

City Manager's Weekly Report

Thursday, April 13, 2017

Department:

Administration - City Manager

Notable Notes:

Mayor and Council -

Congratulations to the two new members of Council that will represent District 2, Christ Hamilton and District 4, Jerry Clifton. Staff and I will provide some options for departmental orientations in the weeks ahead. Additionally, I'd like to thank Councilwoman Hadden and Councilman Ruckle for their dedicated service to our community!

Attached is the latest update from Legislative Hall prepared by League Lobbyist Lincoln Willis. The Legislature is on Easter break until they reconvene on April 25.

Staff and I participated in a very informative meeting with Delmarva Power where they shared details related to planned work to replace overhead transmission utility poles due to age between the Harmony Road and Chapel Street Substations. Coordination with our Electric Department has also occurred and advance notification will be provided to the residents. The work will improve reliability and improve our interconnection. No outages are necessary for this work to take place.

Staff and I have welcomed and are spending time orienting Planning and Development Director Mary Ellen Gray to our organization. She has hit the ground running!

I will be attending the DNP meeting this Thursday evening.

Activity or Project:

Newark South Groundwater Plume

Description:

We were advised this week that the EPA proposal to the National Priorities List (NPL), which includes the Newark South Groundwater Plume Site has been put on hold due to administrative delays and that a new schedule will be provided.

Status: In-Progress

Expected Completion: 12/30/2017

Execution Status: Behind Schedule

Activity or Project:

ACLU's Freedom Cities Policies Inquiry

Description:

Chief Tiernan and Deputy Chief Feeney have recently met with citizens to review the ACLU's 9 model state and local law enforcement policies and rules for Freedom Cities at their request. The

citizens are interested in Newark's support of such a policy being implemented. The Police Department is meeting with the City Solicitor and will follow up with Councilwoman Wallace who has been involved to initially discuss their recommendations which will ultimately be presented to all of Council.

Status: Started
Expected Completion: 6/30/2017
Execution Status: On Track

Activity or Project:

DEMEC - Artificial Island Project Update

Description:

Attached is a letter from the PJM Board of Managers stating that the Artificial Island Project is moving forward. The Board acknowledged the communications they received regarding cost allocation and stated they would assist with analysis to support the argument that a different method other than DFAX should be applied to this project, but clearly stated that the final decision regarding cost allocation rests with FERC. All the affected parties will get together shortly to determine the next course of action. The options include further intervention at FERC, and a federal court challenge of FERC's order approving DFAX-based cost allocation methodology. Given the cost impact on ratepayer's electric bills, all options will be pursued. We will keep you posted as this moves forward.

Status: Started
Expected Completion: 12/31/2017
Execution Status: On Track

Department:

Administration - Deputy City Manager

Notable Notes:

Admin/HR Division:

- Deputy City Manager Andrew Haines worked with Deputy Chief Mark Farrall and Lt. Nelson on completing five (5) certified police officer interviews. The applicants will be ranked based on their interview, along with verifying their submitted certifications, and the City will proceed with its own background check of the top three applicants. The interview panel is hopeful that the background process is as positive as the interviews.
- Mr. Haines participated as a member of the review committee for engineer services for the Rodney Project. The three (3) short-listed firms for general engineering services provided responses and presentations, which were ranked by staff. This recommended firm will be on the April 24 Council agenda for consideration and approval.
- HR Manager Devan Stewart scheduled all AFSCME employees, as well as additional employees from CWA, FOP and some Management to complete AED/CPR Training. Additional staff members were selected for bloodborne pathogen training that did not

previously receive the course.

- Additional Biometric Screenings will occur on Friday, April 21 at no cost from our health trust, DVHT. The HR team worked to coordinate the staff and necessary resources. This is yet another continued effort to expand wellness within the organization supported by DVHT.

Parking Division:

- Parking Manager Marvin Howard and Parking Superintendent Courtney Mulvanity met with Deputy Chief Farrall on the final patrol officer parking location for the Community Policing Center.
- Mr. Howard and Mr. Mulvanity continued interviews with HR Manager Stewart on existing vacancies.
- Mr. Mulvanity continues to work on the data reports to update the on-street meter occupancy report. This update is targeted for early May.

Activity or Project:

Recruitment: Director of Planning & Development

Description:

Ms. Mary Ellen Gray started on Monday and has an engaged first week with meetings of her department team, other leadership members in the organization, as well as meeting Planning Commission chairman, Mr. Firestone. It has been a productive first week and look forward to continued onboarding to the organization.

Status: Completed

Expected Completion: 4/10/2017

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 4/6/17 to 4/12/17 which included arraignments, trials, capias returns, and video hearings. Parking was here on Monday and Wednesday to handle any appeals.

Operation Clean Slate that was scheduled for May has been postponed until October 2017.

The Language Link was used twice this week in court for trials and it worked with no problems.

