

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 7 FOR 2021



February 19, 2021

To Mayor Keller and Members of the City Council:

UPCOMING MEETINGS

To obtain City Department or City Boards and Commissions meeting information, please visit <https://www.hagerstownmd.org/27/Government>. We encourage you visit our website at <https://www.hagerstownmd.org> for all City-related updates. Other inquiries may be made by visiting the City Resident 311 page at <https://www.hagerstownmd.org/841/Services>.

FEBRUARY 2021						
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 3pm Executive Session 4pm Work Session	3	4	5	6
7	8	9 3pm Executive Session 4pm Work Session	10 4pm Hagerstown Planning Commission Meeting	11 4:30pm Hagerstown Historic District Commission Meeting	12	13
14	15 HOLIDAY CITY OFFICES CLOSED	16 4pm Work Session	17 7pm Board of Zoning Appeals Meeting	18	19	20
21	22	23 7pm Regular Session	24 7pm Hagerstown Planning Commission Meeting	25 4:30pm Hagerstown Historic District Commission Meeting	26	27
28						

COMMUNICATIONS

This Week's Headlines & Media Releases:

- City Council Discusses New CARES Act Grant Applications
- Hagerstown Debates Curbside Hazardous Waste Pickup Program
- Hogan to Feds: 'We Need More Damn Vaccines'
- Washington County Police Academy Virtual Graduation to Air Friday
- Review Board Says Washington County Commissioner Violated Ethics Rules
- Hagerstown Moves Forward with Cultural Trail Expansion, Plaza
- Talks Continue for Nonprofit Hagerstown Grocery Store
- Washington County Commissioners Ask Meinelschmidt to Resign; He Declines
- Hagerstown Plaza, Cultural Trail Extension Work to Go to Bid Next Week
- North Carolina Man Arrested in Dual Highway Fatal Shooting
- Deceased Male Found Following Garage Fire off of South Potomac Street
- Press Release: Community Garden Application Deadline is Tuesday

This Week's Video Projects

- Mayor & Council Work Session
- "State of the City" Video Production

Channel 25 Hub City Now Programming:

- Mayor & City Council Meeting
- "Council WRap"
- WMPA Graduation Video
- Meritus/"The Flip Side" Vaccine Segments
- "Utility Payment Plan" Promo
- Black History Month Tribute to Washington County Athletes
- Symptoms of COVID-19 Informational Video
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 10,985 user visits for the week of February 8-14, 2021.

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

• Home Page	2,826
• Utility Billing Page	1,314
• Civic Alerts Page	686
• Police Page	229
• Collection-Schedules-Zones Page	160
• Bids Page	126
• Jobs Page	114
• Firefighters Page	112
• Flying Fitness Page	97
• Trash & Recycling Page	91

- Top Searches:

- "True"
- "Pay my bill"
- "Trash"
- "When should I set out trash/recycling/yard waste for collection?"
- "Pay bill"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street: DCED has received a total of 27 applications for the Main Street Business Stabilization Grant since the program opened January 28, 2021. Main Street Hagerstown was been given notice to anticipate grant funding from the MDSERI grant. Awaiting the Governors public announcement for Main Street funding, approval letters have been prepared for each "pre-approved" applicant and will be forwarded the same day to inform them of the status of their application. These funds will be distributed on a rolling basis until allocated program funds have been dispersed into the designated district or until June 1, 2021. For more information or to download the application visit the DCED or Main Street Hagerstown Facebook pages or the City's website: <https://www.hagerstownmd.org/1528/Main-Street-Business-Stabilization-Grant>

A&E Update: Staff had a check-in meeting with Maryland State Arts Council Deputy Director Steven Skerritt-Davis.

