employee benefit) funds resulted in these funds not losing an estimated \$1.8 million.

Additionally, we can report that our auditors, CliftonLarsonAllen LLP, issued an **unqualified opinion** for our 2015 financial statements, which means there were no material weaknesses or significant deficiencies to be found. The CAFR (Consolidated Annual Financial Report) was submitted this week and is posted on the website. Congratulations goes out to our Finance Team on a job well done!

Renee reports she is preparing to demo agenda management systems and will engage heavy staff users in advance final determinations and training sessions.

Two public engagement sessions were held Thursday evening in the Council Chamber. I applaud Kelly, Megan and Kyle for their preparation of the material in advance to the sessions. IT migrated our MUNIS financial system from the Cloud back to our on premise this week. The system was down for staff Thursday while the migration took place.

Wanted to share a response to a question raised by Councilman Markham related to the report on PJM and its lower pricing, Mr. Del Grande has confirmed that we will not see a refund through DEMEC. The rates we/DEMEC have are set, but savings from this price change will go to offsetting other DEMEC expenses or utilized in its rate stabilization reserve to hedge on future costs. The City does benefit from the lower pricing, but it is just not with an immediate refund back to the City.

Sharing an article from The News Journal that was shared by DEMEC this week that outlines the efforts and concern for the 60% of the costs falling to DE with approximately only 10% of the benefit. DEMEC, our Finance Director, and I continue to work with UD staff in finalizing the details of its assessment of a required "true up" for electric purchases in accordance with the ESA.

It has come to our attention that the UD has teamed up with Verizon to place antennae on the STAR water tower as well as on poles around campus, on their property with the goal of improving cell coverage.

Please find attached a summary from the Delaware League of Local Governments on the Legislative Session as shared by President Carl Luft.

Have a wonderful, long Fourth of July weekend!

Activity or Project:

Delaware Cyber Security Advisory Council Update

Description:

Please find Josh's update to the League as its representative on this committee: Carl, I attended today's Delaware Cyber Security Advisory Council (DCSAC) meeting today at Tidewater's training facility in Dover. All members of the council were in attendance except for Doug Myers, CIO of Pepco Holdings, Inc. The day was spent on only a few items, each of which took considerable time. 1. eBoard – Software used to create paperless meetings, is still being procured by the agency. For now, we are still utilizing paper for meetings. 2. Council has provided letter of support regarding Bill 258 (FOIA Legislation to exclude cyber-security sensitive items in requests) Link. Thus far it has passed the State Senate and is expected to pass the House of Reps in coming days. 3. There was also discussion about Bill 283 (Code Relating to Vulnerability Coordination) Link. No action taken, just informational 4. Discussion about providing a State-Wide website that allows reporting of vulnerabilities a. Short discussion around "Bounty Programs" that are in use by private sector to encourage ethical hackers to discover vulnerabilities and report them 5. Update from Health Care sector on recent security trends a. Phishing has seen a spike in activity (email) b. Domain spoofing has seen a spike in activity (email) c. Calls to employees at home, pretending to be company IT support is a newly identified risk d. Ransomware and "fake" ransomware is escalating quickly and is now the #1 threat to data information e. Since Federal Government mandated EMR (Electronic Medical Records) a spike in attacks against hospitals has been occurring i. Limited funding, few trained IT security workers and legacy software have created a perfect storm for customer information risk 6. SCADA is now the #1 target for cyber-security attacks (surpassing Health Care). 7. State of DE has implemented a Security Log Dissemination tool to help thwart illegal activity 8. Collaborated on CSAC Mission Statement (forthcoming final revision) 9. Reviewed Categories and Actionable items brainstormed from previous meeting a. Voted on top 5 items to focus on (6 areas identified as high priority) 1. Develop a mechanism within the state designated fusion center (DIAC, DE-ISAC) for evaluating and sharing threat information, especially cyber threats to identified consumers 2. Develop the capacity to share classified cyber intelligence to a cleared group of individuals 3. Conduct more cyber security exercises across industries 4. Share best practices in preparedness, prevention, response, and recovery 5. Collaboration on improved and integrated Cyber awareness training for Delaware residents 6. Separate Networks SCADA vs. Business for stronger security • Bruce Patrick - VP & General Manager, Tidewater Utilities • Joshua Brechbuehl - IT Manager, City of Newark • Doug Myers, CIO, Pepco Holdings The next meeting is scheduled for August 31, at a location TBD. Kind regards, Josh

Status: Started
Expected Completion: 12/31/2016
Execution Status: On Track

Activity or Project:

Every Place Counts Challenge Update

Description:

Please find below the letter we received advising that Newark was not selected to participate in the Challenge. - While this is disappointing the effort gave rise to good engagement between Newark, UD Institute of Public Administration, DeIDOT, DART, and UD Unicity towards evaluating all of the public transit within Newark. Thank you for applying to participate in the U.S. Department of Transportation's Every Place Counts Design Challenge. We received a number of excellent submissions from around the country and have selected Philadelphia, Nashville, Ramsey County, MN; and Spokane as our four regional finalists. While your city was not selected, we do want to continue engaging with you as you work to reconnect your communities. The Federal Highway Administration will continue to offer support through the Every Day Counts 4 innovative partnership with states to identify solutions for problems similar to those identified in the Every Place Counts Design Challenge. Innovative approaches in the Every Day Counts 4 "Community Connections" category support the goals outlined in the Every Place Counts Challenge. We encourage you to consider applying for this and other USDOT opportunities and to engage your community members and elected officials in identifying comprehensive and inclusive transportation solutions. Your efforts to reconnect people to opportunity and revitalize your community are a critical part of advancing this country toward a fully-inclusive 21st Century transportation system. We appreciate your commitment to this important effort and look forward to our continued work together! Kind Regards, Stephanie Jones Chief Opportunities Officer