Activity or Project:

Court Sessions

Description:

From 4/6/17 to 4/12/17 Alderman's Court handled 65 arraignments, 45 trials, 19 capias returns and 8 video bail hearings. The court collected a total of 477 parking payments of which 227 were paid online and 250 were paid at court. The court also collected payments for criminal/traffic fines which included 159 online payments and 77 payments paid in court for a total of 236 payments.

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:

Bruce was in the office on April 13. Paul was in the office April 7 and 13 for Court.

Tara staffed the Conservation Advisory Commission meeting on April 6 where they reviewed a presentation from DEMEC and made two recommendations based on the presentation.

Renee met with Councilmember-elect Clifton on April 12 and Councilmember-elect Hamilton on April 13.

Extensive time was spent this week on the lead up to the April 11 City Council election and the subsequent follow up. Renee participated in the training for Election Board members and poll workers in New Castle on April 6. The Election Board sat in session on April 11 to field questions throughout the day and met April 13 to certify the election results. Teressa completed all paperwork for processing the poll worker, Election Board member and vendor payments. A total of 306 votes were cast, which was a 20.69% turnout for the district. Congratulations to Councilman Morehead and Councilmen-elect Clifton and Hamilton on their wins.

Renee drafted several items for the April 20 Organizational Meeting and the April 24 Council meeting.

Regarding minutes, staff time was spent on the April 6 Conservation Advisory Commission (Sarah drafted) and the April 11 Election Board (Sarah drafted) minutes. The March 15 Council executive session minutes are currently in the queue.

Sarah fulfilled 6 discovery requests for upcoming Alderman's Court cases this week. 129 total discovery requests have been fulfilled so far for 2017. No new court calendars were received this week. 16 court calendars with 270 associated case files have been compiled for 2017 so far. Sarah also processed 4 pleas

by mail.

The office received 11 new lien certificate requests this week, which were sent to Finance for processing. 15 lien certificates were completed and sent to the requestor. So far 124 lien certificate requests have been processed for 2017.

Activity or Project:

No progress to report

Description:

There is no progress to report on long-term projects this week.

Status: In-Progress

Expected Completion: 4/13/2017

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. Vendors interested in participating in A New Night Downtown can find the form here: <http://newarkde.gov/DocumentCenter/View/8276>. So far, about a dozen businesses and vendors are registered to participate in the event. Any businesses interested in being a New Night Downtown sponsor can find the sponsorship form here: <http://www.newarkde.gov/DocumentCenter/View/8283>. We are working with Gable Music Ventures to line-up nine musical acts to play on three different stages during the event.

Newark Police Department 150th Anniversary: Megan is still in the process of interviewing former and current officers for the Newark Police Department's 150th anniversary video. She is also working with officers and the deputy chiefs on developing the vision for the project and writing the scripts. The first video is scheduled to be released in mid-May. The main video will be shown at the 150th celebration on June 17.

Places for Bikes: On Monday, April 10, Megan worked with Bike Newark to submit Newark data for the PlacesForBikes program. The PlacesForBikes program is a subset of the Big Jump Project we applied for earlier this year. It is part of the PeopleForBikes program that helps quickly build and connect great places to ride. In fall 2017 the organization will publish the first PlacesForBikes city ratings, which will be a date-driven system identifying the best U.S. cities for bicycling and rewarding those that are improving the fastest.

A Community Thrives: Art is the missing piece in the push to make the City of Newark, Delaware an even greater place to live, work and play. The Downtown Newark Partnership and the [Newark Arts Alliance](#) are working together to lay the foundation for artistic growth and inclusion. We submitted a video for a grant program called A Community Thrives. It's a new approach to social impact programs that was developed through a collaboration across the entire USA TODAY NETWORK. If we are one of the top 10 entries in the Art category, we'll move on to be judged, and could win a \$100,000 or \$50,000 grant! You can vote once per day until May 12. Click here to watch the video and vote: <http://act.usatoday.com/submit-an-idea/#/gallery/60465704/>.

Creative Design/Web Updates

- Designed National 5&10 banner for NPD display
- Created: Student Move Out PUBs bill stuffer; free parking weekend graphic; and four DEMEC energy saving tips
- Updated: City of Newark website police employee directory with emails and phone numbers; website spotlight
- Posted Alarm Registration notice to NewsFlash
- Scheduled public meeting notices on InformMe; holiday recycling changes on website and InformMe

Press Releases/Media Inquiries

- City of Newark Election Results: <http://bit.ly/2oCRvyS>

Activity or Project:

School Hill Project

Description:

We continue to receive support from UD towards this project. The latest support comes from staff

at the UD Library, who will be there for the event on May 20 and will bring a Library scanner. The Library will then arrange for the materials to be deposited in DSpace, which is a public access site, and can provide a permanent archive for all the materials as was done with the earlier interviews and materials from the project conducted by Bernie Herman.

Status: In-Progress

Expected Completion: 12/20/2017

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Electric Department

Notable Notes:

Last Thursday a storm rolled through causing widespread power outages. Unfortunately for the crews who came in at 3:30 a.m. to perform a voltage upgrade, they stayed until 7:30 p.m. getting the last customers on. A lot of trees fell after raining all day when a powerful wind surge came through and took mostly house services down along with a few primary lines.

