

DEPARTMENTAL WEEKLY REPORTS

February 15, 2013

Public Works & Water Resources

Tim Filasky the new Field Operations Superintendent started this week.

We will begin interviews this week to fill two vacancies, one in the street and one in the water divisions of the department.

The pre-bid meeting for the Brook Hill Drive water line project was held this week.

We are completing preparations for the community meeting on February 19th to discuss the storm water basin project in the Hunt at Louviers.

The piping project to prepare the ponds at the Newark Water Treatment Plant to be cleaned should be completed this week.

Activity on the water and electric meter project is picking up. Honeywell and their contractor PMI have begun to review the large water meter installations for necessary changes or special coordination that may be necessary.

We are waiting for the rest of the bids to come in for the repair work to Well 17. They should be in this week.

The SCADA control between the concrete tank pump station and the Louviers elevated tank has been set up and is working well. We will be installing the next SCADA system at Well 17 to monitor the operation of the well so that we do not have another failure due to excessive pump draw down.

We continue to work on multiple project reviews, the street, side walk, and curb ramp programs for the coming year. We will be meeting with various contractors to discuss our contracting procedures to see where we might make changes to improve the contract process.

Electric

The line crews were called out Saturday morning during extremely high winds to clear a tree that came down on the electric lines. The line crews have also been working on streetlight circuits that went bad on Thorn Lane and Townsend Road and are busy replacing the copper pole grounds that have been cut off and stolen at a disturbing rate.

The electricians kept working on SCADA cleanup and troubleshooting and general maintenance issues for all the city departments.

Engineering attended a seminar on arc flash safety and compliance which taught the ways to mitigate exposure to high energy electric faults. Engineering also attended the smart meter construction meeting concerning the processes involved in integrating the new systems into the billing system.

Parks & Recreation

Administration & Planning

We completed the final draft of a contract for the purchase of a replacement 16' cut mower. The unit is funded in the 2013 CIP.

We completed the final draft of a Request For Quotations for the installation of concrete pads under picnic pavilions at Dickey and George Wilson Parks. The project is funded in the 38th Year CDBG program.

Last Thursday I met with Cenise and Steve to discuss plans to enhance security in the Parks and Recreation Department office area.

Joe and I attended a meeting with other city staff and the coordinator of the Triathlon planned for this coming August.

I committed time reviewing materials about the International Mountain Biking Association's (IMBA) RIDE CENTER program. The Ride Center program is similar to the Bicycle Friendly Communities program. There are certain criteria that a community must meet to qualify for the designation. This would likely be a Greater Newark Ride Center with these partnering agencies: Delaware State Parks, New Castle County, Maryland State Parks (Fair Hill) and the Delaware Trail Spinners. Mountain biking is becoming a very popular local and regional recreation activity. The designation would very likely result in economic benefits to the City in the form of overnight hotel stays and patronage at local restaurants, bike shops and other retail stores as mountain bikers and hikers search out Ride Center for the experience.

We have scheduled a pre-demolition meeting with the contractor who will take down the Curtis Mill Park smoke stack.

We committed time this week reviewing the preliminary design plans for the Curtis Mill Park project.

Tom conducted his creek inspection in the Christina Valley Stream from the I-95 South on ramp north to the Christina Parkway bridge.

Tom continues to assist in planning for the upcoming 2013 DRPS Conference as well as beginning to plan for the National Trail Days event which occurs the same date as Newark Day.

Tom spoke to the Downes School principal about our plans to resurface the asphalt trail from the east side of the bridge (over the Christina Creek) to the school's property line.

We will need to access the site over school property. The project will be completed this year.

Tom and Rich continued gathering information for 2012 Parks Annual Report.

Parks Maintenance

The crew was busy with snow and ice control duties.

We began placing "No Idling" signs in downtown and park parking lots.

The crew continued with our winter tree stump grinding efforts.

We are continuing to install traffic island sponsor signs in medians on South Main Street/Elkton Road.

The crew completed several routine and requested building maintenance tasks during the week.

Recreation Services

Paula submitted the paperwork for the renewal of our license for the Downes Elementary School Before and After School programs to the Office of Child Care Licensing. An inspection will be completed sometime in March. Paula also coordinated a training program for the staff to provide information and assist them in completing their mandatory training.

Paula scheduled an end of season mini-tournament for the Elementary Basketball League and forwarded materials to the coaches. She scheduled staff for the upcoming Whee Wanna Play Day that will be held at the Wilson Center on Friday, February 15. Schools are closed for professional development.

Paula worked with the new yoga instructor for the start of our multi-level and gentle yoga classes for her first night of classes, all went well. She has 30 students registered so far between the 4 classes. A good start for a new instructor!

Paula, Sharon, Tyler and Joe met with Tom to discuss ideas for celebrating National Trails Day on June 1. We will likely do an activity in association with Newark Day.

Sharon has been working on the registrant application and schedule for the Delaware Recreation and Parks Society (DRPS) Conference.