Status: Completed
Expected Completion: 7/1/2016
Execution Status: Completed

Activity or Project:

Downtown Newark Partnership

Description:

Please be advised that we have recently been notified that DEDO will be reimbursing the City \$4,250 towards the \$6,500 cost associated with the assessment conducted by Teresa Lynch, Commercial Revitalization Specialist.

Status: Completed
Expected Completion: 7/1/2016
Execution Status: Completed

Department:

Administration - Deputy City Manager

Notable Notes:

- Employee Self Service (ESS) training has been completed, which included six (6) in-person education sessions for employees. A recorded demonstration video, along with a FAQ sheet will be provided as a resource as well. The ESS portal will evolve as an online portal to streamline HR and Payroll operations, reduce paperwork, increase efficiencies and provide greater accessibility to the end users. Thank you to HR Manager Devan Stewart and IT Assistant Manager Daina Montgomery for facilitating these education sessions.
- I worked with various staff to prepare for the start of FOP contract negotiations. Mayor and Council were provided the negotiation strategy and plan to approach this process.
- With various planned retirements and other personnel matters in play, I have worked with HR Manager Devan Stewart and department directors on numerous recruitment, promotional or labor relation matters.

Activity or Project:

Recruitment: Police Officers

Description:

The City is working on its four (4) new applicants to fill existing vacancies in the police department. Staff is working down the ranked list to vet and complete background checks, successful screenings will move candidates to the polygraph test. Staff is still optimistic we can achieve four candidates for the fall academy.

Status: In-Progress

Expected Completion: 8/15/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:
Expected Completion:
Execution Status:

Department:

Alderman's Court

Notable Notes:

This past week we held three court sessions and one case review session.

Activity or Project:

Court Sessions

Description:

We processed 30 arraignments, 28 trials, 10 capias returns, 9 case reviews, 1 plea and 6 videos from prison this past week. We processed a total of 695 payments of which 394 were made online through Govolutions or Paypal for parking.

Status:
Expected Completion:
Execution Status:

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:

Mr. Herron was in the office on June 27 for Council and Mr. Bilodeau was in the office June 30 for Court.

Ms. Bensley, Ms. Schiano and Mr. Herron staffed the Council meeting on June 27. Follow up was completed by staff the next day.

Ms. Bensley attended a bid opening on June 28.

Ms. Bensley staffed the Boards and Commissions Review Committee meeting on June 28. The Committee finalized the draft of the evaluation for the Planning Commission, discussed Council's direction regarding rescheduling the evaluation of the Downtown Newark Partnership and discussed their summer meeting schedule. The Committee elected to cancel their July meeting due to uncertainty of the availability of a quorum, so the next meeting is set for August 23 where they will review the Board of Adjustment.

Ms. Bensley attended the staff meeting on June 30 where the July 11 Council agenda was discussed.

Ms. Bensley drafted the subdivision agreement for the 0 Darien Road annexation project, circulated it to staff for review, received comments back, incorporated staff comments into a revised draft and forwarded the subdivision agreement to the applicant for review and comment. This project is scheduled for the July 11 Council meeting.

Ms. Bensley drafted the agenda for the July 11 Council meeting. So far, that agenda tentatively includes the following:

- Executive session regarding personnel at 6:30 p.m.;
- 0 Darien Road annexation, rezoning (Bill 16-16) and minor subdivision;
- Consolidation of Board of Building Appeals, Property Maintenance Appeals Board and Board of Sidewalk Appeals (Bill 16-17); and
- Consent agenda items (June 21 Alderman's Report, June 7 Planning Commission minutes, first reading [Bill 16-18 – building height exceptions amendment])

FOIA requests took up some time this week. The following action was taken on requests:

- Requested clarifying information from the applicant for a June 24 FOIA request from Acer Associates, LLC regarding 182 The Green at 65 East Delaware Avenue.
- Closed and referred to appropriate agencies a June 27 FOIA request regarding a property outside City limits.
- Circulated to staff a June 29 FOIA request from Al Porach regarding 2015 and 2016 parking revenue.

The agenda for the July 5 Planning Commission meeting was forwarded to Council.

Regarding minutes, staff time was spent on the June 9 DNP Strategic Development Subcommittee (Ms. Schiano drafting, Ms. Bensley editing – complete), June 14 Conservation Advisory Commission (Ms. Schiano drafting – complete) and June 27 Council (Ms. Schiano drafting) minutes this week. The June 13 Council Executive Session, June 27 Council Executive Session and June 28 Boards and Commissions Review

Committee minutes are currently in the queue. Per the suggestion of a member of Council, the June 27 Council meeting recording was sent to a new vendor for transcription to see if the turnaround speed could be increased. However, as of the morning of June 30, this vendor has not yet returned the transcript.

