



City of Hagerstown, Maryland Status & Information Report No. 4 for 2012

January 27, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

JANUARY 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 No M&C Meeting	4	5	6	7
8	9	10 4pm Work Session	11	12	13	14
15	16 HOLIDAY City Offices Closed	17 4pm Work Session	18	19	20	21
22	23	24 4pm Joint Meeting w/County Commissioners Work Session	25	26	27	28
29	30	31 4:30pm Budget Retreat 7pm Regular Session				

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

Events

Grand Openings

- Staff are organizing a grand opening for Full Circle V-Twin at 901 Pope Avenue. The event will be held on Tuesday, January 31, 2012 at 10:30 a.m. Full Circle V-Twin is a professional motorcycle service, repair, restoration, machine and fabrication shop located in Hagerstown, Maryland. **(Business Development)**

- The next Grand Opening is set for Tuesday, Feb 14 at 10:30 a.m. at Toni Sandridge State Farm. This business is located at 917 Pennsylvania Avenue, and another on Friday, Feb.17 at 9 a.m. for the Bergman Eye Center. **(Business Development)**

Western Maryland Blues Fest: Staff are working on finalizing the national acts for the Western Maryland Blues Fest. Acts will be announced the first of February.

150th Civil War Anniversary Sesquicentennial Observance

- The City of Hagerstown is working on two events for the 150th Civil War Anniversary Sesquicentennial Observance. The first is the First Call Weekend which is slated for June 16 and 17 in City Park. This includes exhibits, living history events and reenactments.
- The second is an event in 2013. An invitation package was sent out this week to Chief Justice Roberts inviting him to serve as the keynote speaker for the rededication of existing Civil War monuments and the dedication of a new African-American Civil War Veterans Memorial at Rose Hill Cemetery in 2013. This is part of the Civil War Sesquicentennial Observance. Stephen Bockmiller worked with the Community Affairs staff to create the invitation. Endorsement letters are included.

March Events

- The Cabin Fever Blues Bash is being planned for March 1. Guitar Blues legend Bobby Parker Band is entertaining. It will be at 7 p.m. at the Maryland Theatre. Tickets are \$10.
- 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. They are expecting 600 to 1,000 runners.

Arts and Entertainment District

- New Operations Director for the Maryland Theatre: Staff met with Jessica Green, new Operations Manager for the Maryland Theatre. Staff discussed number of endeavors that the City and the Theatre could work on cooperatively.

Volunteers

- Staff are continuing to work on the Snow Angels Program. Paperwork is being sent to volunteers and participants and matches are being made.
- Staff are working to finalize a presentation to Mayor and City Council for February 7 outlining the City's Volunteer Program.

Fundraising

- The event fundraising campaigns will be kicking off in January. Fundraising packets for the large events and small programs are being finalized and will soon be available for companies to review.

City Market

- Staff have a meeting scheduled with County Agricultural Specialist for next week to discuss cross promotional and training opportunities for vendors.
- Rescheduled - January 28th – Soup's On (Vendor Contest) – Customers judge which vendor has the best soup. Live with Lou will also be on site from 8:30 a.m. until 10 a.m.

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
- Latest Advisories and Releases are available online at www.hagerstownmd.org/Shared/cityNews.asp
- A listing of the latest events is available online at www.hagerstownmd.org/shared/calendarOfevents.asp
- City of Hagerstown job opportunities are posted online at www.hagerstownmd.org/Shared/JobOpenings.asp
- Subscribe to **City e-Newsletter** on city homepage.

Some of this Week's Headlines and Media Releases:

- Motorcycle Shop Offers "Full Circle" Range of Work

- Behind the Badge: Citizen's Police Academy
- Survey to Assess Needs in Parking Master Plan
- Traffic Advisory Revised - East Baltimore Street
- More Recreation Activities in Hagerstown!
- Recycling and Trash Collection Changes Coming
- Neighbors Helping Neighbors: Snow Angels Program

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.
- Watch in the City Newsroom at the top of every hour. This week's news stories include:
 - Suns Fan Club Rooting for Team to Stay in Hagerstown
 - New Motorcycle Shop Offers "Full Circle" Range of Work
 - Hagerstown Parking Survey
 - Home Heating Safety Tips
 - Hagerstown's Reasons to Recycle
 - Neighbors Helping Neighbors: Snow Angels Program
 - Washington County Library: From Before to After
 - Recycling & Trash Collection Changes
 - Recycling & Trash Collection PSA
 - Recycling & Trash Collection Zones

