

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 23 FOR 2019



June 7, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

JUNE 2019

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
2	3	4 4pm Work Session 5pm Special Session	5	6	7 6-9pm Imagine Hagerstown Friday Night Bands @ University Plaza	8 12-5pm Imagine Hagerstown @ Cultural Trail
9	10	11 3pm Executive Session 4pm Work Session	12 4pm Hagerstown Planning Commission Meeting	13 4pm Hagerstown Historic District Commission Meeting 4pm Board of Traffic & Parking Meeting	14 6-9pm Imagine Hagerstown Friday Night Bands @ University Plaza 7pm Outdoor Movie @ City Park Bandshell	15 12-5pm Imagine Hagerstown @ Cultural Trail 7:30-9:30pm Imagine Hagerstown -- Best of the Hub City @ MD Theatre
16	17	18 7pm Regular Session	19 7pm Board of Zoning Appeals Meeting	20	21 6-9pm Imagine Hagerstown Friday Night Bands @ University Plaza	22 12-5pm Imagine Hagerstown @ Cultural Trail
23	24 MML Convention – Ocean City	25 NO M&C MEETING MML Convention – Ocean City	26 MML Convention – Ocean City 7pm Hagerstown Planning Commission Meeting	27 4pm Hagerstown Historic District Commission Meeting	28 6-9pm Imagine Hagerstown Friday Night Bands @ University Plaza 7pm Outdoor Movie @ City Park Bandshell	29 12-5pm Imagine Hagerstown @ Cultural Trail
30						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Eggs & Issues: Staff attended the recent Chamber Eggs & Issues event where the Washington County Business Department of Business Development Director and team presented the economic development year in review.

Main Street:

- Main Street celebrated its volunteers at the Volunteer Recognition and Recruiting Evening on Thursday at Wertman Photography. It was an opportunity to thank all of our volunteers who have helped us over the past year and encourage anyone curious about becoming part of Main Street Hagerstown.
- The Flying Camel will be hosting Pop-Up Trivia next Tuesday, June 11, at 6:30 p.m.. Bring your appetites for food, beverages, and knowledge.

Events: Upcoming City Center events include:

- **Shakespeare in the Park** | Thursday, June 6, 2019 and Saturday, June 8, 2019 at 8 p.m. | Sunday, June 9, 2019 at 6 p.m. | Featuring *Comedy of Errors*. For details visit @MarylandEntertainmentGroup on Facebook
- **Imagine Hagerstown** | Four weekends of dynamic arts and culture starts June 7, 2019 at University Plaza and continues through June 29. Visit @imaginehagerstown on Facebook or www.imaginehagerstown.org

Community Outreach: Community Development staff attended Career Exploration Day on Thursday at Hagerstown Community College. This event was an opportunity for all seventh grade students in Washington County Public Schools to explore local businesses and career opportunities. The event was an OnTrack initiative supported by the Chamber, Greater Hagerstown, WCPS and HCC.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	0	Community Risk Reduction	56
Building Fires	1	Public Service	4
Medical Assistance	44	Personal Injury Collision	5
Assist other Fire Departments	4	Fuel/Hazard Spills	2
Automatic Fire Alarms	10	Smoke Investigation	1
Investigation: Malicious/False Alarms	2	Investigation: Carbon Monoxide Incident	1
Swift Water Rescue	1	Arcing Lines/Electrical Hazard	3

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **CSX Railroad Closures.** CSX notified us of the following closures. We are developing traffic control plans with their staff. Closure dates are in parenthesis:
 - Oak Hill Avenue crossing (June 18–21)
 - Pennsylvania Avenue crossing (June 18– 21) (crossing between Belview Avenue and Park Lane)
 - Mulberry Avenue (July 18–20) and Potomac Avenue (July 18–20)

- Forest Drive (July 18–20)
- Washington County also sent us a detour plan for the work at the Eastern Boulevard crossing scheduled for July 17–19. It routes traffic through the City.

