

DEPARTMENTAL WEEKLY REPORTS

October 21, 2011

Police

Corporal Micolucci in working with several area police agencies has completed a graffiti investigation that resulted in the arrest of six juveniles responsible for causing over \$10,000 in graffiti vandalism throughout Newark. Other graffiti related investigations continue.

On Sunday, October 16th, a suspect was observed on the Main Street CCTV cameras pushing over City trash cans, and attempting to engage in a fight with people passing by. Officer Wolfrom arrested the suspect for possession of marijuana and disorderly conduct.

The Traffic Committee met on Tuesday, October 18th. Previously, a subcommittee was formed to investigate traffic calming to reduce speeding on Country Club Drive. Rich Lapointe, Public Works Director, was appointed chairperson of the subcommittee, with the help of Lt. Stanko and local area residents. The Police Department obtained traffic volume and speed counts. The committee is proposing two possible traffic calming changes in an effort to reduce speeding (a bump out and narrowing of the roadway on Country Club Drive at Stamford Drive). Next month a letter will be sent to area residents explaining the traffic calming proposals and request they send back a survey form voting for or against the changes. For the proposal to continue, 50% of residents must respond. Sixty-seven percent of the respondents must be in favor of the projects in order to proceed. If a favorable response is received, a mockup of the traffic calming changes will be put in place and speed counts will be taken. The new counts will be analyzed before a recommendation is made to City Council.

Planning & Development

Planning

Work continued this week preparing materials for the upcoming November 1, 2011 Planning Commission meeting. The Commission will be reconsidering the proposed 132 E. Delaware Avenue redevelopment plan.

Work also continues preparing a draft report regarding apartment densities in the BB (central business district) zone. This is tentatively scheduled for review for the Planning Commission's December meeting.

Economic Development

Assistant Planning and Development Director Maureen Feeney Roser continues to prepare for the DNP Annual Meeting and Celebration scheduled for November 17th from 5-7 p.m. at the Courtyard by Marriott.

This week as per our annual agreement with Downtown Delaware, we have submitted the DNP's quarterly statistical report. We also finished reports on South Main Street and Newark Nite.

Time was spent preparing for and staffing the DNP Board meeting held on Thursday evening.

On Friday morning, Maureen met with Downtown Delaware Director Diane Laird to discuss technical assistance needs for Newark.

On Tuesday, Maureen attended Governor Markell's "Hot Pink" press conference in front of Gecko Fashions downtown.

Parking

Time was spent on the Lot #3 lease renegotiations in anticipation of the expansion of the lot through the installation of the More Park System.

Code Enforcement

The English Language Institute is looking for additional space and, we understand, is considering occupying the property at 318 S. College Avenue.

Fraternity and sorority off-campus facility inspections will be finished this week.

Public Works

Engineering/Planning and Inspection

- Contract 11-06 – 2011 Street Improvement Program: Sam's Construction worked on Cheltenham Road, Briar Lane, Bent Lane, and Fiske Lane completing the following:
 1. 6.9 c.y. of excavation.
 2. 3.60 tons of crusher run stone placement.
 3. 39.7 s.f. of 4" p.c.c. sidewalk replacement.
 4. 320.7 s.f. of 4" p.c.c. sidewalk replacement for handicap ramps.
 5. 32.0 s.f. of red detectable warning block installation.
 6. (4) single catch basin adjustments and bonnet pours.
 7. 22.1 l.f. of 8' wide p.c.c. valley gutter replacement.
 8. 2.02 tons of base hot mix patching at curb and valley gutters replaced.
 9. 10.20 tons of top hot mix patching of driveway aprons.
 10. 1,126.0 l.f. of p.c.c. rolled curb replacement.
 11. 40.4 l.f. of p.c.c. modified rolled curb replacement.
 12. 51.7 l.f. of sawcutting for concrete removal.

*Contractor used 82 c.y. of DeIDOT Class B concrete in above pours.
- Erosion and Sediment Control Inspections:
 1. Conducted weekly site inspection at Sutton Place.
 2. Responded to complaint of tracking mud offsite at Rittenhouse Station – notified Site Superintendent to clean Rittenhouse Lane.

- Started reviewing and commenting on the Drainage and Floodplain Advisory Committee meeting power point, as per the City Manager's request.
- Researched an annual report template recommended in the draft New Castle County/ DeIDOT MS4 permit since it will most likely be in our draft permit as well.
- Spent significant time reviewing and providing comment to DNREC on the draft Christina Basin Pollution Control Strategy document.

