

## DEPARTMENTAL WEEKLY REPORTS

**April 30, 2010**

### Parks & Recreation

#### Administration – Charlie Emerson

Last Wednesday I met with our consultant for the Curtis Mill/Old Paper Mill Road Park Master Plan project to work on the final concept plans for the project.

On Thursday Tom and I met with the Village of Twins Lakes developer to discuss the Private Active Open Space and what park amenities to include. The developer will submit plans with the projects Construction Improvement Plan.

Tom, Rich and I met with a representative of Municipal Supply to discuss a multi use piece of equipment that cuts grass and that also has numerous attachments for other necessary purposes such as a snow blower, front loader, sweeper, aerator, and several more. We hope to demo the unit sometime in the next month.

I committed time reviewing and commenting on the subdivision plan for 73 and 79 Cleveland Avenue.

#### Recreation – Joe Spadafino

Paula contacted all volunteer applicants who expressed an interest in being a volunteer at this summer's Rittenhouse and Hobbit Day Camps programs.

Paula met with the site supervisor for summer volleyball at Downes to survey the area for league play beginning next week.

Paula met with one of the archery instructors, passed along the roster and equipment for the start of the class. We have 20 enrolled which is an increase of 5 from the waiting list. Archery seems to be a popular class right now with several inquiries still occurring.

Paula started work on flyers for upcoming summer programs that are not in the camp guide. The Before and After Care program and Preschool program information will go out to the schools this week.

This week Sharon prepared for and held two events. The Spring Community Clean Up was held on Saturday morning with 100 volunteers. Areas cleaned included the Christina Parkway, Lumbrook Park, Casho Mill Road, Lumbrook Park, Dickey Park, Rittenhouse Park, and sections of the future Pomeroy Trail. Thank you to all who volunteered and to the Newark Lion's Club for donating and cooking lunch for the volunteers following the Clean Up. More than 1,000 lbs. of debris was collected.

The Newark Police Nefosky Memorial Walk & 5K Run was held Saturday evening at the Newark Reservoir. Over 200 people registered for the event. Proceeds from this event

will go to the National Law Enforcement Officers Memorial and Compassionate Care Hospice. Shirts are still available for \$20 at the Parks and Recreation Department.

Sharon has also been reviewing fireworks proposals, getting prices for signs and sound systems for the year's events, arranging performers for the Spring Concert series and reviewing the summer newsletter information. The Spring Concert series gets started next Thursday evening, 7 p.m. at the Academy Building lawn.

The CATCH after school program began this week at Downes Elementary School. The program is scheduled to be held Mondays and Wednesdays through May 26. We have approximately 30 children participating.

CPR and First Aid training was held for part-time Before and After Care staff on Saturday, April 24 at the George Wilson Center.

The office staff has been preparing the new registration software system to go live with online registration on May 3. This includes inputting new program information and inputting past registrant information from the old systems into the new for some carry over programs. We are also designing the front page of the site and working on policies and formatting of the system.

#### Parks & Horticulture – Tom Zaleski

The Electric Department line crew replaced the large protective net at the youth baseball field behind City Hall. The netting helps to prevent baseballs from hitting parked car in City Hall's rear most parking lot.

Tom is coordinating with a university student group on a volunteer a park project scheduled for May 9.

Tom worked with students from the Newark Center for Creative Learning to coordinate a tree planting at Folk Park.

Parks personnel assisted with the Spring Community Clean up event and the Nefosky Run last Saturday.

Parks personnel began removing plant material from the Elkton Road medians this week.

#### **Police**

On Saturday, April 24<sup>th</sup>, at approximately 3:03 a.m. the Newark Police Department responded to an address on the first block of East Main Street for a report an assault with a sword. Upon arrival to the scene, it was learned that the victim had been attending a party in an apartment. During the party a fight broke out and the party ended. The fight escalated into a bedroom where a suspect picked up a samurai sword and struck the victim in the hand.

