

**CITY OF NEWARK
DELAWARE**
CONSERVATION ADVISORY COMMISSION
April 13, 2021 - 7:00 P.M. – GoToMeeting

Per the proclamation issued by Governor Carney and Lieutenant Governor Hall-Long on March 13, 2020, the CAC will be meeting remotely via GoToMeeting. The meeting will be available for viewing via GoToMeeting at the following link:

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Public comments may be submitted on the items on the agenda via email to citysecretary@newark.de.us by 6:00 p.m. All public comments received will be read into the record at the meeting. Attendees may also alert staff that they wish to speak at the appropriate time by submitting their name, district and/or address, and agenda item on which they would like to comment via the GoToMeeting chat function during the meeting.

1. Approval of Minutes from Meetings Held on March 9th, 2021.
2. Public Comment
3. Electric Vehicles for City Use – Helga Huntley
4. Straw Flyer Distribution Plan Update – CAC Members
5. Sustainability Plan Implementation Next Steps – Tom Coleman
6. Anti-Idling and Public Education Update – Sheila Smith and Robyn O’Halloran
7. Monthly Conservation Article with the Newark Post – Sheila Smith
 - March – Spotted Lanternfly, Sheila Smith
 - April – Composting, MaryClare Matsumoto, Robyn O’Halloran
 - May – 100% Renewable Energy – Helga Huntley
 - June – Flooding and Riparian Zones – Helga Huntley
8. Planning & Development Reports
9. Old/New Business
10. **Next Meeting – May 11, 2021**

If any Conservation Advisory Commission member is unable to attend this meeting, please contact the City Secretary’s Office at 366-7000 prior to the meeting.

Agenda Posted – April 6, 2021

Attest:

Sworn by:

City Secretary

Notary Public (Seal)

Newark Sustainability Plan Tracking Sheet

Theme 1: We respond to Climate Change			
Action	Responsible Entity	Status	
Goal 1.1. The City of Newark will procure renewable generation resources for its distributed electricity mix of at least 30% by 2025, 65% by 2035, and 100% as soon as practicable but no later than 2045			
A.	As fossil fuel based generation supply contracts expire, require DEMEC to provide power to Newark with long-term renewable generation power purchase agreements when available and compatible with the City's long-term goal of maintaining a reliable, cost-effective power supply	Finance/ Electric /City Manager	Discussed this during DEMEC strategic planning process in summer of 2020. DEMEC will work with each member to help them meet their sustainability goals. DEMEC has already removed all coal derived power from generation mix. Would only be used when purchasing on the spot market due to higher than forecast demand
B.	As electric sales grow from year to year, purchase power from renewable generation sources to cover the increase	Finance/ Electric /City Manager	See 1.1.A
C.	Evaluate opportunities to purchase RECs to provide 100% renewable electrical power to the City's customers	Finance/ Electric /City Manager	Approved by Council with 6/1/21 implementation date
D.	Ensure proper accounting for SRECs and RECs to avoid double counting or double charging, and communicate clearly and transparently with electric customers regarding tracking and retiring of the environmental attributes of renewable power	Finance/ Electric /City Manager	Included in 100% renewable power ordinance approved by council and effective 6/1/21. Will require regular reporting of REC sources and prohibits double counting/charging.
Goal 1.2. The City of Newark will increase the number of residents participating in behind the meter solar generation and community solar programs from 1% in 2019 to 3% and triple the generating capacity by 2025			
A.	Restructure the electrical service rates to support this goal	Finance/ Electric /City Manager	Rate study on hold due to COVID pandemic's impact on electrical demand and businesses. Will resume study once electrical demand has stabilized post-pandemic
B.	Fortify and advertise the Green Energy Fund Reimbursement Program for private projects	Communications	
Goal 1.3. The City of Newark will facilitate innovative pilot renewable energy projects such as community solar and other developing renewable energy and energy storage technologies			
A.	Establish a Newark Energy Transition Commission with individuals experienced in renewable electricity generation, distribution systems, energy markets, and energy justice to work with the CAC to advise the City of clean energy related matters	City Council	Not started
B.	Develop several models of local utility -scale (10 MW or larger) renewable energy development and invest in a pilot project. Include at least one Community Energy Facility in the pilot program.	Electric	System capacity study started
C.	Commission a study assessing the feasibility of installing renewable generation and/or energy storage assets on or in City-owned buildings, land, and water surfaces.	Electric/Finance/City Manager	Project for City roofs has been awarded and construction underway via ESCO contract.
D.	Review the proposed partnership with the University of Delaware for solar generation of assets on selected City and University roofs.	Finance/City Manager	Project for City roofs has been awarded and construction underway via ESCO contract. No progress on UD roofs but COVID Pandemic has dramatically impacted UD's finances with regard to capital projects

