

## **DEPARTMENTAL WEEKLY REPORTS**

**October 2, 2009**

### **Parks & Recreation**

#### **Administration – Charlie Emerson:**

Over the course of the past two plus weeks I have been discussing, with Parks and Recreation staff, a shift and realignment of our park and building inspection responsibilities. We completed an analysis of the inspection program and I have distributed the responsibilities of inspecting our 600+ acres of parkland, numerous horticulture sites and all city buildings between Tom Zaleski, Rich Gregg, Joe Spadafino and myself.

Last Wednesday we conducted a mini recreation staff retreat at the Wilson Center. We committed a great deal of time discussing staffing adjustments, challenges and opportunities with existing activities and events, new and different ways to promote and advertise the City's leisure service programs and more.

Last Friday I conducted park inspections and will forward inspection notes to the Park Superintendent to prepare resulting maintenance work orders.

I reviewed and provided comments for the redevelopment project at 108 East Main Street.

We have scheduled a second Community Clean-up event for Saturday, November 14 from 9–11 a.m. Recreation staff will be soliciting volunteers to take part. Anyone interested in helping should contact Sharon Bruen at ext. 205.

Tom Zaleski, Park Superintendent, and I attended a forum Tuesday evening titled "The Economic Value of Wilmington Parks" based on new research about the economic value of the City of Wilmington's park system. The research was completed by the Trust for Public Lands Center for Park Excellence. The report measured the environmental, recreational, health, property value, tourism and social benefits of Wilmington's parks.

#### **Recreation – Joe Spadafino:**

Continued to coordinate scheduling of upcoming winter/spring activities with instructors, staff has been meeting with each other regarding transition of programs and reviewing responsibilities along with possible ideas for new camps, programs, and to finalize details, etc.

We sent out youth basketball league flyers to previous year participants and mailed out letters to officials organizations for summer volleyball and softball regarding any fee changes for the upcoming season (2010).

We updated youth basketball league rules and guidelines in preparation for coaches meetings and contacted previous year's coaches and new coaches about attending the meetings.

A good part of this week was committed to finishing up items associated with Community Day. This included compiling vendor statistics, budget tracking, as well as cleaning up supplies and storing them in the maintenance building loft.

George Wilson Center Coordinator prepared for and worked the annual Fall Flea Market on Saturday, September 26, at the park. The flea market had 15 vendors in attendance. There was a good turn out and most of the vendors seemed pleased with their sales.

Joe Spadafino, Recreation Superintendent, completed a park inspection training session with Tom Zaleski, Parks Superintendent in preparation for taking on some of our park inspection duties.

On Monday, following last Sunday's Community Day event, we walked the U of D Green to inspect the cleanup effort. Parks staff did a great job getting the area cleaned.

#### Parks & Horticulture – Tom Zaleski:

We completed restriping four (4) basketball and multi-purpose courts at various park sites. Each year a similar number of courts are done, on a rotating and/or as needed basis, to maintain visible playing areas.

A final landscape inspection was completed at the Studio Greene Apartments site.

The horseshoe pits at Dickey Park were prepared for this weekend's tournament.

We removed and replaced two (2) dead trees on Main Street in front of the Wilmington Trust building.

We removed the two (2) prototype LED lights that were placed on the Hall Trail as a trial and for consideration for the Pomeroy Trail.

The horticulture crew committed a large amount of time doing landscape maintenance work in downtown parking lot #3.

Grass continues to grow at an early summer pace keeping our mowing crews very busy.

#### Police

To date, the Fall Crime Initiative statistics reveal there have been no robberies. During the week indicated above, the following arrests were made: 9 criminal arrests, 3 drug arrests, 6 noise violation arrests, 14 alcohol arrests and 2 driving under the influence arrests.

On Friday, September 25<sup>th</sup>, at 10:15 p.m., Officer Adam Stevens stopped a suspicious male on Main Street. The suspect was found in be in possession of a large knife and was arrested for possession of a concealed deadly weapon. He was released on \$2,000 unsecured bail.

