

## DEPARTMENTAL WEEKLY REPORTS

July 30, 2010

### Parks & Recreation

#### Administration – Charlie Emerson

I met with my two superintendents to review 2010 objectives and get a project status update.

I committed time preparing information to complete status reports for Delaware Land and Water Conservation Trust Fund grant projects.

We held a pre-bid meeting for the Hill Park Backstop/Fence Replacement contract. Bid packages are due on August 3.

I visited several park sites with Tom Zaleski to evaluate trees that were either damaged by storm or declining due to disease to determine a course of action.

I reviewed and provided comments to the Public Works Department pertaining to the Barnes and Noble project.

We completed a review of the final plans and contract document for the Pomeroy Trail and returned them to Pennoni. I'm continuing to work with DeIDOT on securing Temporary and Permanent Construction Easements for the project.

#### Recreation – Joe Spadafino

The US Sports Institute conducted our Multi-Sports Camps, both full and half day, with 19 kids attending. In addition, a sports squirts camp for ages 3-5 and a summer lacrosse camp were held with 16 kids attending. All the camps were held at West Park Elementary School and were able to utilize the indoor facility during the inclement and hot weather.

Paula conducted youth soccer coaches meetings for the upcoming leagues. She continued to solicit coaches and send out flyers to previous league participants.

Letters for the final session of Rittenhouse Camp and Hobbit Half Day Camp were sent out along with packets of required information for the Preschool and Before and After Care program participants for the upcoming school year.

The recreation staff reviewed the fall brochure for changes/updates. They continue to fine tune schedules with instructors for fall programs.

Paula updated the standings, schedules and playoff schedules for the 38 adult volleyball teams and 10 adult softball teams and sent the updates to the coaches. She also updated the information on the City website and for the local newspaper.

Camps held at the George Wilson Center this week included: Footworks 1 and 2 and Camp GWC.

Tyler worked on bus bids for the fall trip schedule. The bids will be sent out to numerous bus companies.

Tyler completed the lifeguard and GWC August attendant schedules for Dickey and George Wilson Center pools.

Joe worked on editing the Pomeroy and Newark Rail Trail kiosk design with the assistance of Newark Fellow Participant, Arthur Wicks.

Joe is organizing the fall e-newsletter and preparing for the upcoming registration for fall programs. He also met with the recreation staff about the fall and remaining summer programs.

Joe assisted at Rittenhouse Camp and Camp GWC due to staff being on vacation last week. Camp GWC continues to have good numbers heading towards the final week of the program.

#### Parks & Horticulture – Tom Zaleski

The third quarter inspection of the Olan Thomas Park storage building fire suppression system was completed last week.

With the assistance of Mike Clark and Steve Wilson, Tom completed revisions to the Hill Park Backstop and Fence Replacement contract.

Due to recent storms we committed a large amount of time doing tree work.

Tom met with representatives of New London Township, PA to discuss design, staffing and maintenance items relating to a new planned park.

We completed the installation of the first of two (2) dehumidifiers in the police evidence room. We hope to have the second unit installed next week.

We committed a large amount of time shearing back the Japanese Holly hedges at Anna Way.

#### **Electric**

Engineering has met with contractors about services and requirements for temporary trailers at Lovett Avenue and Academy Street and for the service at 109 Elkton Road (formerly Daffy Deli). The construction managers of the Science Building on Lovett Avenue will be bringing two trailers which will need a 400A service. An upgrade to the closest transformer will be necessary. Engineering also met with the SCADA developers to work on details of the system and implement communications with meters.

The line crews are still hard at work on trimming the 34kV transmission loop and along with the metering technician energized the service to Catherine Rooney's at 102 East Main Street.

All the components for the lighting retrofit have arrived and the electricians will be upgrading the 2x4 and 2x2 drop ceiling fixtures at City Hall and the Police Department. The upgrade from T12 to T8 lighting with motion sensors will cut the energy consumption for lighting in half.

## Police

The following are just some examples of outstanding police work that occurred this week:

Officer Ryan Martin responded to a call of a suspicious vehicle. Upon investigation, Officer Martin recovered seventeen bags of heroin, numerous pills and cocaine. The suspect was arrested and charged.

Corporal Robert Vernon arrested a driver for driving under the influence. Cpl. La Rue and K9 Sjors assisted and recovered marijuana from the suspect's vehicle.