2. **More Art for Cultural Trail.** The Washington County Arts Council received notice that the grant application for public art for the sculpture , “Moller’s Sustained Wind”, that was submitted to the Maryland State Arts Council for a Fiscal Year 2019 Public Art Project Grant was approved. An agreement with the artist and the Arts Council will be reviewed with City Council in July.
3. **North Cannon Avenue.** Based on complaints from residents, the Board of Traffic & Parking recommended making North Cannon Avenue one-way northbound from Franklin Street to Jefferson Street. We are delivering and mailing letters to area residents for their comments before presenting to Mayor & Council for consideration in July.
4. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 6/2/19	Calendar Year 2019 TOTALS
Traffic complaints received	2	80
Work Orders completed	4	63
Traffic counts completed	1	33
CONSTRUCTION PROJECTS		
Description	Week of 6/2/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	8
RFP’s Advertised	0	4
Projects under construction	9	9
Projects completed	0	3

PARKS DIVISION

1. **County Approves POS:** The County Commissioners approved all of our requests for the FY20 Program Open Space (POS) funds that include:
 - City Park Lighting & Beautification - \$63,000
 - Potterfield Pool Whitecoat Replacement - \$81,000
 - City Park Perimeter Fence along Virginia Avenue - \$117,000
 - Hagerstown Cultural Trail Acquisition (319 Summit Avenue) - \$55,000
2. **Facility Reports.** Below are the statistics for May. Both the Pool and Golf Course had a positive month!

POOL	May 2017	May 2018	May 2019
Admission total	444	676	1080
Admissions Fees	\$2,094.00	\$3,988.50	\$4,024.00

GOLF COURSE	May 2017	May 2018	May 2019
# of Golfers	1328	1629	1884
Total Revenue	\$18,613.75	\$23,932.98	\$29,940.75

3. **Park Circle Fountain.** Due to deterioration, we are making repairs to the fountain in Park Circle.

4. **Imagine Hagerstown.** We are making preparations to support the first weekend of the Imagine Hagerstown event.
5. **Potterfield Pool.** Starting June 7th, Potterfield Pool is open seven days a week through Labor Day! Pool hours are: Weekdays (Monday thru Friday) from 12:30 p.m. – 6 p.m. The pool is open Saturdays and Sundays from 11:30 a.m. – 5 p.m.

PLANNING & CODE ADMINISTRATION

New Zoning Certificates:

- 724 Virginia Avenue – CAD Cycles – auto and motorcycle repair.
- 52 East Franklin Street - Xander’s Barbershop.

New Development Cases:

- Hagerstown Commerce Center – sketch plan for a hotel, restaurant, and office building.

Planning Commission: The Planning Commission will be considering these items on June 12:

- 227 East Washington Street – City Chapel – minor site plan for establishment of a permanent use (church) using a tent and portable bathroom facility.
- Hagerstown Commerce Center – sketch plan for a hotel, restaurant, and office building.
- 700 Potomac Avenue – Malik Mehboob – minor site plan for installation of three gas pump islands and a canopy.
- 1323 Salem Avenue – Salem Avenue Elementary School – site plan for portable classrooms.
- 235 North Potomac Street – Zion Reformed United Church of Christ – site plan for parking lot expansion.
- Valleybrook Drive (Parcels A & B) – Mildenerger/Lewis – final plat.
- 716 Security Road – comments to Board of Zoning Appeals regarding proposed change of a nonconforming use (butcher shop to plumbing contractor’s office).

Historic District Commission: The HDC will be considering these cases on June 13:

- 105-107 North Potomac Street – William Carroll – façade rehab/restoration.
- 135 West Washington Street – Washington County Historical Society – new signage.

Weekly Activity Report: May 27–31, 2019

PERMITS									
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>	
Building	8	Residential -	7	Commercial -	0	Other -	1	16	
Electric	20	Residential -	11	Commercial -	9	Other -	0	20	
Plumbing	9	Residential -	6	Commercial -	1	Other -	2	10	
Mechanical	6	Residential -	5	Commercial -	1	Other -	0	7	
Engineering Dept.	29							29	
TOTAL	72		29		11		3	82	
<u>Est. Value of Issued Building Permit Projects:</u>					<u>FY19 Fiscal Year Totals:</u>				
Residential					\$ 106,530.00				\$ 7,425,961.00
Commercial					\$ 554,350.00				\$ 52,555,271.00
Apartment					\$ 30,000.00				\$ 2,900,749.00
Sign					\$ 0.00				\$ 246,001.00
TOTAL					\$ 690,880.00				\$ 63,127,982.00