Business Development Update: Economic Development team members participated in the following this week:

- Fort Detrick Alliance Board Meeting
- Weekly Business Recovery Partners Team
- Reopen Washington County Stakeholders Meeting

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

Cooking Fires	0	Community Risk Reduction	8
Building Fires	2	Public Service	1
Medical Assistance	18	Personal Injury Collision	1
Assist other Fire Departments	4	Fuel/Hazard Spills	0
Automatic Fire Alarms	11	Gas Leaks	1
Bomb Scare	1	Chimney Fires	1
Electrical Wiring Arcing	2	Dumpster/Outside Fires	0

Fire Marshal Promotion: The Hagerstown Fire Department's Fire Marshal's office recently promoted Deputy Fire Marshal G. Dale Fishack to the position of Fire Marshal. The Fire Marshal position was previously held by Doug DeHaven. Doug retired after 36 years of service with the department. Fire Marshal Fishack's unique combination of knowledge, skills, and abilities ranked him as the candidate of choice for this position. His work experiences include human resources, codes administration and greater than 13 years of service with the Hagerstown Fire Department.

Automatic Alarm – Hotel Fire: Sunday, February 14th, the Hagerstown Fire Department and Halfway Fire Company units were dispatched for a reported automatic alarm at a hotel on Pullman Lane near the area of the Valley Mall. Units arrived on the scene and found a small fire inside one of the fifth-floor guest rooms had been extinguished prior to HFD's arrival. Smoke filled the hotel as a result of the fire and extinguishment. The fire was caused by unattended candles that had been placed on the carpeted floor. The fire was determined to be unintentional. The Hagerstown Fire Department would like to remind folks that candles should not be left unattended and should only be burned in containers designed for use with candles. The use of battery-operated candles is strongly encouraged. No injuries were reported.

Garage Fire – 251 South Potomac Street: Hagerstown Fire Department units were dispatched for a reported garage fire to the rear of 251 South Potomac Street. Firefighters arrived on the scene and found two vehicles on fire with one vehicle still inside the garage. After the firefighters extinguished the fires, a deceased male was located inside the garage. The Hagerstown Fire Marshal's Office is conducting the investigation into the fire. Fire Marshals were assisted by Hagerstown Police Department Patrol and Criminal Investigation Division (CID), and the Office of the Chief Medical Examiner's (OCME). The investigation is still open and ongoing.

PARKS & ENGINEERING

ENGINEERING DIVISION

- Wesel Boulevard.** Wesel Boulevard is on winter shut-down although Valentine Electric is installing some street lighting. Hetzer's Asphalt plant is scheduled to re-open on March 15th and we expect work to resume on Wesel around that time, weather permitting.

- Engineering Statistics**

Description	Week of 2/14/21	Calendar Year 2021 TOTALS
Traffic complaints received	1	20
Work Orders completed	0	12
Traffic counts completed	0	0
Construction Projects		
Description	Week of 2/14/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	0
RFP's Advertised	0	2
Projects under construction	9	10
Projects completed	0	0

PARKS DIVISION

1. **Virtual Programs.**
 - Belly Dance (hybrid class): Mondays at 7 p.m.
 - Dance Fitness: Mondays at 6 p.m.
 - Yoga for Weight Loss: Mondays and Wednesdays at 5:30 p.m.
 - Yoga to Relax and Renew: Tuesdays at 6 p.m.
 - Strength Training: Thursdays at 6 p.m.
 - Square Dancing: Thursdays at 7 p.m.
 - Virtual Gymnastics: Saturdays at 7 p.m.; Sundays at 10:45 a.m.

2. **City Park.** Work continues on installing electrical conduit for the City Park uplighting project.

PLANNING & CODE ADMINISTRATION

New Development Cases:

- 912-914 Dewey Avenue – Mason Dixon Enterprises, LLC – minor plat.

Planning Commission: On February 24 the Planning Commission will meet to review a site plan for the City Park Train Hub/Softball Restrooms at 740 City Park Drive and a quitclaim request for Bo Higgins on Third Street.