On Sunday, September 27<sup>th</sup>, at 12:56 a.m., a female patron of Grotto's Pizza became involved in an argument with a male patron. During the argument, the male spilled beer on the female. The female's brother intervened and the suspect struck the brother in the face and fled on foot. The female was very intoxicated and was unable to provide any further information.

The Criminal Justice Council awarded the Newark Police Department grant funding for the Victim Services Coordinator position for the year 2010.

The United States Department of Justice awarded the Newark Police Department over \$100,000 for closed circuit cameras to be placed in high crime and disturbance areas. On Tuesday, September 29<sup>th</sup>, Chief Tiernan and Captain Williams travelled to the Bayonne Police Department (NJ) to observe their CCTV camera system.

## **Planning & Development**

### **Planning**

Considerable time was spent by the Planning and Development Department, spearheaded by Assistant Planning and Development Director Maureen Feeney Roser assisting Mayor Funk with final preparations for another outstanding Taste of Newark event held on Sunday afternoon at Clayton Hall.

Work was completed this week preparing materials for the upcoming October 6, 2009 Planning Commission. The Commission will be considering the following:

- A. Organizational meeting – election of officers.
- B. Reconsideration of the proposed environmental standards update tabled at the August 4<sup>th</sup> meeting.

At its meeting Monday evening, the City Council approved the following planning related items:

- A. Major subdivision and special use permit for the redevelopment of the 129 E. Main Street (Formal Affairs) building for six apartments on the upper floors and first floor commercial uses.
- B. The special use permit for the redevelopment of the property at 18 Haines Street including an upper floor apartment.

On Wednesday morning I met with representatives of Duffield Associates (engineering consultants) regarding proposed University of Delaware dormitory and related expansion in the East Campus Courtney Street/Wyoming Road area.

## Community Development

On Monday Planner Mike Fortner attended the DuPont Community Advisory Committee meeting.

Mike is continuing to work with Parks and Recreation Director Charles Emerson on a presentation to be given at a State of Delaware and University of Delaware conference on "Moving Towards an Active Delaware Through Community Design." The presentation will showcase some of Newark's projects including the James Hall and Pomeroy Bikeway Trails and how they connect with our recreation areas and assist with economic development.

Codes Inspection Supervisor Steve Wilson reports that the University has had a minor outbreak of the H1N1 flu. On Tuesday, Steve attended a meeting with University health officials to review the outbreak and the measures that are being taken to control it.

## Public Works

### Engineering

- Contract 09-03 - 2009 Street Improvement Program: Mumford & Miller Concrete Inc. (and subcontractors) worked on Kirkwood Highway, Bellevue Road, Briar Lane, Timberline Drive, Hanover Place, and Devon Drive and completed the following.
  - 1) 61.9 c.y. of undercut excavation and hot mix patch excavation
  - 2) .7 s.y. of p.c.c. utility patch removal
  - 3) 280.0 s.f. of 6" p.c.c. driveway apron replacement
  - 4) 176.0 s.f. of 4" p.c.c. sidewalk replacement for handicap ramps
  - 5) 16.0 s.f. of red truncated dome block installation
  - 6) (3) single catch basin adjustments and bonnet pours
  - 7) 49.62 tons of base hot mix installation in patch areas
  - 8) 58.00 tons of base hot mix in installation in undercut excavations
  - 9) 1,774.2 l.f. of p.c.c. rolled curb replacement
  - 10) 11,627.6 s.y./in. of milling of existing hot mix pavement
  - 11) 117.3 l.f. of saw cut for concrete removal
  - 12) 1,834.0 l.f. of line painting

\*Contractors used 120.5 c.y. of DeIDOT Class B concrete in above pours.
- Kelley Dinsmore conducted quarterly stream adoption tasks on the Christina Creek at Rittenhouse Park, including a chemical and biological assessment. Forwarded the assessment to DNREC.
- Kelley Dinsmore investigated a piranha complaint at Rittenhouse Park, coordinated with Parks and Recreation on the response.

