

DEPARTMENTAL WEEKLY REPORTS

July 13, 2012

Public Works

Survey Crew

- Marked-out grades for curb replacement on Thompson Circle.
- Began re-inspecting sidewalks in Phase 3.2 of the Sidewalk Program in the central location of the city and compiling the letters for the northern area of the city.
- Located and staked the rear property line at 215 Odessa Way for the Parks Department.

Field Operations/Streets

- Concrete crew excavated, formed, and poured 40 ft. of rolled curb and catch basin bonnet at 309 Wilson Road, 7 ft. of vertical curb on Center Street, and 50 l.f. of 4½' sidewalk on Center Street.
- Hot mix crew excavated and applied 1,650 s.f. of hot mix in front of 305, 307, and 309 Wilson Road.
- Loader and operator cleared edge of roadway on B Street for Public Works for future repairs on the street program.
- Loader and operator did clean-up and relocation of piles of fill at Iron Glen Park in prep for future work.
- Street crew cleaned out storm sewer pipe area at Cherry Hill Manor service road.
- Catch basin crew repaired the catch basins at 28 E. Mill Station Road at Boundary Road, 120 Delrem Drive at Fair Valley Court, and 116 Amoroso Way.
- Assisted Refuse Department in delivery of trash cans.
- Vac-all crew continued cleaning catch basins as per schedule.
- Sign truck repaired and replaced signs and poles as needed and implemented detours and road closures on Academy Street, Courtney Street, and Lovett Avenue for police training.
- Sidewalk sweeper continued with duties on Main Street.

Parks & Recreation

Administration & Planning

I committed a great deal of time working on the 2013 Operating Budget.

We conducted a very successful Liberty Day and fireworks event last Wednesday. Sharon and Debbie did a great job. Thanks to the Police Department for their ever supportive assistance.

I attended the monthly project status meeting for the Pomeroy Trail this Tuesday. Also, along with Merit and Pennoni and Lt. Hargrove, I met with representatives of the Newark

Shopping Center to discuss improvements to New Street relating to the trail. The street will need to be closed to traffic for a period of time to remove the old rails, build curbing and trail access ramps, address drainage items and mill and pave the road surface. We will work to notify the public with appropriate signage and other forms of notification.

Other Pomeroy Trail items:

- We completed the construction of the first of two bridge abutments north of Creek Road and began constructing the second.
- The Main Street shelter is being constructed.
- Merit continues to place and grade top soil along the trail edges following the asphalt surface application.
- I met with Merit to mark out the placement of wooden bollards.

I submitted an application to DP&L to request an easement to cross their property (near Paper Mill Road and Possum Park Road) to extend the Redd Park trail system through to Possum Park Road.

I attended the Conservation Advisory Commission meeting Tuesday night.

Pennoni's survey crew is surveying the Curtis Mill Park property in preparation for doing the design and engineering for the park development project. I've been working with Steve Wilson on items relating to the demolition of the smoke stack.

Tom met with survey crew from Pennoni at the Curtis Mill site, oversaw the trash cleanup from Liberty Day at the University, worked on the 2013 Operating Budget, started on the 2012 Urban Tree Management Grant through State Forestry, met with representatives from Evans Paving concerning crack sealing the multipurpose courts, and gathered quotes for renewing upcoming multi-year contracts.

Rich was on vacation much of this week, however, when here he did daily scheduling of field crews and assisted crews as needed on work orders.

Parks/Horticulture

Parks staff loaded/set up/took down and stored away all materials/supplies from Liberty Day, assisted with clean up from Liberty Day, did mowing as needed in park areas, pruned trees/shrubs throughout park system as needed, added wood carpet (safety surface) as needed to play areas and did lots of tree work relating to recent storms.

Horticulture staff assisted with Liberty Day loading/take down and clean up, did tree/shrub pruning as needed, did spot mowing as needed, watered new plant material throughout park system, and continued on bed maintenance.

YBC crew assisted with adding wood carpet to play features, did daily trash rounds at City Hall and Dickey Park, and assisted with clean up from Liberty Day.

Recreation Services

The community events staff prepared for and conducted the 4th of July fireworks and Liberty Day event at the UD Athletic Complex. The event was very well attended despite the heat.

The Tot Lot program started on July 2nd at Downes Elementary School. The program was moved to the Wilson Center on Thursday due to a last minute school schedule change.

The community events staff has also been interviewing and scheduling guest speakers for the Safety Town program, which will begin on July 30.

Camps held at the George Wilson Center this week included: Rittenhouse Day Camp Before and After Camp Care and Camp GWC.

Recreation staff worked on fall program planning.

The outdoor pools were very busy with the hot weather.

Paula completed and distributed the men's softball playoff bracket. Playoffs will begin July 16. She also spoke with instructors for the Delaware Soccer Camp and Junior Golf Camp regarding the start of the camps and registrants. Over 50 kids signed up for the camps.

Rittenhouse Camps went to the University of Delaware pool two days last week. Normally they go during the second week of each session, but were moved to the first week since the pool was booked during the second week with other camps. This worked to the advantage of the kids since the temperatures were so hot!

Paula placed a posting for Before and After Care counselors for the upcoming school year on the University of Delaware website. Parent handbooks and required paperwork for the upcoming school year will be mailed to the parents of children registered for the program.

Electric

A contractor has started removing moisture in the oil from two substation transformers. Moisture in transformer oil can lead to catastrophic failure. While moisture levels are not at emergency states, the proactive cleaning should ensure many more years of trouble free operation.

The line crews replaced blown lightning arrestors caused during the serious storm at the end of June. They also had to hold poles for construction crews at the former Chrysler site and repair underground cables at Jenney's Run and Stafford developments.

