

DEPARTMENTAL WEEKLY REPORTS

September 21, 2012

Police

Since Thursday, September 13th, the majority of the Police Department's time has been spent searching for a 64-year-old male that went missing from his home on Cleveland Avenue. The man, who suffers from Dementia, walked away from his home and has not returned since. Newark Police dogs and a bloodhound from the Maryland State Police tracked the man's scent to Creek Road. That evening a terrain search was conducted with recruits from the Delaware State Police Academy as well as law enforcement officials. The following day, numerous Search and Rescue Teams from the region searched the area on foot, utilizing dogs and horses and continued through Sunday morning. Late Saturday evening a caller reported to police they may have seen the missing man in Hockessin. A bloodhound once again confirmed the man's scent and the search was moved to the Hockessin area. At this time the search and investigation continues.

On Saturday, September 15th, at 2:30 a.m. a 19-year-old male and 18-year-old female were robbed in the parking lot of the University Courtyard Apartments. The male's wallet and the female's cell phone were stolen. Both victims were physically assaulted by the suspects.

On Wednesday, September 19th, Lt. George Stanko conducted "Verbal Judo" training for our Parking Enforcement Officers and Animal Control Officer. This is a conflict resolution and verbal de-escalation training.

On Wednesday, September 19th, Corporal Micolucci and members of the Street Crime Unit conducted several search warrants related to graffiti. Several arrests were made and are being processed as this report is being written. Additional information will follow in next week's report.

On Friday, September 21st, our newest Police Officer, William Anderson will graduate from the Delaware State Police Academy. With the addition of Officer Anderson, the Police Department is three officers short of full strength.

Planning & Development

Planning

Considerable time was spent this week preparing a report to the Planning Commission for their October 2, 2012 meeting recommending the creation of a new zoning district AC 80/20 (Adult Community 80/20) which will allow Adult Communities in that zoning district to be occupied by up to 20% persons under the age of 55. Other Planning Commission agenda items include:

- A. Review of a rezoning from AC (adult community) to RM (garden apartments) and major resubdivision for the Village of Twin Lakes.
- B. Discussion regarding the revision of the City's Comprehensive Development Plan.

On Wednesday, September 12th, Developer Supervisor Mike Fortner assisted DeIDOT, the Newark Bike Project, and the Newark Bicycle Committee with a "Safety Check Point" on the UD campus to provide bicycle safety equipment and material to UD students as part of a bicycle safety program to encourage safe bicycling in the City.

On Friday morning, I met with City Secretary Pat Fogg, Capt. John Potts and Engineering Assistant Mike Sistek to talk about a process for changing the names of streets and subdivisions after Council approval. The Department will be drafting an administrative process to address this concern in the near future.

On Friday morning, I met with City Solicitor Bruce Herron to discuss the ICC Amendments.

On Monday morning, I met with new Planning Commissioner Bob Cronin to provide an orientation to the Planning Commission roles, responsibilities and procedures.

On Tuesday morning, Mike and I met with Lisa Goodman and Todd Bariglio to discuss minor changes to the layout of the Lofts at Rittenhouse. The changes were prompted by the requirement for an elevator in the building, by the developer's desire to add more visual interest to the architectural design, and to add an additional 130 square feet per unit for a second bathroom. The developer believes that the two bedroom units will be more appealing to young professionals if they include a second bath. Because there is no change to the number of units (22 units), no change to the number of bedrooms per unit (two bedrooms each); minimal change to the footprint and façade, staff believes that the revised design is not a substantial change to the approved subdivision. Please see attached renderings for review.

Some time was spent on Code Enforcement Division website updates.

On Sunday, Mike helped set up and staff the Community Day exhibits for the Downtown Newark Partnership, the Planning and Development Department Comprehensive Plan update, and the Newark Bicycle Committee.

On Wednesday, Mike attended the Clean Cities Stakeholders meeting in Dover.

Economic Development

Some time was spent this week preparing information for the Taste of Newark event to be held September 30, 2012 (12 - 3 p.m.) on Old College lawn. A few tickets remain for this fabulous event and can be purchased (\$45) in the Planning and Development Department while they last!

