

City Manager's Weekly Report

Friday, November 11, 2016

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

Time was spent this week and last responding to budget related questions that have been shared and added to Budget Central. You have also received via email the attached Meter Occupancy Report prepared at the request of Council which has been added to our **NEW** Downtown Parking Information link.

The Traffic Committee is scheduled to meet this coming Tuesday, November 15th - it's agenda is attached for reference.

Please find the press release distributed by DNREC regarding the public information meeting scheduled for November 17th at Clayton Hall.

Today we held both a Veterans Appreciation Lunch for our Veteran employees and a Promotion Ceremony for Captain Van Campen, Sergeant D'Elia, Lt. Rubin and Master Corporal Aston. All effectively assumed their much deserved new ranks in September.

I participated in a meeting of the Delaware Public Power Association in Salisbury, MD hosted by Delmarva Power on Wednesday and the Downtown Newark Partnership meeting held Thursday evening.

FOP Lodge No. 4 advised this week that it ratified our Tentative Agreement (TA) between the FOP and Newark. Please see more detail in Deputy City Manager Haines' report.

Please be advised that the aeration system for the reservoir will be going online next week. There will be an odor associated with the start up of the aeration that is expected to be short lived. However, to ensure awareness, the variable message boards will be used and other forms of community outreach will take place.

Activity or Project:

DEMEC - DE. PSC - Public Notice Attached

Description:

The Delaware Public Service Commission on November 1, 2016, approved for publication and comment new consumer protection rules that largely resemble the rules that were published in October. We expect the newly-approved rules to appear in the December 1, 2016 Delaware Register, followed by a comment period. This marks the near-end of a proceeding that has lasted for more than four years. The primary stakeholders in the proceeding had agreed to certain modifications to the version of the rules published in October, but two non-consensus issues remained for the Commission's consideration. The two issues involved the length of the rescission period and issues pertaining to the customer lists that Delmarva Power provides to licensed retail suppliers. The Commission ruled on those matters on November 1, and a written, formal order is expected at the Commission's November 15 meeting. The newly-approved rules are a total re-

write of Delaware's current rules. They include numerous protections for consumers and include rules for suppliers who want to sell electricity to Delaware customers. The rules will require suppliers to provide specific information to customers during the marketing and enrollment processes to ensure that customers fully understand the electricity products they are considering. The rules also obligate suppliers to provide information to current customers at certain times during the contractual relationship. Not only that, but the rules go into great detail concerning marketing channels such as door-to-door and telemarketing, as well as other matters. Once published, there will be a comment period and we expect the rules to become final at some point in the first quarter of 2017. We encourage members to review these proposed consumer protection rules and make any changes to their own customer rules you feel appropriate.

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Activity or Project:

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Department:

Notable Notes:

- The FOP Lodge No. 4 ratified the Tentative Agreement (TA) with the FOP and City. The TA will be placed on the November 28 Council agenda for City ratification. Once approved, the TA and fully-edited contract will become a public document. I want to thank all members of

the FOP and City negotiation teams that worked diligently together on a challenging contract.

- The HR team has spent much time with union leadership and potentially eligible members of the draft ERIP that will be considered in November by Council. We are providing as much information as possible so employees may make an informed decision on whether to accept the voluntary incentive or not.
- HR Manager Devan Stewart continued to assist employees on Open Enrollment matters, and I thank the employees for embracing the new ESS portal for completing the process. Using a digital platform has allowed the HR team to dynamically track who has started or completed the process, while following up to those who have not completed the enrollments.
- On Friday, November 11, 2016 the City Manager's Office will host an employee lunch for all those who are veterans. Over 30 employees have had some prior military service, and we thank Joe Spadafino for his support on this initiative, and more so, initially developing the idea.

Activity or Project:

Recruitment: Police Officers

Description:

The City Manager's Office and Police Department continue to work towards two (2) additional recruits for the December NCC Police Academy. Two candidates have been selected as finalists, which will go through the last assessments before employment offers are made. With the three (3) recruits in the current State Police Academy, these additional two will bring the department up to full staffing.

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Department:

Alderman's Court

Notable Notes:

From 11/3/16 until 11/9/16 court held three sessions which included arraignments, trials, case reviews and pleas. Also on Monday and Wednesday the Parking Division reported to Alderman's Court and handled parking appeals.

Alice Van Veen will be joining Alderman's Court as a part-time employee in December. In the meantime, she will be training on Monday and Wednesdays during court hours.

Activity or Project:

Court Session

Description:

Between 11/3/16 and 11/9/16 court handled a total of 78 arraignments, 48 trials, and 7 capias returns. During this week we collected a total of 572 parking ticket payments of which 383 were paid through Pay Pal and 189 were paid at court. The court also collected payments for criminal/traffic fines which included 169 from Govolutions (online/epayment) and 105 were paid at court.

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City Secretary and City Solicitor's Office

Notable Notes:

Bruce was in the office November 9 and November 10. Paul was in the office November 4 and November 10 for Court.

Renee attended the staff meeting on November 3 where the November 14 Council agenda was discussed.

Staff finalized the agenda and packet items for the November 14 Council meeting on November 7. Hard copies were distributed to Council and posted on the website. An addendum removing item 8C and the executive session from the agenda was sent to Council and posted on November 10.

Renee worked as an inspector at a polling place on November 8 to complete her training on the various roles in polling places this year. Thank you to the Department of Elections - New Castle County for their help in allowing Renee to work as a clerk, judge and inspector in this election cycle.

Tara staffed the Conservation Advisory Commission meeting on November 8 where they discussed helping Newark High School obtain a grant for energy efficient lighting installation, presentation of the A Better Newark Award to Dow at the November 28 Council meeting, continued research on implementation of the proposed Green Energy Dashboard, research regarding new solar roof panels that look like shingles, review of the CAC bylaws and starting work on the 2016 CAC annual report.

Renee attended the Women Leading Government meeting in Dover with several other Newark staff members on November 9 where they discussed the initial structural formation of the group.

Renee had a conference call with Councilwoman Wallace on November 10.

Renee drafted and finalized three bills for the November 14 Council agenda.

The November 14 Council and November 15 Traffic Committee meeting agendas and November 17 Board of Adjustment cancellation notice were posted and forwarded to Council.