

DEPARTMENTAL WEEKLY REPORTS

March 16, 2012

Public Works

Engineering/Planning and Inspection

- Road Survey Management System: Continued street survey for the west section of the city.
- 1107 S. College Avenue: Met with Mike Sweeten to address items that need completion prior to C.O.
- WaWa: Met with Chris Marcozzi and Steve Wilson over handicap ramp and drainage issues in parking lot (this was corrected prior to the grand opening last week).
- Annual Stormwater Management Inspections: Inspected 11 underground storage facilities.

Survey Crew

- Completed Miss Utility Mark-outs as needed. (A temp employee has been brought onboard in light of Mike Clark being off recuperating from injuries.)
- Obtained weekly Gas Boy numbers at the Municipal Fueling Station and updated the fuel inventory spreadsheets, ending the month of February and beginning the month of March.
- Continued preliminary work for upcoming topographic survey at Iron Glen yard waste facility.
- Continued to update the Storm Drain Cleaning Routes with comments from last years' routes.

Field Operations/Streets

- Street crew tore down refuse shed at the maintenance yard, recycled the metal, and cleaned up work area.
- Repaired potholes with cold patch at various locations.
- Assisted Refuse Department on the knuckleboom and 3-man packer.
- Concrete crew excavated, formed, and poured 10 l.f. of sidewalk at 966 Alexandria Drive and 58 l.f. of sidewalk at 910, 911, and 913 Devon Drive.
- Removed and repaired brick pavers in front of 54 E. Main Street.
- Loader pushed up brush at Iron Glen Park for Refuse Department.
- Catch basin crew continued cleaning catch basins as per schedule.
- Sign truck installed new parking lot signs citywide for the Parking Division and repaired and replaced signs and poles as needed.
- Sidewalk sweeper continued with duties on Main Street.

Parks & Recreation

Administration/Planning

I committed significant time preparing the 2013 – 2017 Capital Budget.

The Skate Spot Committee continued planning for the March 29 Public Workshop.

I met, on three occasions this week with Pennoni and Merit on matters relating to the Pomeroy Trail. Merit committed most of their time last week working in segment 4 (Olan Thomas Park to Creek Road). They will shift their focus this week back to segment 1 (Hall Trail to Wyoming Road) to work on the conservation area which is adjacent to the Hall Trail and apply top soil in that section of the trail. I also communicated to the US Army Corp of Engineers that we are working on the conservation area and will be ready for their initial inspection in about one week.

Tom attended a two day Arborist Workshop sponsored by State Forest Service.

Tom continued planning for the upcoming 2012 Christina River Clean Up (Newark Section). He also committed time on irrigation installation on Elkton Road with the Water Department.

The Bamboo removal project at Lewis Park, South Chapel Street Water Treatment facility and the Hall Trail is progressing well. We've fielded several calls about what we're doing and why.

Tom finished preparing a RFQ for the bollard replacement project along Hall Trail.

Rich finished preparing a contract for purchase of new piece of equipment that will replace the old ball field conditioner and small Bobcat.

Tom visited various spring and summer recreation program sites (with Paula) to establish maintenance task to complete for upcoming season.

Parks/Horticulture

- Daily trash sweeps at City Hall and various park sites
- Completed maintenance work orders at City Hall, Alley, Handloff, Fairfield Parks, the Wilson Center and Pomeroy Trail
- Dragged/scarified Handloff #2 ball field for game this Saturday
- Completed cutting back grasses in park system
- Started mulching planting beds in parks

Recreation Services

The recreation staff attended a meeting with Promotions Plus regarding the t-shirt contract for the coming year.

Paula contacted applicants for summer counselor positions and has started setting up an interview schedule.

The recreation staff continued to update and arrange program information for the summer newsletter.

Tyler completed letters for returning summer staff – Camp GWC and lifeguards.

Community Events staff have been preparing requests for sound amplification, signs, and fireworks (July 4) for 2012.

Sponsorship and vendor lists are being revised by community events staff.

Egg Hunt supplies have been coming in and the UD Volleyball and Softball teams will volunteer to assist in preparing materials for the event scheduled for March 31 (rain date April 1).

Information from the Summer Camps Guide was placed on the internet in a searchable form by Andee and Dana.

Joe committed time organizing information in preparation for the skate spot public meeting.

We completed the final proof of the Pomeroy and Newark Trail signs/maps.

Joe is organizing the Summer Activity Guide that will be sent out via email and available on line on April 30.

Electric

A cable failure at the Marrows Road bridge caused an outage last week. A squirrel ate into the high voltage cable where the circuit changes to pipe for the railroad crossing. The outage mainly affected the White Chapel area and was quickly switched to restore power. Line crews are repairing the damaged cables.

The line crews and electricians continued work on the new substation transformer that arrived two weeks ago. Electrical testing has started to ensure all the separate parts (transformer, tap changer, 12kV breakers, 34kV breaker, and relays) are ready to energize. Power and control circuitry is still needed before utilization.