Most likely related to the saturating rains on Thursday, a tree fell on the feed to Villa Belmont Monday afternoon interrupting power to homes on Rock Lane, Del Grove Avenue, and Pennwood Street for over an hour. To get Villa Belmont back on a pole had to be replaced and two sets of underground cables reinstalled into new riser conduits. This outage started at 1:30 p.m. and the crews finished up at 6:30 p.m.

The electricians worked on 34kV breakers at Kershaw that had hydraulic pump issues, installed receptacles at the Municipal Building for office rearrangements, and troubleshot some SCADA alarm issues.

Engineering continued working on the Capital Budget, worked on the recloser project, worked on SCADA issues, and continued evaluating the different engineering packages for the best fit for the City's needs.

Activity or Project:

SCADA and Automatic Restoration

Description:

Engineering has decided on an integration path between the SCADA system and the recloser system and got the pricing to develop this interface.

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:

- Payments and Utility Billing's busy season is approaching with the University's students moving. We

would like to remind our students that they can open or close an electric account hassle-free and online at <https://payments.cityofnewarkde.us/CC/Login.xml>

- The Finance Department would like to thank Councilwoman Hadden and Councilman Ruckle for their commitment and service to the City over the past years. We would also like to welcome Mr. Clifton and Mr. Hamilton as our newest council members and look forward with working with you in the future.
- I am happy to announce that our new Financial Analyst Trevor Miller will start with us on Monday, May 1st.
- Accounting staff have been working diligently to clear out our filing storage area to make room for our pending move to the second floor in approximately two months.
- We have prepared a revised version of the monthly financial report for Council to review. This report focuses more on budget vs. actual expectations and utility performance. I had initially placed both January and February on the 4/24 agenda, but decided to move February to 5/8, so we can incorporate any Council recommendations to February report. This will allow Council more time with the revised report which will be used going forward to present monthly financial updates.
- Some staff received training this week in CPR and Bloodborne Pathogens.
- Staff has begun prepping internally for the 2018 budget. Timelines are being discussed and training in our new budget module will occur in May for the staff and directors. Departments have been asked to review their capital projects for 2018 and provide a listing of their anticipated projects to the Finance Department and City Manager by Monday, April 17 for review.

Activity or Project:

Payments and Utility Billing (PUBS)

Description:

The group handled 599 phone calls last week, with the average call length of each call being 1:58. There were 26 service orders initiated by PUB during last week. The group processed 1,682 utility payments and CityView transactions, 498 of which were imported automatically with our electronic processes and 808 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

Activity or Project:

License Audit Review

Description:

MetroRev has reviewed and contacted 62 businesses to date located outside of the City. Another 55 companies were contacted this week. Through March 31, we have received \$17,555 in business license payments from this project for the periods of 2013-2017 from 20 companies. The

32 businesses billed to date should add another \$9,400 to the annual business revenue line. Contract is expiring on 5/31/2017 and we are looking to extend MetroRev in order to complete the project.

Status: In-Progress

Expected Completion: 5/31/2017

Execution Status: Behind Schedule

Activity or Project:

Independent Audit

Description:

The accounting staff is working on preparing the 2016 CAFR for CLA to review.

Status: In-Progress

Expected Completion: 6/30/2017

Execution Status: On Track

Department:

Parks and Recreation Department

Notable Notes:

Director: Researching prices and styles for covered bike shelters and repair stations, met with recreation staff about upcoming events and activities, reviewed and edited the May Newark@play newsletter, met with the parks staff about upcoming projects and work orders, working on the 2018 Capital budget and cost estimates relating to potential projects or purchases, reviewed Rodney Project submissions for engineering and project management services, inspected several parks and trails for tree damage and blockages from last week's storm.

Recreation Supervisor of Athletics: Recruiting additional staff for before and after care, finalizing paperwork to complete annual license renewal at Downes, completed and sent out Parent's Newsletter for April which included registration information for 2017-2018; new sessions of Afterschool Tennis, Afterschool Gymnastics and Soccer Shots began this week; Junior Golf and Golf for Girls classes were held all week at Deerfield; sent out bus bid requests for our December on your own trip to NYC; working to update summer camp staff manual; finalizing teams and payments for adult softball and volleyball, we currently have four softball teams and 32 volleyball teams and are planning to start the week of April 24; held Rittenhouse camp staff interview.

