

## **DEPARTMENTAL WEEKLY REPORTS**

**August 27, 2010**

### **Planning & Development**

#### **Planning**

On Monday evening City Council approved the minor subdivision for five townhouse apartments at 73-79 E. Main Street.

#### **Economic Development**

We continue to provide materials and related data to Wadley-Donovan – our Economic Development Study consultants.

#### **Community Development**

This week Planner Mike Fortner met with officials from New Castle County's Department of Community Services to discuss funding levels for the CDBG Program for the 36<sup>th</sup> and 37<sup>th</sup> Fiscal Years.

#### **Parking**

Parking Administrator Marvin Howard reports that the Parking Lot #1 project has been completed. The final step of painting and restriping of the lot was completed on Thursday and the lot is now open.

#### **Code Enforcement**

Code Enforcement Supervisor Steve Wilson reports that there was a house fire at 15 Allison Lane on Sunday, August 22<sup>nd</sup>. The house was destroyed but there were no injuries.

Marrows Court has applied for C/O's for Building 400.

### **Public Works**

#### **Engineering/Planning and Inspection**

- Contract 10-03 – 2010 Street & Parking Lot Improvements:
  1. Fontana Concrete Contractors worked on Vassar Drive and Briar Lane completing the following:
    - a. 441.4 s.f. of 4" p.c.c. sidewalk at curb ramps.
    - b. 32.0 s.f. of red warning block installation.
    - c. 26.5 ton of base hot mix patching.
    - d. 714.4 l.f. of p.c.c. rolled curb installation.
    - e. 24.6 l.f. of sawcut for concrete removal.

2. Parking Lot Painting Inc. worked in Parking Lot 1 completing the following:
  - a. 2,100 l.f. of crack sealing.
  - b. Painting of lane arrows, handicap parking spaces, fire lane markings, and yellow lines.
- Contract 09-03 – 2009 Street Improvement: Mumford & Miller Concrete Inc. worked on punch list items completing the following:
  1. Sealed hot mix patch joints on Bradford Lane, Devon Drive, and W. Park Place.
  2. Saw cut for paving repairs on Timberline Drive and Hanover Place.
- University of Delaware Advanced Utility Package: The following work was performed on Lovett Avenue:
  1. Bowman Concrete replaced 56 l.f. of p.c.c. vertical curb and HC ramp at the corner of Academy Street and Lovett Avenue. Formed and poured 61 l.f. of integral curb and gutter using a 10 c.y. load of Class B concrete.
  2. Brandywine Construction performed the following:
    - a. Placed hot mix base patch along curb from utility installation. Patched a total of 700 s.f. of hot mix at 6" depth in two lifts using 33 tons of hot mix.
    - b. Replaced 60 s.f. of 6" p.c.c. sidewalk and 180 s.f. of 4" p.c.c. sidewalk using a partial 8 c.y. load of Class B Concrete.
    - c. Replaced 55 l.f. of integral curb and gutter using a 6 c.y. load of Class B concrete.
    - d. Worked on grading of roadway and performed test roll on sub base prior to paving.
  3. Diamond Materials installed 1,760 s.y. of hot mix base course on Lovett Avenue in 2 3" lifts. Hot mix base course 192 s.y. of tie-ins to parking lots and 597 s.y. into temporary entrance using 751 tons of base course hot mix.
- Performed Weekly Erosion and Sediment Control Inspections at the University of Delaware Crosswalk, Advanced Utility Package, and Penny Hall.

### Survey Crew

- Completed Miss Utility Mark-outs as needed.
- Continued meeting with residents in Phase 2.7, and began meeting with residents who received notices of intent for Phase 2.6 of the sidewalk repair program areas to discuss the nature of the violations and provide technical advice on how to conform to current code.
- Acquired weekly gas boy log data at municipal fueling station and continued the fuel inventory spread sheet for August 2010.
- Sent out certified letters for first section of Phase 3.1 of the Sidewalk Maintenance Program.
- Completed marking out soccer fields in Kells Park and Dickey Park for the Parks Department.
- Marked out ±980 l.f. of grades on Briar Lane for the Street Program.
- Stationed, offset, and shot existing elevations along ±320 l.f. of curb in the Hullihen Court cul-de-sac to be replaced in this year's Street Contract.

## Field Operations/Streets

- Street crew saw cut Academy Street, Timberline Drive, Harvard Lane, and Renee Court for future curb and hot mix repairs.
- Street crews trimmed overhanging branches for trash trucks on Cherry Hill Manor Service Road.
- Catch basin crew rebuilt catch basin on Orchard Road and Amstel Avenue.
- Hot mix crew excavated and applied 930 s.f. of hot mix on Academy Street at the Student Center and 270 s.f. of hot mix at 124 Timberline Drive, and applied base hot mix at 726 Harvard Lane.
- Loader pushed up yard waste at Iron Glen Park and placed mulch outside of gate at 896 water tank.
- Street crews assisted Refuse Department on the two-man packer, knuckleboom with special pick-ups, and delivered new recycling cans
- Sign crew repaired and replaced signs and poles as needed and relocated street blades at various locations to permanent poles with banning material.

