

## **DEPARTMENTAL WEEKLY REPORTS**

**December 3, 2010**

### **Parks & Recreation**

#### **Recreation – Joe Spadafino**

Paula collected equipment from the soccer fields as the youth soccer league has ended for this season.

Sharon has been wrapping up items from last weekend's Turkey Trot. Runners will continue to pick up awards and shirts through December.

Sharon has been preparing for Winterfest and this weekend's upcoming holiday events. She prepared the decorations and tree topper for the Christmas tree on Main Street. Parks and Electric Department personnel will place the lights and decorations on the tree prior to Winterfest.

The 24<sup>th</sup> Annual Thanksgiving Day Breakfast was held at the George Wilson Center. We had a great event with about 130 guest and 30 volunteers. Door prizes were handed out throughout the morning and the Asian Culture Center Dancers had a short performance.

I continued working on skate spot research and plotting out potential skate spot locations throughout our park system.

#### **Parks & Horticulture – Tom Zaleski**

We cut and placed the Christmas tree at Academy and Main for the holiday season.

The Main Street tree lights were activated last Wednesday and will remain on into the winter months. We inspect the lights daily and replace bulbs or repair wiring as needed.

Horticulture staff core aerated all soccer fields and baseball/softball outfield areas in addition to these sites: City Hall, Karpinski Park, Olan Thomas Park and Old Paper Mill Road Park.

Horticulture staff slit seeded the soccer field at Kells Park. Due to very heavy use the field will be shut down from now until early spring to allow the turf to rebound.

We finished painting interior walls in the kitchen, hallways and bathrooms in Building #4 at the City Yard.

We spent a good amount of time blowing off leaves on tennis courts as needed.

We continue to work with the contractor who is completing the fence and backstop work at Hill Park.

## **Electric**

The electricians investigated fire alarm problems at the train station, transfer station issues, and electrical matters at various sewer lift stations. They also continued with the lighting upgrade project in the Police Station.

Work continued in the Nottingham Manor area with the line crews changing transformers and the underground bore contractor installing primary lines along Radcliffe Drive. The contractor had been stuck going under Harvard Lane for several weeks due to rocks and mechanical troubles with the drill, but finally pulled in the cables. Since there are no more road crossings and the machine was fixed over Thanksgiving weekend, the expectation is another week's worth of work before the contractor completes the bores.

The line crews also installed the Christmas decorations at the Academy lawn and at the tree at McDonald's Circle.

Engineering had a field meeting with representatives of cable manufacturers about solutions to circuit construction around Center and Main Streets. Because of congestion above and underground, aerial cable solutions are being looked at. Another circuit needs to feed the University's Lovett Avenue Science Center project as a backup for the circuit currently being upgraded along Haines Street. The construction is on target for the March energization.

## **Water & Wastewater**

The sewer crew has resumed their early morning cleanings in the downtown areas. The work is proceeding well.

I have forwarded the final comments for the Sanitary Sewer Crossings of the Christina Creek to our consultant. I will be setting the bid opening date for January of next year. I expect the project to be awarded in February. Construction should start in March or April. The contractor will have approximately 8 months to complete the project from the date that notice to proceed is given. Notice to proceed is usually given after all of the contract documents are signed.

I received word from the DRBC that we will be required to conduct annual water audits using the AWWA methodology in 2012 and begin reporting the data in 2013. Bill Zimmerman has been working with the Finance Department to make certain that we can comply with this requirement. Bill and I will be reviewing the data to see what the implications for the city might be.

I attended the Christina Basin Task Force meeting this week. Projects and ongoing research throughout the region were discussed.

I have been reviewing a building permit for the installation of the antennas on the New London Road water tower.

I have also set the bid opening date for the project to replace the Bellevue Sanitary Sewer lift station. This project will also be opened in January of next year.

I have been reviewing the submittals for the utility work associated with the Elkton Road reconstruction project.

### **Police**

The Newark Police Department has concluded an investigation into counterfeit currency being passed at two businesses. Based on information provided by store employees, a suspect was identified and an arrest warrant was obtained. The suspect was located and arrested outside of the McDonald's located at the Harmony Plaza Shopping Center. Three counterfeit \$20 bills were found in the suspect's possession at the time of his arrest. A search warrant was executed and resulted in the seizure of the equipment used to produce the counterfeit bills.