Recreation Supervisor of Community Events: Prepared for and held the annual Egg Hunt at White Clay Creek State Park. Hundreds of children enjoyed the event and filled their baskets and bags with goodies. Local businesses donated over \$12,000 in materials for stuffing and prizes. Prize donations continued to come in all week. Sponsors included: Ashby Management, Barnes & Noble, Bing's Bakery, California Tortilla, Capriotti's, Captain Blue Hen Comics, Cinemark Movies 10, Cinemark Christiana and XD, Delaware Rock Gym, Duck Donuts, McDonalds, First State Gymnastics, Friendly's, Honeygrow, Klondike Kate's, Lieberman's Bookstore, Longwood Gardens, HoneyGrow, Minster's Jewelers, National 5 & 10, Newark natural Foods Co-Op, Painting With A Twist, Rita's Water Ice, Switch Snowboards & Skateboards, TD Bank,

Timothy's of Newark, Unique Impressions, Heart & Home, Sports Clips, American Karate Studios, Kirks Florist, Santa Fe Mexican Grill, and Del-Pez. . WXCZ was a sponsor for the event and brought a great Easter Bunny and 3 bounce houses, Thanks to our great volunteers for their help preparing for and during the Egg Hunt, reviewing submissions for performers for the 2017 Newark Spring Concert Series. This year's concert series theme will be Music: A Language Without Borders. Musical performers will be performing with instruments and from genres around the world. The 8-concert series will be held on Thursday evening in May and June at the Academy Building Lawn from 7 to 8 p.m. Newark's Youth's Got Talent will precede the concerts each week and will feature young musicians and performers from the area.

Coordinator of GWC and Volunteers: Planning for 2017 Summer programs; continued conducting phone interviews and recruitment for Summer Camp Volunteers and other Special Events; Acting for TV and Film scheduled to begin on April 5 was canceled due to low registration; Curtain's Going Up began on April 7 with a total of 7 participants; Pottery for Kids (4 participants) and Adult Pottery (7 participants) began on April 6; prepared for and scheduled staff for the Spring Break Camp scheduled for April 17-21; gathered supplies for a staff member to participate in an outreach event on behalf of the City of Newark Parks and Recreation Department, Greenfest hosted by the Newark Center for Creative Learning (attendance of 100 children), on April 8; met with the Director, Parks Superintendent, Parks Crew and Public Works to finalize details for the Spring Community Clean Up; continued to prepare for and recruit volunteers for the Spring Community Clean Up and the Annual Egg Hunt; coordinated a total of 84 volunteers on Monday, Tuesday and Friday to stuff and prepare for the Annual Egg Hunt and Spring Community Clean Up; coordinated a total of 19 volunteers to assist with the Annual Egg Hunt Event; picked up Community Clean Up Supplies from Artesian Water; the Spring Community Clean Up partnered with the Christina River Watershed Clean Up to host a City of Newark Clean Up on Saturday, April 8 with a total of 226 volunteers devoting over 563.25 volunteer hours and covering over 39 sites (parks and roadways). The George Wilson Center Main Hall was rented on Sat., April 8 from 8 a.m. – 10:30 p.m. for a UD Fraternity meeting with an attendance of 100 and on Sun., April 9 from 3 – 7:30 p.m. for a Birthday Party with an attendance of 60.

Volunteer Hours: A total of **226** volunteers devoted **563.25** Hours for the Spring Community Clean Up on April 8. A total of **84** volunteers devoted **213.25** Hours for the Annual Egg Hunt and Spring Community Clean Up Preparation throughout the week. A total of **19** volunteers devoted **67.75** Hours for the Annual Egg Hunt on April 8.

Total Volunteer Hours for the week: **845.25** Hours.

Parks Superintendent: Inspected 4 Park areas and developed work orders as needed, met with staff Civil Engineer and Parks Director concerning the possibility of saving selected trees at Rodney site, along with Volunteer Coordinator coordinated Christina River/City Clean Up Event, met with Site Superintendent/landscape contractor/Public Works representative on site at Newark Preserve concerning tree and drainage issues, designed and coordinated interior planting bed installation at City Hall in bed area that needed heater unit repair, researched and ordered special growing mix for use in planters being placed along Main Street, along with Parks Director and Parks Supervisor looked at possible site at Wilson Center for "Gaga" pit installation, started studying for upcoming CPSI (Certified Playground Safety Inspector) school and test, looked at several tree/creek issues called in by residents after Thursday's storm, and ordered material as recommended by UD Soil Lab to correct high Sodium readings in planting beds on Elkton Road #8 island.

Parks Supervisor: Completed researching prices for purchase of new blowers and string line trimmers, completed researching prices for "Dingo"/skid steer unit, assigned field staff daily and assisted as needed, and ordered safety supplies for use by field staff.

Parks/Horticulture: Staff completed switching over Kubota units to mowing mode, removed cab from Ventrac unit, brought down from storage all walk behind mowing units/string line trimmers/blowers and prepped them for upcoming mowing operations, continued on bed maintenance, constructed raised insert

for interior bed at City Hall and installed new plantings, dragged 7 ballfields and did Round Up application on all 9 fields, raked off/leveled all horseshoe pit areas, installed eye wash stations (2) at Parks Maintenance Facility, delivered eggs to Wilson Center for volunteers to get ready for Easter Egg Hunt this weekend, set up Council Chambers for sign in for Christina River/City Clean Up event on Saturday, did trash removal throughout park system, did tree pruning/removal as needed throughout park system, with assistance from Public Works picked up all trash/debris gathered from Christina River/City Clean Up event, and started edging/mulching beds throughout park system.

