



## City of Hagerstown, Maryland Status & Information Report No. 9 for 2012

March 2, 2012

To Mayor Bruchey and Members of the City Council:

### UPCOMING MEETINGS

MARCH 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 7pm Cabin Fever Blues Bash @ MD Theatre	2	3
4	5	6 4pm Joint Work Session w/County Commissioners	7	8	9	10
11	12	13 4pm Work Session	14	15	16	17 5am-Noon St. Patrick's Day at the Farmers Market  10am St. Patrick's Day Run @ City Center
18	19	20 4pm Work Session	21	22	23	24
25	26	27 7pm Regular Session	28	29	30	31

### DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

#### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Openings** Staff are reviewing three new grand opening requests which will be announced soon. Big Lots is hosting their grand opening celebration on Friday, March 9, 2012 at 8:45 a.m.
2. **Western Maryland Blues Fest**
  - Cabin Fever Blues Bash details were finalized for the March 1<sup>st</sup> event at the Maryland Theatre. Approximately 600 attended. Guitar Blues Legend, Bobby Parker Band was the entertainer. The Blues Fest artwork was raffled. T-shirts and hats were approved and available for sale.
  - Staff will focus on local contracts for Blues Fest and assisting with the details for merchandise, advertising, etc.

- Staff is all reviewing vendor applications submitted for Blues Fest.
  - The Western Maryland Blues Fest Facebook page has generated over 2,100 followers.
3. **State of the City Address** The State of the City Address will be held on Tuesday, March 6 at 7:15 a.m. at the Academy Theater.
  4. **St. Patrick's Day Run** The St. Patrick's Day Run will be March 17th. Washington County, the City of Hagerstown and the Community Free Clinic are working together to make this a large event. It will be held at 10 a.m. Over 200 runners are registered already and we are almost at the \$4,000 sponsorship goal.
  5. **150<sup>th</sup> Commemoration** Staff are working on a general program itinerary for the 150<sup>th</sup> commemoration event; staff are also looking to additional ads for civil war publications and continuing to build the Facebook page for this event.
  6. **Arts and Entertainment District**
    - **Shepherd University** Staff are working with student artists from Shepherd University to have an art show at four different locations in City Center on April 21, 2012 from 5-9 p.m. Community Affairs and Economic Development Staff toured the staff at Shepherd through more locations this week.
  7. **Fundraising** The event fundraising campaign for the Blues Fest is well underway and soon a fundraising campaign for the 150th First Call Weekend will begin.
  8. **City Market**
    - Girl Scouts will be setting up this weekend through the last weekend of March. This will be their second year. Last week the troop sold over 8 boxes of cookies; with of course the best seller being their Thin Mints.
    - Staff is working on print material to be distributed in the St. Patrick's Day Run for Your Luck runner's packets and also getting the Market vendors to create specials for the day of the event.
  9. **Hagerstown City News**
    - Watch the last newsroom stories on air at the top of every hour on Hub City on 6 and online at [www.hagerstownmd.org/citynewsroom.asp](http://www.hagerstownmd.org/citynewsroom.asp)
    - Latest Advisories and Releases are available online at [www.hagerstownmd.org/Shared/cityNews.asp](http://www.hagerstownmd.org/Shared/cityNews.asp)
    - A listing of the latest events is available online at [www.hagerstownmd.org/shared/calendarOfevents.asp](http://www.hagerstownmd.org/shared/calendarOfevents.asp)
    - City of Hagerstown job opportunities are posted online at [www.hagerstownmd.org/Shared/JobOpenings.asp](http://www.hagerstownmd.org/Shared/JobOpenings.asp)
    - Subscribe to **City e-Newsletter** on city homepage.
    - **WE HAVE OVER 800 "LIKES" ON FACEBOOK AND COUNTING!!!!**
  10. **Some of this Week's Headlines and Media Releases**
    - Look for Recycling Container Postcards in the Mail
    - Bids Open for Park, Pool Concessions
    - FREE Networking Events for Minority and Women-Owned Businesses
    - Businesses Can Sponsor Blues Fest

