

# CITY OF HAGERSTOWN, MARYLAND

## STATUS & INFORMATION REPORT NO. 24 FOR 2017



June 16, 2017

To Mayor Bruchey and Members of the City Council:

<b>UPCOMING MEETINGS</b>
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### JUNE 2017

*\* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 5pm Blues Fest @ University Plaza	2 5pm Blues Fest @ Central Lot	3 12pm Blues Fest @ Central Lot
4 12pm Blues Fest @ City Park	5	6 3pm Executive Session  4pm Work Session	7	8 4pm Board of Traffic & Parking  4:30pm Historic District Commission Meeting	9	10
11	12	13 3:30pm Executive Session  4pm Work Session	14 4pm Hagerstown Planning Commission Meeting	15	16	17
18	19	20 5:45pm Executive Session  6pm Work Session  7pm Regular Session	21 7pm Board of Zoning Appeals	22 4:30 pm Hagerstown Historic District Commission Meeting	23	24
25	26 MML Convention	27 MML Convention No M&C Meeting	28 MML Convention  7pm Dive-In Movie Night @ Potterfield Pool  7pm Hagerstown Planning Commission Meeting	29	30	

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **A&E Update:** Staff assisted with the monthly meeting of the Arts & Entertainment Management Board. A recap of the State's annual A&E meeting was provided along with updates on Main Street, the Cultural Trail grand opening, and activities at the various organizations represented.
2. **Main Street Update:**
  - Staff worked with Main Street Hagerstown volunteers for a Saturday Sweep Up that occurred on the second Saturday of June. Thirty volunteers participated in the event with half adding additional flowers to the Public Square and the other half walking around downtown to pick up trash.
  - Staff assisted with the Main Street Hagerstown Business Relations Work Group monthly meeting. Mayor Bruchey attended and received updates on the various projects the group is working on, including organizing consumer focus groups and creating a website to help promote Hagerstown as the GigaHub City.
  - Staff attended the quarterly Main Street Maryland meeting in Cumberland. A presentation on Cumberland's Main Street Program was provided as well as updates from the State, including ideas on how to celebrate Main Street Maryland's 20<sup>th</sup> Anniversary.
3. **Cultural Trail Grand Opening:** The official Ribbon Cutting will be on Saturday, June 17 at 2 p.m. in front of the Mural of Unusual Size. In the event of rain, the ribbon cutting will be held at the Library. Activities will occur between 2-5 p.m. including face painting; balloon making; kids craft zone, geocaching and paddle boats on City Park lake. For more information please visit: [www.hagerstownculturaltrail.com](http://www.hagerstownculturaltrail.com)
4. **Events:** Shakespeare in the Park is June 30<sup>th</sup> at 8 p.m., July 1<sup>st</sup> at 8 p.m. and July 2<sup>nd</sup> at 6 p.m. at University Plaza
5. **Wind Down Fridays:** The schedule for the 2017 Wind Down season is listed below. Unless otherwise noted, the times are 6-9 p.m.
  - July 14th (Bike Night) - *Made in the 80's*
  - August 11th - *South Mountain Breed*
  - September 29th (Thunder in the Square, 6-10 p.m.) – *Staff Infection*
  - October 6th – *Back Roads Blues*
6. **Congratulations.** Congratulations to Jill Frick. Jill graduated from Leadership Washington County's 30th Class on Friday June 9th at a ceremony held at Fountain Head Country Club. Leadership Washington County encourages teamwork, networking, and volunteerism to continue improving our community. During the nine month program participants met with community leaders and area experts to discuss complex issues facing the Washington County community.