Activity or Project:

George Wilson Center

Description:

The State Department of Engineering has approved the plans for the George Wilson Center renovation design. The next phase will be to start the bidding process.

Status: In-Progress

Expected Completion: 10/27/2017

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

- Property Maintenance will begin to issue grass warning letters.
- The site work on South Main Street for the next phase of Chimney Ridge has begun.
- Demolition is generally completed for the new hotel at 400 Ogletown Road. Site work has begun.
- Construction is ongoing at Cleveland Avenue.
- The foundation work for the new building on STAR Campus is continuing.
- Framing work is continuing at Woolen Way for the new townhouse apartments.
- Interior framing and exterior finishing work is ongoing at the Heights on South Chapel Street.
- Interior wall and roof installation continues at the University of Delaware South Academy Street dormitory.
- Construction is ongoing at the Lofts at Center Street. Steel structure installation began at the site. The foundation work for the new office and apartments at 21 Center Street is ongoing.
- Staff continues to update data on older building permits and code cases in anticipation of the CityView replacement project.

Planning/Land Use

- Director Mary Ellen Gray started in her new position on Monday, April 10, 2017. The majority of her time was spent on getting oriented with the workings of the Planning and Development Department and meeting with staff. Director Gray also met with other departments and entities as well. Meetings with other departments included:
 - IT
 - Public Works
 - Finance
 - Jeremey Firestone, Chair of the Planning Commission
- Director Gray also participated in one of the Rodney stormwater project RFP presentations on Monday, April 10.
- On Tuesday, April 18, the Board of Adjustment will hear the appeal of John A. Jadach, for the property located at 54 Winslow Road, for a variance from the requirement that an accessory building in the rear yard be located at least 3 feet from the property line. The applicant is seeking a 1.5 feet variance for the existing shed roof overhang.
- Bike to Work Day Newark will be held on Friday, May 19 from 7:30 to 9:00 a.m. at Mentors' Circle at the corner of South College Avenue and Kent Way. The event is organized by the City of Newark, BikeNewark, and the University of Delaware. Bike commuters that morning can enjoy a light breakfast and hear brief comments by invited guest speakers, including New Castle County Executive Matthew S. Meyer. Safety for the event will be provided by UD Campus Safety and the Newark Police Department. Local businesses are supporting the event through sponsorships. Free Bike to Work Day t-shirts, courtesy of DelDOT and the Delaware Bicycle Council, will be available while they last. The goal is to get more and more people to consider biking as a viable means of transportation – for commuting, for one's health, for one's wallet, for our planet, and just for fun. More information can be found on the BikeNewark webpage at: www.BikeNewark.org/events/b2wd.
- The following was also completed this week:
 - 5 Deed Transfer Affidavits

- 49 Building Permit Reviews
- 2 Certificates of Completion/Occupancy

Activity or Project:

Bamboo Ordinance

Description:

Staff is starting work on a Bamboo Ordinance to protect private and public property from the spread of invasive bamboo.

Status: Started

Expected Completion: 4/14/2017

Execution Status: On Track

Activity or Project:

Promoting Owner Occupancy of Homes

Description:

Staff is exploring options/next steps for developing proposals for programs to assist people in purchasing a home that would replace the existing Promoting Owner Occupancy of Homes (POOH) program.

Status: Started

Expected Completion: 4/14/2017

Execution Status: On Track

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Police Department

Notable Notes:

Patrol:

- On Tuesday and Thursday, Lt. Rubin is instructing Search & Seizure to the recruits at the Delaware State Police Academy and on Wednesday, he will be instructing Laws of Arrest to the recruits.
- M/Cpl. Sansone and Cpl. Gruszecki are attending ALERRT training.
- Lt. Rubin received a phone call from a motorist who was issued a traffic citation by Officer Golden. The motorist commended Officer Golden for his professionalism during the encounter.

Special Operations Unit:

- On Tuesday, Cpl. Saunders attended a Career Fair at West Chester University.
- Also on Tuesday, Sgt. D'Elia met with the Division of Alcohol and Tobacco Enforcement and SOU met with UDPD in preparation for the upcoming Newark Nightlife Partnership Conference. Additionally, Sgt. D'Elia and M/Cpl. Conover met with DC's Farrall & Feeney and Megan McNerney on the 150th anniversary celebration.
- On Wednesday, Sgt. D'Elia will meet with representatives of the Parks & Recreation to plan for National Night Out.

Traffic:

- The Traffic Unit has deployed the variable message board in the Silver Brook community with a message reminding residents to secure their vehicles and valuables.
- On Tuesday, Cpl. Craig attended motorcycle training in Dover.
- On Monday through Wednesday, M/Cpl. Keld assisted with field training for Recruit Officer Keating.
- During the week, Cpl. Vernon attended basic motorcycle operator training in Dover.