11. **E-casts**
- St Patrick's Day Run
  - Grand Opening - Bergman Eye Center
  - Blues Fest Line-Up 2012
  - Blues Bash 2012
  - Economic Development Newsletter Jan/Feb
12. **Hub City on 6 (Channel 6)**
- Valor in the Streets: *The Battle of Hagerstown* is scheduled to air Sundays and Wednesdays at 7:00 p.m.
  - City Newsroom: Watch in the City Newsroom at the top of every hour. This week's news stories include:
    - Black History Month Honoree: Leon Brumback
    - 2012 Cabin Fever Blues Bash Preview
    - New Bergman Eye Center is More Than Meets the Eye
    - New State Farm Agency Offers Services Beyond Insurance
    - Coming This Spring: New and Improved Clubhouse
    - Suns Fan Club Rooting for Team to Stay in Hagerstown
    - New Motorcycle Shop Offers "Full Circle" Range of Work
    - Home Heating Safety Tips
    - Hagerstown's Reasons to Recycle
    - Neighbors Helping Neighbors: Snow Angels Program
  - In Production: Parks and Recreation Events, State of the City, PSA for the Emergency Notification Alert system, Beachley Furniture tour
13. **Website** Staff has completed training of the new Content Management System (CMS) for the new website. The launch date has been moved to mid-April due to the amount of pages that need to be created. Content is being added and reviewed by the departments.

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued For New Businesses:**
- 71 Eastern Boulevard, North - Yours Truly Tattoo, LLC - tattoo parlor, including sales of jewelry, fine art prints, and clothing
  - 932 Oak Hill Avenue - Inspection Services, LLC - home office for a visual lead inspection service
2. **New Development Cases:**
- 101 East Avenue - City of Hagerstown - Locust and East Avenue Pocket Park - staff-approved site plan
  - 500 South Potomac Street - Bester Elementary School - site plan for new elementary school

3. **Historic District Commission:** The HDC held a workshop for 947 The Terrace. The owners are planning an addition to the rear of the house and an addition to the freestanding garage. There are some zoning issues that need to be resolved before the garage addition can be reviewed. However, the applicant's representative was advised that the addition to the primary structure was ready for design review.

The following cases have been submitted for design review at the March 8 meeting:

- 2 West Washington Street - Jassmin Coffee - new signage
- 400 Park Lane - Susan and Paul Pritchard - rear stoop
- Report of the Economic Development Subcommittee

4. **Planning Commission:**

The Planning Commission reviewed two site plans on February 29:

- Trilogly II, 1185 Imperial Drive (Light Business Park) - approved a site plan for a medical office building
- First Choice Pediatrics - 1409 Pennsylvania Avenue - reviewed a revised site plan and approved with conditions (see below).

5. **Maintaining the Highest Responsiveness Possible in Plan Review:** Two issues came up this week which allowed the Planning Office to shine. On Monday, it was learned that, due to an apparent miscommunication between a developer and his engineer, inaccurate information was included on a previously approved site plan. This resulted in a development (currently under construction) providing only 75% of the required parking for the proposed use. When this was discovered the Planning Office worked with the project engineer to devise a strategy for addressing the issue, and placed the proposed plan revision before the Planning Commission at their meeting two days later. The Planning Commission approved the revised plan, with conditions, and the developer can move ahead with the project within 48 hours of discovering this major problem.

In the second case, Cosmo Films on Western Maryland Parkway approached the Planning Office about building a 41,000 square foot addition on their building, implying that "time was of the essence". Review of the site plan (approved in 1996) showed all utilities and grading, stormwater management quantity, and forest conservation already in place for the addition when the original facility was constructed. In consultation with the City Engineer and the Planning Commission, the Planning Office informed Cosmo that rather than require a new site plan, we would process revisions to the existing plan addressing minor driveway changes, stormwater quality measures, and upgrading parking lot landscaping to 2012 standards. The Planning Commission decided they wanted to approve the revisions since it would involve a lot of construction, but stated that once the plans are ready for approval, it would schedule a special meeting on short notice to review and approve the changes. Staff anticipates that from the time we receive the proposed revisions, this major project will be approved by the Planning Commission in about two-weeks time. It doesn't get much more "fast tracked" than that.

