

DEPARTMENTAL WEEKLY REPORTS

September 10, 2010

Parks & Recreation

Administration – Charlie Emerson

I spent time working with Roger Akin and DeIDOT to revise an agreement between the City and the University Courtyard Apartments relating to the Pomeroy Trail.

I contacted the City's insurance carrier to see if there would be any issues should the City decide to place skate spots in parks. Not a problem.

DNREC's Site Investigation and Restoration Branch (SIRB) have completed its remedial action public notice process for the Pomeroy Trail. From SIRB's prospective, the project is clear to go based on the approved remedial action report/plan.

I worked on several items relating to landscape escrow payments and surety bonds for subdivisions.

Recreation – Joe Spadafino

Paula stopped in several times at the After School Care program to check on the first week of activities for the new school year. All was going well. She worked with Downes Elementary School staff to confirm all participants in the program. Paula also conducted additional orientation for two staff members who missed the main orientation.

The Preschool Meet and Greet was held and seven students stopped by to meet the teachers and get ready for the first day of school.

Paula sent out coaches letters to the youth basketball league coaches from last year inquiring about their return.

Paula sent out the soccer schedules for the three soccer leagues to the coaches along with the team picture day schedule and posted the league schedules on the City website. Team pictures are scheduled for September 10th.

Sharon has been working on Community Day vendor placements and map revisions to account for the new crosswalk on Delaware Avenue. Vendors will receive their space number and information via email September 8th.

Ann has been working on updating event information for local websites. Event and program listings have been added to the Division of the Arts (Delaware Scene), Delaware Online and Volunteer Way websites this week.

Tyler mailed out promotional information for our dance program and upcoming Fall Flea Market at the George Wilson Center.

I completed park inspections at Folk, McKees and Leroy Hill Parks.

I am researching possible grant opportunities for the After Care programs at Downes Elementary.

Parks & Horticulture – Tom Zaleski

Parks staff completed retrofitting a play unit at George Wilson Park.

Parks staff started on spiral slide installation at Stafford Park.

Horticulture staff spent time watering all newly planted trees and transplanted perennials throughout park system.

Parks Supervisor visited four sites that called the Parks Department for the possible donation of Christmas Trees (Academy Building Lawn) for this year and coming years.

Horticulture staff completed repairs to Main Street tree pits.

Our arborist contractor completed removal of one large Hickory tree with a large internal decay area at George Wilson Park. Due to the tree's size and location, a crane had to be used in the removal process.

Parks Superintendent completed building maintenance inspection and started coordinating with the contractor for Rain Garden installation in Rittenhouse Park. The Rain Garden is being fully funded through two grants.

Electric

The line crews are completing the pole line work along Lovett Avenue. Transformers are being installed and services to the temporary construction trailers are under construction. The work will be completed this week and telephone will install cables next week. Early October all houses and services will be switched to the new lines so that the old pole line along the University's parking lot can be removed and the Science Center Project can start in earnest.

The line crews also reworked a service to the fraternity house on Amstel Avenue. New air conditioning load was causing voltage issues so the service wire had to be upgraded. And the crews resolved a flickering light issue on Basset Place.

The underground horizontal boring along Radcliffe Drive in Nottingham Manor is steadily progressing. So far over 1,800 ft. of cable have been installed for a system upgrade. Another 3,000 ft. will be installed over the next several weeks before the project is complete.

Engineering has been working on the worst case switching scenarios. With new loads and circuit configurations, emergency switching procedures are being reworked and analyzed in preparation for equipment malfunction.

Water & Wastewater

I met this week with our Dam Safety Engineer and the State Dam Safety Engineer to conduct the annual reservoir safety inspection. I expect that we will receive a favorable inspection report. The State will provide \$4,000 in grant funding toward the \$5,800 cost of the inspection.

We continue to draw water from the reservoir as the creek level remains too low to use. We will continue in this manner until we get some steady and significant rain fall that brings the flows back above 14 million gallons per day.

I am evaluating water that is flowing through the rock structures associated with our raceway dam and raceway retaining wall. If need be, I will recommend immediate steps to maintain the facility until we can fully develop and implement our capital improvement project to replace the aging structure. The low water levels in the creek provide an opportunity to study the structure and see things that would not normally be visible during the rest of the year as they are usually under water.

I will be attending the DeIDOT preconstruction meeting for the Elkton Road replacement project later this week. We are exercising valves in preparation for this work. I expect a work schedule will be available at this meeting.

I was notified this week that our grant application for the Flood Proofing of the Northwest Booster Station has been accepted. This grant requires a 25% local match. When I see the actual grant documentation, I will provide the funding amount that the state will provide.

Police

Officers have been productive in the downtown and off-campus student housing areas of the city. Numerous arrests have been made for underage drinking, drinking in public and loud/disorderly premises. Compared to last year, the number of robberies continues to decline.