Engineering met with the University about serving Bloom Energy and the rest of the Chrysler site in the future. Also, in a separate meeting, engineering discussed with the University the procedures involved in notifying the City of Newark during an electric event at the Lovett Avenue Science Center. Because there are two 34kV feeds with automatic transfer, alarming and emergency protocols are important to resolve.

Water & Wastewater

The contractor working on the Cooches Bridge lift station has started work this week. They are testing the bypass pumping equipment and will be ready to start dismantling the existing station as soon as they demonstrate that the bypass system works as intended. The new building for Well 8 in Lewis Park has been completed.

The project for the construction of the meter vault and motor controls for Well 14 has been advertised. Bid opening is March 27th.

We will be having work done at the reservoir to clean up the sand filter. We have been dealing with an accumulation of algae (that is what the filter was designed to do) that has been growing each year. We are working on ways to keep it under control.

The Water and Parks Departments have collaborated to remove the bamboo from along the Hall Trail in the vicinity of the Academy Street water facilities. The bamboo has been removed and cleaned up. For the next couple of years, we will be treating the sprouts that emerge to make sure that we have killed all of the plants. Now that the plants have been cleared the affect is quite dramatic.

Police

On Thursday, March 8th, 2012 an officer responded to 104 Sandy Drive for a report of a theft. Sometime between March 2nd and March 8th an unknown subject cut a hole in the chain link fence surrounding the property and removed approximately \$300 in power tools from the bed of a pickup truck parked inside this location. No suspects have been identified at this time.

On Friday, March 9th, 2012, an officer responded to a report of theft at the America's Best Value Inn located at 1120 South College Avenue. This property is currently under renovation. The owner reported that an unknown person(s) kicked in a door and stole approximately 312 feet of ½" copper pipe valued at nearly \$600. Suspects also cut the lock off of a storage container housing construction equipment, however, at the time of the report it was unknown if any additional materials were stolen. No suspects have been identified at this time.

On Saturday, March 10th, 2012, members of the Special Operations Unit were called to assist UDPD with a Bomb Threat at the Russell Dining Hall located at 258 Haines Street. During this incident a caller reported a bomb at this location. The investigation was handled by UDPD and members of SOU assisted with traffic control and road closures while the investigation was conducted.

On Saturday, March 10th, 2012 at approximately 12:51 p.m., officers responded to the McDonald's on S. College Avenue for a collision.

At the time of the collision, a 17-year-old male from New Castle was attempting to pull a 2012 Dodge Caravan into a parking space on the west side of the restaurant, when, for an unknown reason, the vehicle accelerated, striking the west side of the building and partially intruding into the women's restroom.

At the time of the collision, a 31-year-old Newark woman was inside the restroom with her 2-year-old daughter. The child was on a changing table mounted to the interior of the wall which was struck. The child sustained a head injury and the mother sustained a minor leg injury. Both were transported by Aetna Ambulance to Christiana Hospital. The mother was released from the hospital and the child was initially transferred to A.I. DuPont Hospital for observation. The child has since been released from the hospital.

Traffic Unit investigators have conducted an investigation and the vehicle was inspected for mechanical problems. No mechanical issues were identified and investigators were instructed by a Deputy AG to charge the driver with Inattentive Driving.

Planning & Development

Planning

Considerable time was spent this week preparing for Monday's City Council meeting during which Council approved the Science and Technology Campus Zoning category and rezoned most of the Chrysler site from MI to STC; approved amending the time limits on parking meters in certain locations to 4 hours; and amended Chapter 17 of the Housing and Property Maintenance Code to include a provision to allow an appeal of a property maintenance citation in Alderman's Court. Council also tabled consideration of the Bill 12-02 amending the zoning code for apartments in the BB District.

Also on Monday, I attended the Newark Railroad Transportation Center Advisory Committee meeting. The TIGER IV grant application was discussed in detail.

This week Development Supervisor Mike Fortner, Assistant to the City Manager Charlie Zusag and I interviewed applicants for the Planner position. We hope to complete the first round of interviews by the end of the week.

Work continued this week on preparing for the upcoming Planning Commission meeting.

Economic Development

Yesterday I accompanied Interim City Manager Carol Houck to the Steering Committee of the Greater Newark Economic Development Partnership (GNEDP) meeting. The first year work plan, round table discussion and the kick-off event scheduled for Thursday, March 29th were among the items discussed.

Today I will attend a meeting to review proposals received for branding efforts also for the GNEDP.

This week Mike prepared a map of restaurants participating in Downtown Newark's Annual Wine & Dine event to be held on March 31st from 4-8 p.m.

This week Mike also finalized the list of merchants participating in the Register to Win contest associated with the Wine & Dine event.

Code Enforcement

Work continued this week reviewing the 2012 International Code series.

Parking

Installation of parking lot locational signage was completed this week. Trailblazing signs are left to install. Once completed, the installations will be evaluated and a plan for additional signage, if necessary, will be developed.

Work began updating parking meters affected by the time limit change approved by Council on Monday night. All meters should be updated by the end of the week.

CSH/mp