PLANNING & CODE ADMINISTRATION DIVISION

Zoning Certificates Issued For New Businesses:

- 17740 Garland Groh Boulevard - Banfield Pet Hospital #0457 - pet hospital (no outdoor runs or overnight stays) (***Business Development***)
- 911 Dewey Avenue - Vladimir Strajnic - home work station for a computer repair business (***Business Development***)

New Development Cases:

- 1720 Dual Highway - Misbah Malik - staff-approved site plan for renovation to an existing building and parking lot addition for several retail and restaurant spaces (***Business Development***)
- 30 East Memorial Boulevard - Bester Elementary School - storm water management sketch plan for the proposed new school

Planning Commission: The Planning Commission reviewed the following matters at its regular meeting on January 25:

- Multi-Family Development Design Standards - Conducted a public review meeting on the proposed text amendments to the Land Management Code. The commission had a few suggestions that will be incorporated into the text that will be considered by the Mayor and City Council at the public hearing. There was no public comment to the proposed amendments.

- Continuation of consultation for the expansion of the nonconforming use at 1050 Florida Avenue (AC & T Garage). The commission had no comments on the developer's proposed site plan waivers, with the exception that eight-foot trees will be planted along Florida Avenue to screen the use from the residences across the street.
- Land Management Code Amendments - With the exception of two small sections, the first review of the proposed amendments to the Land Management Code were completed. The two remaining sections will be reviewed at the February 8th meeting. Staff will incorporate all changes and distribute a second draft sometime in February.

HEPMPO Meeting: The Technical Advisory Committee of the Hagerstown/Eastern Panhandle Metropolitan Planning Organization met on January 25th in Hagerstown. We learned that the MPO provided some traffic modeling assistance to the County's consultant on the design of Eastern Boulevard extended. In response to safety concerns about the exit 1 southbound on-ramp of I-81, MDOT will take a look at setting up an alternative "staging ground" for oversize freight awaiting Maryland State Police escort. Currently, these vehicles wait on the ramp which can make things a little too exciting for other trucks attempting to enter I-81 on this ramp. A Senate transportation bill, MAP 21, has raised concerns because of proposed changes that would eliminate MPO's for areas with urbanized populations under 200,000. The urbanized population for our MPO was 120,326 in the 2000 Census. The 2010 boundaries and population figures won't be out until March. If this change for MPO's passes, it would have an impact on funding decisions in our community for roads and transit. The MPO is seeking letters of support to be sent to Senators urging that existing MPO's be grand-fathered, so locals remain at the table on funding decisions and the regional outlook is maintained on such decisions.

PlanMaryland Visit: Maryland Department of Planning staff will be visiting Planning staff on January 31st to go over MDP's draft guidelines for designating "places" for PlanMaryland. We have invited Steve Goodrich to join us.

Code Administration Weekly Activity Report: January 17–20, 2012 (Four-day work week)

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	11	Residential -	4	Commercial -	3	Other -	4	8
Electrical	13	Residential -	7	Commercial -	5	Other -	1	14
Plumbing	4	Residential -	4	Commercial -	0	Other -	0	4
Mechanical	2	Residential -	2	Commercial -	0	Other -	0	2
Engineering Dept.	24							22
TOTAL	54		17		8		5	50
Estimated Value of Weekly Issued Building Permit Projects:					Fiscal Year-To-Date Totals:			
Residential	\$ 344,960.00				\$ 4,484,370.00			
Commercial	\$ 100,900.00				\$ 13,111,622.00			
Apartment	\$ 150.00				\$ 171,321.00			
Sign	\$ 614.00				\$ 307,965.00			
TOTAL	\$ 446,624.00				\$ 17,995,278.00			
Building permit(s) of interest issued this week:								
Two new single family homes in Collegiate Acers - \$300,000								
Remodel of Golf Club House at 2 South Cleveland Avenue - \$40,000								

RENTAL LICENSES		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	10	26
New Applications Issued	7	7
Total Registered Since 7/1/11	3076	8377
% of Those Invoiced	99.0	99.7
Notes: 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 1/20/12.		
PAYMENT		
Total Payments Received	\$ 1300	
Adjustments	\$ 250	
INSPECTIONS		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	39	
Electrical	42	
Plumbing	19	
Mechanical	10	
Safety	39	
Neighborhood Vitality	63	
Quality of Life	24	
Preventive Maintenance	0	
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total. 50% 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. <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	