The office received and fulfilled 5 discovery requests for upcoming Alderman's Court cases this week.

The office received 3 new lien certificate requests this week, which were sent to Finance for processing. 18 lien certificate requests were completed and sent to the requestor this week. So far, 251 lien certificate requests have been processed for 2016.

Activity or Project:

Recodification - Legal Review Proofing

Description:

There is no additional progress to report this week.

Status: In-Progress

Expected Completion: 9/15/2016

Execution Status: On Track

Activity or Project:

Agenda Management/Electronic Packets

Description:

Ms. Bensley participated in two additional software demos on June 28 and 29.

Status: In-Progress

Expected Completion: 10/31/2016

Execution Status: On Track

Activity or Project:

Electronic Document Management - Legislative

Description:

In the month of June, 565 new documents were imported/scanned into Laserfiche as part of the electronic document management project. This is a total of 7,067 individual pages added this month. The primary sources were the continued scanning of deeds, easements and general files. The total number of digitized documents since the start of the Laserfiche electronic document management project is at 25,704 for a total of 203,607 pages in this office as of June 30.

Status: In-Progress

Expected Completion: 12/30/2016

Execution Status: On Track

Department:

Community Relations

Notable Notes:

Food and Brew planning continues - 18 restaurants are signed up, we have several sponsors secured and products for the event have been ordered. Promotions have begun on social media and have been well-received.

Under the direction of Community Affairs Officer Megan McNerney, we are utilizing summer interns to help produce several videos for distribution on Channel 22 and via social media. They include:

- A new Newark highlight video that includes interviews with staff and local business owners.
- A summer camp video highlighting the programs run by the City's Parks and Recreation Department, including the camp at Rittenhouse Park, Camp R.E.A.L, and Camp G.W.C as well as tennis, basketball and gymnastics camps.
- A video showcasing the interns in the Public Works and Water Resources Department.
- Video of the upcoming Liberty Day event and fireworks display.

Graphic Design

- Designed:
 - U Don't Need It? Fun Fact Banner for Facebook
 - Logos for Web Redesign and Logo Presentation
 - Blood Drive Banner
- Scheduled:
 - Public Meeting Notices
 - Water Main Notice to Website and Channel 22
- Updated Parks and Recreation July Calendar
- Created Web Redesign and Logo Presentation

Media Inquiries/Press Releases

We sent out several public notices to those signed up for our news alerts via constant contact. Our weekly review of subscribers showed more than two dozen email addresses unsubscribing. While we want to be open and communicating often with residents, the high number of unsubscribed emails was a testament to finding the right balance.

- Josh Shannon, Newark Post, inquired about City efforts for the upcoming 4th of July holiday.
 - Resulting coverage: <http://bit.ly/2946on7>
- Karie Simmons, Newark Post, inquired about the Special Use Permit presentation provided by the Newark Police Department during the most recent Council meeting
 - Resulting coverage: <http://bit.ly/293NXdU>

Activity or Project:

Website Redesign

Description:

Our public meeting is scheduled for June 30, from 4:30 - 8:30 p.m. Our extensive outreach and media coverage has resulted in positive feedback from residents already. Those unable to attend the forum have asked to submit comments via email. We look forward to reviewing their thoughts.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Notable Notes:

Installing a new circuit and poles and reconfiguring other circuits and poles at the West Main Substation to prepare for a new substation transformer currently being built and to be delivered later this year. The line crews have continued the 34kV tree trimming. The crews also worked changing the insulators and associated pole line equipment in Nottingham Green, getting ready for a future voltage upgrade.

A contractor was hired to reduce the moisture in the oil of a West Main Substation transformer. They circulated the oil through equipment which heated the oil and removed moisture. Ten passes took 12 hours and reduced the moisture to safe levels.

The electricians finished the foundation at West Main for the new substation transformer, removed oil

from a tapchanger that tested too high for PCBs, and installed a service for the equipment at the Windy Hills Water Tower.

Engineering visited a controls manufacturer in King of Prussia and was shown an automatic reclosing system. Engineering also worked on developing the standards for installing a recloser on a pole. All this is in preparation for the reclosing project which will go out to bid in a few weeks. Reclosers and automatic switching on the City's 34kV sub transmission circuits can reduce some large outages to only seconds or minutes instead of an hour or more.

Activity or Project:

West Main Substation Reconfiguration

Description:

Installing a new circuit and poles and reconfiguring other circuits and poles at the West Main Substation to prepare for a new substation transformer currently being built and to be delivered later this year.

Status: In-Progress

Expected Completion: 10/31/2016

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Finance Department

Notable Notes:

I would like to thank the Mayor and Council for my warm welcome at Monday's Council meeting. My first presentation went well, and I appreciated everyone's feedback and comments.

The Finance Department this week was able to circumvent what would have been a \$1.8 million loss in our Pension and OPEB accounts due the scheduled liquidation and transfer of the funds from Russell to Vanguard/US Bank. The scheduled liquidation was set to take place on Monday, 6/27 and the transfer to our new investment managers was set for 6/28. Due to the timing of the wire, the market value of the accounts would have been based on the value on Friday, 6/24. As we all are aware, the stock market had its eighth-worst day in its history due to the BREXIT unrest. Keeping us out of the stock market for a day, would have made the risk of a loss even greater. Once the stock market settles, we will work closely to transfer our funds to our new managers in order to protect the funds within our Pension and OPEB accounts.

