

## **DEPARTMENTAL WEEKLY REPORTS**

**May 18, 2012**

### **Water & Wastewater**

Contractors are working on the installation of automated security gates at the South Well Treatment Plant. This work is funded with a Delaware Homeland security grant. The cost of the gate work is costing less than anticipated so I am working with the Delaware Department of Homeland Security to include fencing at the Newark Treatment Plant in the grant. The fence was originally to be a part of the Paper Mill Park project but was removed as a means to accomplish other project elements with the money allocated to the Paper Mill Park project.

The bids were opened for the Kent Way water line replacement project. The low bid was several thousand dollars less than we anticipated allowing us to use the money for other water related projects.

We are continuing to work on projects to repair sewer lines identified during our sanitary sewer system cleaning and inspection program of our larger lines that tend to run along the creeks throughout the city. We also have a contractor cleaning the sewer line in Delaware Avenue and removing the laterals that protrude into the sewer line. These protruding laterals restrict the higher flows that tend to occur during rain events. They are also cleaning the line which is something we have not been able to do with the equipment that we have at our disposal.

### **Police**

Patrol officers investigated six burglaries over the past week, four residential and two commercial. A single suspect is responsible for three residential burglaries. In the 100 block of Woodlawn Avenue, a suspect was apprehended inside the residence by the home owner and held for responding officers. This person is also suspected in an attempted burglary in the unit block of Poplar Avenue. Later on the same day, officers took a late report of a burglary on Prospect Avenue. The victim in this case knew the suspect, the same subject listed above. She delayed reporting the incident until checking with her roommates to determine if there was any legitimate reason for the suspect to be in the residence. On Monday, a shed burglary was reported in the 600 block of Dallam Road, a lawn mower was stolen and there are no suspects. An unknown suspect shattered the front window of the Radio Shack in College Square on Tuesday making off with a large LCD TV. Nothing else was disturbed or stolen; the store's video system was not functioning at the time of the incident. Unknown suspects entered into an unsecured utility room at the Americas Best Value Inn sometime Thursday night and removed copper piping and fittings. There are no suspects.

During the course of the week, six local fugitives were arrested by Newark Police. Justin Miro was apprehended after a day long search by street crimes officers. Miro was wanted for escape from the Plummer Center. Miro assaulted two Newark Police Officers last year by spraying them with pepper spray during an incident along East Delaware Avenue.

Officers received a wanted flyer on Miro Wednesday morning and found him at the Dart bus hub at 3:00 p.m. The remainder resulted from traffic stops and included an out of state fugitive and subjects wanted by the Court of Common Pleas, Justice of the Peace Court, and Alderman's Court 40.

This week's report lists four additional sexual offenses. These four are related to the investigation of Dr. LeRoy. No further information is available at this time.

## **Planning & Development**

### **Planning**

Time was spent this week preparing for the upcoming June 5<sup>th</sup> Planning Commission Meeting. Agenda items include:

- A. The 2012-2017 Capital Improvements Program.
- B. A discussion of the Comprehensive Development Plan update process.
- C. The consideration of a major subdivision and special use permit for the redevelopment of the .826 acre Newark Car Wash property at 264 Elkton Road to build a three story building with first floor parking and 22 upper floor apartments to be known as The Lofts of Rittenhouse.
- D. A major subdivision to add first floor parking and 8 upper story apartments at the 136 Elkton Road, mixed use building, now under construction.

This week the administrative subdivision to create the Bloom Energy lease lines was approved.

On Thursday morning, I hosted a Subdivision Advisory Committee meeting to discuss the details of plans submitted for July Planning Commission review, including a minor subdivision to add 5 units to Kershaw Commons on Cleveland Avenue, a major subdivision to allow for a four story building with two levels of parking and 14 upper story apartments behind the existing building at 147-159 E. Main Street; and a rezoning, major subdivision and special use permit application to construct two buildings with a total footprint of 25,600 square feet with 19,482 sq. ft. of retail and 36 apartment units and associated parking, and 32 townhouse apartment units on the parcel behind the proposed mixed use building at 163 Elkton Road.

Also on Thursday morning Development Supervisor Mike Fortner and I met with developers to discuss the completion of the Fountainview subdivision.

On Thursday afternoon I accompanied representatives of the Newark Development Trust to a meeting with representatives of the Newark United Methodist Church to discuss the potential parking structure in Lot #1 and our current easement agreement with the Church providing the second exit lane from the lot.

