

DEPARTMENTAL WEEKLY REPORTS

June 3, 2011

Electric

The line crews are making final preparations and going over all steps for the Nottingham upgrade. All circuitry is in place and a shutdown is scheduled for Thursday morning June 2 to changeover the existing aerial lines to the new underground cables.

The line crews finished the foundation for the transformer that is to be relocated from Phillips Avenue Substation to the East Main Substation. This is being done to make room for a new transformer at Phillips which will strengthen the electric system in anticipation of load growth from the University's Chrysler site.

The electricians continued checking older pad mount transformers with an infrared camera. A few connections have been immediately repaired as a result of these scans.

Engineering investigated a trip on a circuit over the weekend. Although the circuit had no customers on it, police received alarms and dispatched crews to find circuit problems on Creek Road caused by trees.

Engineering worked on communications to three substations. Two have been repaired while new equipment is needed to fix the third.

Water & Wastewater

Sewer Line Replacement Project on the Christina Creek - I received the supplemental permit from DNREC this week for the temporary bridge across the West Branch of the Christina Creek. I expect to receive the DeIDOT permit for revised access to Route 4 shortly. The contractor expects to have a full crew on the site next week.

The wetlands piping at the reservoir that supplies water to the wetlands bench and sand filter is developing small pin hole leaks. At first we thought that this was the result of vandalism. Upon further investigation we realized that there is some sort of corrosion taking place. We are looking into what could be causing the problem. This is an operational problem and not a safety issue.

The dive crew was on site this week at the reservoir inlet/outlet structure to reinstall the valve shaft that had to be removed to be repaired. This will finish the activities associated with our once every five year inspection. I expect to receive the final report during the month of June.

Police

On Monday, May 23, 2011, Officer Spadola responded to a residence on the first block of Madison Drive for a report of a Burglary where copper piping was stolen out of the house. The vacant residence was entered and serious damage was caused to the ceiling and other objects in order to remove copper piping. The damage to the residence is estimated at over \$4,000 and the stolen copper has an estimated value of \$500. There are currently no suspects in this incident.

On Thursday, May 26, 2011, Cpl. Marconi responded to Wooden Wheels in the Newark Shopping Center for a report of a fraudulent purchase of a bicycle with a credit card. On Monday, May 23, 2011, two suspects entered the store and purchased a Cannondale bike and accessories totaling \$1,605.99. It was later determined that the credit card was not valid. Wooden Wheels was able to provide specific times and a description of the vehicle as well as a direction of travel after it left the shopping center. The described suspect vehicle with the bike mounted to the rear of it was capture on the Main Street license plate recognition (LPR) system. The LPR provided a color photograph of the car and a photograph of the license plate. This investigation is continuing.

On Saturday, May 28, 2011, Cpl. Skinner responded to the 100 block of Madison Drive for a report that an unknown suspect entered the rear of the residence and removed copper pipes from inside. It is believed that sometime on Friday night, May 27, while a resident was sleeping; the unknown suspect entered the rear of residence and removed some piping. The estimated value of the stolen pipes is \$100. Damage was caused to the residence and others pipes during the theft. There are currently no suspects in this incident.

On Sunday, May 29, 2011, Cpl. Craig responded to several residences in the neighborhoods off of West Chestnut Hill Road for a report of thefts from unsecured motor vehicles. It was determined that sometime between Saturday afternoon, May 28th and Sunday morning, May 29th, five victims had their vehicles entered and items were stolen from inside them. The stolen items included GPS units, money, credit cards, purses, prescription pills and personal identification.

Planning & Development

Planning

Work continued preparing materials for the upcoming June 7, 2011 Planning Commission meeting. The Commission will be reviewing a rezoning, major subdivision and special use permit for a mixed use, commercial and residential project at 116 Amstel Avenue.

We are also reviewing a rezoning and major resubdivision plan for the Wilson Farm property on Casho Mill Road that is tentatively scheduled for the Planning Commission's consideration at the July 5th meeting.

On Thursday afternoon I met with staff members from the Department of Elections to begin the process of developing a draft redistricting plan for consideration by the Reapportionment Committee at its upcoming June 21st meeting.

Economic Development

Considerable time was spent preparing a downtown Newark informational package for Parent Folders for UD Freshman Orientation to take place between June 20th and July 7th.

Some time was spent preparing for Newark Nite - Saturday, June 4th, 4 – 8:30 PM.

Considerable time was spent this week preparing for downtown summer promotions.

This morning I hosted the DNP Merchants Committee meeting. Private lot towing, Newark Nite, summer promotions and the Food & Brew Fest were among the items discussed.

