

DEPARTMENTAL WEEKLY REPORTS

May 20, 2011

Public Works

Engineering/Planning and Inspection

- Sutton Place: M.G. Hamex Corp. began construction of the temporary sediment trap on the south side of the site.
- Erosion & Sediment Control Inspections: Performed weekly inspection at Porter Nissan Dealership Expansion.
- Campus Crossing: Reviewed as-built drawing for stormwater management facility and drainage of site.
- Contract 10-03; 2010 Street Improvement Program (punchlist): Fontana Concrete Contractors worked on topsoiling and seeding, curb repairs, catch basin and manhole repairs and hot mix driveway joint sealing at various locations on streets that were worked on during last year's contract. Punchlist work is approximately 75% complete.
- Road Survey Management System: Worked on street survey for the southwest section of the city.
- Stormwater Maintenance – Newark Interchange Industrial Park (east of Sandy Brae Road): Stormwater Maintenance Inc. worked on maintenance of stormwater management basin completing the following:
 1. Bush hogged multi flora rose bushes on east side of embankment.
 2. Bush hogged all tree saplings and embankment on the west side.
 3. Re-set flared end section at outlet and removed sediment.
 4. Removed all woody vegetation from inlets.
 5. Cut down woody vegetation in emergency spillway.Contacted FRP Properties about additional maintenance needed. Owner will get on a maintenance program.
- Contract 10-02 – 2010 Handicap Ramp Contract: Fontana Concrete worked on the punchlist items, completing the following:
 1. Topsoiled and seeded bare and washout areas.
 2. Patched spalled and chipped curbs at various locations.
 3. Sealed hot mix patches at various locations.

Survey Crew

- Sent sidewalk violation notices to the following:
 1. 276 S. College Avenue
 2. 17 E. Park Place
 3. 8 Allison Lane
 4. 7-11 on Delaware Avenue
- Made final revisions on map for 2011 ADA Ramp Contract, made multiple copies for the outgoing contracts, and created a digital image for inclusion on the website.
- Created map for 2011 Street Improvement Contract, made multiple copies for the outgoing contracts, and created a digital image for inclusion on the website.

Field Operations/Streets

- Street crew completed work at the bio-retention area at 896 water tank, which consisted of planting and spreading 12 c.y. of mulch.
- Street crew did prep work, set-up/tore down stands, and implemented/took down detour for Memorial Day Parade.
- Street crew is working on preparing site at Curtis Paper Mill for the U Don't Need It student move-out program.
- Catch basin crew continued on catch basin cleaning as per schedule.
- Sign crew repaired and replaced signs and poles as needed and continued working on the sign inventory survey.

Parks & Recreation

Administration – Charlie Emerson

Last Thursday I conducted park inspections and prepared inspection forms with maintenance notations and forwarded them to Tom.

Tom and I attended a meeting with Water Department personnel and Merit Construction at the site of the Christina Creek sewer crossing project to view/evaluate three (3) maintenance access paths to the site.

Recreation – Joe Spadafino

Paula sent out email blasts regarding upcoming summer camps to previous participants along with updating the scores and standings on the City website for the adult softball and volleyball leagues.

Paula worked on graduation certificates and packets for the upcoming Preschool graduation ceremony on May 27th. She also worked on updating information for this year's Rittenhouse Camp including first day letters, rain location information, etc.

The Memorial Day Parade was cancelled due to impending inclement weather. Unfortunately, the weather prediction for the day included severe thunderstorms and the committee decided that it was in the best interest of all involved to cancel this year's ceremony and parade. Thank you to all involved in the process of coordinating the event and its subsequent cancellation. A very small ceremony was held on the Academy Building Lawn at 1 p.m. and wreaths were placed at Memorial Hall and the Academy Building.

Sharon and Debbie held the second of the Spring Concert Series on Thursday night with an attending crowd of approximately 80 people.