E.	Publicize state and Federal loans and grants (e.g. Delaware Sustainable Energy Utility) that are available for renewable energy projects.	Communications	Not started
Goal 1.4. The City of Newark will prepare a greenhouse gas (GHG) emission inventory for the baseline year of 2018 by January 1, 2021, and reduce the GHG emission rate to net zero by 2060. Interim goals will be established once the inventory is completed.			
A.	Establish a task force to evaluate the opportunities for working with the University of Delaware to support the City's GHG monitoring plan, GHG baseline, and GHG inventory updates	CAC	Not started
B.	Contract with a third party to work with the City to prepare a detailed GHG management plan that documents who, how, when, and where GHG inventory management tasks will be accomplished.	CAC	Not started
C.	Establish a reporting schedule of initially every 2 or 3 years and eventually every year.	CAC	Not started
D.	Align all sustainability goals to meet GHG reduction targets and develop a Climate Action Plan based on alternative emission reduction scenarios.	Multiple	Not started
Theme 2: We Plan and Develop for All			
Action		Responsible Entity	Status
Goal 2.1. The City of Newark implements sustainable land-use principles based on the Delaware model for "Complete Communities" using the Delaware Complete Communities Toolbox developed by the University of Delaware's Institute for Public Administration			
A.	Guide development to Complete Communities to emphasize mixed-use, compact development that is structured to promote multimodal transportation choices such as walking, bicycling, and transit	Planning and Development	
B.	Design for Complete Communities including Compete Streets, efficient land use, active lifestyle amenities, a built environment for all ages and abilities, and environmental and economic sustainability.	Planning and Development	
Goal 2.2. The City of Newark supports a car-free lifestyle			
A.	Implement the recommendations in the Newark Bicycle Plan and seek designation for Newark as a Silver Bicycle-Friendly Community from the Elague of American Bicyclists (LAB) by 2022	PWWR / Planning and Development	
B.	Provide bicycle-share and related programs that provide convenient transportation options	Planning and Development	
C.	Set a target for non-single-occupancy-vehicle commuter trips, including carpooling, public transit, walking, and bicycling	Planning and Development	
D.	Support the implementation of projects in the Newark Transportation Plan	PWWR / Planning and Development	
E.	Coordinate with BikeNewark and the University in hiring a bicycle/pedestrian coordinator. Determine whether this person would work at the City or the University.	Planning and Development / BikeNewark	
F.	Improve coordination among the four Newark bus systems by completing and implementing the Newark TriP's Newark-Area Transit Study	PWWR / Planning and Development	

G.	Create and update annually a user guide titled "Car-Free Newark" and periodically assess the impacts of new technologies on the number of vehicles on the road and include this information in updates of the guide.	Planning and Development / Communications	
H.	In coordination with others, provide connections to New Castle County's Glasgow Park and trails such as the Mason-Dixon Trail, East Coast Greenway, and the Michael N. Castle C&D Canal Trail.	Planning and Development	
I.	Investigate safer options for pedestrians and bicyclists crossing over the railroad tracks to the STAR campus	Planning and Development / PWWR	

Goal 2.3. The City of Newark reduces its transportation GHG footprint and embraces the transition to clean transportation options for its own operations, its residents, and businesses.