Projects of Interest		
-	Tenant fit-out on the second floor for TSYS at 1185 Imperial Drive - \$290,000	
-	Construct one story steel structure for storage at 959 Sweeney Drive - \$250,000	
-	Rebuild garage roof damaged by tree at 943 The Terrace - \$40,000	
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019		
	PROPERTIES	UNITS
Registrations received week of May 27 – May 31	156	302
New applications issued week of May 27 – May 31	0	0
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)	1,078	2,618
Percentage of rental license renewals that have registered for the 2018-2019 license year	28.3%	27.2%
Notes: The 2019-2020 rental license renewals for 9,609 units in 3,807 properties were mailed on May 3, 2019.		
PAYMENT		
Weekly payment received	\$ 22,650	
Weekly adjustment/credits	\$ 1,125	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	42	
Electrical	41	
Plumbing	14	
Mechanical	8	
Safety	13	
Neighborhood Vitality	100	
Quality of Life	23	
Preventive Maintenance	3	
Planning & Zoning	0	
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	
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:	1,626	Field Interviews:	17
Arrests/Warrants Served:	25	Moving Violations:	37
Domestic Violence Calls:	34	Safety Repair Orders:	0
DUI Arrests:	4	Warnings:	34
Reports Filed:	160		

REPORTS

05/30/19: Officer Moczydlowsky was contacted by a victim of a fraud. The victim stated that she had purchased two money orders to pay for her rent. She placed the money orders in an envelope and then placed the envelope in the apartment complex drop box. The landlord, however, did not receive the payment. The victim was advised of a previous police report that was made about a possible theft of rent payments. Officer Moczydlowsky had taken that initial report on May 9, 2019. The victim was advised that the money order for \$1,000 was already deposited into a bank account which cleared on May 10, 2019. However, the other money order had not been cashed. The victim was able to receive a refund for that money order. The officer will be forwarding this case to the Criminal Investigation Unit.

05/31/19: Officer Weaver responded to Northern Avenue for a reported disturbance. The Washington County Dispatch Center advised a white male was beating on a car and blocking the traffic flow. When Officer Weaver arrived, he witnessed the male in question on the hood of a gold Honda Odyssey. The male was removed from the hood and was identified. The driver of the vehicle stated she and the male had some drinks. However, the male had become intoxicated so she offered him a ride home. The male became verbally assaultive so she pulled over and demanded the male exit the vehicle. After he exited the vehicle, he managed to get on the hood of the vehicle making it impossible for the driver to leave. The male was arrested and placed in the cruiser for transport. The male began to bang his head off the partition and sustained minor cuts to his forehead. He was charged with Disorderly Conduct and Disturbing the Peace.

06/01/19: Officers from HPD responded to South Locust Street at 11:23 p.m. for a reported assault. The caller advised that he found a black female unresponsive and covered in blood. The injured female had no identification on her to positively identify her. Community Rescue Service arrived and transported the female to Meritus Medical Center for treatment. The Dispatch Center advised that officers were dispatched to South Locust Street at 10:48 p.m. for a domestic in progress. At this time the other party in the domestic left the scene. The female did not want to pursue any legal action against the suspect. Both of the calls were in the same general area. Additional information was gathered and it was determined that both calls were related. An attempt to contact the suspect was unsuccessful. Officer Weaver remained at the hospital to get the results from the attending physician. The doctor advised that the victim sustained life threatening injuries including multiple fractures to her skull. Every bone in the face had also been broken. The doctor made arrangements to have the victim airlifted by helicopter to the University of Maryland Shock Trauma. Detective Filges, of the Criminal investigation Unit, will lead the case with further investigation.

06/02/19: Officer Rowe was dispatched to McDonald's on Garland Groh Boulevard for a report of a robbery. The victim/employee stated that he was in the restroom to wash his hands when three black males entered the room and starting assaulting him. The primary aggressor was known to him since they both attended the same school. The other two males were not identified by the victim. They suspects took the victim's iPhone as well as US currency from his pockets. The manager on duty stated he would request the video footage from his regional manager. The victim suffered a bloody nose but refused medical treatment. Charges are forth coming.

06/03/19: Officer Reese responded to South Locust Street in reference to a theft. The victim stated that sometime during the night, her Weed Eater 22" lawn mower had been stolen. The mower was last seen on June 2, 2019 around 10 p.m. The mower had been chained/secured to a post on the back porch. Whoever had stolen the mower had broken the post in order to remove the mower from the porch. There were no witnesses or video footage. No further details are available.

06/05/19: Officer L. Dean responded to Carbaugh's Tree Service on West Washington Street for a damage to property report. The owner of the business advised that the upper rear window in his garage door had been broken. He stated the windows in the garage door were fine at the close of business on June 4, 2019. The owner stated that he believes that no one could gain access to the business from that opening in the garage door and thinks perhaps someone was throwing rocks from the alley. The owner found no missing items from the business. No further information is available.