## FIRE DEPARTMENT

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House/Apartment Fires	3	Community Risk Reduction	146
Building Fires	0	Public Service	5
Medical Assistance	46	Personal Injury Collision	8
Assist other Fire Departments	7	Fuel/Hazard Spills	
Automatic Fire Alarms	8	Gas Leaks	1
Electrical/Wiring Smoke/Fire	2	Investigation: Odor, Smoke, Fire	3
Downed Power Lines	1	Dumpster/Outside Fires	7

**Apartment Building Fire- Little Elliott Drive:** Firefighters responded to a fire at Cortland Apartments, Little Elliott Drive, on 6/12/17 at 5:05 a.m. The two-alarm fire displaced 46 people. Firefighters were able to bring the fire under control in about 15 minutes. One firefighter suffered a head injury that required medical attention; he was treated at Meritus Medical Center and released. The Hagerstown Fire Marshal's office continues to investigate the fire that is believed to have started on a balcony.

**House Fire – Winter Street:** On 6/13/17 at 12:10 p.m., the Hagerstown Fire Department responded to a call for a fire at a home on Winter Street. The fire was quickly extinguished by firefighters. No one was home at the time of the fire and no injuries were reported. The cause of the fire is under investigation by the Hagerstown Fire Marshal's office.

**Apartment Fire – Summit Avenue:** A fire reported at 218 Summit Avenue was swiftly extinguished by firefighters Tuesday evening, June 13<sup>th</sup>. Firefighters were met with heavy smoke when entering the apartment that contained the fire. After putting out the fire; crews worked to check for fire in other areas of the building; finding none, fans were used to vent the building.

## INFORMATION TECHNOLOGY, COMMUNICATION & SUPPORT SERVICES

### COMMUNICATIONS

#### **This Week's Headlines and Media Releases:**

- Community Celebration to Mark Grand Opening of Hagerstown Cultural Trail

#### **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - Mayor's Statement Regarding Drug Use and Overdoses in Our Community
  - Hagerstown Greens Promotion
  - Hagerstown Cultural Trail HENSE Mural Promotion
  - Building Safety Month
  - Hagerstown Cultural Trail Artist Promotion
  - Bird Watching in City Parks
  - BuroBox promotion
- Scheduled:
  - Memorial Park Welcomes 2017 Circle of Achievement Inductees  
5 pm Monday, Wednesday, Friday and Saturday
  - MTA Commuter Connection:  
7 pm Wednesday and Saturday
  - Divided Valor:  
12pm Sunday
  - Valor in the Streets:  
3 pm Sunday

**Websites:**

- City Website:

- About **7,839** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of June 5–11, 2017.
  
- Top entrances (first page users accessed on the website)
  - Home page 2,400
  
  - Utility Billing 596
  
  - Potterfield Pool Page 554
  
  - Outdoor Movies at City Park Page 338
  
  - Jobs Page 308
  
- Top Searches:
  - "true"
  
  - "jobs"
  
  - "outdoor movies at City Park"
  
  - "rental license"
  
  - "yard sale"
  
  - "bid postings"

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Board of Traffic & Parking.** The Board recommended the following:
  - Remove parking meters from the southern half of the 100 block of South Potomac Street.
  
  - Asked us to contact adjacent property owners of the block of Hammond Street (between Mitchell Avenue and Kinslow Street) to see if they prefer to remove parking from one side of this narrow two-way street or make this block one-way.
  
  - Consider parking permits in Pangborn Park parking lot for residents of Papa Court. Since this is a public park we feel we should stay with the restriction to prohibit anyone from using the park or parking lot during the hours of 10 PM – 6 AM. There is substantial parking on Pangborn Boulevard.
  
2. **Alley Contract 2017.** The 2017 Alley Contract is going to be advertised this week. The County agreed to fund the portion of Alley 4-73 that is outside the City limits.
  
3. **Traffic Calming.** Received a letter from the South End Neighborhoods 1<sup>st</sup> group asking us to install 40-foot long traffic calming medians at three intersections to slow traffic on Maryland Avenue. We will deliver flyers to all residents on this street and then the group will go door to door seeking the 75% signatures before we present to Mayor & Council.