A.	Pursue opportunities to shift away from diesel-powered public buses and transition existing fleets to cleaner fuel buses.	PWWR	
B.	Transition to electric vehicles (EVs) in the City fleet whenever possible and reduce the use of diesel and gasoline fuels through efficiency gains. Implement a City-maintained EV charging network.	City Manager	
C.	Track EV ownership in the City and seek to identify private Level 2 charging station installations. Provide incentives for charging during off-peak hours and offer rebates to install and register an ENERGY STAR-certified and WiFienabled Level 2 Charging Station.	Electric / Finance / City Manager / City Council	
D.	Embrace the EV transition by increasing the EV charging network for private vehicles by requiring EV charging for new residential, commercial, and institutional development and targeting locations citywide, including municipal lots. Encourage the retrofit of older developments with EV capabilities.	Electric / City Manager / Planning and Development	
E.	Work with the Delaware Department of Natural Resources and Environmental Control's (DNREC's) Division of Climate, Coastal, & Energy or other State programs on funding to increase the infrastructure for EVs in Newark.	City Manager / Finance	
F.	Develop economic policies to incentivize EV ownership among residents.	Finance / City Manager / City Council	
G.	Include commitments to clean transportation options in future Comprehensive Plans and Community Transportation Plans.	Planning and Development	

Theme 3: We Build Better, Waste Less

Action	Responsible Entity	Status
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Goal 3.1. The City of Newark requires all new investments in building and land development to use the latest sustainable design strategies.

A.	Adopt the Green Building Code Work Group recommendations or comparable standards to ensure that new development is high-performance building in that it is built to last and that buildings and housing are healthy, cost less to operate, and are efficient, healthy, and comfortable.	Planning and Development / City Council	
B.	Ensure that the Newark Municipal Code is compatible with Passive House Institute US or similar certification for residential and commercial buildings and that the Code allows and encourages developers to implement vegetated green roofs.	Planning and Development / Planning Commission	

C.	Ensure that the Newark Municipal Code supports the transition to State mandates for zero net energy capable homes and buildings.	Planning and Development	
D.	Adopt the latest version (2018) of the International Energy Conservation Code as soon as practicable, adopt future updates within 24 months of their issuance, and maintain the amendments to the Code that push for improved energy and resource efficiency and high-quality indoor environments.	Planning and Development / City Council	
Goal 3.2. The City of Newark will adopt a benchmark and implement a range of energy efficiency incentives through Efficiency Smart to save approximately 3,300 megawatt-hours (MWh) of energy over the 3-year contract period.			
A.	Establish baselines and metrics for energy intensity from the City's GHG inventory that is developed in response to Goal 1.4.	City Manager	
B.	Advocate for the Delaware Sustainable Energy Utility and DNREC to offer incentives for new construction and major renovations built to highperformance standards. Fully utilize programs sponsored by DNREC's Energy Efficiency Investment Fund.	City Manager / Electric / Finance	
C.	Encourage enrollment in the State's programs that provide incentives for homeowners and businesses that want to update equipment combined with outreach to promote these and other opportunities to get energy efficiency upgrades funded, especially in rental and lower income housing.	Communications	
D.	Explore pathways for commercial and industrial benchmarking for the replacement of aging, inefficient equipment with energy-efficient alternatives. Begin a trial of Portfolio Manager (online tool developed by the U.S. Environmental Protection Agency's (EPA's) ENERGY STAR program).	Electric / Finance	
E.	Train additional staff members in the Department of Planning and Development's Code Enforcement Division in energy efficiency and sustainable design.	Planning and Development	
F.	Ensure that building codes and building permit programs facilitate a transition to carbon-free heating systems. Explore additional incentives and identify neighborhoods without access to natural gas. Provide public outreach and education materials to encourage the transition.	Planning and Development / Communications	
Goal 3.3. The City of Newark, in its buildings and through its operations, will use 25% less electricity and other forms of energy than in 2018 by 2025 and be carbon-free by 2030			
A.	Track and benchmark energy use of all City-owned buildings using EPA's ENERGY STAR Portfolio Manager or similar and establish an ongoing operations, maintenance, monitoring, and verification program to ensure that all City buildings are operated as efficiently as possible.	Building Maintenance	
B.	Track the City's energy use on an operational basis to increase energy efficiency.	Building Maintenance	
C.	Increase the City's participation in DEMEC energy efficiency and demand response programs. Modernize, upgrade, and retrofit the HVAC systems in City buildings.	Building Maintenance	