Sharon committed time modifying the Memorial Day Parade mailing list based on the information that was collected by several committee members and staff. She has also been promoting the upcoming USAF Brass Quintet concert scheduled for next Tuesday night at Newark High School.

Tyler held staff training for the next session of the CATCH Afterschool Homework Club at Downes Elementary scheduled to start February 11. There are 18 children registered for the program which will meet Mondays and Wednesdays through March 20.

Joe is working on design ideas for the Curtis Paper Mill Plaza and informational kiosks.

Joe is working with Grindline Skatepark Design and Construction to create a new timeline for the skate spot project.

Joe is working on the 2013 bid packages for apparel, portable toilets and recreation equipment and supplies.

Police

On Thursday, February 7, 2013, Cpl. Jones responded to the Dunkin Donuts on E. Main Street in regards to a subject that was sleeping in the bathroom and refused to leave. Cpl. Jones discovered the bathroom was locked and knocked on the door several times. After there was no response from the subject, Cpl. Jones obtained a key and opened the door. The officer opened the door, observed the subject lying on the ground, and ordered the subject to leave the bathroom. The subject, after observing the uniformed officer through the mirror, said "No" and attempted to close the door. After several more commands, the subject got up and left the bathroom where he was taken into custody. The subject was identified as Tourean Daniels (DOB 10/24/1983). He was charged with 1 count of 2nd degree trespassing, issued a no-contact order with Dunkin Donuts and was committed to Howard R. Young Correctional Institution in lieu of \$100 secured bail.

On Monday, February 13, 2013, three new Police Officer recruits began their first day of their careers with the Newark Police Department. All of them have previous experience in the field of emergency services: Aaron Olicker was a firefighter as well as a part-time dispatcher for the Newark Police Department, and Daniel Burgess and Taras Gerasimov were seasonal Police Officers in New Jersey. They will be working on a variety of tasks around the station until they begin their police training at the Delaware State Police Academy on March 4th.

Also on February 13th, L3 Mobile Vision started the installation of 16 in-car cameras for the fleet of Newark Police Department. Eleven (11) cameras were funded through a grant from the Office of Highway Safety, and 5 were funded through a grant from the Attorney General's Office.

The celebration of Fat Tuesday passed without any major incidents.

Planning & Development

Planning

Revised plans for the Newark Shopping Center, Campus Walk, and the Cottages at the Plaza have been submitted for the Planning Commission Agenda to be held on March 5, 2013.

Revised plans for the Rupp Farm and South Main Commons have been submitted for the City Council Agenda on February 25th.

Much work was completed gathering information for the Planning Commission Workshop for the Comprehensive Development Plan update. The first workshop will be held on February 26th, at 7 p.m. at the Newark Senior Center and will focus on housing.

The Planning Commission March agenda will be sent to the News Journal this week to be published on February 19th. Tentative agenda items for review include:

- A major subdivision of the .781 acre property at 107-131 New London Road to be known as Campus Walk.
- The rezoning, major subdivision and site plan approval for the 24.99 acre properties at Suburban Plaza. Specifically, the applicants are requesting a rezoning of 10.99 acres from the current MI (general industrial) zoning to RM (garden apartments) on the northern section of the plan; and the rezoning of 8.70 acres from BC (general business) to RM (garden apartment zoning). 4.70 acres of the combined site is to remain BC and is the access way to the proposed developments as well as Suburban Plaza, WSFS Bank and the Home Depot. The proposal consists of a total of 168 lodge and cottage cluster still apartment units to be constructed on the total of 24.39 acres of land.
- The rezoning, major subdivision, two special use permits and a parking waiver for the property located at 230 E. Main Street (Newark Shopping Center). The applicants are requesting development approval to renovate the existing shopping center, and build a bank with drive-through window service and 220 two-bedroom apartments and associated parking garage. The plan was redesigned after its original submittal and the residential piece has been reduced to 220 apartments.

Economic Development

This week Ricky coordinated merchants' specials to be offered to participants, officials and fans during the NCAA Basketball Tournament at the University of Delaware March 24th-26th. Merchants were very excited to have the additional boost for business during Spring Break.

Also this week, Ricky coordinated shuttle bus service to bring fans from the Bob Carpenter Center, where NCAA games will be played, to Downtown.

Time was spent this week working on the Economic Development section of the Comprehensive Development Plan.

Community Development

Ricky prepared 2013 Revenue Sharing Program agreements to be sent to recipients as recommended by the Revenue Sharing Committee and approved by Council. The committee was pleased to be able to maintain previous years' funding levels, and even increase funding levels, for most of the applicants.

Parking

DNP Administrator Ricky Nietubicz and Parking Administrator Marvin Howard met with Parks and Recreation representatives and UD parking officials to coordinate downtown parking for events throughout the year. The group discussed and resolved parking needs for event participants and accommodations necessary for attendees.

Code Enforcement

The Washington House fire systems have been completed and inspected. There is one C/O left to issue in the building.

Wireless Zone at 302 Suburban Plaza has been completed and a C/O issued.

Security Booth construction will start today.

CSH/mp