

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 9 FOR 2021



March 5, 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>.

| MARCH 2021 | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------------------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|--------|----------|
| <i>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</i> | | | | | | |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | 1 | 2 State of the City No M&C Meeting | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 3pm Executive Session 4pm Work Session | 10 4pm Hagerstown Planning Commission Meeting | 11 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting | 12 | 13 |
| 14 | 15 | 16 4pm Work Session | 17 7pm Board of Zoning Appeals Meeting | 18 | 19 | 20 |
| 21 | 22 | 23 7pm Regular Session | 24 | 25 4:30pm Hagerstown Historic District Commission Meeting | 26 | 27 |
| 28 | 29 | 30 No M&C Meeting | 31 7pm Hagerstown Planning Commission Meeting | | | |

COMMUNICATIONS

This Week's Headlines & Media Releases:

- Three Killed, Two Hospitalized Following Linganore Avenue Fire
- Hagerstown, Williamsport Main Street Programs Receive \$350K in State Grants
- State Senators File Bill for Sports Betting License in Washington County
- Meinelschmidt Sues Over Dismissal from Board; GOP Proceeding with Plans to Replace Him
- Washington County Sheriff to End 3 Decades with Department in 2022
- Keller, Investors Added to Nondisclosure Agreement with MD Stadium Authority
- Hagerstown to Have State of the City Tuesday
- Hagerstown City Hall to Reopen March 8
- Public Comments Sought on Proposed Hagerstown Land Management Code Updates
- Judge Rules for Commissioners in First Stage of Meinelschmidt Lawsuit
- Former Hamilton Hotel Reconstruction in 'Early Stages' After Collapse
- Hagerstown State of the City Touched on 2020 Successes, Challenges
- Commissioners Provide No Insight into BOE's Request for \$5M More

- Press Release: Linganore Avenue Fire
- Press Release: City Hall Reopens March 8
- Press Release: Linganore Ave. Fire Victims Identified

This Week's Video Projects

- "State of the City" Video Post Production
- "State of the City" Virtual Presentation

Channel 25 Hub City Now Programming:

- Mayor & City Council Meeting
- "State of the City" Presentation
- Meritus/"The Flip Side" Vaccine Segments
- "Utility Payment Plan" Promo
- Symptoms of COVID-19 Informational Video
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 12,940 user visits for the week of February 22-28, 2021.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 3,081
 - Utility Billing Page 1,980
 - Civic Alerts Page 679
 - Electric Division Page 436
 - Police Page 221
 - Fire Page 181
 - Bids Page 156
 - Hager House Page 140
 - Firefighters Page 132
 - Jobs Page 126
- Top Searches:
 - "Power outage"
 - "Pay my bill"
 - "What bills can I pay online?"
 - "Outages"
 - "True"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **High Accident Locations.** From HPD's annual accident report, we plan to investigate the six high accident intersections. We will look for any common issues or patterns and also check signs and signal operations. These intersections are:
 - Burhans Boulevard at Washington Street
 - Eastern Boulevard at Conrad Court
 - Franklin Street at Jonathan Street
 - Burhans Boulevard at Antietam Street
 - Potomac Street at Wilson Boulevard
 - Virginia Avenue at Wilson Boulevard
2. **Wesel Boulevard.** C. Wm Hetzer will re-start work on March 8, 2021 to reconstruct the section the pavement between Noland Company and Chick-Fil-A. They will maintain one lane of traffic in each direction.

3. **Street Paving.** Milling and paving of 15 City streets will commence the week of March 22nd.
4. **Stormwater.** The utility fee went into effect this week (March 1). We continue to meet and talk to property owners. Monthly utility bills will start to get billed in April, so we sent the top rate payers a letter to give them yet another ‘heads up” of the fee.
5. **Board of Traffic & Parking.** On the agenda:
 - Requests to make North Avenue and East Avenue one-way
 - Request for 4-way stop at intersection of May Street and Woodland Way
 - Add or relocate stops sign at the intersection of Mill Street and Cannon Avenue
 - Sunset Avenue – Request to be one-way
6. **Engineering Statistics**

| Description | Week of 2/28/21 | Calendar Year 2021 TOTALS |
|------------------------------|-----------------|---------------------------|
| Traffic complaints received | 2 | 24 |
| Work Orders completed | 1 | 14 |
| Traffic counts completed | 0 | 1 |
| Construction Projects | | |
| Description | Week of 2/28/21 | Calendar Year 2021 TOTALS |
| Projects advertised for bids | 1 | 1 |
| RFP's Advertised | 0 | 2 |
| Projects under construction | 9 | 10 |
| Projects completed | 0 | 0 |

