

DEPARTMENTAL WEEKLY REPORTS

April 20, 2012

Planning & Development

Planning

On Wednesday and Thursday I participated in the Capital Improvements Program hearings.

On Friday morning I met with an engineer regarding Kershaw Commons subdivision.

Some time was spent this week reviewing subdivision agreements for Kate's Place and the Charter School.

Development plans for additional units at 136 Elkton Road, the Lofts at Rittenhouse and Trader's Alley were distributed to operating departments for comments.

This morning I attended the bi-weekly Bloom meeting at the UD Facilities offices and then participated in a meeting with DeIDOT and the engineer for 136 Elkton Road to discuss site access issues.

This week Development Supervisor Mike Fortner wrote an article for the City Newsletter about the Planning and Development Department's public outreach during Newark Day for the update of the Comprehensive Development Plan.

Economic Development

This week the Downtown Map & Guide was sent to the printer and work began updating the web listings and map online.

This week some time was spent preparing for the Downtown Newark Partnership Board meeting held Thursday evening, during which the 2012 DNP Budget was approved.

Some time was spent reviewing Downtown Gift Card transactions and processing payment.

Some time was spent this week developing materials to go into a three page supplement about Downtown Newark for Delaware Today magazine.

Community Development

On Thursday, Development Supervisor Mike Fortner participated in a Bicycle Safety Check Point on UD's Laird Campus to provide free bicycle lights, helmets, and bicycle safety material to University of Delaware students riding bicycles.

Parking

On Friday afternoon Downtown Parking Administrator Marvin Howard and I reviewed plans for downtown parking trailblazing signage.

Code Enforcement

Work continued this week on revisions to the 2012 International Building, Fire and Property Maintenance Codes. The revisions are in the final stages of review.

Also on Friday afternoon I joined Interim City Manager Carol Houck, Code Enforcement Supervisor Steve Wilson, Code Enforcement Officer Brian Daring and the owner and contractor for 332 Matthew Flocco Drive to discuss utility hook ups and sprinkler requirements.

Code Enforcement Supervisor Steve Wilson reports that East Campus Housing has completed the first phase of construction.

The grass was cut and the pool will be pumped out this week at 918 Rockmoss Avenue.

Public Works

Engineering/Planning and Inspection

- Contract 11-06 – 2011 Street Improvement Program:
 1. Sam's Construction worked on Woodshaw Road, Timberline Drive, and Swallow Circle completing the adjustment of 8 manholes, 2 valves boxes, and 1 catch basin repair.
 2. Greggo & Ferrara worked on Lafayette Road, Timberline Drive, Swallow Circle, and Woodshaw Road completing the following:
 - a. 4.8 c.y. of undercut excavation.
 - b. 10.0 tons of base hot mix patching in undercut area.
 - c. 158.53 tons of base hot mix installation.
 - d. 1,232.03 tons of top hot mix installation.
 - e. 22,618.3 sy/in of milling existing asphalt pavement.
- University of Delaware – Bob Carpenter Center: Diamond Construction removed stone lot, topsoiled, and stabilized area and topsoiled along settled areas at bio-retention basins. Sent University of Delaware an e-mail of items that Diamond Construction needs to complete for conditions of C.O.
- Wyncliff – Final Acceptance: Met with Brian Mayhew to go over items for completion for final acceptance.

Survey Crew

- Continued getting elevation shots for a topographic survey at Iron Glen yardwaste facility.
- Completed working on 2012 Street Improvements map for this years' contract and printed out copies to go with the outgoing bid packets.

- Printed out maps for the 2012 ADA Ramp Installation contract for the outgoing bid packets.
- Began organizing and compiling storm sewer data into single spreadsheet.
- Began design/drafting on Iron Glen topographic map for future installation of bio-filtration area.

Field Operations

Refuse

- Met with Honeywell representatives at City Hall and at the maintenance yard.

