

DEPARTMENTAL WEEKLY REPORTS

November 16, 2012

Planning & Development

Planning

On Wednesday night, November 7th, I staffed the Planning Commission meeting. At the meeting the Commission approved the minor subdivision of properties located at 29-35 Prospect Avenue (formerly known as 45 Prospect Avenue) in order to subdivide the two existing tax parcels into four separate lots to construct two three-story twin (duplex) buildings and associated parking and access ways.

Also on Wednesday night, Development Supervisor Mike Fortner presented a progress report of the update of the City's Comprehensive Development Plan to the Planning Commission.

On Thursday, Water and Wastewater Director Roy Simonson and I met with David See of the Insurance Services Office (ISO) to discuss the Newark fire district and provide information necessary for the ISO's evaluation of preparedness and response for insurance rates.

This week the Department received a development plan for a minor subdivision at 65-67 East Cleveland Avenue. The plan calls for adding two new duplex units to the two already on site. The development should be reviewed by the Planning Commission in January.

On Friday, Community Affairs Officer Dana Johnston and I met with Ellen Scarpitti of Nottingham Green to discuss civic associations and communication opportunities.

On Wednesday, November 13th, Mike attended the CAC meeting and presented the "Plan for Planning" on the update of the City's Comprehensive Development Plan.

Economic Development

On Wednesday, I attended the New Castle County Chamber of Commerce's Economic Development Council meeting. A presentation on the Whitehall development north of Middletown along the C & D Canal was the focus of the meeting.

Considerable time was spent this week preparing for and facilitating the Downtown Newark Partnership's Annual Meeting and Volunteer Appreciation Reception. Sixty-eight (68) people attended the event which honored Bill Sullivan, Managing Director of the Courtyard by Marriott UD, as our Volunteer of the Year; unveiled the 2012 DNP Annual Report; and raised \$3,000 for the Chapel Street Players through our silent auction.

On Tuesday, November 13th, Mike and Planner Ricky Nietubicz both attended the "Complete Communities Summit" sponsored by the University of Delaware Institute for Public Administration, in cooperation with the Delaware Department of Transportation and the Office of State Planning Coordination.

Parking

Some time was spent this week on the Downtown Parking Office lease renewal.

Some time was spent gathering information for the Newark Development Trust effort.

Code Enforcement

This Monday we were happy to welcome back Code Enforcement Supervisor Steve Wilson. Steve was recovering from emergency gall bladder surgery, and we are happy to report that all went well.

Some time was spent on amendments to the 2012 ICC Codes for Chapter 17 – Housing and Property Maintenance.

The former Chrysler administration building on the STAR Campus has received permits for footing and foundation, as well as for installing steel.

3018 South College Avenue received a temporary C/O for the UD Offices.

Four civil citations were issued for the weekend of the November 11th and 12th for trash.

Public Works & Water Resources

The street program has a total of 26 streets to be repaved. To date 13 streets have been completed. Five streets have had the curb replaced and are awaiting milling and paving. Curb work has been started on two streets. Five streets have yet to be started. I spoke with the contractor last week and discussed his plans to complete the work this year. That we get the weather to cooperate he should have no problem completing the work this year.

We vacuum excavated to expose the curb stop at a main street business to determine what is causing low pressure inside the building. We were able to do the work with minimum disturbance to the sidewalk and determined that there is copper pipe on both sides of the valve. With this information we are moving back inside the building to do more investigation.

Bill has been gathering data to implement a Fat Oil and Grease (FOG) program within the City to address the problems that we experience with the accumulation of FOG within the sanitary sewers. This program will involve code changes so we will be bringing these to Council once we have them prepared. We will work with Maureen and the DNP as we develop the plan so that we can get feedback from the business community to incorporate in the program.

We have completed approximately half of the curb ramps. I will be working with staff and the contractor to finish this work as soon as possible.

We have been working on the reviews of several storm water drainage plans for developments in the City. These activities support our efforts to meet the requirements of

our NPDES Permit and in turn address the goal of reducing the flooding that occurs downstream of the new construction, improve water quality and protect our drinking water resources.

We have been inspecting the work of the gas company to insure that they restore our streets in an appropriate manner.

The State adopted on July 1, 2012 the Long Term 2 Enhanced Surface Water Treatment Rules (LT2), Stage 2 Disinfection by Products (DBP), the Groundwater Rule, and the Lead/Copper rule short term revisions. Among many changes the PCE and TCE (these are volatile hydrocarbon compounds) Maximum Contaminate Limit (MCL) will be reduced from 5 parts per billion (ppb) to 1 ppb and the Vinyl Chloride, MCL will be reduced from 2 ppb to 1 ppb. The new levels for PCE, TCE and Vinyl Chloride become effective January 1, 2013. We are currently in compliance with all of these changes.