PARKS DIVISION

1. **Stadium.** We drafted a User Agreement with the baseball group to use the stadium and sent it to them to review. We hope to have this on the March 16th Work Session. We also drafted an RFP for a future turf facility and we are meeting with stakeholders to discuss the draft next week.
2. **Skatepark.** The Task Force met Monday night and unanimously selected Spohn Ranch of Los Angeles, CA to design and construct the park. This will be on the March 16th Work Session.
3. **Drive Through Easter Egg Hunt at Fairgrounds Park.** This event will be held Thursday, March 25, 2021 from 4-8 p.m. In partnership with 106.9 The Eagle, staff is planning a drive-through Egg Hunt that's sure to be fun for the whole family. Vendors will have treats for participants along the way and the Easter Bunny will be there welcoming everyone! The cost is \$5 per vehicle with part of the proceeds benefitting the American Cancer Society and Relay for Life.
4. **City Park.** Staff continue to install conduit for the new City Park Christmas light display. Work also continues on refinishing both arches at City Park.
5. **Community Garden.** Staff checked the gardening equipment and purchased Leaf Gro for the 2021 season.
6. **Virtual Programs**
 - Belly Dance (hybrid class), Mondays at 7 p.m.
 - Dance Fitness, Mondays at 6 p.m.
 - Yoga for Weight Loss (hybrid), Mondays and Wednesdays at 5:30 p.m.
 - Yoga to Relax and Renew, Tuesdays, 6 p.m.
 - Strength Training, Thursdays at 6 p.m.
 - Square Dancing, Thursdays at 7 p.m.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 28 South Potomac Street, Suite 308 – Veterans Restoration – emergency restoration company specializing in water damage cleanup, mold removal, fire damage cleanup, and trauma/biohazard.
- 44 North Potomac Street, Suites 101-102 – Compassionate Wellness Center LLC – out-patient mental health services for children, adolescents, and adults.
- 200 South Potomac Street – Les Cookies Delight Bakery – allergy friendly bakery with customized baked goods to fit individual dietary needs.

Planning Commission: These items are on the March 10 Planning Commission agenda:

- 1050 Wesel Boulevard – NorthPoint Development – revisiting the requested waiver for fence landscaping.
- Review of Waiver Form and Criteria for Approving Waivers.
- Land Management Code Text Amendment for Secondary Front Yard Fences.

Historic District Commission: The HDC will consider these matters on March 11:

- 102 South Prospect Street – Diane De Laet – garage.
- 45 West Washington Street – City of Hagerstown – Cultural Trail signage.
- 16-18 West Franklin Street – Hagerstown Pythian Castle, LLC – replacement windows.

Weekly Activity Report: February 22–26, 2021

| PERMITS | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------|-----------|--------------|----------------------|----------------------------------------|---------------------|-----------------------------|
| <u>TYPE</u> | <u>NUMBER OF NEW APPLICATIONS</u> | | | | | | | <u>NUMBER ISSUED</u> |
| Building | 8 | Residential - | 5 | Commercial - | 2 | Other - | 1 | 4 |
| Electric | 20 | Residential - | 12 | Commercial - | 8 | Other - | 0 | 20 |
| Plumbing | 5 | Residential - | 4 | Commercial - | 1 | Other - | 0 | 4 |
| Mechanical | 4 | Residential - | 3 | Commercial - | 1 | Other - | 0 | 4 |
| Engineering Dept. | 5 | | | | | | | 5 |
| TOTAL | 42 | | 24 | | 12 | | 1 | 37 |
| <u>Est. Value of Issued Building Permit Projects:</u> | | | | | | | | |
| Residential | | | | | \$ 410,000.00 | <u>FY21 Fiscal Year Totals:</u> | | |
| Commercial | | | | | \$ 10,000.00 | \$ 21,308,039.00 | | |
| Apartment | | | | | \$ 0.00 | \$ 72,179,506.00 | | |
| Sign | | | | | \$ 0.00 | \$ 795,329.00 | | |
| TOTAL | | | | | \$ 420,000.00 | \$ 94,419,692.00 | | |
| <u>Projects of Interest</u> | | | | | | | | |
| - Construct two single-family homes in Hager's Crossing - \$210,000 | | | | | | | | |
| - Construct single-family home at 361 Hollymead Terrace - \$200,000 | | | | | | | | |
| RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021 | | | | | | | | |
| | | | | | | <u>PROPERTIES</u> | <u>UNITS</u> | |
| Registrations received week of Feb 22 – Feb 26 | | | | | | 2 | 2 | |
| New applications issued week of Feb 22 – Feb 26 | | | | | | 2 | 2 | |
| Total 2020-2021 registered (includes additions and subtractions since 6/8/20) | | | | | | 3,782 | 9,559 | |
| Percentage of rental license renewals that have registered for the 2020-2021 license year | | | | | | 99.0% | 99.0% | |
| <u>Notes:</u> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020. | | | | | | | | |
| <u>PAYMENT</u> | | | | | | | | |
| Weekly payment received | | \$ 150 | | | | | | |
| Weekly adjustment/credits | | \$ 0 | | | | | | |

