

DEPARTMENTAL WEEKLY REPORTS

February 25, 2011

Public Works

Engineering/Planning and Inspection

- Annual State Roads Maintenance Inspections: Completed conducting inspection of DeIDOT maintained roads within the City limits and compiling a list of maintenance items to forward to DeIDOT.
- Annual Stormwater Management Facilities Maintenance Inspections:
 - 1) Performed 21 annual maintenance inspections, completed inspection reports, and updated computer files.
 - 2) Met with “responsible parties” for stormwater maintenance at 4 S.W.M. facilities to review needed maintenance.
- Erosion & Sediment Control Inspections: Performed site inspections at Laura’s Glenn and U of D Creamery.

Survey Crew

- Completed the Main Street Tree Grate drawing for the Parks Department.

Field Operations/Streets

- Sign crew repaired and replaced signs and poles as needed.
- Street crews are working on putting temporary patch in various potholes citywide.
- Vac-all continued working on catch basin cleanings as per schedule.
- Street crew worked on catch basin repair.

Parks & Recreation

Administration – Charlie Emerson

On Wednesday recreation personnel and I met with Police and Building Department staff to review and discuss last year’s Newark Nite and began planning for this year’s event.

I submitted a request to the Electric Department to activate basketball and tennis court lights for evening play beginning March 8.

I’m continuing to work with DeIDOT on matters relating to rights of way, permanent and temporary construction easements for the Pomeroy Trail.

I attended the Newark Bicycle Committee monthly meeting. Primary topics of discussion were: the westerly extension of the Hall Trail, Main Street bike racks, bicycle Safety Check Points, and Bike Month event ideas.

Parks personnel attended the facilities energy audit “Kick-off” meeting on Friday.

Tom and I visited the Middle Run Natural area on Friday and met with representatives of the Delaware Nature Society to observe and discuss their Meadow and Reforestation program. We are creating a reforestation plan for our City parks. The plan will be implemented over several years. The reforestation plan is an extension of the meadow/reduced mow program we started last year. The two programs combined will improve our mowing efficiency, create new habitats for birds, butterflies and other wild life, and increase Newark’s Urban Tree Canopy.

I attended a Subdivision Advisory Committee meeting to discuss the 70-74 Amstel Avenue project.

Recreation – Joe Spadafino

Paula worked on the playoff schedule and mini-tournament schedule for the Elementary and Junior Basketball Leagues. Coaches were informed of their final placement and bracket information.

Paula sent out a reminder to adult summer softball and volleyball coaches about the deadline for reserving a spot for this year’s leagues. She also sent out an email blast to previous Rittenhouse Camp participants regarding the camp for this summer and sent out waivers and directions to those registered for the Kids Rock Climbing on February 21st.

Paula met with Joe regarding summer activity information. She continues to finalize dates and locations with instructors for summer camps and programs.

Paula scheduled staff, got supplies for and stopped by the Whee Wonna Play Day that was held at the Wilson Center. This program is held on days when the schools are closed due to professional development.

Sharon attended a Memorial Day Parade Committee meeting. Registrations and donations have begun coming in and the committee members seem to be on track with their tasks.

Sharon has been preparing the sponsorship package mailing and vendor package. She has been reviewing summer camp programs from last year, and is working on new ideas for summer programs and marketing.

Joe met with the recreation staff about marketing programs and becoming more actively involved with the social media networks.

Joe met with Tom on the Rittenhouse Park kiosk design.

Parks & Horticulture – Tom Zaleski

Parks staff completed constructing a kiosk for placement in Rittenhouse Park. The kiosk will house a map of the park showing the trails and some of the most noticeable plant and wild life populations found in the park.

Parks staff completed a painting and organization (shelving installation) project in the park maintenance office and workshop area.

Tom continued working on Main Street tree pit contract preparation and coordinating this year's Christina River Clean Up event here in Newark.

Tom completed an inspection of the Christina Valley Stream area and met with a homeowner on a tree issue. He also submitted an article for the upcoming DRPS news letter and providing advice to the Public Works Department Engineering Assistant for a grant application with New Castle County Conservation District for the Route 896 leaf storage area.

Rich received quotations for the replacement of one of our Kubota mowing/snow removal units and coordinated with Electric Department for the removal of the Christmas tree on the Academy Building lawn.