Electric

The line crews have been repairing items found on the infrared scan of the circuits, mostly replacing lightning arrestors that are showing up as hot. The crews continued work in Devon and along Baylor Drive changing out transformers. The line crews also installed a temporary construction service at the STAR campus for the Bloom Energy site.

The electricians have been working on lighting issues at the warehouse. They also worked with water engineering on standby generation at South Well Field. A portable generator was in place during Hurricane Sandy, but not all parts of the plant could be energized from one location without changes.

Engineering has been working with the field supervisor on circuit design at critical spots on the system as well as design for new services and pole relocations for commercial projects.

Parks & Recreation

Administration & Planning

Tom conducted an inspection of the Christina Creek and Trail corridor and general park inspections.

We held a kick off meeting for Phase V of the Redd Park Trail project. The Delaware Trail Spinners and the Delaware State Parks trail crew will continue to work with us to complete the project.

I along with several parks personnel attended a snow and ice removal workshop last Wednesday.

Tom conducted the annual Tree Board meeting to comply with the Tree City USA requirements. Tom also completed the paperwork for the Tree City USA Growth Award for submittal to the Delaware Urban Forester and the Arbor Day Foundation.

Last Thursday IT and parks personnel sat through a web demonstration of a software program for managing maintenance tasks. A second demo has been scheduled for this Thursday to include other operating departments. The program is web based and will function to schedule and track man hours, materials, costs, etc. for routine and on time maintenance tasks.

Rich committed time coordinating for the placement of lights on the Main Street trees for the Christmas season. The lights will be placed this week and activated on Wednesday, November 21. Lights will not be placed on those trees that have been planted within the past three years. We follow this practice because the tree limbs are weak and small. After three years the trees seem to be established to handle the strands of lights.

We committed time gathering costs associated with Hurricane Sandy for possible FEMA reimbursement.

We are continuing to work with DeIDOT's contractor and the Water Department on the Elkton Road landscape irrigation system.

I'm continuing to work with DeIDOT's real estate office to have the Maintenance Agreements for two (2) Conservation Areas on the Pomeroy Trail signed and recorded.

We are reviewing and working to prepare comments on several development plans.

Parks Maintenance

We readied equipment for possible snow event.

We completed a PM inspection at Wilson Center.

With the assistance of the Water Department we removed a blockage from a roof drain at the Police Building.

We removed a tree from the shelter roof in Rittenhouse Park. The tree came down during Hurricane Sandy.

The horticulture crew replanted ornamental grasses at the Chapel and Cleveland landscaped island. They also removed Banana trees and Cannas from their seasonal outdoor planting areas to winter storage.

We prepared the soccer field at Kells Park.

We mowed turf and mulched leaves in park and horticulture areas as needed.

Recreation Services

Paula distributed basketball equipment to the schools for the start of the youth basketball league practices. She continues to place registrants on teams.

Paula attended the soccer championships for the Junior and Senior Youth Soccer Leagues and passed out trophies. Two great games!

Paula completed the Adult Winter Volleyball League schedules and posted to the website. She also worked on completing the work schedule for the volleyball referees. The season begins on November 14.

The events staff has been preparing for the Turkey Trot 5K Run, 5K Walk and 10K Run. The event is planned for this Saturday and will be staged from Handloff Park. We are recruiting volunteers, preparing the shirt order, preparing information for the race timers, etc. Over 350 people have pre-registered for the races. The event typically attracts between 700 and 1,000 runners.

The George Wilson Center was used as a polling place on Election Day, Tuesday, November 6.

Tyler is working on final preparations for the 26th Annual Thanksgiving Day Breakfast. This includes promoting the event, organizing supplies, contacting volunteers and securing sponsors.

Joe completed his park inspections of Redd Park and the reservoir.

Joe attended the Phase V kick off meeting with the Trail Spinners, Charlie, Rich and Tom.

Joe attended a demonstration for a maintenance software system Facility Dude.

Joe is doing a reference check on the skate spot companies who submitted a proposal on the project.

The recreation staff is reviewing the e-newsletter for corrections and organizing programs for the winter/spring season.

Police

On Friday, November 9th shortly before 2:00 p.m., the Newark Police responded to the CSX railroad crossing at West Main Street and Elkton Road for a report of a collision involving a CSX freight train and a tractor trailer. The Newark Police Department Traffic Division assumed the investigation due to the serious nature. The investigation has determined that the driver of the tractor trailer was making a delivery to a restaurant on West Main Street just east of the rail crossing. The truck and trailer were parked on the sidewalk just east of the crossing. The driver had just entered into the tractor trailer after making the delivery when the train signal crossings activated due to an approaching westbound CSX freight train. At that time, the crossing arms lowered onto the trailer. The driver attempted to drive the truck forward and away from the crossing, however, as the tractor entered onto the railroad tracks it was struck on the passenger side of the cab by the front of the freight train. As a result of the collision, the driver of the tractor trailer was trapped inside the vehicle for approximately 20 minutes while rescue personnel from the New Castle County Paramedics and Aetna Hose Hook and Ladder extricated him from the vehicle. The truck driver was identified as 42-year-old Joseph C. Mounts of Felton, DE. He was transported to Christiana Hospital with head and internal injuries and was listed in critical condition.