Auxiliary Services:

- Brian Cannon attended a PSAP Managers' meeting on Tuesday April 11th, in which the Text to 9-1-1 feature was discussed. Various phone upgrades and installations need to be complete to facilitate the feature; however, the application may be implemented as early as 2-3 months.
- Brian Cannon and Capt. Van Campen met with the Communications Manager regarding the alarm renewals and false alarms ordinance.
- The week of April 10th is National Public Safety Telecommunicators week. Thanks to all the dispatchers who are an integral part of the NPD team.
- Administration Division:
- The interviews of candidates for the Delaware certified police officer applicant process have been completed and background investigations will be begin next week.

Criminal Investigation Division:

- Detectives are assisting with road coverage on April 12th and April 13th for ALERRT training.
- Sgt. Watson, along with three other officers, attended the second of three FBI-LEEDA courses last week at Dover PD.
- Sgt. Watson spoke with the victim of an alleged strong-robbery from over the weekend.

The victim admitted nothing was stolen; rather, his items were left in the vehicle that took him to the hospital. The victim claimed no major injury, therefore, the charge of assault 3rd was created with the robbery being unfounded.

- On April 11th, detectives and street crimes conducted a search warrant at 31 Clarion Court related to a burglary of Little Caesar's Pizza. Evidence, mainly clothing, was recovered at the residence that links a suspect, to the crime. The suspect was charged with burglary, theft, and wearing a disguise.
- Lt. Rieger is attending training in Force Science to better understand the scientific principles of force interactions and determine the true nature of suspect provocation and officer response (action-reaction dynamics).
- Cpl. Kendrick and Cpl. Odom located a suspect who is wanted for promoting prostitution. The suspect was acting as "pimp" for a prostitute at a local hotel.

Activity or Project:

N/A

Description:

N/A

Status: Completed

Expected Completion: 4/13/2017

Execution Status: Completed

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Activity or Project:

Description:

Status:

Expected Completion:

Execution Status:

Department:

Public Works and Water Resources Department

Notable Notes:

Following the March snowstorm we received many calls from residents asking how to dispose of large limbs that fell due to the icing. In an effort to provide service excellence we decided it would be appropriate to offer a one-off, bulk debris collection service. The service was advertised through our communications team and we received an overwhelming response. Over two days we scheduled 244 properties for collection. This far exceeded our expectations and the actual collections took longer as a result but we feel that it was a good service to provide based on feedback we have received. In addition to the scheduled collections, any piles we saw at the curb while we were out were collected and we estimate we collected 50-75 unscheduled locations. Preliminary estimates are that this service consumed approximately 400 person-hours of our field staff's time.

Activity or Project:

2017 Water Main Contract

Description:

We held the pre-bid meeting this week and had good attendance. Bid opening is in two weeks.

Status: In-Progress

Expected Completion: 12/31/2017

Execution Status: On Track

Activity or Project:

Green Crosswalk Signalization on Delaware Avenue

Description:

Held a site meeting with representatives from DelDOT and UD to finalize the details for pole and signal cabinet locations. The plan as of now is to finalize the design and construction estimate and bring a recommendation to Council in the next 4-6 weeks. Construction will begin over Thanksgiving break with foundation pours for the poles and mast. The poles, mast, and wiring will be completed over Winter break.

Status: In-Progress

Expected Completion: 1/31/2018

Execution Status: On Track

Activity or Project:

Rodney Regional Stormwater Facility

Description:

We received and reviewed proposals and held presentations from our shortlisted firms for the

Rodney project this week. We will have a recommendation on the April 24th Council Agenda, assuming all goes as planned. Overall the proposals and presentations were very good and we are excited to get the selected firm under contract.

Status:

Expected Completion:

Execution Status:

to

From: LINCOLN WILLIS <Lincoln.Willis@thewillisgroupllc.com>

Date: Tue, Apr 11, 2017 at 4:11 PM

Subject: Legislative Update

To: Carl Luft <cfluft@udel.edu>

Hi Carl,

Please find a legislative update from last week below.

LAC Meeting—The LAC met on Monday and reviewed pending legislation. I will refer you to the minutes Carl previously sent to the group.

Gov. Carney's Budget—The Governor has yet to formally introduce a budget bill. He has released a presentation of his overall proposed budget. They simply have not had time yet to put it in bill form. As you know, The Governor's budget is the starting point for budget negotiations in the Joint Finance Committee which is tasked with finalizing and passing a balanced budget by June 30th. Word at Legislative Hall is that the actual revenue enhancements and spending cuts may or may not look anything like the Governor's budget. So while the Realty Transfer Tax is not changed in the Governor's budget, we will still have to battle in JFC.

HB 47—Removal of Notarization requirements for Absentee Voting. It passed the House with an amendment that we requested. That amendment moved the effective date to 1/1/18 to allow our members time to make changes to their ordinances and forms to comply with the bill when it becomes law. The bill was heard in Senate Committee. I testified saying that we supported the bill with the amendment. Good thing that I testified because the committee did not know of the amendment (even though it passed the House). The bill passed out of committee and awaits consideration by the full Senate.