Historic District Commission: The HDC reviewed these cases on February 11:

- 45 West Washington Street – City of Hagerstown – approved street wall.
- 202 South Prospect Street – Sarah Perrie – approved a fence.
- 14 North Potomac Street (Rear) – Maryland Watch Works – approved an awning.
- 151 South Potomac Street – Hub Bubbles – approved signage and a parking lot (two separate cases).

No cases were filed for the February 25 HDC meeting.

Weekly Activity Report: February 8-12, 2021

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	15	Residential -	12	Commercial -	2	Other -	1	27
Electric	13	Residential -	9	Commercial -	4	Other -	0	15
Plumbing	11	Residential -	10	Commercial -	1	Other -	0	11
Mechanical	11	Residential -	7	Commercial -	4	Other -	0	9
Engineering Dept.	12							11
TOTAL	62		38		11		1	73
<u>Est. Value of Issued Building Permit Projects:</u>					<u>FY21 Fiscal Year Totals:</u>			
Residential	\$ 1,143,700.00				\$ 20,530,041.00			
Commercial	\$ 717,300.00				\$ 72,047,956.00			
Apartment	\$ 79,829.00				\$ 795,329.00			
Sign	\$ 42,000.00				\$ 136,818.00			
TOTAL	\$ 1,982,829.00				\$ 93,510,144.00			
<u>Projects of Interest</u>								
- Construct three single-family homes in Hager's Crossing - \$315,000								
- Structural renovations to building at 600 Summit Avenue - \$35,000								
- Installation of roadside sign for Potomac Dental at 1301 Potomac Avenue - \$42,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021		
	PROPERTIES	UNITS
Registrations received week of Feb 8 – Feb 12	5	6
New applications issued week of Feb 8 – Feb 12	2	2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,777	9,549
Percentage of rental license renewals that have registered for the 2020-2021 license year	99.0%	99.0%
Notes: The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.		
PAYMENT		
Weekly payment received	\$ 450	
Weekly adjustment/credits	\$ 0	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	50	
Electrical	30	
Plumbing	32	
Mechanical	9	
Safety	16	
Neighborhood Vitality	29	
Quality of Life	1	
Preventive Maintenance	1	
Planning & Zoning	2	
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:	1,169	Field Interviews:	11
Arrests/Warrants Served:	1	Moving Violations:	27
Domestic Violence Calls:	20	Safety Repair Orders:	3
DUI Arrests:	1	Warnings:	57
Reports Filed:	90		

REPORTS

02/12/21: Officer McNew responded to Western Maryland Outdoor Power located on the Dual Highway regarding a burglary report. The store manager stated that three Stihl saws were missing from the store. The officer noticed the glass broken out of the front entry door. Dispatch advised the police department did not receive any alarm calls during the overnight hours. The manager checked the alarm system and confirmed that the alarm did not trip. The officer reviewed the store's surveillance camera and observed an unknown male approach the business and smash the glass out of the entry door and entered the business. The male is last seen leaving the business with items in his hands. A photo of the suspect was sent out to HPD officers in an attempt to identify the suspect. The total loss to the business was over \$2,000 and approximately \$800 to replace the broken front door. No further information is available at this time.

02/13/21: Officers from HPD were dispatched to Berner Avenue for a reported property damage accident. The victim advised that a red Lincoln bearing Pennsylvania tags hit his vehicle and fled the scene. Dispatch stated the vehicle returned to the owner living on Berner Avenue. The officers checked further down on Berner Avenue and observed a red Lincoln double parked on the street. Officer Main issued a parking citation and called for a tow to remove the vehicle. Officers attempted to make contact with the driver but no one initially answered the door. Officer Main was able to pull up a camera that captured the male exiting his Lincoln and entering a Berner Avenue residence. The officers were preparing to leave the scene when a female opened the door and the officers noticed a male inside that matched the description of the male captured on the surveillance camera. The male was extremely intoxicated and had difficulty giving the correct name and birth date. The officer explained he needed correct identification in order to issue the citations for the accident. The male became uncooperative and refused to place his arms behind his back. The male was identified and verified, he was released and issued appropriate citations. It should be noted the driver is not the owner of the vehicle. A hold was placed on the vehicle until the officer could make contact with the owner.

