

DEPARTMENTAL WEEKLY REPORTS

August 17, 2012

Planning & Development

Planning

Some time was spent on budget submittal revisions and providing additional information for consideration.

On Friday afternoon Development Supervisor Mike Fortner and I hosted a tour of the City for the City Manager candidates.

Considerable time was spent this week on 2012 ICC Code amendments.

Considerable time was spent following up on property maintenance complaints.

Mike completed a draft of the "Plan for Planning" to be presented to the Planning Commission for their review. The plan outlines how the process to update the City's Comprehensive Development Plan will be implemented.

Economic Development

DNP Administrator Ricky Nietubicz is working on final preparations for the Main Street Mile Guest Bartending event to be held at the Courtyard by Marriott – UD on Friday, August 17, 2012 from 5:30 p.m. – 7:30 p.m. to benefit the Newark Police K9 Unit and the Downtown Newark Partnership. Three teams (Fusion Fitness Center and Klondike Kate's, the Downtown Newark Partnership and Deer Park Tavern, and Rely Local and Kildare's) will compete to raise the most tip money, with the winner receiving the Paco Cup.

On August 8th Ricky staffed the DNP Board meeting. New Board members were introduced, Barclays Bank Mobile Payment Pilot Program was discussed, Christopher Coffman, Atlantic Realty Company, was introduced, and a draft of the revised DNP Design Guidelines was forwarded to Board members for comment.

Parking

Parking Administrator Marv Howard and Ricky staffed the Parking Committee meeting on August 8th. The Committee discussed the conversion of loading zones from strictly "no parking" areas to metered parking during certain hours of the day. The committee agreed that this should be tested and, if successful, implemented, as a way to increase parking capacity.

This weekend we will begin a new system in our parking booths where by attendants' name tags will be visible on the window for easy recognition by the customer. This will help the customer give compliments, complaints, and/or comments on the actions and

service of the cashier to the Parking Division main office. We believe giving a name to a face will help us get better feedback from our customers.

We've recently lost 3 (three) part-time employees to promotions within the City or to other jobs within the State. The Parking Division has already filled one of those positions and should soon have the other 2 (two) positions filled and trained by the end of next week, pending review and background checks of those applicants chosen.

The Parking Division's lot clean-up and painting continues to be on schedule to finish before the school year begins. This week we completed the painting of handicap areas in all lots.

The parking information on the website and validation list has been updated to reflect recent changes.

Code Enforcement

This week Code Enforcement Supervisor Steve Wilson attended a meeting with Parks and Recreation staff to discuss skateboard parks.

East Campus Housing has all building permits issued.

This week Code Enforcement staff is working with parks staff on leak repairs at the Police Station.

Newark Charter School warming kitchen permits have been issued. This project must be completed prior to school starting.

Hydro testing at ISEB has been completed.

Work continued this week on the 2012 Code amendments for adoption.

Work continued this week on grass complaints around town. The Division has a contractor working on cutting grass now.

This week Code Enforcement is working on the trash complaint at Indian Sizzler.

Public Works

Engineering/Planning and Inspection

- Contract 12-04 – 2012 Street Improvement Program: Diamond Materials worked on Bassett Place, Thompson Circle, and Tyre Avenue and completed the following:
 1. 9.2 c.y. of excavation.
 2. 2.3 c.y. of p.c.c. utility trench patch excavation.
 3. 7.63 tons of stone placement.
 4. 16.5 s.f. of 6" driveway apron replacement.
 5. 269.4 s.f. of handicap ramp sidewalk installation.
 6. 40.2 s.f. of truncated dome block installation at handicap ramps.

7. 216.11 tons of base hot mix replacement.
8. 63.71 tons of top hot mix placement.
9. 9.61 tons of base hot mix patching.
10. 4.62 tons of top hot mix patching.
11. 270.0 l.f. of p.c.c. integral curb and gutter replacement.
12. 9,821.2 s.y./in. of existing street surface milling.
13. 55.8 l.f. of concrete sawcutting.