PARKS & ENGINEERING

1. **Recycling increases in 2011**

	2010 Tonnages	2011 Tonnages
Trash	11507	11750
Paper Recycling	649	679
Glass/Plastic/Aluminum Recycling	345	426
Yard Waste	1073	1462

2. **Minor Bridge Inspections** Staff is coordinating with the County Engineer to piggyback on their contract to inspect our "minor Bridges" that are 6 to 20 feet long. We currently maintain 18 structures in this category and inspections are required every five years. The work will be done this summer.
3. **Hager House** Staff met with officials with the Historical Society to discuss the future operations at the Hager House. The Historical society owns all the artifacts in the buildings. Since there is no longer a full time staff assigned there, this is an opportunity to restructure our relationship with the Historical Society. We are looking at several options and will discuss the details with Mayor and Council at a later date.
4. **Civil War Rail Trail** City and County staff, along with representatives from the Bicycle Advisory Committee, made a presentation to the County Commissioners Tuesday regarding this project, a potential 23 mile bike trail on former B&O Rail line from City Park to Weverton at the C&O Canal. The project got a green light from the commissioners and staff will work closely with the county staff to keep pushing this along and gain State and community support. The project will likely take 10 to 20 years to complete. We plan to present the project to Mayor and Council on February 14th.
5. **Golf Course Clubhouse** Parks Division staff made HUGE progress this week as they removed the old roof, set new cathedral-ceiling trusses, sheeted and installed the new metal roofing and installed new windows and doors. Already the building is looking amazingly different. An April 21st Grand Re-opening is being planned and Recreation staff has already arranged a sponsor for the event.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,656	CDS Arrest:	2
Criminal Arrest/Warrants:	17	DUI Arrests:	2
Moving Violations:	62	Search Warrants Executed:	0
Safety Repair Orders:	12	Field Interviews:	8
Warnings:	99		

2. **REPORTS**

Update on the Two Shootings That Occurred This Week

- **#1: Shooting, Monday, January 23rd**: The Mulberry/Fairground shooting occurred at 3:30PM where the victim was shot by an unknown male who ran northbound on Mulberry. The shooting did not appear to be random and the police are following up several leads in the case to include a possible drug connection since drugs were recovered from the victim's clothing. The victim was listed in serious condition as of Thursday. OPEN INVESTIGATION
- **#2: Shooting, Tuesday, January 24th**: Occurred in 300 block of North Jonathan Street at 1:12AM. The victim suffered a gunshot wound to the head and later died Thursday morning at Meritus Medical Center. Detectives were able to develop a suspect in the shooting and have obtained an arrest warrant for Juan Barnes (DOB 11/15/83) from PG County. CLOSED INVESTIGATION – ARREST PENDING

Update to the Burglary Series

- As published in the Herald Mail three weeks ago, detectives have made 3 arrests in this series believed to be responsible for at least 10 burglaries in which the suspect(s) entered homes during the daytime by breaking a window and unlocking the door. Electronics and jewelry were the main items taken. Some property has been recovered. One of the arrests was the result of the Auxiliary Police handing out information in the North End (800-900 blocks of Forest Drive). Two residents in this same neighborhood spotted a subject trying to break into a residence in the 900 block of Forrest Drive around noon and he was caught by the police as he was leaving the area.

PUBLIC WORKS

1. **Storm No. 3:** The third storm of the season hit the area the evening of Friday, January 20th. Snow began falling around 10:30 p.m. ending around 3 a.m. leaving 3 inches of snow. Shortly thereafter, freezing rain fell for several hours. The streets were plowed and salted with staff leaving around noon on Saturday the 21st.
2. **December Call-outs:** Public Works staff reported to five separate, after-hour callouts. The breakdown of issues is as follows:
 - (1) Elevator Failure - EHC Building
 - (2) Pothole – Pennsylvania Avenue
 - (3) Oil Spill – Church and East
 - (4) Traffic Sign – Marshall and Stratford
 - (5) Elevator Failure - Parking Deck
3. **Seasonal Staffing:** Advertisements are going out for the hiring of seasonal staff. Applications are being sought now for positions open in early spring (typically April). Seasonal staff performs laborer work such as painting and mowing. Pay varies from \$8 to \$10 per hour. Applications can be picked up in the Human Resources office. College students are sometimes hired to work the few months in the summer between semesters.
4. **Construction Progress:** Staff is replacing a set of large sliding doors to the Central Equipment Building's loading dock. The doors are original to the building and are beyond reasonable repair. In lieu of replacing the actual doors with similar doors, a separate pedestrian door is being installed through an opening that once was a window space. The sliding doors will be replaced with a heavy duty overhead door. Work should be complete by the end of February.