The victim received a severe incision wound to the hand as a result of being struck by the sword. The victim's injury required twenty stitches. Aetna Hose Hook and Ladder Ambulance transported the victim to Christiana Hospital Emergency Room for treatment. Officers at the scene seized a three-foot long samurai style sword.

The suspect was charged with one count of Assault 1<sup>st</sup> Degree, two counts of Aggravated Menacing and one count of Possession of a Deadly Weapon During the Commission of a Felony.

On Sunday, April 25<sup>th</sup>, at approximately 4:14 a.m. the Newark Police Department responded to an address on the one hundred block of East Main Street for a report an attempted robbery. The victim, a 21-year-old male, was walking home to his apartment located on East Main Street and used an alley as a shortcut to home. As the victim was walking in the alley, four suspects approached the victim and demanded his money and wallet. The victim refused and two of the suspects grabbed onto the victim in an attempt to rob him. The victim knocked the two suspects to the ground. The third suspect came at the victim and he too was knocked to the ground. The fourth suspect then pulled out a knife and threatened the victim. The fourth suspect then chased the victim who fled to an apartment building where he was able to call police. The suspects are described as two white males and two black males all wearing jeans and black hooded sweatshirts and in their late teens to early twenty's.

On April 27<sup>th</sup>, at 11:35 a.m., Officer Mease responded to Matilda's Restaurant on a report of a man with a knife. A waitress was attempting to remove a customer from the bar area, when the customer began to call the waitresses names. Employees of the restaurant escorted the customer out the front door. Once outside, the customer was observed with a knife in his hand. Responding officers observed the suspect a short distance away and stopped him. A knife was recovered from the suspect. The suspect was arrested and charged with disorderly conduct.

## **Planning & Development**

### **Planning**

Work continued preparing the finishing touches on the Rittenhouse Station mixed use rezoning and major subdivision that will be reviewed at the May 4, 2010 Planning Commission meeting.

On Thursday I attended a University of Delaware Institute for Public Administration sponsored Transit Oriented Development Workshop.

At its meeting Monday evening City Council took action on the following planning related items:

- A. Approved the major subdivision and parking waiver for the proposed Barnes and Noble Bookstore on Main Street.
- B. Approved adding Continental Avenue to the list of streets exempted from the Student Home Ordinance.

## Economic Development

On Wednesday Assistant Planning and Development Director Maureen Feeney Roser attended a review meeting regarding the Wine & Dine Downtown event. Several minor changes to the event were considered for next year.

An E-News You Can Use e-newsletter was prepared and distributed this week.

Maureen also spent time on web improvements regarding downtown business listings.

Last night Maureen and I joined with the City Manager, the Mayor, and several members of Council at a public forum hosted by the Greater Newark Network regarding updates on economic development activities in Newark.

## Community Development

On Tuesday Mike attended the Institute for Public Administration's Healthy Communities working group meeting.

## Parking

Time was spent this week researching Parking Enforcement Officer activities and responsibilities and their placement within the City organization.

On Tuesday Parking Administrator Marvin Howard and Maureen met with Parking Committee Chairman Sally Miller and Ron Walker to discuss potential new surface parking lot expansions.

Marvin also spent time on the validation program including reviewing businesses currently required to validate.

Marvin is also working with contractors as 102 and 108 E. Main Street to ensure limited impact on parking operations.

## Code Enforcement

Code Enforcement Supervisor Steve Wilson has completed the 2009 ICC Code amendments which will be submitted to the Planning and Development Department and City Solicitor for final review.

A footing and foundation permit has been issued for the new building at 129 E. Main Street.

A home at 57 Choate Street has been condemned for structural issues; repairs are now being made.

