

## **DEPARTMENTAL WEEKLY REPORTS**

**April 1, 2010**

### **Police**

In recent weeks, numerous solicitors have been stopped in the city for soliciting door to door without a permit. This continues to be a problem in the city. On Wednesday, March 24<sup>th</sup>, while off-duty and on foot, Chief Tiernan observed two solicitors going door to door on Beagle Club Way. The chief notified police headquarters and Cpl. Kendrick located the solicitors. One of the individuals was wanted on two warrants. The solicitor was arrested and turned over to the Department of Corrections at Gander Hill.

On Friday, March 26<sup>th</sup>, a resident of East Main Street reported that she gave a solicitor \$30 for a magazine subscription. The solicitor claimed to be selling magazines for the University of Delaware Broadcasting and Journalism school. The victim called the university to correct some information and was told that the university does not have a broadcast and journalism school.

On Monday, March 29<sup>th</sup> at 1:08 a.m., Cpl. Marsilii was conducting a property check of the Newark Shopping Center when he observed a vehicle driving through the rear parking lot by the cinema. Cpl. Marsilii followed and stopped the vehicle for an equipment violation on East Main Street. The operator of the vehicle was arrested on warrants from two separate courts. The operator was also found to be in possession of 6 Schedule I Controlled Substance (pills), and 2 Schedule IV Controlled Substance (pills). The suspect was turned over to the Department of Corrections at Howard Young.

On Monday, March 29<sup>th</sup> at 2:06 a.m., two males dressed in black, smashed the glass door to State Line Cigarette Outlet. The suspects entered the store and removed approximately 30 to 50 packs of cigarettes from the rear wall. The suspects left the store at 2:08 a.m. The burglary was recorded on the security camera.

### **Planning & Development**

#### **Planning**

The proposed "New Center Village" zoning overlay district for the Center/Linden/New and Choate Streets north of East Main Street was completed and forwarded to the Planning Commission for its consideration at the Commission's April 6<sup>th</sup> meeting.

#### **Economic Development**

On Thursday afternoon, the City Manager and I attended the quarterly meeting of the New Castle County Economic Development Council.

Assistant Planning and Development Director Maureen Feeney Roser spent considerable time this week preparing for the 6<sup>th</sup> Annual Wine & Dine Downtown held on Saturday. From all of our reports the event was a success.

One DNP E-News You Can Use newsletter was prepared and distributed to local businesses this week.

Maureen also spent time updating business listings on our website.

On Monday the City Manager and I joined with the Assistant to the City Manager Carol Houck and representatives from the New Castle County Chamber of Commerce, the University, and the Delaware Development Office, to hear presentations from consultant candidates for our proposed Newark Economic Development Study.

### Community Development

Planner Mike Fortner completed a financial draw to New Castle County for the 35<sup>th</sup> Year CDBG Program this week.

Mike also completed two loan signings for the Home Improvement Program.

The U.S. Census Bureau has opened a Questionnaire Assistance Center in the Newark Municipal Building to assist residents with completing their 2010 Census questionnaire. The Center's operating hours are Monday – Thursday, 11:00 a.m. – 2:00 p.m. and Saturday, 11:00 a.m. – 2:00 p.m.

### Parking

On Thursday morning Maureen and Parking Administrator Marvin Howard met with Pusey Pemberton of the Public Works Department to discuss and review the work necessary for the Parking Lot #1 resurfacing project scheduled for this summer. Apparently, we will be able to include this project in the City Street Program contract thereby taking advantage of related cost savings.

Maureen and Marvin continue to work with the Parking Validation Ad Hoc Committee to discuss ways to increase participation in the validation program.

## **Public Works**

### Engineering/Planning and Inspection:

- Proposed 2010 Handicap Ramp Contract: Completed the evaluation of 46 proposed ramp locations and compiled quantities of items needed for ramp construction. Updated cost estimate spreadsheet in computer file.
- Proposed Storm Drainage System – Rahway Drive: Spent time preparing cost estimate for proposed storm drainage system from Rahway Drive (at Aster Avenue) to City property (vacant lot).

- Road Survey Management System: Start street survey for the western section of the City.
- Annual Stormwater Management Inspections: Inspected a total of 18 stormwater management areas including 8 detention basins, 3 grass filter strips, 2 bio-retention basins, 1 sand filter, and 4 underground storage units.
- Performed quarterly wet weather inspections as per our industrial NPDES permit at the maintenance yard.
- Obtained a water sample from our designated outfall at the maintenance yard and transported it to Atlantic Coast Labs for analysis of TSS, Oil & Grease, pH and surfactants.
- Met with DNREC and the University of Delaware to discuss our tentative 5-year NPDES plan and obtain feedback.
- Met with New Castle County Cooperative Extension, White Clay Wild & Scenic, and the Delaware Nature Society to discuss a possible rain barrel partnership effort.
- Met with Leslie and Jen Pyle from the University of Delaware to discuss our joint NPDES application and follow up on the comments received from DNREC.