On June 30th, we are wrapping up a long, year-end process. Our 2015 Comprehensive Annual Financial Report will be available shortly. I would like to personally thank former Finance Director Lou Vitola, Deputy Finance Director Jill Hollander, Jim Smith and Debbie Keeley for all of their hard work and dedication to the City of Newark for their work in putting together what is probably one of the most challenging financial reports due to the inclusion of GASB 68. I would like to give special thanks to Jill for her management of the CAFR project, and putting in all those long hours to keep our deadlines met.

Activity or Project:

Payments and Utility Billing (PUBS)

Description:

The group handled 729 phone calls the last week. The average call length of 3:30 last week was strong, while the average hold & queue time (average speed of answer) increased from the previous week of 1:47 to 2:17. Our Welcome Center staff greeted 225 visitors in the past week, while service orders initiated by PUB in response to calls and visitors was 220 for the same period. The group processed 3,894 utility payments and CityView transactions, 790 of which were imported automatically with our electronic processes and 2,400 of which were imported via web, lockbox or preauthorized payment (PAP) over the last week.

Status: In-Progress

Expected Completion: 12/31/2016

Execution Status: On Track

Activity or Project:

Budget

Description:

Preliminary internal budget meetings continue. The timeline for the budget process can be found on Budget Central via this link: <http://cityofnewarkde.us/DocumentCenter/View/6648>

Status: In-Progress

Expected Completion: 9/30/2016

Execution Status: On Track

Activity or Project:

License Audit Review

Description:

The City has engaged MetroRev of New Castle, Delaware to perform a license compliance review. MetroRev will be focusing on unlicensed businesses that are subject to City Code. Kickoff meeting with MetroRev will be scheduled within the month of July.

Status: Not Started

Expected Completion: 5/31/2017

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

Director: Attended the Tri-Valley Trail meeting with Delaware State Parks to review their trail plan and updated on City trails and trail projects, met with the University of Delaware U.S. Forest Department of Agriculture group about doing some research in wooded areas of our parks system; inspected several hard surface areas and two park inspections; attended a Preston's Playground meeting with public works to discuss construction requirements; met with Community Events Coordinator and Recreation Superintendent about Fireworks and Liberty Day logistics.

Recreation Superintendent: Stopped by week two of Camp G.W.C. and the first week of Rittenhouse Camp and Camp R.E.A.L., attended ESS training and sent information out to all seasonal, part-time employees regarding the training; met with Chrissy and Sharon regarding fall programming ideas, continued to award fee assistance and scholarship assistance to applicants; worked on winter/spring statistics for programs; conducted weekly information meeting with staff; completed update of July Park and Recreation month calendar and distributed to staff to market.

Recreation Supervisor of Athletics: The first session of Rittenhouse camp started this week, we did have one day at rain location and one day where we transported all campers from camp to the rain location; placed t-shirt orders for upcoming camps; met with GIS Coordinator and started Mowing Sites project; attended the ESS employee portal training; prepared supplies and rosters for specialty camps starting this week including tennis, gymnastics, and basketball.

Coordinator of GWC and Volunteers: Camp GWC had a total of 67 participants, and went on a field trip to Launch Trampoline Park on Wednesday, June 22; Art Camp I (7 Participants), Drawing and Painting Camp I (4 Participants), Exploring Art Full Day Camp (10 Participants), Simply Delicious Cooking Camp (9 Participants), Broadway Musical Theater Camp (12 participants) were all held at the Wilson Center as well; Adult Pottery started classes on Thursday, June 23 with 5 participants; The GWC Pool and Dickey Pool were open from Tuesday-Saturday with a total of 129 attendants at George Wilson Center Pool and 115 attendants at Dickey Pool; Camp Real used Dickey Park Pool on Wednesday, June 22 from 11:00 a.m.-12:00 p.m.; Newark Day Nursery rented the pool on Tuesday, Thursday and Friday from 11:00 a.m.-12:00 p.m.; 1 volunteer intern devoted a total of 19 hours assisting with Camp GWC, Specialty Camps, Rittenhouse and office work; 1 volunteer devoted 6.25 hours removing litter from various parks and Christiana Parkway on June 21 and June 22; 2 volunteers devoted 24.5 hours assisting with Camp REAL, 5 volunteers devoted

152.25 hours assisting with Rittenhouse Camp, 2 volunteers devoted **42.5** assisting with Art Camps, 2 volunteers devoted **33.5** assisting with Broadway Musical Theater Camp, 1 volunteer devoted **17** hours assisting with Simply Delicious Cooking Camp, 2 volunteers devoted **57.75** hours assisting with Camp GWC; 5 volunteers from Connolly Gallagher devoted **15** volunteer hours spreading Wood Carpet at Elan Park on Friday, June 24; Over 80 volunteers devoted 160 hours on Friday, June 22 spreading Wood Carpet at Kells Park, Lewis Park, and removing litter from various areas including the Pomeroy Trail, James F. Hall Trail and roadways. Total Volunteer Hours for the week of 6/19-6/25: **527.75** Hours.