Corporal Dan Marsilii stopped to check on an illegally parked vehicle on North Street. Further investigation led to the arrest of the driver for possession of marijuana.

Corporal Andy Pagnotti was sent to the intersection of Arbour Drive and Lark Drive on a report of a suspicious vehicle. The vehicle was located and the driver was arrested for driving under the influence and possession of drugs.

During a motor vehicle stop, Corporal Chris Jones and K9 Paco recovered cash with drug residue that was hidden in the vehicle.

Two residents came to the Police Department to praise Corporal Robert Vernon for counseling their son and convincing him to enter a drug treatment program.

The early morning hours of Sunday, July 25<sup>th</sup> was very active.

At 1:13 a.m., Officer Mease observed suspicious people in the area of the Foxcroft Apartments. Further investigation resulted in the arrest of two suspects for burglary and thefts from motor vehicles. A lap top computer, digital camera, and GPS system are some of the items that were recovered from the suspect's vehicle.

At 1:24 a.m., Corporal Pat Craig arrested a driver for driving under the influence. The suspect drove the vehicle onto the railroad tracks just west of West Main Street.

At 3:31 a.m., Officer Austin Andres arrested a motorist for driving under the influence and resisting arrest. This vehicle was also driven onto the railroad tracks.

Due to the number of arrests and call volume an officer was held over for the remainder of the morning. At 3:58 a.m., officers responded to East Cleveland Avenue and

Christopher Drive on a report of a shooting. The victim reported to the officer that he was shot by a suspect in a tan Blazer. The victim stated he had returned gun fire and struck the vehicle. Officer Smith observed the suspect vehicle in the area of Papermill Road and East Cleveland Avenue. Newark Officers pursued the vehicle into Maryland. Maryland police officers deployed “stop sticks” which flattened the tires of the suspect vehicle. The driver of the vehicle was arrested. The investigation led to the later arrest of the suspect who shot the victim. The victim was treated for his gunshot wound and released from the hospital. Officers from the midnight shift, had to work into the afternoon to complete all of the arrest reports from the morning activity.

There were additional numerous activities and arrests that occurred this week, however are too lengthy to mention.

## **Planning & Development**

### **Planning**

The materials for the upcoming August 3, 2010 Planning Commission meeting were completed and forwarded to the Commission. The Commission will be reviewing a minor subdivision and special use permit for a proposed WSFS Bank and drive-in facility at the southwest corner of the intersection of Elkton Road and Christina Parkway extended.

At its meeting Monday evening City Council approved the Rittenhouse Station mixed use rezoning, major subdivision and special use permit.

### **Economic Development**

Of course, Assistant Planning and Development Director Maureen Feeney Roser was busy this week preparing for and implementing downtown’s Newark Food & Brew Fest held this past Saturday evening. The event appeared to come off without a hitch – other than the hot weather!

This week a DNP E-News You Can Use business e-newsletter was prepared and distributed. Topics included the Food & Brew Fest; parking lot construction updates; SBA small business health care forums; and related information.

On Tuesday afternoon Maureen met with several University officials to discuss their proposed banner program.

### **Community Development**

Mike Fortner has completed the Grantee Performance Report to New Castle County for the 35<sup>th</sup> Year of the CDBG Program.

Mike has also completed the agreement with New Castle County for the use of the 36<sup>th</sup> Year CDBG Program funds.

## Parking

The Parking Division continues to explore ways to expand existing surface lots and utilize creative approaches to providing additional downtown parking.

Resurfacing in Lot #3 continued as part of this summer's Parking Division maintenance program.

Time was spent this week working with the University of Delaware on City parking equipment specifications for the Barnes and Noble parking facility.

## Code Enforcement

The Division has sent out notices regarding the removal of graffiti from some various locations around the City this week.

The home at 24 Annabelle Street was posted as "uninhabitable," due to existing conditions in the unit.

As a result of a home at 18 Shenandoah Drive going to Sheriff's Sale, the Division may need to install gates and fencing around an unsecured in ground pool at the site.

A lien has been placed on the property at 908 Rockmoss Avenue for exterior site maintenance.

Exterior house maintenance and related property maintenance activities were completed at the vacant home at 49 Shull Drive.

