

DEPARTMENTAL WEEKLY REPORTS

January 22, 2010

Planning & Development

Planning:

Work continued this week preparing materials for the upcoming February 2, 2010 Planning Commission meeting. The Commission will be considering the following:

- A. A rezoning, major resubdivision, and site plan approval for the Villages at Twin Lakes adult community property off Elkton Road.
- B. A minor amendment to the Subdivision and Development Regulations, clarifying the definition of “public improvements.”

On Tuesday morning the Planning and Development Department convened a meeting of the Subdivision Advisory Committee to review the major subdivision plan for the University of Delaware’s proposed Barnes and Noble bookstore to be located at and to the rear of the old Newark School District building at 83. E. Main Street.

Economic Development:

Work has begun on preparing materials for the proposed Economic Development Study for the City.

On Thursday evening Assistant Planning and Development Director Maureen Feeney Roser hosted a meeting of the Downtown Newark Partnership Board. A revised proposal for Sunday parking fees, community work plans, and the 2010 Budget were among the items discussed.

Maureen also continues to assist with promotional work for Restaurant Week – now underway. Twenty (20) retail businesses participated in the opportunity to increase sales by offering discounts and specials for Restaurant Week diners.

Maureen also met this week with a downtown business representative to discuss strategies for weathering the economic slowdown.

Community Development:

On Wednesday Mike completed a loan signing for an emergency home repair under the Home Improvement Program.

Agreements for the 2010 Revenue Sharing Program have been signed by the City Manager and forwarded to the ten recipients awarded funding.

On Friday Planner Mike Fortner attended the board meeting of the Delaware Chapter of the National Association of Housing and Rehabilitation Officials.

Public Works

Engineering/Planning and Inspection:

- U of D Tubby Raymond Field: Artificial turf installation on field was completed this week.
- Annual Stormwater Management Facilities Maintenance Inspections: Performed inspections at 50 facilities, produced inspection reports, and updated data on computer spreadsheets.
- Erosion and Sediment Control Inspections: Performed weekly inspections at Ivy Hall Apartments Addition, U of D Tubby Raymond Field, Laura's Glenn (2), and Emily Bell Place. Contacted University of Delaware about utility work being done at Old College, silt fence was knocked over at different locations.
- Road Survey Management System: Start road survey for the northeast section of the City.

Survey Crew

- Continued updating the City Charter to reflect current municipal boundaries from annexations.
- Continued scanning development prints into digital format.
- Located and staked property corners along stormwater management area in Abbotsford for the Parks Department.

Field Operations/Streets:

- Street crews worked on Christmas tree collection citywide.

Water & Wastewater

I spoke this week with a consultant interested in using the New London water tower to install communications equipment. They have determined it is a viable site for their needs and would like to proceed to the development of an agreement. I will be using the last agreement we approved and limit the changes as much as possible.

For those keeping score we have signed agreements on the Windy Hills and West Main tanks. As discussed above, I am working with firms to develop agreements for the use of the New London water tower and the Arbour Park water tower. I am also working with a firm that is investigating use of the Louviers water tower. If all of these come to fruition the City will have entered into five new communication equipment leases. I will keep you posted.

I received correspondence from DNREC regarding the cleanup of the Syntec site on Dawson Drive and the resulting contamination of Well 16. We will be meeting the second week of February to discuss the options to return the well to productive service or provide an alternative source of water. I will keep you posted.

I met this week with representatives from the UD regarding the Chrysler site demolition and discharge of waste water. We discussed procedures that I am satisfied will protect the sewage system from possible contamination during the demolition process.

Electric

The utility pole relocation for DeIDOT's Elkton Road project is moving along. Currently the contractor has replaced a dozen poles from Gravenor to Short Lane and prepped for wire pulling. Some of the poles had to be dug by hand as the gas main was nearby, therefore slowing the contractor down a little.

The line crews have been busy with circuit upgrades. After doing the prep work for the last few weeks, there was a scheduled outage early Saturday morning for a couple of hours on Delaware Avenue between Academy and Chapel Streets to do the changeover from 4kV to 12kV. All customers were on by 8 a.m.

The line crews are also building a new circuit out of the Phillips Avenue substation along the tracks to the College Avenue bridge. They are using existing and upgraded poles and making space for a new circuit which will be used as backup to Wyoming Road substation and increase system reliability.

A power quality investigation mentioned last week has been concluded. The issues were resolved with the reworking of service feeder connections and the new AC/heating unit has not had problems.

Parks & Recreation

Administration – Charlie Emerson:

I met briefly with Officer Micolucci to talk about a group who works with convicted offenders to remove graffiti. We plan to meet at a later date with the group to see how we might be able to work together to remove graffiti in an expedient and cost effective way.

On Wednesday I conducted park inspections and will prepare a listing of items needing maintenance attention.