Interviews were conducted this week with City Manager Kyle Sonnenberg, representatives from the New Castle County Chamber of Commerce, and the Planning and Development Department for the selection of a graduate student intern to begin the research and data gathering to help implement our Newark Economic Development Study.

Public Works

Engineering/Planning and Inspection

- Contract 10-03 – 2010 Street Improvement Program Punchlist: Fontana Concrete Contractors worked on curb repairs, hot mix driveway patch joint sealing, and topsoiling and seeding at various locations.
- Erosion & Sediment Control Inspections: Performed site inspections at Laura's Glenn, Porter Nissan Dealership Expansion, and Sutton Place.
- Road Survey Management System: Started road survey for the west section of the City.
- Contract 10-02 – Handicap Ramp Installation Contract: Fontana Concrete worked on punch list for contract completing the following:
 1. Replaced 25 l.f. of rolled curb.
 2. Replaced 134.8 s.f. of 4" p.c.c. sidewalk.
 3. Replaced 9.7 s.y. of hot mix patching.

Survey Crew

- Began topographic location survey at Leroy Hill Park.
- Completed re-inspections of Phase 2.7 sidewalks using photo documentation and mailed electronic certified letters.
- Inspected and mailed 8 sidewalk obstruction violations to residents.

Field Operations/Streets

- Concrete crew excavated, formed, and poured 30 l.f. of integral curb and 60 s.f. of sidewalk at 2 Creek Bend Road.
- Street crew applied base hot mix at 2 Creek Bend Road.
- Catch basin crew excavated and rebuilt a double catch basin across from 1107 Barksdale Road.
- Street crew provided manpower and backhoe/operator at Curtis Paper Mill for UDon't Need it?.
- Street crew assisted Refuse Department on 3-man packer.
- Street crew pulled weeds and watered new bio-retention pond at 896 water tank.

Parks & Recreation

Administration – Charlie Emerson

I attended a meeting with recreation, Police and Aetna personnel to discuss Newark Nite security, street closing, opening and other logistics. Newark Nite will occur this Saturday, June 4 from 4 – 8:30 pm on Main Street. The rain date is Sunday, June 5 from 2:30 – 7 pm.

We conducted a mandatory pre-bid meeting for the Pomeroy and Newark Rail Trail project. More than a dozen contractors attended. Bid openings will take place on Tuesday, June 21 at 2 pm.

I committed a great deal of time reviewing the Army Corp of Engineers requirements for mitigating the wetland, located between the Hall Trail and Wyoming Road, of the Pomeroy Trail route. This section of the trail will likely be the first constructed.

We received and reviewed DeIDOT's updated and final landscape plan for Elkton Road.

Recreation – Joe Spadafino

Paula attended the Fun in the Sun monthly celebration for the After Care at Downes School. Students participated in carnival games and were treated to popcorn and cotton candy as part of the celebration.

Paula conducted the Open House for the new Before and After Care program at West Park Elementary School. So far there are 5 children registered between the two programs.

Sharon and Debbie have been preparing for Newark Nite. They have been assigning vendor spaces, finalizing the entertainment schedule, recruiting volunteers, soliciting food donations for the volunteer retreat, submitting check requests, following up on sponsorships, and other miscellaneous items related to the event.

The fourth Spring Concert was held on Thursday and featured the Owl Talker Trio. Approximately 100 people came out to enjoy the concert.

I attended the Madison Drive Civic Association meeting to discuss upcoming programs, Dickey Pool and the fee assistance program.

Tom, Rich and I met with Networks representatives about their Summer Youth employment program. We may utilize their program within our parks this summer.

Parks & Horticulture – Tom Zaleski

Parks staff completed the following:

- Removed portable soccer goals from Handloff Park and placed them back into storage
- Continued working on maintenance list for the Rittenhouse Day Camp opening
- Replenished the pea gravel around outer edge of City Hall
- Set up/removal of stages at Academy Street for Spring Concert
- Mowing of park areas
- Continued on maintenance work orders in parks and in buildings
- Prepared ball fields for league play

Horticulture staff completed the following:

- Watered newly planted plant material as needed
- Mowing of all horticulture sites
- Continued on bed maintenance
- Assisted park staff with maintenance work orders
- Continued mulching bed areas

Parks Superintendent and Supervisor completed the following:

- Continued measuring mowed turf areas throughout park system
- Met with representative from Teamworks about possible summer youth training program in parks
- Attended the pre-bid meeting for Pomeroy Trail.
- Followed up with contractor doing spray applications for turf areas and tree pest control in park system

KRS/mp