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, Camp R.E.A.L., specialty camps and fitness programs; the final week of concerts was held on the Academy Building Lawn, which featured Grace Walton and SSS Overloaded as the youth performer. Ace of Hearts performed in the basement of the fire station due to bad weather; Camp R.E.A.L. had a great first week with the campers and staff all having a wonderful time. Enrollment is approximately 30 at this time, but is increasing almost daily. The Food Bank of Delaware has been wonderful dropping off snack in the morning and providing lunch for the children daily. The official kickoff for the program is on Tuesday, June 26 with a games and activities taking place at 12 noon. Specialty camps are off to a good start and enrollment is increasing daily. Plans for the 4th of July celebration continue to progress with purchase orders, check requests, and contracts being completed and processed, vendor assignments being made and final plans with the University of Delaware taking place.

Parks Superintendent: Inspected one area and developed work orders as needed, reviewed proposed landscape plan for one development and commented, met with representatives from our mowing contractor to discuss issues with contract, attended ESS training, conducted pre-bid meeting for Folk Park Shelter/Pad/ADA Sidewalk along with Chief Code Enforcement Officer, met with arborist contractor concerning tree along the White Clay behind a resident's house, and started on Rittenhouse Metal Bridge contract (to be completed this year after Day Camp is through).

Parks Supervisor: Assigned field staff work orders, attended ESS training, and coordinated time sheets with our Administrative Assistant concerning the YBC crew.

Parks and Horticulture Staff: Continued mowing operations, bed maintenance throughout park system including deadheading roses/perennials, did interior bed maintenance at City Hall, set up stages/removed for Summer concert at Academy/Main Streets, continued on installation of one 2 to 5 year old play unit at Phillips Park, dragged/scarified ball fields, raked off/leveled all horseshoe pits, continued on mulching of bed areas, equipment maintenance (scrapped mowing decks/sharpened blades on both Kubotas, cleaned up shop and pole barn areas, and switched out damaged canoe at Rittenhouse. Water Division replaced riser on Zern faucet at Hill Park that was leaking. Thank you for the help with this.

Activity or Project:

4th of July Fireworks

Description:

Newark's 4th of July Event will be held at the University of Delaware Athletic Complex from 6:00-9:00 p.m. with fireworks beginning at dusk. Over 30,000 spectators are expected to enjoy the event that includes over 20 food trucks and vendors.

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Planning and Development Department

Notable Notes:Building Maintenance

- This week Facilities Maintenance performed the following:
 - Replaced light bulbs, as needed;
 - Coordinated repair of drain lines from Mechanical Room sump;
 - Installed new drinking fountain on second floor of Police Department;
 - Repaired broken water line at Rittenhouse Park;
 - Installed countertop in Parking Office;
 - Assembled chairs in Finance Department;
 - Worked on Capital Budget submittals.

Parking

- Parking Division staff conducted interviews on Tuesday and anticipates extending offers to five applicants for the available Parking Ambassador openings. The new employees are expected to begin training shortly after background and drug tests have been completed.
- The Parking Division started the repainting of the stripes and parking spot numbers in Lot #1 behind the Galleria.

Planning

- On Thursday Planning and Development Director Maureen Feeney Roser met with Mark Ziegler to discuss the plan submitted for the Martin Honda annexation, major subdivision and special use permit project at Marrows and Ogletown Roads.
- On Friday afternoon Maureen participated in a meeting to discuss Unicity funding and coordination, followed by a second meeting regarding a potential development project near downtown.
- On Monday Maureen attended the Alder Creek ribbon cutting.
- At the meeting Monday night, Council took the following action on a Planning and Development related project:
 - Approved the Lofts at Center Street Comprehensive Development Plan amendment, rezoning, major subdivision and special use permit plan.
- This week the Subdivision Advisory Committee comment letter was prepared and sent to the engineer for the minor subdivision requested for 357 Paper Mill Road, Church of the Nazarene. Revised plans and variances will be required before Planning Commission review.
- Subdivision Advisory Committee (SAC) comments were also reviewed and organized for 6 Annabelle Street minor subdivision and special use permit plan and the 1119 South College Avenue hotel/convenience store sketch plan, in preparation for SAC letters.
- The Subdivision Advisory Committee letter for the 0 Valley Road annexation, rezoning and major subdivision with site plan approval plan was also sent this week.
- Some time was spent on the 0 Darien Road annexation and minor subdivision agreement. Council is scheduled to consider the plan at its July 11, 2016 meeting.
- Some time was spent preparing Council packet for amendments to the Zoning Code as they relate to exceptions for height and setback of buildings. The ordinance is scheduled for first reading on July 11, 2016.
- Some time was spent on the administrative warrants issue.
- Some time was spent on the legal aspects of the Trader's Alley major subdivision and special use permit plan.
- Some time was spent on Capital Budget items.
- This week Development Manager Mike Fortner completed the Financial Draw to New Castle County for the City's Community Development Block Grant (CDBG) Program. The 41st CDBG year ends Thursday, June 30, 2016. The Department is preparing the year-end report and setting up programs for the 42nd year, which will run through June 30, 2017.
- On Wednesday, Mike attended the Geographic Information Systems (GIS) Committee meeting.
- The following was also completed this week:
 - 4 Deed Transfer Affidavits
 - 42 Building Permit Reviews
 - 1 Certificate of Occupancy

