

DEPARTMENTAL WEEKLY REPORTS

February 26, 2010

Planning & Development

Work was completed this week preparing the packet for the Planning Commission's March 2nd meeting. Agenda items include the following:

- A. The Barnes and Noble Bookstore project located to the rear of the old Newark School District Building between E. Main Street and Delaware Avenue.
- B. A request to add Continental Avenue to the list of streets exempt from the Student Home Ordinance.

Planner Mike Fortner is working with Community Affairs Officer Dana Johnston on plans to publicize Newark resident (including students) participation in the upcoming U.S. Census. A complete and accurate count, of course, is very important to the City.

A preliminary draft report for eventual Planning Commission and Council review establishing the "New Center Village" zoning overlay district has been completed and forwarded to interested parties for review and comment.

At its meeting Monday evening City Council approved the following planning related items:

- A. The Candlewood Suites Hotel at S. College Avenue and Welsh Tract Road.
- B. Revised downtown parking requirements to specify fee paid parking on Sunday afternoons.

Economic Development:

Assistant Planning and Development Director Maureen Feeney Roser completed a DNP News You Can Use e-newsletter this week which was distributed to downtown businesses.

Maureen also spent time on Newark's Wine & Dine Downtown event scheduled for Saturday, March 27th from 4-8 p.m.

On Wednesday Maureen met with a representative of Comcast Spotlight to discuss summer television advertising options.

Community Development:

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

Later on Thursday Mike attended a Newark Bicycle Committee meeting.

Parking:

On Wednesday morning Parking Administrator Marvin Howard hosted a meeting of the DNP Parking Committee meeting.

Code Enforcement:

Steve Wilson, Maureen and I are working on upgrading and streamlining code enforcement intake and review procedures.

Public Works

Engineering/Planning and Inspection:

- Subdivision Files: Spent time organizing subdivision files and purging duplicate correspondence and plans.
- Sidewalk Snow Removal Notices: Inspected sidewalks on East and West Park Place, part of Elkton Road, Cleveland Avenue, N. Chapel Street, S. Chapel Street, and W. Main Street, and distributed notices to properties that were in violation.
- Assisted the Electric Department with a GIS aerial map.
- Worked with Stroud and West Park Place Elementary to reschedule the program, "From Classroom to Creek" several times due to weather.
- Continued working on the 2009 NPDES Annual Report for DNREC.

Survey Crew:

- Continued scanning development prints into digital format.
- Continued updating the City limit maps and also converting them into digital drawings.
- Handed out snow removal notices on New London Road, Paper Mill Road, South College Avenue, West Chestnut Hill Road, West Cleveland Avenue, West Delaware Avenue, and Elkton Road.
- Converted Page 48 of the Detail Standards regarding valley gutter details from hand drawn into a digital drawing.

Refuse:

- Attended a meeting with Rich Lapointe and all people involved in snow removal to discuss the past snow storm and the upcoming snow storm.

Streets:

- Street crews continued snow removal from last storm.
- Street crews patched potholes throughout the City and parking lot at City Hall.

Electric

The battery bank issues at Kershaw Substation reported on last week have finally been resolved. The testing company came back three times before the bad cells were identified and the whole bank was reworked fixing all connection problems.

A distribution breaker at Phillips Avenue Substation was repaired this week. During switching for the new aerial Phillips Avenue circuit the linemen just completed pulling, it was found that a breaker would not electrically close. It had to be closed manually. A repairman was consulted and informed us what to look for before he had to come out and this corrected the problem.

Engineering and the field supervisor checked several poles for proper clearances and access to power for the University Police's camera project. Engineering also verified clearances and pole placement in relation to the proposed buildings on Lovett Avenue and Academy Street for the University's Science Center and Chiller Plant project.

The linemen have been preparing for a 4kV to 12kV upgrade in Devon and the Binns by changing transformers to dual voltage types. They are also preparing for a voltage upgrade along Kells Avenue.

Water & Wastewater

I met this week with the University staff regarding the Interdisciplinary Science and Engineering Building (ISEB) East Campus Utility Project (ECUP). This summer the University will have a contract to replace water and sewer lines along Lovett Avenue in connection with this project.

I have been working with Pennoni Associates to update our sewer maps as part of our project to inspect the sewer system and develop a capital repair and replacement program. The work is going well. It will be very helpful to have the maps updated and in a digital format so that they can be more easily used and updated.

We are working on our plans for water main flushing that will take place March 26th through April 1st.

Parks & Recreation

Administration – Charlie Emerson:

I committed a good amount of time this week preparing for a presentation I will give at the Delaware Recreation and Park Society's annual conference. The focus of my presentation will be on Newark's trail network, projects we're working on and potential connectivity in and beyond Newark.

Rich Lapointe and I met with other members of the Infrastructure Committee of the Newark Bicycle Committee to continue discussions about bicycle routes on Newark streets.

Tom Zaleski and I attended a Deer Management Workshop sponsored by the State Division of Fish and Wildlife. The workshop was one of three that Fish and Wildlife conducted statewide. The workshop focused on their draft 10 year plan for managing the deer population in Delaware. The plan is listed on their website and is available for public comment.

I spent time working with two developers on matters relating to landscape requirements for their respective projects.

Recreation – Joe Spadafino:

We conducted a staff meeting with Before and After Care staff to ensure all guidelines, rules and training has begun, followed and completed prior to licensing. We also confirmed the work schedule with staff for upcoming months including spring break schedules. The Preschool Administrator is doing an outstanding job in checking participant files and updating needed paperwork.

We completed updates of camp and pool manuals including Rittenhouse Day Camp, Summer Playgrounds and Dickey and George Wilson pools.

As a result of recent bad weather we contacted youth basketball coaches and winter adult volleyball coaches regarding rescheduled dates and sent out updated schedules and playoff schedules and updated the City website accordingly.

We're working on the kiosk design for the Pomeroy and Newark Rail to Trail project. There will be three kiosks along the trail with information about the history of the rail line and the industry it served in Newark.

Parks & Horticulture – Tom Zaleski:

The majority of our time this week was once again committed to snow removal efforts.

As a member of the Delaware Recreation and Park Society's conference planning committee, Tom Zaleski spent time this week with last minute details in preparation for the conference. This year's conference will take place on Wednesday, February 24 and Thursday, February 25 in Rehoboth.

We committed time preparing materials for an Urban Tree Management Grant through the Delaware Forest Service.

Police

On Friday, February 19th, Officer Marsilli and Cpl. Maurer were on patrol in the Newark Shopping Center when they observed three subjects acting suspiciously. The officers stopped the subjects and found a gold metallic spray paint cap. The officers search the shopping center and found graffiti painted on the wall with gold paint. The juvenile suspected of painting the graffiti was released to his mother pending charges.

On Sunday, February 21st, a two-year old girl was found abandoned in the rest room at the Shell Service Station located on South College Avenue. This case became the focus of much of the department's activity for the next three days. Following extensive media coverage, the child was identified on February 24th. This complex investigation is continuing.

On Monday, February 22nd, members of the Newark Police Department assisted the University of Delaware Police Department with order maintenance and crowd control during a "Futhur" concert at the Bob Carpenter Center.

On Wednesday, February 24th, Chief Tiernan and Captain Williams attended a security camera seminar in Baltimore.

Lt. Brian Henry has been asked to be an evaluator on the Sergeant promotional board of the Delaware Capitol Police.

KRS/mp