02/14/21: Officer Flinn responded to Home Depot on Garland Groh Boulevard for the report of a theft. It was reported a white male stole items from the store and fled on foot. The store manager stated that the male stole four Husky 7 piece SAE Pinless Universal Impact Socket valued at \$59.97 each. The manager described the male as approximately 5'8" tall, having blonde hair and wearing blue jeans, a blue hoodie, a black jacket and wearing a ball cap. The suspect was wearing a mask which made it difficult to see facial features. If HPD is able to identify the suspect Home Depot wants to file charges on the male. No further information is available.

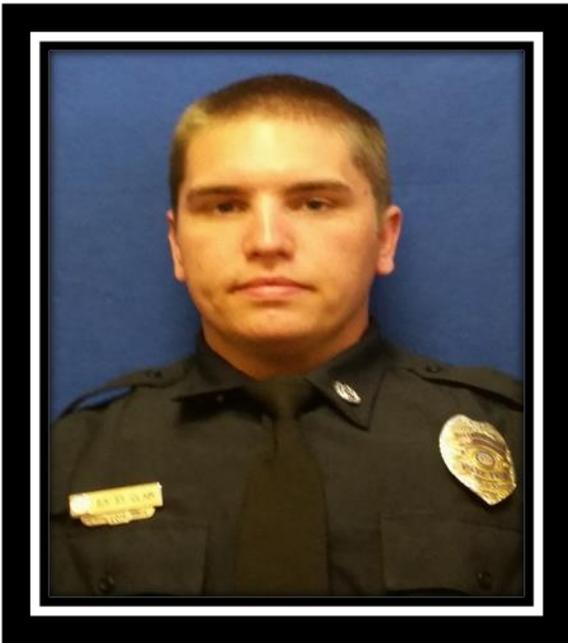
02/15/21: Officers from HPD were dispatched to the Cold Weather Shelter at a140 West Franklin Street for a report of a disturbance. Dispatch advised there was a male refusing to leave the shelter. Staff advised that male they had called about had since left the shelter. The staff stated they had confiscated two capsules from the male and he claimed they were his antibiotics. There is a policy at the shelter that no medicine can enter the building unless in the proper bottle. The officers believed the capsules to be heroin. The two capsules were confiscated by the police for destruction. No further information is available at this time.

PRESS RELEASES

On February 15th, 2021, Ty'Zeon Myjzour Shipman (age 19 of High Point, NC) was arrested in Wilmington, North Carolina on an outstanding arrest warrant for the murder of Roderick White which occurred on 1/30/21 in Hagerstown. Shipman is charged with 1st Degree Murder and other charges related to the commission of homicide. The suspect is being held at the local NC jail and is awaiting extradition. HPD would like to thank the following agencies for their help with the apprehension: Wilmington Police Department, High Point Police Department, North Carolina Department of Public Safety, Carolina Regional Fugitive Task Force and the US Marshal's Service. Excellent work was done by the HPD Criminal Investigation Unit. This is still an ongoing and active investigation. Further information will be released as appropriate.

OTHER NEWS/INFORMATION

Congratulations to Officer Scott StClair. Officer First Class Scott StClair has been selected as Co-Officer of the Month for December 2020. Officer StClair has been employed by the City of Hagerstown for seven years and is currently assigned to the Patrol Division.



In December 2020, Officer StClair was on patrol and observed a subject who was wanted for a shooting that had occurred the previous evening. Officer StClair began to approach the subject on foot; however, the subject refused to comply with Officer StClair's directives and continued walking away with an object in his hand. The subject walked behind a dumpster and tossed an object which was later determined to be a handgun. Officer StClair waited for the arrival of additional units before moving in to take the subject into custody without further incident. Due to his astute observations and proper tactics, the situation was resolved safely without injury to anyone involved and a handgun was recovered. Based on his action in safely apprehending a violent offender and recovering a handgun, Officer First Class StClair has been selected as the Hagerstown Police Department Officer of the Month for December 2020.