6. **Maryland Municipal League/Maryland Association of Counties Meeting:** The Planning Director will attend the periodic joint MML/MACO planners meeting in Annapolis on March 2<sup>nd</sup>. PlanMaryland will no doubt be a major item of discussion.
7. **Consolidation of Planning and Code Administration Offices:** One of the benefits of consolidating these two operations is providing developers, contractors, and property owners a single location for addressing construction, site plan, and other development and property related issues. The planned move date for Planning is April 2<sup>nd</sup>. This assumes all of the renovations and phone modifications will be complete by then. Following Planning's move to the 3<sup>rd</sup> Floor, the Inspections Office will move into Planning's old offices on the 4<sup>th</sup> Floor of City Hall. The old Community Development offices on the 4<sup>th</sup> Floor will be part of the Inspections suite and be used as additional file storage for the Planning and Code Administration Division. This storage area requirement is a result of having to relocate some of Code's files and leave behind some of Planning's files to provide enough room for the consolidation of our two operations on the 3<sup>rd</sup> Floor.

8. Code Administration Weekly Activity Report: February 20 – February 24, 2012

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	3	Commercial -	0	Other -	1	8
Electrical	10	Residential -	5	Commercial -	4	Other -	1	10
Plumbing	11	Residential -	7	Commercial -	2	Other -	2	10
Mechanical	3	Residential -	1	Commercial -	2	Other -	0	3
Engineering Dept.	6							5
<b>TOTAL</b>	34		16		8		4	36
<b>Estimated Value of Weekly Issued Building Permit Projects:</b>					<b>Fiscal Year-To-Date Totals:</b>			
Residential					\$ 7,400.00	\$ 4,564,295.00		
Commercial					\$ 63,500.00	\$ 14,843,172.00		
Apartment					\$ 0.00	\$ 172,321.00		
Sign					\$ 23,000.00	\$ 348,815.00		
<b>TOTAL</b>					<b>\$ 93,900.00</b>	<b>\$ 19,848,603.00</b>		
<b>Building permit(s) of interest issued this week:</b>								
Tenant fit-out for Shear Image at 1573 Potomac Avenue - \$37,500								
<b>RENTAL LICENSES</b>								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	4			5				
New Applications Issued	2			2				
Total Registered Since 7/1/11	3111			8453				
% of Those Invoiced	99.9			99.9				
<b>Notes:</b> The 2011-2012 rental license renewals for 8355 units in 3053 facilities were mailed at the end of June. This represents the percentage of those all applications returned as of 2/24/12.								
<b>PAYMENT</b>								
Total Payments Received	\$ 250							
Adjustments	\$ 0							
<b>INSPECTIONS</b>								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	44							
Electrical	49							
Plumbing	22							
Mechanical	11							
Safety	33							
Neighborhood Vitality	80							
Quality of Life	12							
Preventive Maintenance	0							
<b>Notes:</b> Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total. 85% of the exterior rental licensing inspections for this program year are completed.								

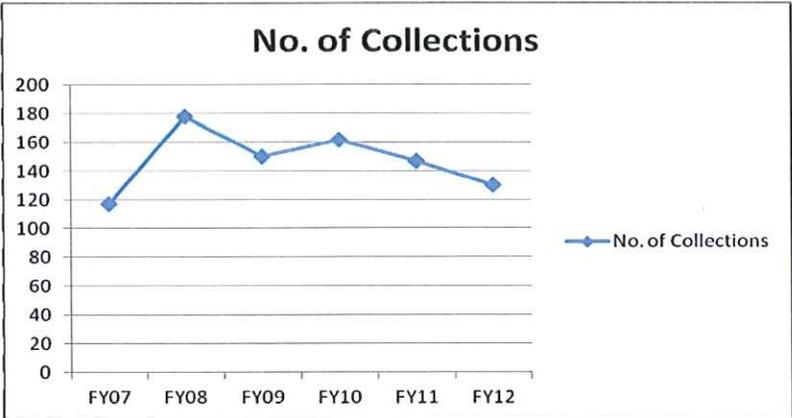
INSPECTIONS KEY:	
Categories of Conditions	
Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. Example: Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: Mortar deterioration, clogged gutters, minor rotting wood

**PARKS & ENGINEERING**

- 149 West Franklin Street** County staff notified us that this structure at the southeast corner of Franklin Street and Prospect Street (near the new County Commuter transfer center) will be removed starting in the next couple weeks.
- Hagerstown Greens Golf Course** Installation of the siding, soffit and stone continues. Hopefully, the contractors can install the rough-in electrical and plumbing this week. We began the ground maintenance to prepare for our scheduled course opening on March 17<sup>th</sup>. New golf carts will be delivered before then, starting a new 6-year lease.
- Preparing for the Park Season** We began turning water on at the Municipal Stadium as well as some of the youth league facilities so they can begin cleaning and preparing for the upcoming ball season.