D.	Identify and track potentially applicable State and Federal funding and grant programs to improve energy efficiency of City buildings and departments and take advantage of all opportunities that are feasible and cost-effective.	Building Maintenance	
Theme 4: We Preserve Nature, Reduce Impacts			
Action		Responsible Entity	Status
Goal 4.1. The City of Newark's water customers will use less water each year compared to the prior year through 2025.			
A.	Reevaluate the water rate structure including the introduction of a meter or customer charge to better allocate system costs in a more equitable manner.	Finance / PWWR	
B.	Educate residents and businesses on the capabilities of their smart meters and how to use the available tools such as leak notifications.	Communications	
C.	Encourage and help facilitate voluntary water audits of the approximately 30 locations with 3-inch or greater meters, which account for approximately 70% of water usage.	PWWR	
D.	Provide low-flow fixtures for persons with limited means and/or develop incentive programs for purchase and installation.	City Manager	
E.	Develop incentives and/or advocate for xeriscaping (landscaping practices that require little or no irrigation) potentially as part of a stormwater utility credit program.	PWWR	
F.	Monitor and track the City's water usage at all City-owned buildings and seek opportunities to reduce consumption.	Building Maintenance	
Goal 4.2. The City of Newark reduces the amount of inflow and infiltration (I&I) as well as fats, oils, and greases in its wastewater being discharged to New Castle County.			
A.	Conduct I&I studies and implement projects to reduce non-sewage flows into the sanitary sewer collection and conveyance system.	PWWR	
B.	Implement a fats, oils, and grease (FOG) program for commercial food establishments and then expand the program to include education and outreach for residential customers. Provide inspectors.	PWWR / Communications	
C.	Seek a partner that can develop uses and a market for alternative solids treatment-related end products (the University of Delaware is considering constructing an anaerobic digester for creating energy from food wastes).	PWWR	
Goal 4.3. The City of Newark increases its tree canopy to 34% by 2025 and 36% by 2030.			
A.	Through the mitigation process, ensure that value trees are preserved whenever possible and otherwise replaced on a 1-to-1 basis in the subdivision and/or throughout parks and open spaces.	Parks and Recreation / Planning and Development	
B.	Create a reforestation plan for City parklands and open spaces that are not forested.	Parks and Recreation	
C.	Provide opportunities for residents to receive tree saplings each year.	Parks and Recreation	
D.	Ensure a variety of trees to protect against diseases and manage invasive species to minimize propagation.	Parks and Recreation	