Activity or Project:

Planning Commission Meeting

Description:

Considerable time was spent this week preparing for the July 5, 2016 Planning Commission meeting. On the agenda are: 1) review and consideration of a rezoning and major subdivision with

site plan approval plan for 1101 and 1107 Barksdale Road, to be known as Barksdale Green; 2) review and consideration of an annexation and rezoning of 1 Georgian Circle in Christine Manor East; 3) setting a time and format for a future Planning Commission workshop on Code mandated parking requirements and the parking waiver program study; and 4) report on Planning Commission 2016 Work Plan progress.

Status: In-Progress

Expected Completion: 7/5/2016

Execution Status: On Track

Activity or Project:

Parking - Request for Proposal (RFP)

Description:

At its meeting Monday night, Council approved the letting of a Request for Proposal (RFP) to explore a public/private partnership to address parking inventory.

Status: Started

Expected Completion: 6/27/2016

Execution Status: On Track

Activity or Project:

Municipal Building Cooling Tower

Description:

Following Monday night's Council approval, Code Enforcement Division's Building Maintenance staff placed the order for a new cooling tower for the Municipal Building.

Status: Completed

Expected Completion: 6/28/2016

Execution Status: Completed

Department:

Police Department

Notable Notes:

On Monday, June 27th, Lt. Scott Rieger, Master Corporal Greg D'Elia, and Victim Services Specialist Melissa Pennachi attended the Human Trafficking and Exploitation presentation hosted by the League of Women Voters of New Castle County held at the First Presbyterian Church on W. Main Street. The panelists are involved in the Human Trafficking Coordinating Council that was mandated by the Delaware Legislature in 2014 and discussed the legal definitions of trafficking, both for adults and juveniles. The panelists also talked about raising awareness about human trafficking and provided information regarding available resources on both the local and national level.

On Monday, June 27th through Wednesday, June 29th, the Association of Public-Safety Communications Officials (APCO) hosted training at the Newark Police Department. Communications officers from Newark, New Castle County (RECOM), Wilmington, Dover, University of Delaware, and Cecil County attended training sessions dealing with quality assurance and bullying in the workplace.

On Monday, June 27th, Council members from City of Newark voted unanimously to approve the 2016 Edward Byrne Memorial Justice Assistance Grant submission. The Newark Police Department will receive \$21,952 in funding for overtime to combat order maintenance issues and incidents of violent crime within the City of Newark.

On Monday, June 27th, Sergeant Dennis Aniunas presented a plan to City Council designed to utilize the special use permit as a tool to maintain compliance of establishments who serve alcohol. Specifically, a point system was implemented to trigger a response based on violations of local ordinance and/or violations of established Delaware Alcohol and Tobacco Enforcement regulations. The plan was unanimously adopted by Council and will be rolled out at the August 17th Newark Nightlife Partnership event.

On Tuesday, June 28th, Corporal Taras Gerasimov attended the Newark Parks and Recreation Camp REAL held at Dickey Park. Cpl. Gerasimov interacted with camp attendees and participated in camp activities.

On Tuesday, June 28th, Corporal Brandon Walker was on patrol near Papa John's located on E. Main Street. Cpl. Walker observed what appeared to be three people fighting in the rear parking lot and approached to investigate. As he approached, two of the three people ran in opposite directions. Walker quickly learned that this had been an attempt to rob the third person and chased one of the suspects. One person was quickly captured and officers recovered a stolen handgun that was used during the robbery attempt.

Activity or Project:

N/A

Description:

N/A

Status:

Expected Completion:

Execution Status:

Activity or Project:**Description:**

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

6/26/2016

to 7/2/2016

Hogan, Markell blast 'crushing' Artificial Island ruling



James Fisher, The News Journal 5:59 p.m. EDT June 29, 2016



(Photo: MEGAN RAYMOND/SPECIAL TO THE NEWS JOURNAL)

Expressing rising dissatisfaction with a cost-share plan for Artificial Island utility improvements that saddles Delaware and Maryland with unexpected costs, Maryland Gov. Larry Hogan and Delaware Gov. Jack Markell appeared together Wednesday to insist they'll do "whatever it takes" to reverse the scheme.

"It's a decision that, if it stands, would cost electric consumers in Maryland and Delaware millions of dollars more every single month, paid by both families and businesses, for power they do not use or benefit from," said Hogan, a Republican who stood with Markell, a Democrat, at Harpoon Hanna's, a waterfront restaurant on the Maryland-Delaware border.

The Federal Energy Regulatory Commission in April approved a plan submitted by PJM, an Audubon, Pennsylvania, power system operator, for splitting the funding of a power line from Artificial Island's Salem and Hope Creek nuclear power generators to the Delaware landmass. The power line will burrow under the Delaware River from Artificial Island to a substation near Silver Run. PJM is overseeing the transmission line's construction, contracting with New York-based LS Power to do the work.