## Parks & Recreation

### Administration – Charlie Emerson

I spent a good amount of time working with the Ivy Hall developer on landscape requirements to assist them in getting their CO.

I completed Project Status Report for Delaware Land and Water Conservation Trust grant project we have in progress.

I participated in a discussion pertaining to Branding Newark's downtown.

### Recreation – Joe Spadafino

Camps held at the George Wilson Center this week included: Sneaker Club and Art Camp.

Sharon attended the project critiquing session and art print exchange on the final day of Art Camp. The instructor and students did a fantastic job and created some beautiful works of art.

Sharon and Ann have been wrapping up items from Safety Town, including sending thank you letters to volunteers and guest presenters, having supplies moved to storage and organizing paperwork and teaching supplies for next year.

Sharon hung the monthly art display around the Municipal Building. This month's work features pieces for various camps that were held by Parks and Recreation throughout the summer.

Please note that last week's numbers for Community Day were incorrect. On August 6, the number of vendors for Community Day should have been 144. With the additional vendors from this week, the total now stands at 184. I apologize for the error.

The clerical staff has been preparing for the fall registration period that begins this week. This includes data entry for over 100 programs and organizing facility data for those programs.

Two summer volleyball championships and the semi-final round of two more volleyball leagues took place this week.

We continued to place registrants on youth soccer teams in the various leagues.

The soccer camp conducted by the Soccer Academy was held at West Park this week. The instructors also conducted a coach's clinic for our youth league coaches one evening.

#### Parks & Horticulture – Tom Zaleski

Crew returned recreation equipment from Rittenhouse Camp to Olan Thomas storage building.

Parks staff closed the pools, removed old chemicals, removed stairs and railings and installed covers.

Parks Supervisor met with Department Director and Robbie Biggs to discuss how to replace bricks on the tree pits on Main Street.

Parks crew painted pillars at City Hall entrance.

#### Electric

The line crews upgraded a pole on Main Street for the new service to 129 East Main Street (formerly Formal Affairs). They also pulled three stub poles on Elkton Road between Amstel and Delaware Avenues so the gas lines could be installed as part of the Elkton Road DelDOT Project.

The horizontal bore contractor has been installing cables along Radcliffe Drive for the Nottingham upgrade. The homeowners have been very understanding and cooperative about the construction.

A service problem at the Hunt at Louviers was investigated. While the customers were away for a week, an underground cable faulted and slowly burned up without tripping the transformer.

Engineering met with the University and their contractors on the temporary services to the trailers and cranes for the Lovett Avenue Science Center. Engineering also staked out a

pole line on Lovett Avenue in preparation for moving the circuits that feed the University's chiller plant on Academy Street. These poles are to be installed next week.

### **Water & Wastewater**

We have been working this week to address several areas where we have had dirty water complaints. Our efforts have been largely successful. We expect that the return of the students and the increased demand will have a positive effect in the Kells and Wollaston area and help resolve that issue to an even greater degree than we have been able to do with our flushing efforts.

Water levels in the creek are fluctuating around the minimum flow by requirement. The rains should allow us to use the creek for several more days and we have a full reservoir if need be.

I am meeting next week with Greggo and Ferrara, Inc. to discuss the Elkton Road contract. There will also be coordination meetings with the state that have not yet been scheduled.

I am meeting yet this week with the UD to discuss the cleaning and treatment of the chill water lines for the new construction on Lovett Street. We need to make certain that they are able to clean their lines without negatively impacting our water and sewer system.

I am working on two more agreements for placement of communication equipment on the water towers located on New London and Dallam Road. I intend to have the agreements on the September 13 Council meeting agenda.

### **Police**

The five new "black and white" police vehicles have arrived. One vehicle is currently in service and the other four are waiting for the radio equipment to be installed. It is expected that the black and white color scheme on the police vehicles will help to make police patrols more visible to the public.

The Fall Crime Suppression located in concentrated patrol zones went into effect last weekend. No major incidents were reported in the downtown area. The Traffic Bureau is continuing with evening downtown road checks.

On Wednesday, August 25<sup>th</sup>, installation will begin on the city downtown security camera system. The University of Delaware expects to complete the installation of their security camera system in time for the start of the fall semester. The combination of the two systems will enhance the security of the university campus, downtown, and the off campus housing areas.

On Wednesday, August 25<sup>th</sup>, members of the Newark Police Department with the rank of sergeant and above met to review and discuss fall crime initiatives.

This week, four members of the Patrol Division completed "Bicycle Patrol" training offered by the Delaware Department of Natural Resources and Environmental Control. We currently have five patrol officers certified for bicycle patrol. These officers will be patrolling on bicycle in the business and residential areas of the city.

The University of Delaware "freshman" move-in day is Saturday, August 28<sup>th</sup>. As usual, large crowds are expected on Main Street. Officers will be patrolling on foot to assist the public with any questions they may have. The mobile command post will be parked on Main Street. Numerous merchants have provided the Newark Police Department with coupons and fliers that will be available to the public in front of the command post. Downtown merchant maps will also be available to the public.

KRS/mp