

## DEPARTMENTAL WEEKLY REPORTS

May 21, 2010

### Public Works

#### Engineer/Planning and Inspection

- Contract 09-03 – 2009 Street Program Punchlist: Mumford & Miller Concrete, Inc. worked on Francis Circle, Julie Lane, Plymouth Drive, and Minquil Drive, topsoiling and seeding settled and sparsely vegetated areas behind curb. Mumford & Miller Concrete, Inc. crew also took core samples of top hot mix on Francis Circle and Julie Lane for lab analysis by Hillis-Carnes Engineering Associates.
- Drainage Concern – 901 Pickett Lane: Met with owner to review lot grading in rear yard that experienced “ponding” for several days. Made recommendations to owner on how problem could be rectified.
- Mayer Subdivision – Woodlawn Avenue & Elm Avenue: A stabilized construction entrance was installed and test holes excavated for Geo-Technology Associates, Inc. soil analysis. A permit was issued for only the stabilized construction entrance installation and perimeter silt fence installation since the C.I.P.’s for the site have not been approved.
- U of D Advanced Utility Package – Lovett Avenue & Academy Street: Performed perimeter erosion and sediment control inspection.
- Rechecked the outfall behind Foxcroft Apartments and the flow is significantly less since the water leak has been repaired.
- Completed an industrial NPDES permit task tracking mechanism to help organize the various inspection, monitoring and training requirements.
- Annual Stormwater Management Inspections: Inspected stormwater management facilities, 6 stormwater detention basins, and 4 stormwater detention swales.
- 2010 Handicap Ramp Contract: Completed contract documents to be put out for bid.
- U of D Central Crosswalk: Met with Public Works Director and Engineer regarding revision to the proposed centralized cross-walk and stormwater management considerations.
- Proposed WaWa: Met with Public Works Director and Engineer regarding stormwater management options.
- New Sediment and Stormwater Regulations: In the process of reviewing 2<sup>nd</sup> draft, as submitted by DNREC.

#### Survey Crew

- Continued drawing and design of Leroy Hill Park for proposed renovations.
- Finished creating updated drawing of Lot 1 for this year’s Street Program and printed multiple copies for the outgoing contract.
- Printed copies of the Street Improvement Maps for this year’s outgoing Street Improvement Contract.

## Field Operations/Streets

- Catch basin crew rebuilt the catch basins at 43 Woodhill Court and at the intersection of S. College Avenue & E. Park Place.
- Loader crew cleaned up and hauled dumped debris, trash, and brush at 896 water tank, placed mulch outside of gate, and pushed up grass and yard waste at Iron Glen Park.
- Backhoe crew removed blockages of debris from storm sewer culverts at Park Drive and Brook Drive and cleaned out the Cherry Hill Manor service road storm sewer.

## Electric

The line crews are pulling bigger conductors at East Main Substation on one of our 34kV circuits in preparation for new loads from University projects. They also hung multiple switches on circuits for ease of switching during emergencies. This will make restoration times quicker and isolation of problems easier.

Engineering met with the University and worked on issues related to the Science Center/Chiller Plant project on Lovett Avenue. Engineering is also working with the Procurement Manager from the City of Dover in order to add our Main Street LED streetlight project to their existing Request For Proposals.

The electricians worked on phone- line related communications problems with substations and also facilitated an outside contractor with substation breaker repair and replacement.

## Parks & Recreation

### Administration – Charlie Emerson

I committed a significant amount of time completing the 2011-1015 Parks and Recreation Department Capital Improvement project requests.

The City Manager, Councilman Markham and I met with a group of individuals who are interested in seeing a skate park/facility included in the master plan for the Curtis Mill/Old Paper Mill Road Park.

The City's James F. Hall Trail was designated as a National Recreation Trail by the US Department of Interior. On Saturday, June 5, representatives of the National Park Service will be in town to make a presentation to commemorate the designation. The ceremony will take place at Kells Park, Kells Avenue at 2:30 p.m. Thanks so much to Paula and Dana for working with me to plan the event.

Carol and I met with representatives of DNREC to continue discussions about remediation guidelines as they relate to the Curtis Mill Master Plan project.