4. **Engineering Statistics.**

<b>Traffic issues</b>		
Description	Week of 6/9/17	2017 TOTALS
Traffic complaints received	11	74
Work Orders completed	9	58
Traffic counts completed	2	19
<b>Construction Projects</b>		
Description	Week of 6/9/17	2017 TOTALS
Projects advertised for bids	0	9
Projects under construction	14	
Projects completed	1	1

**PARKS DIVISION**

1. **Statistics for the Month of May.**

Golf Course	May 2015	May 2016	May 2017
# of Golfers	1568	890	1028
Greens Fees	\$18,648.00	\$10,003.00	\$10,277.00
Concessions	\$1,749.25	\$1,053.00	\$1,458.75
Merchandise	\$354.00	\$559.00	\$649.00
Cart/Club Rentals	\$7,542.00	\$3,288.50	\$6,140.00
Golf Total	\$28,293.25	\$14,903.50	\$18,524.75

Train Museum*	May 2015	May 2016	May 2017
Admissions (Visitors & Group Tours)	342	82	54
Admissions Revenue		\$115.50	\$131.00
Free Admissions (5 & under)		38	16
Donations		\$41.50	\$ 37.00
RR Days Admissions	284	306	572
RR Days Revenue	\$965.03	\$388.50	\$1,335.50
Total Visitors	626	426	642
Train Total	\$965.03	\$545.50	\$1,503.50

*\*Incomplete data for specifics before 2017*

Hager House*	May 2015	May 2016	May 2017
Admissions (Visitors & Group Tours)	53	78	41
Admissions Revenue		\$75.00	\$144.00
Free Admissions (5 & Under)			3
Field Trips(Free)			151
Donations		\$117.00	\$27.00
Total Visitors	53	78	195
Hager Total	-	\$192.00	\$171.00

*\*Incomplete data for specifics before 2017*



2. **Historic District Commission:** The HDC will consider these proposals on June 22:
- 1050 Hamilton Boulevard – William Schildt – fence.
  - Lot at 160 South Prospect Street – Ehab Shalaby – construction of a day-care center.
3. **Planning Commission:** The Planning Commission considered the following matters on June 14:
- C & S Plaza – Broadfording Road and Salem Avenue – approved waiver requests.
  - Hamilton Nissan – 1923 Dual Highway – approved an ESD sketch plan for used car sales lot.
  - Lidl US Operations, LLC – 728 Tracy's Lane – approved an ESD sketch plan for a new grocery store.
  - Maryland Theatre – 21 South Potomac Street – approved an ESD sketch plan for the theatre's expansion plans.
  - Stone Ridge Apartments (formerly Northspring Apartments) – Haven Road – consultation regarding parking expansion plans.
4. **Weekly Activity Report:** June 5–9, 2017

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	13	Residential -	7	Commercial -	3	Other -	3	8
Electric	22	Residential -	14	Commercial -	6	Other -	2	22
Plumbing	12	Residential -	11	Commercial -	1	Other -	0	12
Mechanical	7	Residential -	4	Commercial -	2	Other -	1	6
Engineering Dept.	8							9
<b>TOTAL</b>	62		36		12		6	57
<b>Est. Value of Issued Building Permit Projects:</b>					<b>Fiscal Year Totals:</b>			
Residential				\$ 333,262.00				\$ 5,995,169.00
Commercial				\$ 51,000.00				\$ 21,301,179.00
Apartment				\$ 0.00				\$ 5,286,814.00
Sign				\$ 0.00				\$ 404,750.00
<b>TOTAL</b>				<b>\$ 384,262.00</b>				<b>\$ 32,987,912.00</b>
<b>Projects of Interest</b>								
<ul style="list-style-type: none"> <li>- New Single family home at 341 Dayspring Lane - \$250,000</li> <li>- Alterations of first floor space for offices at Pinnacle Foods, 1200 Frederick Street - \$51,000</li> <li>- Sunroom addition on rear of property at 425 Thames Street - \$48,562</li> </ul>								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018</b>								
					<b>PROPERTIES</b>		<b>UNITS</b>	
Registrations received week of June 5 – June 9					225		376	
New applications issued week of June 5 – June 9					6		15	
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)					1,391		3,076	
Percentage of rental license renewals that have registered as of June 9, 2017					38.4%		32.9%	
<b>Notes:</b> The 2017-2018 rental license renewals for 9,345 units in 3,624 properties were mailed on May 4, 2017.								
<b>PAYMENT</b>								
Weekly payment received		\$ 28,200						
Weekly adjustment/credits		\$ 1,575						

