

DEPARTMENTAL WEEKLY REPORTS

July 1, 2011

Public Works

Engineering/Planning and Inspection

- Contract 11-06; 2011 Street Improvement Program: Spent considerable time measuring streets to be milled on upcoming contract.
- Cider Mill: Performed final site inspection for release of escrow.
- S.W.M. Maintenance:
 1. Delaware Technology Park – Met with Outdoor Design Group representative to discuss maintenance of facilities (2) on site.
 2. 123 E. Main Street – Met with contractor to discuss maintenance needs for the sand filter system on site.
- Sutton Place: Performed C.O. inspection for Lot #2.
- Rittenhouse Station: Conducted C.O. inspections for 9 townhouses on site. Spent time quantifying incomplete work at townhouses, at City's northwest parking lot, and Veterans Lane.
- Erosion & Sediment Control Inspections: Performed weekly inspections at Laura's Glen, Porter Nissan Dealership Expansion, and Sutton Place.

Survey Crew

- Performed additional grade shots at Baylor Drive for curb to be replaced on this year's street contract.
- Located rear property line at 930 Quail Lane for Parks Department Superintendent.

Field Operations

- Concrete crew excavated, formed and poured 22 l.f. of integral curb at 5 Timber Ridge Court, 24 l.f. at 9 Timber Ridge Court, and 22 l.f. at 10 Timber Ridge Court.
- Street crew saw cut Country Hills Drive for future curb and hot mix repairs.
- Street crew assisted Refuse Department on the knuckleboom and delivered trash cans.
- Hot mix crew excavated and applied 132 s.f. of hot mix at 5 Timber Ridge Court, 136 s.f. at 10 Timber Ridge Court, and 148 s.f. at 9 Timber Ridge Court.
- Street crew loaded and hauled 4 loads of previously stockpiled construction debris from the City yard to Batten for disposal.
- Street crew cleaned and pushed up yard waste at Iron Glen Park with the loader for the Refuse Department.
- Street crews dealt with flooding issues with assistance from the Water Department sewer truck, clearing blockages in the storm sewer line at Park Drive and Brook Drive.
- Street crew excavated concrete sidewalk for future concrete pours on Barksdale Road at Handloff Park and in the cul-de-sac of Blair Court.

- Sidewalk sweeper continued with duties on Main Street.
- Sign crew repaired and replaced signs and poles as needed.
- Catch basin crew continued on catch basin cleaning as per schedule.

Parks & Recreation

Recreation – Joe Spadafino

Paula checked in on the first week of Rittenhouse Camp frequently. All went well. Close to 100 campers were enjoying themselves in all sorts of outdoor activities including canoeing, archery, hiking, games, etc. She also sent out letters to the parents for the next session of camp starting July 5th.

Paula submitted a proposal to the Nemours Health and Prevention Services Department for the inclusion of Downes Elementary School in the Make School a Moving Experience program utilizing the CATCH Kids Club program.

Summer camps started successfully this week. Camps held at GWC included Before and After Camp Care, Camp GWC and Broadway Musical Theater.

The last spring concert was held last Thursday with a performance by The Jammers. The event was moved indoors at the Aetna Hook and Ladder Fire Station due to rain.

Parks and Horticulture – Tom Zaleski

Horticulture staff completed the following:

- Mowing and bed maintenance as needed
- Continued mulching bed areas
- Assisted parks staff with work orders
- Maintenance on containerized nursery stock
- Watering/pruning of interior garden as needed

Parks staff completed the following:

- Mowing of park areas
- Assisted volunteer group from Networks installing wood carpet safety surfacing under play units
- Continued on work orders
- Installed a temporary solution to drainage issue in loading dock area at City Hall after consulting with Building and Public Works Departments
- Checked on pool filtration systems throughout the week
- Setup/removed stages for Spring Concert series on Main Street
- Completed tree pruning at several park sites

Parks Superintendent and Supervisor completed the following:

- Completed Horticulture area and Valley Stream inspections
- Met with Building and Public Works Departments to devise a solution to the drainage issue at the loading dock area at City Hall as a result of the Elkton Road project
- Met with contractors to secure quotes for sealing cracks on all multi purpose court areas and to install concrete pads under shelters at Dickey Park and Wilson Center sites
- Met with Eagle Scout about doing possible projects in the Park System
- Reviewed landscape plan/request for plan review and tree planting at one site for CO request

Electric

The line crews are working on a circuit upgrade behind the Newark Shopping Center. The upgrade from 4kV to 12kV will free up capacity for the 4kV system and stiffen the voltage at the shopping center making them less susceptible to load changes and associated voltage dips.

The line crews also shifted loads in Pheasant Run and Valley Stream developments. Primary spurs were moved to different phases in order to better balance the three phase feeder circuits.

The line crews also continued installing underground circuits for The Village of Twin Lakes off Elkton Road.

