

DEPARTMENTAL WEEKLY REPORTS

December 28, 2012

Planning & Development

Planning

Work continued this week preparing for the February Planning Commission. Scheduled for review are:

- Rezoning and major subdivision for 30, 34, 38 and 42 Chambers Street to build 8 townhouse apartment units;
- Rezoning, major subdivision, parking waiver and special use permits for the redevelopment of the Newark Shopping Center including 250 two-bedroom apartment units; and
- Rezoning and major subdivision for the redevelopment of the 16 unit Hanceton Court apartment complex at 221 Murray Road for 13 townhouse apartment units.

This week two new development proposals were received for March Planning Commission:

- A major subdivision at 107-131 New London Road for 12 townhouse apartments; and
- A rezoning, major subdivision and site plan approval for 24.39 acres on either side of Suburban Plaza for 168 lodge and cottage style apartment units.

Some time was spent on the agreement for the rezoning of Twin Lakes.

Some time was spent preparing the annual insurance report for the UNICITY Bus Program.

On Thursday, Mike attended the WILMAPCO Technical Advisory Committee meeting.

Also on Thursday, Mike staffed the Board of Adjustment meeting. The Board approved the following variances to allow for future development:

- Maximum Lot Coverage and Open Space for Kershaw Commons.
- Minimum lot area, maximum lot coverage, and building height for 63 W. Cleveland. Avenue.

Economic Development

Planner and DNP Administrator Ricky Nietubicz met with Neil Semmel of Piranha Sports for an update on the Top of Newark Triathlon (August 18, 2013) as well as to discuss possibilities for a 5K race on South Main Street.

Parking

Some time was spent preparing the Center Street entrance contract for City Council review.

This morning, the Parking Division has removed all the free parking meter bags and we are back to normal operation in the Parking Division. Staff will be discussing the Holiday Free Parking Promotion with DNP Committees and determine if tweaks are necessary for next year, based on this year's Holiday Free Parking Promotion experience.

Code Enforcement

The dumpster at 317 Dove Drive has been removed.

The permit has been issued for the pole barn at the city maintenance yard.

Public Works & Water Resources

The street program accomplishments are as follows:

<u>This Week</u>		<u>Last Week</u>	
26	Total streets	26	Total Streets
21	Completed streets	21	Completed streets
5	Curb work complete	2	Curb work complete
0	Curb underway	3	Curb underway
0	No work started	0	No work started

The work on Cobblefield Drive and Cobblefield Court began today 12/27/12. The contractor hopes to work Friday 12/28/12 and Monday 12/31/12 to finish this job. The contractor has told us that they will be shutting down their operation for the winter and will resume in the spring.

We had a main break at 4 Balanger Road in Chapel Hill. It was a 6" break and was repaired by 1:00 p.m. 12/27/12.

End of year water use report for Delaware Natural Resources and Environmental Control will be finished by next week. This report shows all of the surface and ground water we have used in this calendar year.

The 4th quarter surface water use report will also be completed next week. We use this report to calculate the fee we pay to the Delaware River Basin Commission.

Electric

The line crews were fairly busy over the weekend before Christmas as a wind storm brought tree limbs down on a few residential services. They continued work at Twin Lakes and set a new pole on Beverly Road for a future voltage upgrade.

The electricians have worked on lighting problems at Dickey Park and finished reading and infrared scanning of all the substations.

Engineering worked with the SCADA developers to migrate an updated and expanded system onto the server. Engineering also worked with the contractors of Alison Hall on energizing the primary service and with the contractors of the Natural Dairy at Marcus Court on service requirements.

Parks & Recreation

Parks Maintenance

Conducted park inspections.

Met with fiber optic cable contractor along the Hall Trail to try to locate property lines where cable is being installed from South Chapel Street east to Delaware Technology Park.

Started working on several employee reviews.

Continued researching options to our current 55 gallon metal trash cans to a smaller more light weight option as well as also looking into the possibility of starting a "Carry In Carry Out" policy.

Continued following up with irrigation system contractor about raising control boxes to proper height on the Elkton Road islands.

Contacted State Urban Forestry Coordinator concerning questions on current Urban Tree Grant (which the City was awarded) as well as 2013 grant funding and rules associated with next year's grant.

Discussed with Parks Supervisor the upcoming year end Recycling Report as well as Annual Report.

Parks Supervisor prepared estimate for placing "Anti Idling" signs (poles/hardware).

Got a quote to build trash can enclosures as our current enclosures within the park system.

Started mulching several parks and horticulture areas as needed.

Continued on park maintenance and building work orders.

Did tree/shrub pruning as needed at several park sites.

Replaced several parking blocks at Dickey Park.

Did maintenance on interior planting beds at Alderman's Court.

Contractor completed tree pruning at Kells and Phillips Parks including conducting a CODIT test on one tree at the Wilson Center.

Recreation Services

The Recreation Staff continued to work on compiling information for fall statistics.

Paula completed reviewing the brochure and started sending out contracts to independent contractors and converting previous contractors to employees if they don't meet the new requirements.

Paula updated city website with basketball schedules and standings.

Paula & Joe met with Downes Elementary School principal regarding new procedures for security and the admittance of parents picking up their children from the after-care program and other evening programs at the school. Paula purchased a remote doorbell/intercom system similar to the one that is already used at West Park Elementary School for the after-care program.

Paula sent flyers to previous participants for upcoming winter/spring programs.

The Recreation Staff worked on proofing the Winter/Spring activities newsletter.

Joe is coordinating the Winter/Spring e-newsletter and preparing for registration which begins January 2.

Joe conducted the Recreation Supervisors Staff meeting to discuss upcoming initiatives.

Police

On Monday, December 17th, a 21 year old male from Wilmington reported that his mother's vehicle was stolen from the parking lot of Fox Croft Apartments sometime between 7 p.m. on December 16th and 4 p.m. on December 17th. The vehicle is a 1996 Dark Green Acura Integra two door. A check of local tow companies determined that the vehicle had not been towed.

On Wednesday, December 19th, Newark Police received a report from a resident in the 100 block of Valley Road who reported packages missing from her front door following several UPS deliveries. The resident reported that over the last three days there have been three UPS deliveries to her home, however, on all three occasions the packages have been stolen. The stolen items included fishing waders, boots and a computer card totaling approximately \$580. No suspects have been developed at this time.

On Wednesday, December 19th, Newark Police were notified by Subway Restaurant in Suburban Plaza that a white male in his early twenties attempted to pay for food using a counterfeit \$100 bill. When the male was informed that the bill was fake, he paid the bill with real money and left the store with the fake bill. The management reported that a similar incident occurred on December 16th when a suspect passed a fake \$100 bill.

During that incident, the clerk did not realize the bill was fake and the suspect left with \$98 in change.

Sometime between Saturday, December 15th and Tuesday, December 25th, unknown suspect(s) burglarized a rental home in the unit block of Benny Street. The incident was reported on December 25th when the landlord discovered the home had been entered and ransacked. Officers determined the suspect(s) had gained entry to the home after breaking a window on the rear door. Officers contacted the four residents who were out of town for the holidays and discovered that they had all left the home on the 15th. Approximately \$2,300 worth of electronics and musical equipment was removed from the home. In addition, the suspect(s) had thrown and emptied food items throughout the home causing minor damage to the home.

CSH/ct