

DEPARTMENTAL WEEKLY REPORTS

May 13, 2011

Planning & Development

Planning

An administrative subdivision was approved this week to eliminate the parcel boundary between 143 and 151 Courtney Street in order to connect the existing building with a proposed new facility.

Economic Development

This week one DNP E-News You Can Use E-Newsletter was developed and distributed. In it was important information about summer events, promotions and advertising options for downtown businesses.

On Tuesday, I met with DNP Board member Ken Godwin to plan for the DNP presence at Newark Nite, June 4th, 4 – 8:30 PM.

This morning I attended a Main Street Manager's forum put on by Downtown Delaware and made a presentation on the Downtown Gift Card Program.

Considerable time was spent on reviewing final drafts of the DNP website. The site should go live in the next week or so.

Community Development

On Wednesday, Planner Mike Fortner presented a proposal to the DNP Parking Committee on how to improve "way-finding" to downtown parking lots.

Parking

On Monday evening, I attended the City Council meeting to provide a report on using the Curtis Paper Mill site for parking.

On Wednesday morning Parking Administrator Marv Howard hosted the DNP Parking Committee meeting.

Code Enforcement

Code Enforcement Supervisor Steve Wilson reports that one C/O was issued this week for Cash Connect at Creekview Drive.

Public Works

Engineering/Planning and Inspection:

- Sutton Place – S.W.M.: Met with builder on site to review layout for the temporary sediment trap installation.
- Based on a request from DNREC, forwarded detailed 2011 Stormwater Plan changes and substitutions.
- Participated in a joint stormwater/drinking water booth at CreekFest with the Water & Wastewater Director.
- Suburban Plaza II – WSFS: Performed perimeter E&SC inspection with the site contractor. The installations were acceptable. Gave approval for the contractor to start bulk grading and utility work.
- Sediment and Stormwater Regulations (third draft) and Technical Documents: Reviewed draft and documents. Discussed comments with Stormwater Program Coordinator and Public Works Director. Forwarded the combined comments to DNREC's Division of Watershed Stewardship, as requested.
- University Garden Apartments, Building Addition: Received Construction Improvement Plans. Forwarded copies of plans to operating departments for their review. Reviewed plans and stormwater management report. Forwarded comments to Public Works Director.
- 2011 Handicap Ramp Contract: Spent considerable time revising and compiling contract documents for this year's contract.

Survey Crew

- Continued updating incomplete storm sewer data.
- Began compiling and mapping an inventory of CMP's citywide.
- Layout area around New London leaf pile bio-retention area.
- Began reinspections of Phase 2.7 sidewalks using photo documentation and dimensions of blocks/trip hazards.
- Sent sidewalk violation notice to 261 Dallam Road.
- Investigated sunken block at White Chapel Park that involved a pedestrian being injured.

Field Operations/Streets

- Hot mix crew excavated and applied 120 s.f. of hot mix at 13 Farmhouse Road and 1,008 s.f. at the intersection of Farmhouse Road and Hidden Valley Drive.
- Catch basin crew rebuilt the catch basin at 2 Bird Way.
- Paint crew painted yellow curb on Main Street between McDonald's and Elkton Road in preparation for the Memorial Day Parade.
- Street crew did prep work for planting at the bio-retention facility at the 896 water tank, which involved spraying roundup, rototilling soil, and spreading mulch in work area.
- Street crew backfilled topsoil and seeded at previously poured curb on Farmhouse Road.
- Street crew pushed up yard waste at Iron Glen Park for the Refuse Department.

- Sign crew repaired and replaced signs and poles as needed and continued working on the sign inventory survey.

Parks & Recreation

Administration – Charlie Emerson

The construction contract for the Pomeroy and Newark Rail Trail HAS BEEN advertised!! A mandatory pre-bid meeting will occur on Wednesday, May 25 and the bid opening is scheduled for Tuesday, June 21.