On Sunday, September 5th, at 12:45 a.m., Corporal Schwagel and Officer Smith were on patrol in the area of Annabelle Street. Upon patrolling the area, they observed a large party and a male subject urinating from the second floor balcony. Loud music could be heard across the property line. As the officers approached the residence, a male subject shut the door and locked it. Cpl. Schwagel motioned through the window for the subject to come to the door. The subject refused. Partygoers began to exit through the side door. Officer Smith located the resident of the house, and issued the resident a summons for disorderly premise. Cpl. Schwagel located and arrested the subject that locked the door and refused to comply with the officer's instructions. The subject was transported to the Newark Police Department where he was charged with resisting arrest. While dispersing the crowd, Corporal Pagnotti arrested one subject who would not disperse and was belligerent and unmanageable. The subject was transported to the police station and charged with disorderly conduct.

On Tuesday, September 7th, officers in the Traffic Division returned to day shift. The officers have begun to concentrate on pedestrian education and enforcement in the downtown area. The goal is to increase compliance with traffic laws and ensure the safety of pedestrians and motorists.

The security camera installation continues in the off-campus student housing areas. The camera installation is expected to be complete next week. Captain Rick Williams will be meeting with UDPD to coordinate the integration of the university camera system with the city's camera system. The university will supply signs to alert people that they are in a camera surveillance area.

The Criminal Investigations Division continues to be very busy working on investigating criminal activity. Several significant arrests are expected to be made in the near future.

Lt. Stanko is working with the City Solicitor and Widener Law School to obtain an intern to update the city traffic code.

On Saturday, September 11th, the community policing officer from C-Platoon will attend the Stafford block party to provide give-a-ways to the children.

Planning & Development

Planning

At its meeting Tuesday evening the Planning Commission recommended approval of the following:

- A. An amendment to the Zoning Code that would permit commercial indoor recreational facilities in the MOR (manufacturing office research) district.
- B. Recommended approval of a request for a special use permit for an indoor volleyball facility at 200 Interchange Boulevard in the Interchange Business Park.

Economic Development

A DNP E-News You Can Use business e-newsletter was prepared and distributed.

Assistant Planning and Development Director Maureen Feeney Roser also spent time this week preparing for the Main Street Mile Guest Bartenders Fundraiser scheduled for Thursday evening from 5-7 p.m. at the Courtyard by Marriott.

On Wednesday morning Maureen attended an Organizational Committee meeting for the spring fashion show to be held downtown.

Community Development

On Tuesday Planner Mike Fortner spent time monitoring the Newark Senior Center's Home Repair Program and the Newark Energy Watch Program as part of the City's Community Development Block Grant Program.

On Thursday Mike monitored the Newark Day Nursery Program under the City's CDBG Grant.

Parking

The Division continues to have ongoing discussions concerning increasing the supply of parking downtown.

The Division also continues to deal with dumpster issues in Lot #4 as well as impact of students returning to the community.

Code Enforcement

A certificate of completion for the building shell has been issued for 129 E. Main Street along with a certificate of occupancy for three apartments.

Code Enforcement Officers will begin weekend trash inspections this week which will continue as needed through the holiday season break.

Similarly, Code Enforcement Officers are working on several properties regarding potential rental unit overcrowding. Appropriate action will be taken once investigations are completed.

Bill Street and Ryan Straub have started their annual fraternity and sorority inspections and, in addition, are assisting the University of Delaware on life safety and fire protection issues for students living on campus.

Public Works

Engineering/Planning and Inspection

- Contract 09-03 – 2009 Street Improvement Program Punchlist: Mumford & Miller Concrete Inc. completed sealing of hot mix joints of street patches on Timberline Drive, Hanover Place, and Plymouth Drive. This completes the punchlist work on items documented in March of this year.
- Contract 10-03 – 2010 Street and Parking Lot Improvement Program: Harmony Construction worked on Vassar Drive, Woodsman Drive, Hullihen Court, and Briar Lane.
- Erosion & Sediment Control Inspections: Performed weekly site inspections at Laura's Glenn, Mayer Subdivision, and 2 Old Casho Mill Road.

Survey Crew

- Assembled certified letters and mailed for the Sidewalk Improvement Program.
- Began stakeout of drainage pipeline for bio-retention area at New London leaf pile.
- Responded to and inspected several sidewalk obstructions at various locations in the City and sent violations.
- Marked out approximately 700 l.f. of curb grades on Old Oak Road for Street Improvement Contract.

Field Operations/Streets

- Hot mix crew excavated and applied approximately 240 s.f. of hot mix at 1001 Barksdale Road.
- Loader operator cleaned up brush at 896 water tank and placed mulch outside of gate.
- Street crew loaded and hauled previously stockpiled construction material from City yard to Batten for disposal.
- Street crew loaded and hauled 2 loads of sweeper material from City yard to landfill for disposal.
- Backhoe operator cleaned debris and branches from swale at Rahway Park.
- Street crew saw cut Apple Road and Sunset Road for installation of wheelchair ramp and also excavated curb and sidewalk at same location.

KRS/mp