### Survey Crew

- Property lines at 128 Timberline Drive, 116 Cook Way, and 21 Fremont Road.

### Streets:

- Sign crew repaired and replaced signs and poles as needed and implemented detour and lane closures for the Electric Department on Elkton Road.
- Street crews performed the second week of Spring Leaf Collection.
- Street crews repaired potholes citywide as needed.
- Catch basin crews removed debris and trash from blockage at storm sewer inlet on the Cherry Hill Manor service road. Also checked all bridges and culverts for blockages.

## **Electric**

The utility pole relocation for DeIDOT's Elkton Road Project is coming to an end. The City's contractor may finish this week depending on some Delmarva work being done on Casho Mill Road. If Delmarva does not complete their pole work this week, then the contractor will come back after Delmarva's work is done. The contractor will then be finished with the exception of removing the old poles. Telephone, cable, University fiber, and Gore fiber optic cables have to be transferred before the contractor returns with minimal crews to pull the old poles.

One of three 100MVA transformers which feed the City went back on line Friday, March 26 after it's bushing were replaced. With the exception of a rain delay, a coordinated effort between Delmarva, City of Newark line crews, and the contractor hired to change the bushings and test the unit went smoothly and as planned.

The electricians made sure all the visible lights at City Hall were out for the participation in Earth Hour on Saturday, March 27.

### **Water & Wastewater**

I met this week with the contractor that will be replacing the lift pumps at the Silver Brook sewage lift station. Work will start on April 5th and is scheduled to be completed by the end of the month. We are sending a post card to the adjoining properties to let them know what we are doing and who they can call with questions or concerns.

The specification for the replacement of Well 14 is being finalized. This project should be advertised shortly.

I met with our design engineer to go over the job to rebuild the Bellevue Road sewage lift station. We are not able to readily or easily maintain the existing pumps and the access to work on the pumps requires confined space entry. We also have no capability to bypass the lift station in the event we suffer a catastrophic failure. The new lift station will remedy all of these problems.

I have been reviewing the RFP's for the water rate study.

### **Parks & Recreation**

#### **Administration – Charlie Emerson**

I met with the consultant for the developer of the Rittenhouse Station project to discuss open space and landscaping requirements for the site.

Tom and I met with representatives of the Delaware Trail Spinners to discuss the next phase of trail improvements at Redd Park. We also discussed the idea of adding a bicycle Jump Park to the Curtis Mill/Old Paper Mill Road Park Master Plan.

I committed time reviewing the Subdivision Plan for the proposed Armed Forces facility on Ogletown Road.

As a follow up to the recent post-snow events meeting, Tom, Rich G. and I met with Rich Lapointe to discuss clearing snow from sidewalks and how much time we need and feel is appropriate. Rich L. will follow up to Carol Houck.

Tom and I met with the design consultants for the U of D/Barnes and Noble project to discuss landscape design matters.

#### **Recreation – Joe Spadafino**

Paula completed state licensing inspection of the Newark Preschool. Passed inspection and received our certificate for another year.

Recreation staff attended training on the new online registration program and assisted in office coverage during the training.

Tyler met with tennis instructors in preparation for the start of tennis lessons.

Tyler and I held interviews for the CATCH Kids Club that will be held at Downes Elementary as an additional afterschool program funded by an outside entity.

Sharon prepared for and held the annual Easter Egg Hunt at White Clay Creek State Park. There were over 10,000 goodies for children to hunt and 59 donated prizes from area businesses. Attendance is estimated to be approximately 1,000 (children and adults). The staff at Best Buy and the University of Delaware Women's Volleyball Team were especially helpful as volunteers filling the Easter Eggs. The Best Buy Christiana staff also helped at the Egg Hunt and is planning to help with several other upcoming events.

Sharon has been working on summer programs and met with an instructor about several upcoming camps and programs.

Liz, Andee and I attended an extensive training for the new online registration system by Maximum Solutions. The training went very well and the system is fairly easy to navigate.

#### Parks & Horticulture – Tom Zaleski

We committed a great deal of time repairing the sod next to sidewalk areas that was impacted during snow removal operations at several locations.

A tree contractor began tree pruning and removal work at various sites caused by this winter's snow events. The work is being funded through a grant from the Delaware Forestry Office.

The owner of the Shoppes at Louviers completed the replacement of several trees along the southern border of the property that were diseased or damaged. The installations re-establish the required screen.

We worked with Dana to place information about Eagle Scout project opportunities on our web site. Through the years we've worked with several Eagle Scout candidates to complete projects for this prestigious accomplishment.

The tree lights (Main Street) were removed this week.

We're continuing to work with Public Works to remove the two tree pits on Main Street that were located in the path of crosswalks.

We're getting price quotes to repair fencing that was damaged in auto accidents at two park locations.

KRS/mp