## **Public Works**

### Engineering/Planning and Inspection

- U of D Frazier Field: Clark Companies installed 150 l.f. of 15" perforated underdrain in the south portion of the field. Stone placement began in field area and excavation of the stormwater management area began with representatives of GTA and Apex Engineering on site.
- Contract 10-03 – 2010 Street & Parking Lot Improvement Program:
  - 1) Harmony Construction worked on Kells Avenue and completed 4,467.3 s.y./in. of milling and the placement of 267.97 tons of top hot mix.
  - 2) Harmony Construction also worked on W. Park Place and completed 3,767.7 s.y./in. of milling, 628.0 s.y. of geotextile fabric installation, 166.68 tons of base hot installation, and 64.22 tons of top hot mix installation.
  - 3) Fontana Concrete Contractors worked on Parking Lot #1 and completed:
    - 615.5 s.f. of 6" p.c.c. sidewalk and wire reinforcement.
    - 3.0 catch basin repairs.
    - 6.00 tons of base hot mix patching.
    - 71.5 l.f. of integral curb and gutter replacement.
    - 35.2 l.f. of vertical curb replacement.

13.5 l.f. of concrete sawcutting.

- 4) Fontana Concrete Contractors sawcut hot mix in front of curb to be replaced on Vassar Drive, Woodsman Drive, Delrem Drive, and Windsor Drive.
- Ivy Hall Apartments Addition: Hunter Construction installed storm tech chambers of the S.W.M. area, (1) inlet structure, and (1) outlet structure.
  - Erosion & Sediment Control Inspections: Performed weekly inspections at 2 Old Casho Mill Road, Laura's Glenn, Mayer Subdivision, 129 E. Main Street, and University of Delaware Crosswalk, Penny Hall Steam Line Installation, and Advanced Utility Package on Lovett Avenue.
  - Composed and forwarded three (3) Stormwater-related city newsletter articles to the Community Affairs Officer and the Public Works Director.
  - Attended a meeting concerning proposed chilled water line flushing operations at the UD Utility Plant construction project. Expressed concern about the flushing discharge going into the storm drainage system without some treatment.
  - Researched stormwater retrofit plans in preparation for a possible future requirement to develop one.
  - Started scanning stormwater program supporting information into the computer for annual reporting purposes.
  - Choate Street Commons: Austin & Bednash performed the following:
    - 1) Formed and poured 228 s.f. of 4" p.c.c. sidewalk on New Street using 3.5 c.y. load of Class B concrete.
    - 2) Worked on milling of Choate Street.
    - 3) Completed stormwater management area, topsoil and remaining stabilization of disturbed areas.
  - 129 E. Main Street: Paoli Services performed the following:
    - 1) Installed 507 s.f. of 4" p.c.c. sidewalks in front of new building and poured 2 ft. of ribbon strip behind curb.
    - 2) Poured p.c.c. vertical curb along Main Street per DeIDOT standards using a 7 c.y. of 3500 psi concrete and a 5 c.y. load of Class B concrete.

### Survey Crew

- Determined rear property line at 19 Caynor Court for Parks Department Superintendent.
- Continued scanning of Police Department plans for digital archiving.
- Completed revisions to dugout plans at Leroy Hill Park and printed multiple copies of entire set of plans for upcoming contract with the Parks Department.
- Located property corners at 9 Ranch Court for the Street Department.
- Shot existing elevations on curbs at the following locations to be replaced on the upcoming street contract, and forwarded the results to the Special Projects Coordinator for evaluation:
  - 1) +/- 700 lf of curb along Old Oak Road
  - 2) +/- 160 lf of curb along Woodsman Drive

### Field Operations/Streets

- Hot mix crew excavated and applied 1,515 s.f. of hot mix on Academy Street.
- Street crew cleaned Transfer Station of trash and debris.

- Street crew exchanged catch basin frames and grates for the contractor at Windsor Drive & Delrem Drive.
- Street crew assisted Refuse Department on 3-man packer and delivered and exchanged new trash cans city-wide.
- Loader and operator pushed up brush at Iron Glen Park.
- Street crew loaded and hauled 4 loads of previously stockpiled material from the City yard to Batten for disposal.
- Street & Maintenance personnel are working on salt spreader calibration on salt trucks.

CSH/mp