Streets

- Hot mix crew excavated and applied 130 sf of hot mix at 9 West Ridge Court and 150 s.f. at 36 Country Hills Drive.
- Street crew sawcut Dallas Avenue and Corbit Street for future curb and hot mix repairs.
- Street crew loaded and hauled 7 loads of leaf mulch to McIntyre Drive to the Greggo & Ferraro storage lot.
- Assisted Refuse Department on 3-man packer, on knuckleboom, and delivery of trash cans.
- Loader and operator pushed up yard waste at Iron Glen Park and placed mulch outside of gate at 896 water tank.
- Storm sewer crew began excavating and installed 2' diameter storm sewer pipe in Porter Chevrolet storage lot.
- Loaded 5 loads of previously stockpiled hot mix and concrete from city yard to Batten for disposal.
- Vac-all crew continued cleaning catch basins as per schedule.
- Sign truck repaired and replaced signs and poles as needed.
- Sidewalk sweeper continued with duties on Main Street.

Parks & Recreation

Parks/Horticulture

Parks Superintendent continued organizing for the 2012 Christina River Clean Up on April 21st and attended the last meeting with the Christina River Clean Up Committee before event.

He accessed ash tree at 17 Center Street for Planning Department.

Tom met with a contractor and their electrician as well as Assistant Electric Director concerning tree pit lighting on Main Street.

He also started gathering pricing for purchase of tree whips for second phase of Reforestation Plan throughout park system.

Parks Supervisor met with Recreation Superintendent to look at options to label railroad spikes for the Pomeroy Trail dedication. He started organizing to clean up the old plates and one section of rail for possible use for a display along the Pomeroy Trail.

Parks staff:

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- Continued mowing throughout park system
- Completed list for Day Camp opening in Rittenhouse Park
- Repaired toilet in police station
- Continued working on ball field list for upcoming season
- Cleaned up from water leak in first floor men's room into elevator and entry hallway at City Hall

The parks staff assisted recreation staff with two special events this weekend; the Nefosky Run at the Reservoir and the Spring City Clean Up.

Horticulture staff:

- Continued mowing
- Changed over pots in front of City Hall from tulips to annuals
- Watered new plant material in atrium garden area
- Continued with herbicide applications
- Touched up mulch in several planting bed areas

Recreation Services

Paula completed the schedules for the adult summer sports with Theresa. Schedules were sent out to all the teams, contracted officials and posted on the website. The season for both softball and volleyball will start on April 30th.

Paula sent out another email blast regarding summer camps to previous participants in various programs, first day letters to the Little Slugger participants and directions and basic safety guidelines to those registered for the Basic and Advanced Archery classes. The Basic Archery class filled and the overflow from the waiting list has been included in the advanced class to make it a combined basic/advanced class.

Paula worked on winter/spring statistics of those programs that have been completed so far.

Spring Break Camp was held at GWC all week. It was a fun week with great weather and about 15 children participating each day.

Tyler worked on the bid for pool chemical supplies and submitted purchase orders for the supplies.

Tyler worked on preparations for the upcoming end of year dance recital scheduled for May 5.

We held the Nefosky Police Memorial Walk & 5K Run and the Spring Community Clean Up. Approximately 200 walkers and runners participated in the Friday night Nefosky Walk & 5K Run. Thanks to Newark Police Department and all of the volunteers and staff that helped with the event. Other fundraising events are being planned at a future date; information will be emailed to participants and will be posted on the event facebook page when available.

Saturday's Community Clean Up had approximately 150 volunteers, which cleaned several areas around the City including the Christina Parkway, Library Avenue, the South Well Field, Nottingham Road, New London Road, Folk Park, Rittenhouse Park, Dickey Park, Leroy Hill Park, Barksdale Road, Casho Mill Road, Old Paper Mill Park, Cleveland Avenue/Chapel Street intersection, James Hall Trail, Wyoming Road, Dorothy Miller Park, Lumbrook Park, Elkton Road, and the Apple Road Bridge. Thanks to all of the volunteers and staff that helped with the event.

The community event staff is booking entertainment for the summer 2012 events and reviewing artist CD's.

Liz is formatting the e-newsletter in preparation for the summer edition that will be going out on April 30.

Joe attended the Conservation Advisory Commission meeting that was held on Tuesday night.