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	40
Electrical	42
Plumbing	17
Mechanical	13
Safety	19
Neighborhood Vitality	155
Quality of Life	10
Preventive Maintenance	14
Planning & Zoning	6
<b>INSPECTIONS KEY:</b>	
<b>Categories of Conditions</b>	
Safety	Conditions which are or reasonably present a hazard to occupant or public.
	<u>Example:</u> No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property
	<u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants.
	<u>Example:</u> Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration.
	<u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance.
	<u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

**POLICE DEPARTMENT**

**STATS**

Calls for Service:	1,864	Field Interviews:	30
Arrests/Warrants Served:	9	Moving Violations:	18
Domestic Violence Calls:	35	Parking Violations:	236
DUI Arrests:	2	Safety Repair Orders:	1
Reports Filed:	137	Warnings:	32

**REPORTS**

**06/08/17:** Officer Rowe responded to McDonald's on East Washington Street for a report of an assault. The victim stated he was walking in Matthews Alley when a male yelled something at him. The male came closer and assaulted him in the face with a closed fist and then fled the area. The suspect is described as a black male, approximately 5'8" tall, 160 pounds and wearing all black. The victim stated the suspect is unknown to him. No further details are available.

**06/29/17:** Officer Lam was dispatched to Greensburg Farms on East Wilson Boulevard in reference to a theft. An employee stated he went to start one of the company trucks and it would not start. Further investigation revealed the battery was stolen. No other company vehicles appeared to have been damaged. There are no suspects at this time.

**06/10/17:** Officer Main responded to West Side Avenue for a report of a burglary. The victim advised that he rents a garage behind West Side Avenue and a neighbor called to inform him the garage had been broken into sometime after 8 p.m. The door had pry marks however nothing appeared to be missing from the garage. Neighbors did not hear or see anything unusual.

**06/11/17:** Officer Haldeman was dispatched to Georgia Avenue for a reported harassment. The victim advised that seven young teens, which appeared to be part of a gang, arrived at his residence and were harassing him. This incident was the second time this same group of individuals came to his residence. The officer searched the area but the group could not be located. No further details are available.

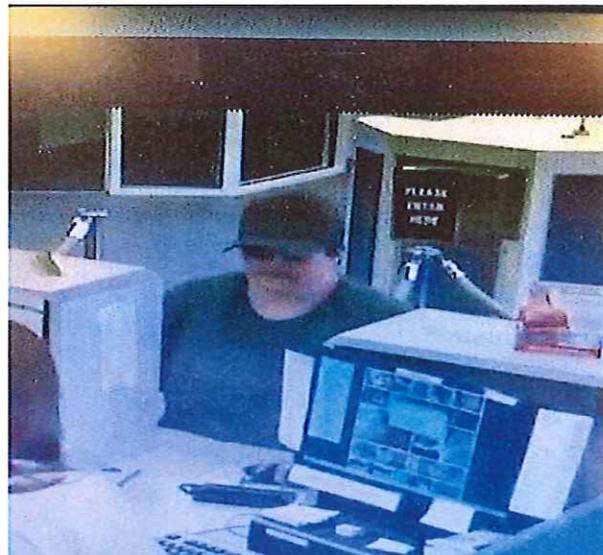
**06/12/17:** Officer Spigler responded to D&G Liquors on Garland Groh Boulevard in reference to a vehicle theft. The victim stated that he stopped at the Liquor store, grabbed his wallet and threw his car keys on the front seat. He then entered the store, made his purchase and upon exiting the store saw someone backing out his vehicle and heading to Garland Groh Boulevard. The stolen vehicle is a black Nissan Rouge with Pennsylvania tags. No further details are available.