I attended a meeting with various municipal, county and state representatives to begin discussions and planning for the next State Comprehensive Outdoor Recreation Plan. Every five (5) years the plan is updated using survey information gathered from Delaware residents with an over sampling of larger municipalities of which, Newark is one. The purpose of the plan is to determine residents outdoor recreation interests and activities, the frequency in which they participate, where they recreate, what facilities are important to them and their families, what new or different facilities they'd like to see, etc. The plan is tied to federal funding for the Delaware and state funding for the counties and municipalities.

We had a bid opening for the first phase of the Main Street Tree Pit project. The project will entail removing the existing pits, installing flush mount tree grates with "up" lights and planting new trees. A recommendation of award is being prepared.

I had several discussions with a representative of the Delaware Trail Spinners, the volunteer organization who is working with us to build new and relocate trails for better sustainability at Redd Park. The work will continue for a good part of the remainder of this year.

Recreation – Joe Spadafino

Christina School District informed us that we have been selected to provide Before and After School programs for children who attend Downes Elementary School and West Park Elementary School for the upcoming school year (2011/2012). We have been operating the program at Downes for more than 30 years. This will be the first we offer the program at West Park.

Paula attended the Creek Fest at White Clay Creek State Park providing information and answering questions about our programs and parks.

Sharon has been working on line up and mailings for the Memorial Day Parade. She and Debbie along with members of the parade committee are making final arrangements for Sunday's event.

The community events staff had vendor packages delivered to Main Street businesses to make sure they had information about Newark Nite prior to the registration deadline of Friday, May 6th. Applications received after that date will be charged a \$10 late fee and

commercial food vendors will now be accepted to fill in gaps that were left by Main Street and Newark businesses.

The Spring Concert Series kicked off last week with a performance by Leslie Carey. There were approximately 60 people in attendance throughout the evening. On May 12th Gang of Two will be performing in the second concert.

Dance pictures and the end of year recital were held this week with a dress rehearsal on Friday and the recital Saturday, May 7. It was a great show with 35 of our dance program participants and several University of Delaware dance minor students performing. Approximately 175 guests attended the show.

Tom and I met with the West Park Elementary Principal about our Arbor Day tree planting with the school to be held on Wednesday, May 11.

The first week of summer registration is going well with over 150 people registering last week.

Joe is working on the Rittenhouse Park kiosk by formatting the display and finalizing the trail map.

Joe contacted State Parks about working with us on the design and layout of a possible parks and trails map of the City of Newark and the surrounding area.

Parks & Horticulture – Tom Zaleski

Parks staff completed the following:

- Prepared ball fields for league play
- Mowed park areas as weather and surface conditions permitted
- Set up stages for the first Spring Concert on Main Street
- Performed equipment maintenance on all mowing units
- Scraped and painted both downstairs bathrooms at the Wilson Center

Horticulture staff completed the following:

- Mowed horticulture sites and assisted the parks mowing to get caught up
- Picked up plant material for planting on the west side of City Hall
- Planted perennials at Woodlawn Avenue triangle
- Continued on bed maintenance throughout park system
- Performed equipment maintenance on mowing equipment

Parks Superintendent completed the following:

- Attended last 20th Anniversary meeting for the Christina River Clean Up prior to the May 9th event
- Reviewed bids for the Main Street Tree contract and discussed with Parks Director
- Continued researching cameras for the purpose of monitoring park area/facility use
- Met with Recreation Superintendent concerning tree issues along trail system in Redd Park and the park/trails kiosk for Rittenhouse Park

Electric

The line crews pulled all but one old pole on Elkton Road. These were the poles left after the telephone and cable companies transferred their facilities to the new electric poles for DelDOT's Elkton Road project. The line crews also energized the primary service to the Barnes and Noble project and continued working on the circuit upgrade in Nottingham Green.

An infrared scan of the aerial lines is being done. This annual procedure takes several days and will show any hot spots that need attention.