| INSPECTIONS | |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TYPE | NUMBER CONDUCTED |
| Building | 62 |
| Electrical | 40 |
| Plumbing | 25 |
| Mechanical | 10 |
| Safety | 36 |
| Neighborhood Vitality | 11 |
| Quality of Life | 8 |
| Preventive Maintenance | 0 |
| 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: | 1,311 | Field Interviews: | 2 |
| Arrests/Warrants Served: | 9 | Moving Violations: | 46 |
| Domestic Violence Calls: | 26 | Safety Repair Orders: | 3 |
| DUI Arrests: | 2 | Warnings: | 89 |
| Reports Filed: | 118 | | |

REPORTS

02/25/21: Officer Repp responded to Sheetz on East Washington Street for a reported disturbance. Dispatch advised there was a white male in the business swinging a bag around. The officer made contact with the male asked him to identify himself. The male just laughed and refused to answer the officer. The officer grabbed the swinging bag and the male began screaming and the incident caused many customers to exit the store. The male was identified, issued a Criminal Citation and then he left the property.

02/26/21: Officer Wheat was dispatched to Lowe's of Hagerstown on Wesel Boulevard for a theft report. An employee working the front desk observed a male with a cart full of electrical spools head for the exit door. She asked to see his receipt and he held up a piece of paper and kept walking out the door. The store manager reviewed the store's surveillance camera and recognized the male from previous thefts both in Hagerstown, Maryland and Martinsburg, West Virginia. The footage revealed that the male walked past all points of sale without paying for what was in his cart. The total loss to Lowe's was \$1,722.00. The officer will continue his investigation. No further details are available at this time.

02/28/21: Officer Thompson responded to Devonshire Road for the report of a robbery. Upon arrival the officer found a black male sitting on the front porch steps. Officer Fuqua arrived first and was treating the male for a gunshot wound. The victim explained to the officer he was at Hellane Park when three males approached him. One male pulled out a handgun and pointed at him and demanded his belongings. The victim gave the male his wallet and phone, however the male still shot him. The victim ran through the park and started knocking on doors asking for help. A citizen on Devonshire Road came to his aid and called for the police and an ambulance. The victim was transported to Meritus Medical Center for treatment. Detective Fleegal is handling the case.

03/01/21: Officer Miscannon was dispatched to Church Street for a report of a vehicle theft in progress. The victim stated she parked her 2010 Hyundai Sonata in front of her house and left the engine running. She was only in the house for a few minutes and when she returned the car was gone. Officers did an initial check but did not locate the vehicle. She advised that she had left her purse in the car, which contained cash and her cell phone. An officer was able to track the vehicle on camera to South Mulberry Street then the vehicle became out of range for the camera. The officer responded to South Mulberry Street and found the stolen vehicle in the area of Cromer Alley. A witness saw the driver exit the stolen vehicle and get into another vehicle and leave the area. The officer was able to get a tag number from another camera. The investigation is on-going.

02/27/21: Officer Romero responded to a vehicle accident on East Washington Street. The driver stated she was fine and did not need medical attention. The officer noticed her eyes had pin point pupils and due to the driver admitting taking Methadone he had a suspicion of possible impairment. The officer conducted the standard field sobriety tests and at the conclusion of the test the driver was arrested for suspicion of driving while impaired. While at HPD headquarters the officer did find drugs in her system. Upon further observation capsules were found under her purse. These capsules appeared to be a mixture of heroin and another substance. In addition to the capsules the officer found three capped needles. The driver was charged with Driving Without a License, Driving While Impaired by Drugs/Alcohol and charged with other related charges.