Survey Crew

- Continued initial inspections for Phase 3.2 of the Sidewalk Repair Program.
- Mailed certified letters to residents in the first part of Phase 3.2 Sidewalk Program.
- Performed final inspections on Phase 3.1 Sidewalk Program and assembled data for Intent letters.

Field Operations/Streets

- Street crew excavated and installed 60 l.f. of 4" perforated pipe for drainage at City Hall near the Police Department parking lot.
- Hot mix crew excavated and applied 300 s.f. of hot mix at same location.
- Concrete crew formed and poured 60 ft. x 16" x 18" of slot drain in the loading dock area at City Hall.
- Leaf crews started the 1st week of the Fall Leaf Collection Program.
- Loader completed moving leaves at 896 water tank area in prep work for the leaf collection.
- Street crew delivered trash cans for the Refuse Department.
- Sign truck repaired and replaced signs and poles as needed and continued painting yellow curb at fire hydrant locations weather permitting.

Parks & Recreation

Administration/Planning

On Tuesday, certain City staff members and Pennoni (consultant) met to discuss remediation efforts planned for the Curtis Mill Park development project.

Tom and I met with Pennoni at various points along the Pomeroy Trail corridor to discuss vegetation grubbing/tree clearing requirements.

I held discussions with two developers about project landscape installation and surety bond requirements.

I spent time preparing reimbursement requests for Delaware Land and Water Conservation Trust Fund grant approved projects.

Tom committed a great deal of time coordinating Phase I of our Forestation project. As previously mentioned, nearly 200 trees will be planned at various park sites. This Saturday we will complete the installation of the Phase I trees.

Tom completed an inspection of our horticulture sites.

We have created a Parks Tour program for City staff. Tom has scheduled a tour for each of the next three months. Most City staff members have not visited many, if any, of our parks. The tours will be conducted during the lunchtime hour. Information about the tours will be distributed via email.

Joe has committed a great deal of time preparing materials and information for the Pomeroy Trail kiosks (maps, photos and language).

Field Operation

Park and Building Maintenance

We mowed at various park sites.

We completed meadow bushhog mowing operations for the year.

Parks personnel continue to work with the Trail Spinners on trail relocation and building efforts at Redd Park.

We continue to paint certain indoor rooms and areas in the Police Station.

The crew committed a large amount of time completing park maintenance work orders.

We completed repairs to the tennis court surface in Phillips Park.

Horticulture/Landscaping

We mowed and performed landscape work at horticulture sites.

A contractor applied liquid broadleaf weed control/fertilizer to all horticulture areas and selected park areas.

Recreation Services

Youth basketball league registrations are being accepted. Team practices will begin soon.

Recreation personnel committed considerable time working on items relating to programming for the 2012 winter/spring season.

Preparations continue for the Children's Halloween Party at the Wilson Center (October 27) and Halloween Parade scheduled for October 30, at 3 p.m. on Main Street.

Electric

The line crews have been removing poles, switches and aerial wire at Phillips Avenue Substation in preparation for a new transformer arrival in December.

In addition they have been re-connecting the relocated transformer and circuit breaker at East Main Street Substation to the distribution system.

Problems found during the last infrared scan of the distribution lines are being repaired, 28 problems are being addressed.

Electricians laid out foundation location at Phillips Avenue Substation for our contractor next week and are repairing ground rod problems found during this year's utility pole strength testing.

Water & Wastewater

I am preparing a letter to the residents of Haslet Park regarding the recent water main break on their property. The property manager seems to be confused regarding the handling of the repairs attributing the delays in making the repair to the actions of the Water Department.

An application for a \$25,000 grant from the State Department of Drinking Water is being prepared by Pennoni and Associated. The funds will be used to begin the development of a water system planning document that we can use to prioritize future repair and replacement of infrastructure. An authorization to apply for the grant will be presented to Council in November.

We have been making preparations for winter operations by insulating objects subject to freezing.

We have also been spending time keeping the raceway clear of leaves and debris. Debris removal from the raceway is one of the issues that we will be able to address through the water supply alternatives analysis that we are conducting as part of our Dam repair/replacement study. There are means of drawing water from the creek that we are looking at that would eliminate the handling of debris altogether. Otherwise we need to consider alternatives to deal with the problem.

KRS/mp