HPD is proud to have dedicated officers such as Officer First Class Scott StClair as one of its own and congratulates him for a job well done.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	120	120
	University District Deck	238	238
Number of Student Permits	Central, Market, Rochester Lots	23	22
Number of Patrons Using Decks	A & E Deck	854	NA
	University District Deck	869	NA
Number of Citations Issued	(Includes Warnings)	80	1
Late Payment Notifications		NA	19
Peak Occupancy (%)	A & E Deck	54% Fri @ 4 PM	NA
	University District Deck	34% Tue @ 2 PM Fri @ 10 AM	NA

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

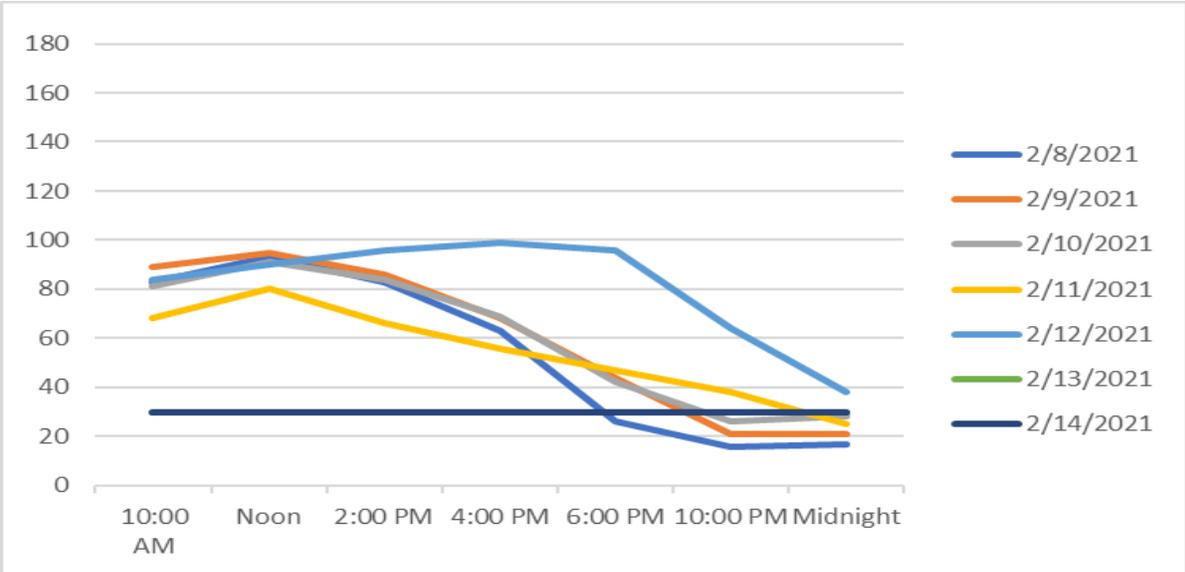
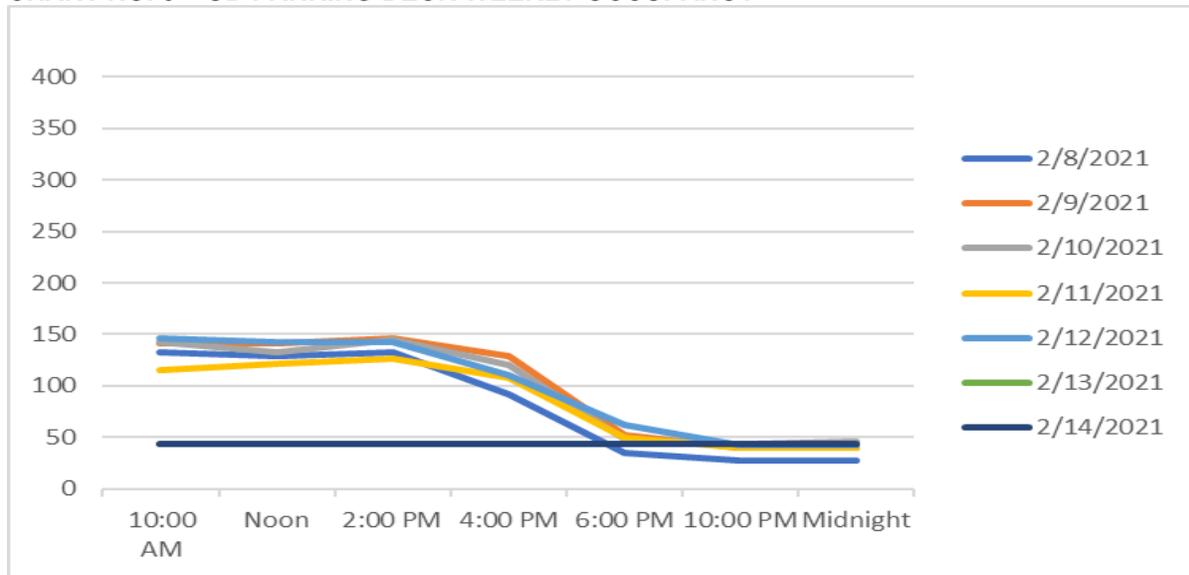