On Thursday I participated in a conference call with State Parks personnel to discuss the valuation of the Stine Haskell property donation and our possible use of the land value as Newark's required match for some future project that would qualify for Delaware Land and Water Conservation Trust Fund money.

I met with Jeff Lang to discuss items relating to the 108 Main Street and Villages of Twin Lakes projects.

I had considerable back and forth discussion with Joe Charma about the proposed Klondike Kate's front deck expansion.

I began writing an article for the Delaware Recreation and Park Society quarterly newsletter about the expansion of our meadow management program.

Recreation – Joe Spadafino:

The Recreation Supervisor of Athletics sent out letters to last year's camp counselors for the Rittenhouse Day Camp program inquiring on their interest in returning. New applications are starting to arrive for camp counselor positions.

The Recreation Supervisor of Athletics met with the Preschool instructors and the Delaware Autism Program representatives regarding the Preschool program and the integration of students from the Autism program into the classrooms under their supervision. A collaborative effort will be made when determining the ideal time for children to participate in the Preschool program.

The Recreation Supervisor of Athletics and Preschool Administrator worked on preparing paperwork for the renewal of the state license through the Office of Child Care Licensing. The license is due to expire the end of March and an inspection will take place in March.

The Recreation Supervisor of Athletics worked on placing two advertisements for our upcoming camps and programs with the News Journal and Metro Kids in an effort to get more marketing done for the department's upcoming programs.

The Recreation Supervisor of Athletics sent out notices to the 30 participants in the Soccerooos program starting, which starts this weekend, informing them of the hotline, class schedule, etc.

The George Wilson Center Coordinator completed a nomination for a Delaware Recreation and Parks Society Friend of Recreation award to recognize long time employee Mike Regan.

The George Wilson Center Coordinator worked on the Parks & Recreation Facebook page that we hope to have live in February.

The Recreation Supervisor of Community Events has been preparing for upcoming events and programs. She has also been preparing information for Channel 22, submitting programs for Newark@Play, and preparing a flyer for upcoming volunteer opportunities.

The Recreation Superintendent conducted a Recreation Supervisors staff meeting to discuss happenings in their areas and in the City.

The Recreation Superintendent met with the President of the Newark American Little League about the contract and usage of Leroy Hill Field and their requested use of Fairfield Park and George Wilson Center Park for the upcoming season.

The Recreation Superintendent continued to evaluate Recreation Registration systems. He visited the City of Dover to evaluate their registration system and how it worked within their recreation department.

The Recreation Superintendent worked on the 2009 Annual Report that will highlight the year in review for the Parks and Recreation Department.

Parks & Horticulture – Tom Zaleski:

The crew removed the large Christmas tree from the Academy Building lawn. They also checked and replaced lights on the downtown trees in preparation for Restaurant Week.

We completed several turf repair jobs and grass and perennial cutbacks at horticulture and park sites.

The Park Superintendent attended several meetings during the week. They included:

- North Creek Nurseries to discuss the design of a Rain Garden at the Park Maintenance facility.
- Officer Micolucci and Parks Director regarding a volunteer group to do graffiti removal.
- Representatives of the Villages of Twin Lakes regarding their revised plan for the project.
- Public Work Director and Fire Marshal concerning fire protection systems at City Hall and the City Maintenance Yard.

The Park Superintendent also conducted park inspections and prepared appropriate work orders.

Police

On Thursday, January 14th, between the hours of 7:15 p.m. and 7:55 p.m. a patron of Timothy's Restaurant left his coat unattended on the back of a chair in the second floor bar area. Upon returning to his chair, the victim found that his coat had been stolen. A regular patron of the establishment told the victim he had seen a "scruffy" male in the bar.

On Friday, January 15th at 7:15 p.m. a 7 year-old girl reported that she was standing in front of her parent's house when an unknown male wearing a black ski mask put his hand over her mouth and proceeded to walk the girl away from her house. The victim was unable to provide any further description of the suspect. The victim states the suspect did not say anything to her. The 7 year-old stated she escaped from the suspect and ran back toward her house where she was found by her father who was looking for her. The suspect was not in the area when the child was found by her father. A canvass of the area located a neighbor who was standing outside his residence when the victim and her family arrived home just prior to the incident. The neighbor did not see or hear the victim being grabbed. The victims footprints were

found in a muddy area but no other footprints could be located. Detectives continue to investigate.

On Wednesday, January 20th, Delaware State Police (DSP) arrested several suspects as they were in the process of robbing a gas station located within State Police jurisdiction. DSP notified Newark Police Department that the suspects may have been involved in the two recent Dunkin Donuts robberies. Det. Mike Watson responded to DSP barracks and obtained confessions for both robberies. A total of four suspects were charged in the two Newark robberies.

KRS/mp