

DEPARTMENTAL WEEKLY REPORTS

January 21, 2011

Parks & Recreation

Administration – Charlie Emerson

I attended the Subdivision Advisory Committee meeting to discuss the University Garden Apartments project.

I met with a representative of Duffield Associates to discuss landscaping requirements for the Porter Nissan project on Cleveland Avenue.

Tom and I visited several park sites to evaluate trees that may require contracted pruning or removal.

I committed time writing a grant proposal for planned trail work in Redd Park.

I prepared and submitted project status reports to the coordinator of the Delaware Land and Water Conservation Trust Fund for grant funding we were awarded for these projects: Hill Park Backstop and Fence Replacement, Curtis Mill/Old Paper Mill Road Park Master Plan and Elan Park Basketball Court. The Elan project is complete.

I had several discussions with DeIDOT and Pennoni on matters relating to the Pomeroy Trail project.

Recreation – Joe Spadafino

Paula worked with fitness instructors for the start of several different programs this week; ensuring they received rosters, attendance sheets and any last minute registrations.

Paula rescheduled basketball practices and fitness programs that were cancelled this week due to inclement weather. She also completed and distributed a new work schedule for the second half of the basketball season for her staff.

The recreation staff completed the apparel and equipment and supply bid request information.

Paula sent out mass emails to previous participants regarding upcoming Yoga and fitness classes, helped delivery flyers to schools and sent out letters to the Soccerroos registrants regarding the start of the upcoming classes.

The CATCH afterschool program began at Downes Elementary on Monday, January 10. We have 14 children registered in the program scheduled to run through February 16.

The recreation staff entered winter and spring programs on the Delaware Online Events calendar.

The George Wilson Center served as a polling place on Thursday, January 13.

Joe, Sharon and Tyler participated in a conference call for the upcoming Delaware Recreation and Parks Society Conference.

I have been organizing 2011 bid specification for t-shirts, equipment, supplies and portable toilets.

I worked on the Pomeroy and Newark Railroad kiosk display that will be featured along the trail.

I continue to gather information on skate spots, designs and project costs.

Parks & Horticulture – Tom Zaleski

We committed many hours to snow and ice control/removal throughout the park system, at City Hall and downtown parking lots.

All fire extinguishers had their monthly check to make sure each is properly pressurized.

Tom completed or continued working on the following items:

- Met with representative from Delaware Nature Society concerning the planned reforestation project
- Met with representatives from State Forestry, Newark Police and Aetna Fire about developing a forest fire control plan for City parks
- Continued working on DRPS Conference and Christina River Anniversary event silent auction
- Met with Electric Department personnel concerning Main Street tree pit project
- Met with a representative from The Bridge concerning a possible volunteer opportunity for one of their clients

We committed time on the Main Street tree lights.

We completed various park maintenance work orders.

Electric

Engineering attended a seminar at the DEMEC facilities in Smyrna on demand response. DEMEC has partnered with Comverge to represent and package curtailment programs to area businesses. A large energy user can receive payments by PJM for the promise of load shedding during critical power usage times.

A replacement breaker just received from ABB is not working properly. The new breaker is a retrofit for very complex substation breakers that have been having multiple problems. Engineering optimistically expects the issues to be resolved with technical

support. Since the breaker is mostly electrical as opposed to the mostly mechanical breaker being replaced, an interlock as yet to be identified may be the cause.

The line crews are working with Delmarva to replace a pole and facilities hit by a car on Paper Mill Road. When the crews arrived on the scene at 1:30 p.m. on January 19, there were wires down that were arcing in the road. The road had to be closed for several hours until the circuit was turned off and the damage cleared.

Water & Wastewater

Bids were opened this week for the Bellevue Lift Station replacement project. I am reviewing the bids and in discussions with our consultant regarding the pricing which is higher than expected. I will be evaluating alternatives to identify where the additional money can be found so that a recommendation can be made to the Council at the first meeting in February.

I have been responding to several questions regarding the Christina Creek sanitary sewer crossing project. Bid opening for that project is scheduled for Tuesday, January 25.

We fixed two main breaks last weekend and are fixing two today as I prepare this memo.

We have completed modifications to our lime feed system at the South Well Field Treatment Plant. The operators are pleased with the operation.

I visited with Artesian Water this week to see how their SCADA system works. We got some good ideas from their operation.