**06/13/17:** Officer C. Koontz was dispatched to Potomac Avenue for a report of a damaged windshield. The caller advised that his wife's red Chrysler PT Cruiser had been damaged by what appeared to be a rock thrown through the windshield. The officer did view rocks all over the roadway in random fashion, however, it has not been determined if the damage to the windshield occurred from the result of an accident or vandalism. No further details are available.

### **PRESS RELEASES**

On June 13, 2017, officers responded to Bulldog Federal Credit Union located at 17990 Garland Groh Boulevard for a report of a bank robbery. Upon arrival officers were advised a white female entered the bank and demanded money. No weapon was displayed and the female left the bank on foot heading east with an undisclosed amount of cash. The suspect is described as a white female with dark circles around her eyes, approximately 5'3" – 5'5" tall, and approximately 250 pounds or more. She was wearing a dark shirt with matching baseball cap, jeans and dark sneakers.

The police are seeking the public's assistance in identifying the suspect. Pictures of the suspect are below. If you have any information or may have witnessed this incident please contact Detective Kayser at 301.790.3700 x244.



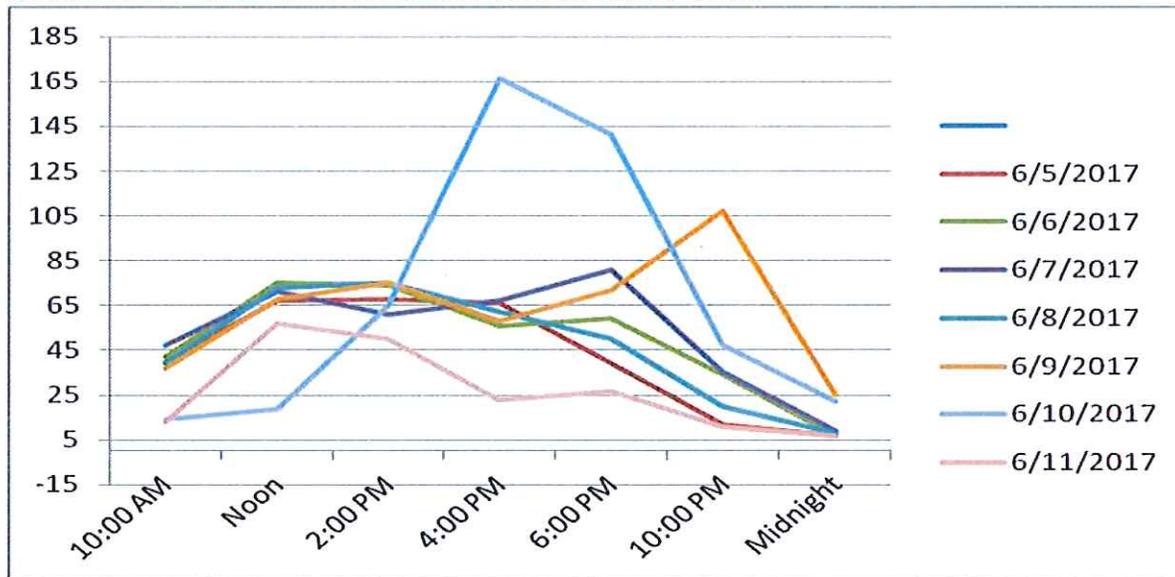
## PUBLIC WORKS

**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

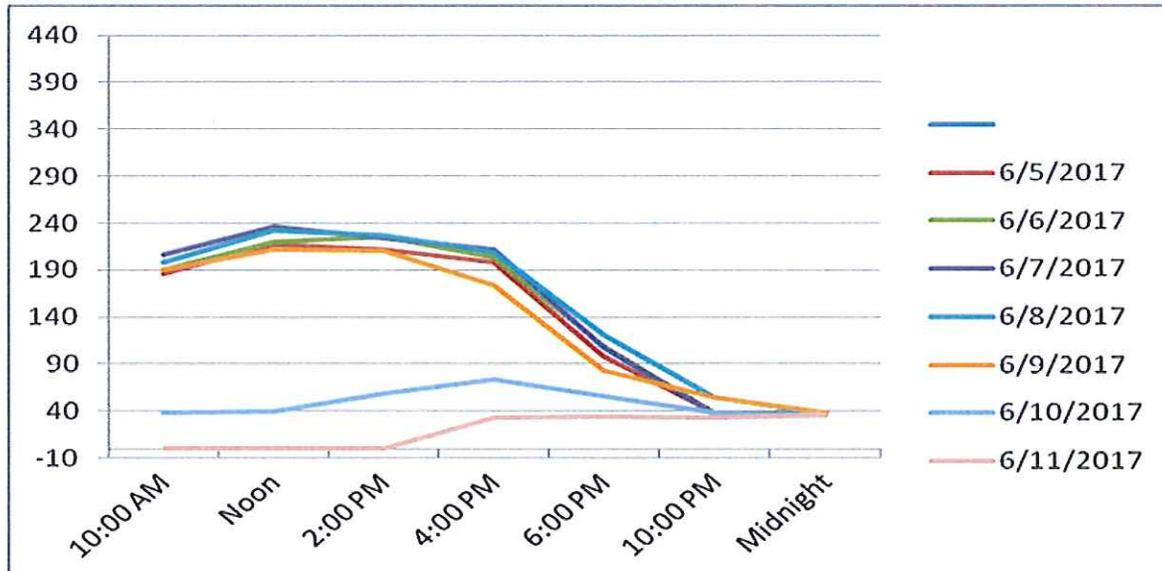
		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	210	209
	University District Deck	285	309
	Parking Lots	326	325
<b>Number of Patrons Using Decks</b>	A & E Deck	1643	631
	University District Deck	1608	2506
<b>Sales of Discount Coupons</b>		0	300
<b>Number of Citations Issued</b>	(Includes Warnings)	222	201
<b>Number of Cars Booted</b>		0	0