**PUBLIC WORKS**

- February Call-outs:** Public Works staff reported to two separate, after-hour callouts. Both were existing concerns on the parking deck. Staff found no problems.
- Bulk Trash Program:** This program was designed several years ago to replace the curbside bulk trash program that had gotten to be unmanageable and unsightly. Residents contact Public Works to collect items such as mattresses, dressers, etc. that are too large for the regular trash. For a minimum fee of \$25, staff goes to the residence, collects the item(s) and takes the trash to the landfill. The program is only used sparingly. FY12 is an estimated amount of 130 collections.



The trend for the last three years has been downward. It is unclear why this program is not used more frequently. It could simply be the economy for some.

## TECHNOLOGY & SUPPORT SERVICES

### INFORMATION TECHNOLOGY

- **MUNIS UTILITY BILLING:** Staff are focusing efforts on the GO LIVE for Utility Billing on April 1. As parallel bills runs continue for both water and electric routes, progress has been made to install the new postal processing software which will make us USPS compliant on bulk mailing guidelines. Testing was also completed with the online payment portal which will include not only Utility Billing, but also tax and permits payments. Reports to compliment the billing/customer service process are also being reviewed and worked on during this time. Staff also continue work to ensure a solid process for the import/export of data to/from the meter reader handheld devices.

### SUPPORT SERVICES

- Staff continued their good run of service metrics this week, except for Monday 2/27 when the flu bug reduced us to one representative and management on the phones. Save for that day, we would have had our 5<sup>th</sup> week in a row with hold times under 5 minutes and over 80% of calls offered, answered.

#### CUSTOMER SERVICE

CALL STATISTICS FOR		2/23/2012 TO		2/29/2012							
DATE	Total Calls Offered	Total Calls Answered	Avg. Answered per Day/ per Rep	Avg. Call Duration	% Calls Answered	Avg. Hold Time	Counter Walk-Ups	Avg per CSR @ Counter	Total Customers Served	Avg. Customers Served by CSR/day	
2/23/2012	147	116	39	107	79	270	96	48	212	106	
2/24/2012	139	124	41	123	89	150	85	43	209	105	
2/27/2012	240	101	34	94	42	887	89	45	190	95	
2/28/2012	200	160	53	116	80	258	85	43	245	123	
2/29/2012	136	110	37	96	82	201	72	36	182	91	
	<b>862</b>	<b>611</b>	<b>41</b>	<b>107</b>	<b>74</b>	<b>353</b>	<b>427</b>	<b>43</b>	<b>1038</b>	<b>104</b>	

#### TAX / CASHIERING

CALL STATISTICS FOR		2/23/2012 TO		2/29/2012							
DATE	Total Calls Offered	Total Calls Answered	Avg. Answered per Day/ per Rep	Avg. Call Duration	% Calls Answered	Avg. Hold Time	Counter Walk-Ups	Avg per CSR @ Counter	Total Customers Served	Avg. Customers Served by CSR/day	
2/23/2012	27	25	13	84	83	51	80	40	105	53	
2/24/2012	26	26	13	77	100	57	124	62	150	75	
2/27/2012	23	21	11	101	91	44	134	67	155	78	
2/28/2012	45	39	20	81	87	76	103	52	142	71	
2/29/2012	40	33	17	80	80	83	82	41	115	58	
<b>TOTALS</b>	<b>161</b>	<b>144</b>	<b>14</b>	<b>85</b>	<b>88</b>	<b>62</b>	<b>523</b>	<b>52</b>	<b>667</b>	<b>67</b>	

- **REAL PROPERTY TAX LEGAL NOTICE DISTRIBUTION:** Staff have completed the creation of the 2012 real property tax legal reminder notices required to be sent on March 1. This year, 1,282 reminder notices totaling \$2,007,074.83 were distributed. This is in comparison to 2011, when more notices were sent (1,305) with a smaller receivable (\$1,859,272.25).