On Tuesday, November 30<sup>th</sup> at 2:10 a.m., a home invasion style robbery occurred at the West Knoll Apartments. A resident was inside his bedroom when two suspects walked in; one suspect was armed with a handgun. A second victim was in the apartment and both victims were held in a bedroom. A computer, cell phones and cash were stolen from the apartment. Both victims suffered minor injuries at the hands of the suspects.

On Tuesday, November 30<sup>th</sup>, at 10:58 p.m., officers were dispatched to a report of a shoplifting of cigarettes from the Sunoco station on Elkton Road. A description of the suspect was broadcasted over the radio. Sgt. Mark Farrall and Officer Austin Andres located the suspect on West Park Place. The suspect attempted to flee and Officer Andres fell to the ground and sustained an abrasion to his left knee. Sgt. Farrall used his Taser and was able to subdue the suspect. Two cartons of cigarettes were recovered from the suspect. The suspect was also found to have an outstanding warrant and had a blood alcohol content of .213%. At 3:00 a.m. the suspect was sober enough to be arraigned via video.

There have been several burglaries that have occurred throughout the city. One of the most recent burglaries occurred on Tuesday, November 30<sup>th</sup> on Walker Way. Unknown suspect(s) entered the home by breaking a basement window. Thousands of dollars worth of jewelry were stolen. The Newark Police Department would like to remind residents to report any suspicious activity to the police, no matter how minor the activity may appear. It is also recommended that residents have lights in their home controlled by a timer that will turn lights on in the late afternoon as the sun is setting earlier. Anyone who wishes to obtain a home security survey or additional information on protecting their home may contact M/Cpl. Gerald Bryda, Crime Prevention/Crime Analysis Officer of the Newark Police Department at (302) 366-7110 extension 129.

## **Planning & Development**

### **Economic Development**

The DNP's holiday ads and promotions are in full swing. This week we awarded seven downtown Newark gift cards as part of our new seasonal Gift Card Give-Away promotion.

We are also gearing up for Winterfest on Friday and the first Free Holiday Movie Matinee this Saturday at 11:00 a.m. at the Cinema Center – A Christmas Story.

On Wednesday morning, Maureen hosted a Merchants Committee meeting.

We are also continuing to work with our Wadley-Donovan economic development consultants who are working on the final phases of the Newark Economic Development Study.

### **Parking**

We continue to work on trash dumpster issues for our downtown lots.

### **Code Enforcement**

The Planning and Code Enforcement Divisions have begun working on a building permit and development review procedures manual that will assist applicants in submitting their projects for construction approval and, in addition, will help streamline our internal review process.

## **Public Works**

### **Engineering/Planning and Inspection**

- Proposed 2010 Handicapped Ramp Contract: Spent time updating map for survey crew to reproduce.
- Participated in a conference call with the Christina Basin Coordinating Committee at the University of Delaware. Shared general information about our draft MS4 permit with the group.
- Received permit comments from several departments at the University of Delaware and their consultant, then combined them with our comments to make a comprehensive response document to DNREC's proposed NPDES Permit.
- Spent time answering questions (email and phone) from consulting firms, and forwarding requested information so they could complete their cost estimates for future MS4 permit work. Have received 3 of 4 estimates to date.
- Met with DeIDOT to exchange information about MS4 permit programs, discuss challenges they have experienced during the negotiation process with DNREC, and share information about our recently received draft MS4 permit.

- Picked up 2400 “Let’s Learn About Water!” booklets from DeIDOT. This booklet is a partnership effort between DeIDOT, the Partnership for the Delaware Estuary, and the City of Newark, which resulted in significant cost savings per booklet.

### Survey Crew

- Sent notice to proceed for Sidewalk Contract Phase 2.6 to First Class Concrete.
- UD Landfill metes and bounds description.
- Located monuments at the reservoir and began comparison process to previous year’s results.
- Relocated reservoir spillway drill holes and began comparing them to previous year’s locations.

### Field Operations/Streets

- Street crews continued with the Fall Leaf Collection.

KRS/mp