

## **DEPARTMENTAL WEEKLY REPORTS**

**November 5, 2010**

### **Water & Wastewater**

I have begun to review the drawings and specs for the replacement of the sanitary sewer line crossings of the Christiana Creek.

Proposals are due this week for the soil borings associated with the construction of the new 16 inch water line across the White Clay Creek. We expect to hit rock very quickly and knowing exactly where the transition from soil to rock is located will allow us to develop a good set of plans and specs.

Working with a naturalist from DNREC and trying some things on our own we were able to effectively deal with aquatic vegetation in the raceway much more effectively than in years past. Taking advantage of the dry spell we experienced this year we were able to drain the raceway and desiccate much of the plant growth. We will do this each year going forward to keep the vegetation in check.

The sewer crew has been working this week on regular maintenance activities. They will return shortly to early morning cleaning of the sanitary sewers in the downtown and busier sections of the city. They have removed a significant amount of debris from the pipes.

I attended a seminar this week on potable pipe line repair and rehabilitation techniques. I am working with Rich Lapointe to align my pipe line work with the street program so that we can coordinate the pipe line and road repair activities.

Bill and I spent time this week working with our consultant on the SCADA system. I hope to have a request for proposals (RFP) on the street yet this year. We have laid out the system functionality and are working now on the development of the RFP.

### **Police**

On Saturday, October 30<sup>th</sup>, at 9:30 p.m., members of the Newark Police Department Street Crime Unit observed a person in the Fairfield neighborhood. The officers recognized the person as having a court imposed curfew of 9:00 p.m. The suspect was taken into custody and found to be in possession of marijuana. He was released on \$1,000.00 bail.

On Saturday, October 30<sup>th</sup> at 10:44 p.m., a Newark resident reported that he was riding his bicycle on Casho Mill Road. Upon entering the tunnel, three males knocked the resident to the ground and removed his wallet from the pocket of his pants.

On Sunday, October 31<sup>st</sup> at 1:43 a.m., officers responded to parking lot #1 on a report of a fight. Upon arriving at the scene, officers determined that a suspect broke the gate arm in the parking lot and used it to assault another person. The victim was transported to

Christiana Hospital for treatment of his injuries. The suspect has been identified and an arrest warrant is pending.

On Wednesday, November 3<sup>rd</sup>, the Newark Police Department installed the new identification/building access card system. The new cards will be used for both building access and police identification. This will eliminate the need for two separate cards. The new cards are expected to last longer and also provide a higher quality picture resolution. The system was purchased with state grant funding.

The Newark Police Department Traffic Bureau continues to reduce the number of accidents with their traffic education and enforcement efforts. As of this time period last year, the total number of accidents has been reduced by 128. The Newark Police Department Traffic Bureau is to be commended for such impressive results.

The majority of the police department will be working traffic control and order maintenance for the University of Delaware homecoming events on Saturday, November 6<sup>th</sup>.

## **Planning & Development**

### **Planning**

The Planning and Development Department is gathering information and preparing a report to City Council concerning amending the Santa Fe Grill special use permit to allow the sale of alcoholic beverages at the site up to 1:00 a.m. daily.

We have also received a request to amend the Shoppes at Louviers deed restrictions to allow the Deerfield Wine Shop to be able to sell "beer and spirits," in addition to wine.

### **Economic Development**

On Thursday afternoon, Assistant Planning and Development Director Maureen Feeney Roser met with a Comcast Spotlight representative to discuss increasing DNP television advertising on local cable services.

We have completed a street pole and community banner inventory.

Work continues preparing for Thursday evening's DNP Annual Meeting.

This morning, Maureen attended the Merchants Committee meeting and reviewed holiday advertising and promotions.

### **Community Development**

Planner Mike Fortner is working on completing the Community Development Block Grant/Revenue Sharing Advisory Committee recommendation for the 37<sup>th</sup> Year of the CDBG Program and the 2011 Revenue Sharing Program.

Mike is also working on two Home Improvement Program projects.

### Code Enforcement

Two small fires occurred this week at West Knoll and Studio Green Apartments.

The footing and foundation permit for the Bob Carpenter Center expansion project has been issued.

Chipotle Grill building permit application is under review and may be issued this week.

## **Public Works**

### Engineering/Planning and Inspection

- Received the draft NPDES MS4 permit for the City of Newark and the University of Delaware. Started reviewing the new permit requirements and trying to determine their impact.
- Attended a meeting with DNREC personnel to review and comment on the draft Maintenance Technical Document to accompany the proposed sediment and stormwater regulations.
- Investigated an illicit discharge complaint at 238 Crystal Court.
- Met with Ginger North from the Delaware Nature Society to replenish the test kits used for stream adoption tasks.
- Met with Jim Chaconas from the DNREC Wetlands and Subaqueous section to discuss permitting requirements for maintenance activities at culverts.
- Contract 10-02 - Handicap Ramps: All concrete installed for ramps are complete as well as all domes, topsoil, and seeding. There is one place that remains to be final hot mix top coated. Fontana Construction completed the following:
  - 1) Installed 196.8 l.f. of rolled p.c.c. curb.
  - 2) Installed 1,623.7 s.f. of 4" p.c.c. sidewalk for ramps.
  - 3) Installed 104 s.f. of red truncated domes.
  - 4) Installed 33.44 s.y. of hot mix patching.Contractor used 36.5 c.y. of concrete and 6.5 tons of Type C hot mix.
- Woods at Louviers: Met with contractor and Brian Jackson from Pulte Homes to go over final punch list items for final acceptance of development.