## Public Works

### Engineering/Planning and Inspection:

- Contract 09-03 – 2009 Street Program Punchlist: Mumford & Miller Concrete, Inc. worked on various streets patching chipped curb and patching brickwork inside manholes adjusted on contract. Also, restoration work began which included topsoiling and seeding areas behind replaced curbs.
- Sidewalk Obstruction Complaint – Casho Mill Road: Investigated complaint about vegetation blocking most of the sidewalk at Old Wilson Farm property near Westfield Drive. Contacted Lang Development to have vegetation cut back.
- Erosion & Sediment Control Inspections: Performed weekly erosion and sediment control inspections at 2 Old Casho Mill Road, Ivy Hall Apartments Addition, and Laura's Glenn.
- Building Permits Reviewed:
  - 6 Briar Lane - Deck
  - 108 Trout Stream Drive - Deck
- Annual Stormwater Management Inspections: Inspected stormwater sand filters at Astra Plaza, Pomeroy Station, and Newark maintenance yard.
- Newark Maintenance Yard Grease Trap: Assisted Public Works crews with installation of grease trap and pvc pipe.
- Marrows Court: Met with landscaper on site to go over final grading of site.
- Choate Street Commons: Met with Nick Baldini to go over unsatisfactory CCR reports.
- 129 E. Main Street: Met with Christ Haskel from GG&A and Tom Zaleski to discuss tree and tree pit in the sidewalk area. GG&A also videotaped storm sewer in easement between properties.
- 46 Julie Lane: Met with Pat Michini to discuss drainage complaint from resident in storm sewer easement.
- Investigated an illicit discharge complaint at Phillips Park and documented with pictures.
- Performed 5 dry weather outfall inspections and completed the required paperwork, as well as updating the GIS, and the maintenance needs list.
- Continued working on converting parts of the 2009 NPDES Annual Report into a digital format with hyperlinks, while writing other parts.

### Survey Crew

- Provide support for street crew with installation of pipe and grease trap at wash bay area.
- Investigated and marked out rear property line adjacent to Ridgewood Glen Park at 30 Shenandoah Drive for the Parks Department.
- Forwarded current storm pipe lengths to Assistant Engineer.
- Began topographic location of Leroy Hill Park fences, dugouts, etc., for future renovations at ball field.

## Field Operations

### Refuse:

- Attended meetings with Rich Lapointe and the commercial drivers to discuss the new routing systems.
- Attended meeting with Ed McNulty and Rich Lapointe to discuss the upcoming equipment replacement.

### Streets:

- Street crew excavated, installed, and backfilled 146 l.f. of 4" pipe at the City yard for the new wash bay area behind the garage. Also made connection to sanitary line and installed new concrete precast, poured new footer, and built new single catch basin frame and grate.
- Street crew assisted Refuse Department on rear loader and picked up bulk pick-ups.
- Catch basin crew made repairs to storm sewer manhole at 402 Briar Lane.
- Loader crew pushed up brush and yard waste at Iron Glen Park for Refuse Department and cleaned up previously dumped debris and brush at 896 water tank.
- Street crews loaded and hauled 2 loads of sweeper material from the City yard to the landfill, loaded and hauled 4 loads of previously stockpiled construction debris from the City yard to Batten for disposal, and picked up pallets from the Police Department and brought to the City yard to be stored for student move out.

## Electric

A distribution circuit breaker failure caused a power outage Monday evening. The customers were restored by switching to another circuit and the breaker was examined the next day. The breaker is being sent away for repair and a specialist is coming in to replace parts of the unit that were damaged.

The line crews have fixed all but two hot spots that were found during the infrared scan last week. The last two require load switching in order to repair and will be done shortly. The crews have also been busy upgrading transformers and pole line hardware for a 4kV to 12kV changeover.

Engineering worked with the IT department and the SCADA contractor on moving the new upgraded server and getting connectivity for remote viewing and support. Engineering also worked with designers of the Barnes and Noble Bookstore on Main Street on the service location and worked with State of Delaware personnel on acquiring property for a temporary laydown area during circuit construction to feed UD's new science building and chiller plant on Lovett Avenue.

KRS/mp