The electricians continued checking residential pad mount transformers with the infrared camera. They are currently working in White Chapel.

Engineering worked with the SCADA developers to work out the kinks in a newly installed part of the system. A substation with four distribution circuits was added with eight devices needing communications. Communications to some devices still need work.

Engineering and a line crew are investigating issues with a concentrator point for the City Police's camera system. A data recorder was installed for troubleshooting intermittent issues with reception.

Water & Wastewater

We attended a seminar regarding a limited source of grant funding for water related projects. The specific program that was discussed is not really applicable to the projects that we have in the Water and Wastewater Department. We were able to talk with some of the DNREC staff members who suggested we set up a meeting to discuss some other funding options that may exist. We will do so and see if we can take advantage of the funding program.

The reservoir is nearly full and stream flows remain strong. We have been using the reservoir recently as the creek has been muddy because of the rain. When the water clears we will refill the reservoir. We are well prepared to respond to the summer weather yet to come.

Merit Construction has installed the first half of the smaller sewer line that crosses the Christina Creek. They will be moving to the larger pipe next. We are finalizing arrangements with the State for access off Route 4. When we have received approval Merit will be able to move to the north side of the creek and complete the creek crossings. After that they will install the vaults and make the connections from the old pipe to the new pipe.

Police

On Tuesday, June 21st, Officer Wolfrom responded to a residence in the 200 block of Cheltenham Drive for a report that the victim was scammed into sending money to buy a used car. The victim began shopping online for a used vehicle and found one for a good price. Emails were exchanged and the victim agreed to send a deposit on the car. The victim wired \$2,650.00 via western union to Atlanta, Georgia. More contact was made via email and the "seller" wanted the full payment prior to shipping the car. The victim became suspicious and then learned that ad was fraudulent. The FBI has also been contacted in this case. There are no suspects at this time.

On Saturday, June 25th, Officer Fountain responded to the Southgate Garden Apartments at 3:04 a.m. for a report that two suspicious males, dressed in all black, exited a pickup truck and walked behind one of the apartment buildings. The building backed up to the old Chrysler plant so UDPD was called to check the plant area. Officer Fountain and Officer Martin checked the apartment complex and could not locate the suspicious suspects. UDPD checked the plant area with no one located. Officer Fountain remained in the area. At 4:16 a.m., the pickup truck left the complex. Officer Fountain stopped the vehicle for a traffic violation. There was now a large amount of scrap metal in the bed of the truck. It was determined that the suspects were stealing scrap metal from the plant. The suspects were turned over to UDPD for additional investigation.

On Sunday, June 26th, Corporal Kendrick responded to the first block of Thompson Circle for a report of a residential burglary that occurred sometime between Tuesday, May 31, 2011 and Sunday, June 26, 2011. The landlord of the property reported that she responded to the house to show it to potential new renters. The current tenants were out of town. The owner entered the residence and noticed that a rear window had been broken out. After looking around it was determined that part of the house had been ransacked and several different electronic items were missing. There are no suspects at this point in the investigation.

On Tuesday June 28, 2011 Officer Barnes responded to Pizza U in the Newark Shopping Center for a report of a commercial burglary. The owner had arrived to the restaurant and noticed that the side door was unlocked. He then checked the registers and noticed that money was missing from one of them. The owner then observed his surveillance footage and observed that one hour prior to his arrival an unknown suspect entered the business, with a mask on, and was able to open the registers. It was determined that the lock to the

door had been damaged. The case has been turned over to detectives for additional investigation.

Planning & Development

Planning

The reports for the Planning Commission's upcoming July 5, 2011 meeting were completed and forwarded to the Commission this week. The Commission will be reviewing the following:

- A. The 2012-2016 Capital Improvements Program;
- B. The redevelopment of the properties at 70-74 Amstel Avenue for a mixed use commercial and townhouse apartment project; and
- C. The rezoning and resubdivision of the Wilson Farm property for 18 single family homes and 63 townhouses.

At its meeting Monday evening, City Council took action on the following planning related items:

- A. Directed the Staff to prepare for Planning Commission review an amendment to the Zoning Code concerning alcohol service in bars in restaurants.
- B. Approved a modification in the deed restrictions for the Hollywoods townhouse apartments to allow an additional tenant in each unit with the provision that one of the units on the site would be converted to office use.

Economic Development

Assistant Planning and Development Director Maureen Feeney Roser worked this week on Community Banner replacements; the Food & Brew Fest; summer downtown promotions; the DNP Volunteer Handbook; and the Alleyway Improvement Project.

Parking

Parking Administrator Marvin Howard and Maureen continue to work on issues regarding Lot #4 trash compactors.

Code Enforcement

We anticipate that the Certificates of Occupancy for the townhouse apartments at Rittenhouse Station will be ready to go sometime later this week.

KRS/cw