E.	Participate in the annual Arbor Day Celebration in accordance with the Tree City designation.	Parks and Recreation	
F.	Preserve and improve forested habitats to the greatest extent possible	Parks and Recreation	
Goal 4.4. The City of Newark conserves and improves its existing green spaces and seeks to increase them as opportunities arise.			
A.	Review the Newark Zoning Code to ensure that appropriate open space requirements are in place for new developments.	Parks and Recreation / Planning and Development	
B.	Continue providing adequate funding of the Newark Parks and Recreation Department to enable proper maintenance and enhancements of existing parklands.	City Council	
C.	Continue budgeting and/or seeking grant funds for open space acquisition and parkland development.	City Council	
D.	Increase biodiversity by having no more than 10% of any tree genus in new plantings, the goal of planting at a minimum of 70% of native trees and shrubs and not permitting the planting of invasive species.	Parks and Recreation	
E.	Promote and provide public education regarding preservation and care of residential trees and plantings.	Communications	
Goal 4.5. The City of Newark enhances flood resiliency as it reduces stormwater runoff volume and rates and improves stormwater quality.			
A.	Reduce street widths whenever possible as part of the annual road resurfacing and reconstruction program.	PWWR	
B.	Adopt a Complete Streets program (cf. Action B under Goal 2.1) including the addition of green landscaping to transportation projects.	PWWR	
C.	Implement the City of Newark Stormwater Plan.	PWWR	
D.	Educate residents about stormwater quality and quantity issues and how actions such as placing rain gardens or installing rain barrels can help.	Communications	
E.	Increase freeboard requirements (building above the minimum base flood elevation).	Planning and Development	
F.	Implement and enforce mowing restrictions in the riparian buffer.	Planning and Development	
G.	Reduce pet waste pollution through ordinances and public education.	Communications / City Council	
H.	Increase the number of trees in planning recommendations for parking lots.	Planning and Development / PWWR	
Goal 4.6. The City of Newark reduces the waste sent to landfills 5% by 2025 and 10% by 2030 on a tons-per-year basis, from a 2018 baseline.			
A.	Increase the diversion rate of recyclable materials and improve the quality of recyclables. Enhance the recycling program.	PWWR / Communications	
B.	Discourage consumer overconsumption through better awareness of its impacts on the environment.	Communications	
C.	Educate the public on reuse, reduction, and recycling opportunities; distinction between trash and recyclables; and proper ways to recycle.	Communications	

D.	Increase backyard composting through education and giveaways or discounts, focusing on food-waste composting (including vermiculture) and leaf composting.	PWWR / Communications	
E.	Collaborate with the State and other stakeholders to reduce the use of single-use plastics. Advertise the safety and accessibility of tap water and encourage the use of refillable containers.	Communications	
F.	Investigate options for paper reduction in City operations.	City Secretary / City Manager	
G.	Work with the Delaware Solid Waste Authority to maintain costs of recyclables at a level that makes diversion of wastes from the landfill economically viable.	PWWR	

Goal 4.7. The City of Newark contributes to efforts to improve air quality.

A.	Investigate the franchising of commercial refuse services with the goal of reducing the number of companies operating in same geographic area.	PWWR / Finance	
B.	Explore alternative ways of enforcing anti-idling and anti-cruising ordinances.	Police Department	

Path Forward and Next Steps

	Action	Responsible Entity	Status
A.	Assign responsibility for Plan implementation to the CAC, appoint representatives to the NET Committee, and allocate funds for contractors to implement programs and/or track progress. Require the CAC to provide annual reports of Plan implementation to City Council.	City Council	
B.	Assign responsibility for updating the Plan to the CAC on a schedule that the CAC determines but at least once every 5 years	CAC	
C.	Design and implement a dashboard that shows incentive program uptake and real-time metrics on energy usage, renewable power generation, water consumption, and other critical components of <i>Sustainable Newark</i> .	Contractor	
D.	Include sustainability grants or loans in the programs the City typically monitors and for which it applies.	City Manager	
E.	Research and report options for the City revenue diversification.	Contractor / Finance / City Manager	
F.	Carry out public engagement and education plans to shine a light on sustainability efforts and opportunities.	Communications	
G.	Create a "Steps to a Sustainable Newark" guide and webpage for residents and businesses.	Communications	
H.	Update the City's purchasing manual such that it considers sustainability measures (Green Purchasing).	Finance	