On Monday evening, City Council approved the rezoning and minor subdivision application from the Newark Charter School to construct a high school facility on the former Lear Seating Plant and adjacent parcels in the Interstate Business Park off Elkton Road.

On Tuesday morning I met with a developer to discuss a potential rezoning and major subdivision near Benny and Chambers Streets.

On Tuesday afternoon, I met with developers interested in redeveloping the NHA Cleveland Avenue site in cooperation with the Newark Housing Authority. Zoning and major subdivision procedures were discussed.

Also on Tuesday afternoon I participated in a conference call with the US Congressional Offices, DeIDOT, WILMAPCO and UD to talk about the Tiger IV application for the redeveloped train station site.

On Wednesday, the Planning and Development Department hosted a webinar at the WILMAPCO Offices entitled "In-street Bicycle Parking: What, When, Where and How Much?" The webinar was open to the public.

On Friday, Mike looked for potential locations on Main Street to place additional bicycle racks.

### Economic Development

On Monday morning Ricky attended a meeting for the redevelopment of the City web page.

On Tuesday DNP Administrator Ricky Nietubicz and I met with Rodney Jordon to discuss an upcoming Ignite Newark event.

This week Ricky prepared and distributed his first DNP E-News You Can Use newsletter for businesses.

This week Ricky spent time preparing for the new UD student orientation promotion to assist downtown businesses during the first part of summer.

This week Ricky met with representatives of the Newark Post to discuss a potential August promotion for businesses.

This week updates to the DNP website were installed.

### Community Development

Also on Wednesday Mike staffed a meeting for the Community Development/Revenue Sharing Advisory Committee.

### Parking

On Tuesday Parking Administrator Marvin Howard attended a Traffic Committee meeting.

Clean-up and maintenance (i.e. painting curbs) in the parking lots continued this week.

## Code Enforcement

Considerable time spent this week responding to property maintenance complaints.

This week the Code Enforcement Division received complaints concerning high grass at foreclosed properties. Grass was cut at five of those properties this week.

Code Enforcement Supervisor Steve Wilson and Property Maintenance Inspector Ryan Straub were called to testify at the Landlord vs. City trial.

## Public Works

### Engineering/Planning and Inspection

- Contract 11-06 – 2011 Street Improvement Program: Greggo & Ferrara worked on Woodlawn Avenue and Bellevue Road and completed the following:
  1. 3,652.7 s.y./in. of milling of existing street surface.
  2. 679.33 tons of top hot mix placement.This completes the paving of streets on the contract.
- Rittenhouse Station: Met with Cirillo Bros. foreman to discuss curb replacement on Veterans Drive.
- Annual Stormwater Management Inspections:
  1. Contacted Chris Locke with Lang Development about maintenance needed at Pomeroy Station and 102 E. Main Street.
  2. Contacted Mike Childers with Newark Toyota to see if removal of trash around facility was complete.
  3. Contacted Brickman Group on the status of finishing up maintenance at Embassy Suites and Rich Petillo from TD Bank as to when maintenance is to be done on the cleaning out of catch basin sumps in parking lot.
- University of Delaware Carpenter Sports Building Addition: Wrote up pre-construction meeting minutes and forwarded copies to all attendees. Met with Joe Morreto on site about changes to perimeter installations to silt fence.

### Survey Crew

- Continued design/drafting on Iron Glen topographic map for future installation of bio-filtration area.
- Continued the drafting and design of a large under-drain project at Leroy Hill Park.
- Completed converting the hand drawn City line maps into digital format and forwarded to the Traffic Division of the Police Department.
- Performed the following actions for this years' Street Improvement Contract:
  1. Finished stationing, offset, and shot existing grades on approximately 1,300 l.f. of curb along Indian Road to be replaced.
  2. Stationed and offset approximately 1,100 l.f. of curb along Winslow Road to be replaced.
- Investigated sidewalk overgrowth complaints on Swarthmore Drive and New London Road and sent out violation notices.

- Assisted Utility Inspector on Bellevue Road with grade shots for repaving in swale area.

### Field Operations

#### Refuse:

- Worked on preparations for the Memorial Day Parade.
- Worked with R.D. Arnold with restoration work at the Train Station.
- Worked on preparations for UDon't Need It? at Curtis Paper Mill.