The Newark Nite advance registration deadline has passed and we are now charging a \$10 late fee to all businesses and organizations that are registering for the event. There are currently 164 vendors registered. Space assignments will be sent next week. This

year's musical headliner will be Hunter Hayes (www.hunterhayes.com). Thanks, once again, to radio station WXCY FM 103.7 for sponsoring this portion of the event.

Joe completed a Rittenhouse Park inspection.

Joe worked on the final layout of the new Rittenhouse kiosk and Liz completed the final design work. We are looking to get a better trail map of the park before the project is final.

Joe participated in an Arbor Day celebration at West Park School on Wednesday. Ron Martin of our parks staff planted a maple tree and discussed the proper way to plant a tree and the importance of trees to our environment to a group of third grade students.

Parks & Horticulture – Tom Zaleski

Parks staff completed the following:

- Completed bi-weekly preventive maintenance inspection and clean out of the grease traps at the Wilson Center
- Prepared ball fields for league play
- Assisted Public Works with bio-retention plantings at the Route 896 water tank/leaf storage site
- Coordinated with Public Works on stage set up at Main Street for Thursday's concert and the Memorial Parade
- Mowing and more mowing!
- Continued on work orders throughout park system
- Removed fencing at the outfield area of Kells Park softball field and readied field for league play

Horticulture staff completed the following:

- With assistance from recreation section, conducted the Arbor Day planting at West Park School
- Mowing all horticulture sites as well as helping parks trim crew with mowing
- Continued on bed maintenance throughout park system

Parks Superintendent and Parks Supervisor completed the following:

- Started on mowing review of all park/horticulture areas
- Continuing to research camera types and costs for park use
- Met with representative of engineering firm doing new sewer crossing thru Rittenhouse Park for Water Department concerning tree issues
- Assisted the Recreation Superintendent with the 2011 Arbor Day event
- Attended the 60% Honeywell meeting at City Hall

Electric

The line crews finished the work needed for the Nottingham Green and Nottingham Manor upgrades. All preparations have been made for a changeover which is scheduled for early June and the residents will be notified ahead of time for an approximate four hour outage.

The line crews have also fixed all hot spots found by the yearly infrared scans and started preparing the base for a substation transformer being moved to East Main Substation.

Engineering and electricians continued changing relays on substation transformers in order to enable SCADA communications. Engineering worked with the SCADA developer in preparation for connecting another substation.

A preconstruction meeting for the backup circuit for the University's Lovett Avenue Science Center will be attended by engineering this Friday. The contractor building the circuit will submit a timeline and start building a new circuit from Kershaw Substation to Lovett Avenue shortly.

Engineering personnel has been using a phase identifier tool to enhance mapping functionality. New engineering software will utilize the more detailed maps for circuit analysis.

Water & Wastewater

The contractor has begun work on the sanitary sewer crossing project. Rain and final details on the temporary bridge has held us up a bit. We should have all the kinks worked out shortly.

Work on the Elkton Road project that relates to the water and sewer system is picking up. We will be making several connections during the next week to put new water mains into service. The majority of the sewer system work has been completed with the exception of activity at the Amstel Avenue intersection.

I met with City staff to discuss issues regarding renegotiation of our 1979 sewer agreement with the County. I will be setting up a meeting with the county to begin discussing this issue.

Police

On Friday, May 13, 2011 at approximately 11:35 p.m., Cpl. Sharpe responded to the 700 block of Lehigh Road for a report of a possible burglary that had just occurred. A description of the suspect was broadcast to responding units. Officers responding to the scene located the described suspect on Chrysler Avenue. The victim reported that the suspect entered the front door of his residence and stood in the main room. The victim asked the suspect what he was doing, with no answer. The victim then pushed the suspect out the front door and called police. The victim elected not to have the suspect

charged with trespassing. The suspect was charged with Underage Consumption of Alcohol and found to have a .230% BAC. The suspect, a university student, lost consciousness while speaking to officers and was transported to the University Health Services to be monitored.