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:  
Wed. 2/22 - Alley behind King Street- line down; line was found to belong to Verizon Phone Company. Time Out: 18.5-19.3

- Thur. 2/23 - 545 Dual Hwy- Disconnected/Reconnected service for electrician and installed new meter once upgrade was completed. Time Out: 5.6-7.0
- Fri. 2/24 - 1427 North Potomac Street- partial outage; 3-wire service had burnt down, new triplex installed to correct problem and restore power. Time Out: 19.5-23.0
- 77 Nottingham Road- lines arcing; guy wire broke loose from pole rubbing against secondaries, guy wire reattached. Time Out: 19.5-23.0
- 838 Main Avenue- blinking lights; neutral bushing connector was replaced to correct problem. Time Out: 19.5-23.0
- Sun. 2/26 - 1030 Main Avenue- tree on lines; tree limb was cut down and removed from lines to correct problem. Time Out: 17.0-18.2

2. **Distribution** Recent activity included:

- Metering Department received no high bill complaints this week.
- Line crews continue annual feeder inspections for Wesel Substation.
- Line crews continue trimming trees in various residential locations.
- Line crews have been assisting the Engineering Department with re-vamping and other maintenance related to the Carroll Heights Project.
- Line crews performed various service upgrades and meter installations.
- Continued with pole inspections and re-tagging throughout the City of Hagerstown.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	0	0	0

3. **Engineering** Staff worked on the following projects:

- Engineering staff reviewed bids involving substation power transformer oil reclamation.
- Staff reviewed distribution transformer oil testing procedures and will recommend amendments and improvements in the near future.
- Engineering continued design work for a lighting project requested by the Parks & Engineering Dept.
- Engineering staff reviewed multiple jobs and proposals from firms doing electrical work within the City.
- Staff performed additions and corrections in HLD's electric GIS model.

3. **Administration:**

- Staff compiled a list of Utility Department's electric revenue accounts on the Potomac Edison system to provide for Standard Energy Solutions (SES). SES will draft a proposal to the Utilities Department to determine the feasibility of designing and constructing a solar field to offset some of the electric usage charges on certain accounts.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 22, 2011	6.88	0.00
Thursday, February 23, 2011	6.81	0.13
Friday, February 24, 2011	7.25	0.25
Saturday, February 25, 2011	6.75	0.00
Sunday, February 26, 2012	6.79	0.00
Monday, February 27, 2012	6.75	0.00
Tuesday, February 28, 2012	6.58	0.00
Weekly Average/Total	7.08	0.38
Monthly Average/Total	7.36	1.04
Yearly Average/Total	7.83	3.45

**Wastewater Treatment Plant**

- The WWTP continues to operate within its permitted parameters. Recent rains (February 29, 2012 - 1.32") have increased the WWTP Flows above normal but treatment is still within acceptable permit limits. (These totals are not included above, but will be in next weeks report)
- WWTP Maintenance - Pat Coyle (Process Technologies) was on site Tuesday, 2/28/12 to investigate RAS pumps seals and check valves.

**Projects**

**ENR-UV Project**

- Charlie Singer from Parkson was in the plant to instruct maintenance on how to repair the filter air lifts, he also remove the ammonia sampling cycle from the Chemsan.
- NEFCO (Justin) was here on site Monday, 2/27/12 to collect measurements and take some pictures of Final Clarifiers # 5 & # 1 for the new algae covers that are to be installed.

**Wastewater Collection System**

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	6	443	114	9
Flushing	15,26	10,744		

**Collection System Maintenance Task**

**Pump Station**

- Rebuilt pump at pump station #6 and placed back into service, installed new bearing, sleeve and shaft.

**CCTV**

- Sewer call at 17820 Timber Lane, crew flushed the line and CCTV found roots but the problem is on the property owner.

**Call-Outs**

- 20 Willard Street owner experiencing slow drains, no clean out so the homeowner advised to contact a plumber.
- Roto Rooter called from 133 Broadway, cleaned main and found no problems with the public side of our system.

### **Miscellaneous**

- Removed fence along railroad right of way off View Street, removed large stumps and replaced 27' of 8" mainline upstream from manhole 05058. We also installed a drop manhole, backfilled and replaced the fence.
- Checked street patches and measured manholes frames for overlay.
- Bio-bags through the infrastructure to control FOG.
- Exercised all emergency Generators.
- Downloaded flow data a Newgate and Meritus.