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	0
Human Resources	0	0
Light	2	1
Parks & Engineering	2	0
Police	6	1
Public Works	3	7
Wastewater	0	1
Water	2	5
Weekly Totals	15	15
Yearly Total	120	

AFTER HOUR CALL BACKS

Thursday, February 11, 2021 @ 6:45 PM: Report of a loose or damaged storm drain lid at the intersection of Virginia Avenue/Burhans Boulevard/Wilson Boulevard. Staff found no immediate issue of concern.

Saturday, February 13, 2021 @ 2:11 AM: Potential for icy streets due to freezing rain. A driver was brought in to salt the bridges and look for any potential icy areas of concern. No real issues materialized.

Saturday, February 13, 2021 @ 8:00 AM: Report of a stop sign missing at Mitchell Avenue and Langdon Street. The supervisor on call confirmed the sign was missing and called in staff to install a new stop sign.

WINTER STORMS No. 8, 9 and 10

Three separate storm systems hit this holiday week. Winter storm Shirley struck late Wednesday night of the 10th into Thursday the 11th. Staff worked multiple shifts to clean up this storm.

Saturday, February 13th, winter storm Tabitha blew through with the threat of freezing rain, sleet and rain. Fortunately, the storm left little impact on streets. An employee was brought into salt the bridges as a precautionary measure.

Late in the evening of Monday, February 15th, a third storm system, Uri, arrived with a similar threat of freezing rain, sleet and rain. The temperatures remained around 32 degrees but, like Tabitha, did not impose any real threat. Staff was again brought into salt the bridges as a precautionary measure.

The forecasts this year have been hard to predict; making it a challenge for staff to determine the correct number of personnel and when to bring them in. Another storm system, Viola, is set to arrive on Thursday, February 18th with a real possibility of snow.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Wed. 02/10 - Area of Mitchell Avenue and Freemont Street: Total outage. A transformer fuse had operated. Timeout 0150-0243
- Area of 58 E North Avenue: Total outages. A transformer fuse had operated and the transformer was found to have an internal fault. Timeout 0535-0900