Compiled quantities for Estimate #1, produced "Quantities for Invoicing" spreadsheet and sent information to the contractor.

- Laura's Glenn: Continued work on compiling punch list items for Conditional Acceptance.
- Rechecked an illicit discharge complaint at The Galleria and called the owner to discuss the findings.
- Gathered some sampling site information and forwarded to the UD in hopes that some interns from UD WATER could assist in the effort.
- Responded to consultant requests for information regarding RFP 12-03 for stormwater retrofits at the Hunt at Louviers.
- Met with Andrew Homsey from UD WRA to discuss a path forward for some GIS work he is doing. We also attempted to iron out a few anomalies in the GIS map.
- Contract 12-05: Diamond Hill started work on handicap ramps in Evergreen development.

Survey Crew

- Continued with Phase 3.2 Sidewalk Program support and follow-up.
- Continued surveying support for Street Department at the Iron Glen bio-retention facility.
- Located and marked the corners of Fairfield and Kells soccer fields for the Parks Department.
- Continued updating Municipal Building layout plan for emergency escape routes.

Field Operations

Refuse:

- Completed third week of new Multi-Family Recycling Program. Third week yielded a 13.44% diversion.

Streets:

- Hot mix crew excavated and applied hot mix on Apple Road & W. Park Place over previously poured curb and backfilled with topsoil and seeded same location.
- Excavated and applied 70 l.f. of 6" pvc pipe at Iron Glen Park at retention area and began grading around the area.
- Street crews pumped down retention area twice that had filled up with water from rain storm.

Parks & Recreation

Administration & Planning

I conducted a meeting with members of my staff to discuss plans for the Pomeroy and Newark Rail Trail opening scheduled for September 10.

On Tuesday I met with the developer for Chimney Ridge to discuss active recreation and landscaping items.

I had a discussion with the Twin Lakes developer pertaining to landscaping requirements and their submittal of a Letter of Credit (surety) for that segment of the site where landscaping is complete.

Our summer camp and outdoor recreation season is coming to an end. We had another very successful summer! My compliments to the recreation, office and parks staff for their continued hard work and successes this year.

Pomeroy Trail Update:

- Creek Road/North College Avenue: Removed the old rails and road surface at the trail crossing, applied the base and paved.
- State Parkland (north of Creek Road/North College Avenue): Paved the trail surface to the U of D Laird Campus.
- Construction of the 2nd bridge abutment (north segment) will be completed this week. The bridge itself will be delivered and set in place within two weeks.
- The electric contractor completed installing conduit and wiring for the lighting system.
- Prepared invitation to trail opening planned for September 10.
- Coordinating with Verizon to get phone line connections to Emergency Call Boxes.
- Provide direction to Merit on the placement of banner arms on light poles.

We completed a final review of the Curtis Mill Park Smoke Stack Demolition Contract. The contract will be advertised soon.

Park Management:

- Conducted park inspections and prepared related maintenance work orders.
- Met with the owner's representative at the Shoppes at Louviers to discuss tree issues.
- Attended meeting concerning opening of Pomeroy Trail and met with a UD representative to discuss mowing operations along the Pomeroy Trail.
- Assisted in locating additional bike rack install sites along Main Street.
- Committed time working on items for the 2013 DRPS Conference.

Parks/Horticulture Operations

Crews committed time on these tasks:

- Mowing: Recent rains and increased grass growth have caused us to pick up the pace of our mowing operations.
- Repairing cracks on tennis court surfaces
- Tree removal along Christina Creek behind Rahway Drive
- Started preparing soccer goal mouths for upcoming season
- Completed several building maintenance tasks
- Removed trash and recycle materials throughout park system
- Cut back the Holly hedges at Anna Way
- Began cutting back the Euonymus along Casho Mill Road
- Landscape bed maintenance at several locations

YBC crew assisted the horticulture crew with work at Anna Way and Casho Mill Road and did daily trash sweeps at City Hall and Dickey Park.