## Recreation – Joe Spadafino

We continue to distribute activity flyers in schools regarding upcoming programs and we tweaked the advertisement in Metro Kids Publication and placed banners at the preschool regarding registration.

The recreation staff started working on activity statistics for the 2010 winter/spring program season.

Sharon has been reviewing vendor applications and has begun assigning vendor spaces for Newark Nite. She met with Maureen to review Main Street, non-profit, and commercial food vendors to decide if the outside commercial food vendors were needed for the event. Due to the number of Main Street businesses that have turned in applications to serve food at this time, it was decided to accept outside vendors in order to accommodate the needs of those attending the event. Vendor locations and information will be emailed/mailed to vendors on or about May 24<sup>th</sup>.

I am working on our June Newark@Play monthly e-newsletter and updating our web page with program information.

## Parks & Horticulture – Tom Zaleski

We are close to completing contract preparation for the replacement of the back stop and fencing at LeRoy Hill Park.

We continued to remove plant material from the Elkton Road medians in preparation for DelDOT's street renovation project.

## **Police**

On Saturday, May 8<sup>th</sup>, at 3:22 a.m. two residents were walking on North Street when they were approached by a group of 10-15 people that consisted of both sexes. One member of the group asked the residents if they had a cigarette. When told that they did not, the group began to assault the residents. The suspects were later identified and charges are pending.

On Thursday, May 13<sup>th</sup>, at 3:01 a.m., Officer Andres was conducting a property check at the Fairfield Shopping Center. As the officer was checking the rear of the center, he observed a naked male from the area of Fairfield Apartments. The male was able to elude responding officers. A vehicle was found in the shopping center parking lot with men's clothes as well as female undergarments. At 7:13 a.m., officers responded to a report of a male wearing only a thong, peeping into windows. The man was arrested and was the same person in both instances. The suspect was charged and released on \$500 unsecured bail.

On Saturday, May 15<sup>th</sup>, in response to several large parties, over a dozen young people were charged with underage drinking, possession of alcohol on public streets, and noise violations.

On Wednesday, May 19<sup>th</sup>, a suspect turned himself into the Newark Police Department, confessing to a murder he committed in another state the previous day. The murder was confirmed and the investigation is continuing.

## **Planning & Development**

### **Planning**

Work was completed this week forwarding materials to the Planning Commission for the meeting to be held on May 25, 2010 regarding the Rittenhouse Station redevelopment proposal.

Work also has continued regarding the June 1, 2010 Planning Commission agenda. Agenda items include the following:

- A. The Armed Forces Center major subdivision at Ogletown Road.
- B. A minor subdivision for five townhouse apartments at 73/79 E. Cleveland Avenue.

This afternoon, our transportation consultants will be hosting a public workshop in the Council Chamber to gather public input regarding traffic and transportation issues in Newark.

On Tuesday, I joined with Councilman Paul Pomeroy at a meeting of the Greater Newark Network.

### **Economic Development**

We have begun gathering a detailed set of materials and information for the Wadley-Donovan Group, our Economic Development Plan consultants. This project is now underway.

Some time was spent on the Food & Brew Fest scheduled for Saturday, July 24, 2010 from 2-10 p.m.

Some time was spent on business recruitment efforts.

Some time was spent on the 4<sup>th</sup> Annual Main Street Mile organizational meeting held last evening. This year's Main Street Mile is scheduled for Saturday, October 2<sup>nd</sup> at 8:00 a.m.

### **Community Development**

Planner Mike Fortner completed a financial draw to New Castle County for the 35<sup>th</sup> Year CDBG funds.

On June 17, 2010 Mike will host a public hearing to provide information on funding and the application process for the 37<sup>th</sup> Year CDBG Program and the 2011 Revenue Sharing Program.

## Code Enforcement

During Friday night's storm a tree fell on a garage at 120 Townsend Road. With the resident's permission Code Enforcement Supervisor Steve Wilson was able to get the car out of the garage with only minor damage.

The Apna Bazaar Grocery Store in Park "n" Shop Shopping Center has received a C/O and is now open.

The ICC Code final revision amendments are being made and should be forwarded to the City Secretary's Office on May 21, 2010.

KRS/mp