Distribution

- HLD crews have been performing various system upgrades on our system.
- HLD crews completed a pole replacement along Virginia Avenue at Reynolds Avenue. The pole was replaced at the request of the Parks Department due to construction along Virginia Avenue at City Park.
- HLD crews performed feeder inspections on our Plant feeders.
- HLD crews continue to perform make-ready work for Point Broadband.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Engineering Designer continued working with City Engineering and Contractors on the street lighting challenges along Wesel Boulevard.
- The Staff Engineer reviewed bid submittals for materials released for quotes. These materials are used in the construction and maintenance of the HLD electric system.
- The Staff Engineer reviewed capacitor bank testing procedures and testing tools currently used by the HLD.
- Engineering staff obtained one new confined space atmospheric testing unit and had our spare unit repaired.
- The Distribution Foreman, along with Engineering Staff and Building Maintenance began the installation of new Eye Wash Stations around HLD facilities to include HLD substation battery rooms.
- Engineering staff completed multiple updates to HLD's electric model in the GIS space.
- The Staff Engineer approved an attachment request to 23 HLD utility poles by the SEGRA Company.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 10, 2021	5.89	0.06
Thursday, February 11, 2021	6.26	0.22
Friday, February 12, 2021	6.10	0.00
Saturday, February 13, 2021	5.77	0.03
Sunday, February 14, 2021	5.81	0.00
Monday, February 15, 2021	5.95	0.22
Tuesday, February 16, 2021	7.97	0.17
Weekly – Avg. Flow / Total Rainfall	6.25	0.70
Feb - Avg. Flow/Total Rainfall	6.53	1.03

- Troubleshooting of Red Lion digital panel meter, replaced defective output card and wiring.
- Pulled DO probes on OAB, cleaned and calibrated.
- Replaced A-drive bearing assembly and reset limit switches on UV gate actuators.
- Calibrated UV transmittance analyzer and replaced defective piping.
- Routine MVP Plant Work orders & Corrective Work Orders.

Wastewater Collection

SES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#15	820.7'	292.5'	12 taps

Collection System Maintenance Tasks

- PS #26: installed new computer HMI screen.
- Cleaned shop and break room, fixed water leak in bathroom, cleaned and painted the break room.
- Cleaned and organized the drying beds.
- Shot grades for manhole not on map on Chuck Lane.
- Surveyed (11) manholes on South Locust Street for 2021 overlay.
- Sewer backup, 219 Bryan Place, problem on the private side
- Sewer backup, 14 South Locust Street, problem on the private side.
- Sewer backup, 152 East Irvin Avenue, problem on the owner side.
- Grinder pump, 1647 Woodlands Run, replaced pump #1 and reset #2.
- Grinder pump, 20207 Mahogany Circle, reset pump.
- Grinder pumps, installed heater blanket at 1641 & 1643 Woodlands Run.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	6	1	0	0	0	6	13
YTD 2021	30	10	0	0	0	22	62

Engineering

- Review of Site Development and City Permit Drawings.
- Gathering information for service inquiries.
- Updating GIS databases completed with water projects.
- Ongoing Construction Inspection of ongoing water projects.

WATER DIVISION

Plant Flows – System Demand (MGD)

Date	Willson	Breichner	Total
02/11/21	10.97		10.97
02/12/21	11.16		11.16
02/13/21	10.65		10.65
02/14/21	10.68		10.68
02/15/21	11.03		11.03
02/16/21	11.10		11.10
02/17/21	10.80		10.80
Average			10.91

Water Production at R. C. Willson & Pump Station Distribution

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff repaired heater at R. C. Willson.
- Staff repaired auto valve at Pump Station #3.
- Staff performed snow removal at R. C. Willson and pump stations.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.97 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, design criteria and project schedule. Emergency Action Plans have been completed.

Water Distribution

- Crews performed customer service work and new meter installations as needed.
- Crews continue to replace residential meters throughout the water service area.
- Crews repaired leaking meter at new Amazon building on Wesel Boulevard.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	1
Preliminary Plats	-	-
Final Plats	-	1
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	9	11

- Construction inspection and quality assurance testing of ongoing projects.
- Updating GIS mapping.
- Review site plan and City permit drawings.
- Gathering information related to fire flows and inquiries about potential new water services.



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner". The signature is fluid and cursive.

Scott A. Nicewarner
City Administrator