The electricians worked at the Water Treatment Plant on control wiring and performed the yearly check of exit signs and emergency lights at City Hall, while the meter technician worked with the contractor reworking the electric services to the rental properties on Academy Street across from the firehouse.

Engineering worked on communication issues with substations caused by lightning and worked with the SCADA developers on the next stages of implementation.

Water & Wastewater

We met this week with residents affected by the water main relining and Kent Way water line replacement projects. We shared with them information about the projects and answered their questions.

We have been working with Abel Recon on their project to correct sanitary sewer defects that were identified during the sanitary sewer inspection program. We are reviewing video from the most recent inspections to develop the next repair program. Once we have corrected all of the critical problems we will prioritize the less critical locations.

The electrician was working at the Well 14 site this week installing the pump controls. I expect that we will be able to begin operating the well next week. We will be sampling in accordance with the procedures established with DNREC for permitting of this well.

The City will be participating in the next phase of EPA's Drinking Water Unregulated Compound Monitoring Program. This is a program that EPA administers to determine the prevalence of compounds so that they can be evaluated for future Regulatory Monitoring. Our participation will involve the taking of additional samples and review of the results prior to them being entered in a national database.

Police

On Tuesday, July 10th at 5:30 p.m., a male armed with a handgun robbed the clerk at Cigarette City located in the College Square Shopping Center. Surveillance camera video was recovered and a suspect has been identified. Detectives are searching for the suspect. Update: Two individuals have been arrested.

On Friday, July 13th, a police promotional ceremony will be held at City Hall. Kevin Feeney was promoted to Lieutenant, Curtis Davis to Sergeant, and Michael Szep to Master Corporal. Interim City Manager Carol Houck will be the keynote speaker at the ceremony.

On Saturday, July 14th, the physical agility exam will be given to the top 20 scoring individuals that took the recent police entrance exam. The agility test will be held at 8:30 a.m. at Newark High School.

The new Chevrolet Caprice police vehicles have arrived. Over the next few weeks, the police equipment will be installed in the new cars. The new cars have the black and white color scheme making the cars more noticeable. Since we have added black and white patrol cars to the fleet, we have reduced the number of comments on our community surveys that residents seldom see police cars in their neighborhood.

Planning & Development

Planning

On Monday evening City Council approved the following Planning and Development Department items:

- The recommendation from the Community Development/Revenue Sharing Advisory Committee – Re: Target Funding of \$61,430 for the 2013 Revenue Sharing Program;
- Four appointments to the Downtown Newark Partnership Board;
- Bill #12-18 revising rental license fees for single family, two family and rooming units in residential occupancy including mixed use occupancies, except for fraternities and sororities; and,
- First reading of Bill #12-22 to expand the boundaries of the Downtown Newark Partnership to match the boundaries of South Main Street.

On Tuesday morning, I met with a representative of WorldPay to talk about networking opportunities in the City.

Also on Tuesday morning, Development Supervisor Mike Fortner and I met with the Atlantic Realty Group to discuss potential redevelopment of the Newark Shopping Center.

On Tuesday evening, the Planning Commission reviewed and recommended development approval of:

- The 4.455 acre property at 129, 147, 153 and 163 Elkton Road for the rezoning of .51 acre from BC (general business) to BB (central business district) and 1.312 acres of RM (garden apartments) zoning to BB zoning, major subdivision and special use permit to construct two mixed use buildings with lower level parking, 1st floor commercial space and 36 upper floor apartments, and 32 townhouse apartments; and,
- Participated in a conversation concerning the fundamentals of comprehensive planning for the City's Comprehensive Development Plan update.

This morning Mike and I joined Carol Houck in a meeting with Michael Smith of the Greater Newark Economic Development Partnership to discuss fund raising opportunities.

Economic Development

On Tuesday, Development Supervisor Mike Fortner and Planner Ricky Nietubicz staffed the Design Committee meeting.

On Tuesday afternoon, Planner Ricky Nietubicz and I attended an organizational staff meeting concerning a 2013 Newark Triathlon. At the meeting, the staff began the process of coordinating race route and city resources. Details about the event were also discussed including that:

- The triathlon will bring approximately 600-800 competitors and their families to the city for the weekend, for practice events on Saturday at the reservoir and the race itself on Sunday morning during a typically slow time, before students move back in at the University of Delaware.
- The triathlon will be promoted and managed by Piranha Sports, at no cost to the City of Newark.

Also this morning Ricky and I met with representatives of IMG Sports Marketing and UD Athletics to discuss a joint venture to promote downtown and UD athletic events.

This morning Ricky staffed the Merchants' Committee meeting. Feedback was received on Newark Day, closures of Main Street and potential advertising campaign ideas were discussed. Information was also disseminated about the Downtown Newark Annual Food & Brew Fest scheduled for Saturday, July 28th, 2-8 p.m., including the Hops & Shops Sidewalk Sale starting at noon and the Main Street Mile Guest Bartending event scheduled for Friday, August 17th, 5:30-7:30 p.m. at the Courtyard by Marriott, UD.

Parking

Some time was spent on the Center Street entrance to Lot #3 bid package.

Some time was spent working with the Newark Development Trust on a potential parking structure in Lot #1.

Sidewalks have been repaired entering Parking Lot #4 from Center Street.

Code Enforcement

Considerable time was spent on International Building, Fire and Property Maintenance Code amendments which we hope to bring to Council for consideration soon.

C/Os were issued for the following properties:

- 298 E. Cleveland Avenue - the new Honda Dealership.
- 365 S. College Avenue - renovations by U/D.
- 373 S. College Avenue - renovations by U/D.

Repairs have begun at the abandoned house at 49 Shull Drive.

CSH/mp