Police

On Sunday, January 16, 2011, at approximately 2:07 a.m. the Newark Police Department was called to the 100 block of North College Avenue for a report of a strong arm robbery of a 19 year-old female University of Delaware student. Immediately following this robbery the suspect was chased down and apprehended by several witnesses and the victim. Upon arrival Newark Police Department officers took custody of the suspect, who was being detained by several witnesses.

The victim in this incident advised that she had just left a residence in the 100 block of North College Avenue (townhomes) and was walking alone behind that residence in the parking lot area. She related that while walking the suspect ran up behind her, grabbed her from behind, covered her mouth and pulled her to the ground. The suspect then pulled her into an open garage. The victim attempted to call 911 with her cell phone, which was in her hand, however, the suspect knocked the phone from her hand. The suspect then grabbed the victim's wallet and fled on foot. The victim then gave chase of the suspect as he fled onto North Street and began shouting at him to stop and drop her wallet. One witness who had observed the incident also gave chase with the victim as the suspect fled onto North Street. As the suspect, victim and witness were running on North Street occupants of a vehicle, which was parked at the entrance of the townhouse

complex, began to chase the suspect in their vehicle. The driver of this vehicle was able to pull her vehicle in front of the running suspect causing him to stop running. Two male passengers in this vehicle then exited the vehicle and detained the suspect until police arrived.

The victim suffered scratches and cuts to her left hand, both legs, bridge of her nose, and above her lip.

The suspect was committed to Howard R. Young Correctional Institute in lieu of \$25,000 secured bail.

On Sunday, January 16, 2011, the Newark Police Department arrested a suspect for the December 24th, 2010 strong arm robbery of the Cigarette City located in College Square Shopping Center.

The Newark Police Department learned the identity of the suspect from information provided by the New Castle County Police Department. Warrants were obtained for the suspect and she was later apprehended by the Delaware State Police during a traffic stop.

The suspect was arraigned and released after posting \$11,000 secured bond.

The City received a refund in the amount of \$119,894.35 for snow reimbursement expenses incurred during last year's snowstorms. The funds were awarded by the Federal Emergency Management Agency (FEMA).

Planning & Development

Planning

Continued preparing materials for items tentatively scheduled for review at the March 1, 2011 Planning Commission meeting. These items include the following:

- A. An eight unit addition to the University Garden Apartments on Beverly Road.
- B. A multi-story mixed use project on the north side of E. Delaware Avenue west of the TD Bank.

As a follow-up to the direction at the January 10, 2011 Council meeting, we are working with several City departments on a possible modification of the vending ordinance that would allow food vending carts on sidewalks adjacent to the University property on Amstel Avenue.

Community Development

Planner Mike Fortner will complete a loan signing this week for a property through the Community Development Block Grant Home Improvement Program.

Code Enforcement

Former Code Enforcement Officer Brian Daring will be returning to employment in the Division beginning on January 31, 2011. We are very excited to have Brian back with us.

Demolition has begun at 250 Elkton Road for the proposed Rittenhouse Station project.

Public Works

Engineering/Planning and Inspection

- Annual Stormwater Management Facilities Inspections: Spent considerable time inspecting 33 stormwater management facilities, completing maintenance reports, and entering/updating data in computer files.
- Reviewed the DNREC Maintenance Technical Document with the Engineering Assistant and made comments in preparation for a DNREC Regulatory Advisory Subcommittee meeting.
- Reviewed AquaLaw's draft thank you letter and suggested permit language with the Public Works Director and the University of Delaware. Submitted the desired changes to AquaLaw for feedback, and forwarded to the Public Works Director for his signature.
- Completed the required paperwork to renew the Transfer Station Industrial Stormwater No Exposure Exclusion.
- Submitted the 2010 NPDES Stormwater Summary to the Public Works Director.
- Twin Lakes: Met with Matt Eagan from Cornell Homes, Rob Julian from Nichols Construction, and Chris Locke. Discussed erosion and sediment and sediment control issues and the current condition of road subgrade. Nichols Construction installed rock check dams as requested.
- Contacted several business owners with vacant stores on Main Street to remind them to clear the sidewalks of snow.
- 129 E. Main Street: Met with Jim Kiesel, Chris Haskell with GG&A, and Chris Locke to discuss grease trap pump installation. All the construction improvements have been completed. Released escrow money from account.

Survey Crew

- Began working on Main Street tree grate improvements for the Parks Department.
- Responded to several snow covered sidewalk complaints and issued violations notices.

Field Operations/Streets:

- Street crews worked on Christmas tree collection citywide.
- Street crews worked on snow removal/salting during snowfall of January 11/12.

/mp