Horticulture staff installed new landscape plantings in the interior planting beds at the Alderman's Court area.

Electric

The line crews have installed and energized the pad mount transformer for the service at the new Army Reserve building off of Marrows Road. They also energized the temporary service to the Rittenhouse Square project (formerly the Dodge dealership next to the Municipal Building).

The line crews started setting 17 poles for a new primary service at the University's Chrysler site. This is a temporary (two or three years) construction service to the heart of the property and should take up to three weeks to complete.

Engineering finished construction drawings for the new tree pit lighting on Main Street. These drawings will be used for contractor bidding. Engineering also finished negotiating with a homeowner on Cleveland Avenue about an easement for underground cables to support UD's Science Center on Lovett Avenue.

The electricians finished installing the high efficiency lighting and occupancy sensors at City Hall and the Police building. Currently, they are checking maps in preparation for the yearly pole testing contractor and reading substations.

Water & Wastewater

The redevelopment of Well 11 has been finished and the well has been allowed to settle in preparation for a final video inspection which will be completed yet this week. We will observe the video to make sure that there are no holes in the casing pipe or screens. Once we determine that the well has returned to a sufficient capacity we will have the pump and motor reinstalled and return the well to service.

AC Schultes has investigated the rigging work that needs to be done at the Newark treatment plant to replace the old back wash pump. We will learn on Friday what the schedule is to complete this work.

We are scheduling the demolition of the old well house for Well 14. When we have perfected the new well we will abandon the old well and remove the old foundation leaving the site covered in grass and eliminating a serious graffiti problem.

Police

On Tuesday, February 15th, a drug related home invasion robbery occurred at an apartment in the 500 building of University Courtyard Apartments. When the victim answered a knock at the door, he was confronted by three masked male suspects, one armed with a baseball bat and another armed with a handgun. The suspects assaulted the victim while five other occupants of the apartment were held at gunpoint. Cash and a safe were taken. An investigation led to the arrest of four suspects. Three of the suspects were committed to the Department of Corrections and the fourth suspect was committed to the New Castle County Detention Center.

The third and final suspect was arrested for the burglary that occurred at the Hunt at Louviers on November 30, 2010.

On Tuesday, February 15th, at 8:47 a.m., the TD Bank located on Delaware Avenue was robbed by a person who gave a note to the teller. The case was investigated by Detective Watson. A suspect was located in New Jersey. The suspect has confessed to committing the robbery.

On Tuesday, February 22nd, a search warrant was executed in the investigation of a graffiti vandal who paints "KAYO". Evidence against a suspect was recovered and an arrest warrant is pending.

Members of the Police Department met with staff of the Parks and Recreation Department to plan for this years' Newark Nite. The Police Department is drafting a plan to deal with traffic control plan and a security plan for the surrounding area.

The Police Department is planning for Saint Patrick's Day week next month. Additional foot patrol will be added on Main Street.

Planning & Development

Planning

The materials for the March 1, 2011 Planning Commission meeting were completed and forwarded to the Commission for its consideration. The Commission will be reviewing the following:

- A. A redevelopment proposal for the properties on the north side of East Delaware Avenue immediately west of the TD Bank; and,
- B. An eight unit addition to the University Garden Apartments complex on Beverly Road.

Work also continues preparing materials for the upcoming April 5, 2011 Planning Commission meeting. The Commission may consider at that meeting a rezoning/major subdivision/special use permit for the redevelopment of 70-74 Amstel Avenue for a small commercial development with 16 townhouse style apartments; and, the establishment of a new zoning district for the old Chrysler site now owned by the University of Delaware.

The Department has forwarded to Council a request from Catherine Rooney's for the extension of its alcohol sales "closing time" from 12:00 midnight to 1:00 a.m.

Community Development

On Thursday, Planner Mike Fortner attended the monthly Technical Advisory Committee WILMAPCO meeting.

Also, later on Thursday, Mike attended the Newark Bicycle Subcommittee meeting.

Parking

Work continues reviewing preliminary engineering plans for the proposed second deck "MorePark" facility for Lot #3.

Code Enforcement

The Division continues to review the draft Procedures Manual for divisional and City operations.

The final building permit for the Bob Carpenter Center volleyball and basketball practice facility has been issued.

KRS/mp