<b>Late Payment Notifications</b>		61	60
<b>Peak Occupancy (%)</b>	A & E Deck	*90% Sat @ 4PM	73% Thu @ 6 PM
	University District Deck	54% Wed @ Noon	82% Sat @ 6 PM

\*Event at MD Theater

**CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY**



**CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY**



**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	1	0
Fire	3	0
Human Resources	0	0
Light	0	1
Parks & Engineering	7	1
Police	8	7
Public Works	7	4
Wastewater	0	0
Water	2	8
Weekly Totals	28	21

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Problem Areas**

- Fri. 6/9 - 650 Sunset Avenue- total outage; squirrel caused the transformer fuse to operate. Time Out: 20.1-21.0
- Sun. 6/11 - Parking deck, North Potomac Street- scheduled overtime for replacement of a failed underground utility vault. Time Out: 4.8-7.6
- Mon. 6/12 - 32 South Mulberry Street- total outage, a bird caused the transformer fuse to operate. Time Out: 18.7-19.9
- Tues. 6/13 - 715 Medway Road- total outage; bird caused the fuse to operate. Time Out: 16.8-17.0
- Wed. 6/14 - Various locations- total outage; numerous outages due to a loss of power to one of our four metered sources. Time Out: 2.2-4.2
- Board of Education, 800 Commonwealth Avenue- lines down; tree trimmers tore street light duplex down. Time Out: 15.5-16.0
- 243 North Locust Street- total outage; lineworker found no problem with our facilities and advised the customer to contact an electrician for internal problem. Time Out: 16.0-16.3
- Thur. 6/15 - 324 North Locust Street- total outage; bird caused fuse to operate. Time Out: 6.0-7.1

**Distribution**

- Metering Staff received no high bill complaints this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	2	5	2

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.