03/02/21: Officer Reese was dispatched to Manor Drive in reference to a burglary report. The victim stated that he was burglarized and a gun was stolen. When the victim arrived home from work, he noticed his bedroom had been ransacked. The window screen had been removed and was laying on the floor. He checked the doors and both doors were locked. There were other high dollar items in his apartment but only his gun and drugs were missing. There are no suspects at this time.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

| | | Current Week | Previous Week |
|--------------------------------------|---------------------------------|---------------------|----------------------|
| Number of Permit Holders | A & E Deck | 122 | 120 |
| | University District Deck | 240 | 239 |
| Number of Student Permits | Central, Market, Rochester Lots | 34 | 30 |
| Number of Patrons Using Decks | A & E Deck | 1192 | 777 |
| | University District Deck | 935 | 535 |
| Number of Citations Issued | (Includes Warnings) | 105 | 46 |
| Late Payment Notifications | | 21 | 13 |
| Peak Occupancy (%) | A & E Deck | 62% | 52% |
| | | Thu @ Noon | Tue @ Noon |
| Peak Occupancy (%) | University District Deck | 36% | 33% |
| | | Tue @ 10 AM | Tue @ 10AM |

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

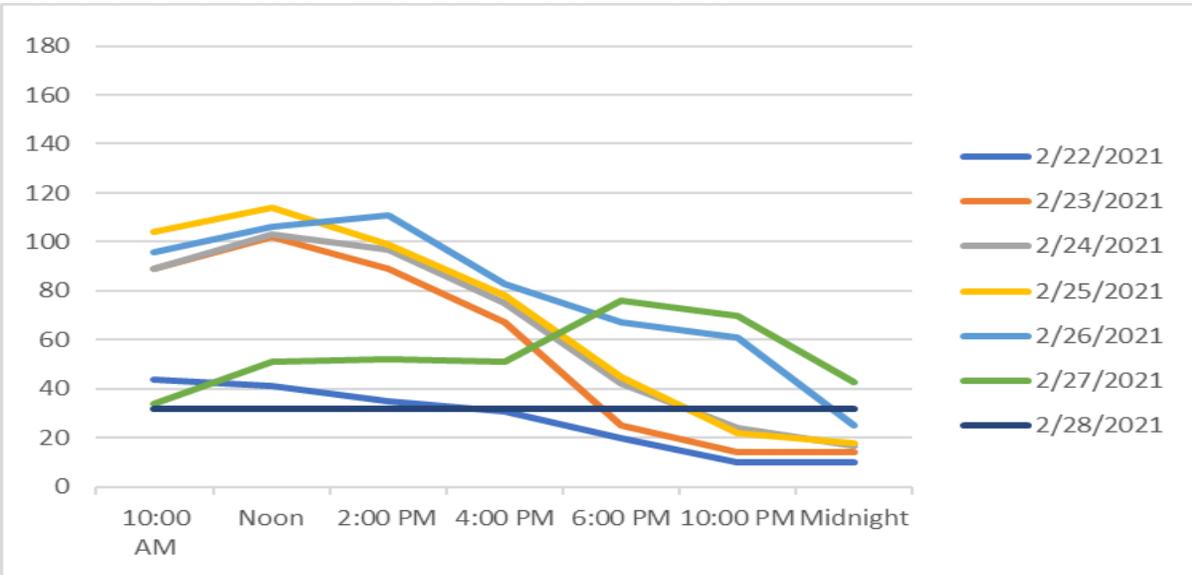
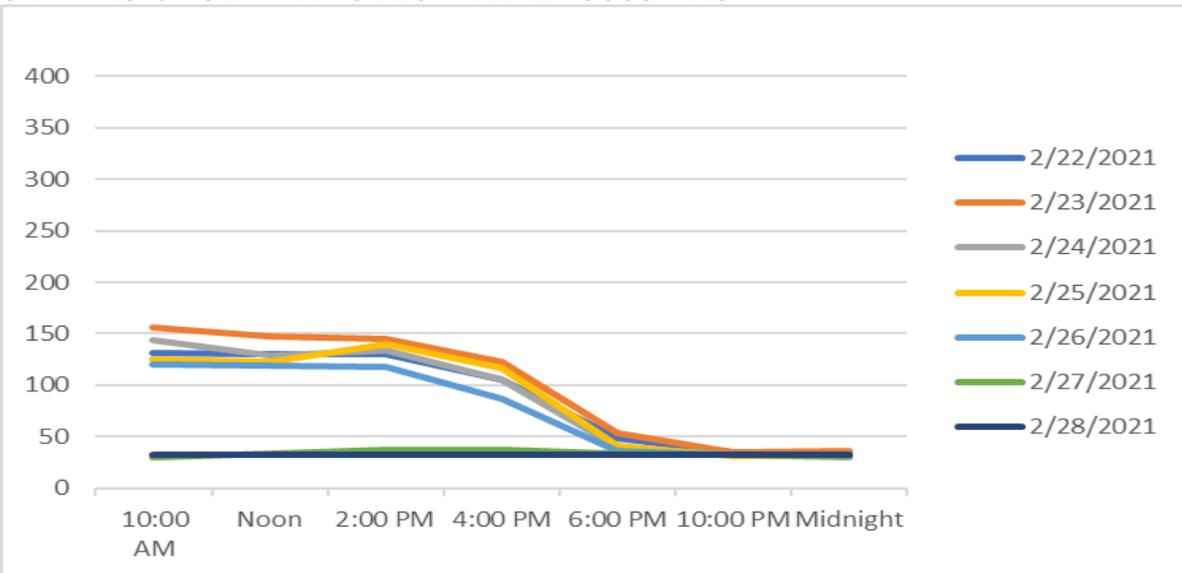