Community Development

On Friday, Planner Ricky Nietubicz and Mike attended the annual meeting of the Delaware Chapter of Housing and Redevelopment Officials.

Parking

Some time was spent on the Center Street entrance to the Lot #3 contract to prepare it for Council review at a future meeting. Lang Development Group should be applying for a demolition permit for the structure at 17 Center Street early next week.

The Parking Division has been cleaning up debris from Tuesday's storm. A tree was lost in Lot #4.

Code Enforcement

Code Enforcement Supervisor Steve Wilson attended a meeting with staff on skate spots in the parks system.

This week Steve met with Environmental Testing Inc. for sampling of the smoke stack prior to demolition.

Also this week, Steve met with representatives of Kate's Place for the new building they plan to build.

The Code Enforcement Division received preliminary drawings for Bloom Energy; however, no permit has been applied for at this time.

Public Works

Engineering/Planning and Inspection

- Contract 12-04 – 2012 Street Improvement Program: Diamond Materials worked on Wrangler Road and Ranch Court completing:
 1. 1.1 c.y. of excavation.
 2. 2.20 tons of stone placement.
 3. (1) single catch basin adjustment and bonnet pour.
 4. 361.2 l.f. of rolled curb replacement.
 5. 35.9 l.f. of sawcutting for curb removal.*Contractor used 28.5 c.y. of DeIDOT Class B concrete in above pours.
- Contract 12-05 – 2012 ADA Handicap Ramp Installation Program: Diamond Hill Inc. attempted to work on Delrem Drive but work was stopped due to no maintenance of traffic and no Miss Utility clearance.
- Erosion & Sediment Control Inspections:
 1. Performed site inspection at Sutton Place.
 2. Performed perimeter control inspection for demo permit approval at the Lofts at Rittenhouse Station.
 3. Performed erosion and sediment control inspection at Newark Jeep Chrysler.
- Performed quarterly stream adoption chemical and biological monitoring tasks at Rittenhouse Park. Forwarded corresponding findings to DNREC and the DNS.

- Worked on a planting plan for the bio-retention basin at the Iron Glen composting area. Received a quote and ordered the plant material.
- Performed dry weather outfall inspections at the UD Newark Farm with the assistance of the UD Farm Superintendent.
- Rechecked an illicit discharge complaint at the Galleria. The issue has been resolved, and the complaint closed out.
- Performed a quarterly routine inspection at the Maintenance Yard as per our industrial stormwater permit. Forwarded recommended corrective actions to the Public Works Director and Superintendent.
- Set up and worked a stormwater educational booth during Community Day in conjunction with the University of Delaware stormwater program.
- Kate's Place & Choate Street Townhomes: Received Construction Improvement Plans for Kate's Place and Choate Street Townhomes. Forwarded copies to operating departments for their review. Reviewed plans and stormwater report and forwarded comments to the Public Works Director.
- Christina Basin BMP Bus Tour: Attended annual Christina Basin Bus Tour of BMP (Best Management Practices) projects in both Chester County and New Castle County with the Stormwater Program Coordinator.
- Curtis Paper Mill Redevelopment Stormwater Pre-Application Meeting: Attended pre-application meeting in Dover with DNREC, the Parks & Recreation Director and representatives from Pennoni.

Survey Crew

- Continued with Phase 3.2 Sidewalk Program support and follow-up.
- Measured offset and graded curbs and gutters on Beverly Road for replacement.
- Began surveying the reservoir spillway for comparison with previous years.

Field Operations/Streets

- Excavated and applied 725 s.f. of hot mix at the Student Center on Academy Street.
- Concrete crews excavated, formed, and poured 40 ft. of integral curb on Marvin Drive and applied base hot mix at same location.
- Repaired sink holes on storm sewer easement on University property at S. College Avenue and E. Park Place.
- Placed rip rap of newly installed outflow pipe in stream area at Iron Glen Park.
- Loaded and hauled 2 loads of previously stockpiled hot mix and curb from the city yard to Batten for disposal.