- The Staff Engineer prepared a cost estimate at the request of New Frontier Solutions for the attachment of fiber optic communication facilities to HLD utility poles.
- The Staff Engineer reviewed street lighting plans for Professional Boulevard extension.
- The Staff Engineer responded to material approval requests for street lighting in the Hagers Crossing Development. Some items did not meet HLD specification and were denied. HLD is awaiting resubmittal.

**Administration**

- Various City Staff members met to discuss a downtown Urban Improvement project and the affect on our overhead utilities.
- Staff began the process of inventory review for fiscal year end.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 7 2017	6.15	0.00
Thursday, June 8, 2017	6.22	0.00
Friday, June 9, 2017	6.01	0.00
Saturday, June 10, 2017	5.69	0.00
Sunday, June 11, 2017	5.75	0.00
Monday, June 12, 2017	5.85	0.00
Tuesday, June 13, 2017	6.28	0.00
Weekly – Avg. Flow / Total Rainfall	5.99	0.00
June - Avg. Flow/Total Rainfall	6.21	0.06

**Miscellaneous**

- Removed #1 oxygen injection pump and installed new one.
- Repaired valve 1B and replaced muffler on valve #10 at PSA Oxygen Skid.
- Replaced defective motor and SEW Eurodrive gear reducer on #1 Pista Grit.
- Replaced drain valve on #1 grit classifier.
- Repaired BNR air handling unit.
- Replaced defective Scott methanol leak detector.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	5,7,11,21	946'	189'	14
Flushing	21	9,043'		

**Collection System Maintenance Task**

- Sewer Back up, 55 Maple Avenue, problem on private side.
- Grinder Pump call, 20202 Mahogany Circle, Electrical issue on the private side, spoke to homeowners' electrician about what is required.
- Grinder Pump call, 11110 Eastwood Drive, pump was bad, pulled and replaced. Also replaced broken discharge assembly and excavated to replace check valve with shut off valve.
- Installed 22 MH risers and conversions in District #7.
- Excavated lateral at 607 Highland Way for roots, installed cleanout.
- Located lateral at 71 East Avenue for contractor.
- General routine pump shop repair work.
- Dropped Enzyme bags at various lift stations and trouble spots in the system.

**Administration**

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	5	0	0	0	0	8
YTD 2017	36	32	4	2	0	43	117

\* Other - consist of calls that may be directed to other City Departments or the County Department of Water Quality

**Engineering**

- Staff attended a meeting with Electroscan representatives to discuss the results of pipeline condition assessments evaluations.
- Staff met with a County Engineering representative regarding finalizing the Southern Boulevard construction drawings.

**Laboratory**

- Met with Lachat sales rep regarding annual on-site equipment inspections.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

Date	Willson	Breichner	Total
06/08/17	10.91		10.91
06/09/17	10.97		10.97
06/10/17	10.98		10.98
06/11/17	11.05		11.05
06/12/17	11.63		11.63
06/13/17	11.92		11.92
06/14/17	11.60		11.60
Average:			11.29

**Water Production at R. C. Willson**

- Operations:
  - Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
  - RC Willson – Repairs are being made to the flood valve on the Trac-Vac system.
  - BWTP – Crews are preparing the Smithsburg tank to be drained and cleaned.
- Instrumentation
  - RC Willson – Replaced the south preset pH analyzer.
  - RC Willson – Repairs were made to the VFD (Variable Frequency Drive) #4.
  - BWTP – Crews are draining the clear well for decommissioning.
  - Orchard Hills Tank –Crews are preparing to drain the tank and add new signals for the level and mixing system.
  - Pump Station #2 – Upgrades are still in progress on the PLC/control panel.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at .70 foot (dry level). Site evaluation continues per the contract with Hazen and Triad. City staff met with Hazen and Sawyer and MDE Dam Safety to discuss the final report, annual MDE Dam Inspection Report, Emergency Action Plans, and the design criteria and project schedule. The project continues to be on schedule.