- Kelley Dinsmore set up and worked at an NPDES Stormwater Program booth at Community Day in conjunction with the University of Delaware.
- Contract 09-06 – Handicap Ramps: Paoli Services worked on the following on Academy Street and Lewis Park.
  - 1) Formed and poured 21 l.f. of vertical p.c.c. curb.
  - 2) Formed and poured 38 l.f. of integral curb and gutter.
  - 3) Formed and poured 295 s.f. of 4" p.c.c. sidewalks.
  - 4) Installed 45 s.f. of red truncated domes.  
Used 11 c.y.'s of Class B concrete.

#### Survey Crew:

- Rescanned the Detail Standards book into digital format to improve reproduction quality.
- Continued the archiving of the Development Tracings into digital format.
- Stationed, offset, and shot existing grades on approximately 540 l.f. of curb on Timberline Drive and 146 l.f. of curb on Julie Lane to be replaced on the Street Program.
- Offset and shot grades on 432.5 l.f. of curb, 68.3 l.f. of Valley Gutter on Francis Circle and 146 l.f. on Julie Lane for future replacement.
- Shot elevations at corner of Holton Place and S. College Avenue for installation of HDCP ramp.

#### Field Operations

##### Refuse:

- Met with Copeland Tree Service at Iron Glen to discuss a price for mulching material.

##### Streets:

- Concrete crews excavated, formed, and poured 65 ft. of rolled curb at 738 Art Lane.
- Hot mix crews excavated and applied 1,000 s.f. of hot mix in front of 934 and 938 Art Lane.
- Sign truck repaired and replaced signs and poles as needed, and continued applying thermoplastic for the Parks Department to various city parks for parking spaces.
- Street crews continued working on brick work on the brick pavers on Main Street.
- Street crews placed rip-rap in the bottom of the drainage ditch at the Cherry Hill Manor service road.

## **Water & Wastewater**

On Wednesday of this week we had a main break on Kirkwood Highway near Possum Park Road. Between coordinating with the locating companies and making arrangements with the local business that were going to be without water, we spent the better part of 12 hours on site making the repair and restoring the roadway until final repairs can be made. The majority of the time was spent breaking through more than 12 inches of concrete roadway.

I have spent time this week with Charlie Zusag looking at the costs associated with the operation of our water treatment plants to see if there is an opportunity to more effectively staff the operation. I will be making recommendations shortly.

## **Electric**

On Saturday night, September 26, a 34kV circuit tripped out at 7:15 p.m. This took out West Main and Sandy Brae substations, causing the western end of the City to go out. The outage lasted approximately 1.5 hours, as the cause (faulty lightning arrester) was difficult to find. Normally, an arrester fails open and the automatic retry on the breakers restores the circuit quickly. This arrester failed as a dead short with no visible signs of distress. It wasn't until the circuit was patrolled and then turned back on that the arrester exploded. It was then quickly cut loose and the circuit restored permanently.

A new primary metering point for the University farm area is being installed. This is the last step in preparation for switching this area from 4kV to 12kV distribution.

Engineering updated settings on the relays on the newest substation at Wyoming Road. Circuit analysis and switching protocols deemed the parameters for fault analysis programmed into the relay inaccurate. The parameters were updated and this will enable a quicker, more accurate response time to faults. When a relay shows a fault, it calculates distances to the fault which are usually quite accurate, allowing patrols to pinpoint the problems quickly.

Engineering is comparing different lighting technologies for indoor fixtures and for streetlights. Currently, we have installed an induction streetlight across from City Hall and LED lights inside City Hall as trials. Since there are several competing technologies and the fixtures are far more expensive than the ones they are replacing, it behooves us to make a careful evaluation before deciding on a technology and manufacturer to embrace.

KRS/mp