PJM initially estimated the price tag for a major aspect of the project would be around \$137 million. In March, a company executive told PJM's Transmission Expansion Advisory Committee the project would now total around \$272 million. The transmission line is one part of several upgrades proposed for the nuclear site that total more than \$400 million.

Buy Photo



Artificial Island on the Delaware River in New Jersey is shown. Costs a transmission line project will be borne by Delaware, Maryland, Virginia and New Jersey residential, commercial and industrial consumers. (Photo: GARY EMEIGH/THE NEWS JOURNAL)

STORY: [Rehearing granted in Artificial Island project \(/story/money/2016/06/22/ferc-grants-rehearing-power-line-fight/86250548/\)](#)

STORY: [Delaware to appeal cost of Artificial Island power line \(/story/money/2016/05/27/delaware-appeal-cost-artificial-island-power-line/85008404/\)](#)

Costs for the overall project, including the transmission line, will be borne by Delaware, Maryland, Virginia and New Jersey residential, commercial and industrial consumers, including customers of Public Service Electric & Gas and Delmarva Power & Light, operated by Pepco Holdings. But the cost-share calculations run by PJM, and accepted by FERC, resulted in about 90 percent of the costs falling to the Delmarva-situated states.

Since then, FERC has agreed to re-hear Delaware and Maryland's appeal of the divided costs.

On Wednesday, Hogan said the cost share of the 90 percent share allocated to Delmarva states is split among them like this: 60 percent of it from Delaware, 35 percent from Maryland and 5 percent from Virginia. The remaining 10 percent of the total cost share is borne by the rest of the regional customers.

Steve Herling, PJM's vice president of planning, has said Delaware [will be responsible for 60 percent of the project's cost](https://www.delawareonline.com/story/news/2016/06/05/pjm-state-dispute-power-line-cost-and-benefits/85354520/) and also receive most of the benefit. But the governors, and the two states' public service commissions, dispute that, saying Maryland and Delaware will get only about 10 percent of the benefit. At heart, Delaware and the power supply company don't agree on the facts of the case.

"We should be dividing up the 10 percent, not the 90 percent," Hogan said. Asked if the states would sue in federal court if the rehearing doesn't change the cost structure, Hogan said: "It's certainly possible. We'll take it one step at a time."

The Delaware Public Advocate's Office estimates the transmission line cost could [increase residential electricity bills by \\$13 a month](https://www.delawareonline.com/story/money/2016/05/31/advocate-delaware-power-bills-take-big-hit/85202934/), small businesses' utility bills by as much as \$6,000 and add \$50,000 to the utility bills of the state's largest companies.

Casey Carroll, the LS Power project director in charge of the transmission line, said in an interview Wednesday that PJM is being required to make several improvements to its network, including the power line, after regulatory tests showed weaknesses in its grid. "It's a federal reliability violation. It must be fixed," Carroll said.

And, he said, the proposed line could benefit Delaware in emergencies by supplying power if an existing major transmission line is damaged, in a storm or a natural disaster. "It provides a new path, independent of all the other paths," Carroll said. "It helps from an operational standpoint in terms of redundancy."

At the same time, he said, LS Power supported Delaware and Maryland's call for a FERC rehearing, saying this cost-sharing arrangement was a "unique situation" that deserved a second look. At least 12 to 18 months of permit work is necessary before construction could begin, Carroll said.

Markell said he hopes FERC schedules a rehearing soon. He and Hogan said they had not yet learned from the commission when the second hearing would take place.

"Anytime there's uncertainty, for any business that's looking to invest, it's a bad thing because they may put off their decision," Markell said. "So we've got to get this resolved and resolved quickly."

Staff reporter Jeff Mordock contributed to this story. Contact James Fisher at (302) 983-6772, on Twitter [@JamesFisherTNJ](https://twitter.com/JamesFisherTNJ) (<https://twitter.com/JamesFisherTNJ>) or jfisher@delawareonline.com (<mailto:jfisher@delawareonline.com>).

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DLLG Local Governments:

The General Assembly wrapped up the 148th session with approval of the Bond Bill at 5 am today. While the financial situation was better this year, I am convinced it makes no difference what issues are on the table. The Legislature just has a long-standing tradition of leaving most decisions to the last night . . . and the day following. What with the budget pressures last year, and the late night JFC and Bond Committee meetings and caucuses, the GA actually finished a bit earlier in 2015.

Mike Vincent, Mayor Genshaw of Seaford, and Gene Dvornick joined in this year's festivities. Mike, Mark Lally and David Genshaw were in the House Chambers most of the time, while Gene and I were on the Senate side.

Here are the highlights of the major municipal and county matters that concerned us most this session. The Bond Bill Committee preceded both the House and Senate sessions. They commenced at noon and met until 5-5:30 pm. Going in, the Municipal Street Aid and Community Transportation Funds were secure. HB 450 is the Bond Bill approved by the Legislature. It includes \$5,000,000 for MSA and \$17,680,000 for the CTF (increased from \$16,750,000). \$630,000 of the CTF allocation is to be used for drainage improvements. As explained yesterday, the Bond Bill permits the prevailing wage exemption for MSA and CTF projects partially funded by other sources. The Bond Bill includes \$8.3 million for the Downtown Development District program - referred to as Urban Redevelopment.