OTHER NEWS/INFORMATION

Welcome Aboard to Tom Routzahn. The Hagerstown Police Department would like to welcome Tom Routzahn. Officer Routzahn’s first official day with HPD was June 3, 2019. He will be sworn in by Mayor Bruchey on Tuesday, June 11, 2019. Officer Routzahn retired from the Washington County Sheriff’s Office and is now pursuing additional years in law enforcement with the City. He brings 35 years of experience to HPD. In addition to being a seasoned officer, he is an Intoximeter Operator and Firearms Instructor, and also has nine years of experience as a Field Training Officer. Officer Routzahn was part of the Civil Disturbance Team, Police Honor Guard and the Lead Armorer for the Washington County Sheriff’s Office. He has been an instructor for the Western Maryland Police Academy, the Frederick Police Academy, the Hagerstown Community College Police Academy, and most recently at the Washington County Police Academy.

Officer Routzahn has been assigned to the Patrol Division under the command of Lt. Mark Renner. We wish him well as he continues his law enforcement career at the Hagerstown Police Department.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	178	178
	University District Deck	382	382
Number of Student Permits	Central, Market, Rochester Lots	35	35
Number of Patrons Using Decks	A & E Deck	1472	1391
	University District Deck	1459	1579
Number of Citations Issued	(Includes Warnings)	185	165
Late Payment Notifications		13	NA
Peak Occupancy (%)	A & E Deck	71% Fri @ 6 PM	77% Thur @ Noon
	University District Deck	55% Wed @ 2 PM	52% Tue @ 2 PM

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

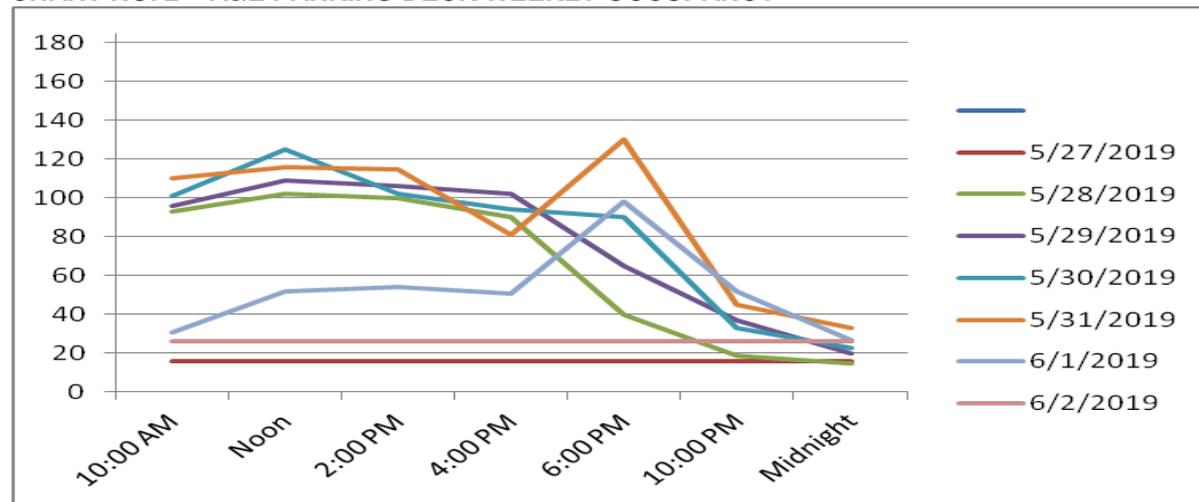
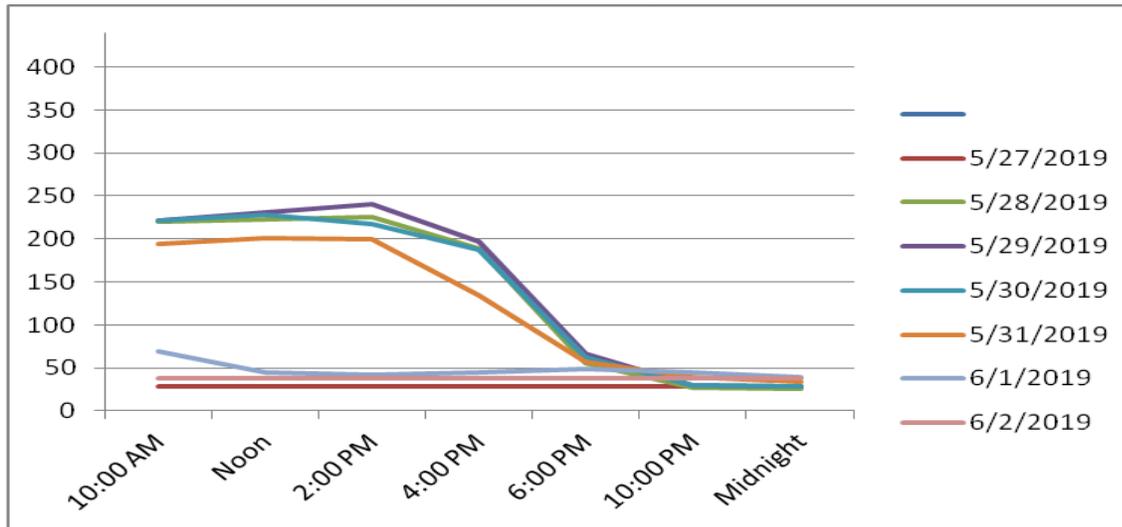