### Survey Crew

- Completed the Phase 2.7 Sidewalk Program area inspections and mailed reminder letters.
- Began reviewing quotations for Phase 2.6 sidewalk contract.

### Field Operations/Streets:

- Street crews continued with the Fall Leaf Collection.
- Loader operator worked on doing prep work moving leaves around at 896 water tank.

- Street crew rebuilt a catch basin on Hidden Valley Drive.

## **Parks & Recreation**

### **Administration – Charlie Emerson**

I reviewed and commented on the Newark Bicycle Committee and WILMAPCO's on-road bike lane recommendations/suggestions for the Newark Transportation Plan.

I received and approved the landscape surety Letter of Credit for the Marrows Court project, Building 5.

On Friday I attended the Tree Board annual meeting.

Tom and I met with representatives of the Delaware Trail Spinners and Delaware State Parks to discuss Phases 3 and 4 of the Redd Park Trail rehab project. We will submit a grant application to attempt to secure matching funds to help with the project.

Tom and I attended a meeting of the College Park Civic Association to discuss issues of vandalism in Dickey Park and ways to work with the neighborhood to combat the problem.

I worked with Pennoni on a slight redesign of the Pomeroy Trail at Cleveland and Chapel due to necessary changes to a construction easement.

### **Recreation – Joe Spadafino**

Recreation staff has been working on winter and spring programs, contacting instructors, confirming facilities and working on promotional ideas.

Tyler met with the Delaware representative of the United States Tennis Association (USTA) to discuss our 2011 tennis programs and set up another Recreation Coaches Workshop at the George Wilson Center in March 2011.

The annual Halloween Costume Party for Kids was held at the George Wilson Center on Thursday, October 28. It was a great event with approximately 100 participants and 30 volunteers.

Sharon divided prizes and contacted award winners from the Halloween Parade. She also sent evaluations to all Halloween Parade participants and has been receiving feedback from those who participated.

Sharon met with the secretary for the Memorial Day Parade Committee to divide tasks and develop a list of potential subcommittees for the event.

Sharon assisted Tom Zaleski with mapping areas in parks to be reforested as part of the meadow program.

Paula sent out soccer certificates to the soccer coaches to distribute to their team members and plaques with team pictures to thank all of the volunteer coaches.

Paula sent out basketball rosters to the youth league coaches along with their practice schedules and coaches clinic information. The coach's clinic was held in conjunction with a University of Delaware men's basketball practice. She continues to place new registrants on teams as they sign up.

Paula stopped by the After Care program throughout the week especially during the Harvest Festival that was held on Tuesday, October 26<sup>th</sup>. The kids decorated pumpkins, made scarecrows, held dress up and apple relays and truly enjoyed themselves!

Paula delivered equipment cages and basketball equipment to the schools in preparation for the practices starting next week. She conducted a staff meeting and distributed the work schedule to the staff working as gym supervisors.

Joe and Charlie visited skate spots in Maryland to see different design concepts and met with some of the municipalities that had them constructed. .

Joe continues to research information on skate spots including different designs and potential cost estimates.

#### Parks & Horticulture – Tom Zaleski

Building maintenance staff completed door/window frame repair project at Building #4 at City Yard.

Rich started coordinating to remove a major creek blockage in the Christina.  
Parks staff unloaded/stored away all materials/supplies from the Halloween Parade.

Horticulture staff removed bamboo that was pruned by a group of volunteers from the University along the Hall Trail at Lewis Park.

Parks staff delivered supplies to the George Wilson Center for the Halloween Party.

Tom met with a lighting rep from Hadco Lighting about the tree pit up lights for Main Street.

Tom conducted the annual Tree Board meeting.

Tom started working on a park reforestation plan with assistance from Sharon Bruen.  
Parks staff placed info sign at Hill Park concerning the upcoming fencing/backstop project. The contractor has informed me he will be on site this week to begin working.

Horticulture staff planted the mums from the Halloween Parade at Olan Thomas Park and the reservoir site.

## Electric

The contractor hired to install new circuits for the Science Building on Lovett Avenue has set and framed five poles along Haines Street. Biweekly progress meetings on site with the contractor, the University, and Newark electric personnel have started to ensure the February deadline will be met.

The line crews changed a danger pole on West Park Place and are fixing the twenty four hot spots found by the infrared survey of the system completed last week. The line crews are also assisting the underground bore contractor in the Nottingham neighborhoods. Several bores remain to complete the underground primary installation along Radcliffe Drive. 3500' of cable has been installed with 2000' of cable left to install.

Engineering compiled the monthly University loads for billing purposes and is compiling the monthly substation loads for archival and general system integrity checks. Engineering is also investigating the performance of a critical piece of distribution protection equipment. Sophisticated testing equipment has been used on the device with ambiguous results, so advice on the interpretation of the results is currently being solicited from technical support.

KRS/mp