With the exception of the prevailing wage language they wanted to clear up, all of the discussions in Committee were on wide ranging projects and equipment - large and small. Schools, PAL, Baynard Stadium, safety, National Guard, drainage, Wilmington police support, etc. Yesterday's meeting was to finish up adjustments started the day before. Although I have not checked the Bill, the OMB staff said funding for police computer laptops for departments throughout the State was approved Wednesday. As you know, the Bond Bill is large. So if you are interested in details, log on at legis.delaware.gov.

The Appropriations Act (Senate Bill 285) was not a problem this year for local governments. You remember last year the realty transfer tax became an issue and was a severe problem heading into the last week of the GA. Well, we heard over and over in Leg Hall that the State operating budget will present significant difficulties next year. As a result, Section 31 of Senate Bill 285 provides that "Recognizing that the State has assumed programs that were once funded by the Counties, the General Assembly hereby establishes the State/County Finance and Revenue Committee." The purpose is to suggest efficiencies, improvements and cost savings to the State, including but not limited to, the realty transfer tax. The League was added as having a representative on this Committee.

I lost count of the number of House and Senate Bills on the various agendas (regular, consent and "must" list), but the overall job of introducing, debating and voting on the roster this year was massive, compared to last year. The WEIC Red Clay-Christina School District reorganization plan required considerable effort. Implementation was rejected, but work and funding was authorized to continue reviewing the plan, to the tune of \$200,000.

No action was taken on House Bills 200, 283, and 287. There were a few Bills sent out to League members in recent weeks that the Legislature approved. Those to which DLLG had no objection or was neutral included HB 194, HB 262, and HB 362. House Bill 395 was adopted with two amendments. The first one (HA 1) was sent out to you two weeks ago, in part answering some questions some towns raised. The second amendment (SA 1) was proposed this morning by Senator Lopez to resolve a concern of a few beach towns. According to the synopsis, "This amendment removes property owner and leaseholder voter eligibility requirements." It also limits durational residency requirements to 30 days and sets an effective date of January 1 2017.

A number of towns had Charter changes approved on various issues.

All in all, the session ended well for our local governments. Mark Lally deserves credit for working behind the scenes with key legislators on many of these Bills.

Have a safe and enjoyable July 4th weekend.

Carl

NEWARK POLICE DEPARTMENT

WEEK 06/19/16-06/25/16

INVESTIGATIONS

CRIMINAL CHARGES

	2015 TO <u>DATE</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2016</u>	2015 TO <u>DATE</u>	2016 TO <u>DATE</u>	THIS WEEK <u>2016</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	4	0	1	2	0
Rape	4	2	0	1	3	0
Unlaw. Sexual Contact	4	4	0	1	1	0
Robbery	18	25	1	20	7	0
- Commercial Robberies	9	10	0	7	0	0
- Robberies with Known Suspects	1	2	0	1	0	0
- Attempted Robberies	2	4	1	5	0	0
- Other Robberies	6	9	0	7	7	0
Assault/Aggravated	2	12	0	16	19	0
Burglary	26	48	3	13	27	0
- Commercial Burglaries	4	9	0	1	4	0
- Residential Burglaries	20	33	3	11	21	0
- Other Burglaries	2	6	0	1	2	0
Theft	220	330	9	94	94	0
Theft/Auto	18	22	4	7	9	0
Arson	1	2	0	1	0	0
All Other	37	61	1	34	40	0
TOTAL PART I	334	510	18	188	202	0
<u>PART II OFFENSES</u>						
Other Assaults	154	165	11	103	71	1
Rec. Stolen Property	2	0	0	14	16	0
Criminal Mischief	90	93	4	86	40	2
Weapons	6	6	0	43	22	0
Other Sex Offenses	1	0	0	2	0	0
Alcohol	119	115	4	198	202	2
Drugs	41	77	1	117	101	3
Noise/Disorderly Premise	222	328	8	100	139	1
Disorderly Conduct	89	86	5	51	60	3
Trespass	90	95	4	42	33	0
All Other	213	245	7	156	160	15
TOTAL PART II	1027	1210	44	912	844	27
<u>MISCELLANEOUS:</u>						
Alarm	462	384	11	0	0	0
Animal Control	238	259	9	0	2	0
Recovered Property	124	140	6	0	0	0
Service	14893	16625	593	0	0	0
Suspicious Per/Veh	244	290	15	0	0	0
TOTAL MISC.	15961	17698	634	0	2	0

	THIS WEEK <u>2015</u>	2015 TO <u>DATE</u>	THIS WEEK <u>2016</u>	2016 TO <u>DATE</u>
TOTAL CALLS	861	20,852	864	22,306



Newark Police Department
Weekly Traffic Report
06/19/16-06/25/16



TRAFFIC SUMMONSES	2015 YTD	2016 YTD	THIS WEEK 2015	THIS WEEK 2016
Moving/Non-Moving	4,605	5,373	145	269
DUI	95	84	2	5
TOTAL	4,700	5,457	147	274

TRAFFIC ACCIDENTS				
Fatal	2	0	0	0
Personal Injury	87	121	2	3
Property Damage (Reportable)	255	388	18	12
Property Damage (Non-Reportable)	180	85	3	3
Hit and Run	144	131	3	8
TOTAL	668	725	26	26