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

| | Current Week | Previous Week |
|----------------------|--------------|---------------|
| DCED | 0 | 0 |
| Fire | 0 | 0 |
| Human Resources | 0 | 0 |
| Light | 2 | 0 |
| Parks & Engineering | 3 | 1 |
| Police | 8 | 1 |
| Public Works | 4 | 2 |
| Wastewater | 5 | 0 |
| Water | 4 | 1 |
| Weekly Totals | 26 | 5 |
| Yearly Total | 151 | |

AFTER HOUR CALL BACKS

Thursday, February 25, 2021 @ 6:30 PM: Traffic signal light on Garland Groh Boulevard at the center access road to the shopping center went into flash operations. Staff was on site to determine the problem and reset the signal for normal operations.

Friday, February 26, 2021 @ 4:15 PM: A vehicle accident at 1313 Pennsylvania Avenue left debris in the street. Public Works was asked to have a street sweeper on site to remove the final debris from the road. An operator was brought and the site cleared.

Friday, February 26, 2021 @ 7:40 PM: Same traffic signal on Garland Groh Boulevard once again went into flash mode. No apparent issues were found in the diagnostics of the system. The signal was reset and placed back into normal operations.

Sunday, February 28, 2021 @ 8:00 AM: Police reported a large pothole at the railroad crossing on Walnut Street at Key Street near Park Circle. Staff found the crossing to be quite rough and a rather large pothole between the tracks themselves. City staff cannot make these repairs as the railroad company (CSX) will not allow it. The crossing issues were reported to CSX at a later date.

WINTER STORM No. 12

A very fast-moving storm dropped over three inches of snow on Monday, February 22, 2021. The snow began shortly after sunrise and was over by noon of that same day. Crews quickly cleared the snow with warmer temperatures which certainly aided in its removal.

This winter seemed a bit harsh but only because last season the weather was so mild. This was a typical winter season with twelve recordable events for staff to address. To date, a total of 2,900 tons of road salt has been ordered at a cost of \$170,926.

STREET SWEEPING DATA

| Month 2021 | Number of Miles of Streets Swept |
|-----------------------------------|----------------------------------|
| January | 716 |
| February | 82 |
| Total Miles Swept for 2021 | 798 |

BULK TRASH COLLECTIONS

| Month for 2021 | Number of Collections |
|----------------------------------------------|-----------------------|
| January | 25 |
| February | 20 |
| Total Bulk Trash Collections for 2021 | 45 |

PROPERTY ABATEMENTS COMPLETED

| Month for 2021 | Number of Property Abatements |
|----------------------------------------|-------------------------------|
| January | 7 |
| February | 5 |
| Total Abatements by PW for 2021 | 12 |

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 2/25 - 1000 Block of Main Avenue – lines down; no issues were found. Time Out: 23.7-0.7
- Sat. 2/27 - 915 South Burhans Boulevard. – pole damaged; lineworkers made temporary repairs to the damaged pole until follow up replacement was completed the following business day. Time Out: 9.3-10.7
- Mon 3/1 - 4 East Franklin Street – partial outage; repairs were made to service connections at the pole. Time Out: 15.1-16.5
- 917 Guilford Avenue – tree on line; the tree limb was removed from service the wires. Time Out: 17.2-17.4