Joe is gathering Pomeroy and Newark Railroad historical information that will be handed out at the trail opening. The date of the opening is yet to be determined.

Electric

The line crews continued working on South College Avenue changing out poles near the athletic arenas. They are currently setting poles at the liquor store and will be doing a 6:00 a.m. shutdown on Saturday for the changeover to keep the inconvenience to the liquor store and the traffic signals to a minimum.

The electricians have been fixing issues at the Curtis Water Plant after an electrical circuit burned up Monday afternoon. Also an electrician escorted a contractor to all the substations for the yearly vegetation spraying.

The electricians and engineers have started going over the new substation transformer carefully to make sure all the systems are working in preparation for energization. Minor issues have arisen which are being fixed in-house. Major problems are being addressed by the vendor.

Engineering is planning for the Bloom Energy service at the former Chrysler site. A site plan for the plant has just been submitted and overlaying that on the distribution map to show where poles are along Christina Parkway is the first step to locating the two 34kV feeds that the plant will need.

Water & Wastewater

We conducted interviews this week for the vacancy created with the retirement of Ray Johnson. Bud Frederick was selected to fill the Water and Wastewater Supervisor position.

We are preparing contract documents to present to Council in May for the relining of approximately 6,000 linear feet of water main on Orchard and Townsend and surrounding streets. We have laid out work for the next several years that we will continue to work on in the coming years. We will be getting information out to the public as the project moves forward.

I have arranged to have the landscaping installed in conjunction with the completion of the sanitary sewer crossing project on the Christina Creek. The siphons continue to operate nicely.

Recently we had a water quality complaint that raised concerns regarding response time and follow through. I wanted to advise the Council that shortly after my employment with the City that I had instructed the Water Department staff to respond to every water quality/system complaint with a phone call to discuss the citizen's concerns and an offer to meet at the residence to resolve the situation whatever it might be. When we received word of the most recent case we handled it in the same manner and although we are currently playing phone tag we seem to be resolving the situation.

Police

The Newark Police Department is alerting the public of two indecent exposure incidents which occurred in Newark on Sunday, April 15th. The department is investigating whether these two incidents are related to the five previous incidents that occurred in the fall of 2011. The suspect is described as a white male between 25-35 years of age, approximately 5'10" tall, 175 lbs., with either close cropped hair or possibly bald. The suspect may be operating a gold or tan colored sedan displaying a white license plate.

The first incident occurred at approximately 8:55 p.m. on Sunday, April 15th when the naked male was observed by a female who was walking on Wilson Road. The naked male was first observed walking in front of a home in the 300 block of Wilson Road and then walked between two homes and out of sight. Shortly thereafter, the subject; now clothed in blue shorts and a gray t-shirt was seen running from the area to a gold or tan colored sedan parked near the corner of Wilson Road and Cheltenham Road.

The second incident occurred approximately 35 minutes later in the 100 block of West Park Place. During that incident two female subjects were walking on the sidewalk when they observed a male, with the same description as above, hiding in the bushes in the side yard of a residence. The subject then dropped his pants and exposed his buttocks to the pair. The suspect then fled the area on foot.

On Saturday, April 14th into the morning of Sunday, April 15th, Newark Police Officers and Delaware Division of Alcohol and Tobacco Enforcement agents conducted an alcohol compliance check at a Main Street establishment. The State agency issued a few minor state alcohol violations to servers working at the establishment.

On Monday, April 16th, Mayor Vance A. Funk III, Newark Police Chief Paul M. Tiernan, and UDPD Police Chief Patrick Ogden spoke to Dr. Nancy Giacomini's class at Allison Hall. The class consisted of graduate students from the senior affairs internship program. The Mayor and two police chiefs discussed the town and gown relationship, how the two police agencies work together, and the Mayor's vision for downtown. The speakers were well received.

On Wednesday, April 18th, Chief Tiernan met with University of Delaware graduate student, *-section intentionally removed-*. He will be working with the Police Department on an internship, specializing in the area of emergency management.

Our new police recruit William Anderson began work this past Monday. Next week he will begin training at the Delaware State Police Academy.

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