On Tuesday, November 13th, the Newark Police arrested 31-year-old Louis W. Rittenhouse of Newark for his involvement in two recent armed convenience store robberies and a home invasion in the 100 block of Madison Drive. On November 6th, 2012 a home invasion style armed robbery occurred at a home in the 100 block of Madison Drive. During that incident, two suspects entered a home occupied by a 25-year-old male victim and a 29-year-old female victim. The pair demanded cash from the two victims and attempted to duct tape their hands together. The male victim fought with the suspects and they fled the residence. Detectives learned that Rittenhouse was an acquaintance of the occupants of the home and through an extensive investigation by detectives, linked him to the home invasion. Detectives recognized similar physical characteristics between Rittenhouse and the suspect responsible for a September 10th and an October 14th robbery of the Exxon Convenience store located at 820 South College Avenue. Detectives also learned that Rittenhouse was arrested in 2007 for a robbery at the same convenience store. Through further investigation they linked him to both of these robberies.

On November 13th Newark Police executed a search warrant at Rittenhouse's home and found evidence linking him to the robberies. He was taken into custody without incident and charged with the below listed crimes. Detectives are still attempting to identify Rittenhouse's accomplice in the November 6th home invasion. Rittenhouse was committed to Howard R. Young Correctional in lieu of \$362,000 bail.

Defendant: Louis W. Rittenhouse (DOB 12/30/1980)
109 Madison Drive, Newark, DE 19711

Charges: 2 counts Robbery 1st Degree
2 counts Possession of a Deadly Weapon During the Commission of a Felony
2 counts Attempted Robbery
1 ct Home Invasion with Intent to Commit a Violent Felony
1 ct Burglary 1st Degree
1 ct Wearing a Disguise During the Commission of a Felony
1 ct Conspiracy 2nd

The table below represents the Street Crimes Unit arrest totals from January 1, 2012 to October 31, 2012. The SCU is comprised of 4 NPD officers and 1 P/T UDPD officer.

Activity Type	Monthly Totals	Totals - 2012
Total Criminal Arrests	267	1,108
<i>Drug Arrests</i>	8	63
<i>Traffic Arrests</i>	23	108
<i>Order-Maintenance Arrests</i>	212	655
<i>Graffiti Arrests</i>	6	82
<i>Fugitive Arrests</i>	13	113
<i>Other Criminal Arrests</i>	5	87

City Manager's Office

Community Affairs Officer

I spent a considerable amount of time working with Mike Fortner on developing pages on the website for the Comprehensive Development Plan Update that include a description of the process and a schedule of public participation events. The pages will be updated as Mike gives me information to do so. I distributed the link to the pages via social media encouraging people to go there for information. I will distribute the link through social media frequently as meetings draw near. Additionally, I posted created graphic panels for the home page to draw attention to the two upcoming meetings focused on transportation. Notice of the transportation meetings have been posted on TV 22. A press release about the transportation meetings was released today and I will be following up with the News Journal and Newark Post about having the meetings posted before the meetings happen.

I have set up an automated delivery system for calendar items and news flash items to be automatically posted to social media without having to post the same information again and again through different accounts, so anything posted on the web calendar will automatically be distributed over social media as their dates approach and anything posted in the news flash is posted to social media approximately 30 minutes after posting on the website. This helps ensure that social media is helping to distribute information we post on the web.

I spent some time setting up and planning for the city employee food drive for the Newark Area Welfare Committee. Collection will go through December 12.

I am working with Carol Riggs of the Conservation Advisory Commission to get the Anti-Idling video posted on the website and TV 22. I decided that it would be good for the city to have a YouTube channel for this video and future videos. We do not have much to put on it, yet, but it will be good to have it set up for when we are able to devote some more resources and time to it. I will be working on getting the channel established in the coming week.

I wrote and distributed the press release for the loading zone parking meters on Main Street.

I wrote and distributed the press release for the Taste of Newark donations.

I have begun the process for creating the 2013 Winter/Spring Municipal Newsletter and will be working on that for the next few weeks. Information from last year's winter/spring newsletter has been sent to the department directors to be updated, and I have asked for any input regarding additional information that should be included in the upcoming newsletter.

The Thanksgiving holiday recycling collection schedule has been posted to the website, TV 22, social media and through a press release.

I worked on the DNP 2013 events magnet this week and it has been sent to be printed.

CSH/mp