#### Streets:

- Concrete crew excavated, formed, and poured 50 ft. of curb on Corbit Street.
- Street crew assisted Refuse Department on the knuckleboom and delivery of trash cans.
- Street crew loaded and hauled 7 loads of mulch from Iron Glen leaf pile to 896 leaf pile.
- Vac-all crew continued cleaning catch basins as per schedule.
- Sign truck repaired and replaced signs and poles as needed and continued putting up new signs for the Parking Authority.
- Sidewalk sweeper continued with duties on Main Street.

## **Parks & Recreation**

### Administration & Planning

Last Tuesday evening I attended the monthly Conservation Advisory Commission meeting.

On Thursday I participated in the Subdivision Advisory Committee meeting to discuss the "One sixty Three" and "Kershaw Commons" subdivision plans.

On Thursday I met with a reporter with Newark Life Magazine for an interview about the redevelopment of the Curtis Mill Park site.

City Council approved the contract for the purchase of a compact articulating tractor and attachments. This new unit, with attachments, will perform several park maintenance and snow removal functions.

I attended a Trails Workshop on Thursday with display boards of the Pomeroy and Newark Rail Trail project. The focus of the workshop was on trail projects being constructed and those planned for future consideration and development. Lots of very positive feedback on the Pomeroy project.

On Tuesday I conducted a staff meeting.

I will finalize a recommendation to the Interim City Manager on a path forward with the Skate Spot project.

I committed time reviewing a draft recommendation to Council to award the design and engineering contract for the Curtis Park project.

### Parks/Horticulture

Tom conducted park inspections; attended skate spot meeting with Parks Director, Interim City Manager, Recreation Superintendent, and Interim Administrative Assistant; and reviewed 2012 objectives with Parks Director.

Tom met with an electrical contractor about installation of call box at the old train station site. All info/estimate will be sent to John Herring to review and make a recommendation.

The group of volunteers from the university who did a clean up along the Parkway as well as assisting with the bridge construction within Redd Park made quite an impact on both sites. The group helped to place stringers and cross members at the bridge site as well as collecting 100 pounds of trash along the Parkway.

Tom met with homeowners who live by the final phase of the Redd Park trail project to explain the trail location and how it was going to join up with the Delmarva Power and Light stoned entry road going up to Possum Park Road.

Rich completed all the railroad spikes for the Pomeroy dedication later this year as well as the daily scheduling of the field staff.

### Parks/Horticulture

- Both parks and horticulture staff committed a lot of time mowing.
- Parks staff assisted with set up and removal of stages at Academy and Main Streets for the Spring Concert series.
- Horticulture staff continued on bed maintenance as well as checking on the interior planting beds in the court area.
- Building maintenance staff repaired several chairs at the Alderman's Court as well as doing PM check at the Wilson Center. Also, many ceiling lights and tiles were replaced at the City Yard and City Hall/Police Station.

### Recreation Services

Paula sent out email blasts to the fitness and yoga participants regarding upcoming classes.

Paula started completing end of year evaluations with the Before and After Care staff and determining who will be returning for next school year.

Paula completed the Purchase of Care enrollment process through the Department of Health and Social Services since the original information was put in incorrectly through their office. We currently have 2 enrollees in purchase of care and needed to update their attendance in the program through DHSS.

Paula sent out contracts to all the Rittenhouse and Hobbit Camp counselors for the summer regarding employment dates, orientation, etc. and is working on their employment paperwork.

Tyler prepared materials and met with the trip leader for the bus trip to NYC held on Saturday, May 12, we had 36 participants.

Honeywell finished interior lighting retrofits and completed building envelope work at the George Wilson Center.

Tyler held lifeguard interviews for our upcoming summer pool season.

The community events staff is preparing for the Memorial Day Parade that is this Sunday, May 20 and Newark Day that is being held on June 2.

Joe attended the website redevelopment meeting conducted by Dana.

Joe worked on changes to the Pomeroy and Newark Rail Trail Kiosks and Pennoni Engineering resent the new files to Pannier Graphics.

The recreation staff reviewed and updated the Summer Staff manuals in preparation for orientation that will be held on June 14-15.

### **Electric**

The line crews have two poles left to set for the South College Avenue project. They are installing gang operated switches now and after all the poles and switches are set, wire pulling will commence. The planned outage to Townsend Hall over the weekend went well, except there were complications at the metering point after construction requirements caused changes to the high voltage metering sensors.

The electricians are working on Main Street receptacles and installing a service point at a new stage location for Newark Day. They are also working at the Curtis Water Treatment Plant on the control circuitry for the lime delivery system.

Engineering has been working on the Bloom Energy requirements for service and supporting the SCADA developers with updates and changes to the system.

CMZ/mp