### **Administration**

<b>Wastewater Division – Customer Call Log Summary 2012</b>							
<b>Type</b>	<b>Blockages</b>	<b>Grinder Pumps</b>	<b>Odor Complaints</b>	<b>Flushing</b>	<b>WW Pump Station</b>	<b>Other</b>	<b>Totals</b>
Weekly	3	3	0	0	1	2	9
YTD	12	10	4	1	2	9	38

- consist of calls that maybe directed to other City Departments or the County Department of Water Quality
- \* Other
- Congratulations to the Utilities Laboratory Division consisting of the Chief of Laboratory Testing Bob Gebbia and staff members Gary Palmer, Rick Shank, Mike Horst and Brad Luhn. The Division has been awarded a "Certificate of Quality" for successfully completing Proficiency Testing for 2011 with an Acceptance Rate of 100% by the Resource Technology Corporation of Laramie, Wyoming.
- As part of the investigation into the leak of the Main 54" Interceptor (under the old MELP facility), we have contacted MDE requesting the use of the Citywide Collection System Rehabilitation Projects funds to correct this situation. Our Collection System staff has completed a temporary repair of the leak.
- Staff completed disbursement request for reimbursement of funding for the Citywide Collection System Project (\$190,880.82). We have expensed 100% of the ARRA funding and are now drawing down the \$800,000 BRF Grant.
- Staff attended MDE's public informational meeting regarding the Watershed Implementation Plan (WIP) – Phase II at HCC.

### **Engineering**

- Staff attended a development review meeting at the County Planning Office.
- Staff investigated a reported sewage leak from the main trunk line at the old MELP plant.
- Staff discussed with a Miller Pipelines representative a pipe lining alternative for the main trunk sewer.

### **Wastewater Laboratory**

- The biomonitoring testing equipment blanks were analyzed and no contaminants were found. The actual sample results are not completed yet.
- The lab tested a sample of a leak found in a pit at the old MELP plant. The results of the tests showed that it was a sewer leak.
- Regulatory and process sampling and testing were routine for the week.

**WATER DIVISION**

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
2/23/12	11.61		11.61
2/24/12	11.30		11.30
2/25/12	11.29		11.29
2/26/12	11.45		11.45
2/27/12	11.57		11.57
2/28/12	11.19		11.19
2/29/12	11.39		11.39
Average			11.40

**Water Production at RC Willson**

- Operations
  - Performing tests at the stations.
  - Performing routine maintenance.
- Maintenance
  - Performing routine maintenance.
- Instrumentation
  - R. C. Willson - Installing the new network cabinets in the filter room (this is a large job and will take several weeks to complete).
  - Pump Stations - Installing a chlorine feed pump at P.S. #4.

**Water Production at Breichner**

- The Edgemont Reservoir is -3.0'; the hydrant is closed and the bypass is open.

**Water Distribution**

- Distribution crews are working throughout the system performing customer service duties along with meter exchanges. We are continuing to do general service work, replacing meter tiles, checking for galvanized services and installing dual checks on services on the streets scheduled for overlay. We are also going to start replacing some old hydrants throughout the system where there is an overlay scheduled.

**Laboratory**

- New performance testing samples were received and tested. The results will be posted on the PT provider's website as soon as all the results are in.
- A representative of the lab met with Water staff and Hazen and Sawyer engineers for a presentation of the 35% engineering plans to comply with the Disinfection Byproduct Regulation to MDE on Thursday.
- The lab collected and analyzed over 90 samples throughout the distribution system and analyzed them for microbiological contaminants and other required parameters.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		1
Building Permit	13	3

- Staff attended a development review meeting at the County Planning office.
- Staff met with a consultant on a proposed modification of commercial water service for two existing businesses.

Administration

- Nancy Hausrath testified in Annapolis on Tuesday in front of the Senate Education, Health and Environmental Affairs Committee regarding Senate Bill 635. The City is hopeful that the Senate will not consider adding Section 5-502.1 and repealing and reenacting the Environmental Article Sections 9-320 and 9-1008 for the purpose of assessing a fee for Water Appropriation or Use Permits. Our point of view is as follows: This Bill directs all funds to the Clean Water Act Program – funds should be directed to the program having primacy over the permitted activity (i.e. the Safe Drinking Water Program, the Mining Program, Clean Water Act Program, etc.). Furthermore, the Act becomes effective on July 1, 2012, and the workgroup responsible for developing the fee structure will not complete their report until December 31, 2012, eliminating all transparency. The current Bill structure does not take into consideration the financial impact on current permit holders and the subsequent users of public water systems. The Bill will affect many, if not all, public water systems. This Bill should be withdrawn and re-structured to ensure transparency and to fully assess the financial impact on all permit holders.

Respectfully submitted,



Bruce Zimmerman  
City Administrator