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	1
Human Resources	0	0
Light	0	1
Parks & Engineering	2	1
Police	6	8
Public Works	7	5
Wastewater	1	0
Water	4	2
Weekly Totals	20	18
Yearly Total	514	

AFTER HOUR CALL BACKS

- Monday Memorial Day 5/27/19 @ 11:45 a.m.: Frederick Street and Eastern Boulevard traffic signals on flash. Staff called in, repairs made and the signals placed back into operation.
- Monday Memorial Day 5/27/19 @ 10:55 p.m.: Fountainhead Road and Northern Avenue traffic signal on flash. Staff called in, repairs made and the signals placed back into operation.
- Thursday 5/30/19 @ 4:15 p.m.: Stop sign knocked down at the intersection of Clarendon Avenue and Marshall Street. Staff called in to set a new post and install a new stop sign.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Hagerstown Police Seeking Help to ID Illegal Dirt Bike Riders
- 'Imagine Hagerstown' Brings Four Weekends of Arts and Culture Downtown
- Grand Opening for Trone's Hagerstown Office on Monday
- Gov. Hogan Appoints Spedden to Heritage Areas Authority
- Discovery Station Adding New Position as Attendance Continues to Increase

- Council, Officials to Discuss Vision for Hagerstown Stadium
- Debate Continues Whether Baseball Will Be Part of New Hagerstown Stadium
- Washington County Approves Income Tax Rate Hike in Split Vote
- Traffic Advisory: Antietam Street
- Traffic Advisory: South Potomac Street
- Traffic Advisory: Hood Street
- Traffic Advisory: East Antietam Street

This Week's Video Projects:

- Mayor & City Council Work & Special Sessions
- Stormwater Utility Video Shooting

Channel 25 Hub City Now Programming:

- PCAD Informational Session Video
- "Imagine Hagerstown" :30 Spots
- "Imagine Hagerstown" PBQ Video
- "Imagine Hagerstown" Fanny Crawford Video
- "Imagine Hagerstown" Takesha Martinez/Kerensa Gray
- "State of the City" Video
- "State of the City" Event Video
- "Open For Business" Video
- Saylor House Archeological Video
- "Action Now – Washington Goes Purple" Videos
- Hagerstown Greens :30 Spot
- Bird Watching in City Park :30 Spot
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 10,751 user visits for the week of May 27-June 2, 2019.

- The most popular top entrances (the first page users accessed on the website):

• Home Page	2,126
• Potterfield Pool Page	983
• Utility Billing Page	812
• Collection-Schedules-Zones Page	328
• Parks & Recreation Page	238
• Police Page	231
• Trash/Recycling Page	159
• Downtown Events Page	151
• Jobs Page	147
• Bids Page	132

- Top Searches:
 - “True”
 - “Trash”
 - “Jobs”
 - “Thunder in the Square”
 - “Trash pick up”