Distribution

- Crews continue annual feeder inspections and 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 Staff Engineer continued design for 34.5kV facilities to serve new industrial development.
- The Engineering Designer submitted multiple jobs to Distribution for construction of new and/or upgraded HLD facilities.
- The Staff Engineer completed photometric design of decorative pedestrian lighting for the extension of the Cultural Trail.
- Engineering staff continued to work with Altec on hydraulic issues with HLD's newest digger derrick truck.
- The Staff Engineer complied work and specifications for HLD's annual substation testing to begin in a few weeks.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

| Date | Flow (mgd) | Rainfall (inches) |
|-------------------------------------|------------|-------------------|
| Wednesday, February 24, 2021 | 7.92 | 0.00 |
| Thursday, February 25, 2021 | 8.72 | 0.00 |
| Friday, February 26, 2021 | 8.41 | 0.07 |
| Saturday, February 27, 2021 | 8.47 | 0.09 |
| Sunday, February 28, 2021 | 10.83 | 0.76 |
| Monday, March 1, 2021 | 12.55 | 0.02 |
| Tuesday, March 2, 2021 | 11.14 | 0.00 |
| Weekly – Avg. Flow / Total Rainfall | 9.72 | 0.94 |
| Feb - Avg. Flow/Total Rainfall | 6.87 | 2.48 |
| Mar - Avg. Flow/Total Rainfall | 11.85 | 0.02 |

Miscellaneous

- Worked with MTD on replacing PLC 4 and PLC 4-1 as part of the ongoing SCADA upgrades.
- Replaced defective methanol pump motor.
- Replaced defective wiring in Bar Screen control panel.
- Repaired underground utility water leak.
- Routine MVP Plant Work Orders & Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

| Activity | Districts | L. F. main | Feet of lateral | # inspected |
|------------------|--------------|------------|-----------------|-------------|
| CCTV Inspections | #7, #11, #15 | 1,715' | 426' | 17 |

Collection System Maintenance Tasks

- Continued flushing trouble spots throughout the collection system.
- Assisted Public Works with snow removal as well as cleared lots and sidewalks at the WWTP.
- Assisted Bob Jones Plumbing by flushing our section of the sewer lateral at 521 North Mulberry Street
- Pump Station #2, replaced lead float.
- Pump Station #1 & #26, cleaned wet wells as well as pumps.
- General pump shop repair work.

- Sewer backup, 1024 Westport Drive, problem is on the private side.
- Grinder pump call, 11134 Eastwood Drive, reset smart switch.
- 11217 Eastwood Drive, repaired top riser section of valve box.
- Collections locker room, pulled and installed 2-20 AMP receptacles.
- Unit #512, installed new tarp over dump bed.
- Excavated and replaced lateral at 219 Bryan Place due to roots.
- Excavated and replaced collapsed section of mainline in the alley behind King Street.

Administration

| Wastewater Division – Customer Call Log Summary 2021 | | | | | | | |
|------------------------------------------------------|-----------|---------------|-----------------|----------|-----------------|-----------|-----------|
| Type | Blockages | Grinder Pumps | Odor Complaints | Flushing | WW Pump Station | Other | Totals |
| Weekly | 5 | 2 | 0 | 0 | 0 | 4 | 11 |
| YTD 2021 | 39 | 13 | 0 | 0 | 0 | 29 | 81 |

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 |
|----------|---------|-----------|-------|
| 02/25/21 | 11.40 | | 11.40 |
| 02/26/21 | 10.59 | | 10.59 |
| 02/27/21 | 10.87 | | 10.87 |
| 02/28/21 | 10.56 | | 10.56 |
| 03/01/21 | 11.17 | | 11.17 |
| 03/02/21 | 11.06 | | 11.06 |
| 03/03/21 | 11.22 | | 11.22 |
| Average | | | 10.98 |

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

- Staff worked on facility maintenance and routine preventative maintenance

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 11.70 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 a leak on Tammany Lane.
- Crews resumed water terminations due to non-payment of accounts.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

| Reviews: | City | County |
|-------------------|------|--------|
| Site Plans | - | - |
| Preliminary Plats | - | - |
| Final Plats | - | - |
| Replat | - | - |
| Grading Plan | - | - |
| Development Plan | - | - |
| Building Permits | 11 | - |

- Updating GIS mapping
- Inspection and quality assurance testing of ongoing construction projects
- Review of site plan and city permit drawings
- Generating water service and allocation letters
- Gathering information for water service inquiries



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