TECHNOLOGY & SUPPORT SERVICES

TECHNOLOGY

- **MUNIS Utility Billing:** Good work is getting done in solidifying the billing process in MUNIS. Activity in both billing and Customer Service processes is happening on several fronts and parallel testing of current billing will be done after January month-end when a new conversion file will be turned around. We have also been working on fix issues related to the MUNIS Scheduler program which will allow the off-hours running of reports related to next-day or recurring processes for all MUNIS applications. It was identified that a hardware problem was causing the Scheduler PC to shut down. We have recycled an old computer and now have Scheduler back up and running. IT also continues to work on user reports for Utility Billing that will either be generated via MUNIS or Crystal Reports. The latter will need created and will be done on a timing priority basis.
- **MUNIS Payroll Year-End Activity:** Provided support for the Accounting/Finance department in their preparation of W-2's, including program updates and backup activities.
- **Loan Payment Processing in MUNIS:** Staff are now researching the ability to transfer the CDBG loan processing program into MUNIS. This ability will be found in existing MUNIS modules.

- **Meeting Management System:** The City Clerk and IT staff will look to re-visit this system with Mayor & Council in early February as we anticipate a GO LIVE on the system for the middle of February. We will continue to utilize GOOGLE DOCS and paper through February as we look to gradually move to the NOVUS system during the month. We are excited in what we see as a simple process for meeting generation in NOVUS and look forward to implementation.

SUPPORT SERVICES

CUSTOMER SERVICE (2 CSRs)										
CALL STATISTICS FOR			1/19/2012	TO	1/25/2012					
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
1/19/2012	212	92	31	132	43	1007	120	60	212	106
1/20/2012	212	101	34	141	48	449	94	47	195	98
1/23/2012	266	171	57	136	65	265	96	48	267	134
1/24/2012	157	135	45	131	86	259	88	44	223	112
1/25/2012	128	119	40	111	93	93	72	36	191	96
TOTALS	975	618	41	130	67	415	470	47	1088	109

TAX / CASHIERING (2 Staff)										
CALL STATISTICS FOR			1/19/2012	TO	1/25/2012					
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
1/19/2012	37	33	17	85	92	25	92	46	125	63
1/20/2012	27	25	13	104	93	19	126	63	151	76
1/23/2012	65	61	31	96	97	46	128	64	189	95
1/24/2012	37	36	18	87	97	34	106	53	142	71
1/25/2012	37	32	16	83	87	105	82	41	114	57
TOTALS	203	187	19	91	93	46	534	53	721	72

- Call service took a significant hit during the past recording period due to staff illness and family needs. With staffing back to normal, the week of 1/23 has improved in our ability to handle call volumes. We also continue to see an increasing trend in the volume of property transfers between individuals or between a holding bank and individuals. We hope this trend is signally a reversal in property transfers to mortgage holding banks and more family-owned properties in the City.
- We continue to see a high volume of payment arrangement negotiations for utility customers which maintains the reality of tough economic times. We are not seeing, however, any significant delinquency trend at this time which is a positive sign. All of these factors cause an increase in interaction time with the customer which in turn increases the time customers must wait for service either on the phone or in the lobby area.
- **REAL PROPERTY HALF-YEAR BILLS/REMINDER NOTICES:** 21 Half-Year Tax bills were sent out after receiving the file 2 weeks late from the State. 1,300+ real property reminder notices were also sent out and were hitting mailboxes the beginning of the week. This is about the same as were sent this time last year.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas** Recent call-outs included:
 - Fri. 1/20 - 34 East Franklin Street- Fire; removed meter due to garage fire. Time Out: 21.0-21.9
 - Sat. 1/21 - 335 Liberty Street- Blinking lights; connectors were changed at the pole and house to correct problem. Time Out: 13.1-14.0
 - Sun. 1/22 - East Franklin Street & North Mulberry- pole damaged; utility pole was struck in vehicle accident. Lineman secured pole temporarily with follow up repairs made the following business day. Time Out: 3.6-6.0
 - Wed. 1/25 - 400 Block North Prospect Street- lines down; lines were found to belong to Verizon. Time Out: 0.3-1.5