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

- Fri. 5/31 - Burhans Boulevard and Sherman Avenue: Pole damaged; vehicle struck HLD pole #2231 in accident. Time Out: 4.0-5.1
- Sat. 6/1 - 438 & 440 Carrollton Avenue: Total outage; bird caused transformer fuse to operate. Time Out: 9.2-10.1
- 827 Woodland Way: Total outage; squirrel caused transformer fuse to operate. Time Out: 10.2-10.9
- Sun. 6/2 - 117 West Howard Street: Blinking lights, service connectors were in need of replacement. Time Out: 9.3-10.9
- 201 Prospect Avenue: Partial outage; bird caused both transformer and line fuses to operate. Time Out: 10.3-10.9
- Tues. 6/4 - 819 Frederick Street: Total outage; bird caused transformer fuse to operate. Time Out: 20.1-20.5

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer continued work with Avista Realtime Systems/IOT International with implementation of HLD’s upgraded SCADA system.
- HLD Engineering and Distribution staff continued substation testing with EPS, HLD’s testing contractor.
- HLD Engineering attended PRC meeting for the review of the Coinop Warehouse 2 – Parking Lot Improvements.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 29, 2019	7.65	0.00
Thursday, May 30, 2019	7.60	0.14
Friday, May 31, 2019	7.14	0.00
Saturday, June 1, 2019	6.75	0.00
Sunday, June 2, 2019	6.75	0.12
Monday, June 3, 2019	6.67	0.00
Tuesday, June 4, 2019	6.52	0.00
Weekly – Avg. Flow / Total Rainfall	7.01	0.26
May – Avg. Flow/Total Rainfall	10.99	6.74
June – Avg. Flow/Total Rainfall	6.67	0.12

Miscellaneous

- Continued work on new pump(s) installation at ENR drain station.
- Removed mixer #12 and replaced with rebuilt unit.
- Replaced Red Lion digital controls and boards on Methanol pumps that were damaged during lightning storm.
- Modified oxygen piping and controls on OAB to allow for new valve installation.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	24	245'	1	23'
Flushing	17	10,274'		

Collection System Maintenance Task

- Pump Station #2, replaced charger and battery.
- Pump Station #6, pulled and replaced #2 pump.
- General pump shop repair work.
- Dropped Enzyme bags at various lift stations and trouble spots in the system.
- Grinder pump call, 11115 Pinewood Circle, pulled pump.
- Grinder pump call, 11111 Pinewood Circle, replaced plug
- Grinder pump call, 472 Fair Meadows Boulevard, replaced pump
- Grinder pump call, 1621 Woodlands Run, replaced pump and pig tails.
- Grinder pump call, 1542 Kensington Drive, replaced pressure tube.
- Grinder pump call, 1504 Kensington Drive, replaced pressure tube.
- Grinder pump call, 11252 Eastwood Drive, replaced pump.
- Sewer Back up, 807 South Potomac Street, problem on private side.
- MH #06033, replaced broken frame and cover.
- Mowed grass at WWTP, and all lift stations.
- 939 Rose Hill Drive, marked for upcoming repair.
- Met with Public Works and completed preliminary grade survey for new washout bay on Elgin Boulevard.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	5	0	0	0	1	8
YTD 2019	24	33	2	1	0	35	95

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant regarding final approval of a commercial redevelopment project.
- Staff attended a Plan Review Committee meeting at City Planning.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
05/30/19	10.30		10.30
05/31/19	10.24		10.24
06/01/19	10.04		10.24
06/02/19	10.05		10.05
06/03/19	10.28		10.28
06/04/19	10.51		10.51
06/05/19	10.59		10.59
<i>Average</i>			<i>10.29</i>

Water Production at R. C. Willson

- R.C. Willson and Pump Stations—Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson and PS4—Working with contractor on pump replacement.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.1 feet. Site evaluation continues per the contract with Hazen and Triad. City staff and Hazen and Sawyer continue to work with MDE Dam Safety on the final Dam Evaluation 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.
- Crews continue to replace residential meters throughout the water service area.
- The meter testing program and flushing program are in progress.
- Repairs were completed on a service line leak on Mont Valla Avenue and Crayton Boulevard.

Laboratory

- Process and regulatory testing was routine for the week.

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Simplified Plat	-	-
Building Permits	11	-
Replat	-	-

- Staff attended a construction progress meeting for the Co. Henry Douglas Drive extension.
- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant regarding final approval of a commercial redevelopment.
- Staff attended a Plan Review Committee meeting at City Planning.

- Staff met with a fire protection company representative to discuss two new services for commercial redevelopment projects.



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner". The signature is fluid and cursive, with a large loop at the end of the last name.

Scott A. Nicewarner
City Administrator