On Saturday, May 14, 2011 at approximately 11:32 a.m., Officer Martin responded to the first block of Radcliffe Drive for a report that two suspicious looking devices, which resembled pipe bombs. They were located in the basement of the residence. A caretaker was cleaning in the basement when a cabinet was moved and the two suspicious items were located. The devices were two pipes, wrapped in green electrical tape, with metal end caps. The house was evacuated and the Delaware State Police Bomb Squad was called to the scene. After examining the devices, the bomb squad rendered them safe. They were found to contain lead weights, metal weights and sand, and believed to possibly be home made free weights.

On Sunday, May 15, 2011 at approximately 3:02 a.m., Officer Hodge was on routine patrol on East Main Street near Tyre Avenue when she observed a vehicle traveling the wrong way on East Main Street. Officer Hodge attempted to get the driver's attention by turning on her emergency lights. The vehicle then just drove around the police vehicle and almost struck another vehicle head on. The suspect vehicle continued the wrong way. Officer Hodge turned her vehicle around, as she did this, the vehicle pulled into the Main Street Courtyard Apartments. The driver of the vehicle exited the car and ran into the complex. As Officer Hodge approached the vehicle there was still a passenger inside. Officer Hodge was able to identify both the passenger and the driver. Warrants will be sworn out for their arrest charging them with Felony Disregarding a Police Officer Signal, Resisting Arrest, Hindering Prosecution, Reckless Driving and Driving the Wrong Way on a One Way Road.

On Monday, May 16, 2011 at approximately 12:35 a.m., Cpl. Walker responded to the Howard Johnson Inn on South College Avenue for a report of a disorderly subject in the lobby. Investigation revealed that a customer came in and tried to bargain for a room. When the manager would not accept what the customer wanted to pay, he became irate and threw water at the manager and cursed him out. The suspect then made a movement like he was going to strike the manager. The suspect then told the manager that he was going to get his gun and was going to shoot him. As the suspect left the lobby, the manager locked the door. The suspect then tried to get back in, and when he could not, he kicked the door and broke the glass out. The suspect fled prior to officer's arrival. Cpl. Walker was able to identify the suspect and swore out warrants charging him with Terroristic Threatening, Menacing and Criminal Mischief.

Planning & Development

Planning

Considerable time was spent this week preparing materials for the upcoming June 7, 2011 Planning Commission meeting. Tentatively scheduled for review is a redevelopment of the property at 116 Amstel Avenue for a new Delaware Baptist Association facility (replacing existing one at the site) and six townhouse apartments.

On Monday evening I attended a meeting at the WILMAPCO Offices to review the almost final draft of the proposed Newark Transportation Plan. This Plan will be reviewed at a public meeting to be held in the Council Chamber at 7:00 p.m. on May 24th.

This evening, we will be holding the first meeting of the Council appointed Reapportionment Committee.

Economic Development

Considerable time was spent on web page redesign and training. The page will go live as soon as the issue with having 3 urls (enjoydowntownnewark.com, eatdowntownnewark.com and shopdowntownnewark.com) pointing to one web site is worked out with hosting.

Some time was spent on downtown summer promotions.

Some time was spent on the Food & Brew Fest, scheduled for Saturday July 23rd from 2 – 10 p.m.

Community Development

This week Planner Mike Fortner completed a Financial Draw for New Castle County for the 36th Year CDBG Program.

Considerable time was spent this week helping organize the Bike-to-Work Day Celebration in Newark scheduled for Friday, May 20th from 7:30 – 8:00 a.m. at the Trabant University Center.

Parking

The Parking Division has spent considerable time working on parking permit issuance for parking lots downtown.

Some time was spent on the RFP for trash compactors.

Some time was spent on CIP submittals for parking improvements.

Code Enforcement

Code Enforcement Supervisor Steve Wilson reports that 111 Elkton Road has been issued a Certificate of Occupancy.

Next week all Code Enforcement Officers will be conducting a property maintenance sweep at Cherry Hill Manor.

KRS/mp