**Water Distribution.** Distribution crews are working throughout the system performing customer service work and new meter installations as needed. Repairs were made to a water main leak on Red Oak Drive. A service leak was also repaired on Oak Hill Avenue. New services were installed in Greenwich Park. The leak survey program is still in progress. Work continues on the main replacement project on East Antietam Street.

**Laboratory**

- Collected distribution samples for monitoring of nitrification.
- Contacted Smithsburg regarding bacteriological sampling.
- Distributed 2016 CCR.
- Collected disinfectant residual samples from Smithsburg.
- Collected lagoon composite for aluminum and TSS.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	3	2
Preliminary Plats	1	-
Final Plats	-	-
Building Permits	23	3

- Staff met with a consultant’s representative to finalize approval of an institutional utility plan revision.
- Staff met with a County Engineering representative for review and documenting final Southern Boulevard construction drawings.



Respectfully submitted,

Valerie A. Means  
City Administrator

# Multiple Facilities

## Monthly Calendar For June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> (ID#69) 4:45p-5:45p Gentle Yoga #5739	<b>2</b>	<b>3</b> (ID#69) 8a-8:25a Work Your Core! #5800 (ID#69) 8:30a-9:30a Tone Your Asana #5749 (ID#69) 9:45a-10:45a Tai Chi for Balance & Movement (April-May) #5688
<b>4</b>	<b>5</b> (ID#69) 9a-10a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>6</b> (ID#69) 5:45p-6:45p Restorative Yoga by Candle Light #5745	<b>7</b> (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>8</b> (ID#69) 7p-8p Healthy Meals Made Fast! #5768	<b>9</b>	<b>10</b> (ID#69) 8a-8:25a Work Your Core! #5800 (ID#69) 8:30a-9:30a Tone Your Asana #5749 (ID#69) 9:45a-10:45a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 11a-12p Sculpt- Yoga & Pilates #5687
<b>11</b> (ID#69) 10a-3:30p Child and Babysitter Safety (June 2017) #5725	<b>12</b> (ID#69) 9a-10a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>13</b> (ID#69) 5:45p-6:45p Restorative Yoga by Candle Light #5745	<b>14</b> (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>15</b> (ID#69) 4:45p-5:45p Gentle Yoga #5742 (ID#69) 7p-8p Healthy Meals Made Fast! #5768	<b>16</b>	<b>17</b> (ID#69) 8a-8:25a Work Your Core! #5800 (ID#69) 8:30a-9:30a Tone Your Asana #5749 (ID#69) 9:45a-10:45a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 11a-12p Sculpt- Yoga & Pilates #5687
<b>18</b>	<b>19</b> (ID#69) 9a-10a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>20</b>	<b>21</b> (ID#69) 5:45p-6:45p Yoga For Weight Loss - returning student #5735	<b>22</b> (ID#69) 4:45p-5:45p Gentle Yoga #5742 (ID#69) 7p-8p Healthy Meals Made Fast! #5768	<b>23</b> (ID#69) 6:30p-7:30p Aikido for Teens #5758	<b>24</b> (ID#69) 8a-8:25a Work Your Core! #5800 (ID#69) 8:30a-9:30a Tone Your Asana #5749 (ID#69) 9:45a-10:45a Tai Chi for Balance & Movement (June- July) #5689 (ID#69) 11a-12p Sculpt- Yoga & Pilates #5687 (ID#69) 12p-1p Turbo Kick #5740

# Multiple Facilities

## Monthly Calendar For June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	<b>26</b> (ID#69) 9a-10a Tai Chi for Balance & Movement (June- July) #5689	<b>27</b> (ID#69) 7p-9p Gad-Abouts Square Dance - One Night Dance #5743	28	<b>29</b> (ID#69) 4:45p-5:45p Gentle Yoga #5742 (ID#69) 7p-8p Healthy Meals Made Fast! #5768	<b>30</b> (ID#69) 6:30p-7:30p Aikido for Teens #5758	