Engineering and electricians changed several relays on substation transformers and an engineering study is underway to calculate the cost effectiveness of changing 15 more on the oldest and smaller transformers.

Engineering has started the approval process for a new substation transformer being built and which will be delivered towards the end of the year. Engineering also met with the electrical contractor for Rittenhouse Square and the WFSF at Suburban Plaza to go over the service requirements and locations.

Water & Wastewater

The permit for Well 14 is going to be issued shortly with the provision that all prior work is certified to have been completed in compliance with the permit. We will get that assurance from AC Schultes. The contractor may still face penalties but that will not involve us.

I have been working for the last month on a proposal to eliminate the movement of equipment between the two houses during the construction of the sewer crossings on the Christina Creek. I have talked with the homeowners and they are pleased with the arrangements so I will continue working toward that end.

I have a proposal from the vendor to clean a section of water line. The price is very reasonable for the demonstration. I will be moving ahead with the scheduling. The section I plan on cleaning has been an ongoing water quality problem for some residents so I am anxious to see if this works as well as I hope it does.

Police

On Wednesday, May 4, 2011 at approximately 2:55 a.m., PFC Stevens responded to the unit block of Choate Street for a report of disorderly conduct. A victim had been assaulted by two suspects after he confronted them about urinating in front of his female friends. The victim and the suspects fought two separate times in the driveway to the residence. The suspects reportedly fled the area and then returned later with a third suspect. The suspects entered the victim's house and attempted to fight the victim again. The victim received scratches to his chest, shoulders and scalp. The victim refused

medical treatment. Officers were able to obtain identifying information for the suspects; however, the victim did not wish to pursue charges.

On Thursday, May 5, 2011, Officer Andres took a late report of a fraud which occurred at the WSFS bank in College Square. The victim reported that on Friday April 1, 2011 he was approached by a white male suspect when he was entering the bank. The suspect stated that he needed the victim's assistance in cashing a check. The victim stated that the suspect offered him \$60 to cash a \$630 check. The victim cashed the check against his account and gave the suspect his money. Several weeks later the bank charged the victims account the \$630 because the check was fraudulent. The victim then reported the incident to Newark Police after he was contacted by a Detective from the Queen Anne County, Maryland Sheriff's Office. The Detective was investigating a burglary in which a checkbook was stolen and numerous checks were fraudulently cashed throughout Maryland and Delaware. Charges will be lodged against a suspect once all evidence is received from Queen Anne County.

On Saturday, May 7, 2011 at approximately 1:54 a.m., Cpl. Sharpe responded to the first block of North Chapel Street for a report of a fight in a third floor apartment involving three to ten subjects. Upon arrival to the area, a victim was located in the Newark Shopping Center suffering from lacerations and swelling to the face. The victim was transported to the hospital by ambulance. It was determined that during an altercation the victim was punched, causing him to fall down a fire escape. Some possible suspects were identified, the investigation is ongoing.

On Sunday, May 8, 2011 at approximately 4:27 a.m., Cpl. Pagnotti responded to the area of Panorama Drive for a report that suspects threw bricks and rocks at multiple parked vehicles in the neighborhood damaging them. As Cpl. Pagnotti was speaking with victims, a dark colored sedan sped by with no lights on and ran through a stop sign at a high rate of speed. As officers began to check the area they noticed that a lawn had been damaged by the vehicle leading them to the area of Woodsman Drive. The vehicle was located parked in a driveway with four suspects feigning sleep inside. All four suspects were taken into custody without incident. Located in the vehicle was alcohol, a black bandana mask and an air soft BB gun that resembled a Glock pistol. The 17 year old driver was charged with DUI, driving without headlights, running a stop sign, violating license provision due to age, speed greater than reasonable, reckless driving, aggressive driving, malicious mischief by a motor vehicle and underage drinking. The ages of the three other suspects are 19 years old and two are 16 years old. All four will also be charged with four counts each of: Criminal Mischief, Conspiracy, Resisting Arrest and Trespassing.

KRS/mp