Parks & Recreation

Administration & Planning

I met with the developer for Kershaw Commons to discuss landscaping requirements.

Mike Sistek and I, along with representatives from Pennoni, attended a meeting at Dover's DNREC office to discuss the erosion and sediment plan and application process for the Curtis Mill Park project.

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

The recreation section completed plans for and conducted a very successful Community Day event this past Sunday. There was great weather and a good turnout.

We committed time reviewing a revised landscape plan for the 136 Elkton Road project.

We also committed time revising/updating the Parks and Recreation Profile for the 2013 Operating Budget.

Pomeroy Trail Update:

- Fencing was installed around the Olan Thomas Park warehouse
- Placed crushed stone (trail surface) between bridges 1 and 2 in the north segment
- Backfilled around the bridge abutments
- Committed time clearing and removing construction debris from the project mobilization site in Olan Thomas Park

Tom/Rich completed these items:

- Conducted park inspections and prepared related maintenance work orders
- Met with an Eagle Scout candidate about a possible project
- Arranged a meeting with the Code Enforcement Supervisor and building maintenance staff to discuss and determine a path forward to deal with a roofing repair at the Police Station
- Looked into a tree issue for a homeowner in Creek Bend
- Met with a homeowner to offer suggestions on possible tree selections for a future planting
- Met with a fencing contractor about a fence matter at Folk Park

Parks/Horticulture

- Mowing operations continue
- Prepared all soccer fields and dragged/scarified all ball fields
- Committed considerable time doing work at landscaped sites
- Repaired fence sections along the Hall Trail
- Tree pruning in horticulture areas as needed
- Volunteers completed a clean-up along the Christina Parkway
- Trash pick-up throughout park system
- Loading/set up/take down for Community Day

Recreation Services

Numerous fitness classes started this week including Multi-Level Yoga, Gentle Yoga, Zumba, Morning Yoga and Evening Yoga. Over 95 participants are registered for the various fitness classes. Paula passed along rosters and attendance sheets to the instructors and continues to send updates as more people register.

Paula and Joe attended a Sports and Social Media panel discussion.

Paula worked with the Office of Child Care Licensing to increase the capacity at West Park Before and After School program from 25 to 30 children to accommodate additional registrants.

Paula coordinated with the University of Delaware's Cooperative Extension Office and Delaware 4-H to offer a youth program at the After School program sites. We will be offering Health Rocks for children ages 8-11 years in the next few weeks. Health Rocks is a 5-week program that encourages kids to adopt healthy behaviors. The instructors will teach skills based on the National Health Education Standards with an emphasis on tobacco, alcohol and drug prevention, fitness, stress management, decision making, goal setting and other skills using games, skits and interactive activities.

The community events staff prepared for and held the annual Community Day event on the UD Green, which was well received by the community and vendors. They met with UD, Electric, Public Works and Parks personnel, prepared supplies, assigned late registering vendors, contacted volunteers, etc. Many thanks to the staff from Parks & Recreation, Electric, Public Works and the Police that worked the event and helped to make it such a success.

Fall sessions of tennis lessons began for all ages including the Afterschool Tennis program. Fifteen children are participating in the program.

Tyler held interviews for the CATCH afterschool kids club at Downes and swim lessons.

The George Wilson Center was used as a polling place on Tuesday, September 11.

Youth dance and theater classes began at the George Wilson Center.

Joe reviewed the Skate Spot proposals and set up a meeting to discuss them.

Joe met with the community events staff about Community Day logistics and organized department material for distribution at the event.

Joe viewed the risk management webinar presented by our insurance carrier.

Electric

Sunday morning a substation transformer shut down due to low battery voltage. Engineering and line crews were quickly called in to rectify the situation. After restoring loads by switching to other circuits and checking the batteries' capacity, it was determined that the battery charger caused the outage. With guidance from the battery charger technical support, it was determined that the appropriate action is to replace a circuit board. Another set of batteries and charger used in the same substation to operate a different transformer has been shared until the circuit board can be replaced.