HB 75—FOIA Expansion. I testified in committee in accordance with the concerns raised by the LAC about the bill. There were two main concerns. First, we have out of state non-resident land owners who, under the bill would be charged a higher fee for FOIA requests. We would like to see that changed. Second, we are concerned that some of our smaller towns don't have the capacity to deal with more FOIA requests. Additionally, we have concern that opening FOIA requests to non-residents may cause a spike in requests that would be difficult to deal with. We took a neutral position on it and voiced our concerns. The Department of Justice also was neutral on the bill but also raised concerns over dealing with an increase in FOIA requests. As a result, the bill was tabled in committee.

HB 38—the Well bill... Had a final meeting on Thursday 4/6. DNREC, SCAT, Artesian, and the Farm Bureau all had representatives there. After an hour of discussion, Rep. Short reiterated that his initial purpose of this bill was to help the municipalities. He said that as a result of introducing the bill, several other legitimate issues have been raised that do need addressed. However, more work remains to be done on those other issues. He then introduced a new draft of the Substitute Bill that is one page long. It addresses our base concern—if the municipality provides water, they have a say on whether a well permit can be approved or not. I will circulate final draft. In short, we come out on top on this one.

HB 110—Marijuana Legalization. The LAC decided to stay neutral for the time being on this legislation. I reviewed the bill again today and do have some concerns if the bill makes it out of committee. Lines 743 to 747 allow municipalities to have input on whether or not certain marijuana related activities can or can't be permitted in their jurisdictions:

743 (a) A locality may prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing

744 facilities, marijuana testing facilities, or retail marijuana stores through the enactment of an ordinance or through an

745 initiated or referred measure, provided that any initiated or referred measure to prohibit the operation of marijuana

746 cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or retail marijuana stores

747 must appear on a general election ballot.

I believe we are ok with the ordinance part, but I am unaware of any town that has public referendum on proposed laws. I would recommend that we request the referendum section be removed from the bill.

Regards,

Lincoln

Lincoln D. Willis, Principal



2750 Monroe Blvd
Audubon, PA 19403-2497

Andrew L. Ott
President and CEO
610-666-4267

April 6, 2017

Dear Members and Stakeholders of PJM:

Today the PJM Board approved lifting the suspension on the Artificial Island project, effective immediately. The PJM Board is confident the original solution with minor modifications is essential to maintaining reliability of the bulk transmission system in southern New Jersey and in the regional vicinity, including the Delmarva Peninsula. From this point forward the relevant parties will renew all appropriate development activities to advance the project. However, the Board also recognizes that the question of who assumes cost responsibility for the project is distinct from the reliability need for the project.

PJM has stated in past Federal Energy Regulatory Commission (FERC) proceedings and at a January 12, 2016 FERC technical conference, that a solution-based power flow formula (the "DFAX Methodology") works fairly and reasonably to identify project beneficiaries for cost allocation purposes in the overwhelming majority of lower voltage transmission projects considered by the Board. But, we also noted that application of the DFAX Methodology can result in cost allocations that seem anomalous in cases where the engineering rationale or need for the particular project is not one driven by power flows. Indeed, PJM has suggested that the Artificial Island project is unique in nature and that application of the DFAX Methodology to a stability or short circuit problem may not yield clear beneficiaries.

Proposing cost allocation methodology remains the Transmission Owners' responsibility under the Federal Power Act, according to federal precedent. As such, PJM cannot impose alternate allocation methodologies. However, because the ongoing cost allocation debate in this particular case is so polarized, it threatens to impede PJM in discharging its reliability responsibilities. Therefore, to assist parties and the FERC in resolving cost allocation issues PJM will analyze project beneficiaries from alternate perspectives, including identifying load and the extent of service interruption that could be expected in the case of an uncontrolled stability event at Artificial Island. We expect this data could offer insight to, and a basis for, those states, transmission owners and customers that derive benefit from this project to devise a different cost allocation proposal for stability projects such as Artificial Island. Importantly, we anticipate this information will still demonstrate the logic supporting an allocation of project costs to beneficiaries located in the Delmarva region, along with beneficiaries in one or more neighboring states. PJM will make this information publicly available shortly and will reference this work to FERC when it makes a filing mandated by our Tariff.

The PJM Board appreciates the input received and closely considered the concerns and comments raised by all stakeholders. The safe and reliable operation of the PJM grid and generating complex at Artificial Island is of great importance to the Board. The Board believes that the original solution, with modifications

that include a reconfiguration of the 230-kilovolt line that connects at Hope Creek Substation instead of Salem Substation will address operational performance and reliability issues related to Artificial Island generating facilities.