Recreation Services

Paula continued interviews with candidates for the Before and After Care counselor positions for the upcoming school year and is getting ready staff orientations. She also continues to prepare for the annual inspection at West Park School with the State Office of Child Care Licensing that will be held on August 29.

Paula held the second skills day for youth soccer and distributed the current rosters to coaches for each league. Practices start the week of August 13.

Paula reports that we had another successful Rittenhouse Day Camp program. More than 380 children participated in this summer's program!

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

The recreation staff worked on fall program planning and proofing the fall newsletter.

Tyler prepared supplies and coordinated staff for the last week of specialty camps (August 13-17) including the Dangerous Camp for Boys and Sneaker Club.

The Community Events staff completed the Safety Town program that concluded with a graduation program.

Joe worked on the Pomeroy and Newark Rail Trail opening invitation and program.

Joe is organizing for the August 15 pre-bid meeting for the Skate Spots project.

Joe is working on the "How Do I" information for the City web page.

Electric

The line crews started changing twenty year old cable terminations at Kershaw Substation showing signs of potential failure and they transferred facilities onto a new pole on Radcliffe Drive after the phone company changed the pole. The line crews also

worked on the services at Twin Lakes and starting changing transformers in Devon for a future voltage upgrade.

The electricians worked at the Police Station running new wiring above the holding cells and the meter technician worked with engineering on a power quality complaint where the issue was determined to be customer's responsibility.

The engineering technician took part in a training conference on the Harris billing software currently used. Engineering worked on the operating budget, smart metering proposals, SCADA displays, and the monthly substation load analysis.

Water & Wastewater

We are working this week with the UD to remove a leaky valve on North College that used to feed a University property. We need to get this work completed prior to the students returning.

We are still waiting to hear from the lab regarding the test results of the first samples from the new Well 14.

The relining project is winding down. The contractor is returning services to the relined mains. The temporary lines will be off the street shortly.

The work on Kent Way to replace the water main is almost complete. All services are now on the new line. Paving of the excavations is taking place this week on Kent Way.

Pavement repairs on South College are in the planning stage and will be completed shortly.

We are also spending time working with Honeywell on the meter testing project.

Police

On Thursday, August 9, 2012, the Newark Police Department arrested 24-year-old Dexter Bland of New Castle for bank robbery that occurred on August 1st at PNC Bank located in Newark Shopping Center. Following the release of surveillance photos, investigators received multiple tips from the public linking Bland to the crime. Bland was taken into custody on August 9th when he came to Newark's Alderman Court #40 to inquire about unpaid traffic tickets. Dexter Bland (DOB 09/01/87) of 445 Bethune Drive, Wilmington, DE 19801 was charged with Robbery 2nd Degree. Bland was committed to Howard R. Young Correctional in lieu of \$25,000 cash bond.

On Thursday, August 9, 2012, the Newark Police Department arrested 20-year-old Jaydeem Maddox of New Castle and 20-year-old Jasmine White of Wilmington for their involvement in the August 1st armed robbery which occurred on Victoria Court in Newark. Investigators are actively searching for a third suspect, Daniel Scott for his involvement in the crime. Through investigation detectives identified Jasmine White as the getaway driver for the robbery. Newark Police executed a search warrant at her home on

August 9th taking her into custody and locating items linking her to the crime. Later the same day, Jaydeem Maddox turned himself in to NPD headquarters after learning that investigators were searching for him. Detectives have identified a third subject involved in this robbery as 18-year-old Daniel Scott of Wilmington. Warrants are on file for the arrest of Scott. Detectives have also learned that this investigation was related to a drug deal in which the victim was robbed while attempting to sell marijuana to the Maddox and Scott.

On Friday, August 10, 2012, Corporal Saunders threw out the first pitch at the Wilmington Blue Rocks game as part of Police Night at the Blue Rocks. Corporal Saunders was recognized for his efforts in saving a Newark High School student's life along with the school nurse. Corporal Saunders and the school nurse performed CPR and used a defibrillator on a student in cardiac arrest, saving her life.

CSH/mp