The line crews were called out Tuesday night during a storm to replace a transformer that failed in Nottingham. Earlier in the week, the crews repaired primary wire on Beverly Road after a tree came down and they fixed two poles that fell over after a truck hit the supporting guy wire behind the Newark Shopping Center. The line crews also worked on a second service to Newark Jeep Eagle which involved setting two new poles and associated hardware.

The electricians worked on court lights at the Wilson Center and substation circuitry for SCADA. The electricians and meter technician also spent significant time preparing for and working Community Day.

Engineering is working on the pole line design for the dual primary metered services to Bloom Energy off the Christina Parkway. Engineering also finished a fault study for Dow Chemical and set up the last underground bore for the backyard reliability project on Baylor Drive.

Water & Wastewater

Creek levels are improving slightly. With cooler temperatures and reduced demand for outdoor watering it looks like we have successfully navigated another dry year.

We have been having the filter media evaluated at the South Well Field Treatment plant twice a year. The reports are cautious as to the remaining life that we might expect. Tom and I will be reviewing this information closely to see if we need to make any changes to the Water Department budget for the next year.

The control panel for the VFD for reservoir pump #2 has been returned after having been repaired. Bill was able to find a firm to repair the old unit versus replacing the whole drive. We will get the panel replaced in the next few weeks as soon as we can schedule with the technicians.

Well 17 has been acting up. We are scheduling a down hole video to see if we can determine what has happened. The well has been in service now for the better part of seven years so it is not surprising that it may need to be rehabilitated.

City Manager's Office

Community Affairs Officer

On Sunday, I spent time at Community Day taking pictures of the event for use on the city and Parks and Recreation Department's Facebook page and to send to media and use in any publicizing next year.

I posted information to social media regarding the missing person with dementia to circulate the Police Department's call for the public's help.

I set up the link to pay parking fines to the Alderman's Court section of the website. It is now active.

A considerable amount of time was spent preparing for the website committee meeting regarding navigation and the development of the “How Do I?” section. This is the last committee meeting before the website is completely turned over to CivicPlus for the redesign. In the meeting we discussed where our current pages will be housed in the new global navigation and content for the new pages that I am developing for “How Do I?”

Upon reviewing the navigation at the website committee meeting, it was discovered that some departments’ pages still needed some updating and additional pages needed to be developed for the new website.

I spent some time revising the website’s current navigation (site) map to build the navigation (site) map for the new site.

I spent a significant amount of time developing the “How Do I?” section of the website, which you are not yet able to view. It will go live with the new website in November.

I spent a significant amount of time this week redeveloping the Parks and Recreation Community Events pages, so that it could be attractive and ready to also be used under a new global navigation heading for “Visitors” on the new website. The previous pages only listed the upcoming events and, in some cases, just a registration form and no description of the event. Now all the annual events are listed by season. Each event has an image associated with it and users can click on the event to see more information. Annual downtown Newark events are listed as well and they are identified with the DNP logo in the description with instructions to go to other sites as necessary for more information. The content revisions may be seen now at <http://www.cityofnewarkde.us/index.aspx?NID=162>.

I expect to have the remainder of Planning and Development’s website section that I had not yet received – Code Enforcement Division – and revisions for Finance Department at the end of the week to be completed before turning the site over to CivicPlus at the end of next week to undergo the redesign.

I distributed the press release for the Prescription Drug Take Back Day. Flyers were passed out at Community Day at the Police and Stormwater booths. Newark Senior Center is distributing flyers at their site and flyers have been sent to the Newark Library. Officer Wiggins is also distributing flyers.

I posted the City Council meeting agenda for September 24 to the city’s website.

CSH/mp



Rittenhouse Station

Newark, Delaware



View 02

4/03/2012

Approved



Rittenhouse Station

Newark, Delaware

View 02
09/15/2012

Revised



Rittenhouse Station
Newark, Delaware

Approved



Rittenhouse Station

Newark, Delaware

View 05

09/15/2012



Revised