PJM recommended lifting the suspension and modifying the project solution after considering alternatives, establishing decision criteria and assessing the options against the criteria. The PJM Board received from PJM during its deliberations a whitepaper that documents this process. This whitepaper is anticipated for public release in the near future and will offer additional transparency to stakeholders regarding the PJM recommendation.

PJM is charged with the responsibility to plan a system that maintains reliable operation and has concluded in its best judgment that the original project, as modified, is the best approach to meet this charge for the affected region. The PJM Board appreciates the input and engagement from all stakeholders and will work with stakeholders in support of this common reliability goal.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew L. Smith". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

NEWARK POLICE DEPARTMENT

WEEK 04/02/17-04/08/17

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 | 2 | 1 | 0 | 2 | 1 | 0 |
| Rape | 0 | 1 | 0 | 3 | 0 | 0 |
| Unlaw. Sexual Contact | 3 | 2 | 0 | 1 | 0 | 0 |
| Robbery | 11 | 7 | 0 | 5 | 2 | 0 |
| - Commercial Robberies | 5 | 5 | 0 | 0 | 1 | 0 |
| - Robberies with Known Suspects | 1 | 0 | 0 | 0 | 0 | 0 |
| - Attempted Robberies | 1 | 0 | 0 | 0 | 0 | 0 |
| - Other Robberies | 4 | 2 | 0 | 5 | 1 | 0 |
| Assault/Aggravated | 5 | 7 | 1 | 3 | 14 | 0 |
| Burglary | 28 | 13 | 2 | 12 | 2 | 1 |
| - Commercial Burglaries | 6 | 5 | 0 | 0 | 0 | 0 |
| - Residential Burglaries | 18 | 8 | 2 | 10 | 2 | 1 |
| - Other Burglaries | 4 | 0 | 0 | 2 | 0 | 0 |
| Theft | 176 | 141 | 8 | 46 | 54 | 2 |
| Theft/Auto | 7 | 19 | 0 | 5 | 2 | 1 |
| Arson | 0 | 1 | 0 | 0 | 0 | 0 |
| All Other | 31 | 30 | 1 | 20 | 14 | 1 |
| TOTAL PART I | 263 | 222 | 12 | 97 | 89 | 5 |
| <u>PART II OFFENSES</u> | | | | | | |
| Other Assaults | 95 | 77 | 8 | 42 | 39 | 6 |
| Rec. Stolen Property | 0 | 1 | 0 | 9 | 2 | 0 |
| Criminal Michief | 49 | 63 | 6 | 24 | 12 | 1 |
| Weapons | 3 | 7 | 0 | 12 | 11 | 2 |
| Other Sex Offenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Alcohol | 79 | 26 | 4 | 126 | 61 | 4 |
| Drugs | 40 | 46 | 3 | 54 | 48 | 1 |
| Noise/Disorderly Premise | 189 | 216 | 14 | 84 | 65 | 6 |
| Disorderly Conduct | 43 | 43 | 2 | 33 | 25 | 3 |
| Trespass | 47 | 46 | 6 | 14 | 18 | 2 |
| All Other | 153 | 124 | 3 | 93 | 112 | 7 |
| TOTAL PART II | 698 | 649 | 46 | 491 | 393 | 32 |
| <u>MISCELLANEOUS:</u> | | | | | | |
| Alarm | 270 | 120 | 4 | 0 | 0 | 0 |
| Animal Control | 123 | 105 | 9 | 0 | 2 | 1 |
| Recovered Property | 87 | 71 | 5 | 0 | 0 | 0 |
| Service | 9337 | 10615 | 757 | 0 | 0 | 0 |
| Suspicious Per/Veh | 168 | 164 | 8 | 0 | 0 | 0 |
| TOTAL MISC. | 9985 | 11075 | 783 | 0 | 2 | 1 |

| | | | | |
|-------------|-----------------------------|---------------------------|-----------------------------|---------------------------|
| | THIS WEEK <u>2016</u> | 2016 TO <u>DATE</u> | THIS WEEK <u>2017</u> | 2017 TO <u>DATE</u> |
| TOTAL CALLS | 846 | 12,538 | 978 | 13,791 |



Newark Police Department
Weekly Traffic Report
04/02/17-04/08/17



| TRAFFIC SUMMONSES | 2016 YTD | 2017 YTD | THIS WEEK 2016 | THIS WEEK 2017 |
|-------------------|-------------|-------------|----------------|----------------|
| Moving/Non-Moving | 2664 | 2562 | 172 | 120 |
| DUI | 51 | 42 | 3 | 3 |
| TOTAL | 2715 | 2604 | 175 | 123 |

| TRAFFIC COLLISIONS | | | | |
|--|------------|------------|-----------|-----------|
| Fatal | 0 | 0 | 0 | 0 |
| Personal Injury | 51 | 69 | 3 | 8 |
| Property Damage (Reportable) | 340 | 283 | 35 | 23 |
| *Hit & Run | 86 | 70 | 6 | 6 |
| *Private Property | 74 | 62 | 9 | 7 |
| TOTAL | 391 | 352 | 38 | 31 |

*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.