2. **Distribution** Recent activity included:
 - Metering Department received no high bill complaints this week.
 - Line maintenance work continues in various areas.
 - 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
12	0	1	0

3. **Engineering** Staff worked on the following projects:
 - Staff assisted with the re-energization of the First Urban Fiber electrical substation after a lengthy disconnection period due to unsatisfactory conditions found by HLD in their private facility.
 - Staff reviewed new fiberglass primary junction cabinets to replace our standard steel units that are rusting due to excessive moisture.
 - Engineering staff reviewed additional streetlight connectors for use on HLD's system.
 - Engineering reviewed multiple jobs and proposals from firms doing electrical work within the City.
 - Staff performed quality checks and additions related to our electric model in the GIS environment.

4. **Administration:**
 - Staff completed two Data Requests for the Maryland Public Service Commission. One involving the continuing investigation of the electric fuel and purchased power cost adjustment charges of HLD; and another involving **the matter of the commission's investigation of advanced metering technical standards, Demand Side Management**

(DSM) cost effectiveness tests, DSM competitive neutrality, and recovery of costs of advanced meters and DSM programs.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 18, 2011	8.09	0.00
Thursday, January 19, 2011	7.89	0.00
Friday, January 20, 2011	7.69	0.05
Saturday, January 21, 2011	7.65	0.34
Sunday, January 22, 2012	7.52	0.00
Monday, January 23, 2012	8.42	0.13
Tuesday, January 24, 2012	8.56	0.00
Weekly Average/Total	7.97	0.52
Monthly Average/Total	8.02	1.76
Yearly Average/Total	8.02	1.76

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters.

Miscellaneous

- We have ordered replacement television monitor for the plant security system. Delivery should take about a week.
- Staff rebuilt the primary piston pump check valves and replaced plug valve.
- Culligan installed a new water softener for the plant chemical scrubber.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	1	199	98	5
Flushing	4, 11	5,223		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	5	1	Roots	5

Collection System Maintenance Task

Pump Station

- Painting at pump station # 8.

Manholes

- SHA reported a cracked frame and cover at manhole 12068, located in the Crampton Development on South Pointe Drive. A barrel has been placed over the manhole until repairs can be completed.

Grinder Pumps

- New pumps, stainless steel duplex discharge assembly, PVC pipe and PVC ball check valve at 11224/11228 Eastwood Drive.
- Grinder pump call at 11326 Eastwood Drive, intermittent alarm light. Pump core replaced.
- Fluid solutions picked up the Homa grinder pump for warranty work.

Miscellaneous

- Our crew hauled three loads of CR6 stone, 42' of 15" pipe and steel plates to Crestwood Drive for main line repair.

- Our crew also, hauled two loads CR6 stone to the parking lot of the old Dixie Mill Works for the main line repair along the railroad tracks of View Street.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	1	0	0	0	4
YTD	8	1	1	0	0	0	10

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

- Staff met with the Accounting Department to discuss and review the FY13 Projected Operation and Maintenance Budget.

Engineering

- Staff met with a sewer lining company representative regarding future manhole or tank lining.

Wastewater Laboratory

- Arrangements were made to have Whole Effluent Toxicity testing done on the wastewater effluent. This is required permit testing.
- Regulatory and process sampling and testing were routine for the week.
- A sample was collected from the discharge of Berwick as part of the industry monitoring of discharge to the wastewater plant.
- Kaemph & Harris contractors replaced the old and corroded duct work from the laboratory vent hood. The resulting air flow from the new duct work is about five times greater.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
1/19/12	11.89		11.89
1/20/12	12.13		12.13
1/21/12	11.40		11.40
1/22/12	11.77		11.77
1/23/12	11.17		11.17
1/24/12	11.93		11.93
1/25/12	11.95		11.95
Average			11.74

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.
 - Breichner – Repaired transfer pumps.

Water Production at Breichner

- The Edgemont Reservoir is -7.1'; 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 and installing dual check valves, and we are working on a main replacement on Margaret Drive. Crews also repaired a leak on Ontario Drive.

Laboratory

- Lab personnel attended a State required Sampler Certification Course to renew sampling certification.

Engineering

Reviews:	City	County
Site Plan	2	2
Final Plat		1
Building Permit	23	2

- Staff met with a consultant on final approval of a commercial redevelopment site plan.
- Staff met with Distribution supervisors on proposed Lincoln Avenue upgrade impacts on existing services.

Respectfully submitted,



Bruce Zimmerman
City Administrator